



INCOIS: PUR: 112/2025

12.05.2026

To,

**Sub: Supply of Bore Water at INCOIS, Hyderabad for a period of 02 years**  
**Ref: Our Tender Inquiry No. PUR: 112/2025 dt. 11.05.2026**

Dear Sir,

Kindly submit your sealed Tender for 'Supply of Bore Water at INCOIS, Hyderabad for a period of 02 years on rate contract basis' as per terms and conditions mentioned below:

TENDERS SHALL BE SUBMITTED IN **SEALED COVERS SUPERSCRIBED WITH ENQUIRY NUMBER AND DUE DATE** ONLY WILL BE ACCEPTED.

1.	Name of the work	:	Supply of Bore Water at INCOIS, Hyderabad
2.	Tender Reference No.	:	INCOIS: PUR: 112/2025
3.	Earnest Money Deposit (EMD)	:	Rs. 37,000/- (Rupees Thirty Seven Thousand Only)
4.	Submission of Hard Copies along with relevant documents due date	:	1100 Hrs of May 26, 2026
5.	Tender opening date	:	1130 Hrs of May 26, 2026
6.	Contract Period	:	For a period of 02 years, from the date of Contract. The contract may be extended further 01 year subject to satisfactory performance and mutual consent.

For Further Clarifications if any, the following personnel may also be contacted: Mr. V Subrahmanyam (email: manyam@incois.gov.in; PhoneNo. 040 2388 6022)/Mr. Santosh Kumar (email: santosh.kumar@incois.gov.in PhoneNo. 040-23886056).

<b>Postal/ Location Address</b>
<b>Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090 Ph.No.040-2388 6000, website: www.incois.gov.in</b>



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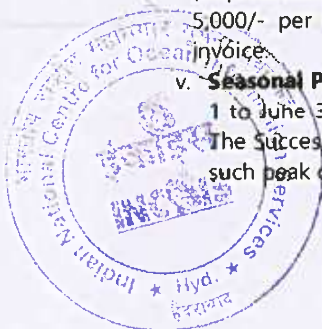
**1. Background**

Indian National Centre for Ocean Information Services (ESSO\_INCOIS), a unit of ministry of Earth Sciences, Govt. of India is a premier scientific Institute of the country, functioning on 24X7 basis to provide Ocean data, information and advisory services to society, industry, Government and Scientific community through subs tained ocean observation and constant improvement through systematic and focused researching information and Ocean modeling.

INCOIS invites bidders for Supply of Bore Water at INCOIS, Hyderabad for a period of 02 years on rate contract basis.

**2. Scope of Work**

- i. The successful bidder shall "supply clean bore water for use at INCOIS for two purposes:
  - (a) Domestic usage including washing, bathing, and sanitation.
  - (b) As feed water to the INCOIS RO (Reverse Osmosis) water treatment plant.The Successful Bidder acknowledges that the water will be fed directly into an RO plant and that the quality parameters specified in this tender are mandatory RO feed water standards, not general domestic use standards."
- ii. The indicative quantity is approximately 20 KL per day. However, the actual quantity will vary as and when required" basis, depending on INCOIS requirements. This indicative figure does not constitute any commitment on the part of INCOIS. However INCOIS guarantees a minimum off-take of 200 KL per calendar month under this contract. Any quantity above this threshold shall be supplied at the same contracted rate.
- iii. Water shall be supplied only upon written or verbal instruction from the INCOIS designated officer. Tankers shall not be dispatched without prior authorization.
- iv. Emergency Supply In emergency situations, notified by INCOIS via phone call, email, or WhatsApp message (confirmed in writing), the successful bidder shall dispatch tanker(s) and ensure delivery at the INCOIS campus gate within 4 hours of notification, regardless of the time of day or day of the week.  
Failure to meet the 4-hour emergency supply commitment shall attract a penalty of Rs. 500/- (Rupees Five Hundred) per hour of delay beyond the 4-hour window, subject to a maximum of Rs. 5000/- per emergency event. This penalty shall be recovered by deduction from the monthly invoice.
- v. **Seasonal Peak Demand:** The successful bidder acknowledges that during summer months (March 1 to June 30), demand at INCOIS may increase by up to 50% above the indicative daily quantity. The Successful Bidder must maintain sufficient tanker availability and operational readiness to meet such peak demand without interruption..



- vi. The successful bidder shall submit, before commencement of contract, a list of all drivers and helpers who will be deployed for INCOIS deliveries. The list shall include name, designation, contact number, and a passport-size photograph for each person.
- vii. All listed personnel must carry their firm's identity card on every campus visit.
- viii. Any change to the list of deployed personnel (addition or removal) must be communicated to the INCOIS Security Section and Purchase Section at least 48 hours in advance.
  - INCOIS reserves the right to refuse entry to any personnel not on the registered list, without assigning any reason.
  - The Successful Bidder's personnel shall follow all security procedures, entry/exit protocols, and instructions of the INCOIS Security Section at all times.
  - The successful bidder shall ensure that drivers and helpers behave in a professional and respectful manner on campus.
  - The contractor shall be fully responsible for theft, burglary, fire, or any mischievous act by any of the Successful Bidder's staff on the INCOIS premises.
  - Damages to INCOIS property caused during tanker operations shall be made good by the contractor to the satisfaction of INCOIS at no cost to INCOIS.
  - The contractor shall be solely responsible for any loss, damage, injury, or accident involving the tanker vehicle or the contractor's personnel during the execution of this contract.
  - INCOIS shall bear no responsibility for damages or injuries sustained by the contractor's employees during operations.
  - The contractor shall make independent arrangements for the insurance of vehicles and employees deployed under this contract. Proof of valid vehicle insurance (comprehensive) for all deployed tankers must be submitted before commencement.
- ix. In the event of penalties or fines imposed by police, RTO, or road transport authorities on the Successful Bidder's vehicles due to the negligence of drivers or any other reason, INCOIS shall not be responsible and all such liabilities shall be borne by the contractor.
  - For every trip, the Successful Bidder shall present a Delivery Challan at the INCOIS Security Gate. The challan shall state: date, time of arrival, tanker registration number, tanker capacity (KL), and quantity being delivered (KL).
  - The INCOIS designated officer shall verify the delivery and countersign the challan. One copy shall be retained by INCOIS and one by the Successful Bidder.
  - A Delivery Register shall be maintained at the INCOIS gate, signed by both parties at each delivery.
  - Payment shall only be made against delivery challans duly countersigned by the INCOIS officer. Uncountersigned challans shall not be accepted for invoicing.
- x. Any dispute regarding quantity delivered shall be resolved based on the signed delivery register, which shall be treated as the primary document of record.

### 3. Water Quality Standards

3.1 All bore water supplied under this contract shall conform to the following mandatory parameters, applicable both for domestic use and as RO plant feed water. These parameters are set to protect the operational life and performance of the INCOIS RO plant:

Parameter	Acceptable Limit	Why Critical for RO
pH	6.5 – 7.5	Values above 7.5 increase scaling risk on RO membranes
Total Dissolved Solids (TDS)	≤ 1,500 mg/L	High TDS reduces RO recovery rate and membrane life
Total Hardness (as CaCO <sub>3</sub> )	≤ 400 mg/L	Key driver of calcium carbonate scale on



		membranes
Calcium (as Ca)	≤ 100 mg/L	Scaling precursor
Magnesium (as Mg)	≤ 50 mg/L	Scaling precursor
Iron (Total, as Fe)	≤ 0.3 mg/L	Iron fouling is irreversible on RO membranes
Manganese (as Mn)	≤ 0.1 mg/L	Causes membrane staining and fouling
Turbidity	≤ 5 NTU	Suspended solids block pre-filters and membranes
Silica (as SiO <sub>2</sub> )	≤ 25 mg/L	Forms silica scale — difficult to remove once formed
Chlorides	≤ 600 mg/L	Corrosive to RO system components at high levels
Sulphates	≤ 400 mg/L	Barium/calcium sulphate scale risk
Fluoride	≤ 1.5 mg/L	IS 10500:2012 domestic standard
Nitrates	≤ 45 mg/L	IS 10500:2012 domestic standard
Total Coliform	Absent in 100 mL	Biofouling of membranes
E. coli	Absent in 100 mL	Biofouling and health risk in RO output
Free Chlorine/Chloramine	Nil (0 mg/L)	Oxidises and permanently damages thin-film composite RO membranes
Langelier Saturation Index (LSI)	≤ 0 (negative or zero)	Negative LSI indicates non-scaling tendency — essential for RO feed

3.2 The Successful Bidder shall submit a water quality test certificate from a NABL-accredited laboratory in Hyderabad covering all parameters listed in the table above, before commencement of supply and once every six months thereafter. The cost of testing shall be borne entirely by the Successful Bidder. A test report covering fewer than the full list of parameters shall not be accepted.

3.3 INCOIS reserves the right to collect water samples at any time and conduct independent testing at a NABL-accredited laboratory of its choice. If test results show non-conformance with the above parameters, the Successful Bidder shall:

- Immediately cease supply from the non-conforming source;
- Arrange conforming supply within 24 hours;
- Bear the full cost of INCOIS's independent testing;
- Pay a penalty of Rs. 5,000/- per non-conformance event.

#### 4. Tanker Specifications:-

4.1 The Successful Bidder shall use only tankers that are dedicated exclusively to water transport. Tankers previously used for chemicals, fuel, fertilizers, or any non-water purpose shall not be permitted under any circumstance.

4.2 The interior of all tankers shall be fabricated from food-grade SS 304/316 stainless steel or lined with food-grade HDPE or FRP.

4.3 Each tanker shall have a minimum capacity of 5 KL (5,000 litres).

4.4 The Successful Bidder must own a minimum fleet of 3 (three) tankers of at least 5 KL capacity each, all registered in the name of the firm /Owner in Hyderabad/ Telangana. Copies of the RC Book for all owned tankers must be submitted with the bid. Tankers shall not be more than 10 years old from the year of manufacture as reflected in the RC Book.

4.5 All tankers shall be thoroughly cleaned and sanitized using food-safe disinfectants before each trip to INCOIS.

4.6 Each tanker shall display the following information prominently on both sides in Telugu and English:

- Firm name and contact number
- Tanker identification number
- The word "WATER TANKER / నీటి ట్యాంకర్"

4.7 Any change to the Successful Bidder's tanker fleet during the contract period (addition or retirement of a tanker) shall be communicated to INCOIS in writing within 7 days of the change.



4.8 Since bore water supplied under this contract will be fed into the INCOIS RO plant, tankers must be completely free of any residual chlorine, disinfectant, or chemical sanitizer at the time of delivery. The Successful Bidder shall ensure that after sanitization of the tanker, the interior is rinsed thoroughly with clean water until residual chlorine in the rinse water is zero (verified by a chlorine test strip) before loading water for INCOIS. The sanitization log (Clause 6.5) shall include a column for "Post-rinse chlorine reading (mg/L)" which must show zero for every trip.

**5. Eligibility Criteria:**

To qualify for this tender, the bidder must satisfy all of the following criteria. Proof for each criterion must be submitted along with the bid. Bids not meeting any one criterion shall be summarily rejected.

- a. The firm shall have a registered office/service establishment in Hyderabad or Secunderabad. A copy of the GST Registration Certificate bearing the Hyderabad/ Secunderabad address shall serve as proof. The firm shall have been in the business of water tanker supply for a minimum of **3 (three) years** as on the date of this tender. The GST registration date shall be taken as the date of commencement of business for this purpose.
- b. The firm shall own a minimum fleet of **3 (three) water tankers** of at least 5 KL capacity each, registered in Hyderabad/ Telangana in the firm's /Owners name. Copies of RC Books of all owned tankers must be submitted.
- c. The firm shall have executed at least **2 (two) similar work orders** for supply of bore water or municipal/treated water via tankers to government departments, PSUs, public sector banks, or large corporate establishments. Each such work order shall have a minimum value of Rs. 3 Lakhs per year. Copies of work orders and satisfactory performance/completion certificates from the respective clients must be submitted.
- d. The firm shall have valid **GST Registration and PAN.**

**6. Documents to be enclosed:**

- a. Work Completion Certificates and Satisfactory Performance Certificates of reputed firms, if any
- b. The bidder should sign and put the stamp of the company/firm on each page of the tender document and all its annexure as the acceptance.
- c. Earnest Money Deposit (EMD) : An EMD of Rs. 37,000/- (Rupees Thirty Seven Thousand Only) to be submitted as per clause 7 of section 7.
- d. Qualifying information as per Annexure 2.
- e. Price Bid as per Annexure 3.

All the supporting documents sought under section 5 like GST, PAN, RC books of water tankers, MSME/UDHYAM if any, Bid Security (EMD),

**7. General Terms and Conditions**

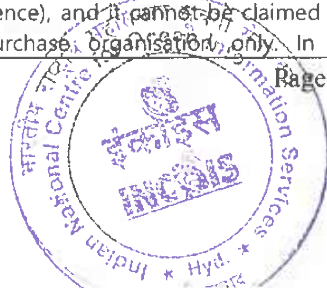
Point No.	Details
1.	<b>Validity of bid:</b> Bid shall have a validity of 90 days from the bid closing date.
2.	<b>* Acceptance of the order by successful bidder upon AOC:</b> Within 10 days from the date of issue of the Work Order. If the acceptance communication is not received within 15 days. Then Work Order would be deemed as accepted and binding to the successful bidder.
3.	<b>Contract Period:</b> For a period of 02 years, from the date of Contract and may be further extended for a period of 01 year on mutual consent and satisfactory performance.
4.	<b>Submission of Offers:</b> The tender should be submitted in sealed cover addressed to the Director, INCOIS, Ministry of Earth Science, Government of India, "Ocean Valley", Pragathi Nagar (B.O), Nizampet (S.O), Hyderabad-500090 in the prescribed Performa annexed here below. The last date of submission of the tender is 11:00 Hrs of <b>May 26, 2026 (Tuesday)</b> and the Tender will be opened at 11:30 Hrs on the same day i.e. May 26, 2026 (Tuesday)
5.	The tender should be submitted in sealed envelope and super scribed with ' <b>Supply of Bore Water at INCOIS, Hyderabad for a period of 02 years</b> ' in response to Tender Enquiry No. <b>INCOIS.PUR: T12/2025</b> ."



6.	<p><b>Payment Terms</b>  Monthly basis after completion of satisfactory monthly services against submission of the invoice in original along with signed &amp; stamped water supply delivery challans and subject to satisfactory performance and applicable statutory deductions  NO OTHER PAYMENT TERMS INCLUDING ADVANCE PAYMENT WILL BE ALLOWED.  <b>Note:</b> All payments are subject to statutory deductions (such as TDS, GST-TDS, etc.) as applicable and submission of proper invoices, inspection certificates, and other documentation required by INCOIS. Prices quoted shall remain firm and fixed for a period of 2 years from the date of contract.</p>
7.	<p><b>Bid Security (BS)</b> :Rs. 37,000/- (Rupees Thirty seven thousand only) has to be submitted as per the following form/options along with the tender.  i) Demand Draft  ii) Insurance Surety Bonds  iii) e-Bank Guarantee  iv) Fixed Deposit Receipts in favor of <b>Director, INCOIS payable at Hyderabad</b>" with validity for a period of 45 days beyond the bid validity period i.e., 90 days  vi) ON-LINE Payment through NEFT/RTGS as per bank details given below:</p> <p><b>Name of the Bank:</b> SBI, HAL campus  <b>Branch:</b> HAL Campus;  <b>Account Name:</b> Director, INCOIS;  <b>A/c No.</b> 10442322840;  <b>IFSC Code:</b> SBIN0001676</p> <p><b>The original DDs/ Financial Instruments if any should reach INCOIS within 05 days after completion of bid due date. Bids received without EMD will be summarily rejected.</b></p> <p>Bidder registered with Ministry of Micro Small Enterprises (MSE) /National Small Scale Industries Corporation (NSIC) are exempted from payment of Bid Security only <b>if the bidder is providing the bid services for this NIT.</b> A copy of valid registration certificate should be submitted.</p>
8.	<p>Firms to quote the price in specified format and the price to remain same during the two years of the contract. An acceptance to this extent is to be recorded in the given Price- Bid format.</p>
9.	<p>Necessary precautions should be taken before Services/operations at INCOIS. Standard security procedure which are in practice are to be followed by the successful tenderer</p>
10.	<p>Contractor is advised to visit INCOIS campus before submitting bid.</p>
11.	<p><b>Performance Bank Guarantee:</b> Successful bidder has to submit Rs.56,000/- (Rupees fifty six thousand only ) towards performance bank guarantee for a period of 26 months within 15 days of acceptance of contract as per the following form/ options, No interest shall be payable by the buyer :</p> <p>a) Demand Draft  b) Insurance Security Bond  c) e-Bank Guarantee, foreign bank guarantees needs confirmation by an Indian nationalized bank  d) Fixed Deposit Receipt in favor of Director, INCOIS payable at Hyderabad  e) Online payment through NEFT/RTGS as per Bank details given below:</p> <p><b>Name of the Bank:</b> SBI, HAL Campus  <b>Branch:</b> HAL Campus  <b>Account Name:</b> Director, INCOIS  <b>Account No.</b> 10442322840  <b>IFSC Code:</b> SBIN0001676</p> <p><b>Performance Guarantee is liable to be invoked in the event of</b>  a. Non execution contract during validity period of the contract</p>



	<p>b. If the service of the successful bidder is found to be unsatisfactory and fails to adhere to our bid terms and conditions Any unilateral revision/decision made by the successful bidder during the validity period of the contract.</p>
12.	Reasons for not responding to our tender may please be informed.
13.	<b>Subletting of contract:</b> The contract shall not be sublet, transferred or assigned to any other firm without the prior written approval of INCOIS
14.	Acceptance to the above all terms may be communicated, while sending the offer. Conditional offers, offers deviating of INCOIS terms and conditions will not be considered for evaluations.
15.	INCOIS reserve the right to reject any or all the offers received or to accept any offer wholly or in a part of order of lesser quantity without assigning any reason.
16.	The bidders have to specify the Taxes if any along with the price. If there is no specific mention about the Taxes, INCOIS will assume that the price/s quoted is/are inclusive of all taxes and binding on the firm to execute the order
17.	This Tender and any order resulting from the enquiry shall be governed by Terms and conditions mentioned in the enquiry.
18.	Where counter terms and conditions of business have been offered by the supplier, we shall not be deemed to be governed by these unless our specific written/acceptance thereof has been obtained
19.	No conditions and terms, notice of which has not been given by the Supplier while submitting Tender will be considered by us if put forward in subsequent correspondence
20.	In case of order placed by INCOIS based on the Tender submitted by the supplier is not executed by the firm, INCOIS may avail the services from elsewhere and recover the additional amount it may have to spend in availing the services plus 10% to cover the incidental expenses from the supplier/contractor.
21.	In case, any penalty/ cases imposed by the police / Road transport authorities due to negligence of driver or any other reason, INCOIS will not be responsible for such incidents and all liabilities shall born by the Contractor.
22.	Submission of Tender Offers: Tenders can be submitted either through Post or through Courier or By hand. In the event of tender received after due date and time due to any type of delay including postal delay or losses, INCOIS will not be responsible for such delay and such tenders will not be considered.
23.	Opening of Tenders/Tender: The offers received, will be opened in the presence of representatives of the firm (if they wish to be present), on the scheduled date and time of opening of the bid. The person attending the opening of the tender will be required to produce an authorization letter from the dealer/company/firm/agency. If the tender dose not comply to our tender specifications and terms and conditions, shall be summarily rejected.
24.	Proof for fulfillment of eligibility criteria mentioned above should be submitted along with the bid. If the bid is submitted without valid documents, INCOIS shall not consider the bid offered as responsive. Bids received without proof of eligibility criteria will be rejected
25.	Before submitting the bids bidders are advised to inspect the site of works and its environments and be well acquainted with actual working conditions, approach to place of work, surroundings of the Site of work and other prevailing conditions.
26.	<p><b>Force Majeure Clause:</b> A Force Majeure (FM) means extraordinary events or circumstances beyond human control, such as an event described as an act of God (like a natural calamity) or events such as a war, strike, riots, crimes (but not including negligence or wrong-doing, predictable/seasonal rain and any other events specifically excluded in the clause). An FM clause in the contract frees both parties from contractual liability and obligation when prevented by such events from fulfilling their obligations under the contract. An FM clause does not entirely excuse a party's non-performance but only suspends it for the duration of the FM. The firm must give notice of FM within a reasonable time as the conditions permit (not later than 14 days after its occurrence), and it cannot be claimed ex-post facto. There may be an FM situation affecting the purchase organisation, only. In such a situation, the purchase organisation is to</p>



	communicate with the supplier along similar lines as above for further necessary action. If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of FM for a period exceeding 90 (ninety) days, either party may, at its option, seek to terminate the contract without any financial repercussion on either side. Notwithstanding the punitive provisions contained in the contract for delay or breach of contract, the supplier would not be liable for imposition of any such sanction so long as the delay and/or failure of the supplier in fulfilling its obligations under the contract is the result of an event covered in the FM clause.
27.	If any bidder withdraws his bid after price bid is opened, within the validity period or makes any modifications in the terms and conditions of bid, which are not acceptable to the INCOIS, then INCOIS shall without prejudice to any other right or remedy available to it, be at liberty to initiate appropriate action.
28.	The Bids shall be submitted only after signed by a duly authorized officer of the firm which is bidding for the tendered requirement, and in the case of a Corporation, seal, or otherwise appropriately executed under seal.
29.	<b>Termination Clause:</b> Director, INCOIS reserves the right to terminate the contract either in whole or part of the contract with one month's notice.
30.	Canvassing in connection with bid is strictly prohibited and any canvassing will render the bid of such bidder ineligible.
31.	INCOIS reserves the right to alter the scope/or reduce quantum of work, before/after issue of work order and bidders shall not have any claim whatsoever on this account.
32.	In case of any unresolved dispute or differences arising at any time between this Institute and the firm holding the contract, these shall be resolved in terms of the Arbitration and Conciliation Act 1996 and held at Hyderabad, Telangana, India only. Further, this contract is subject to laws of India alone

**8. Technical Clarifications:**

If firms require clarifications on certain points in this document may be submitted (via e-mail) on or before 09:00Hrs of May 20, 2026. Note: Firms may submit a consolidated query only once e-mail: manyam@incois.gov.in. E-mail subject should be mentioned as **"Clarifications on Supply of Bore Water at INCOIS, Hyderabad for a period of 02 years"**

Administrative Officer (Purchase)  
Indian National Centre for Ocean Information  
Services (INCOIS) Ministry of Earth Sciences,  
Govt. of India, "Ocean Valley", Pragathi Nagar  
(BO), Nizampet (SO), Hyderabad - 500 090, T.S.,  
India  
Phone No.: 040-2388 6022  
Fax No.: 040-23895001 / 23892910  
e-mail: manyam@incois.gov.in

**Declaration:**

I, \_\_\_\_\_ son/daughter of \_\_\_\_\_ aged \_\_\_\_\_ years and residing at \_\_\_\_\_ State and sole proprietor /managing partner /director of \_\_\_\_\_ after having read and understood the tender document No..... dated..... floated by the Institute, hereby undertake that I agree to and shall abide by the terms and conditions prescribed in the said tender document for **Supply of Bore Water at INCOIS, Hyderabad for a period of 02 years"**

Signature of the Tenderer/Firm Authorised Signatory & date  
Name \_\_\_\_\_ OFFICE SEAL, \_\_\_\_\_ Address \_\_\_\_\_



9. Qualifying Information

Annexure - 1

SI No.	Description	Compliance status Yes / No	Page number against the Proof attached.	Remarks/ Deviations, if any
1.	Name of the Bidder			
2.	The bidder is a 1) Registered Indian under Indian Company Act 1956 / 2) Proprietary /3) OEM/(s) /4) System Integrator/5) Others			
3.	Bidder Address and contact details like Mail , Phone etc.,			
4.	MSE / NSIC certificate details if any Registration/ License from the Government: GST Registration No. PAN Number			
5.	Single Point of Contact : Name Mail: Mobile No.			
6.	Full Bank Details: <i>(Note: Bank Details provided cannot be changed during Contract, unless special request from the company is made )</i>			
7.	Earnest Money Deposit:As per clause 07 of the General Terms and Conditions under section 05. Exemption: Micro and Small Enterprises (MSEs) with a valid Udyam Registration Certificate and DPIIT-recognized Startups are exempt from EMD. Bidders claiming exemption must upload their Udyam / DPIIT recognition certificate as part of the Technical Bid. Proof required: DD / Bank Guarantee / payment proof, OR valid Udyam / DPIIT certificate for exemption.			
8.	The bidder should have adequate office/service centre setup at Hyderabad/Secunderabad A copy of GST Certificate with Hyderabad/ Secunderabad office address shall be submitted as proof.			
9.	The firm shall have a registered office/service establishment in Hyderabad or Secunderabad. A copy of the GST Registration Certificate bearing the Hyderabad/ Secunderabad address shall serve as proof. The firm shall have been in the business of water tanker supply for a minimum of <b>3 (three) years</b> as on the date of this tender. The GST registration date shall be taken as the date of commencement of business for this			




SI No.	Description	Compliance status Yes / No	Page number against the Proof attached.	Remarks/ Deviations, if any
	purpose			
10.	Self-certified undertaking that the bidder is not banned by MoES or any of its Institutions/ Organizations.			
11.	The firm shall have executed at least <b>2 (two) similar work orders</b> for supply of bore water or municipal/treated water via tankers to government departments, PSUs, public sector banks, or large corporate establishments. Each such work order shall have a minimum value of Rs. 3 Lakhs per year. Copies of work orders and satisfactory performance/completion certificates from the respective clients must be submitted			
12.	The firm shall own a minimum fleet of <b>3 (three) water tankers</b> of at least 5 KL capacity each, registered in Hyderabad/ Telangana in the firm's /Owners name. Copies of RC Books of all owned tankers must be submitted.			
13.	Signature on all the pages of the bid document, including addendum, if any, issued by INCOIS.			

Signature of the Authorized Signatory & date

Name

OFFICE SEAL,

Address

  
(V.Subrahmanyam)  
Administrative Officer (Purchase)



10. Price Bid

Annexure -II

**PRICE BID FORMAT (TO BE TYPED ON THE LETTER-HEAD OF THE FIRM) DULY STAMPED AND SIGNED AT THE BOTTOM**

Description / Line Items		1 <sup>st</sup> Year	2 <sup>nd</sup> Year
1.	Supply of Bore Water at INCOIS, Hyderabad for a period of 02 years  Rate per KL (Rs.)  (1 KL Cost)		
2.	TAXES, if any		
<b>Grand Total (Rs.)</b>			

We confirm that the prices quoted will be firm and will not be altered during the entire period of two years of RateContract.

Place:

Date:

Authorized Signatory  
Name of the Firm  
Name of the Authorized Signatory  
M.No.  
FRN No.  
(Seal and Stamp of the Firm)



**(V.Subrahmanyam)**  
**Administrative Officer (Purchase)**




**Bank Guarantee Format for Performance Security**

To

The Director  
Indian National Centre for Ocean Information Services (INCOIS)  
Oceanvally, Pragathi Nagar (BO), Nizampet (SO)  
Pragathi Nagar  
Hyderabad-500 090

Whereas..... (name and address of the contractor) (here in after called "the contractor") has undertaken, in pursuance of contract no ..... date..... to supply ..... (Description of goods and Works/ Services) (herein after called "the contract").

And whereas you have stipulated it in the said contract that the contractor shall furnish you with a bank guarantee by a Commercial bank for the sum specified therein as security for compliance with its obligations as per the contract.

And, whereas we have agreed to give the contractor such a bank guarantee.

Now Therefore we hereby affirm that we are guarantors and responsible to you, on behalf of the contractor, 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 contractor 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 sail debt from the contractor before presenting us with 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 contractor 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 the .....day of .....20.....

Our.....branch at.....\*(Name & Address of the .....\*(branch) is liable to pay the guaranteed amount depending on the filing of a claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our .....\* branch a written claim or demand and received by us at our .....\* branch on or before Dt..... Otherwise, the bank shall be discharged of all liabilities under this guarantee after that.

(Signature of the authorized officer of the Bank)

.....  
.....

Name and designation of the officer

.....

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

\*Preferably at the headquarters of the authority competent to sanction the expenditure for the procurement of goods or at the concerned district headquarters or the state headquarters.



**Annexure –IV**

**BANKGUARANTEEFORMATFORBIDSECURITY:**

Whereas.....(Hereinafter called "the Bidder") has submitted its bid dt..... (Date of submission of bid) for the supply of .....(name and / or description of the goods ) (herein after called "the Bid").

KNOW ALL PEOPLE by these presents that WE .....(name of bank) of .....(name of country), having our registered office at .....(address of bank) (hereinafter called "the Bank"), are bound unto.....(name of Purchaser) (herein after called "the Purchaser") in the sum of for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this day of 20

THE CONDITIONS of this obligation are:

1. If the Bidder Withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder ,having been notified of the acceptance of its bid by the Purchaser during the period of bid validity:
  - (a) fails or refuses to execute the Contract Form if required ; or
  - (b) fails or refuses to furnish the performance security, in accordance with the instruction to Bidders.

We undertake to pay the Purchaser upto the above amount up on receipt of its first written demand, without the Purchaser having to substantiate its demand ,provided that in its demand the Purchaser will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions ,specifying the occurred condition or conditions.

This guarantee shall remain in force upto from the date of submission of the bid and any demand in respect there of should reach the Bank not later than the above date.

(Signature of the Bank)

Name of the Bidder

