



**CENTRAL BOARD OF SECONDARY EDUCATION  
REGIONAL OFFICE, DELHI**

An Autonomous Organisation under the Union Ministry of Human Resource Development (Govt. of India)  
PS, 1-2, Institutional Area, I.P.Extn. Patparganj, Delhi-110092

**O&M/WS/ROD/ESTATE/2015**

**Dated: 20.03.2015**

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**Sub.: Limited tender for O & M of Water-Supply system including operation of Dewatering pumps of Regional office Building, Patparganj, Delhi -110092**

Sir,

The CBSE intends to assign the AMC for O & M of Water-Supply system including Dewatering pumps of ROD Bldg. to specialised and reputed agency with sufficient technical manpower which has minimum 5 years experience and satisfactorily executed (2) two similar works. The rates are to be quoted in the prescribed format annexed herewith. The agency shall be bound to enclose analysis of rates in supporting its quoted rates. Interested agency shall be required to enclose EMD of Rs.20,000/- through DD/BD payable in favour of the **Secretary CBSE, Delhi** as well as the attested copies of the experience documents. Last date for submission of the tender is 07/04/2015 upto 2:30 p.m. & shall be opened on the same day at 3.00 p.m. Incomplete & conditional tenders shall be summarily rejected. The Secretary CBSE reserves the right to reject any or all the tenders without assigning any reason thereof.

Yours faithfully

**(S.S. Rawat)**  
**Regional officer, Delhi**

**CENTRAL BOARD OF SECONDARY EDUCATION**  
**PS, 1-2, Institutional Area, I.P.Extn. Patparganj, Delhi-110092.**

Last date: 07/04/2015

Upto: 2.30 P.M.

**Name of work : Tender for O & M of water Supply i/c Dewatering System.**

**Location : Regional office Bldg. at Patparganj, Delhi.**

1. About the Agency

1.1 Name of the Agency: \_\_\_\_\_

1.2 Office Address: \_\_\_\_\_

1.3 Tel. No. : \_\_\_\_\_

1.4 Email Id: \_\_\_\_\_

1.5 PAN NO. : \_\_\_\_\_

1.6 Service Tax Regd. Certificate: \_\_\_\_\_

1.7 Annual turnover last three years: \_\_\_\_\_

1.8 Experience: \_\_\_\_\_

1.9 Total experience in year: \_\_\_\_\_

2.0 Contracts of approx. equivalent value executed in the past 03 years.

Sl. No.	Period From	Period To	Name of the organisation	Cost of the work executed	Contact person with Tel. No.

2. Manpower details

2.1 No. of Supervisors: \_\_\_\_\_

2.2 No. of staff: \_\_\_\_\_

Note: Please attach the attested copies of :

- (i) PAN No.
- (ii) Experience certificates & work orders.
- (iii) Service Tax No.

**(Authorized Signatory)**

## TERMS & CONDITIONS

1. The agency shall provide qualified Operator having minimum 3 years working experience for operation and maintenance of the water supply system from 8.00 a.m. to 6.00 p.m. and ensure uninterrupted water supply.
2. The Operator shall report to AE daily for briefing water position/stock. In case of poor/low pressure supply, the operator shall have to stay late till the buffer stock is stored.
3. The agency shall keep all the equipments/machinery and control panels in perfect working condition.
4. The Operator shall not tamper any other installations of the Board.
5. The Operator shall check daily the leakage/defect if any in the water supply system and report the same promptly to the AE.
6. The agency shall be responsible for storage of sufficient water in the U/G & O.H. Tanks.
7. In case of poor/ no supply from Delhi Jal Board, the agency shall be required to arrange water tankers as per DSR.
8. In case of any negligence/ carelessness/ mischievous deed of the worker/ operator, the agency shall be solely responsible to compensate the damages & the cost/ damage charges shall be deposited by the agency.
9. The Operator shall maintain a Log-Book in r/o all the pumps & get it checked through the A.E.
10. In case of unauthorized absence, the Board shall recover Rs.500/- per day.
11. For extra duty hours OTA shall be payable as per norms of the Board.
12. Operator supplied by the agency should be polite, courteous, well-behaved and honest.
13. The entire responsibility of the manpower deployed at site shall be of the agency.
14. The pump room shall be kept neat and clean.
15. Statutory taxes i.e. Income Tax, shall be deducted from the monthly bill.
16. In case of any dispute, the Chairman, CBSE shall appoint an Arbitrator and his decision shall be 'Final' and binding on both the parties.
17. The agency shall submit the bio-data and details of the man power supplied to the Board.
18. The agency shall have to deposit Rs.20,000/- as Security Deposit before taking over the system.
19. Gate valves/ foot valves of the water lifting system shall have to replace by the agency if it gets defective during the contract.
20. The operator shall have to wear uniform on duty.
21. The agency shall be bound to adhere applicable labour-laws notified by the Govt. of N.C.T.
22. The items like bearings, nut bolts, grease, gland dori, rubber packing, kerosene, old dhotis, torch etc. shall be kept in stock to meet any breakdown.
23. In case of any eventuality, the agency shall be bound to depute its manpower for operation of the sump-dewatering pumps. Also, the agency shall provide basic operational knowledge of the sump-dewatering system to the Security Guards so that the emergent situation timely action could be taken.
24. The Cost of agreement i.e. Rs.100/- shall be borne by the agency for agreement with Board.

ACCEPTED BY ME (PROP./MANAGER)

ADDRESS:

MOBILE NO.-

TEL. NO.-

**Price-Bid**  
**SCHEDULE OF WORK**

**Name of work: O & M of Water Supply System installed at Regional office Delhi, Building, Patparganj, Delhi-110092.**

<b>Sl. No.</b>	<b>Description of Item</b>	<b>Rates Per Month in Rs.</b>
1.	(A) Operation & Maintenance of 2 Nos. of water supply pump sets having capacity 5.5/7.5 (K.W./H.P.), 2900 rpm. from 8:00 a.m. to 6:00 p.m. daily on all the six days of the week.  (B) Operation of Dewatering pumps (2 nos.) having Capacity 2 HP, 1400 rpm. as & when required.  Rates are inclusive of all labour charges, spares parts and other materials i/c T&P.	(A) Rs.  (B) Rs.
	<b>Total of (A+B) in Rupees</b>	

**Note:** It is essential to mention that in the absence of the Municipal water supply, the agency shall arrange water tankers and shall get the water coolers filled up. Charges paid for water tankers shall be reimbursed by the Board as per CPWD DSR i.e. Jal Board Rate & Commission of contractor as approved by CPWD.

**Signature of Prop./Manager  
Of the firm with Seal**

**Mobile No:**

**Tel. No.**