



# ITI LIMITED

**KANJIKODE WEST, PALAKKAD 678623, KERALA**

**Ref. No.: PCB/ETP/TN/2021**

**Date: 13/09/2021**

## **TENDER NOTICE**

**A. Sealed tenders in Two Bid System format are invited for the following service from Kerala State Pollution Control Board approved agencies having work experience mentioned herein:**

Name of Work	EMD Rs.	Cost of Tender documents Rs.	Availability of Tender Documents	Due date for Receipt of Tender	Validity of Contract
Service Contract for Operation and Maintenance of ETP, WTP, CWTP, STP & Monitoring and Provision of Reports	32000/-	590/-	From 13/09/2021 To 27/09/2021	27/09/2021 2.00 P.M	Two Years

## **B. Work Experience**

Those Kerala State Pollution Control Board approved agencies having successfully executed Operation and Maintenance of ETP/WTP/CWTP/STP & Monitoring and Provision of Reports as called for in the tender during last 3 years ending 31.03.2021 satisfying the below conditions shall enclose relevant work orders and Performance Certificates in proof of:

- Execution of single service contract costing Rs.8,00,000 and above **OR**
- Execution of two service contracts, each costing Rs.5,000,00 and above **OR**
- Execution of three service contracts, each costing Rs.4,000,00 and above.

### **1. Technical Bid**

The sealed cover containing technical bid shall be super scribed with “Technical Bid – Service Contract for Operation and Maintenance of ETP, WTP, CWTP, STP & Monitoring and Provision of Reports - Tender No. PCB/ETP/TN/2021 Dated 13/09/2021” and shall contain the following documents:

- a. EMD for Rs. 32000/- through D.D./Bankers Cheque from a Nationalized / Scheduled Bank in favour of “ITI Limited, Palakkad” payable at Palakkad.

- b. Cost of Tender Document for Rs.590/- through D.D./Bankers Cheque from a Nationalized / Scheduled Bank in favour of “ITI Limited, Palakkad” payable at Palakkad.
- c. Copy of Certificate of Approval issued by Kerala State Pollution Control Board Central Laboratory as “A' Grade Commercial Category“ Laboratory for analysis of parameters for Water, Waste Water, Solid Waste, Ambient Air ,Stack Emission and Sound Level Measurements. **Bids from those bidders who do not possess the KSPCB certification as above in own name will be summarily rejected and will not be processed further.**
- d. Performance Certificate issued by renowned customers(s) of having satisfactorily extended service of value as called for in “Work Experience”.
- e. Signed and sealed copy with seal of “Scope of work” as given in Annexure I, indicating acceptance of the same.
- f. Signed sealed copy with seal of “General Terms and Conditions” as given in Annexure II, indicating acceptance of the same.
- g. A copy of the Price Bid submitted by the contractor with sign and seal without showing quoted rates as per format in Annexure III.
- h. ESI Registration Letter indicating code no. allotted.
- i. EPF Registration Certificate
- j. PAN Registration Certificate
- k. GST Registration Certificate REG-06

The earnest money deposit (EMD) and cost of tender document should be paid separately by Bank draft or Banker’s pay order drawn in favor of ITI Limited, Palakkad - 678 623 payable at Palakkad issued by a Nationalized / Scheduled Bank. Other modes of payment are not acceptable. The details of the Bank draft / Banker’s pay order should be clearly indicated on the tender covers. If the tender is not accepted, the Earnest Money Deposit will be returned to the bidder within 30 days of end of due date, without any interest on the amount.

Registered MSEs with due credentials are exempted from payment of EMD and cost of tender document subject to submission of required certificates to substantiate the same.

## **2. Price Bid**

The sealed cover containing the price bid shall be super scribed with “Price Bid- Service Contract for Operation and Maintenance of ETP, WTP, CWTP,STP & Monitoring and Provision of Reports - Tender No. Tender No.PCB/ETP/TN/2021 Dated 13/09/2021” and shall contain the following document:

1. Price Bid as per the format at Annexure III

The Price Bid shall be submitted strictly as per the format at Annexure III. Price Bid submitted in any other format will be rejected.

Both the sealed covers marked “Technical Bid” and “Price Bid” shall be enclosed in a sealed cover super scribed with “Bid- Service Contract for Operation and Maintenance of ETP, WTP, CWTP, STP & Monitoring and Provision of Reports- Tender No. PCB/ETP/TN/2021 Dated 13/09/2021”.

The tender can be downloaded from our Web site [www.itilttd.in](http://www.itilttd.in) or can be had from the PCB Department, ITI LTD, Kanjikode West, Palakkad-678 623 during the working hours from 10.00 AM to 4.00 PM on all working days. Those who download the tender document from our website should separately attach the cost of tender document along with the tender by Demand draft / Banker’s pay order favoring ITI Limited, Palakkad from any Nationalized / Scheduled banks payable at Palakkad.

The sealed tenders as detailed above should reach the Deputy General Manager (CS) on or before date 27/09/2021 at 2.00 p.m. Late offers received after the due date and time will not be entertained under any circumstances. Tenders will be opened in the office of the Deputy General Manager (CS), ITI Ltd, Palakkad in presence of the bidders who choose to be present in the office on 27/09/2021 at 2.30 p.m. If the date happens to be holiday for any reason, the opening will be carried out at the same time in the next working day.

The price bids of only those bidders who technically qualify will be opened with due intimation to qualified bidders who can be present during price bid opening.

Tenders / quotations shall remain firm and valid for acceptance for a period of 90 days from the due date of receipt of the tender.

ITI Limited is not bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders, either in whole or in part without assigning any reason thereof.

The bidder must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of making a tender and for entering into contract and must visit the site and inspect the site of the work and acquaint himself with all the local conditions, means of access to the work, nature of work and all matters pertaining there to.

The bidder is deemed to have studied and fully acquainted himself with the working conditions etc. while submitting the bid. Once he tenders for the work, no claim at a later date on account of lack of knowledge of the site, work contend and working conditions will be entertained for reasons what so ever.

The tender submitted on behalf of a firm shall be signed by all the partners or by a partner who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender is liable to be rejected.

All erasures and alterations made while filling the tender must be attested by the initials of the bidder. Over writing of figures is not permitted. Failure to comply with either of these conditions will render the tender void. No advice of any change in rate or conditions after the opening of the tender will be entertained.

The other terms and conditions shall be as per the enclosures herein

DEPUTY GENERAL MANAGER ( CS)  
ITI LIMITED  
KANJIKODE WEST  
PALAKKAD - 678 623

**ANNEXURE I**  
**SCOPE OF WORK**

**A. Effluent Treatment Plant (ETP)**

**I. Liquid Effluent Treatment Plant**

1. The contractor should operate and maintain the ET plant and ensure that the outlet effluent parameters fall within the stipulation of the KSPCB and to that stipulated by the tenderer.
2. The contractor shall collect the sample from final outlet once in a month for lab analysis and submit the analysis report for pH, Suspended Solids, Ammoniacal Nitrogen, Total Residual Chlorine, Cyanides, Oil & Grease, Copper, Cadmium, Hexavalent Chromium (as Cr<sup>+6</sup>) and also for Lead (Pb) and total Metal. Daily monitoring of the plant operation should be entered in log book as per operational control procedure by ISO 14001. Any additional analysis required shall also be done.
3. Periodic cleaning of the various tanks in the plant shall be done by the contractor once in 6 months. Sludge removal from the clarifier to concrete drying bed shall be done once in a month and dried sludge shall be moved to concrete sludge pit.
4. In the event of effluent overloading, the ET plant must be operated in three shifts to meet the KSPCB requirements.
5. Any deviation from the stipulated standard occurring during operation due to Operational deficiency, the same shall be rectified by the contractor at his own cost.
6. Preventive Maintenance of all the pumps, tanks with regard to electrical/Mechanical parts shall be done by the contractor once in a week including the minor repairs of pipes, greasing of bearings, changing of gaskets if required etc.
7. The effluent treatment plant shall be kept neat and clean and proper housekeeping shall be maintained.
8. The ET plant ground & first floors shall be washed once in a week (every Saturday afternoon or the day before if Saturday is a holiday) and be made free unnecessary chemicals and effluent inside ET Plant working areas.

In case the discharge effluent is not meeting the norms specified in the KSPCB Consent, necessary corrective action should be taken with suitable recordings.

## **II. Gaseous Effluent Treatment Plant**

1. The contractor should run the blower for acid vapour scrubber. The acid vapour scrubber should be operated daily and the water used for scrubbing to be drained to ET plant daily as per operational control procedure.
2. The stack emission from two stacks of PCB Plant and two stacks of SEA Plant shall be monitored once in 3 months and reports for Particulate matter, Sulphur dioxide and Lead should be furnished in compliance with Air Consent. In case the discharge emission is not meeting the norms specified in the KSPCB Consent, necessary corrective action should be taken with suitable recordings.
3. Monitoring of 4 nos of DG set stacks for particulate matter, SO<sub>2</sub>, NO<sub>x</sub> shall also be done once in 3 months.
4. Sound level at 1 m from boundary of site shall be measured during day time and night time once in 3 months.
5. The sound level at Shipping Area, Ultrasound welding area of SEM, DG Set Area, Air Compressor Room, Service block A/C Plant room, SEA Plant Manufacturing area, Smart Card/ Smart Banking Card area and Telecom Duct Manufacturing area shall be measured once in three months .
6. The sound level at Smart Energy Meter Calibration area shall be measured once in year.
7. Ambient Air monitoring shall be done once in three months for suspended particulate matter, Sulphur Dioxide and lead, at 4 stations i.e. near Main Gate, east side of Banking Card Area, west side of R &D building and near Telecom Duct Mfg. Area

## **B. Water Treatment Plant (WTP)**

The contractor should run the Water Treatment Plant comprising the raw water, filtered water, DM water and Chilled Water Plant.

1. The raw water sump, filtered water tank and DM water tank shall be kept filled at all times.
2. DM water quality to be maintained, regeneration to be carried out in accordance with the advice provided by our Chemical Lab.
3. Daily monitoring of the plant shall be entered in the log book as per operational Control procedure for ISO 14001 which shall be provided by the tenderer.

4. DM Water Plant: - Back washing of DM plant should be done on a weekly basis. The resins have to be cleaned and added if required.
5. Operation of the chilled water plant should be maintained on 24 hours basis and preventive maintenance on the stand by pump shall be done to avoid major breakdowns.
6. Chilled Water Plant / DM water Plant shall be washed on a weekly basis and made free of unnecessary chemicals / items in the plant and kept neatly.
7. Back washing through the sand bed shall be done every Friday / Saturday on weekly basis.

### **C. Canteen Waste Water Treatment Plant (CWTP)**

1. The contractor should run and maintain the Canteen Waste Water Treatment plant
2. The waste has to be removed on daily basis from grit (02 Nos) and oil trap chambers (02 Nos)
3. The oil and grit chambers have to be cleaned periodically.
4. The filter wash and rinsing the filters have to be carried out daily
5. The sedimentation tank has to be cleaned periodically, at least twice in a month
6. Preventive and breakdown maintenance of all equipments need to be carried out at regular intervals (spare parts will be supplied by the tenderer)

### **D. Epoxy dust removal**

Periodic cleaning of the dust collector from the Mechanical Section of PCB Plant shall be carried out by the contractor once in three months and the dust needs to be disposed off to the concrete pit or identified areas.

### **E. STP Monitoring**

The contractor shall collect the water sample from the two sewage collection points viz. Factory sewage waste water point and the Quarters sewage waste water point outlets once in two months for lab analysis and submit the analysis report for Biological Parameters like pH, BOD, COD, total dissolved Solids, turbidity , Oil & Grease etc.

## **F. Domestic Water & Drinking Water Monitoring**

The contractor shall collect Hand/Dish Washing Water and Drinking Water sample from Canteen once in two months for lab analysis and submit the analysis report for Biological Parameters like color, odor, turbidity, pH, total dissolved Solids, total hardness, calcium, magnesium, chloride, iron, total coli form bacteria and Escherichia coli etc.

## **G. Emergency preparedness**

1. Emergency preparedness plan for ETP shall be in place and mock drill to be conducted once in six months.
2. Tenderer is an ISO 14001 company and necessary environment conditions have to be maintained.

## **H. General**

1. The contractor has to carry out, at no extra charge, in both effluent treatment plant, water treatment plant and Canteen Waste Water Treatment Plant, the day today preventive maintenance activity of minor nature such as
  1. Foot valve and gland changing of pumps
  2. Oil changing of gearboxes
  3. Greasing of bearings
  4. Changing leaking gaskets and pipe flanges
  5. Minor repairing of pipes etc.
2. Maintenance works of major nature shall be intimated by the contractor to the client as and when necessitated. The service of the contractor in dismantling / reinstallation of equipment / tanks to this effect should be made available as and when necessary.
3. The contractors should clean the PCB plant and ensure that all the outlet effluents are collected in the sump in all the respective stations after the operations.
4. The PCB plant stations like Plating lines, Compal plating line, Hot Air Levelling Station, Etching, Exposing/Developing stations and such related areas in PCB plant may be properly cleaned after operations on daily basis and on weekly basis.
5. All these stations in the PCB plant shall be kept neat and clean by floor wash, water cleaning and essential cleaning of the machines.



## **I. Monitoring and Reports**

The Various Reports to be submitted by the contractor on his monitoring as per KSPCB norms with its periodicity of submission is given below. The Report Submission date should be strictly complied with.

<b>Sl. No.</b>	<b>Parameter/Activity &amp; Area/Location</b>	<b>Periodicity</b>	<b>Date of Report Submission</b>
1	<b>Treated Effluent Report</b>	Once in a month	15 <sup>th</sup> of every month
2	<b>Stack Emission Monitoring Report</b> ST1 Hot Air Levelling (HAL) Stack ST2 Acid Vapour Scrubbing Stack ST3 Wave Soldering Stack ST4 SMD Machine Reflow oven Stack ST5/ST6/ST7/ST8 DG Set 1 /2/3/4	Once in 3 months	15 <sup>th</sup> of Jan, Apr , July & Oct
3	<b>Ambient Air Monitoring</b> 1. Near Main Gate 2. East side of Banking Card Area 3. Near West side of R&D Building 4. Near Telecom Duct Mfg. Area	Once in 3 months	15 <sup>th</sup> of Jan, Apr , July & Oct
4	<b>Sound Level Monitoring</b> 1. Near Compressor Room 2. Generator Room 1 3. Generator Room 2 4. Smart Card Manufacturing Area 5. Shipping Section 6. Service block A/C Plant 7. Telecom Duct Mfg. Area 8. Ultrasound welding area of SEM 9. SEA Mfg. area 10. One Meter from the boundary of Site	Once in 3 months	15 <sup>th</sup> of Jan, Apr , July & Oct
	11. Smart Energy Meter(SEM) Calibration	Once in a year	15th Jan
5	<b>Air Quality Monitoring Report</b> Soldering Area –SEFC, SEM Assembly (both 1 <sup>st</sup> insertion and 2 <sup>nd</sup> insertion)	Once in a year	15th Jan
6	<b>Water Quality Monitoring Report</b> 1. Hand/Dish Washing Water at Canteen 2. Drinking Water at Canteen	Once in a year	15th Jan
7	<b>STP Monitoring Report</b> 1. Factory Sewage Waste Water Point 2. Treated Canteen Waste Water Point 3. Quarters Sewage Waste Water Point	Once in 2 months	15 <sup>th</sup> of Jan, March, May, July, September & November

## ANNEXURE II

### GENERAL TERMS & CONDITIONS

#### **1. General**

1. The contractor should possess Certificate of Approval issued by Kerala State Pollution Control Board Central Laboratory as “A' Grade commercial category“ Laboratory for analysis of parameters for Water, Waste Water, Solid Waste, Ambient Air ,Stack Emission and Sound Level Measurements.
2. The contract is for a period of 24(Twenty Four) months.
3. The contractor is required to inspect the site and familiarize himself with all requisites before submitting the offer and it will be deemed that he is fully conversant with the locations and the work content. Requests of any sort on lack of prior knowledge of work content after the bidding will not be entertained under any circumstances by the Tenderer.
4. Contractor shall provide 3 (three) semi skilled labours for carrying out the work generally for in one shift and two/three shifts /day, if required.
5. The bidder has to quote for the entire activities mentioned as per price bid in Annexure III. Partially quoted bid will be rejected.
6. The workers engaged by the contractor shall strictly observe factory discipline.
7. The Tenderer reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and with out there by incurring any liability to the affected bidder or bidders on the grounds of Tenderer's action.
8. The issue of Work Order by the Tenderer shall constitute the award of contract on the bidder.
9. The Successful Bidder shall submit Work Order acceptance within one week of Work Order issuance by the Tenderer.
10. The work shall commence immediately on issue of Work Order as per the Work Order conditions.
11. The list of labourers engaged for the work will be intimated in advance and the labourers will be entering inside the premises of the Tenderer with proper ID proofs. The bidder will not engage any regular, contract employees or contract labourers of the Tenderer for carrying out the work.

12. The safety norms related to the work and labourers shall be in the scope of the bidder/ contractor.
13. Disputes if any will be within the Jurisdiction of Palakkad, Kerala State, India.
14. Any penalty imposed on failure to run the plant in compliance with tender conditions and KSPCB norms shall be borne by the contractor.
15. Any penalty imposed in case of damage to any plant or machinery during operation due to mishandling or that leading to production stoppage shall be borne by the contractor.

## **2. Terms of Payment**

1. The statutory orders as in force from time to time shall be applicable to the contract and the contractor shall be solely responsible to comply with all the statutory requirements envisaged there under. The contractor shall effect minimum wages as per the rules to all the employees engaged by the contractor for this work. The requirements envisaged under the Contract Labour Regulation and Abolition Act shall fully be complied with and requisite register and records maintained by the contractor and shall be furnished to the Tenderer whenever called for. Penalty if any, imposed by the authorities shall be fully borne by the Contractor.
2. The contractor shall be liable to pay his contribution and employees' contribution to ESI & EPF scheme in respect of all workers employed by him for the execution of the contract. The monthly payment of ESI, PF and administrative charges applicable are to be made regularly and the proof of such payment such as receipt, muster roll etc are to be compulsorily submitted along with running bills for subsequent months. In case the contractor fails to make the payment, the Tenderer shall recover the amount from the running bills of the contractor as assessed by him. The amount so recovered shall be adjusted against the actual contribution payable to ESI & EPF.
3. The calculation of payments to be made towards individual labour provided by the contractor as per order F.No.1/20(3)/ 2021-LS-II from Ministry of Labour and Employment office of the Chief Labour Commissioner(c) dt.23.04.2021 .

Minimum Wages of Semi-skilled Labour: Basic + DA = Rs. 505.00  
(Rs.410 + Rs.95)

**Employer Contribution:**

PF @ 12% & Administration charges @1% & ESI @ 3.25%,	
Total 16.25% (Rs.505.00 x 16.25/100)	= Rs. 82.0625
Bonus (Rs.7000/301days)	= Rs.23.26
Working coat (Rs.750 for 301 days)	= Rs.02.49

Holiday Wages (Rs.505 x 12 / 301 days)	= <u>Rs.20.13</u>
<b>Total</b>	<b>= <u>Rs.632.94</u></b>

**However, during the pendency of the contract, revision in minimum wages by the Ministry of Labour and Employment shall be adhered to as and when it takes place.**

4. The contractor shall ensure timely payment to the workers engaged by him as per relevant provisions of Payment of Wages Act 1936. The payment on each running bill of the contractor will be released only after satisfying the disbursement of payment to the contract labour engaged and adhering to all statutory provisions in force.
5. All necessary recoveries such as, Income Tax etc. as applicable will be effected as per the rules in force. TDS certificate in this regard will be issued.
6. The payment will be made through monthly bills considering the actual attendance and submission of certificates as detailed in Scope of Work in Annexure I.
7. The Security Deposit for the tender will be Rs.80, 000/-The EMD remitted will be treated as part of security deposit and balance amount will be deducted in equal installments from the first ten running bills. In the case of MSEs Security Deposit of Rs.80, 000/- will be deducted from first ten running bills in equal installments. The Security Deposit will be refunded without interest on completion of the work satisfactorily and on production of proof of all statutory payment or returns.
8. No escalation is allowed during the period of the contract, except the increase in Minimum Wages.

### ANNEXURE III

#### PRICE BID FORMAT

SL NO	DESCRIPTION	RATE (Rs.)	GST (Rs.)	TOTAL (Rs.)
1	<b>Labour supply – Fixed</b> 3 Semi Skilled Labour @ <b>Rs.632.94/day</b> for 25 Days (Monthly)	<b>47470.5</b>	<b>8544.69</b>	<b>56015.19</b>
2	Contractor's Margin (Monthly)			
3	Monitoring & Reports Submission (Monthly)			
<b>GRAND TOTAL (Rs.)</b>				
Grand Total in words Rupees..... ..... .....				

Sign and Seal of Bidder's Authorized Signatory

Note:

- (1) Labour Supply Rate is fixed and is calculated for 3 semiskilled labour@Rs. 632.94/day for 25 days in a month. However, the payment against labour supply will be based on actual working days and attendance only.
- (2) Rates quoted are for one Month period.
- (3) L1 will be arrived at on the basis of sum total of total amount for items at serial number 2 and 3.
- (4) Entire work will be awarded to a single contractor and there will not be any split in awarding of work, item-wise.
- (5) Quoted will be rejected if it is partially quoted.