



OFFICE OF THE ROURKELA MUNICIPAL CORPORATION
Udit Nagar, Rourkela Dist. -Sundargarh (Odisha) Pin-769012
Website: www.rmc.nic.in EmailId: rourkelamunicipality@gmail.com

No. 3670

Date: 17.03.2025

Tender Call Notice

The Municipal Commissioner on behalf of Rourkela Municipal Corporation invites sealed applications in conformation with detailed Tender call notice from the reputed firms /Agencies for "**Annual Maintenance Contract (AMC) of 10 Nos. of 500 LPH UF and 10 Nos. of 500 LPH RO System for Three Years**".

For detail technical specifications along with Terms & Conditions etc. may be seen from the Website of www.rmc.nic.in

Sd/-

Commissioner

Rourkela Municipal Corporation

Date: 17.03.2025

Memo No. 3671

Copy to Notice Board of RMC for wide publicity of advertisement through office notice board and MIS, RMC is directed for uploading of the tender document in the RMC website and Tender Odisha website.

Sd/-

Commissioner

Rourkela Municipal Corporation

Date: 17.03.2025

Memo No: 3672

Copy to Director, I&PR Dept., Govt. of Odisha, Bhubaneswar for information with a request to publish the copy of above mentioned notice in two highly circulated Odia daily newspaper on date 18.03.2025.

Sd/-

Commissioner

Rourkela Municipal Corporation



Tender Call Notice No. 3670

Date: 17.03.2025

Rourkela Municipal Corporation

Uditnagar, Rourkela, Dist.- Sundargarh (Odisha), PIN-769012

Email ID: rourkelamunicipality@gmail.com

Website: www.rmc.nic.in

TENDER

**STANDARD TERMS & CONDITIONS OF TENDER DOCUMENTS
FOR "Annual Maintenance Contract (AMC) of 10 Nos. of 500 LPH UF and
10 Nos. of 500 LPH RO System for Three Years".**

INVITATION FOR BID

Rourkela Municipal Corporation, Rourkela invites sealed Bids for “**Annual Maintenance Contract (AMC) of 10 Nos. of 500 LPH UF and 10 Nos. of 500 LPH RO System for Three Years**”.

1. BiddingSchedule:

1	Bid Document Publish Date	17.03.2025
2	Bid Document Download Start Date	17.03.2025
3	Closing date and time for receipt of Techno Financial Bid	02.04.2025, 01.00 PM
4	Date and Time of Opening of Technical Bid	02.04.2025, 04.30 PM
5	Date and Time of Opening of Financial Bid	To be informed
7	Place of receipt of Bid & Opening of Bid	The Commissioner, Rourkela Municipal Corporation Uditnagar, Rourkela, PIN-769012

2. Bidder may download the Bidding Document from the RMC website www.rmc.nic.in and submit its Bid by utilizing the downloaded document, along with the required non-refundable fee to words Tender paper cost of Rs. 472/- (Including of GST) in shape of DD drawn in favour of “The Commissioner, Rourkela Municipal Corporation, Rourkela” in any scheduled/ Nationalized bank payable at Rourkela. The bid documents in sealed cover may be sent through Speed Post/ Regd. Post /Courier/ or by hand in the office address of the undersigned within the scheduled date i.e. 02.04.2025 by 01.00 PM. The undersigned shall not be responsible for loss & delay of bid documents. Any bid received after scheduled date and time is liable to be rejected.
3. In the event of any of the above-mentioned dates being declared as a holiday / closed day the Bids will be received/ opened on the next working day at the appointed time.
4. For Queries and Clarifications, send email to: rourkelamunicipality@gmail.com only.
5. The Authority of RMC reserves the right, without any obligation or liability, to accept or reject any or all proposals at any stage of the process or to cancel or modify the process without assigning any reason whatsoever. Any changes in the tender document, addendum and corrigendum or schedule of the tender shall be reflected in the website of RMC (www.rmc.nic.in). No extension of any deadline will be granted on the basis of grounds that RMC have not responded to any question or not provided any clarification.

Sd/-
Commissioner
Rourkela Municipal Corporation

TERMS & CONDITIONS

Commissioner, Rourkela Municipal Corporation invites tender for "**Annual Maintenance Contract (AMC) of 10 Nos. of 500 LPH UF and 10 Nos. of 500 LPH RO System for Three Years**" as set forth in the "Schedule of Requirements".

1. The Tender Enquiry shall be submitted in **two separately sealed envelopes (A- Technical and B- Financial Bid)** with a covered envelop super scribed on the top left corner of the envelopes as "**Annual Maintenance Contract (AMC) of 10 Nos. of 500 LPH UF and 10 Nos. of 500 LPH RO System for Three Years**" and addressed to the Commissioner, Rourkela Municipal Corporation, Uditnagar, Rourkela, Dist.-Sundargarh (Odisha), PIN-769012.
2. The bidder has to submit Earnest Money Deposit (EMD) amounting to Rs. 20,000/- (Rupees Twenty Thousand Only) in the form of Demand Draft in favor of Commissioner, Rourkela Municipal Corporation, Rourkela. The EMD received from the tenderers will be returned completion of the awarded work. The bids received without EMD shall not be considered for technical evaluation.
3. **The Financial Bid** form shall be submitted in **Envelope-'B'**
4. Both the Envelopes should be clearly marked as **Envelope A & Envelope B** With the words "**Annual Maintenance Contract (AMC) of 10 Nos. of 500 LPH UF and 10 Nos. of 500 LPH RO System for Three Years**" super scribed on the top left corner of the envelopes which should also show the name and address of the bidder.
5. List of Water ATM is attached in Annexure-B.

A. Payment Terms

1. Payment: The payment will be made after completion of 01 (One) year. The agency is required to submit the taxable Bill/Invoice after completion of the work. The payment to be made within 15 days from the date of receipt of the Bill/Invoice.
2. GST: Extra as applicable on the total value (It may be changed as per Govt. notification from time to time).
3. Deduction of applicable taxes will be made including TDS & Certificate will be issued by Accounts Department of RMC for such deductions.

B. Work to the Satisfaction of RMC

The contractor shall execute the work efficiently and complete it in all respects in accordance with the contract terms and conditions and shall comply with and adhere strictly to the instructions and directions on any matter in accordance to the terms of the contract.

C. Indemnity

The contractor shall indemnify RMC against any claim, order and demand, made by competent authority & in case RMC asked to comply such order/ direction, RMC shall be entitled to recover / adjust the said amount from the dues of the contractors.

D. Rate Validity

The Price will be valid for a period of Three Years.

E. Jurisdiction and Right to Amend Rule:

1. The Bidder should furnish all the information as required in the Technical Bid form.
2. Rourkela Municipal Corporation will have the right to forfeit Performance Security, if the terms and conditions of the Tender are not adhered to by the supplier.

3. In case any dispute arises in regard to the tender, the decision of the Commissioner, Rourkela Municipal Corporation will be final and binding.
4. In case of litigation, the courts at Rourkela only will have jurisdiction for deciding case according to the relevant Indian laws in force.
5. The technical bid of the bidders will be opened first and the financial bid will be opened only of the bidders whose technical bid is accepted / qualified.
6. The tenderer/authorized person(s) should sign on each page of the bid document as a token of authenticity of the same.
7. Tender (s) received after due date & time shall not be accepted and Rourkela Municipal Corporation shall not be responsible for delay in postal delivery or any other reasons.
8. **Language of Bid: The Bid, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the RMC, shall be in English including Previous work orders, Contract agreement copy, Assignment completion certificate etc.**
9. Conditional tenders will not be accepted.

I have read and understood all the terms & conditions of the Tender Enquiry and hereby undertake to abide by the same.

Date:
Place:

Authorized Signatory
Name _____

Designation_____

NOTE: The Technical bid is required to be submitted in a separate sealed cover scripted as Envelope 'A' (along with Annexure-I, II, III, IV & V).

Submission of Technical Bid & Documents to Accompany the Bid:

The intending Bidders are required to submit the technical Bid in the prescribed format as in tender specification and also submit copy of the following documents, along with the Technical Bid, failing which their bids shall be summarily /out rightly rejected and will not be considered for further revaluation:

- I. Cost of tender paper in shape of demand draft/Cheque only.
- II. EMD amount in shape of Bank Draft or Cheque
- III. Attested copy of registration certificate of Agency/Firm/Company.
- IV. Attested copy of PAN/GIR Card.
- V. Attested copy GST registration Certificate. The tenderer should have Odisha GST.
- VI. Certified documents in support of financial turnover of the agency.
- VII. Copy of tender document with each page duly signed by the authorized signatory of the bidder/agency in token of their acceptance.
- VIII. The tenderer should have local office at Rourkela. Documentary proof to be submitted.

Opening of Bids.

- i. The part-I shall be opened on the date and time fixed by the RMC. Bids will be opened in presence of the Tenderers or their authorized representatives who wish to attend [limited to one person only] on the due date of opening of tender.
- ii. The price bids of the technically and otherwise acceptable bids shall only be evaluated. It should be distinctly understood that the part-II of the bid shall contain only details/documents relating to price. Inclusion of any of the documents/ information etc. shall render the bid liable for rejection.
- iii. In the event of discrepancy or arithmetical error in the schedule of price, the decision of the Management shall be final and binding on the Tenderer.
- iv. For evaluation the price mentioned in words shall be taken if there is any difference in figure and words in the price bid.

Management's Right to Reject Bids:

The Management reserves the right to reject any or all the tenders without assigning any reasons whatsoever.

TECHNICAL BID FORM

(TO BE SUBMITTED SEPARATELY IN ENVELOPE - 'A')

TECHNICAL BID

TENDER SPECIFICATION NO.

1. Name of the Bidder :
2. Details of Earnest Money Deposit : DD No. _____ Date _____

Of Rs. _____ drawn on
Bank _____

3. Full Address of Registered Office of the Bidder: _____

5. Telephone No.: _____
FAX No.: _____
E-Mail Address: _____

4. Full address of
Operating
/Branch Office of the Bidder: _____

Telephone No.: _____

FAX No.: _____

E-Mail Address: _____

6. PAN/GIR No.: _____

(Enclose attested copy)

7. GST Registration No.:_____ (Enclose attested copy)

8. Average annual turnover of the Bidder for the last three consecutive Financial Years should not be less than 10 Lakhs and the documents for the same may be attached with the bid.

9. The bidder should have similar type of experience.

10. Additional information, if any:

(Attach separate sheet if space provided is insufficient)

FINANCIAL BID FORM

(To be submitted separately in Envelope-"B")

Name of Firm/Agency: _____
Name of the Proprietor/Partner: _____
Address of the firm: _____

Sl. No	Service Description	Frequency	Per Unit Cost excluding GST per Year	No. of Units	Total Cost excluding GST per Year
1	Routine Preventive Maintenance (Inspection and servicing of UF & RO system)	Once in a Week		20	
2	Breakdown & Emergency Support	As per requirements			
3	Replacement of Consumables	As per need			
	(i) Filter Media	Once in a year			
	(ii) Micronics Filters	Twice in a year			
	(iii) Dosing Chemical	12 Times in a year			
4	Pumps, Panels will be repaired or replaced if required	As per requirements			
5	RO/UF Membrane will be cleaned or replaced if required	As per requirements			
6	Water Quality Testing & System Calibration	Thrice in a year			

Date: Signature of the Bidder:

Place:

Name:

Designation:

1. Price bids in any other format other than the prescribed one will not be considered for evaluation.
2. The total rates quoted by the tendering agency should be inclusive of all applicable taxes and exclusive of GST.

Annexure-III

UNDERTAKING BY THE AGENCY

I, _____, on behalf of _____ (Name of the firm/agency) hereby declare that there is no legal suit / criminal case pending or contemplated or legal notice having been served to this effect against the Proprietor of the Agency or any of its Directors (in case of Pvt. Ltd. Company) on grounds of moral turpitude or for violation of any of the laws in force and company is not black Listed by any Government Organization. I, _____, on behalf of _____ (Name of the firm/agency) hereby declare that our organization or the staff to be provided has no business or direct family relationship with member(s) of RMC's and/or RMC employees or persons positioned in or on the Board of these two organizations by whatever process. I, _____, on behalf of _____ (Name of the firm/agency) hereby undertake that all relevant statutory Requirements will be complied with. I, _____, on behalf of _____ (Name of the firm/agency) understand that if the above declaration is found incorrect, the present engagement would be terminated and _____ (name of the firm/agency) would be debarred from any further engagement by RMC ever.

Date:
Place:

Signature of the Bidder
Name _____
Designation _____

DECLARATION

1. I,.....Son/Daughter/Wife of
Shri.....Proprietor/Director/authorized signatory of
the Agency mentioned above, is competent to sign this declaration and
execute this tender document;
2. I have carefully read and understood all the terms and conditions of the
tender and undertake to abide by them. We are not involved in any major
litigation that may have impact of affecting or compromising the delivery of
the services as required under this tender.
3. The information/documents furnished along with the above are true and
authentic to the best of my knowledge and belief. I/we, am/are well aware
of the fact that furnishing of any false information / fabricated document
would lead to rejection of my tender at any stage besides liabilities towards
prosecution under appropriate law.

Date:
Place:

Signature of the Bidder
Name _____
Designation _____

Scope of AMC Services:

1. Routine Preventive Maintenance:

Scheduled servicing once in a week to ensure optimal performance.
Inspection, cleaning, and replacement of pre-filters and membranes as needed.
Checking and calibration of system parameters for efficiency.

2. Breakdown Maintenance & Emergency Support:

Within 24 hours response to system failures or technical issues.
On-call technical assistance for troubleshooting.

3. Replacement of Consumables & Spare Parts:

Supply and replacement of filters, membranes, and necessary spares as per requirements

4. Performance Testing & Water Quality Monitoring:

Periodic water quality testing to meet prescribed standards.
System optimization to maintain consistent output and efficiency.

AMC Will Not Cover:-

1. Any defect occurring due to accident, alternation, misuse, neglect, fire, flood, earthquake or any other such acts of nature.
2. Damage of any parts due to rodents, insects etc.
3. Reinstallation at a different location.
4. Unit not used in accordance with the given operating and maintenance instructions.

List of Water ATM

1. RMC inside
2. RMC Front
3. Bisra Chowk
4. Uditnagar Food Court
5. Basanti Food Court
6. VSS Market, Chhend
7. Biju Patnaik Chowk, Chhend
8. Co-operative Chowk, Chhend
9. Panposh Market
10. Hockey Chowk
11. Vedvyas Aahaar Kendra
12. NAC Market, Koelnagar
13. Shaktinagar
14. Jagda Community Centre front
15. Old Taxi Stand, Daily Market
16. RGH
17. New Bus Stand Aahaar Kendra
18. DAV Chowk
19. RTO Office
20. Power House Aahaar Kendra