

**GOVERNMENT OF MEGHALAYA
DIRECTORATE OF URBAN AFFAIRS: MEGHALAYA, SHILLONG
RAITONG BUUILDING, SECRETARIAT HILL:: SHILLONG – 793001**

No: DUA/P/35/ 2018/128

Dated, Shillong the 24th April 2020

NOTICE FOR EXPRESSION OF INTEREST (EOI)

FOR

“Setting up of Common Bio-Medical Waste Treatment and Disposal Facilities at Shillong, Jowai and Tura on turnkey basis”

Expressions of interest (EOI) are invited from any reputed Companies /Firms / Agencies / Individuals / Organizations / Institutions for **“Setting up of Common Bio-Medical Waste Treatment and Disposal Facilities at Shillong, Jowai and Tura on turnkey basis”**.

Interested parties having experience of similar work and strong financial background shall submit Expression of Interest (EOI) with necessary supporting documents in sealed envelope so as to reached the office of the undersigned on or before **15:00 Hours IST on 4th May, 2020** and it will be opened at **15:30 Hours IST** on the same day, in the presence of the participants or their authorized representatives. If the date of submission happens to be a holiday, EOI will be open on the next working day.

The department reserves the right to reject or accept, modify, withdraw or cancel the process without assigning any reason thereof.

The details will be available in the State Government website at meghalaya.gov.in and smb.gov.in

Shri. E. Kharmalki, (IAS)
Director
Urban Affairs
Meghalaya, Shillong

Memo No: DUA/P/35/ 2018/128 -A

Dated, Shillong the 24th April 2020

Copy to:

1. The Secretary to the Govt. of Meghalaya, Urban Affairs Department for favour of kind information
2. The Director Information and Public Relations, Meghalaya Shillong, with a request for publication of the above in at least two local dailies.

Shri. E. Kharmalki, (IAS)
Director
Urban Affairs
Meghalaya, Shillong

Title of the Proposed Project: Setting up of Common Bio-Medical Waste Treatment and Disposal Facilities at Shillong, Jowai and Tura on turnkey basis.

Name and Address of Executing Agency: Director Urban Affairs, Raitong Building, Secretariat Hill, Shillong 793001, India.

Location of the Project: The project sites are located at Shillong, Jowai and Tura, Meghalaya.

Brief Description/Introduction:

As BMW has direct impact on environment, the Biomedical Waste (Management and Handling) Rules, 1998 was notified on 20th July, 1998 to spell out guidelines, specifications and standards for managing the BMW generated from hospitals and healthcare facilities. The rules have been amended time to time and new Bio-Medical Waste Management Rules 2016 have been notified on 28th March, 2016. The ULBs in the state of Meghalaya were mandated by the state government to provide common treatment and disposal facilities for BMW for all Health Care Facilities within their respective jurisdiction and adjoining areas.

For Shillong and areas within the Greater Shillong Planning Area the SMB operates a Common Bio-Medical Waste Treatment and Disposal Facility (CBMWTF) at its waste disposal site at Marten, Shillong since 2007 as mandated under the Bio Medical Waste (Management and Handling) Rules 1998. There are 10 hospitals and 48 clinics that are availing this facility. The facility is not functioning at present but the SMB continues to collect the Bio-medical waste and dispose the same by deep burial as per the rules.

Objective for the Project:

In view of the present situation that arises out of the Covid-19 pandemic, the Government of Meghalaya has decided to set up **Common Bio-Medical Waste Treatment and Disposal Facilities at Shillong, Jowai and Tura on turnkey basis** on an emergency basis to ensure that BMW particularly Covid-19 waste is treated and disposed in a proper manner.

Overall Scope of Work:

The scope of the work shall be Design, Supply, Installation, Testing and Commissioning including training to operators for the facilities.

The following parameters shall be taken into consideration while designing, implementing and maintaining the project:

1. **Capacity – 100kg/hr for Shillong
50 kg/hr for each facility in Jowai and Tura**
2. **Compliance with BMW Rules 2016 and subsequent guidelines issued by CPCB/GoI.**
- a. **The work shall include and not restricted to the following:**
 - i. Site Development including Dismantling/Demolishing, earth filling, etc. except for Shillong
 - ii. Construction of building(s) and parking space except for Shillong where only renovation and modification is required.
 - iii. Provision of incinerator, autoclave/hydro-clave and shredder for each facility
 - iv. Provisions for proper sanitation and drainage system including Effluent Treatment Plant.
 - v. 3 months Training of ULB staffs on completion and commissioning of the facilities.

Bidding Process and technical qualification criteria:

1. The bidder should be any reputed Companies / Firms / Agencies / Individuals / Organizations / Institutions having years of experience in India and abroad.
2. The bidder should have a strong financial background with an average annual turnover of Rupees 2.50 crores (Two crores Fifty lacs) in the last 3 years.
3. The bidder should have sufficient experience in the supply and installation of similar equipments for at least 5 years.
4. The bidder should have authorized service facilities at Shillong or Guwahati.
5. In case of suppliers/distributor an authorization from the manufacturers is mandatory.

6. The bidder shall submit an undertaking that they are not blacklisted or currently in the process of being black-listed by any Government Departments, Undertaking and Agencies in India.
7. The plant/machineries and equipments shall comply with the minimum technical specifications at Annexure A.
8. The bidders shall submit the price bid in a separate sealed envelope in the format as per Annexure D.
9. The bidder shall also indicate the rates for the CMC and AMC in price bid form and such rates are binding on the successful bidder after the expiration of the warranty period. The yearly rates for CMC/AMC **shall remain the one and the same** as quoted in the price bid form for the extended years. CMC/AMC cost will be considered for evaluation of prices and deciding on the successful bidder.
10. The Technical-bid shall consist of the following documents in a sealed envelope:
 - 1) Copy of Goods and Services Tax (GST) registration certificate.
 - 2) Up-to-date Income Tax clearance.
 - 3) PAN Card.
 - 4) Certificate from a practicing Chartered Accountant duly supported by Accounting Reports certifying the audited annual turnover during the last 3 financial years
 - 5) Experience certificates.
 - 6) Authorization from the manufacturers
 - 7) Proof of availability of authorized service agents/facility at Shillong/Guwahati.
 - 8) Technical Specifications of the plant/machineries and equipments proposed to be supplied
11. The Price-bid envelope and the technical bid shall be sealed in an outer envelope before submission.
12. The bids should be addressed to the **Director, Urban Affairs, Raitong Building, Secretariat Hill, Shillong-793001** by designation only. The word “EOI for **Setting up of Common Bio-Medical Waste Treatment and Disposal Facilities at Shillong, Jowai and Tura on turnkey basis**” should be super scribed on the cover of the sealed envelope.

Fees and Bid Security:

The bids should be accompanied with a non-refundable processing fee of Rs. 3000/- (Rupees Three Thousand) only in the form of D.D. in favour of Director, Urban Affairs, Meghalaya payable at Shillong.

A bid security of ₹. 3.00 lacs (Rupees Three lacs) only in the form of D.D. in favour of Director, Urban Affairs, Meghalaya payable at Shillong valid for a period of 180 days shall be furnished.

NOTE: The Director, Urban Affairs, Meghalaya, Shillong reserves the right:-

1. To postpone/change/cancel the above mentioned date, modify the terms and conditions, include new items and conditions, split and distribute the work amongst more than one agency, etc. in the interest of the project without assigning any reason whatsoever.
2. To be at its discretion to also ask for further certifications, etc. anytime as and when required.
3. To be at liberty to cancel the above notice at any time without assigning any reason whatsoever for which no claim on any ground shall be entertained.
4. To verify particulars furnished by the Organizations/Agencies independently and if any information furnished by any of the Organizations/Agencies is found incorrect at any stage, the agency shall be liable to be debarred/ cancelled including imposition of penalty or any other action as deemed necessary.
5. To accept or reject any or all the application received, at its own direction without assigning any reasons whatsoever.

Shri. E. Kharmalki, (IAS)
Director Urban Affairs
Meghalaya, Shillong

TECHNICAL SPECIFICATIONS

GENERAL REQUIREMENTS COMMON FOR ALL ITEMS

ENVIRONMENTAL AND DEPARTMENTAL CONSIDERATIONS:

1. Atmosphere / Ambiance (air conditioning, humidity, dust):

- i. **Operating condition:** Capable of operating continuously in ambient temperature of 1 to 50 degree C and relative humidity of 15 to 90% in ideal circumstances.
- ii. **Storage condition:** Capable of being stored continuously in ambient temperature of 0 to 50 degree C and relative humidity of 15 to 90%.

2. User's care, Cleaning, Disinfection & Sterility issues:

- i. **Disinfection:** Parts of the device that are designed to come into contact with the patient or the operator should either be capable of easy disinfection or be protected by a single use/disposable cover.
- ii. Complete unit to be easily washable and sterilizable using both alcohol and chlorine agents.

PRE-INSTALLATION REQUIREMENTS:

All the requirements needed before installation is to be mentioned in the bid. Supplier has to perform installation, safety and operation checks before handover. Local clinical staff will affirm completion of installation.

REQUIREMENTS FOR SIGNOFF: Certificate of calibration and inspection from the manufacturer.

TRAINING OF STAFF (MEDICAL, PARAMEDICAL, TECHNICIANS)

- i. Training of users on operation and basic maintenance.
- ii. Advanced maintenance tasks required shall be documented.

LISTS, DETAILS, SERVICES ETC. TO BE COMPLIED MANDATORILY

- i. Machines of the latest technology should be provided and any future up gradations needed as mandated by any State/Central Govt. regulation/local authority/Statutory body **shall be provided by the bidder Free of Cost within the warranty period.**
- ii. The spare price list of all spares and accessories (including minor) required for maintenance and repairs in future after guarantee / warranty period should be attached along with their part numbers and cost should be furnished in financial bid.
- iii. List of equipment and procedures required for local calibration and routine maintenance should be furnished.
- iv. **Service Support Contact details:** (Hierarchy Wise; including a toll free/landline number);
- v. Contact details of manufacturer, supplier and local service agent should be furnished.

RECOMMENDATIONS OR WARNINGS: Any warning signs would be adequately displayed.

WARRANTY: Comprehensive onsite warranty for a minimum 3 Years for all the items.

DOCUMENTATION:

- a. Operating or User manual,
- b. Technical data sheet,
- c. Maintenance or Service manuals,

- d. Complete maintenance schedule with check list of To-Do activities to be carried out by company service personnel,
- e. User's check list (Daily, weekly & monthly),
- f. Other accompanying documents to be supplied in English.

SPECIFICATIONS FOR INCINERATION SYSTEM

Each Incineration System should comprise of:

- I. Main Incinerator with
 - A. Primary and Secondary Chamber.
 - B. Auto loading device in the form of Bucket elevator and Motorized DFDV
 - C. Manual De-ashing door

- II.
 - i. 1 No. fully automatic oil burner for primary chamber.
 - ii. 1 No. fully automatic oil burner for secondary chamber.
- III. Centrifugal forced draft combustion air fan with motor.
- IV. Manual Emergency stack / vent.
- V. High pressure Venturi scrubber of SS316 L
- VI. Recirculation tank for Venturi in Mild steel rubber lined (MSRL) construction
- VII. Recirculation pump in SS 316 for venturi scrubber
- VIII. Packed column in Mild steel rubber lined construction
- IX. Recirculation tank for Packed column in MSRL construction. (Integral unit)
- X. Recirculation pump in SS 316 for Packed column
- XI. Sub cooling arrangement in the form of a plate type heat exchanger.
- XII. I.D. Fan with MSRL casing & SS 316 L impeller with motor – 2 nos in series
- XIII. Overhead HDPE Water tank along with water piping between tank and scrubber.
- XIV. Interconnecting ducting and recirculation piping within the battery limits.
- XV. Instruments, valves, dampers and fittings within battery limits.
- XVI. Electrical Control Panel with necessary instruments.
- XVII. Oil tank of 1000 ltr capacity alongwith oil piping, valves & strainers between tank & burner.
- XVIII. Operating tools & tackles like rake, hoe, shovel, two teeth scrapper.
- XIX. Mild steel rubber lined guy rope supported stack of 300 mm top dia and 30 Mtr height
- XX. Continuous stack monitoring device (price to be shown separately)

TECHNICAL SPECIFICATIONS

A. WASTE INCINERATOR

Operating temperature	:	Primary – 800+/- 50 °C Secondary 1050+/- °C
Operating pressure	:	-5 to -15 mm WG
Auxiliary fuel	:	LDO/ HSD
Solid waste firing rate	:	100 Kgs /hr

PRIMARY CHAMBER

Type	:	Static– vertical with Solid Hearth.
Material & thickness	:	MS Plate 5 mm thick
Refractory thickness	:	115 mm
Material	:	Refractory Bricks IS - 8
Temperature resistance	:	1400 ⁰ C
Insulation thickness	:	115 mm
Material	:	Insulating Bricks IS - 2042

SECONDARY CHAMBER

Type	:	Static - vertical
Material & thickness	:	As per Primary chamber
Refractory and insulation	:	As per Primary Chamber.
Specifications	:	
Residence time	:	2 Sec

B. COMBUSTION AIR FAN

Type	:	Centrifugal
MOC	:	MS
Capacity	:	900 m ³ /hr
Head	:	150 mm WC
Recommended motor	:	0.75 Kw
Quantity	:	1 no.

C. VENTURI SCRUBBER

Type	:	High energy,
Flue gas inlet temp.	:	850 °C
Flue gas outlet temp.	:	75-80 °C
Scrubbing medium	:	Water
Pressure Drop	:	900 - 1000 mm
M.O.C.	:	SS316 L

D. PACKED COLUMN

Type	:	Vertical, cylindrical, randomly packed
Type of packing	:	PP intalox saddles
MOC	:	Mild Steel rubber lined (MSRL)

E. ID FAN

Type	:	Centrifugal
MOC	:	MSRL casing, SS 316 Impeller
Capacity	:	3300 m ³ /hr
Head	:	1250 mm WG (total)
Quantity	:	2 nos (in series)
Recommended motor	:	37 kW

F. VENTURI SCRUBBER RECIRCULATION PUMP

Type	:	Centrifugal
MOC	:	SS 316
Capacity	:	10 m ³ /hr
Head	:	1.5 kg/cm ² (g)
Motor	:	1.5 kW
Quantity	:	One

G. PACKED COLUMN RECIRCULATION PUMP

Type	:	Centrifugal
MOC	:	SS316
Capacity	:	12 m ³ /hr
Head	:	1.5 kg/cm ² (g)
Motor	:	2.2 kW
Quantity	:	One

H. RECIRCULATION TANK

MOC	:	MSRL
Capacity	:	500 lits.
Quantity	:	Two nos (One each for venturi & Packed column)

I. FUEL OIL TANK

Type	:	Vertical / Horizontal
MOC	:	MS
Capacity	:	500 lits.
Quantity	:	One no.

J. BURNER

No. of Burners	:	1 for prim-secondary chamber
Type	:	Monoblock , Pressure atomized
Burner Motor	:	0.5 HP
Fuel Pump	:	Suntek
Fuel	:	LDO/HSD

Rubber lining is Natural Hard Rubber having shore D classification with 3 mm thickness

The system has provision of Emergency stack to prevent damage to the downstream equipments in case of power failure.

Unit is painted externally with two coats of Heat Resistant aluminium paint.

Required Electrical Supply

- Power : AC415 V,50 C/S,3 Ph,4 Wire
 -Control : AC230 V,50 C/S,1 p.H.

PERFORMANCE

The unit shall fulfill the performance guarantees below:

A. **INCINERATION CAPACITY** : as per design.

B. Emission Standards as per BMW Rules 2016

Sl. No.	Parameter	Standards	
(1)	(2)	(3)	(4)
		Limiting concentration in mg Nm ³ unless stated	Sampling Duration in minutes, unless stated
	Particulate matter	50	30 or 1NM ³ of sample volume, whichever is more
	Nitrogen Oxides NO and NO ₂ expressed asNO ₂	400	30 for online sampling or grab sample
	HCl	50	30 or 1NM ³ of sample volume, whichever is more
	Total Dioxins and Furans	0.1ngTEQ/Nm ³ (at 11% O ₂)	8 hours or 5NM ³ of sample volume, whichever is more
	Hg and its compounds	0.05	2 hours or 1NM ³ of sample volume, whichever is more

All monitored values shall be corrected to 11% Oxygen on dry basis.

SPECIFICATION- Autoclave

GENERAL

The Autoclave should be a double door model with heating by external steam generator, fitted on the Stand made of MS & vacuum Pump Fitted Separately

The unit will have following operating details

<u>Useful Chamber Volume:</u>	500ltrs.
<u>Capacity:</u>	50kg/hr. approx.
<u>Useful Chamber Volume:</u>	1100ltrs.
<u>Capacity:</u>	110kg/hr. approx.

<u>Operating Pressure & Temperature</u>		Chamber	Jacket
Working pressure		2.1 Kg/cm ²	2.1 Kg/cm ²
Hydro Test Pressure		3.2 Kg/cm ²	4.2 Kg/cm ²
Working Temperature		134°C	134°C
Vacuum		26"-28"	NA

Chamber&Jacket

The sterilizer chamber shall be fabricated from *316 quality* stainless steel sheets, duly argon arc welded. The jacket will be of Rolled Steel welded construction and will be insulated with 2" thick glass wool and covered with polished stainless steel sheet.

The unit will be hydrostatically tested for a pressure of 4.2 Kg/sq. cm. in jacket and for a pressure of 3.2 Kg/sq. cm. in chamber.

Doors(Hinged type Doors)

The equipment will have One 304 stainless steel self-pressure locking type hinged type door, which locks automatically as soon as the chamber is under pressure and unlocks when the chamber is exhausted. The door Gasket will be of Silicon Rubber with square cross section.

Door Safety

A special provision prevents the opening of the door in following events:-

- When Sterilizer chamber is pressurized.
- When sterilization process is going on.

Fittings & Piping

The unit will be provided with :

S.S. Baffle Plate fitted in the chamber in front of the steam inlet for proper distribution of steam in the chamber and to avoid the entering steam from directly hitting onto the load.

Filter shall also be supplied with a vent filter which will break vacuum by taking sterile air into the chamber.

Vacuum Breaker fitted to jacket to prevent possible buckling of jacket because of accidental vacuum created due to abnormal condensation of steam.

The Sterilizer piping shall be of 316-SS with full argon welding. All pipe connections will be of BSP Standard.

Safety valve will be provided for Sterilizer.

The Sterilizer will have condensate drain line complete with non-return valve

Validation Port

The unit shall be provided with a Validation port for insertion of flexible RTD, PT-100 sensors.

Steam Generator

The unit shall be supplied with suitable (304) stainless steel steam generator complete with gauge glass valve, water inlet and outlet valves, immersion heaters, electric control box with pressure switch, low water protection arrangement etc., making it suitable for electric operation. The steam generator shall be operable on 400/440 V, 3 ph. 50 cycles A.C supply.

Vacuum Pump

The unit shall be supplied with suitable water ring type vacuum pump, motor and inter connecting piping (when placed near sterilizer) etc.

Steam Condenser:

- The unit shall be supplied with the shell and tube type condenser fabricated from S.S. 304 will be fitted in the vacuum line to condense the steam before entering inside the vacuum pump.

Control System (PLC Based)

- **PLC Based-Automatic Control System** for controlling Vacuum Pulsing, Sterilization Temperature as well as 'Hold On' Time complete with a Temperature sensing probe, Pressure Transmitter & Pneumatically Operated valves etc. shall be supplied along the unit.
- The unit will be Provided with necessary Port & software for recording Pressure & Temperature on PC & Alarm Re-setting on Screen
- **Material Handling**

Railing:

- There will be a pairs of S.S. 316 railings inside the chamber. Rail design will be suited for smooth and easy loading and unloading of the carriage. The rail will be removable for easy of cleaning.

Carriage:

- It will be provided with 1 No. loading carriage will made of stainless steel 316 and it has adjustable perforated shelves of 316 SS which can be positioned according to Height of the goods. It is designed to slide easily from chamber to trolley.

Stand:

- The Autoclave will be mounted on Stainless Steel Stand having level adjusting Flanges.

Documentation:

The following Documents will be supplied with equipment:

- Operating instructions/ Maintenance manual in English.
- Calibration certificates for Pressure Gauge, Compound Gauge, Temperature indicator etc.,
- Equipment Testing and Material Chemical Testing Certificates.

Shredder Specifications

<p>2) Shredder - Rotary Shredding System Suitable for STERILIZED Medical Waste etc. Capacity: 50 Kg/Hr (Electric Load-7.5HP) Capacity: 110 Kg/Hr (Electric Load-15HP)</p>	
General Description	<p>Cutting Chamber of the Shredder shall be of MS with corrosion resistant coating & shall have 2 Nos. rotating Shafts. Shafts shall be made of High Strength Alloy Steel Designed to avoid frequent damages & failure.</p> <p>Shaft shall be fitted with Heat-treated Cutters designed for Medical Waste.</p> <p>Shredder shall have Feeding Hopper of MS to assist in feeding the material in cutting chamber</p>
Motor	The Shredder shall be fitted with Single Direct Drive TEFC Motor. Operable on 400/440 Volts, three phases, 50 cycles, AC supply.
Safety Features	<p>Unit shall be fitted with removable Cleaning Fingers to avoid wrapping of Material around Shaft.</p> <p>The unit shall also have Bearing & Oil Seal Protection from processing Material.</p>
E. Control System	<p>The Shredder shall be supplied with Controller for controlling sequence of operations.</p> <p>It shall have automatic reversal control mode. At preset current peak consumption the system shall automatically reverse the cutter to throw out the material between the shafts. This shall protect the cutters as well as complete system from overload damages.</p> <p>Control System shall be housed in MS (painted) Panel Box mounted on the Stand of the shredder.</p>
<u>Collection Trolley</u>	Shredder shall be supplied with MS (Painted) trolley which can be placed below the shredder for Collecting Shredded waste.
<u>Stand & External Panels</u>	The Unit shall be mounted on MS (painted) sturdy stand. It shall also have External Cover Panels made of MS (painted).

GENERAL CONDITIONS OF CONTRACT

- 1. Assignment:** The Successful bidder shall not assign, either in whole or in part, its contractual duties, responsibilities and obligations to perform the contract, except with the Directorate of Urban Affairs's prior written permission.
- 2. Sub Contracts:** The Successful bidder shall not sub contract the execution of the contract. Such action, if done without the knowledge of the Directorate of Urban Affairs prior to the entering of the contract, shall not relieve the Successful bidder from any of its liability or obligation under the terms and conditions of the contract.
- 3. Performance Security:**
 - 3.1 There will be a performance security deposit amounting to ` . 20.00 lacs, in favour of Director, Urban Affairs, Meghalaya, Shillong which shall be submitted by the successful bidder to the Directorate of Urban Affairs **within 10 days** from the date of issuance of Letter of Award.
 - 3.2 The contract duly signed and returned to the Directorate of Urban Affairs shall be accompanied by a performance guarantee amounting to `.20.00 lacs in the form of Bank Guarantee as per the format in the Annexure E from a scheduled/nationalized bank.
 - 3.3 Upon receipt of such contract and the performance security, the Directorate of Urban Affairs shall issue the commencement orders containing these terms and conditions for the execution of the order.
 - 3.4 Failure of the successful bidder in providing performance security mentioned above and/or in returning contract copy duly signed in time shall make the bidder **liable for forfeiture of its EMD.**

- 3.5 The Performance Guarantee shall be released to the supplier within 60 days after the completion of the three months training to the ULB staff/operators subject to successful operation and functioning of the plants and machineries.
- 3.6 The Supplier shall before release of the Performance Guarantee against the supply, installation and commissioning, furnish a Security against the CMC of an equivalent amount of 10% of the fifth year CMC cost which will be retained by Director Urban Affairs/ULB till the end of the CMC contract.
- 3.7 Directorate of Urban Affairs with recommendation of the User Institution will release the Security without any interest to the successful bidder on completion of the successful bidder's all contractual obligations including the warranty obligations & after receipt of certificates confirming that all the contractual obligations have been successfully complied with.

4. Delivery and Installation:

- 4.1 The plant/equipments shall be delivered to the site within 90 days from the date of issue of the commencement orders and shall be installed and commissioned within 30 days thereafter.
- 4.2 The successful bidder shall visit the scheduled sites and recommend pre installation requirements at each site. The details may be consolidated and shall be submitted to Directorate of Urban Affairs for further actions. If the supplier fails to communicate any of such instances before delivery of equipment and cannot complete the **delivery** within the stipulate period, Directorate of Urban Affairs shall deduct **Liquidated Damage (LD) charges** as per the bid conditions specified in **clause 16.9**
- 4.3 The successful bidder will have to arrange transportation of the ordered goods as per its own procedure and pay necessary insurance against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery and pay all necessary charges incidental till it is installed in the proposed sites

and handed over to the user municipal board after commissioning. It shall be ensured that the plant/equipments arrive at the destination(s) **in good condition** within the delivery period mentioned and as per the other requirements of the Bid Document.

- 4.4 If at any time during the currency of the contract, the successful bidder encounters conditions hindering timely delivery of the goods and performance of services, the successful bidder shall inform the Directorate of Urban Affairs **in writing within a week about the same and its likely duration** and make a request to the Directorate of Urban Affairs for **extension** of the delivery schedule accordingly. On receiving the successful bidder's communication, the Directorate of Urban Affairs shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without **liquidated damages** for completion of successful bidder's contractual obligations by issuing an amendment to the contract.
- 4.5 The successful bidder is required to deliver the equipments at the site within time specified **under clause 4.1** from the date of issue of the 'Commencement Order' along with the Warranty Certificate and demonstrate individually the specifications/ features as well as operation / performance of the equipment to the satisfaction of the ULB head or his/her representative and obtain an individual 'Consignee Receipt Certificate' and **SIC** 'Satisfactory Installation Certificate' (**as per format in Annexure F**) for each equipment duly signed and with proper stamp of the ULB concerned. A proper detail of **stock taking** has to be obtained in the **invoices** from the respective ULB with signature and seal.
- 4.6 A copy of the invoice shall be submitted to every ULB for stock entry at the respective location.
- 4.7 The Installation Certificate shall be submitted individually for each equipment installed.

4.8 The Directorate of Urban Affairs may also depute one of its representatives with prior intimation to the successful bidder to be present for the demonstration. The signature of such official, if deputed, in the installation certificate is essential.

4.9 **Installation & Commissioning:** The electrical power supply point will be provided by the Municipal Boards at the room where the equipment will be installed but the wiring and electrical fittings inside the room and accessories if any required for installation & commissioning of the equipment from the power supply point to the point of actual installation or any other civil work required for installation of the equipment will be provided by the supplier **without any extra cost** (apart from the cost mentioned under installation cost in the Price schedule which should include the cost of all such requirement).

5. **Payment:**

5.1 No advance payments will be made to the bidder.

5.2 90% of the cost of the equipment (excluding CMC Cost) + 90% installation cost + 100% tax shall be paid to the supplier on

a. Satisfactory Installation-cum-Commissioning Certificate (SICC) mentioning the installation & handover dates and remarks on demonstration & training of the item from the consignee (where ever required).

b. on receipt of the bill/invoice with proper stock entry certificate on the body of the bill/invoice,

5.3 The balance 10% of the payment of equipment and 10% installation cost will be made after receipt of certificate on working status of the equipment from the consignee after 12 weeks of installation and commissioning of the equipment.

- 5.4 The original invoice submitted shall be in the name of the Directorate of Urban Affairs and the name of the consignee shall also be mentioned in it.
- 5.5 **Payment for CMC Charges:** The payment of CMC will be made once in **six months basis** after satisfactory completion of said period by the concerned Municipal Board.
- 5.6 Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other taxes as applicable will be made from the bills payable to the Successful bidder at rates as notified from time to time.

6. After Sales Service Conditions:

- 6.1 DIRECTOR URBAN AFFAIRS attaches paramount importance to the after sales service of the equipments installed to ensure smooth operation afterwards. The successful bidder is required to undertake preventive maintenance and attend all repairs, if any, that may arise during the warranty period free of cost and thereafter for a period of 5(five) years to be counted from the end of the Warranty Period, for which the rates of Comprehensive Annual Maintenance Contract or Comprehensive Maintenance Contract, in simple terms (CMC-including all essential spares needed for the satisfactory performance of the equipment) shall be finalized at the time of bidding itself. The rate offered for CMC/AMC charges will be considered for evaluation of prices and deciding on the successful bidder.
- 6.2 The after sales terms and conditions will be strictly enforced and those bidders who are willing to support the Directorate of Urban Affairs in its endeavour to provide trouble free operation/performance of the equipments for the prescribed period need only participate in the bid.

- 6.3 The after sales service shall be performed during the warranty period and also during the Comprehensive Maintenance Period (CMC), if awarded. The detailed terms and conditions for after sales service mentioned hereunder.
- 6.4 Failure to provide satisfactory after sales services during or after the warranty period and CMC will lead to **blacklisting / debarring** of the bidders, but after issuing due notice and provide opportunity for being heard.

7. Guarantee/Warranty Terms:

- 7.1 The successful bidder has to warrant that the Goods supplied under this Contract are **new, unused, of the most recent or current models** and incorporate all recent improvements in design and materials unless provided otherwise in the Contract.
- 7.2 The successful bidder further have to warrant that the Goods supplied under this Contract shall have no defect arising from design, materials or workmanship or from any act or omission of the successful bidder, that may develop under normal use of the supplied goods.
- 7.3 All the equipments including the accessories supplied as per the technical specification in **Annexure A** should carry comprehensive warranty for a minimum period of 3 (three) years in the first instance. During this period, the successful bidder shall replace all defective parts and attend to all repairs/break downs and undertake stipulated number of preventive maintenance visits to every user installation site. The cost of spare parts for all replacements has to be borne by the successful bidder during the period of comprehensive warranty.
- 7.4 On expiration of the comprehensive warranty period, the successful bidder shall be willing to provide after sales support for an additional period five years after the expiry of the warranty period.

- 7.5 The prospective bidders, **who are not manufacturers**, shall submit an undertaking from the Original Equipment Manufacturers (OEM) that they are willing to provide spare parts for the period of warranty as mentioned and also during the additional CMC period, if awarded. The OEM shall also assure continuity of service to their product, in the event of change in dealership or the bidders – their existing dealers - couldn't provide service during the warranty / CMC period.
- 7.6 After sales support centre in **Shillong** preferably or at least in Guwahati should be available as part of the pre-qualification criteria and the bidder shall provide **proof of their capability** to undertake such maintenance / repair within the stipulated time.
- 7.7 **Site Visits:** The successful bidder shall visit each site as part of preventive maintenance once every 6(six) months during the warranty period and also during the CMC period. The bidder shall attend any number of break down/repair calls as and when informed by the Directorate of Urban Affairs /Municipal Board.
- 7.8 During every visit, a copy of the service report / break down call report, duly signed by the custodian of the equipment and stamped shall be forwarded by email/fax/post to the DIRECTOR URBAN AFFAIRS and concern ULB **within 10 days from the due date.**
- 7.9 Complaints should be attended properly, maximum within 48 (forty eight) hours. In case, the repair / fault duration is likely to exceed 72 hours, the successful bidder shall arrange a standby equipment of the same make and model within next 48 hours (total down time should not exceed 5 days) as a stop-gap arrangement till the repair / fault is rectified and the stand by equipment shall perform in the same manner as regards a new equipment.
- 7.10 Upon receipt of such notice for repair / breakdown from the Directorate of Urban Affairs or ULB, the successful bidder shall, within 48 (forty eight)

hours, and with all reasonable speed, repair or replace the defective goods or parts thereof, **without cost** to the Directorate of Urban Affairs or to the user institution.

7.11 If the successful bidder, having been notified, fails to rectify the defect(s) within the period specified as mentioned above, the Directorate of Urban Affairs may proceed to take such remedial action as may be deemed necessary, **at the successful bidder's risk and cost** and without prejudice to any other rights which the Directorate of Urban Affairs may have against the successful bidder under the contract.

7.12 Failure to attend the repairs in time or failure to attend the stipulated preventive maintenance visit or failure to replace the defective equipments or to provide stand by equipment if the fault/down time exceeds the stipulated period or to ensure the stipulated up-time in an year **shall lead to forfeiture of the performance security and/or may lead to blacklisting/debarring of the defaulting bidder.**

7.13 A warranty certificate duly countersigned and with proper stamp of the ULB concerned and also signed by the authorized signatory with the stamp of the successful bidder shall be submitted to the Directorate of Urban Affairs for keeping it under safe custody along with the Installation Certificate. A copy of the original warranty papers has to be given to the ULB head concerned.

7.15 **Any mandatory approval/clearance required for installation** shall be obtained by the successful bidder in liaison with the respective authorities.

7.16 The bidder shall undertake **on-site calibration** of the equipment every year as part of the after sales service during the period of comprehensive warranty, CMC or on demand from the ULB and submit a 'calibration certificate' to the head of the ULB with a copy to the Directorate of Urban Affairs afterwards.

7.17 The offered warranty includes visits to the user institutions at frequencies prescribed under **Clause 7.7** as part of preventive maintenance, Testing & calibration as per technical/service/operation manual of the manufacturer or as per the period specified or as per the demand of the user institute or Directorate of Urban Affairs.

7.18 The bidder shall provide **up-time warranty** of complete equipment at 95%, the uptime being calculated on 24 (hrs) X 7 (days) basis failing which the extension of Warranty period will be extended by double the downtime period.

7.19 All software updates, if any required, should be provided **free of cost** during Warranty period.

8. Maintenance Contract (CMC & AMC):

8.1 The decision to enter into CMC or AMC will be determined on the basis of cost and complexity of the equipment by the Directorate of Urban Affairs or ULB, at its discretion, prior to the expiration of warranty period.

8.2 The Comprehensive Maintenance Contract (CMC) is otherwise an extended warranty. All the terms and conditions agreed by the successful bidder for executing the comprehensive warranty of the equipment shall be extended during the period of CMC, only difference being the payment of CMC charges is absent during the period of comprehensive warranty.

8.3 During Comprehensive Annual Maintenance Contract, the cost of spares will be borne by the Directorate of Urban Affairs or the ULB's, as the case may be.

8.4 **Failure / refusal** on the part of the successful bidder supplying / installing the equipments to enter into CMC / AMC with the Directorate of Urban Affairs / ULB, at the end of the Comprehensive Warranty Period, if the Directorate of Urban Affairs or the User Institution, as the case may be, desires so, **shall**

lead to forfeiture of performance security and may also result in the blacklisting/debarring of the bidder.

8.5 The CMC conditions shall not apply if there's a breakdown due to fluctuations in power supply or due to faulty usage of the equipments by the ULB operators.

9. Training:

9.1 The successful bidders have to impart **on-site** training to ULB staff/operators on the operation and preventive maintenance of the equipment at the time of installation and anytime during warranty period if demanded by the User Institution to the satisfaction of the Directorate of Urban Affairs and User Institution.

10. Intellectual Property Rights (IPR):

10.1 The successful bidder shall, at all times, **indemnify** and keep indemnified the Directorate of Urban Affairs , free of cost, against all claims which may arise in respect of goods & services to be provided by the successful bidder under the contract **for infringement** of any intellectual property rights or any other right protected by patent, registration of designs or trademarks.

10.2 In the event of any such claim in respect of alleged breach of patent, registered designs, trademarks etc. being made against the Directorate of Urban Affairs, the Directorate of Urban Affairs shall notify the successful bidder of the same and the successful bidder shall, **at his own expenses** take care of the same for settlement **without any liability** to the Directorate of Urban Affairs.

11. Corrupt or Fraudulent Practices:

11.1 It is required by all concerned namely the ULB's / Bidders / Successful bidders etc to observe the **highest standard of ethics** during the procurement and execution of such contracts. In pursuance of this policy, the Directorate of Urban Affairs defines, for the purposes of this provision, the terms set forth below as follows:

- 11.2 “**corrupt practice**” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
- 11.3 “**fraudulent practice**” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Directorate of Urban Affairs, and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the Directorate of Urban Affairs of the benefits of free and open competition;
- 11.4 Directorate of Urban Affairs will reject a proposal for award if it determines that the bidder recommended for award **has engaged in** corrupt or fraudulent practices in competing for the contract in question; will declare a **firm ineligible**, either indefinitely or for a stated period of time, to be awarded a contract by the Directorate of Urban Affairs if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.
- 11.5 No bidder shall **contact** the Directorate of Urban Affairs or any of its officers or any officers of the government on any matter relating to its bid, other than communications for clarifications and requirements under this bid **in writing**, with an intention to influence the members of various committees or officials of Directorate of Urban Affairs. Any such effort by a bidder to influence the Directorate of Urban Affairs in the Directorate of Urban Affairs’s bid evaluation committee, bid comparison or contract award decisions **may result in rejection of the bid.**

12. Force Majeure:

- 12.1 For purposes of this clause, Force Majeure means an event beyond the control of the successful bidder and not involving the successful bidder’s fault or

negligence and which is not foreseeable and not brought about at the instance of , the party claiming **to be affected by such event** and which has caused the non-performance or delay in performance. Such events may include, but are not restricted to, acts of the Directorate of Urban Affairs /User Institution either in its sovereign or contractual capacity, wars or revolutions, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes excluding by its employees , lockouts excluding by its management, and freight embargoes.

12.2 If a Force Majeure situation arises, the successful bidder shall promptly notify the Directorate of Urban Affairs /User Institution **in writing** of such conditions and the cause thereof **within twenty one days** of occurrence of such event. Unless otherwise directed by the Directorate of Urban Affairs / User Institution **in writing**, the successful bidder shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

12.3 If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period **exceeding sixty days**, either party may at its option **terminate** the contract without any financial repercussion on either side.

12.4 In case due to a Force Majeure event the Directorate of Urban Affairs / User Institution is unable to fulfill its **contractual commitment** and responsibility, the Directorate of Urban Affairs / User Institution will notify the successful bidder accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

13. Resolution of Disputes:

13.1 If dispute or difference of any kind shall arise between the Directorate of Urban Affairs / User Institution and the successful bidder in connection with

or relating to the contract, the parties shall make every effort to resolve the same **amicably by mutual consultations.**

13.2 If the parties fail to resolve their dispute or difference by such mutual consultation **within twenty-one days** of its occurrence, then, unless otherwise provided in the bid document, either the Directorate of Urban Affairs / ULB or the successful bidder may **give notice** to the other party of its intention to commence arbitration, as provided the applicable arbitration procedure will be as per the **Arbitration and Conciliation Act, 1996 of India.**

13.3 In the case of a dispute or difference arising between the Directorate of Urban Affairs / ULB and a domestic Successful bidder relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration of **Principal Secretary to the Govt. of Meghalaya, Urban Affairs Department** whose decision shall be final.

13.4 **Venue of Arbitration:** The venue of arbitration shall be the place from where the contract has been issued, i.e., **Shillong, Meghalaya.**

14. Applicable Law & Jurisdiction of Courts:

14.1 The contract shall be governed by and interpreted in accordance with the **laws of India** for the time being in force.

14.2 All disputes arising out of this bid will be subject to the jurisdiction of **courts of law in Shillong / High Court of Meghalaya.**

15. General/ Miscellaneous Clauses:

15.1 Nothing contained in this Contract shall be constructed as establishing or creating between the parties, i.e. the Successful bidder/its Indian Agent/CMC Provider on the one side and the Directorate of Urban Affairs on the other side, a relationship of master and servant or **principal and agent.**

- 15.2 Any failure on the part of any Party to **exercise** right or power under this Contract shall not operate as waiver thereof.
- 15.3 The Successful bidder shall notify the Directorate of Urban Affairs / ULB of any **material change** which would impact on performance of its obligations under this Contract.
- 15.4 The Successful bidder shall, at all times, indemnify and keep indemnified the Directorate of Urban Affairs / ULB's / Government of Meghalaya against any claims in respect of any damages or compensation payable in consequences of **any accident or injury sustained or suffered** by its employees or agents or by any other third party resulting from or by any action, omission or operation conducted by or on behalf of the successful bidder / its associate / affiliate etc.
- 15.6 All claims regarding indemnity shall **survive** the termination or expiry of the contract.

16. Penalties for Non-performance

- 16.1 The penalties to be imposed at any stage, under this bid are;
- 16.2 Imposition of liquidated damages,
- 16.3 Forfeiture of EMD/performance security,
- 16.4 Termination of the contract,
- 16.5 Blacklisting / debarring of the bidder.
- 16.6 Failure to **produce** the requisite certificates after claiming to possess such certificates or **concealment or misrepresentation** of facts will not only lead to **rejection of bids** in the first round itself and/or may lead to **forfeiture of EMD or performance security** as well as result in **black listing/debarring** of the bidder.
- 16.7 The penalties to be imposed on the bidder, at any stage, will be decided on the basis of the **violations of number of bid conditions** specifically mentioned in

the bid document as that leading to forfeiture or EMD / Performance Security or leading to black-listing/ debaring .

16.8 Any **unexcused delay** by the successful bidder in maintaining its contractual obligations towards delivery of goods and performance of services shall render the successful bidder liable to any or all of the following sanctions:

16.9 **Liquidated Damages:-** If the successful bidder fails to **deliver** any or all of the goods within the time frame(s) prescribed in the contract, the Directorate of Urban Affairs /ULB shall, without prejudice to other rights and remedies available to the Directorate of Urban Affairs /User Institution under the contract, deduct from the contract price / purchase order price as liquidated damages, a sum equivalent to **0.5% of the value of the item** to be supplied **per week of delay** or **part thereof** on delayed supply of item (s) until actual delivery or performance subject to a **maximum** of **10%**. DIRECTOR URBAN AFFAIRS reserves the right to allow an additional penal period of 4 (four) weeks beyond the normal penal period (4 weeks) on the written request of the supplier with the condition that liquidated damage @ **1.0%** will be charged for each week or part thereof during the extended penal period.

Penal period shall start after the stipulated delivery period (as the case may be). **No goods shall be received** from the supplier after expiry of the penal period of 4 weeks and the purchase order shall stand cancelled unless the supplier is allowed an additional penal period for delivery (maximum of another 4 weeks) by the DIRECTOR URBAN AFFAIRS.

Once the delivery period / extended delivery period with LD is exceeded, Directorate of Urban Affairs / User Institution may consider **termination** of the contract. During the above-mentioned delayed period of supply and / or performance, the conditions incorporated shall also apply and Directorate of Urban Affairs shall seek **alternate measures at the risk and cost of the successful bidders**.

16.10 The penalties imposed by the Directorate of Urban Affairs will be **published on the website** of the Directorate of Urban Affairs for a period as decided as

appropriate by it with a view to prevent other government institutions from procurement of equipments from such bidders.

16.11 The decision to impose penalties and finally to black list the defaulting firm will be **final** and shall be binding on all bidders participating in this bid. However there will be provision for **appeal** before the government against the decisions of the Directorate of Urban Affairs .

17. Termination of Contract:

17.1 **Termination for default:** The Directorate of Urban Affairs / User Institution, without prejudice to any other contractual rights and remedies available to it (the Directorate of Urban Affairs /ULB), may, by written notice of default sent to the successful bidder, terminate the contract in whole or in part, if the successful bidder **fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted** by the Directorate of Urban Affairs /ULB.

17.2 In the event of the Directorate of Urban Affairs / ULB terminates the contract in whole or in part, the Directorate of Urban Affairs / ULB may procure goods and/or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit and **the successful bidder shall be liable** to the Directorate of Urban Affairs / ULB **for the extra expenditure**, if any, incurred by the Directorate of Urban Affairs / ULB for arranging such procurement.

17.3 **Unless otherwise instructed** by the Directorate of Urban Affairs / ULB, the successful bidder shall continue to perform the contract to the extent not terminated.

17.4 **Termination for insolvency:** If the successful bidder becomes bankrupt or otherwise insolvent, the Directorate of Urban Affairs reserves the right to terminate the contract at any time, **by serving written notice** to the successful bidder **without any compensation, whatsoever**, to the successful bidder, subject to further condition that such termination will not prejudice or affect the

rights and remedies which have accrued and / or will accrue thereafter to the Directorate of Urban Affairs /ULB.

17.5 Termination for convenience: The Tender Inviting Authority/ULB reserves the right to terminate the contract, in whole or in part for its (Tender Inviting Authority's/User Institution's) convenience, by serving written notice on the successful bidder at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of the Directorate of Urban Affairs /ULB. The notice shall also indicate interalia, the extent to which the successful bidder's performance under the contract is terminated, and the date with effect from which such termination will become effective.

AGREEMENT

THIS AGREEMENT made the..... day of, 20..... between **DIRECTOR URBAN AFFAIRS, GOVT. OF MEGHALAYA, Shillong** (hereinafter “the Purchaser”) represented by the Managing Director of one part and (Name and Address of Supplier) (hereinafter “the Supplier”) represented by (Name of the Authorized Signatory and Designation), Aged years, residing at (Full Residential Address of the Signatory) of the other part:

WHEREAS the **Purchaser** has invited bids for the supply of(brief description of goods and services vide bid no..... dated). The supplier has submitted technical and price bids and also demonstrated the technical specifications / features / other quality requirements as contained in the bid document. The **Purchaser** has finalized the bid in favour of the Supplier for the for the supply of the said goods and services for a total cost of Rs. (Contract Price in Words and Figures) (hereinafter “the Contract Price”) and issued Letter of Intent / Supply Order No. Dated

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the bid document referred to.
2. The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz.:
 - (a) All the documents submitted by the bidder as part of technical bid and price bid;
 - (b) The Schedule of Requirements;
 - (c) The Technical Specifications and other quality parameters;
 - (d) The clarifications and amendments issued / received as part of the bid document
 - (d) The General Conditions of Contract;
 - (e) The Special Conditions of Contract; and
 - (f) The **Purchaser**'s Letter of Intent
3. In consideration of the payments to be made by the **Purchaser** to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the **Purchaser** to supply, install and commission the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The **Purchaser** hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

said (For the *Purchaser*)

in the presence of

Signed, Sealed and Delivered by the

said(For the Supplier) (Signature, Name, Designation and Address with Office seal)

in the presence of

1) (Signature, Name and Address of witness)

2) (Signature, Name and Address of witness)

Annexure E

Bank Guarantee Format for Performance Security

To

The Director, Urban Affairs,
Government of Meghalaya,

WHEREAS..... (name and address of the supplier)
(here in after called "the supplier") has undertaken, in pursuance of contact no.....dated..... to
supply.....(description of goods and services)
(herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a
bank guarantee by a scheduled commercial bank recognised by you for the sum specified therein as security for
compliance with its obligation in accordance with the contract.

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the
supplier, up to a total of(amount of the guarantee in words and
figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the
contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid,
without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with
the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be
Performed there under or of any of the contract documents which may be made between you and the supplier shall in
any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or
modification.

This guarantee shall be valid until theday of20.....

We the
.....Branch.....undertake not to revoke the
guarantee during its currency expect with the previous consent of the DIRECTOR URBAN AFFAIRS, GOVT. OF
MEGHALAYA in writing.

We the Branch at Shillong further agree that a mere demand by
DIRECTOR URBAN AFFAIRS, GOVT. OF MEGHALAYA is sufficient for to pay the amount covered by the
Bank Guarantee without reference to the said Agency and protest by said Agency cannot be valid ground for us
..... Branch to decline payment to DIRECTOR URBAN AFFAIRS, GOVT. OF
MEGHALAYA.

Signature of the authorized officer of the Bank)

.....
Name and designation of the officer
.....

Seal, name & address of the Banks and
address of the Branch

Our Bank details for generating Bank Guarantee are as follows:-
IFS Code – _____, Branch Code – _____

Annexure F

SATISFACTORY INSTALLATION-cum-COMMISSIONING CERTIFICATE (SICC)

(To be mandatorily filled in this specific format with concerned ULB logo only. A scan copy must be E-mailed to duashillong@yahoo.co.in immediately after installation & Handover)

1. PLACE OF INSTALLATION

<u>NAME OF ULB</u>	<u>Location</u>

2. DETAILS OF PURCHASE ORDER & INVOICE

Purchase Order No. / Letter No. with date.:	Supplier's Invoice No. with date

3. DETAILS OF EQUIPMENT

Equipment Name:	Quantity:	Make / Manufacturer:	Model:
Serial Nos.			

4. DETAILS OF ACCESSORIES / CONSUMABLES /

SPARE PARTS SL				
No.	Description of Item	Quantity:	Serial Nos.	Not supplied / Remarks
1				
2				
3				
4				
5				
6				
7				
8				
9				

(If space is deficient, another sheet with above mentioned format may be attached with seal & signature of authorized person)

5. DEMONSTRATION & TRAINING DETAILS:

The following operators / end users have been demonstrated & trained to operate the equipment

SL No.	Name	Designation	Contact Number	Signature
1				
2				
3				
4				

(If space is deficient, another sheet with above mentioned format may be attached with seal & signature of authorized person)

6. DETAILS OF INSTALLATION, COMMISSIONING and HANDOVER:

Supplied Equipment's Receipt Date:	Installation Start Date:	Installation Completion & Hand Over Date:	Period of Training (in Days)

7. DETAILS OF WARRANTY:

Comprehensive Warranty Start Date	Comprehensive Warranty End Date	Warranty Period (in yr)

8. PREVENTIVE MAINTENANCE & CALIBRATION SCHEDULE (SPECIFY YEAR & MONTH):

MONTH & YEAR (MM,YY)	Visit 1	Visit 2

9. CERTIFICATION: *Certified that*

- a. The machine has been installed successfully at the concerned Biomedical Waste Management Unit along with all standard accessories and ancillaries of the site preparation needed including interiors as per requirement and bid documents.*
- b. The ancillaries used for the incinerator system is as per the described Makes and standards mentioned in the Turnkey section of the Technical Specification.*
- c. Also the quality of the turnkey work has been cross checked and found satisfactory.*
- d. In addition, satisfactory demonstration and proper training have been imparted to end users. The machine is working satisfactorily and prescribed DIRECTOR URBAN AFFAIRS sticker has been affixed on the item.*

Full Signature of Authorized End user / Head of Dept.

7. DETAILS OF SUPPLIER & SIGNATURE OF HEAD OF THE INSTITUTION:

Full Signature of the company's Authorized Service Engineer with date	Full Signature Authorized Biomedical person with date	Full Signature of Authorized End user / Head of Dept. with date & Seal	Signature of Head of the Institution with date & Seal