

NB (Assam)DPSP/ 33282 /Premises Tank Cleaning/ 2018-19

10 October 2018

All eligible service providers

Madam/Dear Sir

**INVITATION OF QUOTATION FOR AMC OF CLEANING WATER TANKS  
AT OFFICE PREMISES AND STAFF QUARTERS OF NABARD, GUWAHATI**

Sealed tenders in prescribed formats are invited for providing services to NABARD for cleaning of water storage tanks in its Office building at G S Road, Dispur, Guwahati – 781006 and Staff Quarters at Plot No.3 and 4, Swahid Dilip Huzuri Path, Sarumotoria, Dispur, Guwahati – 781006 on the terms and conditions stipulated in **Annexure –I** enclosed hereto.

2. We request you to forward your quotations and other particulars as per **Annexures-II**, latest by 3.00 p.m. on 25 October 2018. Your quotation should be submitted in a sealed cover, superscribed as “**Quotation For Cleaning of Water Tanks of NABARD**” and addressed to “**the Chief General Manager, NABARD, Assam Regional Office, G S Road, Dispur, Guwahati – 781006**”.

Thanking you

Yours faithfully

(Bhaskar Manta)  
Assistant General Manager

Encls:- Annexures-I and II

## Annexure - I

### **Annual Maintenance Contract – Cleaning of Water Storage Tanks in NABARD Office Building and NABARD Staff Quarters at Guwahati**

#### **A) Places of Work:**

Sr. No.	Location	Capacity of water storage tanks (in ltrs)			
		Underground tanks		Overhead tanks	
		No.	Capacity	No.	Capacity
1	NABARD, Assam RO, G S Road, Dispur, Guwahati - 781006	1	225000	1	150000
2	NABARD Staff Quarters, Plot No.3, Swahid Dilip Huzuri Path, Sarumotoria, Guwahati - 781006	1	150000	2	36000
3	NABARD Staff Quarters, Plot No.4, Swahid Dilip Huzuri Path, Sarumotoria, Guwahati - 781006	1	64000	2	74000

#### **B) Scope of work:**

Mechanised cleaning and disinfecting the water tanks by using scientific methods like

- a) Mechanised effective dewatering using pumps and extracted water must be drained to nearest drain.
- b) Sludge removal which includes cleaning of floor, roof and walls of the tank with high pressure water pumps.
- c) Removal of algae/fungi which sticks to the inner side of the tank using vacuum cleaners.
- d) Duly-approved eco-friendly and non-toxic anti-bacterial spraying to kill germs and bacteria in the tanks.
- e) UV radiation treatment for destroying the floating spores of germs and invisible bacteria.
- f) Disinfection of pipelines (O/H tanks to taps) to break the beds of bacteria.
- g) Any other more useful and advanced methods or procedures can be deployed for cleaning and disinfecting.

#### **C) Periodicity of Cleaning:**

Usually every six months. Additionally, as and when specifically advised.

#### **D) Other Terms and Conditions:**

1. Before submitting the quotation, the intending bidders should visit the sites and assess the actual work to be executed.
2. The agency will provide required manpower and material to ensure that all the items indicated in the scope of work are attended to and executed to the satisfaction

of the Bank.

3. The rates quoted by the agency for the work shall have to include all the costs except GST. GST should be shown separately in the quotation.

4. The rates quoted are firm and cannot be revised during the contract period.

5. The materials for cleaning to be used by the agency should be duly certified by the competent authority to be non-toxic, bio-degradable and safe for human use and consumption.

6. Statutory TDS at the applicable rate shall be effected from all the payments by NABARD to the agency.

7. The successful bidder, in no case, shall assign or subject the whole work or part thereof to any other agency/firm/individual.

8. NABARD reserves the right to cancel any/all of the quotation without assigning any reason therefor.

9. In case any dispute arising out of the contract /award of work between the NABARD and the agency, the decision of the Chief General Manager, NABARD, Guwahati will be final and binding on the contractor.

10. All disputes are subject to Guwahati jurisdiction only.

11. The contract shall be normally upto 31 March 2019 which can be renewed subsequently at the sole discretion of NABARD after review of the performance of the agency. However, NABARD reserves its rights to terminate the contract immediately on emergency basis without notice in the event of any unusual circumstances if it is observed/ felt that the continuation of the contract further would cause harm to NABARD or to public interest or public order.

12. The bidding agency should have the operating branch at Guwahati.

13. The agreement can be terminated by not less than three months' notice by the agency and one month's notice by NABARD, under normal circumstances.

14. The quotations will be tentatively opened by the competent authority of NABARD on the next day the scheduled date for receiving the quotation and the bidding agencies are free to remain present at the time of opening of quotations at NABARD, Assam Regional Office, G S Road, Dispur, Guwahati.

15. The quotation has to be submitted strictly in the prescribed proforma as per Annexure-II. Any other format of quotation shall be summarily rejected

16) The bidder has to duly sign at the appropriate place on these pages for having accepted the terms and conditions and enclose it to the bid without which the bid shall not be taken into consideration.

(Signature of the authorised person of the bidding agency)

Place-

Date-

## ANNEXURE-II

The Chief General Manager  
National Bank for Agriculture and Rural Development  
Assam Regional Office  
G S Road, Dispur  
**Guwahati – 781006**

Madam

**QUOTATION FOR AMC OF CLEANING WATER TANKS  
AT OFFICE PREMISES AND STAFF QUARTERS OF NABARD, GUWAHATI**

Please refer to your letter No. NB(Assam)DPSP/ / Premises\_TankCleaning/ 2018-19 dated 10 October 2018 calling for quotation for executing the captioned work. Having examined the “Scope of Work and Other Terms & Conditions” mentioned in Annexure - I of your letter under reference, having acquired the requisite information relating thereto affecting the quotation and having accepted the terms and conditions mentioned therein, we hereby offer to execute the works specified in the said letter and quote our rate and furnish other required information in the prescribed proforma, as per details below:

1	<b>Name and Address of the Agency</b> (including Telephone No.)	
2	<b>Nature of Ownership – Proprietary, Partnership, Regd Company, etc.</b>	
3	<b>Details of Proprietor, Partners or CEO, in case of a Regd Company. Enclose ID proof of the proprietor, copy of partnership deed or Regd certificate in case of a company., etc</b>	
4	<b>Income Tax PAN No.</b> (Attach self-attested photocopy)	
5	<b>GST Regd No</b> (Attach self-attested photocopy)	
6	<b>Details of Bank Account:</b>	
(i)	Name of the Account holder	
(ii)	Name of the Bank, Branch & Place	
(iii)	A/c type (Savings or Current)	
(iv)	Account No	
(v)	IFS code : - (Attach self-attested photocopy of a cheque)	

7	<b>Experience of the Agency in carrying out the job</b> (Attach details of work orders received from reputed organisations)	
8	<b>Rates Quoted:</b>	
<b>Sr No.</b>	<b>Name of the work</b>	<b>Rate quoted per litre capacity (in ₹)</b>
1	Cleaning of water storage tanks as per specifications given	

Yours faithfully

Signature and seal of the authorised signatory of the agency

Place:-

Date:-

Enclosures:-

1	Self-attested copy of the PAN card
2	Self-attested photocopy of a cheque
3	GST Regd. Certificate
4	Duly signed terms and conditions
5	Any other relevant document