

INVITATION OF BIDS FOR OPERATIONS & MAINTAINENCE OF THE SWIMMING POOL WITH PROVISION OF TRAINERS AT SAINIK SCHOOL KAPURTHALA

GENERAL REQUEST FOR PROPOSAL (RFP)

1. For and on behalf of The Principal Sainik School Kapurthala, the bids are invited from bidders for **Operations & Maintenance of the Swimming Pool with Provision of Trainers** at Sainik School Kapurthala as per advertisement published on **01 Mar 2025**. Tender document may be downloaded from the website of **www.sskapurthala.com**. Bids in sealed cover are invited for the said work as per the scope of the work. Please super scribe the above-mentioned title, and date of opening of the Bids on the sealed cover to avoid the Bid being declared invalid. **Vendors desirous of quoting their rates should attach a demand draft of Rs 500 in favour of Principal, Sainik School Kapurthala – 144601, and Payable at Kapurthala towards the cost of incidental expenses.**

2. The address and contact numbers for sending bids or seeking clarification regarding this RFP are given below: -

(a) **Bids/queries to be addressed to.** The Principal Sainik School Kapurthala Punjab - 144601.

(b) **Postal Address for sending the Bids.** The Principal, Sainik School Kapurthala, Punjab- 144601

(c) **Name/Designation of the contact personnel.** Mr Pardeep Kumar, QM, Sainik School Kapurthala, Punjab - 144601.

(d) **Telephone numbers of the contact personnel.** 7880085091

(e) **E-mail IDs of contact personnel.** sskapurthala@sainikschoolsociety.in

3. **Bidding terms & Conditions**

(a) Bidder should have experience of Operations & Maintenance of the Swimming Pool with Provision of Coaching in Govt. / Semi Govt. / Private departments / schools.

(b) Bidder should have minimum turn over Rs 10,00,000/- (Rupees Ten Lac Only) in last three financial years.

(c) Bidder must have PAN/ TAN/ GST/ Service Tax/ Sale Tax/ EPF/ Registration Number etc.

(d) Bidder must submit photocopies of above mentioned documents along with the bid.

(e) Bidder should have an office in the state of Punjab.

4. **Submission of Concept Plan:-**

- (a) Proposal to be submitted should be based on lowest bidding value i.e. the bidder who bids the lowest amount for Swimming Pool Maintenance.
- (b) Bidder has to submit the proposal in a closed envelope.
- (c) Proposal given will be scrutinized by committee constituted under the chairmanship of Principal, Sainik School, Kapurthala.
- (d) Bid shall be received in two envelopes i.e. envelope (A) and envelope (B).

Envelope – A: shall contain turn over supporting documents, similar work and financial credentials such as PAN /TAN/GST etc. – Technical Documents

Envelope – B: shall contain the proposal with financial bid.

- (e) Envelope A will be opened first and envelope (B) will be opened for only those bidders whose envelope (A) is accepted after opening the by committee.
- (f) If the last date of submission of E.O.I /Date of opening of bid happens to be public holiday then the bids will be opened on next working day at the same time and place.
- (g) Principal, Sainik School, Kapurthala reserves the right to reject any or all bids without assigning any reason.

5. **Scope of Work.**

- (a) Routine cleaning of swimming pool water by disinfecting pool water with chlorine including cost of chemicals and manpower.
- (b) Routine cleaning and debris removal from the pool with suction sweeper of swimming pool water by disinfecting pool water with chlorine including cost of and surrounding manually.
- (c) Cleaning of all the Toilets & Changing Rooms etc.
- (d) Fortnight water testing and chemical balancing (pH, chlorine, alkalinity, etc.).
- (e) Inspection, operation maintenance of filtration plant & pump.
- (f) Repairs and servicing of pool equipment as necessary.
- (g) Ensuring compliance with health and safety regulations.
- (h) Emergency response services in case of urgent maintenance issues.
- (j) Monthly reporting and maintenance logs.
- (k) A minimum of three certified swimming trainers at least 01 female (All to be certified life guards also and one is to be deployed as life guard at any given time). One person for cleaning & upkeep of pool. Safety of all swimmers / trainees within the swimming pool premises would be the sole responsibility of the bidder.

(l) The levels of swimming pool water to be maintained as mentioned below and testing to be done only in:-

(i) **Chlorine Level** – The chlorine level in the swimming pool water should be maintained between 1 ppm (parts per million (ppm/ml)) and 2 ppm.

(ii) **Chlorine Deposition** – The chlorine deposition should also be checked daily and bacteriological examination monthly.

(iii) **pH Value** – The pH value of the water should be maintained between 7.2 and 7.8.

(iv) **Alkalinity** – Alkalinity should also be 80-120 ppm and calcium hardness 200-400 ppm. The guidelines also made clear that water quality testing should be done only in accredited labs and the quality of the filters should be ensured, said the advisory.

6. **Vendor Qualifications**

- (a) Minimum 05 years of experience in swimming pool maintenance.
- (b) Proper licensing and certification as required by local authorities.
- (c) Experience working with residential schools or similar institutions preferred.
- (d) Adequate staffing and equipment to perform required services.

7. **Proposal Requirements:** Bidders should submit proposals that include the following details:

- (a) Company background and relevant experience.
- (b) List of similar contracts handled.
- (c) Detailed description of proposed maintenance plan.
- (d) Pricing structure (monthly/annual fees, emergency call-out charges, etc.)
- (e) References from previous clients.
- (f) Copies of required licenses and certifications.

8. **Other conditions for successful Bidders.**

- (a) Site visit made by bidder as and when required.
- (b) Submission of proposal of execution of Swimming Pool Maintenance Services to be carried out by the bidder with hard copy and soft copy and shall become the property of Sainik School Kapurthala.
- (c) The scope of work provided is not exhaustive by all means and the school authorities reserve the right to give necessary instructions and directions as and when it deems fit.

9. **Terms and Conditions**

- (a) The pool will be operational for eight months i.e. 01 Mar to 31 Oct.
- (b) The contract term will be for 01 year i.e. from Mar/ Apr 2025 to Oct 2025 with an option of extension to another 02 years subject to satisfactory services.
- (c) The selected vendor will enter into a formal contract with the school.
- (d) The vendor is responsible for obtaining any necessary permits or approvals.
- (e) No accommodation and food facility will be provided by the school.
- (f) Bills should be submitted on monthly basis and payment will be made through Cheque on the name of the vendor.
- (g) The vendor has to submit Police Clearing Certificate (PCC) of the trained manpower deployed in the swimming pool.
- (h) Timings for operating the swimming pool will be 08 Hours in a day.
- (j) The school reserves the right to accept or reject any or all proposals.
- (k) The schedule & other SOPs will be formed by the school and it would be mandatory for the firm engaged to follow the same.