

# राष्ट्रीय परीक्षा बोर्ड

(स्वास्थ्य एवं परिवार मंत्रालय, भारत सरकार)

महात्मा गांधी मार्ग, (रिंग रोड)

अंसारी नगर, नई दिल्ली-110029

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## NATIONAL BOARD OF EXAMINATIONS

(Ministry of Health & Family Welfare, Govt of India)

Mahatma Gandhi Marg (Ring Road)

Ansari Nagar, New Delhi – 110029

Phone : 45593000, 46054605,

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Website : [www.natboard.edu.in](http://www.natboard.edu.in)

Ref. No .

To,

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### Subject :- Operational and Annual Maintenance Contract for Reverse Osmosis Plant

Sir/Madam,

Sealed quotations are invited from experienced contractors/agencies for providing “Annual maintenance and operational Services for **“Reverse Osmosis Plant”** for NBE premises located at PSP Area Sector 9 Dwarka New Delhi-110075 .

Sealed quotation addressed to the Executive Director, National Board Of Examinations, dropped in **”Tender/Quotations Box “** at **NBE office gate PSP Area Sector -9 Dwarka New Delhi 110075**. The quotations should reach on before **20/7/10** at **2:00 PM** duly mentioning on the **top right hand corner of the sealed envelope “quotation for Annual maintenance and operational Services of Reverse Osmosis Plant**

The NBE shall not be liable for any delay and quotation received after the stipulated date & time are liable to reject summarily without giving any reason.

**Details of R O Plants of Fontus Water Ltd. make is given below :-**

Sr. No.	Name	Qty	Capacity	Make	Model No.
1	CIP Tank	1	2000 Lts	Sintex	
2	Dosing Tank	2	100Lts	Sheetal	
3	Dosing Pump	2	90-265 Vac/isw 160 spm	Grundfos	0016664 001652
4	MGF	1			
5	Cond Meter	1			
6	AMP Meter	1	0-60 amp		
7	Volt Meter	1	0-500 Volt		
8	Pressure gauge	3	0-7kg 0-21 kg 0-21 kg		

9	Big Blue Cartridge filter	2			
10	Flow Meter	2	1000-9000 LPH 3000-1200 LPH	Aster	
11	Pressure Switch	2		Orion Instruments	
12	UV Lamp	1			
13	Totalizer (UV Panel)	1			
14	R O Membranes 8"	6			
15	CIP Pump	1	1 HP	Groundfos	H-43501104, P 10530
16	High Pressure pump	1	7.5 KW	Groundfos	855817422
17	Raw Water Pump	2	2.2.KW/3/HP	Kirlosker	AK05001204 AJ05001069

**“The rates should be quoted separately and sealed in separate envelop for AMC and Operational charges including all taxes”**

### Terms and Conditions

1. A sum of Rs.1000/- (Non refundable) Demand Draft/Pay order in favour of National Board Of Examinations or cash receipt of Rs. 1000/- obtained from NBE Cashier should also be enclosed with quotation..
2. Valid Registration No. of the Firm/Agency (attached copy of PAN card )
3. Valid PAN card of the company/firm/(attached copy of PAN card)
4. Valid ESI No. of the company/firm (attested copy of registration )
5. Valid Provident fund Account No. of firm/( attested copy of registration)
6. Last three years financial income tax return ( attached the attested copies )
7. Details of minimum annual turnover during the proceeding the years ending 31/03/2010
8. The National Board Of Examinations reserves the right to satisfy itself about the quality of the R O Plant services provided by the agency if the agency, does not achieve the level of satisfactory performance the agency is liable to be penalized by deduction in payment between 5% to 50% depending upon the level and duration of the continued dissatisfaction.

9. The serving /successful Agency shall deposited a sum of Rs. 15000/--(Fifteen thousand only) as security deposited in the Board account . The Board will not pay any interest on the amount security deposited.
10. The quotation will be opened on **20<sup>th</sup> July 2010 at 3:00 PM** by the committee in presence of those tenderer, who are interested to present at the time of opening “Tender Box”
- 11 The contact including all type chemicals and cartage filter etc.
12. To carry out daily and preventive maintenance as per manufactures recommendations
13. Responsibility for plant operation in shift of 8 Hrs. and supervision and visit, time to time by the engineers of agency.
14. Necessary record/ log book will be maintained to monitor performance of R O Plants and Work as per direction by the Board .
15. The operators will be ITI/Mechanic having at least three years experience of R O Plants covered under ESI/EPF etc.
16. Maintenance visits will be as per Board scope, covered in annual service contact.
17. Arrangement should be by the agency for additional standby staff for working on holydays/off day leave as reliever.
- 18 The contact will be for one year, extendable up to maximums three years on yearly basis, if services is found satisfactory.
19. The payment will be made on quarterly basis, at the end of production of bills/invoice.
- 21.No expenses with reference ESI,PF/Insurance/conveyance will be paid by the Board
- 22.Board reserves the right to carry out post payment audit and/or technical examination of the bill including all supporting vouchers abstract etc.
- 23 Board further reserves the right to enforce recovery of any overpayment whenever detected.
24. The Board reserves the right to accept or reject any or all quotations including the lowest quotations without assigning any reason at its sole direction and the decision of the of the Board will be final and binding on all concerned.
- 25.The agency should enclosed the documentary proof of minimum three years Experience of maintenance and operation of above said R.O Plants in Govt./Semi Govt./Autonomous body or any reputed institutions.
- 26 The agency should take care that the details rate and amount should be written in such a way that interpolation is not possible.
27. The agency should be have a minimum annual turnover during the preceding three years ending 31/3/2010 for Rs. 50 Lakhs.

28. Valid Registration No. of the agency (under Shops & Establishment Act) or registration no. of the company (under Companies Act 1956) as applicable (attached attested copy of certificate)
29. The Board reserves the right to terminate the contract, without assigning any reason.

**Check List:-**

1. Duly completed tender form.
2. Terms and conditions of the Tender (from 1 to 5 above).
3. Demand Draft/Pay order for Rs.1000/- (Rupees one thousand only) in favour of National Board of Examination, New Delhi, as cost of the tender/quotation document or cash receipt of the Board.
4. Registration No. of the Firm (under Shops and Establishment Act) or registration no of the company (under Companies Act, 1956), as applicable (attach attested copy of certificate).
5. PAN Card of Firm/Company (attach attested copy of certificate).
6. ESI No. of Firm/Company (attach attested copy of certificate).
7. Provident Fund Account No. of Firm/Company (attach attested copy of certificate).
8. Details of Turnover of the Firm/Company to be submitted in the letterhead of the agency Tenderer. Also attach Job Execution certificate from all the clients to prove the turnover claimed, for the preceding three financial years.
9. Last three years financial income tax (attach attested copy)
10. Copies of Job Execution Certificate (s) issued by Tenderer's clients for having executed one assignment.
11. Details of experience in above said R O Plants operational and maintenances in Govt/Semi-Govt./Autonomous body or any reputed institutions).

Yours faithfully

Enclosed – Annexure 1 and 2

(B N Khari )  
Assistant Director (Admn.)

National Board Of Examinations  
 (Ministry of Health & Family Welfare)  
 Ansari Nagar, New Delhi  
 ( Quotation form for providing  
 Services R O Plants in NBE Building at Dwarka)  
 ( To be on letterhead of Agecny)

**The Financial Bid for R O Plant Operational Services & Annual Maintenance Contact in National Board Of Examinations :-**

**(A) The charges of Operational charges including all taxes :-**

Sr. No.	Description	Rate
1	Charges towards operation duties of RO Plants Operation 01 NOS Operator, per month including all taxes etc	Rs. ....

**(B) The charges of Annual Maintenances including all Taxes :-**

Sr. No.	Description	Rate
1	Charges towards Maintenances including all taxes	Rs. ....

( Signature of Tenderer with Seal  
 Of the Agency /Firm/Company)

Place \_\_\_\_\_

Dated \_\_\_\_\_

Note:

- Any correction in the application form should be fully signed by the tenderer .
- All pages of the tender application form should be fully signed by the tenderer

**NATIONAL BOARD OF EXAMINATIONS  
MINISTRY OF HEALTH & FAMILY WELFARE  
ANSARI NAGAR, NEW DELHI.**

**(TENDER/QUOTATIONS FORM FOR PROVIDING  
SERVICES R O PLANT IN NBE BUILDING AT DWARKA)  
(To be on letterhead of Agency)**

- a. Name of the tenderer [in block letters] \_\_\_\_\_
- b. Status of the agency whether Public Ltd./ \_\_\_\_\_  
Pvt.Ltd./ Partnership Firm/ Partnership \_\_\_\_\_  
Proprietorship \_\_\_\_\_
- c. Registration No. and Year of Establishment \_\_\_\_\_  
of Firm/Company.
- d. Name and designation of the authorized \_\_\_\_\_  
Signatory of the tenderer
- e. Name of Father/Husband of the tenderer \_\_\_\_\_
- f. Full residential address of the tenderer \_\_\_\_\_
- g. Tenderer's registered office address \_\_\_\_\_
- h. Tenderer's address for correspondence: \_\_\_\_\_

I/We the undersigned being the tenderer/Agency as mentioned above, hereby apply to the Board for providing R O Plant Operational I/Maintenance Services in the NBE Building In PSP Area, Sector-9, Dwarka, New Delhi-110045. As described above in accordance with the terms and conditions of the tender. I/We have read and understood the terms and conditions of the tender and hereby unequivocally accept the same.

The terms and conditions of the tender and the Notice Inviting Tender are also signed and being submitted with the tender form.

(Signature of Tenderer with  
Seal of the Firm/Company)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Note:**

- Any correction in the application form should be fully signed by the tenderer.
- All pages of the tender application form should be fully signed by the tenderer.
- Strikeout items whichever is not applicable.