

**GOVERNMENT OF INDIA  
CENTRAL WATER COMMISSION  
NORTH EASTERN INVESTIGATION DIVISION-III  
ITANAGAR, ARUNACHAL PRADESH-791111**



**NOTICE INVITING E-TENDER  
FOR**

**“Hiring of Sweeper cum Gardener on Outsourcing basis”**

**NIT No.: NEID-III/NIT/2020-21/55 Dated: 16.10.2020**

Last date for online submission of e-tender : 23.10.2020 upto 1600 Hrs  
Date of opening of e-tenders (Technical Bid): 24.10.2020 at 1630 Hrs

**OFFICER INVITING THE E- TENDER:**

**Executive Engineer, NEID-III, CWC  
Itanagar, Arunachal Pradesh - 791111**

(Certified that this document contains *total 27 Pages*)

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CENTRAL WATER COMMISSION  
NORTH EASTERN INVESTIGATION  
DIVISION-III  
ITANAGAR, ARUNACHAL  
PRADESH**

**NOTICE INVITING TENDER**

The Executive Engineer, NEID-III, CWC, Itanagar, invites, on behalf of The President of India, e-tenders comprising of technical and financial bids from an experienced contractors for the work "Hiring of Sweeper cum Gardener on Outsourcing basis"

**A. SUBMISSION OF DOCUMENTS**

1. The following documents are to be furnished online as the technical bid part by the Bidder as per the tender document:
  - i. Signed copy of PAN and GST registration along with other relevant documents of the tenderer.
  - ii. Signed copy of undertaking by the tenderer on his letterhead of not being blacklisted by any government department.
  - iii. Experience Certificate of executing similar nature of works of works
  - iv. Proof of Govt. Registration/License of the Firm/Agency.
  - v. EPF & ESI Registration details of the Firm/Agency.
  - vi. Tender Acceptance.
2. The bidder has to submit following documents in hard copy in a sealed envelope in office before last date and time of opening:
  - i. Earnest Money Deposit of Rs 6,000.00 only
  - ii. Tender Cost of Rs 500 only

In the event of any communication breakdown due to unforeseen circumstances beyond human control, prospective bidder is requested to send the copy of EMD/ tender cost (if not exempted) through email for intimation purpose.
3. The firm should have a minimum average annual financial turnover of Rs.2.00 Lakhs with positive net worth during the immediate last three consecutive financial years. Income-tax clearance certificate/ Returns and audited balance sheet of firm for last 03 years must be attached. In case of ITR exemptions, a certificate of exemption to be included.

4. The firm should have satisfactorily completed works of similar nature during the last 7 years as on 23.10.2020 as under:
  - (a) One work costing not less than Rs. 2.40 lacs or
  - (b) Two works, each costing not less than Rs. 1.80 lacs or
  - (c) Three works, each costing not less than Rs. 1.20 lacs.Copy of completion report along with the work order should be enclosed.
5. The firm should not have been blacklisted / terminated / debarred by any Central Government Ministry/ Department/ Organization and CPSU.
6. In view of prevailing COVID-19 pandemic, the bidder has to send an email intimation for submission of tender cost and EMD (if not exempted) along with scanned copies to [eeneid3-cwc@gov.in](mailto:eeneid3-cwc@gov.in)

**B. General Conditions:**

Before submitting the tender it is presumed that the tenderer has understood the exact requirement of the Purchaser and visited the sites of actual execution of work to understand the facilities and accessibility. In case of any discrepancy or ambiguity observed by the tenderer in the scope of work and the desired deliverable functionality from the work, it is mandatory to raise the clarification in writing by the tenderer and in turn get that clarified from the purchaser in writing at least three days before the last date of tender submission. Tenderer is free to ask any before the last date of bid submission. In case of no such clarification required by the tenderer, it will be construed that all the requirements of the purchaser are understood by the tenderer. No communications will be entertained in this regard at any stage after the opening of Tenders

1. Agreement shall be drawn with the successful bidder on prescribed Form (CPWD 8); Bidder shall quote his rates as per various terms and conditions of the said form, which will form part of the agreement.
2. In case of a consortium, the agreement in original between various partners will be submitted with the bid clearly identifying the clear scope of work for which the concerned partner is responsible for execution. However, each of the partners of the consortium will be jointly responsible for execution and completion of the works.
3. One of the partners of the consortium will be identified in the agreement, mentioned in point no. 2 above, as a lead partner and will be authorized to execute the contract with the purchaser. All financial transactions and liabilities shall rest with the lead partner.
4. The qualifying criteria will be applicable to each of the partners of the consortium with a limited scope of works for which the concerned

partner is responsible as a member of the consortium

5. No tenderer will be allowed to amend or withdraw any terms & conditions/parts or whole/quoted prices of its tender under any circumstances after the deadline for submission of the tender.
6. Each tenderer is entitled to submit only one online bid under his digital signature certificate. The tender document is non-transferable.
7. At any time prior to the deadline for submission of tenders, the Purchaser, for any reason, whether at its own initiative may modify the scope of work or any condition of the tendering documents by amendments and same will be communicated.
8. The tenderers must quote the rates keeping in mind all the terms and conditions mentioned in this document.
9. The valid means of communications for this tender shall be in writing, through e-mail and fax followed by confirmation by post.
10. It is suggested that the tenderers may acquaint themselves with the requirements of the work before submitting the tender. Tenderer should visit the different Sub Divisions before submission of bid.
11. No deviation in the payment terms mentioned above is permissible in the tender. If a tenderer does not explicitly agree with the payment terms mentioned above, the tender shall be rejected for non-responsiveness.
12. The words 'bid' and 'bidding' has been used interchangeably with the words 'tender' and 'tendering' respectively.
13. The words 'Tenderer' and 'Agency' has been used interchangeably.
14. The NIT and tender can be downloaded from <http://cwc.gov.in> or <https://eprocure.gov.in/eprocure/app>. However, in order to be able to participate in the tender, it is mandatory to download official copy of tenders from <https://eprocure.gov.in/eprocure/app>
15. Intending tenderers are advised to visit again CPPP website URL <https://www.eprocure.gov.in> and CWC website [www.cwc.gov.in](http://www.cwc.gov.in) and CPPP website <https://eprocure.gov.in> at least 1 day prior to closing date of submission of tender for any corrigendum / amendment.
16. Bids will be received in single stage with two covers; one containing technical bid with earnest money and the other containing financial bid will be received online by the Executive Engineer, NEID-III, CWC,

Itanagar (hereinafter called Purchaser) up to 1600 Hrs on 23/10/2020 and bids will be opened online by the Purchaser or his authorized representative on 24/10/2020 at 1630 Hrs for preliminary inspection of requisite documents of each bid. However detailed technical examination shall be carried out subsequently. Only those tenders, which are successful in technical evaluation, shall be considered further for financial evaluation.

17. The tender shall be accompanied by Earnest Money (if not exempted) of Rs 6,000/- as Demand Draft drawn on a Scheduled Bank in favor of Purchaser or in any other forms as per CPWD works manual 2019 clause 5.1.3. As per extant of Government Order, Agency registered under MSME unit with NSIC under its single point registration scheme shall be exempted from EMD and Tender Fee.
18. Tenderer exempted from depositing earnest money in individual cases, shall attach with the tender an attested copy of the letter exempting him from depositing earnest money and shall produce the original when called upon to do so. If the technical bid of the tenderer does not contain specified earnest money the tender will be summarily rejected and their financial bid shall not be opened. No further communication shall be entertained in this regard.
19. The details of the work are given under the Schedules, Special Conditions of Contract, Scope of Work and Technical Specification.
20. The competent authority, on behalf of President of India, does not bind it to accept the lowest or any other tender, and reserves its right to reject any or all of the tenders received without the assignment of any reason. The competent authority on behalf of President of India reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to performance the same at the rates quoted.
21. All tenders, in whom any of the prescribed conditions are not fulfilled or are incomplete in any respect, are liable to be rejected.
22. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be summarily rejected by Purchaser. The tenderer shall not be permitted to tender for works in the CWC circle (responsible for award and execution of contracts) in which his near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer of the concerned Circle, and Assistant Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near

relatives to any Gazetted officer in the Central Water Commission or in the Ministry of Water Resources. Any breach of this condition by the tenderer would render his tender liable to be rejected.

23.No Engineer of Gazetted rank or other Gazetted officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the previous permission of the Government of India in writing. This contract is liable to be cancelled, if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor's service.

24. The tender for the works shall remain open for acceptance for a period of Ninety (90) days from the due date of submission of tenders. If any tenderer withdraws his tender before the aforesaid period or makes any modifications 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 forfeit 50% of the said earnest money as aforesaid.

25.This Tender/Bid Document comprises of the following parts:

- Notice Inviting Tender
- Additional Instruction to Tenderers
- Special Conditions of Contract
- Schedule of quantities
- Contract Agreement

26.This Notice Inviting Tender shall form a part of the contract document. The successful tenderer / contractor, on acceptance of his tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract agreement consisting of: -

a) The Notice inviting tender, all the documents including General Conditions and Special Conditions of contract, technical specifications, forms of the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.

b) CPWD -8

27.The contractors who are blacklisted or whose contract has been terminated within 4 years of issue of bid are barred to take part in the tendering process.

28. Tender methodology proposed to be adopted by the CWC will be “TWO Bid systems” i.e. Technical Bid and Commercial Bid with Technical bid containing prequalification.

Schedule of events:

- |       |   |   |  |
|-------|---|---|--|
| i.    | Tender No.  | : | NEID-III/NIT/2020-21/55  |
| ii.   | Cost of Tender  | : | Rs. 500/-  |
| iii.  | Bid Security/ Earnest Money Deposit   | : | Rs. 6,000/-  |
| iv.   | Bid Validity  | : | 90 days from the date of opening of technical bid.                       |
| v.    | Date of commencement of downloading of Tender Documents   | : | 16.10.2020 at 1600 hrs.  |
| vi.   | Last date & Time for online submission of Bids  | : | 23.10.2020 at 1600 hrs.  |
| vii.  | Last date & Time for submission of Tender Fee and Bid Security/ Earnest Money Deposit/Pass-phrase | : | 23.10.2020 at 1600 hrs.  |
| viii. | Date & Time of opening of Technical Bids  | : | 24.10.2020 at 1630 hrs.  |
| ix.   | Date and Time of opening of Financial Bids  | : | To be announced later  |
| x.    | Venue of Technical and Financial Bids opening   | : | NEID-III, CWC, Chimpu Post box- 144, Itanagar, Arunachal Pradesh-791111. |

29. NEID-III, CWC, Itanagar will not be responsible for any costs or expenses incurred by bidders in connection with the preparation and online submission of bids.

30. NEID-III, CWC, Itanagar reserves the right to cancel, postpone, withdraw the invitation for Bids without assigning any reason thereof and shall bear no liability whatsoever consequent upon such a decision if the situation so warrants.

31. NEID-III, CWC, Itanagar reserves the right to reject any or all the tender(s) received without assigning any reason thereof and decision in this regard shall be final and binding.

32. In view of communication break due to any unforeseen circumstances beyond human control, intended bidders may also send their sealed quotations through Registered Post/ Speed Post at the following correspondence address-

O/o Executive Engineer, NEID-III,  
CWC Complex, Chimpu,  
Near VKV School, Itanagar,  
Arunachal Pradesh- 791113

**Sd/-**  
**Executive Engineer**  
NEID-III, CWC, Itanagar  
**Email ID:** eeneid3-cwc@gov.in

**Copy for information to:**

1. Executive Engineer NEID-I & II, CWC, Silchar/ Aizawl.
2. Headquarter NEID-III, Itanagar for uploading e-tender on CWC/CPP portal.
3. Accounts Branch, NEID-III, CWC, Itanagar