



NATIONAL JUDICIAL ACADEMY

Bhadbhada Road, Suraj Nagar P.O. Bhopal - 462044 (M.P.)

Tel.: EPABX 0755 - 2432500, Fax : 0755 - 2696904

No. NJA/Admn./Maint: Work/908-915
April 28, 2025

Sub: - Request for quotation for cleaning of water tanks situated in the Academy premises.

The National Judicial Academy is a registered society fully funded by Government of India. The Academy invites commercial offers for **cleaning of water tanks (2 times in a year) situated in the Academy premises** as per enclosed scope of work (Annexure -A).

Terms and Conditions:

1. Firms those willing to participate in the RFQ shall have the previous experience in execution of the same type of work.
2. Rates should be inclusive of all charges for cleaning of water tanks at the Academy.
3. The requirement shown is approximate and it may vary as per the actual requirement at the time of placing order.
4. The evaluation shall be made on consolidated amount basis.
5. The Academy reserves the right to cancel offer(s) at any time without assigning any reason(s).
6. The shortlisted agency has to deposit 5% of contract value of the work as performance security in the form of A/c payee Demand Draft or FDR issued by any Commercial Bank in favor of National Judicial Academy payable at Bhopal (FDR in joint form is not acceptable).
7. Premature termination of empanelment may attract forfeiture of performance security.
8. Recovery shall be made, towards any type of damages, if made, to the NJA Property during work execution.
9. The executing agency shall be responsible for the safety of man & material during execution of work.
10. Rate quoted should be valid for minimum period of one year.
11. The cleaning work should be completed within 15 days from the date receipt of work order.
12. The delay in work without appropriate reasons and approval of NJA, shall attract a penalty of Rs. 200/- per day subject to maximum of 10% of the contract value.
13. Warranty period/ Defect liability period shall be for 6 months from the date of completion.
14. The performance security will be retained against retention money, which will be released after completion of the Complete Contract Period.
15. No advance payment shall be admissible for the supply. Payment will be made after the satisfactory execution of work.
16. The payment will be made on actual basis after successful completion of work in each time, on submission of bill. The tax will be deducted at source as per applicable law.

You are advised to visit the Academy for inspection of site before submitting your offer.

You are requested to submit your offer in a form of letter or e-mail (registraradmin@nja.gov.in) super scribing "Quotation for **cleaning of water tanks situated in the Academy premises**" addressed to the undersigned latest by 8th May, 2025.

Registrar (Administration)

Copy to: 1. Website/Network System Administrator – for uploading to NJA website and CPP Portal.
2. Notice Board

Specification & Scope of Work

Name of Work: Cleaning of storage water tank in NJA premises (2 times in a year)

Scope of Work: Cleaning of underground sump, Over Head R.C.C. Tank (independent staging) including disposal of slit and rubbish, all as per direction of Engineer-in-Charge.

The cleaning shall consist following operations:

- (i) Tank shall be emptied of water by pumping & bottom shall be cleaned of silt and other deposits.
- (ii) Entire surface area of the sump shall then scrubbed thoroughly with wire brush etc. and pressure washed with water.
- (iii) Chlorination of RCC internal surface by liquid chlorine.
- (iv) The treated surface shall be dried using air jetting and all loose particles shall be removal from the surface.
- (v) Finally the surface shall be treated with ultraviolet radiation etc. as per direction of Engineer-in-charge.

Sr. No.	Tank Name	Length/ diameter (m)	Width (m)	Height (m)	Surface Area of tank (Sqmt)	Rate Per Sqm (Inclusive All) (in Rs.)		Amount (Inclusive All) (in Rs.)		Total Amount (Inclusive All) (in Rs.)
						First Time	Second Time	First Time	Second Time	
1	2	3	4	5	6	7	8	9	10	11 = 9 + 10
1.	Overhead Water Tank	3.66	-	4.70	192.15					
2.	Underground storage water tank-1	6.50	3.50	3.65	118.50					
3.	Underground storage water tank-2	6.50	3.50	3.65	118.50					
4.	Underground storage water tank-3	6.50	3.50	3.65	118.50					
5.	Underground storage water tank-4	6.50	3.50	3.65	118.50					
Total (in Rs.)										

Date:

Seal & Signature of Authorized Person