



AI Engineering Services Ltd.,  
PPMM Department, NSCBI Airport,  
Dum Dum, Kolkata- 700 052

Tender No: KOL/AIESL/EFPM/061-22

Date: 21.12.2022

**SUB: Annual Contract for Daily Maintenance and Operation of Chemical Effluent Plant at AIESL, NTA, N.S.C.B.I. Airport, Dum Dum, Kolkata-700052.**

AI Engineering Service Limited (AIESL) invites sealed Tenders, under Two Bid System i.e. **Technical Bid** and **Financial Bid**, from Recognized and Registered Firm / Company having a minimum experience of 05 (Five) years in the field of **maintenance and operation of Chemical Effluent Treatment Plants**, to provide the subject service at AI ESL, Kolkata. Intending service providers fulfilling eligibility criteria as detailed in the Tender Document may apply as per the prescribed Tender Document consisting of **26 pages**.

The entire Tender document is to be downloaded from our web-site [www.aiesl.in](http://www.aiesl.in) on free of charge basis.

The Tender document consists of the following:

Covering Letter for Notice Inviting Tender (NIT)		Page 1 to Page 5
General Terms and Conditions	Annexure A	Page 6 to Page 14
Scope of Work including Technical Requirements In details & Location where service has to be rendered	Annexure B	Page 15 to Page 18
Technical Bid Format	Annexure C	Page 19 to Page 21
Price Bid Format	Annexure D	Page 22 to Page 24
Format of Covering Letter for submission of bid	Annexure E	Page 25
Format of authorization letter for attending Bid opening	Annexure F	Page 26

- Period of Contract:** The Contract will be for a period of **03 (Three) years from the date of award of the Contract.**
- Guidelines for Submitting Tender Document:-**  
The Tender Document consists of Two Parts: Technical Bid and Price Bid. The duly filled-in Tender Document should be enclosed in **two separate covers / envelopes** and superscripted as detailed below:

- 2.1 **Cover I: TECHNICAL BID:** The duly filled, signed and stamped Technical Bid (Annexure 'C') along with related supporting documents, Covering Letter (Annexure 'E'), should be enclosed in an Envelope marked as **Cover- I** and should be sealed and super scribed **TechnicalBid** -“Tender for Annual Contract for Maintenance and Daily Operation of Effluent Treatment Plant, AI Engineering Service Ltd., APU Module-I, New Technical Area (N.T.A.), N.S.C.B.I. Airport, Dum Dum, Kolkata-700052”-**Tender No : KOL/AIESL/EFPM/061-22 Date: 21.12.2022, Due Date of Opening : 12.01.2023**”. **The Bidders must furnish all information and details sought / required in the Tender through documentary evidence and put their signature and official seal on all the pages of such documentary evidence and Annexures enclosed along with Technical Bid.** The name of the Bidder, mailing address, contact details including e-mail-id should also be mentioned on Cover-I.  
**Note:1.** No indication of the Prices should be made in the Technical Bid.  
2. Tenders received without EMD will be outrightly rejected
- 2.2 **Cover II: PRICE BID:** The duly filled, signed and stamped Price Bid (**Annexure D**) should be kept in this Cover marked as **Cover- II** and should be sealed and super scribed **PRICE BID** “Tender for Annual Contract for Maintenance and Daily Operation of Effluent Treatment Plant, AI Engineering Service Ltd., APU Module-I, New Technical Area (N.T.A.), N.S.C.B.I. Airport, Dum Dum, Kolkata-700052” –**Tender No:KOL/AIESL/EFPM/061-22 Date : 21.12.2022** The name of the Bidder, mailing address, contact details including e-mail-id should also be mentioned on Cover-II.
- 2.3 **Cover III: Master envelope (for Cover I and Cover II):** Both the Covers I &II should further be put in the **Master envelope**, sealed and superscribed “**Tender for Annual Contract for Maintenance and Daily Operation of Effluent Treatment Plant, AI Engineering Service Ltd., APU Module-I, N.S.C.B.I. Airport, Dum Dum, Kolkata-700052**” **Tender No: KOL/AIESL/EFPM/061-22 Date :21.12.2022 Due date of opening:12.01.2023**”. The name of the Bidder, mailing address, contact details including e-mail-id should also be mentioned on The Master Envelope i.e. Cover-III. The same should be submitted to the Office of DGM, PPMM, AI Engineering Services Limited, New Technical Area, Dum Dum, Kolkata – 700052.

**Bidders are required to study the Tender carefully and submit Bids accordingly.**

**Last date / time for submission of Tender: 12.01.2023 upto 14:00hrs.**

**Opening date / time of Tender (Technical bid): 12.01.2023 at 15:00hrs.**

Technical Bids prepared by the Bidder shall contain all requisite information along with self-attested supporting documents as per details specified in Technical Bid–(Annexure-‘C’).

3. Tenders will be opened in the presence of Bidders or their authorized representative, present on the due date of opening i.e. **15:00 hrs. on 12.01.2023**. The authorized representative must carry an authorization letter (as per specimen provided in Annexure-F) on the letter head of the Bidder on each occasion i.e. opening of Technical Bid and opening of Price Bid. Only the Technical Bids of the received Tenders will be opened on that day and the related Price Bids will be sealed, in presence of those Bidders present, and kept in AIESL safe custody. **The Price Bid of only those Bidders who are found technically suitable in evaluation of the “Technical Bid” will be opened.** The Time, Date and Venue of opening of **PRICE BID(S)** will be intimated later to the Bidders who have been found technically suitable in the evaluation of “Technical Bid”. No correspondence in this regard will be entertained. The Price Bids of the technically disqualified bidders will be returned to them after finalization of the Contract.
4. **Tender is liable to be rejected, if:-**

- 4.1 All Columns provided in the Tender Document are not filled with relevant details and / or column(s) are left blank.**
  - 4.2 The submitted tender is incomplete.**
  - 4.3 Both Technical Bid and Price Bid are found in the same envelope and the price bid is in open condition.**
  - 4.4 Bid is received after due date.**
  - 4.5 Only Price Bid is received without the Technical Bid and vice-versa.**
  - 4.6 Bid is received by fax or e-mail.**
  - 4.7 Bid is received without signature and official seal.**
  - 4.8 Price Bid not received as per the format provided.**
  - 4.9 The Bid is conditional in nature.**
5. Tender should be submitted duly filled in the prescribed form, signed and stamped.
  6. Proprietorship Firm / Partnership Firm / Company under same management cannot submit more than one tender. **Violation of this condition will result in rejection of the tender.**
  7. Bidders are advised to study the tender document carefully. Submission of tender shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
  8. The rates quoted should be firm for the period of Contract as stipulated in the tender.
  9. While quoting/filling up the Price Bids, the Bidder should take into consideration the following factors:
    - 9.1 The rate and amount quoted by the bidder shall be given in figures as well as in words. The language for filling Tender Documents shall be English. The amount for each item (wherever required) shall be marked out with the requisite total.
    - 9.2 When there is a difference between the rates in figures and in words, the rates given in words shall be taken as correct.
    - 9.3 When the rate quoted by the Bidder in figures and in words tallies but the amount is not worked out correctly, rate quoted by the Bidder shall be taken as correct and not the amount.
    - 9.4 All rates shall be quoted in the tender format only. In case of figures the word Rupees (Rs) shall be written as prefix and word Paise (p) should be written in suffix, e.g.Rs.2.15p
  10. It will be imperative for each Bidder to fully acquaint himself with the local conditions and factors, which may have an effect on the execution of the Contract and/or the cost before submission of the tender.
  11. Tenders received after due date and time will not be entertained / considered. Bidders submitting the Tender through post or courier will do so at their own risk and if the sealed Tender Documents are misplaced or received after the due date and time, AI ESL will not be responsible for the same and no correspondence in this regard will be entertained whatsoever.
  12. If deemed necessary, AI ESL may seek clarifications on any aspect related to the Tender from the Bidder. AI ESL reserves the right, at its sole discretion to seek whatever information, documents etc. from the Bidder as it may consider necessary for the purpose of evaluation of the Technical Bids. During the process of the evaluation of Technical Bids, no queries shall be entertained from the bidders with regard to the status of the evaluation.
  13. AI ESL reserves the right to accept or reject any/or all Bids, annul the Tender process and reject all Bids at any time, prior to the award of Contract, without incurring any liability or without any obligation to inform the Bidder(s) of the grounds for its action.

14. In case, if it is found at any stage, that, the information provided is/are not true, the Tender / Order / Agreement shall be cancelled and appropriate damages shall be claimed from the concerned Bidder's Security Deposit.
15. The closing date for submission of bids may be extended at any time including after the schedule date of closing at the sole discretion of AI ESL.
16. In case Lowest Bidder, i.e. LQ1 vendor backs out either before issue of Contract / Letter of Intent (LOI) or subsequent to its issue the LQ1 vendor will be debarred from participating in AIESL tenders for a minimum period of 03 (Three) years. In addition, its Security Deposit would also be forfeited.
17. Amendments and clarifications, if any, to this Tender will be hosted on the website: [www.aiesl.in](http://www.aiesl.in) and AI ESL will not issue any "Press Advertisement" or intimate the Bidder individually of the same. The Bidder is, therefore, advised to visit AI ESL website regularly till the last date of submission of Tender. **The last amendment, if any, will be hosted a minimum of 07 (Seven) days before the last date of submission of Tender. In case there is change in Requirements / Terms and Conditions / Work Scope after release of the Tender but before its due date, the Bidder who have already submitted their response shall have an option to resubmit their bids if they choose to do so.**
18. As it is not the general norm for AI ESL to carry out price negotiation following evaluation of the Price Bids, the intending Bidders are advised to submit their best quote(s) in response to the Tender. AI ESL, however reserves the right to carry out negotiations in exceptional cases with the Bidder who has been evaluated by AI ESL as having offered the lowest bid in response to the Tender.
19. **Fraudulent practices:** AI ESL requires that the bidder should observe the highest standard of ethics during the bidding process and during execution of contracts. In pursuance of this AI ESL: 19.1 defines, for the purposes of this provision, the terms set forth below as follows:
- i. **"Corrupt practice"** means the offering, giving or soliciting of anything of value to influence the action of a public official in the procurement processor in contract execution;
  - ii. **"Fraudulent practice"** means a misrepresentation of facts / forging in order to influence a procurement process or the execution of a contract to the detriment of AI ESL, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive AI ESL of the benefits of free and open competition.
- 19.2 Shall reject a proposal for award if it determines that the bidder recommended for award has engaged in corruptor fraudulent practices in competing for the contract in question.
- 19.3 Shall declare a bidder ineligible and put on holiday, either indefinitely or for a stated period of time, if it at any time it is determined that the bidder has engaged in corrupt or fraudulent practices in competing for, or in executing a contract.
- 19.4 Shall rescind the contract with immediate effect, in case of successful bidder adopting fraudulent/ corrupt practices during the currency of the contract.
- 19.5 **Security Deposit, as the case be, shall be forfeited in addition to putting such bidders on holiday.**
20. **Errant Bidder:**  
In case after price bid opening the overall lowest bidder (LQ1) is not awarded the job for any mistake committed by them in bidding or withdrawal of bid or varying any term in regard thereof, leading to re-tendering, AI ESL shall forfeit Security Deposit paid by the bidder and such bidder shall be debarred from participation in re-tendering of the same job(s) at all locations of AI ESL.

**21. The tender should be valid for 90 days from the date of opening of Technical Bid.**

**22.** All intending Bidders are advised to visit the Chemical Effluent Treatment Plants of AI ESL at NTA, Dum Dum before submission of bid. For any technical clarification pertaining to the above tender, the intending Bidder can contact Mr. B.J. Rai, AGM, EF&PM (Ph. No. 033-2569 5204, E-mail: efd.ccu@aiesl.in, efd.ccu@gmail.com). For any other general clarification, the intending bidders can contact Mr. Rathin Roy, Executive(O), MMD, (Ph. No: 033 2569 5109).

**DGM-PPMM**

**AI Engineering Services, Kolkata**

## Annexure 'A'

Tender No:KOL/AIESL/EFPM/061-22

Date:21.12.2022

Sub: **Tender for Annual Contract for Daily Maintenance and Operation of Chemical Effluent Plant at AIESL, NTA, N.S.C.B.I. Airport, Dum Dum, Kolkata-700052.**

### **General Terms and Conditions:**

1. The “**Bidder**” / “**Contractor**”/ “**Service Provider**” and/or “**Party**”, as used in the Tender document, shall mean the one who has signed the tender form and submitted the quotation in response to our tender notice.
2. The “**Successful Bidder**” as used in the Tender Document shall mean the one who has been declared as: a) Lowest Bidder, b) Whose tender in under consideration for award of Letter of Intent (LOI), c) Received Letter of Intent and d) Awarded Contract for commencement / execution of services.
3. It is further clarified that any individual signing the tender or other documents in connection with the tender must certify whether he signs as:
  - a. A “**Sole Proprietor**” of the firm or constituted attorney of such sole proprietor.
  - b. A partner of the firm if it is a partnership & must have authority to refer to arbitration, disputes concerning the business of the partnership either by virtue of the partnership agreement or a power of attorney. In the alternative, the tender should be signed by all the Partners.
  - c. Constituted attorney of the firm, if it is a Company.
  - d. Authorized signatory of the firm.
4. **Period of contract:** The Contract will be effective for a period of 03(Three) years from the date of commencement of service.
5. **Scope of Work as detailed in Annexure-‘B’ :**
6. **Acceptance and Execution of Contract:**
  - a. The Successful Bidder has to convey acceptance of LOI/Contract within 05(Five) days from the date of issuance of the same.
  - b. The successful Bidder has to execute the contract within 15 (Fifteen) days from the date of issuance of LOI/ Contract by commencing the services.
  - c. In case the successful Bidder is unable to commence the complete services as per work scope as detailed in Annexure-B within 15 (Fifteen) days from the date of issuance of LOI / Contract, AIESL, shall be intimated the reasons for the same.
  - d. In case the reasons for delay of commencement of the services are not convincing, AIESL shall have a right to cancel the LOI / Contract and shall be free to make alternate arrangements and the successful Bidder will be debarred from participation in any tender of AIESL for a minimum period of 03(Three) years. In addition, its Security Deposit would also be forfeited.
7. **Eligibility criteria for undertaking the job:**
  - a. The Bidder must be a firm/company engaged in the field of operation and maintenance of chemical effluent treatment plants and having a minimum **Annual Turnover of Rs. 7,50,000.00** in each of the last two financial years i.e. **2019-2020/2020-2021 & 2020-2021/2021-2022- as the case may be.** Copy of audited Balance sheet and Profit & Loss A/c duly certified by Chartered Accountant, duly signed & stamped / sealed by the Proprietor / Director / authorized signatory must be submitted as proof of Turnover along with the Technical Bid. Alternatively, a Certificate from Chartered Accountant certifying Annual Turnover of the bidder during the last two financial years, i.e. **2019-2020/2020-2021 & 2020-2021/2021-2022– as the case may be** can also be submitted along with the Technical Bid.

- b. The Bidder must have an **experience of 05 years** in the field of operation and maintenance of chemical effluent treatment plants and holding similar contract of Government /Corporate organizations during **last 5 (five) years immediately preceding the date of the Tender** and should provide documentary proof / reference along with the Technical Bid.
- c. Bidder must be Income Tax Payee and should furnish copy of PAN along with the Technical Bid.
- d. Bidder must have Goods and Service Tax (GST) Registration and should furnish copy of the same along with the Technical Bid.
- e. The bidder must submit copies of IT Returns for last 02 (Two) financial years along with the Technical Bid.
- f. Bidder must be registered with Corporation / Municipality / Panchayat.

#### 8. Undertakings:

- a. **The Bidder must give an undertaking along with the Technical Bid that in case LOI / Contract is awarded by AI ESL, the bidder shall be solely responsible to adhere to and comply with the provisions of all statutory compliances / regulations wherever applicable for offering the subject service to AI ESL and / or applicable to his employees, whether directly engaged or otherwise and shall keep AI ESL and any other agency carrying out works on behalf of AI ESL indemnified and harmless against any and all costs, consequences, litigations, damages, penalties, risks and proceedings that may arise on account of any violation of or non-compliance with any provision of any of the statutory compliances / regulations by the bidder, his agents, servants or any other persons acting or claiming to act on his behalf. AI ESL shall not be responsible for any such statutory compliances / regulations which the bidder has to comply. In case the bidder fails to comply with any statutory / taxation liability under appropriate law as applicable to them, their personnel deployed for AI ESL job and / or the services rendered and as a result thereof AI ESL is put to any loss / obligation monetary or otherwise, AI ESL shall be entitled to get itself reimbursed out of the outstanding bills or the Security Deposit of the bidder to the extent of the loss or obligation in monetary terms. In case the amount available through outstanding bills and / or the Security Deposit is not sufficient for such reimbursement, the successful bidder has to pay the deficient amount to AI ESL on demand.**
- b. The Bidder must give an undertaking that the complete work of operation and maintenance of chemical effluent treatment plants as per the Work Scope and at the locations detailed under Annexure-B.
- c. **The Bidder must give an undertaking that, he / they do not have any relation who is an Employee of AI ESL and is likely to benefit them during the Award implementation of the LOI / Contract. He / they also indemnify that any subsequent detection of direct or indirect beneficiary of any application / award of any contract to any employee of the organization may result in disqualification/ termination as the case may be. AI ESL will have the sole discretion to do so and such cases cannot be referred for arbitration.**
- d. The Bidder must give an undertaking that they shall keep AI ESL harmless and indemnified against any cost, consequences, litigations, penalties or proceedings arising out of any violation of any law whether State or Central that may for the time being be in force, or of any law, rule or regulation of any local or municipal authority, as well as against acts of negligence, theft, fraud, dishonestly or any other act of omission or commission whether intentional or otherwise, committed by the successful bidder, his agents, servants or any other persons acting or claiming to act on his behalf.
- e. The Bidder must give an undertaking that they shall, at their own risk and cost, ensure that the personnel deployed by them for the job under this contract are insured against all attendant risks that may be associated with the job. AI ESL shall not be responsible in any manner for any injury to their personnel engaged in the AI ESL premises or for the loss or damage of any material belonging to them placed within the AI ESL premises.
- f. The Bidder must give an undertaking that the requisite work as per enclosed Work Scope detailed under Annexure - 'B' would be completed to the satisfaction of AI ESL at the locations detailed under Annexure - B.
- g. The Bidder must give an undertaking that on the spot surprise checks could be conducted by AI

ESL / Third party authorized by AI ESL, anytime and any shortcomings observed are to be overcome. The shortcomings observed will also attract penal measures at the sole discretion of AIESL.

- h. The Bidder must give an undertaking that their firm/company is not registered in the name of AI ESL employee / in the name of such partner or his / her family member as owner / proprietor.
- i. The bidder must confirm that they will deploy adequate number of skilled/ semi-skilled persons technically capable and experienced in operating similar Chemical Effluent Treatment plants keeping in view the detailed work scope provided in Annexure-“B”.

**Note:**

Self-attested copy of documentary proof as required above must be furnished along with Technical bid Part-I and in case the required information and documents with the Technical bid are not furnished, the tender is liable to be rejected.

9. The technical suitability of Bidder and award of work would be subject to compliance of the eligibility criteria & undertakings as specified in Clause 7 & Clause 8 above and the LOI / Contract would be withdrawn, if these requirements are not fulfilled.
10. Bidder shall give the official mailing Address, Telephone No. and Fax Numbers, E-mail to which all correspondences shall be sent by AI ESL. If address is changed, the same shall be intimated / notified to AI ESL immediately.
11. Wherever deemed necessary, AI ESL may seek clarifications on any aspect from the Bidder.
12. Any notice by one Party to the other pursuant to the Contract, shall be sent in writing to the address specified for that purpose in the Contract.
13. **Rates:**
  - a. The bidder shall quote their rate(s) directly on the format of **Price Bid (Annexure - D)**.
  - b. The bidder should quote separate rates for maintenance and operation of Effluent Treatment Plant. The rate for annual maintenance should be quoted on yearly basis whereas the rate for operation should be quoted on the basis of gallon of effluent treated per month & monthly fixed cost. In case there is no operation of Effluent Treatment Plant during the month, only monthly fixed cost will be paid to the successful bidder. The payment for daily operation will be paid based on the actual volume of Effluent treated.
  - c. The list of materials as detailed under Scope of Work (**Annexure - B**) is to be maintained during the course of the contract period at the cost and effort of the successful bidder for smooth operation.
  - d. The quoted rate should be **inclusive** of all applicable Govt. taxes, cess, levies, charges that may be in force at the time of entering into the contract (except GST), all materials required, related tools, related tackles, cost of labour required for subject work, related transportation charges and all other incidental expenses / charges.
  - e. Applicable GST will have to be mentioned separately in the price bid format and will be paid by AIESL as per rules governing the same.
  - f. In case of imposition of any new statutory tax / levy during the subsistence of the contract applicable to such service, the same will be considered by AIESL on production of proof of applicability / payment.

**14. Earnest Money Deposit (EMD):**

- a) Earnest Money Deposit (EMD) of Rs.23,000/- (Rupees Twenty Three Thousand Only), by way of Bank Draft/Banker's Cheque from a Scheduled Bank drawn in favour of 'AI Engineering Services Limited' payable at Delhi, should be submitted along with the Technical Bid of this Tender. No other mode of payment is acceptable.
- b) Tender will be outrightly rejected if it is not covered by appropriate deposit of EMD. Receipt of



EMD/ Security Deposit of earlier/other tenders/contracts will not be accepted as EMD deposit against this Tender.

- c) SSI units registered with the NSIC under its Single Point Registration Scheme/A-I widows Associations/A-I Co-operative society/Handicraft Boards, Khadi Village and Cottage Industries/Social Welfare Organisations / Handicapped and Blind Associations/ Units registered with the Central Purchase Organisations (e.g. DGS&D) will be exempted from submission of EMD.
- d) EMD will not carry any interest.
- e) EMD amount, in respect of successful bidder (s), will be converted into Security Deposit. In case the successful bidder withdraws or amends its tender, impairs or derogates from the tender in any respect or declines to accept or honour the Contract if awarded in their favour, the EMD as deposited by the bidder will be forfeited. If the successful bidder fails to furnish Security Deposit / Bank Guarantee within the specified period its EMD will be forfeited.
- f) If, for any reasons, the Bidder withdraws from the Tender process, at any stage, after opening the Technical Bid, their EMD will be forfeited.
- g) EMD in the case of unsuccessful bidder s, will be refunded free of interest within 45 days from the date of finalization of the contract

**15. Security Deposit(SD):**

- a. The successful Bidder(s) will have to deposit 5% of the total contract value as Security Deposit with AI ESL by means of Demand Draft/Bankers Cheque from a Scheduled Bank of India drawn in favour of ‘AI Engineering Services Limited’ (**vendor is required to get confirmation from Finance Department, AI ESL, NTA on name of the organization before submission of SD payable at Delhi**, within 2 (Two) weeks of issue of LOI for the satisfactory performance of the Contract. Alternatively, Bank Guarantee (BG) from a Scheduled Bank, in lieu of the said amount, will be accepted as Security Deposit. The validity of the SD / BG will be till 30 days of scheduled completion of all obligations under the contract.
- b. In case SD is not submitted within the schedule period mentioned above the SD amount shall be deducted directly from the initial invoices / bills raised by the successful bidder by Finance Department, AIESL, without any further reference to the successful bidder. Any payment pertaining to the contract shall only be admissible after the entire SD amount has been deducted intotality.
- c. Security Deposit will not carry any interest.
- d. Security Deposit will be refunded only after successful completion of all the contractual obligations by the successful Bidder, subject, however, to deduction of penalties, if any, that may be leviable under the terms of the contract.
- e. Security Deposit will be forfeited in the event of the contract offered in full or in part not being fulfilled by the successful bidder.
- f. The cost of submission of SD or execution of BG would be borne by the successful bidder.

**16. Recovery of Sum Due:**

- a) Whenever, under this Contract, if any sum of money is recoverable from the successful bidder, AI ESL shall be entitled to recover such amount by appropriating, in part or full, from the said **Security Deposit**, already deposited by the successful bidder
- b) In the event of the said Security Deposit being insufficient, the balance of total amount recoverable, as the case may be, shall be deducted from any sum due to the successful bidder under this or any other Contract with AI ESL. Should this amount be insufficient to cover the said full amount recoverable, the successful bidder shall pay to AI ESL, on demand, the balance amount, if any, due within 30 days of the demand by AI ESL.
- c) If any amount due to AI ESL is recovered by appropriating from the said Security Deposit, the successful bidder shall have to make good the same amount, so recovered, to bring the Security Deposit to the original value immediately within 10 days.

- 17.** Selection of the party for awarding the contract will be at the sole discretion of AI ESL, and such selection will be final and binding. AI ESL authorities reserve the right to inspect the premises / infrastructure of the bidder, and to verify the documents submitted along with the bid in original and in case of any deficiency found either during the inspection or during the

verification of the documents, the bid of the concerned party is liable to be rejected.

18. Any personnel deployed in the night or after the close of office hours or on Sundays / Holidays will report to the Security section at NTA before commencing the job and will keep the Security section of AI ESL informed of their where about and exact location in the AI ESL premises.

19. **All tools & tackles required for carrying out day-to-day jobs are to be arranged by the successful Bidder at his cost and no assistance shall be sought from AI ESL in this regard.**

**20. Compliance of Security Regulations:**

- a. The successful bidder shall also obtain entry permit(s) for his personnel to enter AI ESL / AIESL i.e. non restricted area and ensure that his personnel display their entry permits / Photo Identity Cards at all times while deployed in the AI ESL premises and/or the Operational areas.
- b. Any violation of security regulations and indulging in illegal activities by their personnel will be at the cost/ risk of successful bidder.
- c. The successful bidder should ensure verification of character and antecedents of their personnel by Police before deployment, since AI ESL is “protected industry” and Airport is “protected area”.
- d. The successful Bidder will have to submit to Security In-charge, AI ESL, ER, NTA, Dum Dum a letter of authority mentioning the Name, Staff No., Designation, Contact No., together with two passport size photographs of their service personnel who will carry out operation and maintenance service for records. Any change shall be informed to Security In-charge, AI ESL, ER, NTA, Dum Dum in writing within a week.
- e. The personnel so deployed must be in possession of photo identity cards provided by the successful bidder under their signatures, company’s name and seal apart from PIC / AEP issued by BCAS / AAI for Airport entry to be shown if and when demanded by AI Engineering Services Ltd. officials.
- f. The successful bidder shall have a system to issue / retrieve PIC / AEP to their employees while they report / leave the AI ESL / Airport premises, so as to ensure that their employees do not misuse the PIC / AEP.
- g. The successful bidder shall have a system to surrender the expired / lapsed / terminated employees PIC / AEP to the issuing authority.

21. The successful bidder shall ensure that his personnel do not cause hindrance to the activities of AI ESL and that they are properly turn out and conduct themselves with decorum while interacting with AI ESL Employees or other personnel inside the AI ESL premises.

22. The successful bidder shall not deploy such personnel whose previous work has not found satisfactory in the opinion of the responsible Officer of EF&PM.

**23. Compliance of Statutory Provisions:-**

- a. The Successful Bidder shall be solely responsible to adhere to and comply with the provisions of all mandatory and statutory compliances / regulations wherever applicable for offering the subject service to AI ESL and / or applicable to successful bidder’s employees, whether directly engaged or otherwise and shall keep AI ESL and any other agency carrying out works on behalf of AI ESL indemnified and harmless against any and all costs, consequences, litigations, damages, penalties, risks and proceedings that may arise on account of any violation of or non-compliance with any provision of any of the mandatory and / or statutory compliances / regulations by the bidder, his agents, servants or any other persons acting or claiming to act on his behalf. AI ESL shall not be responsible for any such mandatory and statutory compliances / regulations which the bidder has to comply. **In case the successful bidder fails to comply with any statutory / taxation liability under appropriate law as applicable to them, their personnel deployed for AI ESL job and / or the services rendered and / or as a result thereof AI ESL is put to any loss / obligation, monetary or otherwise, AI ESL shall be entitled to get itself reimbursed out of the outstanding bills or the Security Deposit of the**

**successful bidder to the extent of the loss or obligation in monetary terms. In case the amount available through outstanding bills and / or the Security Deposit is not sufficient for such reimbursement, the successful bidder has to pay the deficient amount to AI ESL on demand.** AIESL reserves the right to scrutiny records of payment of PF / ESI by the contractor.

- b. AI ESL shall not be responsible for payment of wages and / or any other emoluments including provident fund or E.S.I. to the personnel / workers of the successful bidder so deployed and it shall be the sole responsibility of the successful bidder to make payment to the said personnel / workers in and the successful bidder shall at all-time keep AI Engineering Services Ltd. indemnified against any claim from its personnel/workers in this regard.
24. The successful bidder shall also keep AI ESL harmless and indemnified against any cost, consequences, litigations, penalties or proceedings arising out of any violation of any law whether State or Central that may for the time being be in force, or of any law, rule or regulation of any local or municipal authority, as well as against acts of negligence, theft, fraud, dishonestly or any other act of omission or commission whether intentional or otherwise, committed by the successful bidder, his agents, servants or any other persons acting or claiming to act on his behalf.
25. The successful bidder shall, at their own risk and cost, ensure that the personnel deployed by them for the job under this contract are insured against all attendant risks that may be associated with the job. The successful Bidder must ensure all safety and precautionary measures while carrying out the maintenance job by their personnel. AI ESL shall not be responsible in any manner for any injury to their personnel engaged in the AI ESL premises or for the loss or damage of any material belonging to them placed within the AI ESL premises. Necessary insurance cover against any untoward incident / accident for all the personnel deployed by the contractor at AI ESL premises is to be arranged by the contractor.
26. The contract would be between AI ESL and the successful bidder and not with any individual. No part of the contract nor any share or interest therein shall in any manner or degree be transferred / assigned or sublet by the service provider directly or indirectly to any person, firm or company whatsoever.
27. The successful bidder shall be solely responsible for the acts and deeds of their personnel deployed by them for the job. AI ESL will, in no way, be responsible for violation of any rules / regulations / instructions of the concerned agencies and/or for any loss or damage caused by his personnel to AI ESL and / or third party and any such loss or damage shall have to be compensated / borne by them.
28. Successful Bidder must deploy their own Supervisor to monitor the work allotted to them on day-to-day basis. Supervision of personnel provided by the successful bidder shall be their responsibility. The successful bidder shall ensure the quality of the job performed by their personnel and in case of any complaint, the bidder shall have to replace the concerned personnel. AI ESL shall have right to refuse entry of any such personnel.
29. As far as possible, the successful bidder will engage same manpower for the job defined in the work-scope so that there is continuity of work and the job quality does not suffer.
30. The personnel deployed by the successful bidder shall under no circumstances be deemed to be in the employment of AI ESL. There would be no obligation whatsoever on the part of AI ESL to absorb any of the personnel deployed on contract. The service provider/ successful Bidder shall be solely responsible for the personnel employed by him under the Agreement (if awarded). The service provider/successful Bidder shall also be responsible for any theft, dishonesty or disobedience and for any offence whether criminal or social that may be

committed by his employees, agents, and those acting or claiming to act on his behalf.

31. The successful Bidder shall indemnify AI ESL for any loss or damage to their property, equipment or personnel directly or indirectly arising out of or resulting from the negligence of the personnel deployed by the service provider. Any loss or damages caused to the AI ESL property, equipment and personnel due to their operation / maintenance job will be recovered from the pending bills / security deposit of the successful Bidder.

**32. Terms of Payment:**

- (a) The successful bidder shall, by the seventh day of the following month, furnish his monthly GST compliant invoice to the office of Dy.G.M./Sr.AGM (E), APU Center, AIESL, NTA. The successful bidder shall also submit along with the bills the requisite proof of deduction and deposit of PF, ESIC, disbursement of wages pertaining to the month for which the bills are raised. APU Center, Module-I shall forward the documentary evidence of compliance of Labour Law(s) to the Office of Executive, HR, AIESL, NTA for verification and confirmation of such compliance. After such confirmation the bills shall be forwarded to the Office of General Manager (Engineering), ER and then to Executive, Finance, AIESL, NTA for payment action. **PAN, GST Registration Number of AI ESL & Service Provider and HSN / SAC Code should be mentioned in each bill raised and the bill should clearly indicate the basic rate and the applicable taxes e.g. GST etc. separately.**
- (b) Payment will be made **within 60 days** from the date of submission of bills, duly certified by the competent authorities of AIESL, NTA Dum Dum or his authorized representative, provided bills with supporting documents are complete in all respects.
- (c) No Advance Payment is admissible. Necessary deductions towards Applicable Taxes shall be affected at source at the time of settlement of the bills as per prevalent laws / rules.

**33. Suspension / Banning of Business:**

The service provider shall be suspended / banned from participating in AI ESL tenders as per laid down AI ESL Corporate policy /guide lines depending on merits of each case for the following occurrences: -

- a. The bidder / successful bidder adopts fraudulent practices.
- b. The successful bidder becomes an errant bidder.
- c. The successful bidder withdraws after award of the contract / LOI.
- d. The successful bidder fails to commence service within 15 days from the date of issuance of LOI / Contract and the reason(s) for such delay are not convincing.
- e. The successful bidder fails to perform the contractual obligations during the currency of the contract in spite of being given a notice period of 30 days to rectify any breach and improve their performance.

**34. Liquidated Damages not amounting to Penalty:**

AI ESL shall promptly notify the successful Bidder of any claims / deficiency on the part of the successful bidder arising under/ out of the Contract.

- a) In case the successful bidder having been notified, fails to take remedial action within 3 days, AI ESL may take remedial action without any further notice, at the successful bidders' risk & cost and proceed for termination of the contract in accordance with the clauses as detailed under "**Validity of Agreement**" without prejudice to any other rights which AI ESL may have on the successful bidder under the service contract.
- b) Quality of work and punctuality of executing the same are the essence of the contract. In case of non-performance of any work required to be carried out or any portion thereof, or if the quality of work performed is found to be substandard, on inspection, or the successful bidder shall ensure that the same is carried out / rectified forthwith upon the same being pointed out to them. In case the work or any portion thereof is not carried out, or the defective work is not rectified, even after the same is pointed out to the successful bidder, a damage not amounting to penalty of Rs.1000/- per occasion shall be recovered from the successful Bidder and the

successful Bidder shall be liable to pay the same forthwith to AI ESL. In addition, AI ESL may have such work carried out/rectified by making alternate arrangements including from its own resources, and the successful Bidder shall be liable to pay to AI ESL the actual cost of carrying out / rectifying such works.

- c) For un-serviceability of Chemical Effluent Treatment Plant, deduction will be at the rate of Rs.1000/- per day or part thereof.
- d) If any penalty is imposed by the PCB or any other government agency/authority due to non-working or non- adherence of requisite conditions of / relevant to the ETP for reasons solely attributable to the fault of successful tenderer or Effluent Discharge / disposal of waste ETP not meeting the norms as specified by the PCB, such penalty will have to be borne by the successful tenderer. In case the penalty is not paid / not borne by the successful tenderer, the amount will be recovered from the SD / pending bills. AIESL reserves the right to take further action, as deemed reasonable, for failure of the successful tenderer in regard to the above conditions.
- e) AI ESL reserves the right to add / supplement any further conditions deemed necessary / mandatory during the contractual period.

### **35. Validity of Agreement:**

- a. The validity of the agreement comes to an end IPSO FACTO by efflux of time unless otherwise renewed / terminated.
- b. In case after price bid opening the overall lowest bidder (LQ1) is not awarded the job for any mistake committed by them in bidding or withdrawal of bid or varying any term in regard thereof, leading to re-tendering, such bidder shall be debarred from participation in tendering at all locations of AI ESL for a period of 03 (Three) years with the forfeiture of.
- c. In case the bidder who has been evaluated by AI ESL as having offered the lowest bid in response to the Tender (LQ1) backs out either before issue of Letter of Intent / Contract or subsequent to its issue the LQ1 bidder will be suspended / banned from business as per laid down AIESL corporate policy / guidelines on case merit. In addition, its Security Deposit would be forfeited.
- d. In the event of the successful bidder failing to comply with any of the terms and conditions of the agreement, AI ESL shall serve a notice of 30 days to the successful bidder to rectify the breach and improve the performance failing which AI ESL shall be at liberty to terminate the agreement by providing 30 days written notice to the successful bidder and the successful bidder will be suspended / banned from business as per laid down AIESL corporate policy / guidelines on case merit. In addition, its Security Deposit would be forfeited.
- e. In case the successful bidder fails to commence the service within the stipulated period i.e. within 15 days from the date of acceptance of LOI / Contract and the reasons for such delay are not convincing, AI ESL shall have a right to terminate the LOI / Contract and make alternate arrangements. Additionally, the successful bidder will be suspended / banned from business as per laid down AIESL corporate policy / guidelines on case merit along with forfeiture of Security Deposit.
- f. AI ESL may at any time terminate the Contract with immediate effect by giving written notice to the Successful bidder, if the Successful bidder becomes bankrupt or otherwise insolvent, provided such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to AI ESL.
- g. AI ESL may at any time terminate the Contract with immediate effect by giving written notice to the Successful bidder, apart from levying any other penalty / forfeiting Security Deposit, if the successful bidder adopts any fraudulent practice at any time during the currency of the contract as outlined in. In addition, the successful bidder will be suspended / banned from business as per laid down AI ESL corporate policy / guidelines on case merit.
- h. In case the successful bidder serves the termination notice before exhaustion of 40% of the contract value, they will be suspended / banned from business from participating in the immediate next tender for that particular service.

- i. Either side shall terminate the contract by giving three months' notice in writing. In such an event the terminated party shall have no right to claim any compensation / damage etc. from the terminating party on account of early termination. However, the parties should duly comply with their respective obligations during the notice period and thereafter discharge the obligations arising out of the agreement till the termination.
- j. In case the successful bidder discontinues operation / providing service without giving any prior notice, AI ESL reserves the right to get their service from other agency and the difference in cost that may be incurred over and above the Contractual rate of the Successful bidder shall be realized and/or recovered from the Successful bidder apart from levying any other penalty / forfeiting Security Deposit.

**36. Arbitration Clause** - Any dispute or difference whatsoever arising between the parties out of or relating to construction, interpretation application, meaning, scope operation or effect of this contract or the validity or the breach thereof, shall be settled by arbitration in accordance with the rules of arbitration of the SCOPE Forum of conciliation and arbitration and the award made in pursuance thereof shall be binding on the parties.

**37. Jurisdiction** - Any dispute arising out of this tender whatsoever would be subject to the jurisdiction of Kolkata Courts only.

**38. Force Majeure:**

Force Majeure (FM) as used in this contract means extraordinary events or circumstance beyond human control such as an event described as an Act of God, War, Revolt, Riot, Fire Tempest, flood, earthquake, lightning, direct or indirect Consequences of war (declared/undeclared), sabotage, hostilities, National Emergency, Civil Disturbances, Natural calamities, Pandemic / Epidemic, Commotion, Embargo (Blockage) or any law or Promulgation, ordinance or Executive order whether Central or State or Local or Municipal Authorities, Regulation or Breakage / Leakage, Bursting or Freezing of Pipeline (but not including negligence or wrong-doing, predictable/seasonal rain and any other events specifically excluded in the clause). An FM clause in the contract frees both parties from contractual liability or obligation when prevented by such events from fulfilling their obligations under the contract. The FM clause shall not excuse a party's non-performance entirely, but shall only suspend it for the duration of the FM. The service provider has to give notice of FM as soon as it occurs and it cannot be claimed ex-post facto. There may be a FM situation affecting AIESL only. In such a situation AIESL shall communicate with the service provider along similar lines as above for further necessary action.

If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of FM for a period exceeding 90 (Ninety) days, either party may at its option terminate the contract without any financial repercussion on either side. Notwithstanding the punitive provisions contained in the contract for delay or breach of contract, the service provider would not be liable for imposition of any such penalty so long as the delay and/or failure of the service provider in fulfilling its obligations under the contract is the result of an event covered in the FM clause.

**DGM-PPMM**  
**AI Engineering Services, Kolkata**

## Scope of Work

**Location: New Technical Area, AIESL, NSCBI Airport, Dum Dum**

1. The operation of Effluent Treatment plant will be in normal shift as per AIESL schedule from Monday to Saturday from 09:00 to 16:50 Hrs. (or equivalent hours as and when required).
2. As per actual operational requirement of AIESL, the successful bidder may be required to operate the effluent treatment plant on Sunday/Holiday or beyond the normal working hours i.e. beyond 0900 Hrs. to 1650 hrs. of weekdays i.e. Monday to Saturday after 16.50 Hrs. Payment due to duty beyond normal hours or on Sunday/Holiday will be made as per rate on per hour basis to be quoted as per Sl. No.- 7 in the Rate sheet.
3. Treatment of Effluent will be carried out in AIESL premises. The successful bidder will not take out any chemical for treatment outside AIESL premises.
4. Operation and maintenance of the ETP will include operation and maintenance of the incinerator and its accessories installed at the ETP.
5. Maintaining cleanliness of the equipment and the area under ETP along with associated pipelines is the responsibility of the successful tenderer.
6. Treated effluent being discharged should be as per Pollution Control Board norms.
7. The successful bidder will arrange to get effluent sample tested/analyzed from the laboratory recognized by the Government on quarterly basis at their own cost. Monitoring Report(s) of such composite testing done on quarterly basis from the Laboratory approved by W.B. Pollution Control Board should prove that the effluent meets i.e. conforms to the prescribed norms of Central Pollution Control Board. However, if the said report fails in any respect/parameters, the successful bidder will take immediate steps within a week to rectify and retest the same repeatedly at their own cost till the analyst's/testing report meets the prescribed norms. The Composite samples of inlet and / or outlet effluent as per public sewers are required to be collected on 8 hours shift basis as per prevailing norms.
8. For any additional composite testing if required to be done other than above mentioned quarterly testing, the expenses will be borne by AIESL. For such additional sample testing / analysing from approved Laboratory, the amount will be reimbursed on actual basis by AIESL, provided test is done at govt. recognized laboratory.
9. The successful bidder will take all action at their own cost so as to avoid any adverse action by any Govt. agency on AIESL with regard to Pollution Control.
10. The following chemicals will be discharged for treatment to "Effluent Treatment Plant" :-
  - a) Rust Stripper Solution Turco 4181L
  - b) Diversey 909
  - c) Orion 510
  - d) Paraffin/Kerosine/Mobil Jet Oil II
  - e) PD680 / local cleaning solvent
  - f) Calibrating fluids,
  - g) NDT chemicals,

11. Maintenance and operation done by successful bidder will be inclusive of manpower & all required material(s). Maintenance of the plant will include annual overhauling for each year of contract and painting of the plant (including the peripheral fence of the ETP) every year. Maintenance of the plant will also include sheet metal work, welding etc. as required for repair of any part of the ETP structure/equipment which may be necessary at the beginning of the contract or during subsistence of the contract. In case of any breakdown in any component (examples of components include, but not limited to, pumps, motors, fans, blowers, electrical switchgears, starters, incinerator and incinerator accessories, associated pipelines etc.) of the ETP, the complete removal, installation, repairing & rewinding etc. of the components will be covered under the scope of work of the successful tenderer. This job includes repairing/replacement of cooling tower sump, repairing/replacement of ducting (wherever required) from packed bed water scrubber to ID fan, repairing/replacement of ID fan damper & scrubber inspection doors, replacement of SS shafts for chemical mixing tanks & repairing/replacement of glasswool section of burner, among others. The cost to be quoted by the tenderers against serial number 1 of Price Bid, Annexure – D should include cost of all the aforesaid activities/materials. However, for any equipment declared under beyond economic repair (BER) condition or obsolete by AIESL and that too due to no fault of successful bidder, the cost of the equipment will be borne by AIESL.
12. Waste disposal at the final drainage should be free from contamination and meet the standards laid down by pollution control Board. Disposal of Waste after treatment at the ETP should be made at the demarcated space provided by AIESL.
13. The successful bidder has to facilitate AIESL for entering into agreement with any Pollution Control Board approved/recognized agency for final disposal of the waste from AIESL premises if any such requirement arises during the subsistence of the contract. However, the necessary official fees payable to the Pollution Control Board and/or its approved/recognized agency will be borne by AIESL.
14. The successful bidder should facilitate to obtain “No Objection Certificate”, “Hazardous Waste Authorization” from Waste Management Cell and “Consent to Operate” from Pollution Control Board, Govt. of West Bengal, Agreement of Membership of Common HW Treatment Storage Disposal Facility (CHWTSDF) and / or any other issue related to WBPCB or its agency on behalf of AIESL as and when required. The requisite official fees of Pollution Control Board (if any) or its approved agency in respect to ‘No Objection Certificate’, “Hazardous Waste Authorization”, and Agreement of Membership of Common HW Treatment Storage Disposal Facility (CHWTSDF) & “Consent to Operate” etc. will be borne by AIESL. Necessary liaising activities with WBPCB or any Govt./Third Party including collecting/submission of necessary papers for the above purpose is the responsibility of the successful tenderer.
15. The successful bidder should maintain the operation date logged in a specified manner so that these may be inspected by the competent authority as and when required.
16. The successful bidder will prepare Efficiency Report of the installed Effluent Treatment Plant and submit the same to the pollution control authorities as and when required.
17. The successful bidder will prepare Annual Environmental Statement in proper format/formas it is a mandatory requirement of Environmental Audit under Environmental Protection Act, 1986 and submit the same every Financial Year (or as required) to the pollution control authorities.
18. The successful bidder will make application (for authorization of Hazardous Waste) in the prescribed form under the Hazardous Waste (Management & Handling) Rules 1989 as a Mandatory requirement of Environment (Protection) Act, 1986 and submit the same to Pollution control Authorities as and when required at their own cost. The successful bidder shall also take



all practical steps to ensure proper handling of such categorized Hazardous Wastes, on behalf of AIESL.

19. Any material supplied by successful bidder or workmanship of successful bidder is found defective during this period such defects would have to be removed and rectified by the successful bidder free of cost.
20. The successful bidder has to bring his tools tackles and other facilities, during the course of work. No other facility except electricity and water will be provided to them by AIESL. AIESL will ensure electricity and fresh water at entry terminal of the plant only. Maintenance of associated pipe lines from cleaning bay for air and effluent will be the responsibility of the successful bidder.
21. Due to mishandling / negligence / incorrect maintenance on the part of successful bidder, if any equipment or parts requires replacement, which is not covered under contract, the same is to be replaced by the successful bidder free of cost.
22. The successful bidder should deploy adequate number of skilled and unskilled labours for operating and maintenance of the plants including electrical works on regular basis as per requirement of AIESL. AIESL recommends 1 (one) skilled Operator for daily (Monday to Saturday) operation of the ETP and 1 (one) semi-skilled labour on as and when requirement basis for operation/running maintenance. The deployment of 1 (one) semi-skilled labour as and when basis is not likely to go beyond 5 (five) days in a month.
23. Any part taken outside of AIESL premises for repairing or changing or for any purpose must be authorized by AIESL representative by valid gate pass. A logbook is to be maintained for keeping record of parts taken out /returned back.
24. Any material supplied by the party should be of best quality and that to be certified by AIESL before use of the same in the plant.
25. Scrappage generated out of replacement or during work are to be handed over AIESL against written documentation.
26. Any debris generated during the course of work will be cleared by the successful bidder at their own cost.
27. During the process of overhauling or routine maintenance if any modification/improvement/repair of plant is required to be undertaken that is to be approved by AIESL in writing before such modification/improvement/repair of plant is undertaken.

Examples of chemicals/fuels required to be maintained for smooth and efficient functioning of Effluent Treatment Plant and Incinerator include, but are not limited to,

Sl. No.	Name of Chemicals	Specification	Approx. % of chemical solution to be prepared for dosing
1.	Hydrated Lime [Ca(OH) <sub>2</sub> .2H <sub>2</sub> O]	Technical grade with minimum 80% as Ca (OH) <sub>2</sub> as per IS 40:1990 (Part 2)	5%
2.	Industrial / Commercial Alum	Minimum 10% as Al <sub>2</sub> O <sub>3</sub> as per IS 299:1989	5%
3.	Fuel L.D.O.	Calorific value – 10,500 K.cal/kg Sulphur content – 1.8% by wt. Ash content – 0.02% by wt.	N.A.

The cost of these or any other chemical/fuel, as required, should be included in price quoted by the tenderers at serial number 2, Price Bid, Annexure-D.

The bidder willing to inspect the Chemical Effluent Plant at APU center, Module-I, AIESL,NTA, NSCBI Airport, Kolkata-700052, prior to quoting the rate may inspect the same from Monday to Friday between 10.00 Hrs to 15.00 Hrs at the above-mentioned address. For further clarification, they may contact at the office of AGM (EF&PM), AIESL, NTA, NSCBI Airport (Ph. No. 033-2569 5204, E-mail: efd.ccu@aiesl.in, efd.ccu@gmail.com).

**NOTE:-**

**Warranty- The successful bidder must ensure warranty for their supplied materials and workmanship for 12 months after the overhauling.**

**DGM, PPMM**

**AI Engineering Services, Kolkata**

Tender No:KOL/AIESL/EFPM/061-22

**TECHNICAL BID FORMAT****TECHNICAL BID**

Details to be submitted in this Technical Bid Form duly completed & signed with official seal and the same has to be put and sealed in an envelope as detailed in Point 2.1 of Page 2 of Guidelines for Submitting Tender Documents.

**Note:**

- 1) **Self Attested Documentary evidence with official seal, for each requirement (as the case maybe) as sought under the heading description in Technical Bid Format should be enclosed with this Technical Bid Form.**
- 2) **Please note all the above Self Attested Documentary evidence related and attached to this Technical Bid Form have to be serially numbered as page ‘ \_ of \_ ’ and mentioned in the column 4 of table below.**

Sr. No.	Description	Furnish Information Here	Mention the page no. as indicated in the Note 2 above	Remarks
1.	Name of the Company			
2.	<b>Nature of establishment</b> (proprietary / partnership / company) <b>Please enclose a copy of registration certificate</b>			
3.	In case of proprietary / partnership / company please provide the names of the proprietor / partners / directors with full address / telephone nos.			
4.	a) Full address of the Kolkata Office b) Telephone No. c) Mobile No. d) Fax No. e) Email Address f) Name of Contact person g) Name of 2 <sup>nd</sup> Contact person			

Sr. No.	Description	Confirmation	Mention the page no. as indicated in the Note 2 above	Furnish Information Here	Remarks
5.	Must be a firm / company engaged in the field of operation and maintenance of chemical effluent treatment plants and having a minimum Annual Turnover of Rs. 7,50,000.00 in each of the last two financial years i.e. <b>2019-2020/2020-2021 &amp; 2020-2021/2021-2022</b> - as the case may be. Copy of audited Balance Sheet and Profit & Loss A/c duly certified by Chartered Accountant, duly signed & stamped / sealed by the Proprietor / Director/ authorized signatory must be submitted as proof of Turnover along with the Technical Bid. Alternatively, a Certificate from Chartered Accountant certifying Annual Turnover of the bidder during the last two financially years,i.e., <b>2019-2020/2020-2021 &amp; 2020-2021/2021-2022</b> , as the case may, be can also be submitted along with the Technical Bid.	Yes/No		2019 –2020/ 2020 – 2021 & 2020–2021/ 2021 – 2022  (as the case may be)	<b>If answer is No Tender stands rejected</b>
6.	Must have experience of <b>05 years</b> in the field of chemical effluent treatment plant operation and maintenance and holding similar contract of Government / Corporate organizations during last 5 (five) years immediately preceding the date of the Tender and should provide copies of valid agreements / orders in this regard along with the Technical Bid	Yes/No		2017-2018.... 2018 – 2019..... 2019 -2020..... 2020 – 2021..... 2021 – 2022.....	<b>If answer is No Tender stands rejected</b>
7.	Must have valid Trade license from Corporation / Municipality / Panchayat. Copy of the same to be enclosed	Yes/No		Trade License No. .....	<b>If answer is No without proper justification Tender stands rejected</b>
8.	PAN Registration (Copy of PAN Card to be enclosed.)	Yes/No		PAN.....	<b>If answer is No Tender will be liable to be rejected</b>
9.	Copy of Income Tax Returns for the last two financial years i.e. <b>2019-2020/2020-2021 &amp; 2020-2021/2021-2022</b> (as the case may be) to be enclosed	Yes/No		2019 – 2020 / 2020 – 2021 Or 2020 – 2021 / 2021 – 2022  (as the case may be)	<b>If answer is No Tender will be liable to be rejected</b>
10.	Copy of GST Registration (Copy to be enclosed.)	Yes/No		GST Registration no. - _____	<b>If answer is No without proper justification Tender stands rejected</b>
11.	ESI and PF Registration Code	Yes / No		ESI Code:  PF Code:	<b>For information only</b>

12.	Details of Organizational setup & office manpower (Tech. & Non-Tech) details to be given separately for Kolkata & All India. No. of staff as well as category and qualification of respective personnel engaged by the service provider have to be furnished. (Separate Sheet is to be enclosed for the above information)	Yes/No		Technical ..... ..... Non-technical .....	Any wrong declaration if detected later will render the Tender / Contract void
13.	Has any Director / Partner / Proprietor been convicted.	Yes/No			Any wrong declaration if detected later will render The Tender / Contract void
14.	Whether any employee of AI ESL / AI ESL sister concerns' or his / her spouse is related to your company in any capacity (if yes give details)	Yes/No			Any wrong declaration if detected later will render the Tender / Contract void
15.	Whether any contract /LOI issued to the Bidder was terminated / rescinded due non-compliance of Terms & Conditions of the Tender ./non-compliance of the provision of Statutory Labour laws / Criminal Offences in the past.	Yes/No			If answer is YES Tender stands rejected
16.	Whether Bidder was black listed by any Government agency.	Yes/No			If answer is YES Tender stands rejected
17.	<b>EMD/DD of Rs.23,000/- (Rupees Twenty-Three Thousand Only)</b>	Yes /No		DD No. & Date:	If answer is No Tender stands rejected
18.	Any other information which Bidder may like to furnish (Separate Sheet may be enclosed if required)				

**Undertakings:**

- I) It is hereby confirm that I / We have gone through and understood the contents of the Tender Document and agree to unconditionally abide by all the Terms and Conditions, Work Scope, all specifications and all the undertakings detailed under Clause (8) of Annexure A.
- II) It is hereby confirmed that the undersigned is authorized to sign the tender document and the information given in the tender is true and correct to the best of my knowledge and belief and nothing material is concealed.
- III) It is confirmed that all the documents submitted along with Technical Bid are signed and stamped with Co. Seal.

**Place:**.....

**Date:**.....

**Signature:**.....

**Name:**.....

**Designation:**.....

**Co. Name with Seal:**.....

**Annexure ‘D’**

**PRICE BID**

**Sub: Annual Contract for Daily Maintenance and Operation of Chemical Effluent Plant at AIESL, NTA, N.S.C.B.I. Airport, Dum Dum, Kolkata-700052.**

Sl. No.	Particulars (a)	Unit		Rate	
				In Figures	In Words
1 (a)	<p>Cost of Maintenance of Effluent Treatment Plant. Maintenance of the plant will include annual overhauling for each year of contract and painting of the plant. Maintenance of the plant will also include sheet metal work, welding etc. which may be required at the beginning of the contract or as and when required during subsistence of the contract. In case of any breakdown in any component (e.g. pumps, motors, fans, blowers, electrical switchgears, starters, incinerator and incinerator accessories including control circuits, associated pipelines etc.) of the ETP, the complete removal, installation, repairing &amp; rewinding etc. of the components will be covered under the scope of work of the successful tenderer. This job includes repairing/replacement of cooling tower sump, repairing/replacement of ducting (wherever required) from packed bed water scrubber to ID fan, repairing/replacement of ID fan damper &amp; scrubber inspection doors, replacement of SS shafts for chemical mixing tanks &amp; repairing/replacement of glasswool section of burner, among others.</p> <p>The cost to be quoted by the tenderers against this job should include cost of all the aforesaid activities/materials.</p>	Per Year (For 1st Year)			
1 (b)		Per Year (For 2 <sup>nd</sup> Year)			
1 (c)		Per Year (For 3 <sup>rd</sup> Year)			
2 (a)	<p>Cost of daily Operation of Effluent Treatment Plant. {Monday to Saturday (9:00 AM to 4:50 PM)}. Cost of daily operation should include the cost of all chemicals / fuels required for daily operation of the ETP &amp; Incinerator.</p>	For the first year	Per gallon of effluent treated		
2 (b)			Fixed cost per month		
2 (c)	<p>Ref. Clause 22, Annexure-B for manpower deployment.</p>	For the second year	Per gallon of effluent treated		
2 (d)			Fixed cost per month		

2 (e)		For the third year	Per gallon of effluent treated		
2 (f)			Fixed cost per month		
3	Supply & installation of activated carbon filter (mild steel make) & pressure sand filter (mild steel make) of 500 liters per hour capacity for treating water discharged from existing mixing-cum-settling tank. Price should include cost of all accessories, pipes, valves & filling materials.	One-time job	One job		
4	Supply & installation of climbing ladder for mixing-cum-settling tank.	One-time job	One job		
5	Cost of quarterly testing of effluent as mentioned at clause no. 7, Scope of Work, Annexure – B.	Per gallon of effluent treated.			
6	Consolidated administrative charges for facilitating AIESL in obtaining “No Objection Certificate”, “Hazardous Waste Authorization” from Waste Management Cell, “Consent to Operate” from Pollution Control Board, Govt. of West Bengal and Agreement of Membership of Common HW Treatment Storage Disposal Facility (CHWTSDF), Annual Environmental Statement, Efficiency Report etc., as required (if applicable), on behalf of AIESL as and when required. The requisite official fees of Pollution Control Board (if any) and/or its authorised agency in respect of ‘No Objection Certificate’, “Hazardous Waste Authorization”, Agreement of Membership of Common HW Treatment Storage Disposal Facility (CHWTSDF) & “Consent to Operate” will be borne by AIESL. Necessary liaising activities with WBPCB or any Govt. / Third Party including collection/submission/documentation of necessary papers for the above purpose is the responsibility of the successful tenderer.	Per month			
7	Payment for duty beyond normal hours or on Sundays / Holidays on as and when required basis.	Per hour			
	<b>Total for LQ1 calculation</b> = [Sl. No. 1(a) + 1(b) + 1(c)] + [Sl. No. 2(a) + 2(c) + 2(e)] X 9000 gallons* x 12 months + [Sl. No. 2 (b) + 2 (d) + 2 (f)] x 12 months + Sl. No. 3 + Sl. No. 4 + [Sl. No. 5 x 4 qtrs. X 3 yrs.] + [Sl. No. 6 x 36 months] + [Sl. No. 7 X 5 Hrs**]				

**NOTE (I):**

**Note:**

1)

- a) \*For the purpose of calculation of LQ1 an indicative quantity of 9000 gallons of effluent waste per month has to be taken into account.
- b) \*\* For the purpose of calculation of LQ1 an indicative total quantity of 05 (five) Hrs. duty beyond normal hours or on Sundays / Holidays per month has to be take into account.

2) **The Rate(s) quoted in Rate Sheet should be -Inclusive of:**

All Government Taxes and Levies (**except applicable**), all costs related to deployment of manpower, all costs pertaining to substitution on account of absenteeism of manpower, all costs on account of requirement of personnel during time-off, all costs on account of requirement of personnel during weekly off, cost on account of transportation charges, cost on account of provision of all tools /tackles, costs on account of provision for name badges, costs on account of payments pertaining to mandatory / statutory compliances, costs on account AEP / PIC Charges.

- 3) Applicable GST (%) pertaining to rendering of such service is to be mentioned separately and will be paid by AI ESLas per prevalent rules.
- 4) Any imposition of any new statutory Govt. Tax and Levy during subsistence of the contract, pertaining to rendering of such service will be charged to AI ESL account. The successful bidder will have to provide proof of such applicability and payment to AI ESL for incorporating necessary amendment in the contract and subsequent re-imburement.
- 5) Rates are to be quoted against all the fields mentioned in the Price Bid. Otherwise, the quotation will not be accepted.

**UNDERTAKING :**

**I / We have** gone through and understood the contents of the Tender Document and agree to unconditionally abide by all the Terms and Conditions, Work Scope, all specifications and all the undertakings governing the Tender.

**Signature of the  
Bidder with  
official seal &  
date**

**DGM-PPMM**

**AI Engineering Services Ltd., Kolkata**



**Annexure 'E'**

**FORMAT OF COVERING LETTER FOR SUBMISSION OF TENDER DOCUMENTS ON THE LETTER  
HEAD OF THE BIDDER**

**(TO BE SUBMITTED ALONG WITH TECHNICAL BID FORM)**

**To,**  
DGM-PPMM  
AI ENGINEERING SERVICES LTD.,  
NEW TECHNICAL AREA,  
DUM DUM,  
KOLKATA:700052

Ref:

Date:

**Sub: Tender for Annual Contract for Daily Maintenance and Operation of Chemical Effluent Plant  
at AIESL, NTA, N.S.C.B.I. Airport, Dum Dum, Kolkata-700052.**

**Tender  
No.:KOL/AIESL/EFPM/061-22  
Due on:12.01.2023**

**Date:21.12.2022**

Dear Madam / Sir,

It is certified that, we..... have studied the entire tender enquiry  
number..... for providing service of  
.....

We have understood all the terms and conditions of the tender including the Annexures and accept and agree to abide by all the techno-commercial terms and condition of the tender document unconditionally.

We confirm that there is no hidden cost to AIESL over and above those indicated in the Price Bid. We confirm that, the benefit of reduction in statutory taxes / levies, if any arising during the term of contract, if awarded in our favour would be passed on to AIESL, wherever applicable.

Thanking You,

Yours faithfully,

Signature:  
Name:  
Designation:  
Name of Company:  
Address:

Company seal:

Phone No.:

Fax. No.:

E-MAIL:

**Annexure 'F'**

**LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING**

(ON COMPANY LETTER HEAD)

**To,  
DGM-PPMM  
AI ENGINEERING SERVICES LTD.,  
NEW TECHNICAL AREA, DUMDUM,  
KOLKATA: 700 052**

**Sub:** Authorization for Opening of Bid

**Tender No:** KOL/AIESL/EFPM/061-22

**Date:** 21.12.2022

**Opening Date:** 12.01.2023

**Opening Time:** 15:00 Hrs.

The following person(s) is here by authorized to attend the bid opening for the tender mentioned above on our behalf.

<u>Sr. No.</u>	<u>Name</u>	<u>E-mail ID</u>	<u>Contact No.</u>	<u>Signature</u>
----------------	-------------	------------------	--------------------	------------------

1.

2.

Authorised Signatory Note:

1. Permission for entry to the hall where bids are opened, may be refused in case authorization as prescribed above is not received.
2. The authorized representatives, in their own interest, must reach the venue of bid opening well in time.
3. The authorized representative(s) must carry a valid photo identity.