



NATIONAL PRODUCTIVITY COUNCIL

E-5, GIDC, Electronics Estate, Sector 26
Gandhinagar, Gujarat - 382028

Advt. No: NPC/GN/EN/2026/1

09/07/2026

INVITATION FOR QUOTATIONS FOR WATER AND WASTEWATER SAMPLING, TESTING AND ANALYSIS

1. ABOUT NPC

The National Productivity Council (NPC) is a national level organization to promote productivity culture in India. Established by the Ministry of Industry, Government of India in 1958. It is an autonomous, multipartite, non-profit organization with equal representation from employers' & workers' organizations and Government, apart from technical & professional institutions and other interests.

NPC teams up with its clients to work out solutions towards accelerating productivity, enhancing competitiveness, increasing profits, augmenting safety and reliability, and ensuring better quality. It provides reliable database for decision-making, improved systems and procedures, work culture as well as customer satisfaction both internal & external. NPC's services have bearings on economic growth and quality of life.

The Environment Group at NPC is engaged in providing wide range & comprehensive services in the field of Environmental Protection through scientific management of Industrial Hazardous Waste, Municipal Solid Waste, Hospital Waste, Air & Water Pollution etc. Other services include Environmental Management System, Green Productivity, Geographical Information System (GIS), and Regional Environmental Planning.

For further details, please visit our web site: www.npcindia.gov.in

2. INVITATION FOR QUOTATIONS

NPC, Regional Directorate, Gandhinagar, invites quotations by e-mail from eligible NABL-accredited Environmental Laboratories/Agencies recognized by the Central Pollution Control Board (CPCB) and/or the respective State Pollution Control Boards (SPCBs), wherever applicable, to undertake Water and Wastewater Sampling, Testing and Laboratory Analysis at selected locations in and around Talod GIDC, Sabarkantha District, Gujarat.

- The Bidders are advised to read this bid document thoroughly before submission. Online submission shall be deemed to have been completed after careful examination and full understanding of all terms, conditions, and implications.
- The following table provides information regarding the important dates of the Bid process. After the online opening of the Technical Bid, the results of qualification will be communicated, followed by intimation regarding the opening of the Price Bid.

Published Date	09 th July 2026
Submission Start Date & Time	09 th July 2026 from 12.00 Hrs.
Submission End Date & Time	16 th July 2026 up to 14:00 Hrs.
Technical Bid Opening Date & Time	16 th July 2026, 15:00 Hrs.
Financial Bid Opening Date & Time	To be intimated separately to the technically qualified bidders.

3. QUOTATION SUBMISSION PROCESS

- Only NABL-accredited environmental laboratories/agencies recognized by CPCB/respective SPCB's are eligible to apply for this bid
- The Environmental Laboratory/Agency needs to submit technical details and financial quotation for the above-mentioned work as separate attachments through email. (Separate attachments in PDF format).**
- Technical Bid is to be filled as per the format specified in Annexure-I with supporting documents.
- The Financial Bid is to be submitted as per the format specified in Annexure-II and must clearly specify the Unit Rates and applicable GST. **Please note that Environmental Laboratory/Agency need to submit the financial quotation (in PDF file format) with password protection separately.**
- Both the documents (i.e. filled in Annexure-I and Annexure-II) should be submitted via mail to gandhinagar@npcindia.gov.in on or before the specified date and time (that is 16th July 2026 by 14:00 hours). Mail Subject may be**

mentioned as 'Advertisement Number (Advt. No: NPC/GN/EN/2026/1 dated: 9th July 2026)'.

- vi. **NPC (vide email id: gandhinagar@npcindia.gov.in) will seek the password for the financial bids, of those bidders who have been technically qualified.** The password of the financial bid is to be shared through return email only.
- vii. **Please note that no email (to share the financial bid password) will be sent from NPC if the agency fails to meet the technical criteria(s).**
- viii. For any query/clarifications with respect to the tender, you may kindly send email to our NPC office at **gandhinagar@npcindia.gov.in**
- ix. Even though proposal may satisfy the above requirements, the same may be disqualified for the following reasons:
 - If misleading or false representation of facts are made or deliberately suppressed in the information provided in the forms, statements, and enclosures of this document.
 - If they have a record of poor performance such as abandoning work, not properly completing the contract or financial failures/weaknesses.
 - If confidential inquiry reveals facts contrary to the information provided by the Environmental Laboratory/Agency or unsatisfactory performance in any of their previous engagement.
- x. All agencies must follow the project monitoring and quality review guidelines as decided by NPC.
- xi. Any agency can be debarred if the performance during the execution of project or compliance with the guidelines is found to be unsatisfactory.
- xii. **National Productivity Council reserves the right to accept or reject any or all the quotations either fully or partly at any stage without assigning any reason.**
- xiii. All the information collected during the process of study is strictly confidential and no part of the work is to be reported anywhere other than NPC.

4. SERVICES SOUGHT BY NPC

The NPC, RD, Gandhinagar office intends to carry out the above-mentioned Sampling, Testing and Analysis with respect to certain locations in Talod Region, Gujarat.

Sl. No	Main Activity	Detailed Description w.r.t Sampling, Testing, Monitoring and Analysis	No. of Samples to be covered
1.	Groundwater/Drinking Water Sampling, Testing and Analysis	Collection, preservation, transportation, testing and analysis of groundwater/drinking water samples in accordance with IS 10500:2012 (as amended) covering all applicable parameters specified under Table 1 (Organoleptic and Physical Parameters), Table 2 (General Chemical Parameters), Table 3 (Toxic Substances) and Table 6 (Microbiological Quality), excluding Table 4 (Radioactive Substances). BOD and COD shall also be analysed, wherever required by NPC. Samples shall be collected from borewells within the participating industries, farm borewells, drinking water sources in the surrounding area and other representative locations identified by NPC during the course of the study. The bidder shall also separately quote for analysis of parameters specified under Table 5 (Pesticide Residues) of IS 10500:2012 (as amended). NPC may require analysis of pesticide residues only in selected samples based on field observations, hydrogeological investigations, analytical findings and/or directions of GPCB.	Approximately 20–25 groundwater/drinking water samples.

Sl. No	Main Activity	Detailed Description w.r.t Sampling, Testing, Monitoring and Analysis	No. of Samples to be covered
2.	Wastewater Sampling, Testing and Analysis	Collection, preservation, transportation, testing and analysis of wastewater samples from the participating industrial units in accordance with the applicable GPCB Consent to Operate (CC&A), CPCB Guidelines and relevant BIS/APHA Standard Methods. The scope shall include analysis of the basic parameters, namely pH, Temperature, Colour, Electrical Conductivity, Total Dissolved Solids (TDS), Total Suspended Solids (TSS), Biochemical Oxygen Demand (BOD) and Chemical Oxygen Demand (COD). In addition, other parameters specified in the respective GPCB Consent to Operate (CC&A), including, where applicable, Oil & Grease, Chlorides, Sulphates, Ammoniacal Nitrogen, Nitrate Nitrogen, Total Kjeldahl Nitrogen (TKN), Heavy Metals and other applicable consent parameters, shall also be analysed, wherever applicable. Samples shall be collected from representative locations identified by NPC under its guidance and supervision.	Approximately 10–15 wastewater samples are expected to be collected, tested and analysed.

The bidder shall indicate unit rates for any additional parameters not covered under the quoted scope. NPC reserves the right to increase or decrease the number of samples and analytical parameters based on project requirements. Payment shall be made only for the actual number of samples collected and parameters analysed.

5. TERMS AND CONDITIONS

- i. The number of samples and analytical parameters indicated in this document are approximate and may vary depending upon project requirements, site conditions and client instructions. The quoted unit rates shall remain valid irrespective of such variation, and payment shall be made based on the actual number of samples collected and parameters analysed.
- ii. NPC reserves the right to increase or decrease the number of samples, locations and parameters without assigning any reason. Payment shall be made only for the actual number of samples and parameters analysed.
- iii. The exact sampling locations shall be identified by NPC during execution of the project.
- iv. All sampling shall be carried out strictly in accordance with CPCB/APHA/IS standard methods, wherever applicable.
- v. The agency shall maintain proper chain-of-custody records for all samples.
- vi. Sample preservation and transportation from the sampling location to the laboratory shall be the responsibility of the selected Environmental Laboratory/Agency.
- vii. The selected Environmental Laboratory/Agency shall be ready and available to undertake the assigned work immediately upon receipt of the Work Order and/or communication from NPC, as per the project schedule finalized by NPC.
- viii. **The test/analysis reports (hard and soft copies) must be submitted to NPC within fifteen (15) days of undertaking field visits and sampling activities.**
- ix. The analytical reports shall, as applicable, contain the following:
 - NABL logo
 - Test methods
 - Detection limits
 - Measurement uncertainty (where applicable)
 - Authorized signatory
- x. The selected Environmental Laboratory/Agency shall possess valid NABL accreditation for the relevant scope of testing throughout the project duration.
- xi. **The agency shall preserve the residual samples, wherever technically feasible, for a minimum period of 15 days from the date of issue of the analytical report for repeat analysis, if required by NPC.**
- xii. Repeat analysis, if required due to laboratory error, shall be carried out without any additional cost to NPC.
- xiii. **In case the no. of samples are increased or decreased, the charges shall remain the same as specified in your quotation.**

- xiv. The services of the selected Environmental Laboratory/Agency may be required until completion of the project (approximately five to six months from the date of issue of the Work Order). The quoted unit rates shall remain valid throughout this period.
- xv. Compliance with all applicable statutory requirements relating to the personnel deployed by the Environmental Laboratory/Agency shall be the responsibility of the Environmental Laboratory/Agency.
- xvi. All related tools, tackles, equipment and skilled manpower shall be in the scope of the selected Environmental Laboratory/Agency.
- xvii. Provision of PPEs for the personnel deployed by the Environmental Laboratory/Agency shall be in its scope. Site safety rules of the respective industrial units shall be strictly complied with.
- xviii. The Environmental Laboratory/Agency may clearly specify the specific services they can undertake as per the scope of work.
- xix. The agency shall ensure the availability of all necessary instruments and equipment required for onsite sampling and field measurements. The instruments shall be owned by the bidder and shall possess valid calibration certificates in the bidder's name, wherever applicable.
- xx. NPC reserves the right to award the work in full or in part to one or more technically qualified bidders, depending upon project requirements.
- xxi. The Environmental Laboratory/Agency shall immediately inform NPC of any circumstance that may affect timely completion of the assigned work or the quality of the analytical results.
- xxii. NPC reserves the right to cancel or withdraw this quotation process, wholly or partly, at any stage without assigning any reason and without incurring any liability whatsoever.

6. SELECTION CRITERIA

- i. NPC would first check and evaluate the technical details and eligibility. Only in case the bidder is technically qualified, would the financial quotation be considered
- ii. **The financial evaluation shall be based on the Least Cost (L1) system among the technically qualified bidders.**
- iii. In case of identical financial bids by more than one bidder the following tie-breaker procedure will be adopted to break tie: -
 - In the event of identical financial bids, preference may be given based on the comparative unit rates quoted for the individual services specified under Section 4, followed by the average turnover and duration of establishment.

- Average turnover of the bidder for last three financial years: more the turnover, more the preference
 - Duration of establishment: longer the period of establishment the more preference.
- iv. NPC reserves the right to seek clarification from any bidder regarding the submitted technical or financial quotation before finalization of the award.

7. DURATION

NPC shall finalize the visit date to the Talod region and the surrounding areas, Gujarat and keep the selected Environmental Laboratory/Agency informed about the field study dates.

The selected Environmental Laboratory/Agency should be prepared to report at the designated project site(s) as instructed by NPC within a week along with NPC team from the date of award of work by NPC.

8. PAYMENT & OTHER TERMS

100% payment shall be released after satisfactory completion of the assigned work, submission of all analytical reports and acceptance by NPC. The Environmental Laboratory/Agency shall raise the invoice only after certification of satisfactory completion of the assigned work by NPC.

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ANNEXURE-I (TECHNICAL BID DOCUMENT)

APPLICATION

(Please fill in the details as applicable to Environmental Laboratory/Agency)

SL. NO.	DETAILS	DESCRIPTION
1.	Name of the Environmental Laboratory/Agency	
2.	Type of Organization (Please provide NABL Accreditation details Certificate/validity and details of any CPCB/SPCB/MoEF&CC recognition etc.)	
3.	Valid NABL Scope	
4.	Year of Establishment	
5.	Total years of experience in undertaking Water and Wastewater Sampling, Testing and Analysis	
6.	Address of Corporate Office, Telephone/Tele fax Numbers, corporate email-ID and website URL	
7.	Names, Address and Email IDs & mobile numbers of Authorized Representatives/contact persons	
8.	GST No. (attach supporting documents)	
9.	Company or Firm PAN Number (attach supporting documents)	
10.	Details of Applicant's Account 1. Bank Name & Branch 2. Account Name 3. Account Number 4. IFSC	

SL. NO.	DETAILS	DESCRIPTION
	(attach supporting documents)	
11.	Any present or previous association with NPC (if any) for providing similar or any other nature of service, please specify	
12.	Please attach minimum 3 similar Work Orders received W.r.t Water/Wastewater Sampling Testing and Analysis	
13.	Details of Skilled Manpower for undertaking water/wastewater sampling as per applicable guidelines and standard practices: [Curriculum Vitae of the team member(s) to be attached]	
14.	List of field sampling equipment and laboratory instruments relevant to the proposed scope of work	
15.	Have you ever been blacklisted /debarred by any of the Government Undertakings/ Companies/Organizations, and if so, name of the Company as well as period of debarring and reasons thereof	
(Note: Please attach relevant documents like NABL Certificate, Work Order, Experience, CV etc.) (Signature of authorized official & Seal)		

ANNEXURE-II (FINANCIAL BID)

(To be submitted in password protected file)

APPLICATION

(Please fill in the details for parameters specified in Section 4 of this Bid document)

Quotation Validity (Minimum 90 Days)

SL NO.	DESCRIPTION	UNIT RATE
		<u>PER SAMPLE</u> (excluding GST) (Rs.)
1	Groundwater/Drinking Water Sampling, Testing & Analysis as per Scope of Work	
2	Wastewater Sampling, Testing & Analysis as per Scope of Work	
3.	Analysis of Pesticide Residues (Table 5 of IS 10500:2012), if required	
4.	Additional Parameters (if any)	

Note:

1. The quoted unit rates shall be **inclusive of sampling, sample containers, preservation, consumables, testing, laboratory analysis, documentation, reporting and all incidental charges**, excluding GST.
2. Transportation of samples from the project site to the laboratory shall be in the scope of the agency.
3. Payment shall be made based on the **actual number of samples collected and analysed** during execution of the project.
4. The quantities indicated in the Scope of Work are **approximate** and may vary depending upon project requirements.

The password for the Financial Bid shall be shared only upon request from NPC after technical evaluation.

(Signature of authorized official & Seal)