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## CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Union Ministry of Human Resource Development Govt. of India)

“SHIKSHA KENDRA”, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI – 110092

F-84/MAINT./W.S./

09.09.2013

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**Sub.: Limited tender for O & M of Water-Supply including De-watering Systems of HQ Building, Preet Vihar, Delhi-110092.**

Sir,

The CBSE intends to assign the AMC for O & M of Water-Supply including De-watering Systems of HQ 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.10,000/- 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 17.09.2013 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.P.Rana)

Joint Secretary (A&L)

**CENTRAL BOARD OF SECONDARY EDUCATION  
2, COMMUNITY CENTRE, PREET VIHAR, DELHI-92.**

**Last date: 17.09.2013  
Upto 2.30 P.M.**

**Name of work : Tender for O & M of water Supply i/c Dewatering System.  
Locations : H.Q.Bldg. at Preet Vihar, Delhi.**

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

2.0 Experience:

2.1 Total experience in year : \_\_\_\_\_

2.2 Contracts of approx. equivalent value executed in the past 05 years.

| Sl.No. | Period<br>From To | Name of the<br>organization | Cost of the<br>work executed | Contact person<br>with Tel.No. |
|--------|-------------------|-----------------------------|------------------------------|--------------------------------|
| 01.    |                   |                             |                              |                                |
| 02.    |                   |                             |                              |                                |
| 03.    |                   |                             |                              |                                |
| 04.    |                   |                             |                              |                                |
| 05.    |                   |                             |                              |                                |

3.0 Manpower details

3.1 No. of Supervisors: \_\_\_\_\_

3.2 No. of staff: \_\_\_\_\_

Note: Please attach the attested copies of :

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

**(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 8.00 p.m and ensure uninterrupted water supply.
2. The Operator shall report to JE/SE 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 JE/SE.
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 on mutually agreed rates.
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 JE.
10. In case of unauthorized absence, the Board shall recover Rs.300/- per day.
11. For extra duty hours OTA shall be payable as per normal rates.
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, W.C.T. respectively 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.10,000/- as Security Deposit before taking over the system.
19. Gate valves/ foot valves of the water lifting system shall have to replaced 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, nutbolts, 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.

ACCEPTED BY ME

(PROP./MANAGER)  
ADDRESS :

**Price-Bid**

**SCHEDULE OF WORK-I**

**Name of work:** O & M of Water Supply System installed at CBSE (HQ) Bldg.,  
Preet Vihar, Delhi-110092.

| <b>Sl. No.</b> | <b>Description of Item</b>   | <b>Rates per month in rupees</b> |
|----------------|--|----------------------------------|
| 1.             | <p>(A) Operation &amp; Maintenance of 2 Nos. of water supply pump sets of capacity 20/25 HP with 90 mtr. (Head) and one pump set of capacity 5 H.P. with 30 mtrs. (Head) from 8.00a.m. to 8.00p.m. daily on all the six days of the week.</p> <p>(B) Maintenance of Dewatering pumps (3 nos.) installed in Basements and operation as &amp; when required.</p> <p>Rates are inclusive of all labour charges, spares parts and other materials i/c T&amp;P.</p> |                                  |

**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 mutually agreed rates.

Signature of Prop./Manager  
Of the firm with Seal

Mobile No:  
Tel

