1. OBJECTIVE:-

I) To ensure and implement adequate and safe drinking water supply through water supplier in case of emergency encountered by power interruption/low level of water during summer season/ Breakdown in pump / leakage through pipe etc.

II) To keep reserve stock of 3 lacs liters of drinking water for two days consumption to encounter any type of problem as mentioned above.

2. SCOPE :-

To ensure the uninterrupted drinking water supply to the residential and college area for 1500 people including students, staff, visitors etc.

Total Storage Capacity :-

UG tank - 300,000 liters.

Over Head tank - 2,40,000 liters.

Total drinking water consumption per day :- 1,50,000 liters.

Details :-

(A) Standard Consumption as per Government norms = 55 Liters/Capita

Actual Consumption	100 Liters /Capita
Residential Consumption	1,11000 Liters
Institute + Canteen	35000 Liters
Gardening	4000 Liters
Total	1,50,000 Liters

3. Suggestion :-

Total requirement of water for residential consumption is 1,11000 liters /day. If a little plumbing work is done as regards to separate sewerage lines of toilets and bathrooms in the residential and institute area about 50% of the used water will

be available with a negligible polluting load. ie 1,11000 liters +35000 liters = 1,46000 liters is the amount of total water used for residential + canteen + Institute area. 50% of above with least polluting load will be = 1,11000 liters /2 = 55000 liters / day can be utilised for gardening as well as forth coming fodder (Napier Grass) to yield the avaibility of greenery in the garden and fodder round the year without spending money.

Saving :- " In the present Context"

At least 4000 liters of water which is being used for gardening purpose at present if save per day, the monthly saving 4000 liters X 30 = 1,20,000 liters. A full load water tank i.e 28000 liters (Tanker) costs Rs.1800/- Hence 1,20,000 liters will cost = Rs.7,700/month. Additional the cost of treatment of this much amount of water can be saved along with the rise in gardening area. Further an idea of kitchen, garden to produce adequate amount of vegetables etc for the population residing inside the area can also be though off.

(B) Potable water consumption per day For Institute & Residential Use (Used for cooking , drinking)	60,000 Liters
(C) Potable water Consumption per day For Residential & Institute use (Toilets & bathroom etc)	90,000 Liters
Total	1,50,000 Liters

4. Cross Reference:-

Whenever there is requirement of drinking water the security guard intimates the security officer. Security officer informs the Estate Supervisor.

The Estate Supervisor in-tern place the order to the drinking water supplier after official procedure.

2 days inventory Stock

of Drinking water – 3,00,000 Liters

Existing Source - Natural Nala at 1.5 K.M away from Institute

Pump - 7.5 HP – 2Nos

Dia – 75mm

Discharge Capacity – 12,000 liters

Total running hours – 13 hours

Daily Consumption – 1.5 lacs

Placing order to Drinking water supplier:-

Invitation of Quotation:-

Water supplier will be advised to submit the quotation in a standard format for 1year.Supplier to be called, and negotiation should be done as per the college norms. Lowest quoted party will be called for rate Contract. At a time two suppliers to be appointed on the same rates to avoid monopoly or interruption in supply due to unavailability of one vendor because of unfore seen reasons

For single Quotation unanimous approval of purchase committee is required.

Purchase Committee :-

Principal

Registrar

Account Officer

Project & Maintenance Supervisor

Estate Supervisor

Responsibility:-

Responsible Person

1. Mr. S.S Phepade – Estate Supervisor
2. Mr. A.K.Savant – Project & Maintenance Supervisor
3. Security Officer / Security Guard (on duty)

- To ensure the sufficient stock of potable water (3lacs liters) for two days as inventory for emergency purpose.
- To check the stock of potable water before unloading.
- Billing should be made actual as per rate contract & terms and conditions mentioned in prescribed format.
- The payment to be done on monthly basis after deducting service tax at source.

Responsibility:-

Responsible Person

1. Mr. S.S Phepade – Estate Supervisor
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- The payment to be done on monthly basis after deducting service tax at source.

Terms And Conditions for Inviting the Quotation

1. Drinking water supplied through the tanker must have good quality and hygienic (potable water).
2. Drinking water supplied should have leak proof tanker / Valve.
3. The supply of drinking water should be made within the time frame.
4. The water tanker should be supplied at rated capacity. Before and after unloading of water tanker quantity will be measured and payment will be made accordingly.

Gharda Institute of Technology
Lavel

Rate Contract Order :-

To,

(Vendor Name & Address)

Sub:- Rate Contract

We are pleased to inform you to offer the drinking water supply contract after negotiating the rate _____ for the period _____ to _____ as per the terms and conditions mentioned in the quotation mutually agreed by us.

The institute reserves the right to terminate the contract if any breach in terms and conditions occurs.

For GIT

Principal

Terms and conditions as prescribed by college has been accepted by me

Vendor

(Name & Sign)

Comparative Statement :-

Estate Supervisor Maint. Supervisor Registrar Principal

FORMAT

Purchase Requisition for Drinking Water

P.R No :- _____

Present Stock of Drinking Water :- _____

Date :- _____ Department:- _____

Time :- _____

Identing By :- _____

Requirement :- _____ V.Urgent / Urgent / Ordinary

Please arrange to supply the drinking water _____ liters within _____ hours.

Sr. No	Material	Quantity Required	Required By	Remarks

Prepared By Approved By

Name & Sign Registrar Principal

Details of Drinking Water Purchased

Sr.no	Date	Name of Supplier	Vehicle No	Challan No	Water Qty	In-Time	Out-Time	Security Gaurd Sign	Driver Sign	Security Officer Sign	Mat. & Est. Sup.	Registrar	Remarks

Prepared By Approved By Registrar Principal