

Tender No.: SCOPE MINAR/MMO/2025-26/181
15/12/2025

NOTICE INVITING TENDER

1. Online e-tenders are invited by Group General Manager-(Tech & HR), SCOPE on behalf of Constituents of SCOPE MINAR, Laxmi Nagar Delhi- 110092 for the following work:

1.1	Name of the work	Annual Maintenance Contract (AMC) For : Reverse Osmosis Plant at SCOPE Minar, Laxmi Nagar, Delhi-110092.
1.2	Estimated Cost	: Rs. 678672/-plus GST @ 18%. Per annum
1.3	Earnest Money	: Rs. 16100/-
1.4	Tender Processing fee	: Rs. 601/-
1.5	Duration of Contract	: Two Years from the date of issue of work order.
1.6	Cost of Tender	: Rs. 590/-
1.7	Commencement of downloading E-Bid	: 17.12.2025 from 10:00AM
1.8	Last date of downloading of E-Bid	: 29.12.2025 Up to 10:00AM
1.9	Last date of E-Bid submission	: 29.12.2025 Up to 03:00PM
1.10	Last date of submission of EMD & Tender Cost (online payment)	: 29.12.2025 Up to 03:00PM
1.12	Tender opening date & time(technical)	: 29.12.25 at 03:30PM
1.13	Tender Opening date & time (Financial)	: To be intimated later

2. Bidders have to download the Bid documents from the e-procurement portal i.e. <https://scope.ewizard.in> after registering themselves on portal and submit e-bids after payment of bid processing fee & Bid document fee before last date & at time of downloading the e-bids online. Bidder can also view the NIT, scope of work on www.scopeonline.in. For E-tendering support:- 9355030607, 9355030616

3. Bids shall be submitted through e-bidding mode only. No other mode of bid submission shall be accepted.

4. Tender shall be accepted only from the reputed specialized Contractors / Manufactures working with CPWD/ PWD/ MES/ Railway/ PSUs/ Autonomous Bodies/ SCOPE who fulfil following pre-qualification criteria & showing the original document in this regard:

- 4.1 Proof of having successfully completed similar works i.e. SITC / O & M works of RO plant (Minimum 10 m³/ hr capacity) during the last 5 years ending last day of the month previous to the one in which applications are invited:

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Three similar completed SITC / O & M works of RO plant (Minimum 10 m³/ hr capacity), each costing not less than the amount equal to 40% of estimated cost put to tender.

OR

Two similar completed SITC / O & M works of RO plant (Minimum 10 m³/ hr capacity), each costing not less than the amount equal to 60% of estimated cost put to tender.

OR

One similar completed SITC / O & M works of RO plant (Minimum 10 m³/ hr capacity), each costing not less than the amount equal to 80% of estimated cost put to tender.

- 4.2 The tenderer must be registered under ESI, PF, GST & Income Tax act and should have PAN No. copies of registration papers along with details need to be furnished. Latest ESI & PF deposit with challan authority is also needed.
 - 4.3 Average annual financial turnover of RO works should be at least 100 % of the estimated cost during the immediate last 3 consecutive financial year.
 - 4.4 Balance sheet for previous three years with ITR.
 - 4.5 Copies of similar works executed / in hand for multi-storied office building & industry during last five years along with work order & clients performance certificate.
5. The tender shall be submitted: through portal only i.e. <https://scope.ewizard.in>.
 6. **The Tender Cost (Form Fee), Earnest Money Deposit (EMD), and Tender Processing Fee (TPF) must be paid by the bidder through online payment mode only, as provided on the e-tendering portal, i.e., <https://scope.ewizard.in>. In case the bidder fails to technically qualify as per eligibility criteria of the tender or is not the Lowest (L1) bidder, The EMD amount will be refunded to the bidder's account details as provided on the bidder enrollment registration page of SCOPE e-Tendering portal: <https://scope.ewizard.in>.**
 7. The agencies are strictly advised to visit the site before quoting their rates in the tender.
 8. All the above certificate/documents shall be submitted by the firm duly signed & self-attested subject to verification with original documents.
 9. Tenders are invited to submit their offer strictly based on the layout, design, parameters, specific require condition and specification given in the tender document and instruction to bidder.
 10. Pre-bid Conference shall be held at 3.30 PM on 26.12.2025 if required.
 11. SCOPE reserves the right to reject any or all tenders without assigning any reasons.

Group General Manager-(Tech & HR)

SCOPE OF WORK

1. The scope of work includes ensuring the Operation & Maintenance of Reverse Osmosis Plants (20m³/hr & 10m³/hr) in perfect working condition at all times during the year, whether the same are actually used or not.
2. Operation & Maintenance of RO plants (20m³/hr & 10m³/hr) as detailed in "Annexure-I" shall be carried out daily generally in two shifts and as & when required basis including holidays at the agreed rates as per agreement & to the satisfaction of Engineer-In charge. Nothing extra shall be paid on this account.
3. All Minor consumable such as suitable membranes cleaning chemical, duster, soap, cotton waste, dhoti, connectors, thimbles, terminal plates, control fuse and wires etc. as required for work shall be arranged by you for smooth functioning of RO Plants.
4. All the works are to be carried out in the most efficient manner and with close coordination with other agencies and the conditions prevailing in SCOPE Minar. In case any special arrangement is to be made for carrying out any minor repair, the same shall be done by you at your cost. The Log book/Resister shall be maintained to keep all the operation, breakdown and rectification details at site.
5. Contractor shall deploy technical staff with sufficient experience, so as to attend to the breakdowns and ensure smooth operation and running of RO Plants. Skilled/ unskilled personnel shall also be well experienced.
6. Unjustified delay in running of services and rectification of breakdown shall be treated as breach of contract. The contractor shall be liable for deduction from its running A/C bills of reasonable amount as may be assessed by Engineer-in-charge, SCOPE.
7. All tools required for carrying out the work shall be arranged by the Contractor at its own cost and shall be always available at site.
8. Operation and maintenance (including day to day maintenance) of R.O. based water treatment plant of capacity (20CUM/Hr & 10 CUM/hr) and it's connected network so as to ensure the satisfactory system operation / services and maintenance as per the scope of work, specifications, terms and conditions as detailed in the tender document & as per the direction of the EIC. The item shall also include daily checking of the common parameter of the RO water as per the tender and also undertaking the testing of the RO water sample. The detail of the labs, periodicity / frequency etc. will be as per the following table: -

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Frequency for RO water tests.	Frequency-wise Name of the water testing Labs.	Remark
Once in 04 (four) months duration. Thus, total no. of tests to be undertaken will be 03 (Three) during the 12 months period of contract.	In general, frequency-wise water testing Lab will be as mentioned below. However, due to any reason/circumstances whatsoever it may be, the decision of the EIC will be final & binding to the contractor on the matter of selection of Labs out of following these two: - (i) Shri Ram Institute for Industrial Research, New Delhi for the first, third no. / frequency of the RO water tests &/or (ii) IIT, New Delhi for the second no. / Frequency of the RO water tests.	(i) The RO water samples will be collected & sealed by the representative of the Labs in the presence of EIC or his authorized representative. (ii) These periodic laboratory tests shall be got conducted by the contractor at his own cost i.e. the lab charges shall be borne by the contractor & nothing shall be paid to the contractor on this account by the SCOPE. However, any shortcomings in results of not meeting the required parameters if found after the test, the contractor shall rectify all such deficiencies at his own cost. While doing so, if replacement of any part is required, the same shall be the responsibility of the contractor at his own cost.

9. Contractor shall indemnify SCOPE against all losses due to its workers engaged at site. The workers engaged shall be on the rolls of the Contractor and no claim whatsoever raised by these personnel shall be entertained and maintainable against SCOPE.
10. The contractor shall ensure payment of wages to the workers in accordance with their experiences and prevailing labour laws and regulations but not less than the prevailing minimum wages as per minimum wages act applicable from time to time in Scope.
11. Besides minimum wages the contractor shall also follow provisions of PF, ESI, bonus, leave rules, and other relevant acts for contract workers.
12. Agency will ensure that all their staff 'on site'; will wear Uniform/Apron with agency monogram. The staff members not wearing proper Uniform/Apron shall not be allowed to work at site. Agency to provide two sets of uniform (shirts, trousers, jackets) per year and one pair of safety shoes per year, to all its workers/employees.
13. You shall be fully responsible for safety of their personnel and workers. SCOPE shall not be responsible for any damage/loss due to any accident/mishap and the entire responsibility shall be on contracting agency.
14. The Contractor shall be responsible for operation and maintenance of the system/equipment for installation. Necessary Manpower shall be deployed by the contractor to maintain the entire package.



15. For all disputes regarding labour, the Contractor shall be responsible and must maintain discipline and peace at place of work.
16. Any civil and or electrical work / service not specifically mentioned in the scope of work but required for uninterrupted & smooth operation & maintenance of R.O. Plant shall be deemed to be included in the scope of supply of bidder.
17. The contractor shall ensure persons who are considered unsuitable by EIC for any reason whatsoever, shall be promptly removed from the works and all damages made good at his own cost.
18. The cost of all spare parts such as Bearings, shafts, power contactors, o/L relay, timer, MCCBs, Main switches etc., required for work which is not covered above shall be supplied by the agency and shall be paid extra with 15% transportation & handling charges based on actual price list minus discount if any.



Group General Manager (Tech & HR)