



NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA

(Under the Ministry of HRD, Govt. of India)

KURUKSHETRA-136119, HARYANA, INDIA

EPABX: 01744-233201, 204 Fax: 01744-238050 website: www.nitkr.ac.in

Ref. No. NITK/006/PES/ 01/2019

Dated: 31.05.2019

Subject: Day to Day Operation and Upkeep of the Swimming Pool for 3 Months from 01-07-2019 to 30-09-2019

National Institute of Technology Kurukshetra was established in the year 1963 as Regional Engineering College and was given the status of National Institute of Technology (Deemed University) by the Government of India on October 17, 2002 under the aegis of Ministry of Human Resource Development, New Delhi. Thereafter, the Ministry of Human Resource Development, Government of India has declared the Institute as "Institute of National Importance" under the act of Parliament-2007 NITK has made rapid strides toward excellence. NITK offers undergraduate (B. Tech.) as well as postgraduate (M. Tech.) programs in Civil, Computer Science, Electrical, Electronics and Communication, Mechanical Engineering, Production and Industrial Engineering, Information Technology. This institute also offers Master of Business Administration (MBA) programs in Marketing, Finance, Human Resource Management, Information Technology along with programs in Engineering, Technology, Applied Sciences, and Humanities & Social Sciences at the doctorate level. The institute also offers excellent facilities for advanced research in the emerging areas of science and technology.

National Institute of Technology Kurukshetra invites e-tender for **Day to Day Operation and Upkeep of the Swimming Pool for 3 Months from 01-07-2019 to 30-09-2019** situated at National Institute of Technology, Kurukshetra from reputed agencies. The quotation documents along with detailed terms and conditions can be downloaded from the Institute eProcurement Portal <https://www.tenderwizard.com/NIT>.

SL No.	Scope of work	Cost of tender document (In Rupees)	Tender processing Fee (Non Refundable) (inclusive of GST @18.00%) to be paid through e-payment mode (i.e. NEFT/RTGS/,Credit Card/Debit card) (in Rupees)	Earnest Money Deposit (In Rupees)	Completion Time
1	2	4	5	6	7
01.	Day to Day Operation and Upkeep of the Swimming Pool for 3 Months from 01-07-2019 to 30-09-2019 at NIT Kurukshetra	500/-	708/-	12000/-	3 Months



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Tender Tentative Schedule and Contents

Sl. No.	Activity	Date/Time : Duration
1.	Name of work	Day to Day Operation and Upkeep of the Swimming Pool for 3 Months from 01-07-2019 to 30-09-2019 at NIT Kurukshetra.
2.	Estimated Cost	6,00,000.00
3.	Earnest Money Deposit	Rs. 12000/-
4.	Completion Time	3 Months
5.	Cost of Tender Document	Rs. 500/-
6.	Online Sale/Download date of Tender documents	From 31.05.2019 to 14.06.2019 (15:00 Hrs.) e-Procurement Portal : https://www.tenderwizard.com/NIT
7.	Bid Clarification Date/Time (Pre-Bid Meeting)	10.06.2019 at 11:00 Hrs.
8.	Date/Time for submission/ uploading of offer/Bid	14-06-2019 Up to 15.00 Hrs. e-Procurement Portal : https://www.tenderwizard.com/NIT
9.	Submission of Tender Document Fee & EMD in Hard copy/Original	14-06-2019 Up to 15.00 Hrs.
10.	Date & time for opening of Technical Bid	14-06-2019 at 16:00 Hrs. e-Procurement Portal : https://www.tenderwizard.com/NIT
11.	Date & time for opening of Financial Bid	18-06-2019 at 11:00 Hrs. e-Procurement Portal : https://www.tenderwizard.com/NIT
12.	Address for submission of Tender	Professor In-Charge (Stores) National Institute of Technology Kurukshetra-136119, Haryana, India Tel. 01744-233266, 233451 Email: stores@nitkr.ac.in

Complete tender document is available for reference purposes on Institute website www.nitkr.ac.in and <https://www.tenderwizard.com/NIT>.

Mode of Submission of Bids is through public procurement portal <https://www.tenderwizard.com/NIT> only. Manual bids shall not be accepted.

Tenderers/bidders are requested to visit the website: (<https://www.tenderwizard.com/NIT>) & www.nitkr.ac.in regularly. Any changes / modifications in the tender inquiry will be intimated by corrigendum through these websites only.



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IMPORTANT NOTE

1. All corrigenda, addenda, amendments and clarifications for the tender will be uploaded on the website www.nitkr.ac.in and www.tenderwizard.com/NIT , and not in the newspaper, Bidders shall keep themselves updated with all such developments.
2. In case the last date of receipt/ opening of bids fall on holiday, the bids shall be receipt/opened on the next working day at same time.
3. Tender fee of Rs.500/- (Nonrefundable) in the shape of Demand Draft in favour of Director, NIT Kurukshetra and EMD of Rs. 12000/- (Rupees Twelve Thousand Only) in the shape of Demand Draft favoring Director, NIT Kurukshetra be submitted as per date mentioned in schedule. Agency registered with NSIC/MSME is exempted from payment of Earnest Money Deposit but required to attach the attested copy of registration indicating the company name, address, registration number, validity & product for which registered in the technical bid. Any deviation in the certificate on product or validity or name of the company tendering, will attract rejection resulting non-opening of respective price bid.



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BIDDING PROCEDURES & INSTRUCTIONS TO Tenderer

- 1) No tender will be accepted in physical form. The bidders shall have to submit their Bids online in Electronic Format under Digital Signatures. For participation in the e-tendering process, the bidders need to register themselves on <https://www.tenderwizard.com/NIT>
- 2) Bids are to be submitted online and opened online as per time given failing which no tender will be considered.
- 3) ***The tenderers are required to upload the scanned copy (duly signed and stamped copies of the relevant documents) required as per Terms & Conditions, technical bid and other required tender conditions, failing which their bids may be rejected and will not be considered. The bid will be treated non-responsive.***
- 4) NIT Kurukshetra, will not be responsible for any delay in online submission of bids due to any reason whatsoever.
- 5) Bidders should also send the scanned copies of Tender fees and EMD as specified in the tender documents with online technical documents.

Tender Fee of Rs. 500 in the form of a Demand Draft in favor of the Director NIT Kurukshetra and EMD in the form of Demand Draft in favour of NIT Kurukshetra should be submitted to the following address before opening of the Technical Bid as per given time schedule for physical submission of EMD and Tender fee. Envelope should have full address and phone number of the tenderer. The Envelope should be superscripted as EMD and Tender Fee for **Day to Day Operation and Upkeep of the Swimming Pool for 3 Months from 01-07-2019 to 30-09-2019** at NIT Kurukshetra and sent to following address.

Kind Attention-

Professor in Charge (Stores)

Room No. 304, Golden Jubilee Administrative Building

National Institute of Technology Kurukshetra,

Kurukshetra-136119, Haryana (India).

- 6) The details of EMD specified in the tender document should be same as submitted online (scanned copies). Otherwise tender will be rejected summarily.
- 7) The conditional bids shall not be considered and will be out rightly rejected.
- 8) The Financial Bid of only those bidders shall be opened who will qualify the Technical criteria as mentioned in the technical bid and as approved by the Committee/Technical Experts. The date, time & place of opening of the financial bid(s) will be intimated in due course of time.
- 9) Telex, Fax, e-mail and other incomplete offers are liable to be summarily ignored.



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- 10) At any time prior to the deadline for submission of bid, the institute may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective tenderer(s), modify the tender document by amendment.
- 11) The amendment will be uploaded on Institute website and Tendewizard website. In order to afford prospective tenderer(s) reasonable time in which to take the amendment into account in preparing their bid, the institute may, at its discretion extend the deadline for the submission of tender.
- 12) The successful Bidder will have to submit a Performance Bank Guarantee for amount of @ 5% of the tendered and accepted value of the work, which shall be issued by any scheduled Bank valid for 2 months more than the contract period within 15 days of issuance of award letter.
- 13) The offer should remain valid for minimum 90 days from the date of opening of tender.
- 14) All the terms and conditions contained in this tender document shall be acceptable to Bidder. No change in terms or conditions shall be accepted.
- 15) **NIT Kurukshetra reserves the right: -**
 - A. To terminate the offer or Letter of Intent (LOI) or agreement and to forfeit the EMD/ Security Deposit of the successful bidder on submission of false information/ mis-guidance/ non-acceptance or Non-compliance of offer in full or part at any stage.
 - B. To seek any clarification or verify the credentials or documents submitted by the Bidder, which are deemed to be necessary to decide this tender.
 - C. To accept or reject any or all offer(s) in part or full without assigning any reason thereof, before the award of the contract.
 - D. To reject the proposal if the bidder is directly or indirectly engaged in corrupt, fraudulent, collusive or coercive practices while competing the tender and to blacklist the bidder for future transactions.
 - E. Not to provide any residential accommodation to the personnel employed by the agency.
 - F. Not to provide employment to any of the employees of the agency during or after expiry of quotation/ agreement/ contract period and the Institute recognizes no employer- employee relationship between Institute and employees deployed by the contractor agency.
 - G. Not to be responsible financially or otherwise for any injury to the personnel in the course of performing the functions as per this quotation. This liability shall be of the agency.



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COST OF TENDER DOCUMENT

An amount of Rs. 500/- (Rupees Five Hundred only) may be deposited in the form of Demand Draft in favour of Director NIT Kurukshetra towards the cost of Tender Document, failing which bid will not be considered. This amount is non - refundable.

EARNEST MONEY DEPOSIT (EMD)

An amount of Rs. 12,000/- (Rupees Twelve Thousand Only) is required to be deposited by all the bidders in the form of Demand Draft in favour of Director NIT Kurukshetra towards the earnest money failing which bid will not be considered. The EMD will not carry any interest. The Earnest Money Deposit (EMD) of the all the bidders, who have not been awarded the contract will be returned. EMD of the successful bidder, who has been awarded the contract, will be returned on the submission of PBG of @ 5% of the tendered and accepted value of the work.

PERFORMANCE BANK GUARANTEE (PBG)

Successful bidder is required to submit Performance Bank Guarantee (PBG) of @ 5% of the tendered and accepted value of the work. PBG is required to be deposited before the date of engagement. Failure to do so shall entail cancellation of the letter of acceptance and forfeiture of earnest money deposit. The refund of PBG shall be subjected to the discretion of Director NIT Kurukshetra who has the right to deduct/appropriate its dues against the Agency/Company under the contract or under any other earlier contract.



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ELIGIBILITY CONDITIONS

1. Agency should have satisfactorily completed three similar of value of Rs. 2 lacs & above / two similar work of value of Rs. 3 lacs & above / one similar work of value of Rs. 6 lacs & above.
"Similar work" means the work of "Day to Day Operation and Upkeep of Swimming Pool and Maintenance of the Swimming Pool" in public sector undertaking, Govt. departments, Educational Institutions or in reputed private sector. "Value" shall mean gross value of the completed work including the cost of consumable materials. This should be certified by an officer of the client organization on their letter-head. AMC works of the Swimming Pool which also includes operation are also eligible. However, the value of operation part including consumables and manpower to be separately shown and got certified from client.
2. Financial Turnover: Should have minimum average annual turnover of Rs. 10 lakhs during the last three financial years ending 31st March 2018.
3. The agency has not been debarred and/or blacklisted by any Central Government/or any State Government Department(s) and the agency/contractor should not have any litigation in any of the labour court(s).
4. The Institute will scrutinize offers to determine whether they are complete or any errors have been made in the offer or required technical documentation has been furnished or the documents have been properly uploaded or items quoted are as per the schedule.
5. The contractor submitting the tender should read the schedule of quantities, general conditions, special conditions, specifications and other terms & conditions.
6. The name of work is Day to Day Operation and Upkeep of the Swimming Pool for 3 Months from 01-07-2019 to 30-09-2019 at NIT Kurukshetra with the estimated cost of Rs.6,00,000/-.
7. The tenderers are advised to visit the site location and get them acquainted with the site conditions before submitting the offer.
8. Quoted rate shall remain valid for a period of **90 days** from the date of tender opening for the release of work order and will be firm throughout the contract period of **3 months**, once awarded no cost escalation is allowed on any account.



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9. GST, work contract tax and labour cess etc. as applicable shall be borne by the contractor himself. The contractor shall quote his rates considering all such taxes and hence their quoted rates should be inclusive of all the tax components.

The Tenderer should be a GST Registered Contractor and should have filed returns with respect to GST and proof of documents should be furnished.

10. The contractor shall strictly adhere to various labour laws in force.
11. The contractor shall be responsible to undertake the activities for running/operation of swimming pool as per the periodicity indicated against each activity and shall use the experienced coaches, lifeguards and pump operator.
12. The contractor shall be responsible to extract work, manage work, maintenance of accounts/records of all persons and chemicals etc., and for interaction with "Authorized Person" (person designated by Director, NITKKR) for the upkeep of the swimming pool complex. He should maintain account of materials taken outside the premises and brought back. These materials can be taken outside only with the approval of "Authorized Person".
13. Contractor shall deploy workers of decent character, sound health and general abilities to carry out such work.
14. The worker(s) deployed shall wear uniform and keep identity card provided by the contractor.
15. The worker(s) deployed should be able to read instructions written in Hindi / English. Contractor need to submit the police verification & medical fitness certificate of every worker to the Institute.
16. Contractor shall provide the 2(two) sets of uniform each to his worker(s) as prescribed by the Institute for both male and female worker(s) while on duty.
17. The contractor shall pay his worker(s) wages not less than the minimum wages fixed by the District Administration (DC rates Kurukshetra) or as per government norms & other rules and regulations revised from time to time and other statutory provisions like Provident Fund Act, ESI, administrative charges etc. but exclusive of service tax i.e. extra as applicable from time to time and all other statutory dues like EPF & ESI throughout the tenure of contract.
18. The contractor would be required to ensure that the payment of the worker(s) in the strict observance of Minimum Wages Act will be made on or before 7th day of every month through cheques or ECS and there should be no linkage



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between worker(s) payment and settlement of the contractor bill from the Institute.

19. The Contractor shall abide by all laws and rules and regulations framed thereunder or any other statutory obligations which are in force from time to time in respect of worker(s) deployed. The contractor shall indemnify the Institute from any claims in this regard.
20. The contractor will submit the pre-receipted duly stamped bill in prescribed format for reimbursement of services covered under the contract in triplicate of preceding month, monthly pre-receipted, printed & dully signed. Each monthly bill must accompany the certificate to the effect that no Labour Law or any other Law governing has been violated and any dispute or claim arising out of this shall be concerned and it will be the responsibility of contractor.
21. Contractor shall ensure that only persons authorized by Institute shall use the Swimming Pool and only at designated timings. No unauthorized person shall be allowed inside the swimming pool premises.
22. Contractor shall maintain complete data/record of all the persons using the swimming pool with details of in and out time. Details shall be maintained in a manner as decided by Institute.
23. Contractor shall ensure the day to day cleanliness of swimming pool including deck area. Machine and hand scrubbing thorough cleaning /washing of the entire swimming pool tank and deep area.
24. Contractor shall empty, clean and refill the swimming pool at regular interval as per norm or as per license condition or as directed by the Institute. Water shall be provided by the Institute.
25. Penalty of Rs.500/- per day will be charged for absent of supervisor/coach/life guard/pump operator/workers.
26. The contractor shall maintain the pool and movable properties like fixtures and electrical installation etc. in good condition and shall hand over all the articles entrusted to him in good condition at the end of the contract period. The contractor shall compensate the Institute for any damage or loss if found in such properties with the replacement value decided by the Competent Authority and in any case if he fails to pay the same amount decided, the same will be recovered from his security deposit.
27. The contractor shall employ his own personnel and equipment's for purpose of cleaning and maintenance at his own cost. The contractor shall engage his staff with prior police verification and shall provide a list of such staff along with their photographs & permanent addresses to the Institute.



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28. Behavior of personnel shall in no way be detrimental to the Institute. The contractor shall provide personnel of good character, physically fit, efficient, well behaved and skillful in their duties.
29. The contractor shall discharge any employee from service who in the opinion of the Institute misconduct himself or is in any way unfit or unsuitable for the said purposes. The decision of the Institute shall be final and binding.
30. The contractor shall obey the lawful instructions given to him. Any infringements of any such instruction may render the contractor liable to be fined which may be extended up to Rs. 500/- in each case. The fine will be in addition to the penalty in other clauses.
31. The contractor shall also ensure the norms prescribed by the Human Rights Commission, Government of India, Minimum Wages Act and Industrial Dispute Act or any such other legislation are fully observed and the office if kept harmless and indemnified. If there is any non-compliance intimated to the Institute the contractor has to rectify it and indemnify.
32. The contractor shall provide all the cleaning material, necessary equipment's. The contractor shall maintain the minimum no. of safety equipment's like life savings kits, swimming rings etc. as required under license conditions and standard norms. In case more no. of safety equipment's is required as per usage then same shall be provided by the contractor at no extra cost. The decision of the Institute shall be final in this regard.
33. The contractor shall provide insurance to cover all the death/causalities or injury occurs during swimming, training to his employee, the copy of insurance shall have to submit to the Institute.
34. The work will involve in providing skilled pump operator/technician for operation of filter plant.
35. All the floating dirt & leaves will be removed from the swimming pool and surrounding areas.
36. Suction Sweeper, Bottom Cleaner will be operated regularly to remove settled dirt from pool floor for maintaining cleanliness and hygiene in swimming pool.
37. Water level will be checked in pool & balancing tank filtration plant will be operated at proper working pressure.
38. Backwashing of filters will do as per the requirements.
39. Water samples should be taken and tested four times a day for residual chlorine and pH parameter and chlorination treatment with other chemical dosing treatment will be administrated as per water parameters.



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40. After dosing, the parameters will be rechecked and record of residual chlorine and pH will be maintained in log book.
41. Pool scum/overflow channels and balancing tank will be cleaned as per requirement to maintain in the log book.
42. The record of day-to-day operation with availability of Chlorine and other chemicals will be recorded in the log book so as to maintain proper stock of material.
43. Adequate manpower will be deployed by the agency for the job.
44. In case, the agency fails to maintain the aforesaid strength of the manpower, the Institute shall levy penalties at the rate of Rs. 1000/- per day. After three such instances, the penalty shall be doubled.
45. The coach and lifeguards to be deployed should be professionally qualified and holding valid certificates from reputed/recognized institutes. They should also have knowledge of first aid and artificial respiration. The name/parentage, qualification and address of such personnel should be supplied along with the quotation form and a list of their names and addresses shall be displayed by the contractor on their notice board of the Swimming Pool at all times.

46. Coach (Skilled):

Qualification:

Possess one-year diploma/valid certificate issued by authorized organization/Institution like NIS/YMCA/YWCA etc., national level player with certificate. Should have experience as Coach for at least 3 years and able to handle lifesaving equipment's/kits.

Should be Graduate from any recognized Institute/University/Board.

The photographs of the Coach, duly attested by the authorized signatory of the agency, should also be pasted on the bio-data of individual for proper authenticity.

47. Life Guard (Semi-Skilled):

Qualification:

Possess valid lifesaving/swimming training certificate issued by authorized organization /Institution like NIS/YMCA/YWCA etc.

Should have experience as life guard for at least 3 years and able to handle lifesaving equipment's.

Should be matriculate or equivalent from any recognized University/Board.



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The photographs of the life guards, duly attested by the authorized signatory of the agency, should also be pasted on the bio-data of individual for proper authenticity.

48. Technician (Semi-Skilled):

Qualification:

(a) Should be ITI/Diploma in the trade/ electrician/mechanical.

(b) Should have experience as pump operator/technician for operation of filter plant for at least 03 years.

49. Rate for each item should be quoted in FIGURES and in WORDS. In case of any difference in the rates quoted in figures and in words, the lower of the two rates will be taken as the tendered rate. Unit rate quoted shall be the basis for arriving the total value of the tender. The total amount for every item shall be arrived by multiplying the unit rate with the quantity indicated for that item. In case of any arithmetic deviation is noticed in the total amount, the same will be corrected and evaluated by taking unit rate as basis and multiplying with the quantity indicated.

50. Canvassing in any form in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

51. Conditional tenders, tender containing absurd rates and amounts, tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions laid down by the Accepting Authority are liable to be rejected.

52. This tender notice shall be deemed to form an integral part of the contract to be entered into for this work.

53. The tenderers are advised to go through the condition stipulated in Tender document & code of conduct for Safety of Contract Labourer in details. Any violation thereof will invite punitive action being taken against them. While quoting the rate all the above factors are to be taken into account.

54. Agency registered with NSIC/MSME is exempted from payment of Earnest Money Deposit but required to attach the attested copy of registration indicating the company name, address, registration number, validity & product for which registered in the technical bid. Any deviation in the certificate on product or validity or name of the company tendering, will attract rejection resulting non-opening of respective price bid.

SPECIAL TERMS & CONDITIONS - MAINTENANCE SERVICES



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1. The worker employed shall work under supervision and control of Officer-in-Charge. The distribution of duty shall also be as per directions of the Officer-in-Charge. The supervisor shall be overall responsible for cleaning services and shall report to the Officer-in-Charge with the information of deployment position of the sweepers etc. on each day.
2. The cleaning machines/ equipment as given in the table above shall be provided by the service provider. However, the other material will be provided by the Institute's Stores Section.
3. The agency shall acquaint himself/ herself with the proposed site of work, its approach roads, working space available before quoting his rates.
4. The service provider shall have to clean the area as per minimum requirement. However, the cleaning shall have to be done more frequently if required for proper housekeeping upon the instructions of the Officer-in-Charge.
5. If at any time, it appears to the Professor-in-Charge that quality of work does not confirm to the approved standards, the service agreement can be terminated by giving one-month notice without any further compensation.
6. The swimming pool of the Institute have very costly and intricate finishing on walls, ceiling and floors etc. The service provider shall make necessary arrangements at his own cost to prevent any damages to the existing work due to any of his activities and shall make good the same at his own risk and cost. The decision of Officer-in-Charge regarding cause and cost of damage shall be final. In case the service provider fails to make good of the damage to the entire satisfaction, it shall be done at his risk and cost with effect current market rate, deemed to be recoverable from respective bills.
7. The Institute will provide electricity and water for use in the work free of charges. The service provider shall arrange at his own cost the necessary electrical and water supply fittings, flexible pipe etc. for taking electricity and water from electric points and water taps provided in the building(s).
8. The service provider shall procure the required equipment/machines for housekeeping within three days of issue of service order. The machines/equipment brought by the service provider should always be in working conditions. The running and maintenance charges of machines i.e. cost of fuel, battery, lubricants, replacements of parts etc. shall be borne by the service provider and nothing extra shall be payable.
9. No manpower other than those on duty shall be allowed to stay in the premises during the specified working hours. The agency shall be responsible for the



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watch and ward not only of his/her stores but also of the fitting and fixtures in the common areas in the building.

10. The agency will be responsible for supply of the garbage bags for collecting garbage from core and common areas of the Institute and disposal outside at sites designated by PWD for this purpose. The material so collected will be screened/checked by the Security Personnel.
11. All the floating dirt and leaves should be removed from the Swimming Pool twice daily.
12. Suction sweeper Bottom cleaner should be operated daily to remove settled dirt from the pool floor for maintaining cleanliness and hygiene in Swimming Pool.
13. Agency should supply necessary consumables chemicals for cleaning like trichloroacetic acid, sodium hydrochloride, soda ash, bleaching powder, etc.
14. Water levels should be maintained at appropriate levels always in pool.
15. Backwashing of the filters to be carried out as per the requirements.
16. Water samples should be taken and tested for residual chlorine and pH parameter and Chlorination treatment with other chemical dosing treatment will be administrated as per water parameters. This should be done on a weekly basis.
17. After dosing, the parameters should be rechecked and a record of residual chlorine and pH should be maintained in the log book.
18. The record of day to day operations and maintenance along with the availability of Chlorine and other chemicals should be recorded in the log book so as to maintain proper stock of material.
19. If water is found untreated, at any time, a penalty of Rs. 3000/- will be charged per day.
20. Cleaning work of the swimming pool should be carried out between 10.00am to 3.00pm only and cleaner should look after filtration work properly.

TERMS AND CONDITIONS REGARDING COMPLIANCE WITH VARIOUS LABOUR LAWS BY THE CONTRACTORS FOR NIT KURUKSHETRA

1. The Contractor shall not employ in connection with the work any person who has not completed 18 years of age.
2. The Contractor shall in respect of labour employed by him either directly or through subcontractors, comply with or cause to be complied with the following statutory provisions and rules and in regard to all matters provided therein.



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- a. The Contract Labour (Regulation & Abolition) Act 1970
- b. The Minimum Wages Act 1948 and related Central Rules.
- c. The Payment of Wages Act 1936 and related Central Rules.
- d. The Employee's Provident Fund & Miscellaneous Provisions Act 1952.
- e. The Employees State Insurance Act 1948.
- f. The Workmen Compensation Act 1923.
- g. The Industrial Disputes Act 1947.
- h. The payment of bonus act 1965

And any other law or modifications to the above or to the Rules made there under from time to time.

3. The Contractor employing 20 or more workmen is required to obtain license from the authorities (The Deputy Chief Inspector of Factories / Assistant Commissioner of Labour as the case may be). The license shall be amended and / or renewed wherever, there is an increase in the workmen employed by him or in the event of contract being extended or renewed. The Contractor shall inform the license number to the NIT KURUKSHETRA Management before taking up the work.
4. The Contractor (Licensed or unlicensed) shall promptly furnish every information and document required by NIT KURUKSHETRA authorities for the purpose of fulfilling their obligations as Principal Employer and shall render all necessary assistance for the same.

REGISTERS & RECORDS

The Contractor shall maintain all registers and records in the proper manner and as required by the regulations of the various authorities concerned and indemnify the Employer from the consequences due to any inaccurate or faulty documentation on the part of the Contractor.

PAYMENT OF BILLS

1. Bills payment will be made by the Institute within thirty days from the date of submission of the bills if found in order. The agency while submitting the bill for payment will have to certify that the wages (as per Minimum Wages Act and other Statutory Liabilities) of the employees deployed on site, for the month for which the bill being submitted have been disbursed. PAN or TIN number should be quoted on the bill. Proof of payment made for EPF & ESI etc. for the staff deployed in the Institute should be submitted for reimbursement, if applicable.



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2. Wherever any over payment comes to the notice of the Institute the same shall be deducted by the Institute from any sum due or which at any time thereafter may become due to the agency under this quotation/ agreement/ contract, and failing that, under any other agency/ contract/agreement with the Institute or from the performance security deposit of the agency.
3. Institute reserves the right to carry out at payment audit and/or technical examination of the final bill including all supporting vouchers, abstract etc. Institute further reserves the right to enforce recovery of any overpayment whenever detected.
4. If as a result of such audit and technical examination, any overpayment is found in respect of any work done by the agency or alleged to have been done by the agency under the quotation / agreement/ contract, it shall be recovered by the Institute from the agency by any or all the methods prescribed above or through a Court of law as the situation warrants.

TERMINATION OF CONTRACT ON DEATH OF CONTRACTOR

Without prejudice to any of the rights or remedies under this contract, if the Contractor dies, or if the firm is dissolved or the company is liquidated, NIT KURUKSHETRA shall have the option of terminating the contract without compensation to the Contractor.

SPECIAL POWER TO TERMINATION

If at any time after the award of contract, NIT KURUKSHETRA shall for any reason whatsoever not require whole or any part of the work to be carried out the Officer in charge shall give notice in writing of the fact to the Contractor who shall have no claim to any payment of compensation or otherwise howsoever on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not derive in consequence of the fore- closing of the work.

LABOUR

The Contractor shall remain liable for the payment of all wages or other moneys to his work- people or employees under the payment of Wages Act 1936, Employees Liability Act. 1938, Workmen's Compensation Act 1923 or any other Act or enactment, relating thereto and rules framed, there under from time to time.

PRECAUTIONS AGAINST RISK

The Contractor shall be responsible for providing at his own expense for all precautions to prevent loss or damage from any and all risks and to minimize the amount of any such loss or damage and for the necessary steps to be taken for the



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said purpose.

SCOPE OF WORK

- I. Day to Day operation of the Swimming Pool” in the operational season for the period of 3 Months from July 01, 2019 to September 30, 2019
 - II. Cleaning of the Swimming pool, Housekeeping/washroom/bathrooms and keep the premises of the swimming pool clean as specified in Table.
 - III. Servicing all the Machinery of the swimming pool
- (a) The following minimum numbers of personnel/manpower required from 6:00 a.m. to 8.30 p.m.: -

Sr. No.	Description of Work / Designation	Number of Persons
1.	Life Guards	4 in each shift
2.	Trainers/Coach's	1 in each shift
3.	Pump operator cum Technician (for operating of filter plant)	1 in each shift
4.	Suction Helper, Housekeeping / Washroom/ bathrooms Cleaning and	2 in each shift
5.	Chemicals and Swimming Pool Equipment's	As per mentioned in the clause I(b)

- (b) To maintain the quality of water in the swimming pool in accordance with applicable norms / license conditions with following minimum consumables:

S. No.	Description of Consumables	No. or Qty.	Unit / Period
1.	Supply of TCCA (Nissan) for disinfection of swimming pool water	150	Kgs/Month
2.	Supply of Muriatic Acid Sodium	500	Ltrs/Month
3.	HCA	50	Kgs./Month
4.	Supply of non-ferric Alum for Pool Water	50	Kgs./Month
5.	Pool Cleaning Equipment's like wall brush, deep bag skimmer, chemical dispenser etc., Safety Equipment's like life jackets, swimming rings, first aid kits etc.	As per standard level	As per standard level



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6.	Any other chemicals and equipment's required	As per standard level	As per standard level
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SLOTS OF SWIMMING POOL

Pool Slot	Duration
M1	6:00 – 6:40 am
M2	6:50 – 7:30 am
M3	7:40 – 8:20 am
M4	8:30 – 9:10 am
E1	4:00 – 4:30 pm
E2	4:40 – 5:10 pm
E3	5:20 – 5:50 pm
E4	6:00 – 6:30 pm
E5	6:40 – 7:10 pm
E6	7:20 – 7:50 pm

****Number of Slots will not Change but the timings may vary.**

Water samples should be taken and tested for residual chlorine and pH parameter and Chlorination treatment with other chemical dosing treatment will be administrated as per water parameters. To carry out testing of water from NABL approved lab or as from lab approved by Institute at least once in a month or as per license conditions whichever is earlier.



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Sr. No.	Activity	Daily	Weekly	Monthly	Machines / Equipment
1.	Corridor Cleaning	Wet Mopping Thrice a day Brooming twice	Deep Scrubbing & Drying with Single Disk Scrubber & Dryer	Grinding of Corners and edges	Single Disc. Scrubber Wet & Dry Vacuum Cleaner, hand grinder Dust Controller.
2.	Staircase Cleaning	Wet Mopping followed with Dry Mopping & Grill Cleaning Twice a Day	Vacuuming with Dry Vacuum Cleaner	Scrubbing & drying of Staircase Landing Areas with Single Disk Scrubber & Wet Vacuum Cleaner	Single Disc. Scrubber Wet & Dry Vacuum, Dry Vacuum., Kentucky Mop.
3.	Door & Door handle Cleaning	Damp Wiping	Deep Damp Cleaning, Brass Polishing (if any)	-	-
4.	Drinking Water Area Cleaning	Vacuum drying with Wet vacuum Cleaner	Scrubbing & Drying with Single Disk Scrubber & Wet Vacuum	-	Single Disc Scrubber / Dry Vacuum Cleaner
5.	Garbage Collection	Removal of Garbage in each shift	Washing of Dustbins	-	-
6.	Glass & Glass Partition Cleaning	Damp Wiping	Washing & Drying	-	-
7.	Wall	-	Damp wiping up to reachable height	Removal of Cobwebs with Dry vacuum	Dry Vacuum Cleaner
8.	Fire Extinguishers Cleaning	Damp Wiping	-	-	-
9.	Chairs outside offices	Damp Wiping	Vacuum Drying with Dry Vacuum Cleaner	-	-



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Sr. No.	Activity	Daily	Weekly	Monthly	Machines/ Equipment
10.	Window Gates	Damp Wiping	Washing & Drying	-	-
11.	Entry Gates	Damp Wiping	-	Washing & Vacuum Cleaning with Dry Vacuum Cleaner	Dry Vacuum Cleaner/ Duster
12.	Door mats	Vacuumping with dry Vacuum Cleaner	-	Washing with High Pressure Jet	-
13.	Electrical switches	-	Dry Wiping	-	-

(i). Washroom/Toilets cleanings in the manner as below

Sr. No	Activity	Frequency					Machines/ Equipment
		Daily	Weekly	Fortnightly	Monthly	Once in 4 months	
1.	Floor Cleaning	Wet & Dry Moping 4 times a day	Scrubbing & Drying with Single Disk Scrubber & Wet Dryer	-	-	-	Single Disc Scrubber & wet & dry Vacuum Cleaner
2.	Side wall Cleaning	Damp Wiping	Manual	-	-	-	Manual
3.	Doors & door handles Cleaning	Damp Wiping	Signage Damp Wiping	-	-	-	Manually
4.	Wash basin & surrounding area Cleaning	Washing	-	-	-	-	Manual
5.	Mirror cleaning	Washing & Drying	-	-	-	-	-
6.	Commodes Cleaning	Washing	-	-	-	-	Manual
7.	Urinals Cleaning	Washing	-	-	-	-	Manual
8.	Dustbin Clearance & Cleaning	Garbage Collection & Removal	Washing of Dustbins	-	-	-	Manually



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Sr. No	Activity	Frequency					Machines/ Equipment
		Daily	Weekly	Fortnightly	Monthly	Once in 4 months	
9.	Exhaust fan Cleaning, Tube light Cleaning	-	-	-	Damp cleaning	-	Dry Vacuum Cleaner
10.	Electric board & switches Cleaning	-	Damp Cleaning	-	-	-	Manually
11.	Liquid Soap filling	As per requirement	-	-	-	-	-
12	Naphthalen e ball changing	-	-	Fortnightly or as reqd.			

Type of Manpower required:

Sr. No.	Category of Worker	Manpower required	Nature of Services
1.	Unskilled	Sweeper	Cleaning of the Swimming pool, Housekeeping/washroom/ bathrooms and keep the premises of the swimming pool clean as specified in Table.
2.	Semi-Skilled	Operator/Technician	Servicing all the Machinery of the swimming pool