

Name of Work: Consultancy services for online submission of mandatory annual returns for the period ending June, 2020 to Madhya Pradesh Pollution Control Board (MPPCB), Bhopal

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**INDIAN INSTITUTE OF TECHNOLOGY INDORE**

**NOTICE INVITING E-TENDER**

The Project in Charge, IIT Indore invites on behalf of IIT Indore, bids for Consultancy services:

**NIT No.: IITI/IDO/MPPCB/20-21/12**

Name of Work: Consultancy services for online submission of mandatory annual returns for the period ending June, 2020 to M.P. Pollution Control Board (MPPCB), Bhopal

Estimated Cost: ₹ 1, 50,000

Earnest Money: ₹ 3,000

Time Period: **07 days**

Date of availability of tender document for download from **June 29, 2020 (18:00 PM.)**

To **July 06, 2019 (11:00 AM)** on website [www.tenderwizard.com/IIT](http://www.tenderwizard.com/IIT)

Period of submission of bids: up to **July 06, 2019 (11:00 AM)**, Time and date of opening of bid: **July 07, 2019 (11:00 AM)**

The tender forms and other details can be seen on the website <https://eprocure.gov.in/eprocure/app>

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### **Information and Instructions to the Bidders:**

1. The consultants having relevant experience in uploading reports/documents on MPPCB XGN portal are eligible to apply.
2. The EMD is to be paid in online mode only which will be refunded to all bidders after submission of Performance Guarantee by L1 bidder.
3. The bid documents of only those bidders will be opened whose Earnest Money Deposit and other submitted documents are found in order.
4. The consultant will execute the work during working hours from 9am to 6pm on working days. Permission of Engineer In charge and Chief Security Officer will be required in writing for working on holidays and beyond working hours.
5. Looking to the pandemic COVID- 19 situation, the consultant shall be responsible for necessary permission from Govt. authorities and IIT Indore authorities for entrance and working in IIT Indore campus.
6. The bids shall remain open for acceptance for a period of ninety days from the last date of submission of bids. If any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid document which are not acceptable to the department, then IITI shall, without prejudice to any other right or remedy, be at liberty to forfeit of the said earnest money as aforesaid. Further, the bidder shall not be allowed to participate in the re-tendering process of the work.
7. The consultant whose bid is accepted will be required to furnish performance guarantee of 5% (Five Percent) of the bid amount in the form of Demand Draft, bank/Banker's cheque of any scheduled bank/Demand Draft of any scheduled bank/Pay order of any scheduled bank (in case guarantee amount is less than Rs. 1,00,000/-) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form in favour of Registrar IIT Indore payable at Indore. In case the consultant fails to deposit the said performance guarantee within 5 working days from the letter of intent including the extended period if any, the Earnest Money deposited by the consultant shall be forfeited automatically without any notice to the consultant.
8. 2.5% of value of bill will be recovered towards Security Deposit (S.D.) which will be returned after three months from the date of successful uploading of reports on XGN portal of MPPCB.
9. The competent authority on behalf of the IIT Indore does not bind himself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without assigning any reason. All bids in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be summarily rejected. Conditional bid including conditional rebate shall be summarily rejected.

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10. IIT Indore shall provide all the available data/ information/ site details during the draft report preparation.

11. Terms of payment:

- i) 50% of the total fee will be paid after successful uploading of reports on MPPCB XGN portal and submission of hard copies to the concerned authorities.
- ii) Balance 50% of the total fee will be paid after 45 days from the date of successful uploading of reports on MPPCB portal and submission of hard copies to the concerned authorities.

- EMD is to be paid only online mode through below mentioned link:  
<https://www.onlinesbi.com/sbicollect/icollecthome.htm>  
Receipt of online payment of EMD is to be attached with the technical bid documents.
- If the EMD not submitted else the bid will be rejected due to non-submission of EMD. The applications received along with the required EMD shall be evaluated for eligibility to take part in the tendering process by a two stage system.
- Tender for this work shall remain open for acceptance for a period of 90 days from the date of opening of the Tender.
- If lowest tenderer withdraws his tender or makes any modification in the terms and conditions of the tender which are not acceptable to the Institute, then IITI, shall without prejudice to any other right or remedy, be at liberty to forfeit 100 % of the said earnest money(EMD).
- The Earnest Money of the successful Tenderer will be returned on receipt of performance bank guarantee (PBG, 5% of tender value with a validity of 2 years from date of work order/ date of commencement of work).
- EMD and PBG will be forfeited, if the agency fails to start the work or fails to submit performance bank guarantee
- EMD will carry no interest

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### **Scope of work:**

IIT Indore was granted CONSENT TO OPERATE under section 25 of the Water (Prevention & Control of Pollution) Act, 1974, under Section 21 of the Air (Prevention & Control of Pollution) Act, 1981 and Authorization under Hazardous and Other Waste (Management and Transboundary Movement) Rules, 2016 on 31.01.2019 from MP Pollution Control Board.

As a part of mandatory compliances of the said NOC, IIT Indore has to maintain the records of hazardous wastes as per the Form-3 and should submit online the annual return in Form No.4 for hazardous waste and Form-V for Environmental Statement.

The scope of work for the above said compliances for the period June, 2020 will be as follows:

1. Collection of data from all the concerned departments
2. Data collection and lab testing of collected samples from approved labs
3. Reports will include all necessary certificates and lab testing reports for air, water and soil samples taken at appropriate times of the year as required
4. Preparation of draft reports, filling of forms 3, 4 & V and submission to IIT Indore for approval before submission
5. Submission of Forms in hardcopies and uploading on the XGN Portal of MPPCB within the time limit
6. Any other information required for successful compliance
7. Resolution of queries, if any raised by MPPCB
8. Complete liaising with M.P. Pollution Control Board till successful uploading of all the necessary reports on XGN portal and submission of hard copies to the concerning authorities.

## INDIAN INSTITUTE OF TECHNOLOGY INDORE

### Financial Offer

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SI. No.	Description	Quantity	Unit	Fees Amount in Rupees
1	Towards charges for "Consultancy services for online submission of mandatory annual returns for the period ending June, 2020 to M. P. Pollution Control Board (MPPCB), Bhopal"	1 Job	Lump sum	
Total Amount in words: Rs.				

**Note:**

- 1) The above quoted rate shall be inclusive of GST and levies and no extra payment will be made other than the above quoted rate.
- 2) TDS, Labour cess etc. will be deducted at source from each bill.
- 3) Statutory fees, if any will be paid by the Consultant.

Seal & Signature of the Firm

Name:

Date: