



**राष्ट्रीय गतिशील दिव्यांगजन संस्थान**  
**National Institute for Locomotor Disabilities (Divyangjan)**

(दिव्यांगजनसशक्तिकरणविभाग, सामाजिकन्याय एवं अधिकारिता मंत्रालय, भारत सरकार)  
(Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India)  
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**N.I.T. No- NILD-34014/1/2023**

**Date: 18 / 09 /2025**

## **TENDER DOCUMENTS**

### **FOR**

**Routine cleaning of all the underground and overhead water storage tank (both RCC and PVC) inside campus of National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.**

**CIVIL ENGINEERING DEPARTMENT**  
**NILD, KOLKATA**

**PRICE: Rs. 500.00**

[SIGNATURE OF THE TENDERER WITH SEAL]

[NILD, KOLKATA]

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### **LIST OF TENDER DOCUMENTS**

**Name of the Work:** Routine cleaning of all the underground and overhead water storage tank (both RCC and PVC) inside campus of National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.

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### **Date Schedule**

<b>SL.NO.</b>	<b>Particulars</b>	<b>Date</b>
01.	Date of publishing of Tender document at NILD website	18.09.2025
02.	Document download start date	18.09.2025
03.	Clarification start date (by sending the email at ce@nioh.in)	22.09.2025
04.	Clarification end date	25.09.2025
05.	Date of pre-bid meeting	26.09.2025 at 2:00 PM
06.	Date of amended (if any)	26.09.2025
07.	Bid submission start date	26.09.2025
08.	Document download end date	07.10.2025
09.	Bid submission end date	07.10.2025 at 2:00 PM
10.	Last date of submission of EMD	07.10.2025
11.	Technical bid opening date	08.10.2025 at 3:30 PM
12.	Date of uploading of the list of technically qualified bidder (tentative)	14.10.2025
13.	Date of opening of financial bid (tentative)	21.10.2025

**PARTICULARS OF TENDER**

Bids are invited from Eligible specialized firm/ agencies who are carrying out the similar type of works in PWD/CPWD or any other Government organization to undertake the work of "Routine cleaning of all the underground and overhead water storage tank (both RCC and PVC) inside campus of National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090."

SL. NO:	PARTICULARS	
1.	Name of the Work	Routine cleaning of all the underground and overhead water storage tank (both RCC and PVC) inside campus of National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.
2.	Time of Completion	1(One) year
3.	Earnest Money	Rs. 6,750.00
4.	Cost of Tender Paper	Rs. 500.00
5.	Last Date of Submission of Filled in Tender Paper	On 07.10.2025 up to 02:00 PM
6.	Date of Opening of Tender	On 08.10.2025 at 3:30 PM
7.	Tender documents can only be downloaded from the web site ( <a href="http://www.nild.nic.in">www.nild.nic.in</a> ). The cost of tender paper and EMD amounting to <b>Rs. 500.00</b> and <b>Rs. 6,750</b> respectively which shall have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through <b>online mode only</b> , on or before the last date of issue of tender paper. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned in Annexure IV. The copy of the transaction statement, duly signed by the tenderer, have to be submitted along with the bid documents.	

## TERMS AND CONDITIONS

### 1. GENERAL:

1.1. The bid document consists of particulars of tender, general terms and conditions, price schedule and other necessary documents.

### 1.2. Location:

Sl No.	Location	Tank Type	Size of tank (in ltr.)	No. Of tank
1.	Staff Quarter Type "A - 1"	PVC	1000	6
2.	Staff Quarter Type "A - 2"	PVC	1000	6
3.	Staff Quarter Type "B - 2"	PVC	2000	6
4.	Staff Quarter Type "B - 2"	PVC	2000	6
5.	Staff Quarter Type "C - 1"	PVC	2000	4
6.	Director Bungalow	PVC	1000	1
		PVC	500	1
7.	New Boys' Hostel	PVC	2000	6
8.	Old Boys' Hostel	PVC	1000	11
9.	Boys' Hostel Canteen Roof	PVC	2000	1
10.	In front of Boys' Hostel Canteen	PVC	2000	1
11.	Girls' Hostel	PVC	1000	9
		PVC	2000	2
12.	New Girls' Hostel Building	PVC	5000	7
13.	Annex Building	PVC	5000	8
14.	Outside Toilet Block	PVC	500	2
15.	Institute Main Building	Masonry Tank	12600	7
16.	Under Ground Sump	R.C.C.	100000	1
17.	Under Ground Sump	R.C.C.	300000	1

All PVC, masonry and R.C.C tanks are in campus of National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.

1.3. The work shall be executed as per current CPWD General Specifications for work and as per relevant IS and as per directions of Engineer-in-Charge.

## 2. COMMERCIAL CONDITIONS:

### 2.1: Eligibility Criteria:

- 2.1.1. Bids from Eligible specialized firm/ agencies who are carrying out the similar type of works in PWD/CPWD or any other Government organization to undertake the work.
- 2.1.2. Self-attested photo copy of satisfactory completion certificate of work as given below must be submitted with Tender documents:
- (i) One similar work of value not less than **Rs. 2.16 Lakh** in any government/semi government or autonomous body during last three years ending August, 2025.Or,
  - (ii) Two similar works, each of value not less than **Rs. 1.62 Lakh** in any government/semi government or autonomous body during last three years ending August, 2025. Or,
  - (iii) Three similar works, each of value not less than **Rs. 1.08 Lakh** amount in any government/semi government or autonomous body during last three years ending August, 2025.

The completion certificates must clearly indicate:

- a. The date of completion of work.
- b. Nature of work.
- c. Total value of work done.
- d. That the work has been completed satisfactory.

# 'Similar type of work' means scientific cleaning of the underground & overhead water storage tank (both RCC & PVC).

2.1.3. Self-attested photo copy of GST registration certificate, Income tax clearance certificate for last three financial year ending on March'2024, Certified audited balance sheet of last three financial years or a certificate from chartered accountant indicating the turn over details of last three years, company registration certificate/ Trade License, PAN Card, and Partnership deed (in case of Partnership firm) and others must be submitted along with technical bid documents as mentioned in the checklist as per Annexure III of this NIT.

2.1.4. Turnover criteria: The bidder must have the average turnover of Rs. 2.00 lakhs in the last three financial years.

**2.1.5. If the bidder is a Micro or Small Enterprise as per latest definition under MSME rules, the bidder shall be exempted from the requirement of "Submission of the EMD", "Bidder Turnover" criteria and "Experience Criteria". Bidder must have to upload the "UDHYAM Registration Certificate/NSIC registration certificate of the similar product/service in support of their proof of eligibility for obtaining the above mentioned relaxation.**

### 2.2. Type of Contract:

The work to be awarded by this NIT shall be treated as indivisible works contract.

### 2.3. Issue, Submission and opening of Tenders:

**Type of Bidding: Two Bid**

**Part I: Technical Bid (Containing all the bid documents; i.e. Price Bid)**

**Part II: Financial Bid (Containing only Price Bid)**

2.3.1.

- a. Tender documents can only be downloaded from the web site (<https://nild.nic.in>). The cost of tender paper amounting to **Rs. 500.00** which shall have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through online mode only, on or before the last date of issue of tender paper. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned in Annexure IV. The copy of the transaction statement, duly signed by the tenderer, have to be submitted alongwith the bid document. The Duly filled in and signed tender paper will have to be submitted in the tender box of the Civil Engineering Department at NILD, Kolkata on or before at **02:00pm on 07.10.2025**.
- b. The earnest money amounting to **Rs. 6,750.00** which shall have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through online mode only, on or before the last date of issue of tender paper. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned in Annexure IV. The copy of the transaction slip, duly signed by the tenderer, have to be submitted along with the technical bid document.
- c. Other documents mentioned in the Checklist as per Annexure III must be submitted along with the Technical Bid.
- d. Telegraphic/cabled/faxed/e-mail or any type of exposed tenders will be summarily rejected.
- e. **Disclosing of Quoted Price in the Technical Bid Documents will must be the cause of rejection of the tender.**
- f. One no. of letter regarding self-declaration as per Annexure I in the company's original letter head must be submitted by the tenderer along with other tender documents.

2.3.2. The Tenderers are advised not to deviate from the technical specifications, items, commercial terms and conditions of NIT like terms of payment, guarantee, arbitration clause, escalation etc.

2.3.3. The bid only shall be opened **at 3:30 pm on 08.10.2025**.

2.3.4. Scrutiny/ evaluation of technical bid documents shall be done by the Tender Committee of NILD, Kolkata. In case if it is found that the bid of the Tenderer is not in line with NIT specifications, requirements and/or contains any deviations, the department reserves the right to reject the bid of such firms without making any reference to the Tenderer(s).

2.3.5. The tender inviting authority reserves the right to ask for shortfall documents as per rule, if the bidder fails to submit the shortfall within the specific time given by the tender inviting authority. Any clarifications required by the department shall have also to be furnished by the Tenderer within the time given by the department for the same. The Tenderer will have to depute his representative to discuss with the officer(s) of the department as and when so desired. In case, in the opinion of the department a Tenderer is taking undue long time in furnishing the desired clarifications, his bid will be rejected without making any reference.

2.3.6. Conditional bids are not accepted. In case any Tenderer mentions any condition including conditional rebates in their price part, Tender shall be rejected forthwith. A Tenderer will also not be allowed to withdraw or modify any condition after opening of the bids.

- 2.3.7. The Financial bid of the eligible bidders only will be opened after security of the technical bid/ s.
- 2.3.8. The department reserves the right to reject any of or all the bids and go for fresh Tenders as the case may be without assigning any reason.
- 2.3.9. The Director of National Institute for Locomotor Disabilities (Divyangjan), B.T.Road, Bon-Hooghly, Kolkata 700090 will communicate the LOWEST bidder by facsimile confirmed by letter transmitted by registered post that his bid has been accepted. This letter (hereinafter and in the condition of contract called the "Letter of Offer" shall prescribe the amount which National Institute for Locomotor Disabilities (Divyangjan), B.T.Road, Bon-Hooghly, Kolkata 700090, will pay to the contractor in consideration of the execution of the work as prescribed in the NIT.
- 2.3.10. The successful Tenderer shall submit an irrevocable **performance guarantee of 5%** of the Tendered amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement within 07 days from the date of acceptance of tender. This Performance Guarantee shall have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through **online mode**. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned in Annexure IV. The original copy of the transaction statement, duly signed by the contractor, have to be submitted to this Institute within the above specified date. PG money will be released along with the final bill after satisfactorily completion of work or contract period.
- 2.3.11. The Director of National Institute for Locomotor Disabilities (Divyangjan), B.T.Road, Bon-Hooghly, Kolkata 700090, will award the work to the successful bidder whose bid is found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document. The work order will be issued after receiving of aforesaid performance guarantee.

## **2.4 Earnest money**

### **2.4.1. Return/ Adjustment of EMD**

- 2.4.1.1. EMD submitted by the unsuccessful bidders will be returned to the bank account of the respective bidders, as the detail mentioned by the bidders in Annexure IV, within 10 days after issuing of the work order for this work.
- 2.4.1.2. EMD submitted by the successful bidder will be returned after deposition of Performance Guarantee.

### **2.4.2. Forfeiture of earnest money**

- 2.4.2.1. If any tenderer withdraws his tender before the expiry of the validity period, or before the issue of letter of acceptance, whichever is earlier, or makes any modification in the terms and conditions of the tender which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to attract penal action of forfeiture of EMD.
- 2.4.2.2. If contractor fails to furnish the prescribed performance guarantee within the period as indicated above, including the extended period, if any, it will attract penal action of forfeiture of EMD.

2.4.2.3. In case of forfeiture of earnest money as prescribed in clause 2.4.1 & 2.4.2 above, the tenderer shall not be allowed to participate in the retendering process of the work.

**3. TERMS OF PAYMENT:**

No advance payment will be made. The payment will be made on submission of the bill after satisfactorily completion of the job each time after cleaning of the underground & Overhead water storage tanks and submission of test report of water samples. Stipulations like levy of interest if payment is not made in specified time is not acceptable to the department.

**4. COMPENSATION FOR DELAY:**

The work is to be completed within the stipulated period. In case of delay a penalty @ 1½ percent per month computed on per day basis subject to the maximum of 10% of Quotation amount will be recovered from final bill.

**5. Rates:**

The rates quoted by the Tenderer shall be firm and inclusive of all taxes (including work contact taxes), duties and levies and all charges for packing, forwarding, insurance, freight and delivery, installation, testing, commissioning etc. at site.

Intending Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before uploading their bids as to the nature of the building, the form and nature of the site, the means of access to the site and in general shall themselves obtain all necessary information as to risk, contingencies and other circumstances which may influence or affect their bid. A Tenderer shall be deemed to have full knowledge of the site whether he inspect it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost, all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the tender documents and made himself aware of the scope and specifications of the work to be done and of conditions and other factors having a bearing on the execution of the work. No T&P shall be issued by the department and nothing extra shall be paid in this regard.

The defective fittings or parts of any items which are come out during the repairing replacement/ renewing work will be considered as the property of the service provider. Hence, the bidder should quote the rate according to this buy back policy.

**6. COMPLETENESS OF TENDER:**

All sundry equipment, shifting of items like furniture etc., safekeeping of the same, dismantling of the existing installations and all other items which are useful and necessary for the work shall be deemed to have been included in the Tender irrespective of the fact whether such items are specifically mentioned in the Tender document or not.

**7. STORAGE AND CUSTODY OF MATERIALS:**

The agency has to make his own arrangement for storage of materials & equipments. No separate storage accommodation shall be provided by the department. Watch and ward of the stores and their safe custody shall be the responsibility of the contractor till the final taking over of the installation by the department.



**8. CARE OF THE BUILDING:**

Care shall be taken by the contractor while carrying out the work to avoid damage to the building. He shall be responsible for repairing all damages and restoring the same to their original finish at his cost. He shall also remove at his cost all unwanted and waste materials arising out of the installation from the site of work.

**9. COMPLETION PERIOD:**

Work to be carried out at 04 months of interval i.e. 3(three) times in a year as directed by the Engineer-in-charge.

**10. PERFORMANCE GUARANTEE:**

**10.1.** The Tender shall guarantee among other things, the following:

- a. Quality, strength and performance of the materials used.
- b. Safe mechanical and electrical stress on all parts under all specified conditions of operation.

**10.2.** Non-performance by An agency:

If an agency does not start the work or does not perform the assigned work properly and/or in time, it shall be dropped from the list of approved/short listed agencies and their deposits including performance guarantee etc. shall be forfeited. Such agencies shall be debarred for tendering for a period of three years in this Institute. Such action shall be decided by Director, NILD, Kolkata. This shall form part of the contract as special conditions.

**11. VALIDITY:**

Tenders shall be valid for acceptance for a period of 90 days from the date of opening of bid.

**12. COMPLIANCE WITH REGULATIONS AND INDIAN STANDARDS:**

**12.1.** All works shall be carried out in accordance with relevant regulation, both statutory and those specified by the Indian Standards related to the works covered by these specifications.

**12.2.** Nothing in this specification shall be construed to relive the successful Tenderer of his responsibility for the installation work with all accessories in accordance with currently applicable statutory regulations and safety codes.

**12.3.** Successful Tenderer shall arrange for compliance with statutory provisions of safety regulations and departmental requirements of safety codes in respect of labour employed on the work by the Tenderer. In addition, the department will be at liberty to make arrangement for the safety requirements at the cost of Tenderer and recover the cost thereof from him.

**13. INDEMNITY:**

The successful Tenderer shall at all times indemnify the department consequent on this works contract. The successful Tenderer shall be liable in accordance with the Indian Law and Regulations for any accident occurring due to any cause and the department shall not be responsible for any accident or damage incurred or claims arising there from during the period of execution of work under the supervision of the successful Tenderer in so far as the latter is responsible. The successful Tenderer shall also provide all insurance including their party insurance as may be necessary to cover the risk. No extra payment would be made to the successful Tenderer due to the above.

#### **14. ERECTION TOOLS:**

No tools and tackles required for repairing, overhauling & installation purposes would be made available by the department. The successful Tenderer shall make his own arrangement for all these facilities.

#### **15. CO-OPERATION WITH OTHER AGENCIES:**

The successful Tenderer shall co-ordinate with other contractors and agencies engaged in the construction of building, if any, and exchange freely all technical information so as to make the execution of this works contract smooth. No remuneration should be claimed from the department for such technical co-operation. If any unreasonable hindrance is caused to other agencies and any completed portion of the work, has to be dismantled and re-done for want of co-operation and co-ordination by the successful Tenderer during the course of work to the original condition and specification of the dismantled portion of the work was not undertaken by the successful Tenderer himself.

#### **16. MOBILIZATION ADVANCE:**

No mobilization advance shall be paid for this work.

#### **17. CONTRACT AGREEMENT:**

This notice inviting tender shall be form a part of the contract document. Bidders shall quote his as per the guideline of various terms and conditions of this NIT and others from Form 7, General Condition of contracts 2014 (CPWD), modified and correct up to the last date of submission of bid and other standard CPWD form as applicable.

#### **18. SETTLEMENT OF DISPUTE:**

Kolkata will only be the jurisdiction to deal with and decide on any dispute whatsoever arising out of this tender.

However, if any dispute on difference of any kind whatsoever (the decision whereof is not herein otherwise provided for) shall arise between the parties, upon or in relation to or in connection with or arising out of the Agreement, shall be referred to for arbitration to an arbitrator as decided by the Director, NILD, Kolkata, who will give written award of his/ her decision to the Parties. The decision of the sole Arbitrator will be final and binding. The provision of the Arbitrator and Conciliation Act, 1996 shall apply to the arbitration proceedings. The venue of the arbitration proceedings shall be at Kolkata.

### **ADDITIONAL TERMS AND CONDITIONS**

- 1. Rate are to be quoted against each type of tanks for one time cleaning.**
- 2. Water should be tested after cleaning to ascertain the water is fit for drinking purpose. of tanks from a Govt./ Govt. approved laboratory.**
- 3. Approval of the laboratory may be taken before sending the sample to laboratory.**
4. The work is to be executed such a manner that day to day activities of the Institute may not be hamper.
5. Work may be require to execute on emergency basis i.e. on Sunday/holidays/ beyond office hours depending up on the situation without any extra claim/charge.
6. Any damage occurs to the Govt. article during carrying out the work should be make good by the contractor.
7. Water and electricity required for carrying out the work will be provided by NILD, Kolkata. Arrangement for water pipes, electrical eboard, pups etc. are to be done by the contractor only. Nothing extra will be paid on that account.

**8. STATUTORY OBLIGATIONS OF THE AGENCY (CONTRACTOR)**

- a. The contractor shall obtain license under the Contractor Labour (Abolition and Regulation) Act 1970 (hereinafter referred as the Contractor Labour Act), if required and all other requisite licenses at his own cost from the appropriate authorities and comply with the terms and conditions of the license(s) and all other relevant and necessary provisions of the Contractor Labour Act and the Rules framed there under all such other provisions of laws in any enactment or otherwise laid down by an authority from time to time, it being clearly understood and agreed that the entire responsibility for compliance thereof shall always be of the contractor. The contractor shall be fully responsible for any compensation etc. in case of any injury/casualty or mishap to any employees of the canteen during canteen working hours.
- b. The Contractor will, prior to the commencement of the operation of contract, make available to NILD, KOLKATA the particulars of all the employees who will be deployed at the NILD, KOLKATA's premises for day to day maintenance of the plumbing work.
- c. The Agency shall fulfil all statutory requirements pertaining as per the Labour Act, 1970. NILD, Kolkata is not responsible for any such liabilities. The Contractor shall be responsible for timely payment of wages to his/her workers as per Government rule. The contractor shall fulfill all other statutory obligations, such as, Provident Fund, ESI, Service Tax etc. in force from time to time, as applicable, as per Government rule.
- d. The Contractor shall ensure proper discipline among his/her workers and further ensure that they do not indulge in any unlawful activity.
- e. Employment of child labour is strictly prohibited under the law. Therefore, the Contractor will not employ any child.
- f. In the event of violation of any contractual or statutory obligations by the Contractor, he/she shall be responsible and liable for the same. Further, in the event of any action, claim, damages, suit initiated against the NILD, KOLKATA by any individual, agency or government authority due to acts of the Contractor, the Contractor shall be liable to make good/compensate such claims/ damages to the NILD, KOLKATA. As a result of the acts of the Contractor, if the NILD, KOLKATA is required to pay any damages to any individual, agency or government authority, the Contractor would be required to reimburse such amount to the NILD, KOLKATA or the NILD, KOLKATA reserves the right to recover such amount from the from the amount of performance guarantee of the Contractor lying with the NILD, KOLKATA.
- g. The Contractor shall be personally responsible for conduct and behaviour of his staff and any loss or damage to NILD, KOLKATA's moveable or immovable property due to the conduct of the Contractor's staff shall be made good by the contractor. If it is found that the conduct or efficiency of any person employed by the Contractor is unsatisfactory, the Contractor shall have to remove the concerned person and engage a new person within 48 hours of intimation by NILD, KOLKATA. The decision of the NILD, KOLKATA in this regard shall be final and binding on the Contractor.

**Annexure – I**  
**(Proforma for self-declaration)\***

**To,**  
**The Director**  
**National Institute for Locomotor Disabilities (Divyangjan)**  
**B.T.Road, Bon-Hooghly,**  
**Kolkata 700090**

**Sub: Name of work:** Routine cleaning of all the underground and overhead water storage tank (both RCC and PVC) inside campus of National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.

**Ref: Your N.I.T. No- NILD-34014/1/2023**

**Date: 18 / 09 /2025**

I/We have read and examined the notice inviting tender, particulars of tender, general & additional terms and conditions, technical specification and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified in the NIT, in all respects with the referred to in general & additional terms and conditions, technical specification.

I/We agree to keep the tender open for 90 (ninety) days from the due date of its opening and not to make any modifications in its terms and conditions.

I/we have submitted herewith the copy of the transaction statement, amounting to **Rs.500.00** only (submitted directly through online mode to the bank account of National Institute for Locomotor Disabilities (Divyangjan)) for depositing of cost of tender paper as prescribed in the referred NIT. I/We am/are also aware that the cost of tender paper is not refundable in any situation whatsoever.

I/we have submitted herewith the copy of the transaction slip, amounting to **Rs. 6,750.00** only (submitted directly through online to the bank account of National Institute for Locomotor Disabilities (Divyangjan)) for depositing of earnest money as prescribed in the referred NIT.

I/We will submit the performance guarantee of 5% of the tender amount, directly through online/offline mode to the bank account of National Institute for Locomotor Disabilities (Divyangjan), within the stipulated period as mentioned in the NIT. If I/We fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the Director, NILD, Kolkata shall without prejudice to any other right or remedy, be at liberty to forfeit the EMD absolutely.

Further, if I/We fail to commence work as specified, I/We agree that the Director, NILD, Kolkata shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said bid security &/or performance guarantee absolutely. The said bid security &/or performance guarantee shall be guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained in the tender form.

[SIGNATURE OF THE TENDERER WITH SEAL]

[NILD, KOLKATA]

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Further, I/We agree that in case of forfeiture of earnest money as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work and in case of forfeiture performance guarantee I/we shall be debarred for tendering for a period of three years in this Institute.

I/We hereby declare that; the information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my TENDER at any stage besides liabilities towards prosecution under appropriate law.

I/We hereby declare that; the company has never been blacklisted from any establishment and no case is pending against this company in court of law.

I/We hereby declare that; I/we am/are totally agree with the general & additional terms and conditions, and other specifications mentioned in this NIT. I/We shall treat the tender documents, drawings and other records connected with the work as secret/ confidential documents and shall not communicate information/ derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the state.

Yours faithfully

Dated .....

Signature of Tenderer .....

**Note:**

**\*This letter should be on the letterhead of the tenderer and should be submitted by the Bidder with the tender documents.**

## **Annexure - II**

**(Proforma for self-declaration against non-blacklisting certificate)  
(To be submitted in the company letter head of the bidder)**

**To,  
The Director  
National Institute for Locomotor Disabilities (Divyangjan)  
B.T.Road, Bon-Hooghly,  
Kolkata 700090**

**Sub: Non-Blacklisting declaration in connection with the NIT vide no: NILD-34014/1/2023**

**Date: 18.09.2025, for** Routine cleaning of all the underground and overhead water storage tank (both RCC and PVC) inside campus of National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.

**Dear Sir,**

**This is to notify you that our Firm/Company/Organization <provide Name of the Firm/Company/Organization> intends to submit a proposal in response to invitation for NIT vide no: NILD-34014/1/2023, Date: 18.09.2025, for** Routine cleaning of all the underground and overhead water storage tank (both RCC and PVC) inside campus of National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.

**In accordance with the above we declare that:**

**a. We are not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment.**

**b. We are not blacklisted by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.**

Yours faithfully

Dated .....

Signature with stamp of Tenderer .....

### Annexure - III

#### CHECKLIST OF SUBMITTING DOCUMENTS - (TO BE FILLED BY THE TENDERER)

SL. NO:	DOCUMENTS	PLEASE MARK "√" IF DOCUMENT SUBMITTED*
1.	Tender document, downloaded from the web site <a href="https://nild.nic.in/">https://nild.nic.in/</a> duly filled in and signed by the tenderer.	
2.	Copy of the transaction statement, amounting to <b>Rs.500.00</b> only (submitted directly through online mode to the bank account of National Institute for Locomotor Disabilities (Divyangjan)) for depositing of cost of tender paper as prescribed in the referred NIT	
3.	Copy of the transaction slip, amounting to <b>Rs.6,750.00</b> only (submitted directly through online to the bank account of National Institute for Locomotor Disabilities (Divyangjan)) for depositing of earnest money as prescribed in the referred NIT	
4.	Self-attested photo copy of satisfactory completion certificate of One similar work mentioned in this NIT of value not less than <b>2.16 lakh</b> in any government/semi government or autonomous body during last Three years ending <b>August, 2025</b> as mentioned in para (i) under clause (2.1.2) or, Self attested photo copy of satisfactory completion certificate of Two similar works mentioned in this NIT, each of value not less than <b>1.62 lakh</b> in any government/ semi government or autonomous body during last Three years ending <b>August, 2025</b> , as mentioned in para (ii) under clause (2.1.2) or, Self attested photo copy of satisfactory completion certificate of Three similar works mentioned in this NIT, each of value not less than <b>1.08 lakh</b> in any government/ semi government or autonomous body during last Three years ending <b>August, 2025</b> , as mentioned in para (iii) under clause (2.1.2)	
5.	Self-attested photocopy of GST registration certificate	
6.	Self-attested Photo copy of Company Registration Certificate/Trade Licence	
7.	Self-attested photo copy of PAN Card	
8.	Self-attested photo copy of Partnership Deed (in case of Partnership firm must be submitted with the Quotation documents)	
9.	Documentary proof of Office address as mentioned in para no: 2.1.4.	
10.	Self-attested photocopy of IT return of Last 03 Financial Year ending 2022-23 as mentioned in Para 2.1.3	
11.	Self-attested photocopy of Turn over certificate of Last 03 Financial Year ending 2022-23 as mentioned in Para 2.1.3 & 2.1.4.	
12.	Letter regarding self-declaration as per Annexure I in the company's original letter head	
13.	Letter regarding self-declaration against non-blacklisting certificate as per Annexure II in the company's original letter head	
14.	Filled in and duly signed Annexure IV – Detail of the bidder.	
15.	<b>Any other documents submitting by the Tenderer, to be mentioned here:</b>	

\*Mention "Not Applicable" if the document is irrelevant.

[SIGNATURE OF THE TENDERER WITH SEAL]

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**Annexure -IV**

**BANK ACCOUNT DETAIL OF NILD, KOLKATA FOR DEPOSITION OF TENDER COST AND  
PERFORMANCE GUARANTEE**

<b>Name of the Account Holder</b>	National Institute for the Orthopaedically Handicapped
<b>A/c No</b>	53015297593
<b>Name of the Bank</b>	State Bank of India
<b>Name of the Branch</b>	NIOH Campus Kolkata
<b>IFSC</b>	SBIN0030468

[SIGNATURE OF THE TENDERER WITH SEAL]

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**Annexure –V**  
**DETAIL OF THE BIDDER**  
**(To be filled by the tenderer)**

1	Name of the Company / Agency			
	Type of Ownership		Proprietorship / Partnership / Registered firm / In – Registered firm / Body Corporate (partnership deed enclose, in case of partnership firms only)	
	<b>CONTACT DETAILS:</b>  Address:   Land line no:  Mobile No:  Fax No:  Email ID:		<b>BANK ACCOUNT DETAILS:</b>  Account Holders' Name:  Account Number:  Bank:  Branch:  IFSC Code:	
	<b>PAN NO:</b>		<b>GSTIN NO:</b>	

N.B:

- All fields are mandatory and the information should be given as specific.
- Bidders to ensure that:
  - i. All pages have been signed and stamped by the authorized persons.
  - ii. Pages have been numbered.
  - iii. Documents are legible (clearly readable).

**I/we certify that the information furnished above is true and correct. The terms and conditions are acceptable to us and I have the authority to participate in this tender.**

**Dated:**

**Place:**

**Name & Address of Firm**

**Authorized Signature & Seal of the Firm**

**ANNEXURE – VI**  
**Price Bid Format**

(To be submitted by the Bidder in the company letter head)  
In separate envelop as indicated at para 2.3 of Terms & condition.

**N.I.T. No. : NILD-34014/1/2023**

**Date: 18 / 09 / 2025**

<b>Name of the Work:</b> Routine cleaning of all the underground and overhead water storage tank (both RCC and PVC) inside campus of National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.									
Sl. No.	Type of Tank	Capacity of Tank	Quantity	Unit	Rate for each tank for one time cleaning	Rate of GST applicable	GST Amount	Total amount for each time of cleaning	Total Amount (for 03 times cleaning)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H = F x G%)	[I = {D x (F + H)}]	(J = 3 x I)
1.	RCC Under Ground Sump	100000 ltr.	1	No.					
2.	RCC Under Ground Sump	300000 ltr.	1	No.					
3.	Masonry Overhead Tank	12600 ltr.	7	Nos.					
4.	PVC Overhead Tank	500 ltr.	3	Nos.					
5.	PVC 1000 ltr. Tank	1000 ltr.	33	Nos.					
6.	PVC 2000 ltr. Tank	2000 ltr.	25	Nos.					
7.	PVC 5000 ltr. Tank	5000 ltr.	15	Nos.					
<b>Total =</b>									

(In Words: Rupees..... only.)

[SIGNATURE OF THE TENDERER WITH SEAL]

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