भारतीय सूचना प्रौद्योगिकी संस्थान, नागपुर
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, NAGPUR
"An Institution of National Importance by an Act of Parliament"
Survey No. :140,141/1 Behind Br. Sheshrao Wankhade Shetkari Sahakari Soot Girni, Village: Waranga PO : Dongargaon(Butibori),District: Nagpur (Maharashtra)-441108
Website: www.iiitn.ac.in Email: director@iiitn.ac.in, registrar@iiitn.ac.in Phone: 9405215010

QUOTATION ENQUIRY

SUBJECT: QUOTATION FOR ANNUAL MAINTENANCE CONTRACT FOR WATER TREATMENT PLANT AT IIIT NAGPUR.

Supplier Name: - **M/s**	**Ref No.: IIITN/ADMIN/WTP/QUOT/2025-26/13**	**Date of issue: - 24.12.2025**
Ph No: -	**Last Date of Submission: - 02/01/2026 up to 03.00 PM At IIIT Nagpur Permanent Campus**	
Email id: -	**Opening Date of Quotation: - 02/01/2026 at 03.30 PM**	

On behalf of Director, IIIT Nagpur, quotations are invited in sealed cover for Annual Maintenance Contract for Water Treatment Plant at IIIT Nagpur.

The quotation should be valid for 90 days from the date of submission.

Quotation should reach the Registrar, **Indian Institute of Information Technology Nagpur, Survey No.: 140,141/1 Behind Br. Sheshrao Wankhade Shetkari Sahakari Soot Girni, Village: Waranga PO: Dongargaon (Butibori), District: Nagpur (Maharashtra)- 441108 on or before 02/01/2026 up to 3:00 PM**.

It will be presumed that the rates quoted by the firm are inclusive of all taxes on **D.A.P. Indian Institute of Information Technology Nagpur, Survey No.: 140,141/1 Behind Br. Sheshrao Wankhade Shetkari Sahakari Soot Girni, Village: Waranga PO: Dongargaon (Butibori), District: Nagpur (Maharashtra)-441108 basis.**

Information / Documents which are found to be false / incorrect / forged / fake, will lead to disqualification of the quotation. The Institute shall be free to take any action including blacklisting the firm / company.

Each and every document submitted with the quotation along with this quotation format should be duly signed & stamped failing which, submitted quotation may be treated as non-responsive. The decision of the Director, IIITN shall be final on the matter.

The Institute reserves the right to reject any or all quotation, wholly or partly or close the quotation at any stage prior to the award of contract without assigning any reason whatsoever.

INCOMPLETE OR CONDITIONAL QUOTATIONS MAY BE REJECTED.

Signature of Bidder with Seal and Date

SCOPE OF WORK FOR ANNUAL MAINTENANCE CONTRACT (AMC) FOR 300 KLD WATER TREATMENT PLANT (DMF + ACF+ SOFTENER) INCLUDING MANPOWER, CHEMICALS, CARTAGE FILTER, WATER QUALITY TESTING REPORT.

1. Deployment of **one skilled operator** during scheduled **monthly visits** (first or second week of each month) for preventive and breakdown maintenance.

2. Operation and monitoring of pumps, valves, backwashing, and rinsing cycles to ensure efficient plant performance.

3. Supply of required **chemicals**, including Sodium Hypochlorite / Chlorine / Acid (HCL) for disinfection and pH control.

4. Supply and replacement of **cartridge filters**. The PP Spun Cartridge Filter shall be a depth-type filtration element of 20 inches' length and 4.5 inches' diameter (508 mm (L)x114.3 mm (Dia), Big Blue type) with a 5-micron rating, suitable for removal of suspended particles, silt, sand, rust, and turbidity from water.

5. Preventive and breakdown maintenance of MGF, ACF, pipelines, valves, pressure gauges, and associated accessories.

6. Cleaning of filter vessels, strainers, chemical dosing tanks, and pipelines.

7. Conducting **half-yearly water quality testing** through a NABL/approved laboratory and submission of test reports to the Institute.

8. Submission of monthly operation and maintenance (O&M) reports detailing activities carried out, observations, and corrective actions.

9. Maintenance of housekeeping and cleanliness within the Water Treatment Plant (WTP) premises.

10. Lubrication, tightening, inspection, and calibration of mechanical components and chemical dosing systems to ensure reliable operation.

GENERAL TERMS & CONDITIONS: -

1. **TERMS OF PAYMENT**: The Payment Shall Be Released On Quarterly Basic For Which Contractor Have To Submit Monthly Report Of Maintenance Along With Bill.

2. The AMC shall remain valid for **one (01) year** from the date of issue of the work order, and may be extended for **another two (02) years**, on same rates and terms and conditions on a yearly basis, subject to satisfactory performance.

3. The firms / agencies/ contractors who wish to quote are required to visit and examine the whole systems and satisfy themselves before submitting their offer and to apprise themselves about the plant and equipment's, accessories and parts of the complete systems.

4. The firm shall attend to any breakdown call **within 24 hours** of receiving a complaint.

Signature of Bidder with Seal and Date

5. All safety measures and required tools/equipment shall be arranged by the contractor during the work.

6. The contractor shall arrange all necessary tools, testing equipment, and standard consumables required for maintenance.

7. The contractor shall be responsible for proper maintenance of punctuality, discipline work output and cleanliness of the Plant and its surroundings.

8. The Institute reserves the right to terminate the contract by giving a 30 days written notice if the contractor's service is found to be consistently unsatisfactory, or in case of breach of any terms and conditions.

9. Any disputes shall be subject to the exclusive jurisdiction of the courts in Nagpur.

10. The time allowed for the work shall be strictly followed otherwise the Bidder shall be liable to pay compensation at the rate of 0.5% of the quoted Price of the work per week of delay on the part of the Selected Bidder subject to a maximum of 10% of the total Contract Value.

11. Any amendment or corrigendum regarding this Quotation will be issued on Institute website www.iiitn.ac.in only.

I/c Registrar

Signature of Bidder with Seal and Date

Annexure-A

DETAILS OF THE BIDDER

The following details are to be filled by the Bidder and also to be attached the necessary certificates, along with Firm's Registration Certificate without which the quotation may not be entertained.

1	Name & Address of the Agency / Firm / Company	
2	Year of Establishment:	
3	Registered Office Address	
4	Nature of the firm (Proprietorship / Partnership / Private Limited or Cooperative body etc)	
5	Registration No of Firm (Enclose Copy of the Registration)	
6	GST Registration No. (Enclose Copy of the GST Certificate) ***If GST is not applicable enclose CA Certificate***	
7	PAN No. (Enclose Copy of PAN Card)	
8	Name & Address of the Authorized Person	
9	Phone No.	
10	Email-ID	

Signature of Bidder with Seal and Date

"FORMAT OF QUOTATION ENQUIRY"

Ref No.: IIITN/ADMIN/WTP/QUOT/2025-26/13 Date: 24.12.2025

SUBJECT: - QUOTATION FOR ANNUAL MAINTENANCE CONTRACT FOR WATER TREATMENT PLANT AT IIIT NAGPUR.

Sr. No	Particular	Amount per Annum in Rupees
1	**Annual Maintenance Contract for Water Treatment Plant at IIIT Nagpur.**	
2	Less, Education Institutional Discount	
3	Basic Amount (1-2)	
4	Add, GST / Taxes	
	Total Quoted price in Figures (3+4)	
Total Quoted price in Words: -		

1. The Price quoted by the Bidder shall be fixed for the duration of the contract and shall not subjected to adjustment on any account.

2. The Bidder with lowest Total Quoted Price (L1) shall be selected subject to fulfillment of all the other applicable conditions of the Quotation.

Note: - Price / Commercial bid & other details should be furnished as per Institute's prescribed format failing which the price / commercial Bid may be treated as unresponsive and may lend to disqualification.

Signature of Bidder with Seal and Date