

# PURBA BARDHAMAN ZILLA PARISHAD

ENGINEERING WING  
COURT COMPOUND, P.O.-BARDHAMAN  
DIST.-PURBA BARDHAMAN, PIN- 713101.

e-mail-[bzp.dist.engg@gmail.com](mailto:bzp.dist.engg@gmail.com)

Date:- 22/09/2023

Memo. No:- DE/e-NIT/5315

## NOTICE INVITING ELECTRONIC TENDER OF THE DISTRICT ENGINEER, PURBA BARDHAMAN ZILLA PARISHAD

e-NIT No.-56 of 2023-24

Purba Bardhaman Zilla Parishad invites e-Tender for the works in the table below, from reputed & resourceful Contractors working under Zilla Parishad, P.W.D., C.P.W.D. & similar other Govt. Dept. having experience and requisite credential in execution of similar type of work. (Submission of Bid through online).

### 1. List of Work:-

Sl No	Name of works	Estimated Amount Put to Tender (including GST, Cess) (Rs.)	Amount of Earnest Money (Rs.)	Time of completion	Remarks
Re-Tender (2 <sup>nd</sup> Call)					
1	Installation of Faecal Sludge and Septage Treatment Plant of 30 KLD capacity based on Enhanced Digestion & Multi-stage Bioreactor(EDMSB) at Kalna-I Block within District of Purba Bardhaman under SBM(G) fund.	Rs.1,59,12,864 /-	Rs. 3,18,500/-	Three Months	Rates are as per PWD Schedule of rates with effect from 30.08.2018 (Volume-III) with 9th Corrigenda & Addenda, Rates are as per PWD Electrical Schedule of rates with effect from - 1/11/2017 & UDMA 2018 Electrical - Mechanical works & Lowest bidder must deposit required agreement fees at the time of execution of agreement as per norms.

1. In the event of e-filing intending bidder may download the document from the web-site directly by the help of digital signature certificate/e-Token.

### Earnest Money Deposit of e-Procurement

Online receipt and refund of Earnest Money Deposit of e-Procurement through State Government e-Procurement portal. The following procedure to be adopted for deposit of EMD/Bid Security/Tender Fees related to e-Procurement.

#### A) Login By bidder :-

- A bidder desirous of taking part in a tender shall logging to the e-Procurement portal of the Government of West Bengal :- <https://wbteners.gov.in>, using his login ID and password.
- He will select the tender to bid and initiate payment of pre-defined EMD / Tender Fees for that tender by selecting from either of the following payments modes :-
  - Net Banking (any of the Banks listed in the ICICI Bank Payment-gateway) in case of payment through ICICI Bank Payment Gateway.
  - RTGS/NEFT in case of offline payment through bank account in any Bank .

#### B) Payment Procedure:-

- Payment by Net Banking (any listed Bank) through ICICI Bank Payment Gateway
  - On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage ( along with a string containing a Unique ID ) where he will select the Bank through he wants to do the transaction in Account No 026401013669, IFSC Code : ICIC0000264.
  - Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
  - Bidder will receive a confirmation message regarding success/ failure of the transaction.
  - If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling Account maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD / Tender Fees .
  - If the transaction is failure the bidder will again try for payment by going back to the first step.
- Payment through RTGS/NEFT:-
  - On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
  - The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his bank account.
  - Once payment is made, bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
  - If verification is successful, the fund will get credited to the respective Pooling account of the maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD / Tender Fees.
  - Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
  - But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

#### C) Refund/ Settlement Process:-

- After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful/ unsuccessful which will be made available, along with the details of the unsuccessful bidders to ICICI bank by the e-Procurement portal through web services.

 1



- Date
- ii) On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 bank working days, where "T" will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
  - iii) Once the financial bid-evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where "T" will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting Authority. However, the L2 bidder should not be rejected till the LOI process is successful.
  - iv) If the L1 bidder accepts the LOI and the same is processed electronically in the e-procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank working days where "T" will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.
  - v) All refunds will be made mandatorily to the any account from which the payment of EMD / (if any) were initiated.
2. **Eligibility criteria for participation in tender:**
- i) The prospective bidders shall have satisfactorily completed as prime agency at least one similar nature of work having **minimum value of forty percent** of the estimated cost for which bid is invited during the last 5(five) years prior to the date of issue of this notice, under Zilla Parishad, P.W.D., C.P.W.D., & similar other Govt. Deptt. Copy of completion certificate (for executed work) obtained from not below the rank of the Work Order issuing authority should be produced with the technical bid..(N.B.- Estimated amount , work done amount, date of completion of work and detailed communicational address of the client must be indicated in the credential certificate).
  - ii) Copy of a)Valid PAN Card issued by Income Tax Department b) Current Professional Tax Receipt Challans) Valid 15-digit Goods & Services Taxpayer Identification Number (GSTIN) under GST Act,2017.d) Trade License. [Statutory Documents].
  - iii) Neither prospective bidders nor any of constituent partner had been debarred to participate in tender by any Govt. Deptt. during the last 5 (five) years prior to the date of this e-NIT. Such debar will be considered as disqualification towards eligibility.
  - iv) Registered Unemployed Engineers' co-operative Societies/ Unemployed Labour Co-Operative Societies are required to furnish Valid Bye Law, Valid Register Certificate issued by the Co-operative Department, Current Audit Report, Annual General Meeting along with other relevant supporting papers. [ Non Statutory Documents].
  - v) A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applicants will be rejected for that job only.
  - vi) A prospective bidder (including his participation in partnership) shall be allowed to participate maximum four works as mentioned in the list of schemes.
  - vii) The Partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. [Non Statutory Documents].
  - viii) Where there is a discrepancy between the rate in figures & words, the rate in words will govern.
  - ix) Where there is a discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by quantity, the unit rate quoted shall govern.
  - x) Any change of BOQ will not be accepted under any circumstances.
  - xi) Tax invoice(s) needs to be issued by the supplier /agency for raising claim under the contract showing separately the taxcharged in accordance with the provisions of GST Act,2017.
  - xii) Sales & Service: Manufacturer or the Bidder should have service center in the State.
  - xiii) Authorization: Tenderers who may be the manufactures use on behalf of Manufacturer shall submit self-certified copy of the Letter of Authority of the concerned manufacturer, as per proforma at Annexure-F of the tender document, specifically authorizing the said supplier to make an offer in response to this tender.
3. Constructional Labour Welfare Cess @ 1(one) % of cost of construction will be deducted from every bill of the selected agency. GST, Royalty & all other Statutory levy/ Cess will have to be borne by the contractor & the rate in the schedule of rates inclusive of all the taxes, cess& all other charges etc. Necessary deduction will be made from the contractor's bills as per prevailing Govt. orders and rules towards deposit & other taxes & charges etc.
  4. The Agency shall quote their rate in percentage basis i.e. Excess /Less/At par(Both in figures as well as in words) in the given space of Financial Bid Documents only.
  5. a) No Mobilization Advance and Secured Advance will be allowed.  
b) No Price Variation will be allowed.
  6. Agency shall have to arrange land for creation of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.
  7. Bids shall remain valid for period not less than 90 (Ninety) days from the date of opening of Financial Bid. "Bid valid for a shorter period shall be rejected by the 'Purba Bardhaman Zilla Parishad' as non response".
  8. Estimate put to tender includes 18% GST (9% CGST &9% SGST) as applicable at the time of tender for all works contract & 1% Labour welfare cess.
  9. Payment is subject to available of necessary fund and deduction of GST, TDS, Income Tax, Security Deposit &Labour welfare Cess, or any other deductions applicable



10. Date & Time Schedule :-

Sl No.	Particulars		Date	Time
1	Published Date		22/09/2023	18:00Hrs(as per Server Clock)
2	Documents Download / Sale Start Date	From	22/09/2023	18:00Hrs (as per Server Clock)
3	Documents Download / Sale End Date	To	13/10/2023	16:00Hrs (as per Server Clock)
4	Pre Bid Meeting		29/09/2023	15:00 Hrs.(as per Server Clock)
5	Bid Submission Start Date		22/09/2023	18:00Hrs (as per Server Clock)
6	Bid Submission End Date		13/10/2023	16:00Hrs(as per Server Clock)
7	Bid Opening Date (Technical)		16/10/2023	10.00 Hrs.(as per Server Clock)
8	Bid Opening Date (Financial)			After Evaluation of technical Bid
9	Place of Opening Bid	Office of the Purba Bardhaman Zilla Parishad		
10	Officer Inviting Bid	District Engineer, Purba Bardhaman Zilla Parishad		
11	Last Date of Bid Validity	90 days from the date of opening of Financial Bid		

12. There shall be no provision of Arbitration.
13. Cost of Earnest Money: Documents (Scanned copies of originals) of depositing EMD to be submitted along with the tender documents.
14. The Bidder, at the Bidder's own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the e-Notice Inviting Tender. the cost of visiting the site shall be at the Bidder's own expense.
15. The intending Bidders shall clearly understand that whatever may be outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. Purba Bardhaman Zilla Parishad reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of bidding.
16. Prospective applications are advised to note carefully the minimum qualification criteria as mentioned in "Instructions to Bidders" before bidding.
17. In case of Ascertaining Authority at any stage of application or execution of work necessary registered power of attorney is to be produced.
18. **No CONDITIONAL/INCOMPLETE TENDER** will be accepted under any circumstances.
19. In case of quoting rates, no multiple lowest rate will be entertained by the Department.
20. The District Engineer, Purba Bardhaman Zilla Parishad reserves the right to cancel the e-N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
21. During scrutiny, if it is come to the notice to tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that tenders will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
22. Before issuance of the work order, the tender inviting authority may verify the credential & other documents of the lowest tenderer. if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer, is either manufactured or false, in that case work order will not be issued in favour of the tenderer under any circumstances.
23. Bid from Joint Venture are not allowed.
24. The Defects Liabilities period for the work is one year from completion date.
25. In case of any change of date, corrigenda, addenda, due intimation will be given in web site/ Notice Board
26. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence:-
  - i) Form No. 2911
  - ii) e-NIT
  - iii) Technical Bid
  - iv) Financial Bid
27. No Departmental materials will be issued for the works from PurbaBardhamanZillaParishad.

  
22/9/2023  
District Engineer  
PurbaBardhamanZillaParishad

Copy of Tender Notice(SI.No. 56 of 2023-24) forwarded for favour of information with request to kindly display in his Notice Board for giving wide publicity to the:-

1-2)	Sabhadhipati/Sahakari-Sabbhadhipati .PurbaBardhamanZillaParishad .
3)	District Magistrate .PurbaBardhaman& Executive Officer , Bardhaman.
4-6)	Additional Executive Officer /Financial Controller & Chief Accounts Officer/Secretary, PurbaBardhamanZillaParishad.
7)	Additional Secretary, Govt. of W. B.,Panchayats& Rural Development Department, Joint Administrative Building,HC-7, Sector-III, Salt Lake,Kolkata-106.
8)	Mission Director . SBM (G) & Addl. Secretary to the Govt. of West Bengal.
9-19)	Adhyaksha, District Council/ Karmadhakshya (All), PurbaBardhamanZillaParishad.
20-23)	Superintending Engineer , P.W. Directorate , Western Circle-I , PurbaBardhaman / Superintending Engineer . Western Highway Circle No-I, P.W. (Roads) Directorate, PurbaBardhaman, PurbaBardhaman./Superintending Engineer . Damodar , Irrigation Circle. I & W.D. Kanainatsal, PurbaBardhaman.
24-27)	Sub-Divisional Officer(All),PurbaBardhaman
28-33)	Executive Engineer, WBSRDA, Bardhaman Division, Bardhaman / Executive Engineer, WBSRDA, Bardhaman -2 Division, Kanksa / Executive Engineer-I, Bardhaman Division , P.W.D./ Executive Engineer-II, Bardhaman Division , P.W.D./ Executive Engineer,BurdwanSouthHighwayDivision,P.W.(Roads) Directt./ Executive Engineer,Burdwan North Highway Division, P.W.(Roads) Directt/ Executive Engineer, Burdwan Division ,PHE Dte, Bardhaman
34-35)	District Programme Co-ordinator, CHCMI, PBZP/ District Coordinator, MNB/Sanitation Cell, PBZP
36-56)	Sabhapati/ Executive Officer, PanchayetSamity (All),PurbaBardhaman
57)	D.I.O. & T.D., NIC, PurbaBardhaman is requested to arrange publication in Web Site <a href="http://www.bardhaman.nic.in">http://www.bardhaman.nic.in</a>
58-59)	Dy. Secretary/D.I.A., PurbaBardhamanZillaParishad is requested to arrange publication in Web Site <a href="http://www.burdwanzp.org">http://www.burdwanzp.org</a>
60-62)	Assistant Engineer (All)/ Assistant Engineer(Estimate Section),PurbaBardhamanZillaParishad.
63-71)	Sub-Assistant Engineer (All) /Sub-Assistant Engineer, Estimate Section/ H.C./ Acctt., PurbaBardhamanZillaParishad
	Notice Board, Engineering Wing, PurbaBardhamanZillaParishad./One Extra Copy to District Engineer, PurbaBardhamanZillaParishad.

  
 District Engineer  
 PurbaBardhamanZillaParishad



# INSTRUCTION TO BIDDERS

## SECTION – A

### 1. **General guidance for e-Tendering**

Instructions / Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

### 2. **Registration of Contractor**

Any contractor willing to take part in the process of e-tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://wbetenders.gov.in>. (the web portal of P & R.D. Department) the contractor is to click on the link for e-Tendering site as given on the web portal.

### 3. **Digital Signature certificate (DSC)/e-Token**

Each contractor is required to obtain a Digital Signature Certificate (DSC)/ e-Token for submission of tenders from the approved service provider of the National Information Centre(NIC) on payment of requisite amount, details are available at the Web Site.

4. The Contractor can search & download e-NIT & Tender Documents electronically from computer once he logs on to the website mentioned in clause 2 using the Digital Signature Certificate/ e-Token. This is the only mode of collection of Tender Documents.

### 5. **Participation in more than one work**

A prospective tenderer shall be allowed to participate in the work either in the capacity of individual or as a partner of a firm . If he is found to have applied severally in a single work all his applicants will be rejected for the work.

### 6. **Submission of Tenders.**

General process of submission: - Tenders are to be submitted online through online the website in two folders at a time for each work, one is Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally signed. The documents will get encrypted (transformed into non readable formats)

### **A. Technical Bid**

The Technical Bid should contain scanned copies of the following further in two covers (folders) .

#### **A-1. Statutory cover containing documents**

- i. Prequalification Application (Section-B, Form-I)
- ii. Photo copy of EMD as prescribed in the e-NIT, against each of the serial of work in favour of PurbaBardhamanZillaParishad.
- iii. Copy of PAN Card & Copy of Valid 15-digit Goods & Services Taxpayer Identification Number (GSTIN) under GST Act,2017
- iv. STRUCTURE AND ORGANISATION (Section-B, Form-II). **Valid e-mail & mobile no to be mentioned.**
- v. Tender Form –No. 2911 & e-NIT (*properly filled in & upload the same Digitally signed except quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911, the tender is liable to summarily rejected.*)
- vi. Section-B From No-III; Letter of Authority from Indigenous Manufacturer
- vii. Section-B From No-IV; Specifications Cesspool
- viii. Section-B From No-V; Clauses for Contract

#### **A-2. Non statutory cover containing documents**

- i. a) Current Professional Tax Receipt Challan b) Current Income Tax acknowledgement Receipt. c) Trade Licence.
- ii. Registration Certificate under Company Act(if any)
- iii. Registered Deed to Partnership Firm/Article of Association & Memorandum (if applicable)
- iv. Power of Attorney (For Partnership Firm /Private Limited Company( if any)
- v. Registered Unemployed Engineers' Co-operative Societies /Unemployed Labour Co- operative Societies are required to furnish Valid Bye Law, valid Register Certificate issued by the Co-operative Department, Current Audit Report , Annual General Meeting alongwith relevant supporting papers.

Sl No	Category Name	Sub- Category Description	Details
A	CERTIFICATES	CERTIFICATES	1. Valid 15-digit Goods & Services Taxpayer Identification Number (GSTIN) under GST Act,2017 2. Valid Pan issued by IT Department Govt. of India. 3. Current Professional Tax Receipt Challan 4. Latest ITReturn Acknowledgement . 5. PF Registration Certificate with up-to-date Receipt 6. Annual Turnover of Rs 1 Crore of any Financial Year within Last 3 (Three) Financial Years



B	Company Details	Company Details	<ol style="list-style-type: none"> <li>1. Proprietorship firm (Trade License)</li> <li>2. Partnership firm (Partnership deed, Trade license)</li> <li>3. LTD. Company (Incorporation certificate , Trade license )</li> <li>4. Society (Trade License)</li> <li>5. Power of Attorney</li> <li>6. Valid Bye Law</li> <li>7. Valid Registration Certificate issued by the Co-operative Department.</li> <li>8. Current Audit Report</li> <li>9. Annual General Meeting.</li> <li>10. Authority From Indigenous Manufacturer Letter</li> <li>11. Bank Solvency Certificate of minimum 50 lacs and above certificate by the bank Manager of any Schedule Bank. Certificate must be issued before the date of publication of the NIT</li> </ol>
C	Credential	Credential	<ol style="list-style-type: none"> <li>1. The prospective bidders shall have satisfactorily completed as prime agency at least one similar nature of work having <b>minimum value of forty percent</b> of the estimated cost for which bid is invited during the last 5(five) years prior to the date of issue of this notice, under ZillaParishad, P.W.D., C.P.W.D., &amp; similar other Govt. Deptt. Copy of completion certificate (for executed work) obtained from not below the rank of the Work Order issuing authority should be produced with the technical bid.</li> </ol>

### B. Tender Evaluation Committee (TEC)

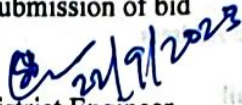
- i) Opening & Evaluation of Tender :-
- ii) Opening of Technical proposal :  
Technical proposals will be opened by the District Engineer, Purba Bardhaman Zilla Parishad or his authorized representative electronically from the web site.
- iii) Decrypted (transformed in to readable formats) documents of the statutory/ non statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
- iv) Pursuant to scrutiny & decision of the Tender Evaluation Committee, the summary list of eligible tenders will be uploaded in the web portals/ Notice Board before opening of financial bid.
- v) While evaluation the Committee may summon of the bidders & seek clarification/ information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.
- vi) Intending tenderers may remain present, if they so desire.

### C. Financial Bid

- i. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ). **The Bidder is to quote the rate (on Percentage basis i.e. Excess/ Less/At par) online through computer in the space marked for quoting rate in the BOQ.**
  - ii. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.
  - iii. Intending tenderer may remain present, if they so desire.
7. **Penalty for suppression/distortion of facts**  
Submission of false document by tenderer is strictly prohibited and if found action may be referred to the appropriate authority for prosecution as per relevant IT Act in vogue.
8. **Rejection of Bid**  
The Purba Bardhaman Zilla Parishad reserves the right to accept or reject any bid and to cancel the bid process and reject all bids at any time prior to the award of contract without there by incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for ZillaParishad's action.
9. **Award of Contract**  
The Bidder whose bid has been accepted will be notified by Purba Bardhaman Zilla Parishad through (LOI). The Letter of Intent will be constitute the formation of the Contract.  
The Agreement in Form No.-2911 will incorporate all agreements between Purba Bardhaman Zilla Parishad and the successful Bidder. All the tender documents including e-NIT & BOQ will be the part of the contract document.
12. **Additional terms and conditions**
- a) **Work order will be issued after availability of the fund.**



- b) Additional Performance Security @ 10.00% (ten percent) of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% or less of the estimate put to tender at the time of execution of agreement, in the form of Bank Guarantee from any schedule Bank /Fixed Deposit as per direction as per memo no-4608-F(Y) dated-18/07/2018 of Finance Department, Govt. of W.B.
- c) Electrical Supervisor's Certificate of competency in parts 1,2,4, 6(a), & 11 or equivalent National Supervisor's Certificate of competency.
- d) Documents related to appointment to a Degree or Diploma holder in Electrical Engineering.
- e) A work programme in the form of Bar chart should be submitted by the successful bidder at the time of execution of agreement.
- f) The electrical work is to be done by engaging licensed electricians as per I.E. rules and in accordance with P.W.D.(Electrical) specification &the documents should be uploaded during submission of bid

  
 District Engineer  
 Purba Bardhaman Zilla Parishad

**SECTION -B**  
**FORM- I**  
**PRE-QUALIFICATION APPLICATION**

To  
 The District Engineer,  
 Purba Bardhaman Zilla Parishad

Tender for (Name of Work )-----

Reference :- e-NIT.No-....of .....,(SI No-----)

Dear Sir,

Having examined the Statutory, Non statutory &e-NIT documents, I/we hereby submit all necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of .....in the capacity  
 ..... duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- (a) Tender Inviting & Accepting Authority/Engineering-in-Charge can amend the scope & value of the contract bid under this project.
- (b) Tender Inviting & Accepting Authority/Engineering-in-Charge reserve the right to reject any application without assigning any reason.

Enco : e-Filling :-

- 1. Statutory Documents
  - 2. Non Statutory Documents
- Date :-.....

\_\_\_\_\_  
 Signature of applicant including title  
 and capacity in which application is made.



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**SECTION -B**  
**FORM-II**  
**STRUCTURE AND ORGANISATION**

- A.1.i) Name of Applicant  
(Proprietor/Secretary/Partner ) : \_\_\_\_\_
- ii) Status of Farm  
(Proprietorship /Society/Partnership/Ltd Comp. ) : \_\_\_\_\_
- A.2 i) Office Address : \_\_\_\_\_
- ii) E-Mail : \_\_\_\_\_
- iii) Telephone No.(Land) (if any) : \_\_\_\_\_
- iv) Mobile No. : \_\_\_\_\_
- v) PAN No : \_\_\_\_\_
- vi) GST : \_\_\_\_\_
- vii) e-Procurement No (UTR No if any)- : \_\_\_\_\_
- A.3.i) Name of Bank : \_\_\_\_\_
- ii) Address of Bank : \_\_\_\_\_
- iii) Account No : \_\_\_\_\_
- iv) IFSC Code : \_\_\_\_\_
- A.4 Attach one organization chart showing  
the structure of the company with  
names of Key personnel and technical  
staff with Bio-data. : \_\_\_\_\_

Note :- Application covers Proprietary Firm, Partnership, Limited Company or Corporation,

\_\_\_\_\_  
Signature of applicant including title  
and capacity in which application is made.

**SECTION-B**  
**FORM-III**  
**LETTER OF AUTHORITY FROM INDIGENOUS MANUFACTURER**

To  
The District Engineer  
Purba Bardhaman Zilla Parishad  
Purba Bardhaman, West Bengal

Sub.: Your Tender Reference No: ..... dated .....

Dear Sir,

We (Manufacturer Name) .....having our registered office at  
..... are established and reputed manufacturer of  
.....



We, confirm that (Bidder Name) ..... having its registered office at ..... is our authorized partner and we convey our consent to supply the units conforming to tendered specification through M/s..... (Name & address of Bidder) as per terms and conditions of the tender. No Company/ Firm or Individual other than M/s (Bidder Name) ..... is authorized to represent us in regard to this business against this specific tender.

In the event, the offer made by M/s (Bidder Name) ..... being considered by Purba Bardhaman District Engineer, Purba Bardhaman, West Bengal for acceptance, both M/s (Bidder Name) ..... and ourselves shall be jointly and severally responsible for the due and timely performance of the Award of Contract (AOC) pertaining to this tender. We hereby extend our full guarantee and warranty for the items offered for supply against this tender by the above firm.

We hereby confirm that as on the date of submission of this tender (Bidder Name) ..... has sufficient credit worthiness directly with us to supply and service our Unit.

Yours faithfully, (NAME)

For & on behalf of M/s.....

(Signature & Name of manufacturer)  
(Manufacturer with seal)


Note: This letter of authority should be on the Letter-Head of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer.

This letter of Authority should be uploaded during e-filing of tender documents.

**SECTION-B  
FORM-IV  
SPECIFICATION**

**Tractor Trailer mounted Suction Machine of 3000-liter Tank Capacity**

Sl No	Item	Unit
1	GVW of Trailer	4000 Kilogram
2	Wheel base	0 millimetre
3	Payload capacity of trailer	3000 Kilogram
4	Capacity of split shaft PTO (Kgm)	200
5	Overall Length	5000 millimetres
6	Overall Width	1800 millimetre
7	Derrick Arm Available	Yes
8	Vacuum Pump Flow (Cu-m/hr)	156
9	Trailer conforming to IS 8213:2000 (latest) and AIS 112 (latest)	Yes
10	Conforming to IS:13496 for Suction Machine for cleaning Sewers, Manholes and ancillary structures provided on sewer line and closed storm water drains	Yes
11	Necessary clearance from RTO to be obtain before supply of Trailer mounted Suction cum Jetting Machine	Yes
12	From 22 A - for compliance with pollution standards safety standards of components and road worthiness as per CMVR Rules	Yes

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13	Availability of test reports for all critical components from the manufacturer or OEM of jetting Pumps, vacuum pumps, power takeoff unit, Jetting Hose etc shall be from any ILAC / NABL accredited / Central Govt Lab to be furnished to buyers on demand	Yes
14	Availability of Test report from approved Laboratory to prove conforming to specification as per AIS 112 for trailers to be furnished to buyer on demand	Yes
15	Type of Trailer mounted machines	Suction
16	GVW of Trailer	4000 kilograms
17	Wheel base	0 millimetre
18	Payload capacity of trailer	3000 Kilogram
19	Make and Model of Vacuum Pump	
20	Make and Model of Hydraulic Pump	
21	Make and Model of Hydraulic Motor	
22	Make and Model of Suction Hose	
23	Mount Type	Tractor Trailer mounted
24	Capacity of split shaft PTO (Kgm)	200
25	Overall Length	5000 millimetres
26	Overall Width	1800 millimetres
27	Equipment Length	4200 millimetres
28	Equipment Height	1500 millimetres
29	Equipment Rear Over Hang	Yes
30	If Yes, Declare Equipment Rear Over Hang	980 millimetres
31	Derrick Arm Available	Yes
32	Vacuum Pump- Rotary Vane / Sliding Vane	Yes
33	Vacuum Pump Flow (Cu-m/hr)	156
34	Vacuum Pump Power	5 horsepower
35	Rated RPM at Max Pump power	1300
36	Size	1.5 millimetres
37	Vacuum Suction Depth (as per Is:13496 latest)	8 meters
38	Suction Hose - Lightweight, heavy duty, reinforced, PVC along with quick connect coupling arrangement	Yes
39	Suction Hose Internal Diameter (as per IS:13946 latest)	75 millimetres
40	Suction Hose Length	3 meters
41	Number of Suction Hose (Nos)	5
42	Safety Equipments	Yes
43	Silencer / Filter (Micro Strainer)	Yes
44	Exhaust Silencer and injection cooling air Inlet Silencer/ Filter	Yes
45	Blower Outlet and Air-Exhaust Silencer	Yes
46	Check valve	Yes
47	Vacuum Limitation Valve	Yes
48	Drain Off valve	Yes
49	Total Tank Capacity (sludge tank + water tank)	3000 litres
50	Water Storage Tank Capacity	500 litres
51	Sludge Storage Tank capacity	2500 litres
52	Thickness of tank plate (It shall be designed at a safety factor of 4 times the operating pressure) as per IS 13496	5 mm
53	Material of tank	Mild Steel (Grade-A) Confirming to IS 2062 latest



54	Surface preparation and finish of tank's Exterior sanded prior to spray painting and spray painting with two coats of superior quality anti corrosive primer and two coats of enamel paints	Yes
55	Surface preparation and finish of Tank's Interior clean water two coats anti corrosive primer & two coats of grey enamel paint & Sludge shall be with two coats of epoxy paints to resist corrosion	Yes
56	Provision for locking and unlocking arrangement of rear gate of tank, to be operated hydraulically for quick tipping and cleaning	Yes
57	Hose Reel Device operated by hydraulic motor	Yes
58	Dished Head	Yes
59	Tank Rear Door Opening by hydraulic system	Yes
60	Reinforcement rings in pipes	Yes
61	Hydraulic Pump Type	Gear Type
62	Water Level Indicator Type (with safety coverage)	Yes
63	Water Level Indicator Nos	2
64	Thickness of Cover for Engine, Pump and Hose Reel compartment	3 millimetres
65	Material of cover for Engine, Pump and Hose Reel compartment	MS Sheet
66	Full bore Quick Acting Valves in the sewage path	Yes
67	Air Pumps to safeguard the pump form overloading	Yes
68	Make and Model of Air Pump	Branded Or Equivalent
69	Sludge Trap between the Air Pump and the Tank	Yes
70	Float cut out valve to seal the pump suction line	Yes
71	Lubricating system for reducing friction loss	Yes
72	Three sewer cleaning nozzles with varying rearward angles	Yes
73	One nozzle extension for easy fixing of the hose and the nozzle	Yes
74	Two stop tank strainer elements	Yes
75	Hose guide	Yes
76	Counter	Yes
77	Warranty Time	12 months
78	Warranty Distance	10000 Kilometres
79	No of Free Service (with consumable)	6

**Conditions of Contract:**

**Providing and installation of Electro-Mechanical component of FSTP of capacity 30 KLD/day including commissioning trail rum.**

Sr. No	Item Description
1	Supply/Erection/Installation of plant
2	Supply/Erection/Installation of Pumps
3	Supply/erection/ installation of Piping, Mechanical, Electrical & Instrumentation works along with spares as specified etc. complete as per technical design specification and on testing, commissioning and satisfactory trial runs etc. as approved by Engineer -In-Charge
4	Supply of Cesspool vehicle as the per specification in Annexure - G

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5	On successful completion of trial run of septage treatment unit etc. as approved by Engineer -In-Charge.
6	Operation and Maintenance to be handed to the contractor as per Annexure H

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Signature of applicant including title  
and capacity in which application is made.

**SECTION-B  
FORM- V  
CONTRACT CLAUSES**

The total price quoted for **O&M** by the bidder will be divided in 60 equal monthly instalments. The contract value quoted by the Bidder will include cost of O&M of Faecal Sludge & Septage treatment plant and allied works and all other costs including labour, material and others, as needed. No claims for additional payment will be entertained. The payment would be made as follows:

**Clause 1: Bill to be submitted monthly**

The Contractor shall on submitting a monthly bill therefore, be entitled to receive payment proportionate to the part of the work than approved and passed by the Employer (PBZP).

**Clause 2: Bill to be on Printed form**

The Contractor shall submit bills on printed form, which will be furnished subsequent to selection of the contractor. The charges to be made in the bills shall always be entered at the rates specified in the tender at the rates hereinafter provided for such work.

**Clause 3: Monthly payment will be made to the Contractor against submission of invoice and performance report as per Test to be carried out in O&M.** PBZP will open an escrow account in a nationalized bank to ensure timely monthly payment to contractor. This account will have a deposit equal to at least three months of payment.

**Clause 4: Works to be executed in accordance with specifications, drawings order etc.**

The Contractor shall execute the whole and every part of the work in the most substantial and workmanlike manner, and both as regards materials and every other respect in strict accordance with specifications.

**Clause 5: Medical Aid to labor**

The Contractor shall be responsible for and shall pay the expenses of providing medical aid to any workman who may suffer a bodily injury as a result of an accident. If such expenses are incurred by the EMPLOYER the same shall be recoverable from the Contractor forthwith and be deducted without prejudice to any other remedy of Government from any amount due or that may become due to the Contractor.

**Clause 6: Safety Equipment's**

The Contractor shall provide all necessary personal safety equipment and first aid apparatus available for the use of the persons employed on the site and shall maintain the same in condition suitable for immediate use at any time and shall comply with the following regulations in connection therewith.

- a) The workers shall be required to use the equipment's so provided by the Contractor and the Contractor shall take adequate steps to ensure proper use of the equipment by those concerned.
- b) When work is carried on in proximity to any place where there is a risk of drowning all necessary equipment shall be provided and kept ready for use and all necessary steps shall be taken for the prompt rescue of any person in danger.
- c) Adequate provision shall be made for prompt first aid treatment of all injuries likely to be sustained during the course of the work.

**Clause 7: Labor Act**



Contractor shall duly comply with the provisions of The Apprentices Act, 1961" (III of 1961), the rules made there under and the orders that may be Issued from time to time under the said Act and the said Rules and on his failure or neglect to do so he shall be subjected to all the liabilities and penalties provided by the said Act and said Rules.

#### Clause 8: Dispute Resolution

Any dispute arising between PBZP Urban Local Body and Contractor regarding the Contract terms and conditions would be aimed to be resolved through mutual discussions. If the discussions fail to produce a resolution, the dispute shall be subject to the court in PBZP Jurisdiction.

#### Clause 9: Electric Power & Water Supply

Arrangement for Electric Power connection and water supply to be made by the PBZP.

#### Clause 10: Damage by Floods or Accidents

The Bidder shall take all precautions against damage by floods or tides or from accidents etc. No compensation will be allowed to the Bidder on this account or for correcting and repairing any such damage to the work during construction. The Bidder shall be liable to make good at his cost any plant or material belonging to the Government lost or damage by floods or from any other cause while in his charge.

#### Clause 11: Defect Liability Period

The Defect liability period of the project work is of 12 months after the completion of all project works.

#### Clause 12: Extension of time

If the Bidder shall desire an extension of time, he shall apply in writing to the Engineer-In-Charge before the expiry of 30 (thirty) days from the date on which he was hindered or on which the cause for asking for extension occurred. If the Engineer-In-Charge or the Secretary, as the case may be, is of the opinion, that there were reasonable grounds for granting an extension, then he may grant such extension as he thinks necessary or proper. The decision of the Engineer-In-Charge in this matter shall be final.

#### Clause 13: Termination

- a) The Employer may terminate the contract if the other party causes a fundamental branch of the contract.
- b) Fundamental branches of contract include, but shall not be limited to the following
  - I. The contractor stop work for 28 days & stoppage has not been authorized by the engineer.
  - II. The contractor has become bankrupt or goes into liquidation other than for a reconstruction or amalgamation;
  - III. The engineer gives notice that failure to correct a particular defect is a fundamental branch of contract & the contractor fails to correct it within a reasonable period of time determined by the engineer.
  - IV. The contractor does not maintain a security which is required;
- c) Notwithstanding the above, the Employer may term the contract for convenience.
- d) If the contract is terminated the contractor shall stop work immediately, make the site safe & secure & leave the site as soon as reasonably possible.
- e) Termination at will.

If PBZP needs to terminate the Contract for causes unrelated to those given above, it will be treated as 'termination at will' and the following clauses will apply:

- I. A notice of termination shall be required to be given [three months] before such termination at will.
- II. The payment for the completed Work and the Security Deposit deposited with the PBZP will be given back to Contractor. However, any amounts due to the PBZP from the Contractor shall be set off against Security Deposit and in the event such amount is in excess of the Security Deposit/ Performance Guarantee, the excess amount shall be treated as an amount due towards the PBZP.

#### Clause 14: Payment upon Termination

a) If the contractor is terminated because of a fundamental branch of contract by the contractor, the engineer shall issue a certificate for the value of the work done less advance payment received up to the date of the issue of the certificate, less than other recoveries due in terms of the contract, less taxes due to deducted at sources as per applicable law.

b) If the contract is terminated at the Employer's convenience, the engineer shall issue a certificate for the value of the work done, the responsible cost of removal of equipment, repatriation of the contractor's personal employed solely on the works & the contractor's costs of protecting & securing the work & less advance payments received up to the date of

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the certificate, less other recoveries due in terms of the contract & less taxes due to be deducted at source as applicable law.

**Clause 15:** The materials not conforming to the required standard or Specification shall be removed at once from the Site of Work by the Bidder at his own cost. All the electrical and mechanical component shall conform to the relevant I.S (Indian Standard) codes specification.

**Clause 16:** The Bidder shall construct at its own cost shed/ sheds for storing materials as per the direction of the Secretary, PBZP. Such constructed sheds shall be removed on completion of Work.

**Clause 17:** The bidder shall make its own arrangements for the safe custody of the materials brought by it on Site of Work.

**Clause 18:** The charges for conveying of materials from the place of purchase by the Bidder to the Site of Work and the actual spot-on Work Site shall be entirely borne by the Bidder. No claim on this account shall be entertained.

**Clause 19:** Separate register for Site Visit/ Instruction which are given by Secretary or Architect or Engineer of PBZP Municipal Council, shall be maintained by the Bidder

**Clause 20:** The Bidder shall provide regular technical person on Site.

**Clause 21:** Bidder will not be entitled for price variation claim.

**Clause 21:** Arbitration is allowed as per dispute resolution clauses

**Clause 22:** The Municipal Council shall not be responsible for the loss in mechanical parts, equipment's and electrical item during transit to Work Site.

**Clause 23: O&M Period:** For the O&M Period, the Bidder shall be paid the total price quoted for the Operations Services by way of 60 (Sixty) equal monthly instalments.

**Clause 24: Completion:**

As soon as the Build Service have, in the opinion of the Bidder, been completed in accordance with the scope of work and Technical Standards specifications, excluding minor items not materially affecting the operation or safety of the Faecal Sludge & Septage treatment plant and has satisfactorily passed all necessary tests on Commissioning, the Bidder shall so notify the PBZP in writing (the "Notice of Completion") and provide the as-built-Documents.

The PBZP shall, no later than 30 (thirty) days after receipt of the Bidder's notice either issue a Completion Certificate starting that the Faecal Sludge & Septage treatment plant has reached completion as of the date of the Bidder's notice or notify the Bidder in writing of any defects or deficiencies or both. If the PBZP is not satisfied that the Build Service are complete, the PBZP shall notify the Bidder in writing of any defects or deficiencies no later than 7 (seven) days after receipt of the Notice of the Notice of Completion.

If the PBZP notifies the Bidder of any defects or deficiencies or both, the Bidder shall then correct such defects or deficiencies, and shall repeat the procedure.

If the PBZP is satisfied that the Design-Build Service have reached completion, the PBZP shall, no later than 7 (seven) days after receipt of the Bidder's repeated Notice of Completion, issue a Completion Certificate starting that the Design-Build Service have reached Completion as of the date of the Bidder's repeated Notice of Completion.

If the PBZP fails to issue the Completion Certificate and fails to inform the Bidder of any defects or deficiencies 14 (fourteen) days after receipt of the Notice of Completion or 7 (seven) days after receipt of the Bidder's repeated Notice of Completion, then the Build Service shall be deemed to have reached Completion as of the date of the Notice of Completion or repeated

**Clause No: 25 Commissioning and Operational Acceptance**

**Commissioning**

Commissioning of the Faecal Sludge & Septage treatment plant shall be commenced by the Bidder immediately after issue of the Completion Certificate by the Engineer-In-Charge.

**Tests on Commissioning**

The necessary test shall be conducted by the Bidder during Commissioning of the Faecal Sludge & Septage treatment plant and all allied works to ascertain whether the Faecal Sludge & Septage treatment plant or the relevant part can attain the technical standards as required in the Contract. The Bidder's and Engineer-in-charge's advisory personnel shall attend the Tests on Commissioning, and shall advise and assist the PBZP. The PBZP shall promptly provide the Bidder with such information as the Bidder may reasonably require in relation to the conduct and results of the Tests on Commissioning, and



repeats thereof.

for reasons not attributable to the Bidder, The Tests on Commissioning of the Faecal Sludge & Septage treatment plant cannot be successfully completed within 21 (twenty-one) days after the period from the date of completion specified or any other period agreed upon by the PBZP and the Bidder shall be deemed to have not fulfilled its obligations with respect to the tests on Commissioning

### Operational acceptance

- I. Operational acceptance shall occur in respect of the Faecal Sludge & Septage treatment plant when the Tests on Commissioning have been successfully completed.
- II. At any time after the successful completion of the Tests on Commissioning, the Bidder may give a notice to the PBZP requesting the issue of an operational acceptance certificate ("Operational Acceptance Certificate") in respect of the Faecal Sludge & Septage treatment plant.
- III. The PBZP shall, after consultation with the experts, and no later than 7 (seven) days after receipt of the Bidder's notice, issue an operational Acceptance Certificate.
- IV. If within 7 (seven) days after receipt of the Bidder's notice, the PBZP fails to
- V. Issue the Operational Acceptance Certificate or fails to inform the Bidder in writing of the justifiable reason why the PBZP has not issued the operational Acceptance Certificate, the Faecal Sludge & Septage treatment plant shall be deemed to have been accepted as of the date of the Bidder's said notice.

### **Clause No 26: Insurance policy**

PBZP shall take out necessary Insurance Policy/ Policies so as to provide adequate insurance cover.

The insurance should cover for the following:

- a) Loss of or damage to the civil and mechanical and electrical equipment supplied/ installed including the materials such as pipes, valves, specials etc. brought on site;
- b) Loss of or damage to Bidder's equipment including his vehicles;
- c) Loss of or damage to property (except the work, plant material and equipment) in connection with the Bidder;
- d) Loss of or damage to property (except the work, plant material and equipment) in connection with the Bidder; and
- e) Personal injury or death due to vehicles of the Bidder and / or due to any accident that may arise at or around Site to the Bidder's personnel or to the PBZP staff or to any other person connected with PBZP Bidder.
- f) Policies and certificate of insurance shall be delivered by the Bidder to the Engineer for the Engineer's approval before the date of actual starting of Work. All such insurance shall provide for compensation to be payable in the types of proportions of currencies required to rectify the loss of damage incurred.
- g) If the Bidder does not produce any of the required policies and certificates, the Engineer may affect the insurance for which the Bidder was responsible
- h) The minimum insurance cover for loss and damage to physical property, injury and death shall be 10% (ten percent) of the Contract cost per occurrence with number of occurrences as 4 (four). After each occurrence the Bidder shall pay additional premium necessary so as to keep the insurance policy valid always till the defect liability period is over.
- i) Contractors all risk (Bidder's all risk policy) insurance will have to be taken before start of the Work.

### **Clause No 27: Commissioning and trial run of Faecal Sludge & Septage Treatment plant**

- a) The plant shall then be on trial operation of 30 days during which period all necessary adjustments shall be made while operating, over the full load-range enabling the plant to be made ready for performance and guarantee tests. The contractor shall provide necessary staff. The trial operation shall be considered successful, provided that each item of the equipment can operate continuously at the specified characteristics, for the period of Trail Operation.
- b) Bidder shall be responsible for carrying out all the necessary pre-commissioning tests. On completion of inspection, checking and after the pre-commissioning tests are satisfactorily, over the complete plant shall be placed on initial operation during which period the complete equipment shall be operated integral with sub-systems and supporting equipment as a complete plant.
- c) Any special equipment, tools and tackles required for the successful completion of the performance and guarantee tests the contractor will provide this free of cost.
- d) The contractor during the performance and guarantee tests shall provide the guaranteed performance figures of the equipment. Should the result of these tests show any decrease from the guarantee values, the contractor shall modify the equipment as required to enable them to meet the guarantees. In such case, performance and guarantee tests shall be repeated within one week from the date the equipment is ready for re-test and cost for modifications including labor, materials and the cost of additional testing to prove that the equipment meets the guarantees, shall be borne by the contractor.

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## OPERATIONAL SERVICES

### 1 Introduction

The bidder shall ensure the operation and maintenance of the FSTP in compliance to the CPHEEO Manual on "Sewerage & Sewage Treatment", published by the Central Public Health Environmental Engineering Organization (CPHEEO), Ministry of Urban Development, Government of India, New Delhi and the prescription laid down hereunder.

### 2 Scope of Work

- The Bidder shall operate and maintain the Faecal Sludge & Septage treatment plant, and all other allied works under this contract, for a period of 5 (five) years and provide the following service ("**Operations Services**"). Salient features of Operations Service are:
- After construction of the Faecal Sludge & Septage treatment plant, the Bidder shall operate and maintain FSTP plant as per specifications and maintain the quality of the treated effluent as prescribed in the Design-Build Documents.
- The Bidder will monitor the performance of the Faecal Sludge & Septage treatment plant; conduct the analysis of the inlet septage and effluent/septage quality after treatment. Bidder shall initiate and take adequate actions to ensure smooth and satisfactory performance / running of the plants on a 24 hours/round the clock basis.
- The Bidder shall prepare and implement an effective plant maintenance programme in consultation with the PBZP. It is an absolutely Bidder's responsibility to look after all sorts of maintenance whether preventive, minor, major or break-down.
- The Bidder will determine operating parameters, and generally optimize the process, and working of the treatment plant.
- The Bidder should plan & procure all spares and all consumables including chemicals, grease, lubricating oil, cleaning agents, laboratory reagents etc.
- The Bidder will be responsible for keeping up-to-date record of documents including history card for equipment and maintaining every day log book relating to various analyses performed.
- The Bidder at his/her own cost shall maintain and update logbook, in which details of operational parameters are recorded at regular interval as decided mutually.
- The FSTP will accept septage load from suction trucks from time to time in a day from 06:00 am to 11:00 pm, beyond which it should not accept septage load. Also, it should accept load only from the authorized contractor of PBZP only.
- The Bidder will prepare and submit a daily report of plant performance and will assist the PBZP in preparing the necessary documents for their purpose and records.
- The Bidder will be responsible to carry out day to day periodic maintenance, necessary to ensure to smooth and efficient performance/ running of all equipment / instruments comprising the Faecal Sludge treatment plant and maintaining record of the same.
- The Bidder shall have to issue identity cards with photographs to all the staff employed for operation and maintenance. The list of the same shall be submitted to the PBZP mentioning qualification & experience.
- The Bidder will also be responsible to carry out day to day maintenance inside the Faecal Sludge & Septage treatment plant premises.
- The Bidder will employ required staff for operation and maintenance of the Plant as per the list submitted by bidder in their proposal during 5 years of O&M period. The staff of Bidder will always remain in contact with the Junior Engineer, Assistance Engineer/Electrical Supervisor, in charge of the Plant deployed by the PBZP and follow their instruction.
- Unsatisfactory and inefficient running of the plant and unnecessary and excessive usage of spare, consumable, etc. supported by the reason which are under control of Bidder will be highly objected. In such cases PBZP decision will be final and binding to the Bidder.
- Bidder will comply with all safety rules and regulations and all inter disciplinary as followed by the PBZP.
- The PBZP will not be responsible for any accident / injury to the staff of the Bidder. Further the PBZP will not provide any insurance or medical facility to the staff of Bidder. The responsibility lies with the Bidder.
- ALL central/State Government/Semi-Government/ Local Body's Rules and Regulations pertaining to this contract shall be followed and observed by the Bidder without any extra cost to the PBZP.
- No accommodation / guesthouse / transportation facility will be provided by PBZP to the Bidder. Operation & maintenance staff will not be allowed any accommodation facility inside the premises.
- The Bidder should employ all the staff within 7 (seven) days of successful commissioning.
- The Bidder will provide the necessary tools and tackles required for day-to-day maintenance.
- The scope of work also includes cleaning of complete plant area including floor, toilet block railing, door, windows, light fixtures and ceiling etc. The entire premises of the plant area shall also be cleaned and maintain by the Bidder regularly.
- This work is inclusive of but not limited to operation, maintenance, housekeeping, cleaning, removing sludge by its own carrier arrangement & disposes it off as per PBZP instructions.
- BOT Tender Document for Faecal Sludge & Septage Treatment Plant at Purba Bardhaman West Bengal
- Preparing data recording, correspondence work to PBZP and Government departments, etc. All this work should be



- done as per standard practices and by following labor, factory, electrical and all other old and new law and order, Indian standards etc. as applied of Local, State and Central Government of India.
- Right is reserved by PBZP for suspension, dismissal, termination of any office / staff employed by Bidder. He shall have taken prior permission to employ or to terminate his personnel.
  - No watch and ward, safety insurance, security, storage, housing accommodation etc. will be provided by PBZP. This will be responsibility of Bidder.
  - Consumable items like rubber bush, graphite packing, rubber sheet, nut-bolts, material require for cleaning and housekeeping etc. are to be brought by the Bidder.
  - Electricity charges including diesel in case of power failure required for operation & maintenance of the Plant shall have to be borne by the Bidder. The Bidder should provide
  - All other consumables like polyelectrolyte, chlorine, oil & grease etc. All the formalities to all Government authorities for factory, electrical, etc. for obtaining no objection certificate, water consent, hazardous waste concern, approval etc. shall be done by the Bidder.
  - Monitoring should be done as per guidelines provided by PBZP. Bidder has to maintain all the parameters of effluent within stipulated limit or he will be penalized for not maintaining the prevalent discharge standards of state Government and as amended from time to time. All expenditure incurred for the same like, suit fee, court fee, case fee, or the penalty as decided by Engineer of PBZP and penalty charged by relevant government authority will be charged to Bidder and deducted from his bills, security Deposit etc.
  - Bidder shall have to test the effluent / Influent at his own cost at the government approved laboratory as per schedule mentioned in bid document. The same be verified by and checked by PBZP whenever required.
  - The payment of O&M charges will be made as per the tender conditions. The other terms and condition described in these complete tender documents, wherever applicable shall remain unchanged. In case of any discrepancy the decision of PBZP will remain final & binding on the Bidder.
  - During O&M period, Bidder has to supply all the spares, at his cost during preventive major-minor breakdown, replacement and maintenance work. No extra payment will be made for such maintenance on any ground. The payment for the same will be made strictly as per tender documents irrespective of the number of break down /minor, major repairs replacements. During the O&M period, the Bidder will have to enter into annual maintenance agreement with manufacturers of all major mechanical equipment.
  - Maintenance of garden, lawns plants, bushes, plantation of new plants, lawns etc. and feeding, gardening, cleaning etc. is in the scope of the Bidder. No separate payment will be made for the same.
  - The Bidder during his O&M period will have to follow all the guidelines set by relevant government authority of West Bengal state for operation & maintenance of Faecal Sludge & Septage treatment plant.
  - Operation and maintenance of all General facilities and utility services including all other components of work done under this Contract.
  - The Bidder shall also dispose of the sludge, screenings, grit and any other material, as per specifications and to the satisfaction of the PBZP. It is to be noted that all costs during the O&M period, including the cost of power and chemicals are to be borne by the Bidder.
  - Within his quoted cost, the Bidder is to ensure that guarantees are maintained during the O&M Period for quality of treated effluent, treated septage, consumption of chemicals and for automation.
  - The Bidder shall provide on job training to the local body staff as per specifications.
  - At the end of every year of operation & maintenance period, an assessment of the condition of the plant has to be done by the Bidder through third party inspection at his own cost and based on that assessment the Bidder shall, at no extra cost to the PBZP, repair and re-condition all the mechanical equipment in the concluding year of the O&M contract to a condition so that they are in running condition with regular preventive and recommended maintenance as per manufacturer's recommendations or as per CPHEEO manual.
  - Variability of Throughput: If the quantity of treated septage from the Plant increased in the existing system without impacting the annual fixed costs to the Bidder, the Bidder shall comply with such requirements.

### 3 TESTS TO BE CARRIED OUT DURING O&M PERIOD

- Sampling and testing to be carried out as per CPHEEO guideline. Tests are to be carried out under the supervision of qualified staff and as per instructions of the Engineer-in-charge. The responsible employee of the contractor will indicate the details of sample locations timings on the sample template.
- The Bidder should get analyzed / checked the untreated as well as treated septage and effluent samples and tested in approved government laboratory at his own cost. The PBZP Vigilance testing charges for samples directly collected by PBZP are also to be borne by the Bidder.
- During routine monitoring, samples of influent, effluent as analyzed based on the Analysis Schedule given in the following Table for the given parameters.

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Sr. No	Description of Sample	Frequency	Location of Sampling	Type of Sample	Test Parameters
1	Influent septage	Two times in a month	Before screening	Grab	Temp, pH, BOD, COD, TSS, VSS, Alkalinity, Sulphate, Faecal Coliform, total Coliform
2	Treated Effluent Wastewater	Two times in a month	After treatment unit	Grab	Temp, pH, BOD, COD, TSS, VSS, Alkalinity, Sulphate, Faecal Coliform, total Coliform
3	Treated Septage/Sludge	Two times in a month	After treatment unit	Grab	Moisture content, NPK Value
4	Treated Septage/Sludge	One sample in every Six months	After treatment unit	Grab	Helminth Eggs

Test parameters of treated quality shall be within the prescribed limits as issued by West Bengal Pollution Control Committee for STP/FSTPs.

#### A. Staff

The Bidder shall mention the number and nature of personnel required for O&M in his bid. Non-employment of those personnel during O&M as per the Bid will lead to imposition of penalty as mentioned Contract data.

#### B. Safety / Security

The Bidder shall take all safety precautions under various acts/Rules under central/State Govt. from time to time and he shall be responsible for safety of its staff and the consequences thereof. The Bidder shall deploy round the clock security personnel at entrance of Plant's premises and in the compound for the safety of the Plant premises for the safety of the Plant, equipment and personnel during this period.

#### C. Responsibility for damages

The Bidder shall ensure that the staff employed takes all necessary precautions while carrying out the work either in shift duties or any general shift as per Indian Electricity Rules/Factory Act/ CPHEEO Manual, or manufacturer's special instruction for safety / gas handling. The staff should use gas masks, oxygen apparatus, gum boots, safety belts and safety lamps, etc. while carrying out the work in bar screens, sumps etc.

#### D. Reporting

The Bidder at its own cost will prepare and submit daily and monthly reports (in approved PBZP format) of pumping/treatment and project performance and submit to the PBZP and will assist the department in preparing the necessary documents for their purpose and record as per proforma given from time to time. The reports shall contain, inter-alia, the following:

Raw Septage quantity and quality and effluent quality as per the monitoring format and other tests as specified in this section shall be submitted to Engineer-in Charge. Treated quality to septage and effluent as per monitoring format and shall be submitted to Engineer-in charge. The plant manager shall verify the daily record as well as the calculations and shall be responsible to generate further data using these.

- A description of the maintenance work carried out in the reporting period.
- A report on major failures, if any, their causes and remedial action taken.
- Sludge quality and quantity (daily basis) in the reporting period.
- Power and chemicals consumed in the reporting period.
- An inventory of the chemicals and spare parts available at the end of the reporting period.
- O&M staff deployed by the Bidder during the reporting period.
- Any major repair works, if any.
- Bidder is required to maintain separate register/computerized records at all sites of following information:
  - i. Pumping register
  - ii. Quantity of septage/ sewage treatment and performance register
  - iii. Working hours register
  - iv. Electric break down register
  - v. Maintenance register
  - vi. Staff attendance register



### **E. Site Order Book**

Site order book shall be kept by the Engineer-In-Charge at the Plant site. Orders entered in this book by the PBZP or his authorized representative shall be held to have been formally communicated to the Bidder. The Engineer-In-Charge or his authorized representative shall sign each order as it is entered and will hand over the duplicate to the Bidder or his agent, who shall sign the original in acknowledgment of having received the order.

### **F. Technical Audit**

The PBZP has the right to conduct a technical audit of the Plant and to perform any analysis or inspection he deems necessary. The Bidder shall at his cost provide all assistance the PBZP required to complete these inspections. Such audits may cover all or any of the obligations of the Bidder, including without limitation,

- Verification of the system capacity and save for normal wear and tear during the O&M Period.
- Verification of the performance standards and useful life of the Individual assets of the Facility, save for normal wear and tear during the O&M Period.
- Verification of the capacity of the Plant to meet output standards during the residual life of the Plant and save for normal deterioration expected during such residual life.
- Sampling, testing and verification of the output standards for treated septage / effluent.

### **G. Operation and Maintenance Manual**

The Bidder shall prepare a detailed program (referred to as O&M Manual) covering the operation and maintenance of the treatment plants as a whole.

The O&M Manual shall include the daily, weekly, monthly, quarterly, half yearly and annual checks and remedies if necessary to be performed for effective operation of the plant, elaborate details, all operating and maintenance procedures and policies which are required, advisable and / or necessary of the FSTP facility to achieve full compliance with the operational guarantees and to achieve maintenance and repair standard for the Facility which will ensure compliance with the maintenance specification. The O&M manual shall include inter alia full explanation of all plant procedures and processes.

Without limiting the generality of the foregoing, the O&M Manual shall include descriptions, procedures and shall comply with the requirements, set forth in the provisions of the Bid Documents.

The draft of the O&M Manual shall be subject to the review and approval of PBZP, which shall have the right to make any changes and revisions to the O&M manual as it may deem appropriate. The Bidder shall revise such draft O&M Manual prior to the commencement of the O&M period.

At the end of the construction period, the Bidder shall revise the draft O&M Manual to reflect any updates, changes or revisions it deems appropriate, inter-alia based on its experience and as necessary to reflect any modifications or adjustments to the plant.

Without limiting the above, the Bidder shall annually fully review, revise, update and modify the draft O&M Manual as may be necessary or appropriate. Any revision to the draft O&M Manual shall be subject to the review and approval of PBZP.

PBZP shall have the right to require revisions to the draft O&M Manual as it may deem appropriate. The Bidder shall prepare and submit to PBZP, for its review and approval, 30 days prior to the proposed date of commencement of O&M, a revised draft O&M Manual which reflects all changes, revisions and modifications. The Bidder shall prepare the O&M Manual, as approved by the PBZP, prior to the start of O&M.

### **H. TRANSITION PLAN – Taking Over**

The transition plan shall include,

- a) Plans to transfer the Faecal Sludge & Septage treatment plant to the subsequent operator as designated by the PBZP;
- b) Transition plans with respect to the Operator's personnel including a plan for transition of the Operator's personnel to a subsequent operator;
- c) A proposed process for the transfer of all Contract records to the PBZP;
- d) Plans to transfer operations and maintenance functions to the subsequent operator and
- e) A program to train staff of the PBZP in all aspects of the operation and maintenance of the Plant and the facilities.

### **I. Taking Over after completing of O&M Period of 5 Years**

- a) The Plant will be taken over by PBZP on satisfactory completion of the O&M Period of the plant provided that
- b) The plant / equipment's are in good, smooth-running condition.
- c) The result of the treated effluent/septage quality for last 3 (three) months of operation of the plant is within the limits specified.
- d) In case of major repairs / replacement of equipment, the performance guarantee for such unit/equipment is extended by 6 (six) months from the date of putting back in to satisfactory operation of such unit/equipment in case such putting back is at the end of completion of O&M period.
- e) All records of operation and maintenance are handed over to PBZP in proper condition.

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f) The third-party inspection of the plant viz: Civil mechanical units/equipment, electrical units/ equipment, instruments & all other Major & minor units/machines has to be carried out & the defects unsatisfactory work, performances of the equipment/machines are to be corrected by the Bidder at his own cost. The necessary third-party inspection agency shall be appointed and payment shall be borne by the Bidder.

g) The Bidder should repaint the plant including all civil structures, mechanical, electrical equipment's/ units/ structures as per the tender specifications.

In case taking over is delayed on account of Bidder's failure, the O&M period will be extended further till it meets the requirement without any extra cost of PBZP. The Bidder will also be penalized for such delays.

## 2 TECHNICAL SPECIFICATIONS

Technical specifications for Faecal Sludge & Septage Treatment Plant to be read in conjunction with scope of work, design criteria and other technical details:

### 2.1 INDIAN STANDARDS:

The Indian Standards which are IMPORTANT and are referred to in the general specifications and used in construction works. These standards are to be strictly adhered to unless otherwise is applicable in the relevant context. These standards are to be followed both in respect of materials and construction of civil engineering works included in the tenders.

### 2.2 MECHANICAL SPECIFICATIONS

The contract includes design, manufacture testing at works, supply and delivery at site, unloading, storing till the time of erection, installation, testing and commissioning of mechanical equipment as per codes mentioned in the following section. It shall be designed, assembled and tested to the satisfaction of the Executive Engineer and shall conform to the relevant standards published by the Indian Standards Institution, wherever available, in order that specific aspects under the Indian Conditions are taken care of.

\_\_\_\_\_  
Signature of applicant including title  
and capacity in which application is made.

District Engineer  
Purba Bardhaman Zilla Parishad

## SECTION -C

A. The contractor would furnished an affidavit in following manner in non-judicial stamp paper :-

### PROFORMA FOR AFFIDAVIT

(To be furnished in Non Judicial stamp paper of appropriate value duly notarized)

I, Sri ....., S/o ..... aged,  
..... Years, Residing at,..... Proprietor/  
Partner/Director of ..... do here by solemnly affirm  
and declare in connection with e-NIT No. 56 of 2023-24 as follows.

1. That I, the undersigned, do certify that all the information furnished and statements made in the bid documents are true and correct to the best of my knowledge and belief.
2. That the undersigned also hereby certify that neither any near relations of DE /AE/SAE of the Department nor any retired gazetted officers are in our employment.
3. The undersigned understands and agrees that the bid shall remain open for Acceptance 90 days from the date of opening of financial bid.
4. Any departure what so ever in any form will be considered as breach of contract. In such situation the department at his liberty may with hold our payment till we rectify the defects or fulfill our contractual obligation. In this connection, departmental decision will be final and binding.
5. The undersigned also certifies that neither we have abandoned any work awarded to us, nor any penal action was taken against us by any department. The undersigned also declares that we do not have any running litigation with any department.
6. On inspection of site condition I am participating on the tender.
7. All applicable duties, GST, taxes, royalties, cess, toll and other statutory levies payable to State/Central Government will be borne by the undersigned.



**PURBA BARDHAMAN ZILLA PARISHAD**

**Bidding Document**

**REF: e-NIT-56 OF 2023-24**

**(Memo. No. DE/e-NIT/5315 Dated- 22/09/2023)**

**END OF  
TECHNICAL BID**

**PURBA BARDHAMAN ZILLA PARISHAD**

**Engineering Wing**

**Court Compound, P.O.-Bardhaman**

**Dist.-Purba Bardhaman**

**PIN- 713101**

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*ASR*