



Projects & Development India Limited

(A Govt. of India Undertaking)

Post Box No.125,A-14, Sector-1 , Noida - 201301 ,
Dist. Gautambudh Nagar , Uttar Pradesh
Phone - 0120-2529842/43/47/51/53/54
Fax - 01202529801/2541493
GSTIN No: 09AABCP1722G1ZP
CIN:U74140UP1978GO1028629

INVITATION TO BID

To : Open Vendor	ITB Number	11/PNMM/E/4807/2020-21/101235
	Type of Bid	Two Part
	Type of Opening	Public opening
	Date of Issue	09.03.2021
	Bid Closing Date	22-03-2021 Time : 3:00:00 PM
	Tech. Bid Opening Date	23-03-2021 Time : 3 :00:00 PM
	Price Bid Opening Date & Time	SHALL BE INTIMATED LATER
	Venue of Bid Opening	PDIL, NOIDA
	Earnest money Deposit	N.A.
	Delivery/Completion Period	AS PER CLAUSE 6.0 OF GCC

Projects & Development India Limited (PDIL) is a Govt. of India Undertaking under the administrative control of the Dept. of Fertilizers, Ministry of Chemicals and Fertilizers. PDIL invites bid in sealed cover addressed to Addl. General Manager (M.M), ITB reference no. and bid closing date & time duly super scribed on the cover for providing the under mentioned services, subject to the terms and conditions and technical specification attached here in.

SL. No.	Material/HSN Code/ SAC Code	Description	Quantity	Unit
10		Hiring of NABL Consultant for Accreditation	1	AU

For & on behalf of
Projects & Development India Limited

(P.R. SAHU)

ADDL. GENERAL MANAGER (MM)

**Sub: HIRING OF CONSULTANT FOR ACCREDITATION OF ENVIRONMENTAL
LABORATORY FROM NABL**

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ANNEXURE-I

PRE-QUALIFICATION CRITERIA (PQC)

1. The bidder must have prior experience in providing assistance in NABL accreditation as per ISO 17025 for testing Laboratories.
2. The bidder should have carried out at least one work / assignment of similar nature i.e. NABL Accreditation activities as per IS 17025 in last 07 years ending last day of the previous month in which the tender has been published.

To meet the above criteria, the Bidder is required to submit:

- (a) Purchase Order/ Work Order
- (b) Completion Certificate/ Any other relevant document viz. Invoice/ Extension to any Work Order

All relevant documents (self attested photo copies) in support of the above PQC shall have to be submitted by the bidder along with their bid, failing which the bid shall not be considered for evaluation in the subsequent stages.

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ANNEXURE – II

INSTRUCTION TO BIDDERS (e-PUBLISH)

1.0 A bidder who meets the Pre-Qualification Criteria as per ITB and intends to quote against this ITB may download the bidding document from PDIL website <http://pdilin.com> OR Central Public Procurement Portal <https://eprocure.gov.in/cppp> and submit the Bid complete in all respects as per terms & conditions of contract on or before the bid closing date and time.

2.0 Submission of Bids:

Bidders are required to submit their bids under two (02) envelopes as below:

Envelope A: Un-priced Technical and Commercial Bid along with the following documents (photocopies) shall be in this envelope:

- i. Documents in support of 'Pre-Qualification Criteria for Bidders' indicated in Annexure-I of ITB as per the requirement.
- ii. Complete ITB documents duly signed & stamped in each page with "Deviations"/ "Exception" sheet (if any) and all Annexures duly filled in.
- iii. **Price Confirmation Copy** - A copy of Priced offer keeping price blank (hiding the price) and in place indicating "Quoted" or "√", as a confirmation of price quoted against the enquired item and all applicable Taxes & Duties, shall be submitted.
- iv. Copy of Check List enclosed duly filled by the bidder making all the points clear and not leaving any voids.
- v. Photo copy of PAN card.
- vi. A Copy of GST registration certificate
- vii. Any other document as per the requirement specified in the ITB.

Envelope B: Price Bid

Price Schedule as per Annexure-V with quoted rates in Rs. and Taxes & Duties, as applicable, signed and stamped.

All the above envelopes should be super scribed with respective **Envelope no., ITB No.** and **closing date of the bid**. Both the (02) envelopes should be sealed and placed in a Third envelop which should also be super scribed with our **ITB No.** and **closing date of the bid** and addressed to the under mentioned:

HOD (MM)

Projects & Development India Limited

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PDIL Bhawan, A-14, Sector 1,
Noida – 201 301, Gautam Budh Nagar (UP)
Tel: 0120-2529842/43/47/51/91 (Extn. 344, 301), Fax: 0120 – 2529801
e-mail: prsahu@pdilin.com; anjali@pdilin.com; amitvarshney@pdilin.com;

3.0 Opening of Bids

Bid opening will be Public. Envelope A only will be opened on Technical Bid Opening Date. Price Bids (Envelope B) of only those bidders will be opened which will be considered technically and commercially acceptable.

4.0 Evaluation of Bids

Bids shall be evaluated for Pre-Qualification Criteria (PQC) first and Techno-Commercial Bid Evaluation shall be carried out, only for those Bids which shall meet the Pre-Qualification Criteria (PQC).

Bids shall be scrutinized on Techno-Commercial parameters. Bids having unacceptable deviation may be rejected at this stage. However, clarifications shall be sought from bidder for any shortcoming found in their Bid at this stage.

The PRICE BID shall be opened only of those bidders who will be technically and commercially suitable.

5.0 Price Evaluation Criteria

5.1 Price Evaluation of Bids shall be done considering the quoted prices by the bidder in the Price Schedule / Schedule of Rates along with GST.

Incomplete Price Schedule may result into rejection of bid. However, Bidder may quote for one or more items in the Price Schedule.

Contract/Purchase Order (PO) shall be awarded on the Lowest (L1) Bidder subject to Purchase Preference as per provision of PPP for MSE, Order-2012 read with the subsequent amendment. (Refer Clause No. 5.2).

5.2 Public Procurement Policy For Micro & Small Enterprises (MSEs)-Order,2012: Purchase Preference Benefits under the Policy as per guideline issued by Ministry of MSME's Order dt.23.03.2012 issued vide Gazette Notification no.503 dt.26.03.2012 and related subsequent revision shall be applicable subject to submission of copy of valid/active Udyog Aadhaar Memorandum / Registration Certificate.

5.3 Deleted

5.4 Deleted

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5.5 Deleted

6.0 **Earnest Money Deposit (EMD)** : NA

7.0 **Validity of Bids**

Prices quoted should remain valid for our acceptance for a minimum period of 90 days from the date of opening of technical bids. PDIL will not allow any revision in prices within validity period after sealed tender are opened.

- 8.0 If at any later date, it is found that documents, information and data submitted by the Bidder in the Bid, and based on which the Bidder has been considered eligible or successful or has been awarded the Contract is incorrect or false to the extent that had the correct or true information been made available to the OWNER at the time of Bid evaluation, the bid would have been declared ineligible or unsuccessful, the Bidder shall be forthwith disqualified or, as the case may be, the contract awarded based on such incorrect or false information shall be cancelled and the EMD/PBG/Security Deposit shall be liable to be forfeited.
- 9.0 Bidders are required to carefully go through the entire scope of ENQUIRY, terms and conditions, and other requirements before quoting. They should feel free to contact PDIL before submission of bid if they have any query on it. Once the bid is submitted, PDIL will presume that the bidder has understood thoroughly the Scope of Supply along with terms & conditions and all these are acceptable to them.
- 10.0 Bids shall be typed or written in indelible ink and must be free from corrections / erasing / overwriting etc. Any changes made must be authenticated with initial by the Bidder.
- 11.0 Bid shall be ideally in conformity to the Scope of supply/work along with all Terms & conditions, stipulated in the ENQUIRY. PDIL shall appreciate to receive a Bid having no deviation. However, under unavoidable circumstance, a Bidder may submit Deviations in a separate sheet, which PDIL at its own liberty may accept or reject. Deviations found elsewhere inside the Bid document shall not be considered. Deviations including condition(s), if any, found in the Price bid shall liable for rejection of a Bid in totality.
- 12.0 PDIL reserves the right to reject any or all the bids without assigning any reason whatsoever and does not bind itself to accept the lowest or any other bid. All bids in which any of the prescribed conditions are to be fulfilled or are incomplete in any respect are liable to be rejected. PDIL is at liberty to take any of the following actions in case of this ITB:
- a) to cancel the tender without reference to the bidders.
 - b) to postpone the due date and time.
- 13.0 Bidders shall not be entitled to claim any costs, charges, expenses or incidentals for or in connection with the preparation and submission of their bids even though Project & development of India Limited may withdraw the enquiry/tender or reject all bids.

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- 14.0 SITE VISIT: If needed, Bidder can visit site (PDIL) before quoting their rates. For site visit and any clarifications please contact to:

<p>HOD (MM) Projects & Development India Limited, A-14, Sector-1, Gautam Budh Nagar Noida – 201 301 (UP),</p> <p><u>Tel: 0120-2529842/43/47/51/91</u> (Extn. 344,301),Fax: 0120-2529801</p> <p>Email: prsahu@pdilin.com; anjali@pdilin.com; amitvarshney@pdilin.com;</p>	<p>HOD (Environmental Engineering) Projects & Development India Limited A-14, Sector-1, Gautam Budh Nagar Noida – 201 301 (UP), Phone:0120-2474014 FAX: 0120-2529801 E-mail: gyanlata@pdilin.com</p>
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- 15.0 Bids submitted thro' FAX and e-mail will not be accepted. No request from any bidder to PDIL to collect the bid from airlines, cargo agents etc. shall be entertained by PDIL.
- 16.0 PDIL reserve the rights to assess bidder's capability and capacity to perform the contract.
- 17.0 Bids must be submitted on or before the closing date and time physically in the bid box at the office of **HOD (MM), Materials Management Department, Projects & Development India Ltd., PDIL Bhawan, A-14, Sector-1, Noida, Pin 201301, Gautam Budh Nager (UP)** or by registered post/courier on the above address so as to reach well in advance of the closing date and time. Offers received late are liable for rejection & no complaint shall be entertained in this regard for any reason whatsoever including postal/courier delay.
- 18.0 To know more about PDIL, please visit our website <http://www.pdilin.com>

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ANNEXURE-III

General Conditions of Contract (GCC)

1.0 Scope of Contract

The Scope of Contract/ Purchase Order (P.O) shall be as per Technical Specification defined in Annexure-VIII along with 'Price Schedule', attached to the ITB, unless & otherwise it is modified, at subsequent stage of bidding.

2.0 Firm Price

Price to be quoted shall be firm and subject to no escalation whatsoever during the contractual completion period including extended period, if any, except for any statutory variations i.e. change in the rate of tax & duty and/or inclusion of any new tax & duty.

Bid with variable price will not be accepted.

3.0 Price Basis

Duly executed at PDIL, Noida.

4.0 Taxes and duties

- 4.1 Goods & Service Tax (GST): GST shall be paid EXTRA as applicable as per GST law. Bidder shall clearly indicate the present applicable rate of GST in Percentage (%). However, Bidder shall indicate corresponding HSN / SAC Code in the check list and shall also enclose a copy of GST registration certificate along with the unpriced offer.

PDIL shall avail Input Credit against payment of GST. Same will also be considered while evaluating the price bid. Relevant necessary documents shall be provided by the Contractor to enable PDIL avail the above credit set off.

Bidders have to ensure that they should file the Tax return on time to avail input Tax credit, else the same shall be deducted from EMD/Security Deposit/Running Bills.

- 4.2 Statutory variation in taxes and duties including imposition of any new tax & duty, within the scheduled Completion period, as per P.O, shall be paid at actual on production of documentary evidence.
- 4.2.1 In case of delay in execution, if there is any increase in the rate of tax & duty and/or there is imposition of any new tax/ duty by statutory authorities, PDIL shall restrict the payment of taxes & duties, as prevalent on the scheduled delivery/ completion period only, as mentioned in the Contract and amendment(s) there to.

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4.2.2 If there is any decrease in applicable rate of taxes & duties &/or there is any withdrawal of any tax & duty by statutory authorities, during the completion period including extended/amended period of P.O, shall accrue to PDIL's a/c.

5.0 Effective date of Contract/ P.O.: Shall be the date of issuance of PO.

6.0 Completion period: The estimated time for the completion of work i.e. for attaining accreditation from NABL is four (04) months from the effective date of contract.

7.0 Payment Terms

7.1 30% of the payment will be made after the submission of the NABL application (i.e. 45 days from the start of work) and 70% will be done after the closure of non-compliance raised by the NABL assessor at the time of final-assessment/Final approval from NABL (i.e. 75 days from the day of submission of application to NABL).

7.2 It may be noted that Government of India has implemented **Trade Receivable Discounting System (TReDS)** to address challenges faced by MSMEs in delayed payments (after receipt/acceptance of Material/Services) from Government buyers leading to shortfall of Working Capital. TReDS is an online electronic institutional mechanism for facilitating the financing of trade receivables of MSMEs through multiple financiers. PDIL has already been registered on the below mentioned TReDS platform:

- M/s Receivable Exchange of India (RXIL), Mumbai

MSME vendors are requested to get themselves registered on the TReDS platform to avail the payment benefit in the event of order.

7.5 Tax deduction at source

Income tax, as applicable as per income tax act, shall be deducted at source from the Contractor's bills and a certificate towards this deduction shall be issued to the Contractor.

8.0 Security cum Performance Guarantee:

8.1 Security cum Performance Guarantee for an amount equivalent to 3% of P.O value shall be deposited within 15 days of issuance of P.O, in the form of Demand Draft (DD)/Banker's Cheque. The same shall be valid to cover delivery period plus warranty/guarantee period, if any.

8.2 Security cum Performance Guarantee shall be refunded after 30 days of completion period on the certification of HOD (Env. Engg.) for due fulfilment of the contractual obligations and after adjusting the expenditure incurred by the owner, if any, on account of any failure on the part of the contractor.

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8.3 No interest shall be payable on Security Deposit.

8.4 PDIL, however, reserves the right to en-cash/ forfeit the Security Deposit, if the Supplier fails to execute the P.O and/or abide by all the terms and conditions of the P.O.

9.0 **Price reduction clause**

In the event of delay in completion beyond contractual completion period, price reduction @ 0.5% per week or part thereof subject to maximum 5% of total order value shall be recovered from supplier's / Contractor's bill(s).

10.0 **Insurance**

Necessary insurance(s) to cover accident risk for his employees loss of life, material etc. to crew or the third party to be arranged by supplier at his cost.

11.0 **Termination**

In the event of unsatisfactory performance, PDIL reserves right to cancel part or whole of the order / contract and make alternate arrangement at any time during currency of contract on risk & costs of contractor and / or forfeit security deposit.

12.0 **Force Majeure**

The act of God, epidemic, wars, revolution, and official strike shall be treated as force majeure condition. In event of occurrence of such condition neither party shall be responsible for delay in performance provided that it is notified within 07 days of its occurrence. The Contractor shall provide justification by documentation countersigned by the local chamber of commerce.

13.0 **Arbitration**

All cases of dispute arising during execution of contract shall be resolved by mutual discussion of parties operating the Contract. In the event of failure to do so, matter will be settled as per Arbitration and Conciliation Act, 1996, as amended from time to time.

However, wherever applicable, in case of settlement of commercial disputes between PSEs inter SE and PSE(s) and Government Department(s), the same shall be settled through Permanent Machinery of Arbitrators (PMA) setup in the Department of Public Enterprises(DPEs) as per the following Clause:

“In the event of any dispute or difference relating to the Interpretation and application of the provisions of the contracts, such dispute or difference shall be referred by either party for Arbitration to the sole Arbitrator in the Department of Public Enterprises to be nominated by the Secretary to the Government of India in-charge of the Department of Public Enterprises. The Arbitration and Conciliation Act, 1996 shall not be applicable to

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arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary/Additional Secretary, when so authorized by the Law Secretary, whose decision shall bind the Parties finally and conclusively. The Parties to the dispute will share equally the cost of arbitration as intimated by the Arbitrator”.

The performance under this contract, shall not stop for any reason, whatsoever, during the said dispute / proceedings, unless the service provider is specifically directed by PDIL to desist from working in this behalf.

14.0 **Jurisdiction**

The Contract shall be deemed to have been entered into at Noida and all cases of action in relation to the Contract shall, therefore, be deemed to have been assigned within its jurisdiction for respective Unit/location.

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ANNEXURE –IV

Check List

(Bidder must confirm point by point and strike out whichever is not applicable)

Name of Bidder:

Offer No.:

SL. NO.	DESCRIPTION	ITB REQUIREMENT	BIDDER'S CONFIRMATION/ ACCEPTANCE/ COMMENTS
1.0	Price Basis: Firm. Duly executed at PDIL, Noida.	TO CONFIRM	
2.0	Present applicable rate of GST (in %) is indicated separately in the Price Schedule, in the space provided for.	TO CONFIRM	
3.0	Completion Period: As per clause 6.0 of GCC	TO ACCEPT	
4.0	Validity: Shall be 90 days from date of opening of Technical Bid.	TO CONFIRM	
5.0	DOCUMENTS (DULY SIGNED BY AUTORISED SIGNATORY & STAMPED) TO BE FURNISHED WITH ENVELOPE-A:		
5.1	Relevant documents (copy duly signed and stamped) in support of Bidder's Pre-Qualification Criteria (PQC) indicated in Annexure-I of ITB.	To Furnish	
5.2	Complete ITB documents duly signed & stamped on each page as a token of acceptance of all terms and conditions of ITB.	To Furnish	
5.3	Price Confirmation Copy: A copy of Priced offer (as uploaded by Bidder in the Portal), keeping price blank (hiding the price) and in place indicating "Quoted" or "√", as a confirmation of price quoted against the enquired item and GST.	To Furnish along with technical Bid.	
6.0	Photocopy of PAN Card	To Furnish	
7.0	Format of Details for payment, all the details duly filled in (Annexure-VI).	To Furnish	
8.0	Copy of GST Registration Certificate	To Furnish	
9.0	Name, Designation, Telephone Nos., Fax No. & e-mail of Contact Person for this Enquiry.		
10.	Whether the Company is registered as M S E (Micro & Small Enterprises) if 'Yes', indicate the registration No. and enclose a copy of Registration Certificate. (YES / NO.)		
10a.	Whether the M S E Company is owned by SC / ST (YES / NO.)		
10b.	Whether the M S E Company is owned by Woman (YES / NO.)		
10c.	Declaration by bidder regarding Local Content as per given format		Deleted
10d.	Bidders option as per clause 5.4 of Annexure-II 'Instructions to Bidders' (mark "√" for only one option of Purchase Preference)		Deleted
11.	Confirmation of Acceptance to all Terms and Conditions of the Tender Document in totality.		
12.	HSN/SAC Code (Bidder to indicate)	
It is confirmed that in case any of the terms and conditions mentioned in this summary are at variance with those indicated anywhere else in our offer, the condition indicated in this summary shall prevail.			

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ANNEXURE-V

PRICE SCHEDULE

Name of the Bidder _____

Sl. No. (1)	Description (2)	Unit (3)	Qty (4)	Rate (Rs.) (5)	Total Price (Rs.) (6) = (4) x (5)
1.0	HIRING OF NABL CONSULTANT FOR ACCREDITATION OF ENVIRONMENTAL LABORATORY	AU	01		
2.0	GST @% (Extra)				
3.0	Total Price including GST (1.0+2.0)				

Note: Bidder are required to quote their rate strictly as per above format.

Signature of Authorised Representative

Name: _____

Designation: _____

Seal of the company

Date: _____

Place: _____

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ANNEXURE-VI

Format of Details for payment

Bidders are required to submit the following details on the company's **letter head** for online transfer to amount to their account:

1.0		Contractor Name / Company Name	
		Address:	
		Phone No.	
		E-mail ID	
2.0	a.	Name of the Bank	
	b.	Address of the Branch	
	c.	Telephone No.	
	d.	9 Digit Code number of the Bank and Branch appearing on the MICR Cheque issued by the Bank	
	e.	11 Digit NEFT/IFSC Code of the Bank Branch	
	f.	Account Type (SB/CC/CA)	
	g.	Bank Account No.(as appearing on the Cheque)	
	h.	Permanent Account Number (PAN) Under Income Tax Act.	
	i.	GST Registration Number	
	j.	Name of Authorized Signatory	
	k.	Contact Person Name	

We hereby declare that the particulars given above are correct and complete.

Authorized signatory of the bidder

Title
Designation
Date:

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ANNEXURE-VII

DECLARATION

To,

Projects and Development India Ltd.

Noida – 201301

Subject : ITB No.Dt.

Sir,

We hereby declare that M/s is neither put on Holiday nor Black-listed
by any Government / PSU / Private firm or Financial Institution .

Signature

Name:

Designation:

Seal of the Bidder

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ANNEXURE-VIII

**TECHNICAL SPECIFICATION OF CONSULTANT FOR NABL ACCREDITATION OF
ENVIRONMENTAL LABORATORY**

NAME OF THE ITEM	QTY. REQUIRED	DESCRIPTION
<p align="center">CONSULTANT FOR NABL ACCREDITATION OF ENVIRONMENTAL LABORATORY</p>	<p align="center">01</p>	<p>1. Accreditation in the following fields</p> <p>BIOLOGICAL DISCIPLINE (1.1)</p> <p>Pollution & Environment (1.1.12)</p> <ul style="list-style-type: none"> • Effluent/Wastewater • Sewage <p>Water (1.1.27)</p> <ul style="list-style-type: none"> • Drinking Water • Ground water/Surface water • Water for construction purpose • Water for Industrial purpose • Water for swimming Pool & Spas <p>CHEMICAL DISCIPLINE (1.2)</p> <p>Atmospheric Pollution (1.2.3)</p> <ul style="list-style-type: none"> • Ambient Air • Ambient Noise Levels (Excluding vibration) • Fugitive emission • Meteorological parameters • Process / vent emissions • Source noise levels (excluding vibration) Particular source to be specified • Stack Emissions • Work environment & indoor air quality <p>Pollution & Environment (1.2.33)</p> <ul style="list-style-type: none"> • Effluent Toxicity (Bioassay only qualitative- 90% survival of fish after 96 hrs in 100 % effluent) • Soil/sediments • Wastewater (Effluents/sewage) • Wastes (liquid/slurry/sludge/solid/semi-solid) <p>Residues in water (1.2.35)</p> <ul style="list-style-type: none"> • Pesticides • Phenols • Polychlorinated Biphenyl • Poly aromatic hydrocarbons • Trace metal elements

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		<p>Soil & Rock (1.2.38)</p> <ul style="list-style-type: none"> • Clays & Soils <p>Water (1.2.42)</p> <ul style="list-style-type: none"> • Construction water • Drinking water • Ground water • Industrial water • Irrigation water • Packaged drinking water • Surface water • Swimming pool water • Water from purifiers <p>2. Guidance in Preparation of Management System Procedures (MSP), Standard Operating Procedures (SOPs) Framing the formats and registers as per ISO 17025 requirements. Provide training to Env. Lab Staff of PDIL on ISO 17025</p> <p>3. Preparation and verification of measurement/ testing records, calibration records of instruments.</p> <p>4. Verification of Facilities and Laboratory Staff.</p> <p>5. Guidance in the implementation of Management system, document control, Review of requests, tenders and documents, Purchasing services and supplies, Service to customers, Complaints and Improvement, Control of non-confirming work.</p> <p>6. Guidance in when/how to conduct internal audit and reporting results, conducting MRM and preparation of MoM.</p> <p>7. Guidance in Submission of application and other required documents for accreditation to NABL.</p> <p>8. Guidance in closing the Non- conformities raised by NABL and submission of corrective actions to NABL.</p> <p>9. Local (Delhi/NCR) available consultants are preferred.</p> <p>10. Consultants are required to make their own</p>
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		<p>arrangements for transportation to and fro to PDIL/ NABL whenever required by PDIL.</p> <p>11. 30% of the payment will be made after the submission of the NABL application (<i>i.e. 45 days from the start of work</i>) and 70% will be done after the closure of non-compliance raised by the NABL assessor at the time of final-assessment/Final approval from NABL (<i>i.e. 75 days from the day of submission of application to NABL</i>).</p> <p>*Estimated Completion Time: 04 months</p> <p>12. Price to be quoted in INR (₹).</p>
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****The estimated time for the completion of work i.e. for attaining accreditation from NABL is four (04) months from the effective date of contract.***