

**Embassy of India  
Kathmandu**

**TENDER NOTICE**

Sealed quotations under the two bid system (Technical and Financial) are invited directly from reputed and experienced bidders for **Annual Maintenance Contract of Water Treatment Plant in the Embassy of India premises**. The last date of receipt of scope of offer in sealed envelope is on or before 30 July, 2018 up to 1500 hrs. The bid opening date is on 31 July, 2018 at 1100 hrs. Entire details of scope of work for tender documents are available on website [www.indianembassy.org.np](http://www.indianembassy.org.np) and [www.eprocure.gov.in](http://www.eprocure.gov.in).

**Kat/Adm/872/2/2015-Part**

Sd/-  
(Head of Chancery)

**Annexure I**  
**Scope of Work**

**Sub: Annual Maintenance Contract for Servicing, Maintenance & Operation of Water Treatment Plant (3 nos.) in the Embassy of India, Kathmandu and Supply of required chemicals in this regard.**

**Scope of work:-(During daily plant operation)**

- Regeneration of organic Scavenger as per requirement.
- Chemical preparation and chemical handling for regeneration.
- Backwash, service & rinse of WTP plant as per requirement.
- Dosing chemical preparation and handling.
- Daily smooth plant operation.
- Cleaning of Water tanks 3 nos.:- Raw water tank of 1 Lakh litre and Treated water tank of 1 Lakh litre quarterly and Fire fighting storage tank of 1 Lakh litre once, in a year.
- Maintaining daily plant operational log sheet.
- Sharing of Information Client or Concerned person for site requirements.
- Site testing of major treated water parameters (if required) .
- Supply of trained manpower for daily plant operation.
- Daily plant monitoring with necessary arrangement to test Hardness, FRC, pH and TDS.
- Operating borewell pump.

**Scope of work :-( Under Expert visit)**

- Expert visit every three months for smooth functioning of WTP.
- Checking the plant performance data against daily log sheet.
- Operator training (if required)
- Suggestion for better plant performance to minimize daily operating cost.
- Visit report submission along with feedback- based on previous month's plant operational performance.

**Scope of work:- (Under Preventive Maintenance).**

- Dismantling of top & bottom cover of vessel, as required.
- Cleaning of strainer assembly and strainer plate as required.
- Washing of filter media and top-up as required .
- Re-commissioning of plant.
- Cleaning of WTP area.
- Dumping of old media.
- Facilitation of adequate manpower.

**Scope of work:- (Others)**

- Maintaining the plant including Daily Cleaning and Raw water supply.
- Oiling and greasing as well as ensuring proper fittings of equipments.
- Providing required chemicals & salts in consultation with our Junior Engineer(Civil) and HOC. The requirement will be intimated in advance to Junior Engineer (Civil). The payment on this account would be made by the Embassy after receipt of Tax invoice(s) from the Agency.
- Monthly lab test report which include the following parameters: pH, TDS, Colour, Iron, Total Alkalinity, Ammonia, Chloride, Sulphate & Nitrate.
- Disposal of waste material from the site.

**Annexure II**  
**Additional Conditions**

**Sub: Water Treatment Plant Operation and Maintenance including supply of Chemicals**

1. The contract would be for a period of 12 months from the date of signing the Agreement.
2. Double recovery will be made from the bill for non supply of Operator, or Chemicals (NO HOLIDAYS for Operators).
3. Only best quality and approved Chemicals should be used for the proposed work.
4. The agency must be experienced with water treatment requirements for different water sources to meet relevant water quality standards and guidelines.
5. The agency must provide Certificate for Supervisor, which shows technical qualification in Water Management Procedures.
6. Prior approval of Junior Engineer(Civil) must be taken before initiating any major repair work.
7. The agency shall make its own transportation arrangements for all the materials required at the site and disposal of any waste material.
8. Any technical problem arising in the plant would be rectified within the same day for uninterrupted water supply.
9. The workers engaged by the agency will be the employees of the agency and the Embassy will not, in any way, be responsible for any liability/compensation on account of accident, injury or death of workers while performing their work inside the Embassy premises.
10. The agency shall fully equip its employees for their own expenses.
11. The agency has to supply & install all the spare parts. The contractor shall submit the bills against consumable items after replacement of consumable spare except installation charge (material charge only), which shall be paid by the Embassy.
12. The work shall be carried out strictly as per the latest CPWD (Central Public Works Department, India) specifications along with the updated correction slips issued by the CPWD from time to time.
13. The agency may visit the site and ascertain the scope of work before submitting their bids.
14. The agreement can be renewed for further period of two years on year to year basis on the same terms and conditions, as well as charges on mutual consent.
15. AMC payment will be made on a quarterly basis. However, payment against chemicals and filter media will be made on the basis of actual quantity that is used. Chemicals and filter media procured must be verified by the Embassy for necessary payments.

Sd/-

**Head of Chancery**

**Annexure III**  
**Chemical Consumption**

**Chemical Consumption for Plants Regeneration:-**

S. No.	Name Of Chemical	flow rate m3/hr	Dosage ppm	Working hours	Qty in kg/day	Qty per month
1	NaCl for Organic Scavenger/Softener	20	NA	20	80	1200
2	NaOH for Organic Scavenger	20	NA	20	8	120

**Chemical Consumption for Daily Dosing:-**

S. No.	Name Of Chemical	flow rate m3/hr	Dosage ppm	Working hours	Qty in kg/day	Qty per month
1	Alum	20	10	10	2	60
2	Chlorine	20	10	10	2	60

**Annexure IV**  
**Materials Required for Preventive Maintenance(Top up)**

<b>S. No.</b>	<b>Item Description</b>	<b>Required Quantity (Approx.)</b>
1	Graded Mix Sand (Indian sand)	300kg
2	Gravel	450kg
3	Pebbles	100kg
4	INDIONISR- Iron removal Resin	100lits
5	NDION830- Organic scavenger Resin	100lits
6	Activated carbon 1200IV	100kg.

**Annexure V**  
**Manpower Details**

Bidder shall provide manpower mentioned below, for daily plant operation (16X7 hours) as specified in scope of work.

<b>S. No.</b>	<b>Description</b>	<b>Required Quantity</b>
01.	Site Supervisor cum chemist	1 (9 AM to 5.30 PM)
02.	Plant operator cum helper	2 (For daily double shift: 6 AM to 2 PM & 2 PM to 10 PM)

**Annexure VI**  
**Technical Specification**

**UNIT –I(Average Plant Capacity-23000LPH)**

Unit name	Multi grade Sand Filter MGF-1000
Diameter	1000mm
Height of straight	1875mm
Max . working Pr. (Kg/cm <sup>2</sup> )	3.5
Max Flow rate m <sup>3</sup> /hr.	23
Filter media	Mixture of 6-14 & 16- 30mesh sand 750kg
Vessel MOC	MSEP
Type of valve	Butterfly
Type of collecting system	False bottomtype/header & laterals
Under bed media	300kg
Frontal pipe size	80 MM

Unit name	Iron Removal Filter RF-1000
Diameter	1000mm
Height of straight	2500mm
Max . working Pr. (Kg/cm <sup>2</sup> )	3.5
Max Flow rate m <sup>3</sup> /hr.	23
Filter media	INDION ISR resin 800lits
Vessel MOC	MSEP
Type of valve	Butterfly

Type of collecting system	False bottomtype/header & laterals
Under bed media	300kg
Frontal pipe size	80 MM

Unit name	Dual Media Filter IRF-1000
Diameter	1000mm
Height of straight	1875mm
Max . working Pr. (Kg/cm2)	3.5
Max Flow rate m3/hr.	23
Filter media	Mixture of 6-14 & 16-30mesh sand and activated carbon 250kg Activated Carbon (1200IV) & Mix Sand 300kg
Vessel MOC	MSEP
Type of valve	Butterfly
Type of collecting system	Flase bottomtype/header & laterals
Under bed media	300kg
Frontal pipe size	80 MM

Unit name	Organic Scavenger SAC-1000
Diameter	1000mm
Height of straight	1500mm
Max . working Pr. (Kg/cm2)	3.5
Max Flow rate m3/hr.	23

Filter media	INDION 830 800lits
Vessel MOC	MSRL
Type of valve	Butterfly
Regeneration tank capacity	800X900mm
Under bed media	300kg
Frontal pipe size	80 MM

**UNIT -II(Average Plant Capacity-8000LPH)**

Unit name	Multi grade Sand Filter
Diameter	24”
Height	72”
Max . working Pr. (Kg/cm <sup>2</sup> )	3.5
Max Flow rate m <sup>3</sup> /hr.	8.5
Filter media graded sand	450kg
Vessel MOC	FRP/GRP
Type of valve	Multiport 40NB SM
Coarse silex quantity	100kg
Type of filter media	6.14 16-30 BS mesh sand

Unit name	Duel Media Filter
Diameter	24”
Height	72”
Max . working Pr. (Kg/cm <sup>2</sup> )	3.5
Max Flow rate m <sup>3</sup> /hr.	8.0
Filter media	200kg mix sand + 150kg

	Silex+ 25kg activated carbon
Vessel MOC	FRP/GRP
Type of valve	Multiport 50NB SM

Unit name	Activated Carbon Filter
Diameter	24"
Height	72"
Max . working Pr. (Kg/cm2)	3.5
Max Flow rate m3/hr.	8.0
Filter media	150kg Activated Carbon (1200IV)
Vessel MOC	FRP/GRP
Type of valve	Multiport 50NB SM

Unit name	Softener
Diameter	24"
Height	72"
Max . working Pr. (Kg/cm2)	3.5
Max Flow rate m3/hr.	8.0
Filter media	350 lits
Media Type	INDION 225Na
Vessel MOC	FRP/GRP
Type of valve	Multiport 50NB SM

Unit name	Degasified System
Diameter	350mm

Height	2100mm
Max . working Pr. (Kg/cm2)	3.5
Max Flow rate m3/hr.	10.0
Filter media	Poll ring
Vessel MOC	FRP/GRP
DG pump(SS) capacity	10m3/hr
DG blower motor hp	0.5
DG pump motor hp	2.5

**UNIT –III (Average Plant Capacity-5000LPH)**

Unit name	Multi grade Sand Filter
Diameter	21”
Height	62”
Max . working Pr. (Kg/cm2)	3.5
Max Flow rate m3/hr.	5
Filter media graded sand	340kg
Vessel MOC	FRP/GRP
Type of valve	Multiport 40NB SM
Coarse silex quantity	100kg
Type of filter media	6.15 16-30 BS mesh sand

Unit name	Duel Media Filter
Diameter	21”
Height	62”
Max . working Pr. (Kg/cm2)	3.5

Max Flow rate m3/hr.	5
Filter media	100kg mix sand + 100kg Sillex+ 20kg activated carbon
Vessel MOC	FRP/GRP
Type of valve	Multiport 40NB SM

Unit name	Activated Carbon Filter
Diameter	21”
Height	62”
Max . working Pr. (Kg/cm2)	3.5
Max Flow rate m3/hr.	5
Filter media	110kg Activated Carbon (1200IV)
Vessel MOC	FRP/GRP
Type of valve	Multiport 40NB SM

Unit name	Softener
Diameter	21”
Height	62”
Max . working Pr. (Kg/cm2)	3.5
Max Flow rate m3/hr.	5
Filter media	250 lits
Media Type	INDION 225Na
Vessel MOC	FRP/GRP
Type of valve	Multiport 40NB SM

Unit name	Degasified System
Dia in mm	300mm
Height in mm	2100mm
Max . working Pr. (Kg/cm2)	3.5
Max Flow rate m3/hr.	5
Filter media	Poll ring
Vessel MOC	FRP/GRP
DG pump(SS) capacity	5m3/hr
DG blower motor hp	0.5
DG pump motor hp	2.5

**Schedule of Quantities**

**Water Treatment Plant (3 nos.) Operation and Maintenance for one year.**

<b>S. No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate</b>	<b>Amount</b>	<b>Remarks</b>
01	Maintenance and Operation of WTP as per ' <b>Scope of Work</b> ' (Annexure I and II)	Job	12 Months			
02	Supply of manpower for daily operation-maintenance WTP as per ' <b>Manpower Details</b> '. (Annexure V)	Job	12 Months			
03	Supply of WTP chemicals for daily smooth plant operation as per ' <b>Chemical Consumption</b> ' (Annexure III) including rate per kg.	Job	12 Months			
04	Supply of filter media for yearly top up(as required) and maintenance as per ' <b>Technical Specification</b> ' (Annexure IV and VI) including rate per kg/ltr.	Job	12 Months			
<b>Sub-Total NRS</b>						
<b>Add VAT @13%</b>						
<b>Total NRS</b>						

Signature with Firm's Seal Name

Dated: \_\_\_\_\_

### Pre-Qualification/Evaluation/Exclusion Criteria

S. No.	Particulars	Details	Evaluation Marks
1	Experience	a) The contractor should have experience of minimum two years in in this type of work b) Supplier should have expert and experienced team for such type of heavy overhauling work. c) Preference will be given to those contractors which has experience in working with Diplomatic Missions/Govt. Departments/Hotels	02 02 01
2.	Registration No.	The company/contractor should have a valid Registration Number either in India and/or Nepal	01
3.	Minimum Wages	The contractor will provide Certificate/Undertaking that he will pay not less than minimum wages fixed by Government of Nepal.	01
4.	Turnover	The contractor should have a minimum turnover of Nrs. 10 lakhs per year	02
5	VAT	Certificate that company/contractor pays VAT regularly and their VAT dues are cleared either in India and/or Nepal	01

NOTE : Unprecedented situation : If after opening of financial bids it is found that there are more than one lowest bidders, in that case preference will be given to those contractors which scores more evaluation marks in the technical bids

Minimum 70% examination mark is required to shortlist the firms for opening of financial bids.

**ENVELOPE-1: TECHNICAL BID**  
**(In separate sealed Cover-I super scribe as Technical Bid)**

**CONTENTS**

1. Name of Company/ Firm/ Agency
2. Name of proprietor / Director of company / Firm / Agency
3. Full Address of Reg. Office/ Telephone No./ FAX No./ e-mail id/ website address
4. Full address of Operating/ Branch office/ Telephone No./ FAX No./ e-mail id/ website address
5. T.I.N. No. (Attach copy)
6. The Firm / Agency shall have atleast 2 years experiece in this field and shall submit the self attested copies of experience along with the tender documents.
7. Details of works of similar nature carried out in different or other similar organizations during the last 2 years ending.
8. Certificate provided for the works detailed in above shall clearly indicate the scope and nature of work undertaken and the value of various components of work as executed, in order to confirm conformity to the defined similar work.
9. The bidder should have an office in Kathmandu, Nepal.
10. The bid shall be valid and open for acceptance of the Competent Authority of Embassy for a period of 180 days from the date of opening of the tenders and no request for any variation in quoted rates and withdrawal of tender on any round by successful bidder shall be entertained.
11. Quotation received late (including postal delay)/ in open condition not meeting the tender conditions/ incomplete in any respect are liable to be rejected.
12. The rates should be indicated both in words and figures. In case of discrepancy between the figure (number) and words, the rates given in the words only will be taken as authentic and no further clarification will be sought from the bidder.
13. No party shall be permitted to submit quotation for work in the Embassy of India, Kathmandu in which any of their near relatives is an employee. They shall also intimate the names of persons who are working with them in any capacity or subsequently employed by them and who are near relatives of any employee of the Embassy of India. Any violation of this condition which comes the the Notice of the Embassy of India after the contract is awarded will entitle the Embassy of India to treat the contractor as having committed a breach of contract and to exercise the rights and remedies available to the Embassy of India, Kathmandu on account thereof.

Signature with Firm's Seal Name

Dated: \_\_\_\_\_

### **Declaration by the Firm/Agency**

This is to certify that I/WE before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

(Signature of Firm with seal)

Name:

Seal:

Address:

Date:

Phone No. (O):

**ENVELOPE -2 : FINANCIAL BID**  
**(In separate sealed Cover-II super scribe as Financial Bid)**

**CONTENTS:**

1. Name of Company/ Firm/ Agency
2. Name of proprietor/ Director of Company/ Firm/ Agency
3. Full Address of Reg. Office/ Telephone No./ FAX No./ e-mail/ website address
4. Full address of Operating / Branch Office/ Telephone no./ FAX No./ e-mail/ website address
5. T.I.N. No. (Attach copy)
6. Rates as per prescribed proforma attached ( Schedule of Quantities ). The local taxes etc may be specifically indicated.

Signature with Firm's Seal Name

Dated: \_\_\_\_\_