



SOUTH ASIAN UNIVERSITY

Rajpur Road, Maidan Garhi

New Delhi – 110 068

Phone: +91 -11-20863540 www.sau.int

SAU / 9B -1/Maint/2025

25
24th February 2025

NOTICE INVITING QUOTATION

Name of Work: "Providing Operation and Maintenance service of the Swimming Pool at South Asian University, Rajpur Road, Maidangrahi, New Delhi 110068"

Location: Club and Guest House Building

Period of Contract: One year from the seventh day from date of award of work.

The Registrar, South Asian University, (SAU), invites sealed item rate quotations on behalf of the **President, SAU**, from the eligible contractors / agencies dealing in similar nature of work, for the above cited work, so as to reach his office on or before 05.03.2025 up to 3.00 P.M. The tender/bids will be opened on same day at 3:30 PM. For more details, please refer attached terms and conditions along with schedule of quantity. Copy of this Notice Inviting Quotation (NIQ) can also be downloaded from SAU website; www.sau.int.

Encl: a) Terms & conditions (3 pages)
b) Schedule of Quantities for Quoting Rates (1 page)


25/1/25

M.P. Kediya
Executive Engineer (Civil)



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Name of Work: "Providing Operation and Maintenance service of the Swimming Pool at South Asian University, Rajpur Road, Maidangrahi, New Delhi 110068"

SCOPE: The scope of work for swimming pool operation and maintenance includes:

1. Providing of Running, Maintenance and Operation & functioning of size about 4ft deep swimming pool with manpower for operation of plant room equipment pumps, sump pumps, filtration plant, cleaning and suction sweeping of the pool regularly, mixing of chemicals to maintain the Ph Value between 7.5 to 8.5 of chlorine for crystal clear pure water.
2. Supply of chemicals as required for swimming pool to maintain conformity to SAI standards for vector free crystal clear pure water as per indicative below mentioned list: -
 - i. Chlorine
 - ii. Alum
 - iii. Soda Ash
 - iv. Copper sulphate
 - v. Potassium permanganate (KMnO₄)
3. Cleaning: Vacuuming the pool bottom, brushing the sides, cleaning the skimmer and pump baskets, and skimming the water line
4. Testing and treating water: Testing water samples to monitor chemistry and adjusting it as needed
5. Maintaining equipment: Checking that equipment is working properly, performing backwash, and ordering repairs or new equipment
6. Maintaining chemicals: Handling, installing, and monitoring chemicals, and ordering and maintaining chemical inventory
7. Maintaining records: Keeping records of pool maintenance
8. Regular pool maintenance to ensure the health and safety of everyone who uses the pool. It prevents the growth of algae and bacteria, maintains the proper chemical balance, and ensures the efficient functioning of the pool's mechanical systems.
9. Deployment of qualified pool operator, qualified /certified Life guard, supplying genuine chemicals including those required for water testing, water test kit etc. required to maintain water quality as per best industry practices.
10. Providing pool maintenance kit comprising of hose pipe, telescoprod, wall brush, test kit, vacuum head, vacuum pump 1.5 hp, deep net etc. including its repair and maintenance for one year.
11. **The swimming pool shall be in full operation from March to November month and will be shut (no use period) for three months from December to February. During no use period of the these three months the agency will maintain the swimming pool by Filtration and general cleaning.**



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TERMS AND CONDITIONS

1. The quotation should be submitted before 3.00 PM on 05.03.2025 at Engineering Wing, 4th Floor, Administration Building, South Asian University, Maidangarhi, New Delhi -110068.
2. The Cover envelope should be sealed, and should contain;
 - a) Company credentials / list of previous works executed (Maximum Three works only)
 - b) Financial quote in sealed envelope.
3. **Eligibility:** Only the firms dealing in similar nature of work having prior experience of swimming pool operation and maintenance can only apply. The Agency has to submit the proof of operation of swimming pool from reputed Govt. organisations/organization/companies. The value of such annual contract should not be less than Rs. 5.6 lacs.
4. **Selection process:** The agencies / bidder meeting the minimum eligibility criteria based on company credentials and past experience and quote the lowest quotationer shall be deemed as the successful bidder and work will be awarded to him.
5. The intending bidders are requested to visit the site and inspect the swimming pool and filtration plant before submitting their quotation.
6. SAU reserves its right not to accept any proposal/ quotation without assigning any reason.
7. The site of work is South Asian University, Rajpur Road, Maidangarhi Campus, New Delhi-110068.
8. The receipt of the work order should be acknowledged immediately by accepting the duplicate copy.
9. **Time:** The time allowed to start the work shall be seven days from date of award of the work.
10. Time period of contract shall be one year from 7th day from date of award of the work.
11. The contract can be further extended on mutually agreed terms and conditions.
12. The payments shall be made strictly on the basis of the rates given in work order. The agency is advised not to change anything over and above the amount stipulated in the order. In the event of there being any discrepancy, the matter should first be referred to the undersigned for issue of necessary amendments to the work order before submission of the bill.
13. The agency shall be responsible for repair and maintenance of the one-time kit for the entire duration of contract and thereafter handover the same to SAU.
14. The operator should be qualified and experienced and must have clear understanding of scope of work.
15. For transportation of material, tools and labour for working, the agency will not be paid anything extra on this account.
16. Any accident caused due to negligence or during the course of normal work etc., shall be responsibility of the agency. The agency shall be responsible for all compensation to the staff engaged by him.



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17. Payment shall be made only at quarter intervals after completion of quarter.
18. **INVOICE:** The agency shall submit the invoice in duplicate which is pre-receipted and affixed with stamps, wherever necessary. Invoice not conforming to Clause below are liable to be returned to the suppliers and responsibilities of delay in payment would rest with them.
19. **GST:** SAU has been allotted UIN: 0717UNO00175UNQ. Please ensure that UIN of SAU is mentioned on all invoices raised to us for the goods and services supplied. The invoice raised should be in conformity with the various provisions of respective GST Acts and should include the following-
- Name, address and GSTIN of the agency;
 - Invoice Number;
 - Date of issue
 - Name, address UIN of the recipient;
 - HSN code of goods or Accounting Code of services (SAC)
 - Description of goods or services;
 - Quantity in case of goods and unit or Unique Quantity Code thereof;
 - Total value of supply of goods or services or both;
 - Taxable value of supply of goods or services or both considering discount or abatement, if any;
 - Rate of tax (GST, central tax, State tax, integrated tax, Union territory tax or cess);
 - Amount of tax charged in respect of taxable goods or services (Central Tax, State Tax, Integrated Tax, Union territory Tax or cess);
 - Place of supply along with the name of State, in case of a supply in the course of inter-State trade or commerce;
 - Address of delivery where the same is different from the place of supply;
 - Signature or digital signature of the supplier or his authorized representative;
20. Water & electricity shall be provided free of cost. Drinking water shall be provided.
21. **Earnest Money deposit (EMD):** The interesting bidder has to submit the online Earnest Money amounting to Rs. 7000/- in favour of South Asian University as per details below;

Beneficiary Name	: South Asian University
Name of Bank	: State Bank of India
Bank Address	: Old JNU Campus, New Delhi
Beneficiary A/C No.	: 30796569318
IFSC Code/RTGS No.	: SBIN0001624
MICR Code	: 110002056
PAN Number	: Not Applicable in view of tax exemption.

Copy of proof deposit of EMD must be deposited along with tender documents.

22. **Performance Security:** The successful bidder has to submit a Performance guarantee of value Rs.21000/- in favour of SAU.
23. **Termination:** Either party can terminate the contract at any point of time by giving one month notice.



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24. **Arbitration:** In case of any disputes, differences or objections connected with or arising out of the goods or the meaning or operation of any part of the terms, the matter shall be referred for arbitration to any officer appointed by the President of the University and his/her decision shall be final and binding.
25. The agency has to vacate and hand over the swimming pool, plant room areas immediately after completion of the term contract.
26. The Agency shall adhere to the rules, regulations and instructions given by SAU from time to time.
27. Quantity given in schedule of quantity (SOQ) is approximate. The payment will be made as per actual deployment at site.
28. It will be responsibility of the contractor to get all the related clearances as applicable under the Indian Government / Delhi Govt. or other State Laws and fulfill the requisite formalities as applicable to the court as per the requirements of Act and rules etc.
29. The contractor shall comply with all the statutory requirements as laid down under various Labour Laws Act/ Rules like Minimum Wages, Provident funds, ESIC, Delhi Shops and Establishment Act, Bonus, Gratuity, Contract Labour Act, Delhi Works Contract Act and Other Labour Laws. Acts/Rules etc in force from time to time at its own cost. In case of non-compliance or violation of such statutory requirements the contractor shall be liable for any breach or non-compliance, as the case may be including termination of contract.
30. The contractor shall bring to the immediate notice of the department any defect/mal-functioning of any of the equipment and machinery which requires attention of the department if not otherwise covered by the scope of the contract.
31. In case of non operation of swimming pool due to pending NOC from Statutory Authority, the agency will not be entitled for any payment/compensation.
32. The Agency will be responsible for complying all labour laws in force and will keep SAU indemnify against any loss/litigation etc.
33. The agency will supply all T&P required for the work and nothing extra will be paid.
34. The Agency has to adhere the special terms and conditions of the contract attached herewith.
35. In case of any query please email to baljitsingh@sau.int.


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Authorised Signatory
South Asian University



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Financial BID / QUOTE

Name of Work:

"Providing Operation and Maintenance service of the Swimming Pool at South Asian University, Rajpur Road, Maidangrahi, New Delhi 110068"

SCHEDULE OF QUANTITIES

A- During Period of full operation – March to November

S. No.	Item	Unit	Qty	Rate	Amount	Remarks
1	Qualified Pool /pump Operator (for two shifts of 4 hour each/day)- Cat- Semiskilled	Month	1.00			
2	Certified Life Guard (for two shifts of 4 hour each/day)- Cat- Semiskilled, SAI approved	Month	1.00			
3	Supplying the following for water treatment and purification.(including transportation, loading and unloading at site) (The agency will submit the requirement of chemicals for operation period before start of work)					
i)	Chlorine TCCa-90G	Kg	50			
ii)	Alum	Kg	100			
iii)	HCL	Ltr	40			
iv)	Copper sulphate	kg	1			
v)	KMnO ₄	kg	1			
vi)	Soda Ash	kg	1			
vii)	Water Testing material	set	2			
	Total for period of One Month			Total		
	Total for period of Nine Month		Total		A
	Add GST					
	Total					

B- During No use period (cold weather) – December to February

(The Swimming pool needs general maintenance in no use period i.e running filter for two hours per week, general cleaning and maintenance, and chemical dosing to avoid algae growth etc.)

S. No.	Item	Unit	Qty	Rate	Amount	Remarks
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1	Qualified Pool Operator (for min 6 visits in a month for general maintenance in no use period i.e running filter for two hours' per week, general cleaning and maintenance, and chemical dosing to avoid algae growth etc.)	Month	0.20			Deployment: 6 days per month
3	Supplying the following chemicals for treatment and purification. (including transportation, loading and unloading at site)					
i)	Chlorine TCCA-90G, Alum, HCL, copper sulphate, KMN4/Soda Ash etc for non uses period of pools.	Each month	1			
Total for period of one Months					Total	
Total cost for three months					B
Add GST						
Total						

C- One time expenses

S. No:	Item	Unit	Rate	Amount	Remarks
1	One Time expense: Providing swimming pool maintenance kit comprising of hose pipe, telescope rod, wall brush, ph test kit, vaccum head, vaccum pump 1.5 hp, deep net etc. including its repair and maintenance for one year.	LS	One Time		
Total for One time expenses			Total	C
Add GST					
Total					

Note: The rates shall be without GST: GST if applicable may be added at the last as mentioned above.

Summary

Total Cost for One Year Operation and Maintenance A+B =

..... + GST extra

One time initial expenses C=

..... + GST extra

Stamp and signature of the bidder



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[Signature]



SPECIAL TERMS & CONDITIONS OF THE CONTRACT

1. The contractor must possess the requisite instruments & arrange tools at site for maintenance and no instrument shall be provided by the Institute.
2. It shall be the sole responsibility of the Contractor to ensure security and safety of all the Swimming pool Property of University and if there is any loss to the University on account of dishonesty, and or sue to any lapse on the part of the Contractor or his worker.
3. The Contractor shall keep the University indemnified against all claims whatsoever in respect of the employees deployed by the Contractor. In case any employee of the Contractor so deployed enters in dispute of any nature whatsoever, it will be the primary responsibility of the Contractor to contest the same.
4. The contractor should handover all the equipment in good working condition and any disputes the contractors responsible to rectify the same and handover to next contractor after completion of the contract period.
5. The contractor employees should coordinate with other contractor.
6. Safety measures should be strictly followed during execution of the work.
7. In case of any accident or damage due to negligence or unsafe work that require medical attention, the contractor is wholly responsible.
8. The contractor shall depute qualified and experienced workers at SAU Campus. In case, any of the persons so deployed by the Contractor does not come up to the mark or does not perform his duties properly or indulges in any unlawful riots or disorderly conduct the Contractor shall immediately replace.
9. If the equipment are found to be faulty and is required to be changed/repared, the matter will reported to the concerned authority at the SAU.
10. Any consumables in plants which are required to be replaced will be provided by the University. However, if the contractor is asked to provide any such consumables, he must provide rate of such items and take prior approval of the Institute authority either in writing or verbal.
11. Any damage to the existing installation, equipment or the building shall be the responsibility of the contractor to repair, rectify or replace free of cost.
12. All complaints have to be attended free of cost including breakdown maintenance within a specific period/time/hours depending upon the urgency of the same.
13. The University will not be responsible for any disputes that may arise between the



contractor and his workers. The Centre will also not be responsible for any casualty to the workers that may happen during maintenance etc in the Institute premises.

14. Obtaining of licenses from local authorities viz, SAI, DCP (Licensing), MCD (HTL), alongwith submissions as required for the same. Only Legal fees will be reimbursed on the production of original receipts.
15. Provide monthly water test reports as per requirements to ensure meeting of standards of the swimming pool (Half Olympic size)
16. Provide all necessary facilities for inspection of the pool by internal /external authorities as required.
17. Provide Name, Father's name, Address, Aadhar card copies, CV of all employees engaged by contractor for the contract.
18. The safety of the pool and the users shall be the responsibility of the agency and shall indemnify the University against any claims of their staff/ users/ whatsoever. Any issues arising out of negligence in O&M/ running of operations have to be borne by the agency.

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____



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