

**TENDER DOCUMENT
FOR
PROVIDING BIOWASTE MANAGEMENT
SERVICES TO PASTEUR INSTITUTE OF
INDIA, COONOR**

Tender No. PIIC/Estate/02/Biomedical Waste Management/2021-22

Date of issue of tender documents: 23/11/2021

Last date & time of submission of tender documents: 13/12/2021 up to 15.00 hrs.

Date & time of opening of technical bid: 13/12/2021 at 15.30hrs.

Cost of Tender: Rs. 500/- (Rupees five Hundred Only/-) Tender document may be collected from PII, Coonoor on cash payment or enclose a Demand Draft of **Rs. 500/-** in favour of PII, Coonoor with the downloaded document.

EMD / Bid Security: Rs. 25,000/- in the form of DD in favor of PII, Coonoor.

Note: This tender document contains 12 pages (including Technical & Financial Bid) and Bidders are requested to read & sign on all the pages. The Technical bid and Financial bid should be sealed by the bidder in separate covers duly super scribed as “ Technical Bid and Financial Bid” respectively and both these sealed covers are to be put in a bigger cover which should also be sealed & duly super scribed as “ Tender for providing Biomedical Waste Management Services” for PII, Coonoor.

(Tender to be dropped in the Tender Box available at PIIC Campus)

Director,
Pasteur Institute of India,
Coonoor - 643103
Phone: 04232232959
Email: piicestate2021@gmail.com
Website: www.pasteurinstituteindia.com

PASTEUR INSTITUTE OF INDIA, COONOOR

Eligibility and Criteria for Selection

A firm or agency satisfying all the following conditions.

1. Having experience of at least three years in Biomedical Waste Management service.
2. The Highest bidder will be awarded the contract. The analysis of rate (L-1) will be made on overall basis.
3. The contractor should have valid license from state pollution control board (TNPCB) licensing officer of the area.
4. The contractor should meet the norms of TNPCB /CPCB authority.

GENERAL TERMS AND CONDITIONS FOR TENDER

1. Prescribed tender form can be obtained from Estate Department, PII, Coonoor-643103 till 22/11/2021 between office hrs in any working day. The tender form can also be downloaded from the PIIC website **www.pasteurinstituteindia.com**. The tender documents along with the Earnest Money Deposit of Rs.25,000/- (Rupees Twenty five thousand Only/-) by Demand Draft in favour of Director, Pasteur Institute of India, payable at Coonoor may reach on or before 13/12/2021 till 17:00 hrs & can also be deposited in the tender box kept in the reception at PASTEUR INSTITUTE OF INDIA, COONOOR. Tenders should be in sealed envelope superscripted "Tender for Biomedical Waste management" addressed to the Director, Pasteur Institute of India, Coonoor - 643103. The tenders (Technical Bid) will be opened on the 13/12/2021 at 15:30 hrs in the presence of the tenderers/representative who may wish to be present, either by themselves or through their authorized representatives. The Bids shall be evaluated on two stage evaluation process. After evaluating the technical bids the eligible bidders shall be shortlisted for second stage i.e. Financial Bid evaluation. The Financial bids of only qualified tenderers after technical evaluation, shall be opened in the presence of attending tenderers or their authorized representatives. The date of opening of Financial bids of technically qualified bidders will be intimated through phone/e-mails.
2. **The tender shall be submitted in two separate sealed envelopes, one for the technical bid (as per Annexure 'A' enclosed) and one for the financial bid (as per Annexure 'B' enclosed) which should be clearly super scribed on the envelopes. Both sealed envelopes (i.e. Technical Bid and Financial Bid) should be submitted in another sealed envelope superscribed with "Tender for providing Biomedical Waste Management services".**

3. PIIC reserves the right to award the contract to deserving parties either in full or in parts. The decision of PIIC is final and unquestionable.
4. PIIC reserves the right to terminate the contract without assigning any reason whatsoever.
5. **INSTRUCTION TO THE TENDERERS**

The tender bids Quotation must be submitted giving complete details in the enclosed tender papers. The rates quoted shall remain valid for complete contract period and during extended period. Bids containing erasures or alterations will not be considered, unless countersigned by the authorized signatory.

The total amount shall be written both in figures and in words and if there is any discrepancy between the two, the lowest amount shall only be accepted.

Bids, which do not comply with the above conditions, are liable to be rejected.

The PIIC shall be under no obligation to accept the lowest or any tender received in response to this tender notice and shall be entitled to reject any tender without assigning any reason whatsoever.

Care must be taken so that no furniture, fixture, fittings are damaged while carrying out the work by the contractor. Any damage caused will have to be repaired/replaced by the contractor and on termination of the contract the contractor will hand over all the supplied equipment/articles in good condition back to PIIC.

6. EARNEST MONEY DEPOSIT / BID SECURITY

Tenderers should submit an EMD / Bid Security equivalent to Rs.25,000/- (Rupees Twenty Five Thousand only/-) EMD / Bid Security amount shall be submitted by way of a Demand Draft favoring Director, Pasteur Institute of India, payable at Coonoor. This amount will be returned interest free to the unsuccessful tenderers within one month from the closing date of the tender or within one month after the award of the contract whichever is later.

In case of successful tenderer, The EMD / Bid Security deposited by successful bidder shall only be refunded after the firm furnishes performance guarantee. In case of successful Tenderer, Earnest Money Deposit if paid may be adjusted towards Performance Security payable.

In case of successful tenderers, EMD / Bid Security amount will be forfeited by PIIC in the following cases:

- i) If, after acceptance of the contract, the tenderer fails to carry out the service/supply in accordance with the terms and conditions of the contract.
- ii) If the tenderer withdraws the tender during the validity period.

- iii) Completion of services shall be done in accordance with the terms and conditions of the contract. Any unexcused delay will not only warrant forfeiture of EMD / Bid Security amount and / or closure / termination of the contract for default.

If any time during the performance of the contract, the Contractor encounters conditions impeding timely performance of service, he should promptly notify PIIC authorities in writing the fact of the delay, the cause of delay and its likely duration of restoration. PIIC authority will evaluate the situation and at its discretion, extend contractor's time for performance.

Bids not accompanied with EMD / Bid Security amount in the prescribed manner will be rejected.

7. Prices quoted for services should be inclusive of all statutory levies and duties for free delivery / service at PIIC premises. The bill raised to PIIC after rendering the services shall be subject to the tax deduction at source.
8. Bids should be valid for a period of at least 6 months from the closing date of the tender.
9. Tenderers are requested to study the terms and conditions of the tender carefully and then submit tenders accordingly TNPCB norms.
10. After acceptance of the contract if any/all the terms and conditions of the contract is / are violated, then PIIC reserves the right to terminate the contract. In such cases, the security deposit amount will be forfeited by PIIC.
11. Please note that any falsification / suppression of information could lead to the disqualification from the tender.
12. Please note, tender bid should be submitted in accordance with our terms and conditions mentioned herein. Non compliance to the above would entail automatic disqualification and rejection of the offers.
13. Exact details of service tax and other levies must be clearly indicated.
14. Clarifications with respect to the tender may be sought well before the last date for submission of tender bids and it may be noted that PIIC is not responsible for delay whatsoever.
15. Canvassing in any form entails the tenderers disqualification.
16. Any tenderer found influencing or intimidating other tenderers, tender process is liable for disqualification.

17. PIIC has the right to accept /reject the clauses / items; notice which has not been given by the agency at the time of submitting the quotation and which are put forward is subsequent correspondence.
18. Tenderers are advised to understand the magnitude of the job involved from the Administration department before submitting their bids. They may even visit PIIC premises for this purpose (relevant for this tender). No clarification will be entertained after receiving bids.

19. SECURITY DEPOSIT

The agency to whom order will be placed have to submit the Performance security (i.e. 10% of the value of contract for 12 months in the form of Demand Draft/BG drawn in favour of *Director, Pasteur Institute of India*, payable at *Coonoor* & should be valid for a period of 60 days beyond the date of completion of all contractual obligations of the agency. The EMD / Bid security deposited by successful bidder shall only be refunded after the firm furnishes performance guarantee. In case of successful Tenderer, Earnest Money Deposit / Bid Security if paid may be adjusted towards Performance Security payable.

20. SCOPE OF WORK

It should compliance with Biomedical Waste Management Rule 2016.

PIIC requires biomedical waste management services for the purpose of collection, storage, transportation, treatment, handling and disposable of biomedical waste generated from PIIC premises.

The Biowaste collected at PIIC with designated bar-coded bags/container.

The successful tenderer's responsibility for supply of categorized bar-coded traceable bags/containers as per the requirements

The Biomedical wastes are transported in the barcode disposable bags/container as per the guidelines issued by TNPCB on 27/05/2019.

The Biomedical waste bag/ Containers should have traceability up to disposing stage and the coded bags to be supplied by vendors as per the regulatory norms.

The biowaste collected from the PIIC should be properly disposed as per the TNPCB/CPCB norms CBMWTF.

The agency should collect the biowaste in the stipulated time frame as assigned by TNPCB.

21. DURATION OF CONTRACT

The contract shall be valid for one year from the date of enforcement which may be extended for another period of two years thus making the total period of three years subject to satisfactory performance and compliance on yearly basis of all the provisions mentioned in the tender document. The contract once awarded can be terminated by PIIC after giving one month notice. Nevertheless, PIIC may terminate the contract of the contractor without any notice in case the contractor commits a breach of any of the terms of the contract. PIIC's decision that a breach has occurred will be final and shall be accepted without demur by the contractor.

In case the agency wants to terminate the tender/ agreement, it shall have to give three calendar months notice in advance to this effect to the PIIC.

22. CONTRACT RATES TO BE QUOTED ONLY IN ANNEXURE ‘B’ ENCLOSED.

The rate should be quoted as per details of work

S. No.	Services	Condition
1.	Collection of Biomedical waste	Appropriate bar-coded baggage/containers
2.	Transportation	Within the stipulated time frame
3.	Disposal of the Biowaste	With proper procedure as per the Regulatory norms as per TNPCB/CPCB norms CBMWTF

PIIC reserves the right to increase/decrease the number of services as per the requirement.

23. GUIDELINES FOR SUBMISSION OF BIDS.

Sealed bids should be submitted in two parts as given below.

- (a) Technical Bid (b) Financial Bid

Technical Bid

(To be enclosed in envelope superscripted ‘Technical Bid’)

The bidder should submit the details of the firm or the Agency as per Annexure ‘A’. The format is enclosed herewith. The bidder is required to necessarily provide full description of services they intend to provide and other allied terms and conditions other than commercially /financial aspects including the certificate copy of environment clearance.

The EMD / Bid Security must be enclosed only with the Technical Bids, as only the Technical bids will be opened first.

The container or bag referred to in sub rule (2) shall be labeled as specified in schedule IV of BMW management rule 2016. The barcode and global positioning system shall be added by the occupiers of CBMWTF in one year time.

The CBWTF are required to function in compliance with standard and under BMW rule 2016 and issued to CPCB.

The agency /Company should attach the documentary proof/details of their experience regarding competency of undertaking to carry out the services indicated in the tender along with the Annexure ‘A’.

Financial Bid

(To be enclosed in Envelope superscripted '**Financial Bid**')

The prices may be quoted as per the prescribed format given as Annexure 'B' of the tender document.

These prices should be inclusive of all charges and must be quoted in clear terms unambiguously.

All type of services should be clearly mentioned with their price breakup of chemicals used.

Contract rates to be quoted as per Annexure 'B' for the activities described therein. The financial bids will be opened subsequently only for those parties who are found technically suitable.

The contract or any order resulting from the tender will be governed by PIIC Terms and conditions of tender and the tenderer quoting against this tender will be deemed to have read and understood the same, in the same meaning as that of PIIC.

24. PAYMENT

Payment will be made once in a month after ascertaining the satisfactory performance of contractual responsibility carried out in the previous calendar month.

No advance will be paid and no running bills will be entertained. Taxes applicable will be deducted at source.

25. PENALTY

While all contractual obligations will be strictly enforced, deduction will be made for poor service like.

- a) Service personnel not turning up for service on the appointed day and the appointed time.
- b) The tenderer should not be black listed by any department of the Central or State Government or PSU or any other organization. The supplier must give an undertaking in this regard.

UNDERTAKING

This is to certify that M/s.....have not been debarred from any department of the central/state government or PSU or any other organization.

Name of the Authorized Signatory:

Contact No.:

E-mail:

Name of the Company/Firm:

Seal of the Company/Firm:

TECHNICAL BID

1. Name of the Agency.....
2. Name of the authorized person (who signs on the tender document)
.....
3. Address of the Agency.....
4. Phone No. (Mob.).....Fax.....
5. E-mail:.....

Eligibility Criteria for Selection:

S. No.	Required Documents	Proof: Attached / Not Attached	Sr. No. of Proof
1	Copy of terms and conditions and every page of the tender document duly signed with seal of the firm, in token of acceptance of terms and conditions of tender.		
2	Earnest Money deposit / Bid Security of Rs. 25,000/- (Twenty five Thousand only)	DD No. Date:	
3	Tender fees of Rs 500/-		
4	Copy of GST/CST/LST/TIN/ Firm Registration	Registration no:	
5	Copy of the PAN no. of the Firm	PAN No.....	
6	Experience of at least three years in Biomedical waste management services (Experience certificate/work orders along with details at Annexure-I)		

Note: All the documents must be self attested.

Seal of the Company/Firm:

ANNEXURE – ‘B’

Financial Bid

The rates should be quoted for work mentioned below

S. No.	Services	Condition
1	Collection of Biomedical waste	Appropriate bar-coded baggage/containers
2.	Transportation	Within the stipulated time frame
3.	Disposal of the Biomedical waste	With proper procedure as per the Regulatory norms as pe TNPCB/CPCB norms CBMWTF

Note:

Payment to the agency will be made as per actual quantity/service done for various categories of biomedical waste management based on requirement of the institute for which prior orders/instructions approval has to be obtained by the agency. The payment for those areas which are not asked for the treatment by the institute will not be paid. The biomedical waste management may be increased or decreased on the basis of requirement.

CERTIFICATE

I hereby certify that I have studied all the terms and conditions of the tender document, understood the same and hereby accept the same and signing this document as an authorized signatory in the capacity of Proprietor/Partner/Director.

Date : _____

Signature & seal of the firm: _____

Place : _____

Name & Designation: _____

Phone No. _____

Mail: _____

Statement of the clients during last three years

S. No.	Name and Address of the firm	Name, Designation and Contact Phone no. of the official in-charge	Name of the services provided	Monthly contract amount (Rs.)	Sr. no. of proof attached
1					
2					
3					
4					
5					
6					

Seal of the Company/Firm: