



SCHEDULE TO TENDER

OFFICE OF THE COMMANDANT-72 BATTALION  
CENTRAL RESERVE POLICE FORCE  
SODRA SUNDERBANI DISTRICT RAJOURI (J&K)

Telephone: (C/R)/Fax- 01960-233060

email-co72bncrpf@gmail.com



Tender Notice No . B.V-1/2024-25-72-Bldg(ORS MESS)

Dated, the 30 December' 2024

**E-TENDER NOTICE**

Commandant-72 Bn CRPF, Sodra, Sunderbani, Rajouri (J&K) -185153 for and on behalf of the President of India invites online tenders under two bid system (Technical and Commercial bid) from registered firms/contractors for following works as per Appendix-"A- for **Repairing of ORS MESS at A/72 Bn CRPF District Jail Amphella, Jammu.**

2. Bids will be accepted online at CRPF website <http://www.crfp.nic.in> and at e-Procurement website <http://eprocure.gov.in/eprocure/app> (CPPP).
3. All relevant details, including specification, terms & conditions etc are available on e-Procurement website <http://eprocure.gov.in/eprocure/app> (CPPP) and same may be downloaded by the bidders.
4. For any changes/amendment in Tender Enquiry/Specifications etc, tenderer are requested to visit the CPPP web sites regularly.
5. Cost of Tender is Rs. 196576/-
6. The EMD is: **Rs. 3940/-**
7. In case of any problem please contact on telephone numbers 01960-233060

**Sd-30/12/2024**  
**(Jitendra Singh Yadav)**  
COMMANDANT-72 BN CRPF  
Sodra Sunderbani, Rajouri (J&K)  
For and on behalf of President of India



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Dated, the 30 December' 2024

//TENDER //

Sealed tenders are invited from registered firms/contractors for following works to be executed at **A/72 Bn CRPF District Jail Amphella, Jammu.** as per details given below.

01`	<b>Repairing of ORS MESS at A/72 Bn CRPF District Jail Amphella, Jammu.</b>
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Appendix-“A”

**REPAIRING OF ORS MESS**

Name of works :	Repair of Ors Mess at A/72 Bn Amphala Jail Jammu
Scope of works	<ul style="list-style-type: none"> <li>i) Providing floor &amp; wall tiles.</li> <li>ii) Repair &amp; replacement of damaged/rusted doors.</li> <li>iii) Whitewashing/Distemping of inner &amp; outer walls.</li> <li>iv) Repair &amp; replacement of damaged/faulty electrical fitting &amp; connections.</li> <li>v) Repair &amp; replacement of damaged/choked plumbing /sanitary fitting work etc.</li> </ul>

Sl. No.	Code No.	Description of item	Qty	Unit
1	14.1	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 Sq. meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the damping ground, all complete as per direction of Engineer-in-charge		
2	14.1.2	With cement mortar 1:4 (1 Cement: 4 coarse sand)	104.72	Sqm
3	13.8	Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.	104.72	Sqm
4	13.99	Painting and synthetic enamel paint of approved brand and manufacture of required colour to give an even shade/	16.96	Sqm
5	13.90	One or more coats on old work	523.00	Sqm
6	11.38	Providing and lying ceramic glazed floor tiles of size 300 x 300 mm (thickness to be specified by the manufacturer), of 1 <sup>st</sup> quality conforming to IS: 15622, of approved make, in all colours, shades, except white, ivory, grey, fume red brown, laid on 20 mm thick bed of cement mortar 1:4 (1 cement : 4 coarse sand), jointing with grey cement slurry @ 3.3 kg/sq.m including pointing the joints with white cement and matching pigments etc., complete	33.00	Sqm
		<b>Electrical items</b>		
7.	N.S.I	Led tube light	8	Nos
8.	N.S.I	16 Amp switch	5	Nos
9.	N.S.I	16 Amp socket	5	Nos

10.	N.S.I	06 Amp switch	6	Nos
11.	N.S.I	06 Amp socket	6	Nos
12.	N.S.I	Wire 2.5 mm	2	Bndl
13.	N.S.I	Holder	12	Nos
14.	N.S.I	Tape	5	Nos
15.	N.S.I	Cashing	35	Nos
16.	N.S.I	Board	5	Nos
<b>Sanitary &amp; water supply fitting</b>				
17.	N.S.I	Providing and fixing PTMT grating	10	Nos
18.	N.S.I	Water storage tank 1000 ltr	2	Nos
21.	N.S.I	Providing and fixing PTMT ball cock	1	Nos
22.	N.S.I	Providing and fixing ball value (brass) of approved quality	1	Nos
23.	N.S.I	(CPVC) pipes 15 nominal outer dia. Pipe meter	40	Nos
24	N.S.I	100 mm chlorinated polyvinyl Chloride (CPVC) pipes	20	Nos

**A) SCHEDULE TO TENDER:**

Schedule to Tender No.	:	B.V-1/2024-25-72-Bldg(ORS MESS) Dt 30/12/2024
Name of works	:	<b>Repairing ORS MESS at A/72 Bn CRPF District Jail Amphella, Jammu.</b>
Last date and time of receipt of on-line & Manual documents of tender	:	14/01/2025 upto 1500 Hrs
Time and date of on-line opening e-tender	:	15/01/2025 at 1600 Hrs
Validity of offer	:	The tender shall remain open for acceptance till 180 days from the date of opening of Tender.

Sl. No	Ref.No.	Name of work & Location	Earnest Money	Estimated cost	Period of Completion	Last date & time of Submission of tender	Time & date of opening of tender
01	No . B.V-1/2024-25-72-Bldg (ORS MESS) Dated 30/12/2024	<b>Repairing of ORS MESS at A/72 Bn CRPF District Jail Amphella, Jammu.</b>	3940/-	196576/-	45 Days	14/01/2025 upto 1600 Hrs	15/01/2025 at 1600 Hrs

**B. Terms and conditions are as under:**

1. Terms of Price	<p>1.1 Rates quoted by the Contractor should be in Indian Rupees both in figures as well as in words for complete units as per specifications any and every alteration in the rates should be signed in ink otherwise the offers will not be considered.</p> <p>1.2 Contractor should clearly indicate different taxes and duties, which they propose to charge as extra along with the present rates thereof. Offers with such stipulations like 'as applicable' will be treated as vague and are liable to be ignored.</p>
2. Payment terms	<p><b>2.1</b> Work is required to be executed on credit basis only and payment will be made after drawl of amount from RPAO, CRPF</p> <p><b>2.2</b> Payment in advance or immediately on delivery of material cannot be considered and tender with such condition will be rejected.</p> <p><b>2.3</b> The Payment action will be processed on production of the following documents :-  a) Bill in Triplicate.  b) A Copy of award of work.</p>

	<p>c) A copy of Certificate issued by the Commandant-cum-Estate Officer 72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&amp;K), /Work Committee of <b>72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&amp;K) that contracted work for the period for which payment has been claimed, has carried out by the contractor satisfactory.</b></p> <p><b>2.4 TDS, Labour Cess and other taxes will be deducted from the Bill of contractor by RPAO as per norms.</b></p> <p><b>2.3</b> Tenderers are requested to check physically the location where the work for <b>Repairing of ORS MESS A/72 Bn CRPF District Jail Amphella, Jammu..</b> is to be carried out and other technical details before submitting the tender. TEC detailed by the competent authority will check technical bid of work for <b>Repairing of ORS MESS A/72 Bn CRPF District Jail Amphella, Jammu..</b> and price bid will be opened of only those firms which qualify in technical bid.</p>
<p>3. Earnest Money Deposit</p>	<p>3.1 All the contractors are required to deposit required earnest money 2% of the estimated cost of work along with the quotation, failing which their offers will be summarily rejected.</p> <p>3.2 The earnest money can be deposited through any of the following alternative forms:</p> <p>(a) A TDR/FDR drawn in favour of <b>Commandant-72 Bn, CRPF, Sodra Sunderbani, Rajouri (J&amp;K)-185153 payable at SBI ,Sunderbani (Branch Code: 02491).</b></p> <p>(b) An irrevocable Bank Guarantee of any nationalized, scheduled bank or reputed commercial bank in the attached format as at Appendix-A.</p> <p>3.3 The earnest money shall remain valid and to be deposited with the purchaser for a period of 180 days from the date of tender opening. If the validity of the tender is extended, the validity of the Bank Guarantee/or any other alternate document submitted in lieu of earnest money will also be suitably extended by the tenderer, failing which their tender after the expiry of the aforesaid period shall not be considered by the purchaser.</p> <p>3.4 No interest shall be payable on the earnest money deposited by the tenderer.</p> <p>3.5 The earnest money deposited is liable to be forfeited if the tenderer withdrawn or amends impairs or derogates from the tender in any respect within the period of validity of his tender.</p>
<p>4. Performance Security Deposit</p>	<p>4.1. The successful contractor shall have to deposit a Performance Security <b>equivalent to 3 %of the contract value</b> of the work to be executed <b>within 30 days from the date of award of contract</b> for due performance. Failure on the part of the firm to Deposit the Performance Security Deposit within the stipulated time empowers the competent authority to cancel the contract.</p> <p>4.2. The Performance Security Deposit submitted by the contractor will remain valid at least <b>for 180 days beyond the date of completion of work as well as all contractual obligations of the supplier including guarantee/warranty obligations.</b></p> <p>4.3. The performance security deposit can be deposited in any of the following alternative forms :</p> <p>(a) A FDR/DD/_____ drawn in favour of <b>Commandant-72 Bn, CRPF, Sodra Sunderbani, Rajouri (J&amp;K)-185153 payable at SBI ,Sunderbani (Branch Code: 02491).</b></p> <p>(b) An irrevocable Bank Guarantee of any nationalized/Scheduled Bank or reputed commercial bank in <b>any other form prescribed.</b></p> <p>4.4. If the contractor fails to start the work within the stipulated period and places and requests for extension of time, he shall submit an undertaking on Non Judicial stamp paper of Rs.10/- duly attested by the Notary public stating that the performance security deposit has already been extended for sixty days beyond the guarantee/warranty period.</p> <p>4.5. The Performance Security Deposit shall be withheld or forfeited in full or part in case the work order is not executed satisfactorily within the stipulated period or</p>

	requisite standard within the guarantee period is not undertaken to the best satisfaction of the user.																														
5. Eligibility of Contractor	<p>The Tenderer should be a Govt. registered like CPWD, MES,BRO,NBCC, State PWD participating .</p> <ol style="list-style-type: none"> <li>1. The enlistment of the contractor should be valid on the last date of submission of Bids.</li> <li>2. In case the last date of submission of Bid is extended, the enlistment of the contractor should be valid on the original date of submission of Bids.</li> <li>3. Supply order as a experience certificate will not be considered, In case of execution of work/ repair and renovation work.</li> <li>4. Attested copy of registration in any Govt. deptt. as approved contractor (Registration details showing appropriate class and category).</li> <li>5. Enlisted CPWD contractors above Class I Composite category are allowed to participate upto their tendering limits without submitting Eligibility documents . Firms and Contractors, not registered with CPWD are required to submit Eligibility documents of executing Similar works. <ul style="list-style-type: none"> <li>(i) Experience of having successfully completed works during the last 7 years ending previous day of last date of submission of tenders Three similar completed works, each costing not less than the amount equal to 40% of estimated cost put to tender. <p style="text-align: center;">OR</p> Two similar completed works, each costing not less than the amount equal to 60% of the estimated cost put to tender. <p style="text-align: center;">OR</p> One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost</li> </ul> </li> </ol>																														
6. TWO BID SYSTEM :-	<p>7.1. Since the work to be undertaken is of a complex and technical nature, bids are required to be submitted in two parts as under :-</p> <p>7.2. Bids will be accepted only On-line at e-procurement web site <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a>.</p> <p>7.3 Technical bid :- Following documents and information to be fulfilled and submitted as part of technical bid:-</p> <p>All Documents required to be Submitted online and in addition to that only tender acceptance letter &amp; original EMD should be submitted in offline mode. Offline documents be dropped in the tender box in a sealed envelope and scanned copies of all Documents to be submitted in tender web site <a href="http://eprocure.gov.in/eprocure/cppp">http://eprocure.gov.in/eprocure/cppp</a>:-</p> <table border="1"> <thead> <tr> <th>S.No</th> <th>Name of Documents</th> <th>Description of Documents</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Tender Notice</td> <td>All Pages of tender notice duly signed by authorized person and seal of the firm marked.</td> </tr> <tr> <td>2</td> <td>EMD document to be deposited in original</td> <td>EMD Amount 3940/-</td> </tr> <tr> <td>3</td> <td>CPWD, MES, BRO, NBCC, PWD Reg Certificate</td> <td></td> </tr> <tr> <td>4</td> <td>PAN /TAN card details</td> <td></td> </tr> <tr> <td>5</td> <td>GSTIN/ Firm registration certificate</td> <td></td> </tr> <tr> <td>6</td> <td>Income Tax return of three last years.</td> <td></td> </tr> <tr> <td>7</td> <td>Bank guarantee for submitting earnest money</td> <td>APPENDIX-A</td> </tr> <tr> <td>8</td> <td>Bank guarantee for furnishing performance security deposit</td> <td>APPENDIX-B</td> </tr> <tr> <td>9</td> <td>Performance statement of last <b>three years. (With work completion certificate)</b> must be submitted</td> <td>APPENDIX-C</td> </tr> </tbody> </table>	S.No	Name of Documents	Description of Documents	1	Tender Notice	All Pages of tender notice duly signed by authorized person and seal of the firm marked.	2	EMD document to be deposited in original	EMD Amount 3940/-	3	CPWD, MES, BRO, NBCC, PWD Reg Certificate		4	PAN /TAN card details		5	GSTIN/ Firm registration certificate		6	Income Tax return of three last years.		7	Bank guarantee for submitting earnest money	APPENDIX-A	8	Bank guarantee for furnishing performance security deposit	APPENDIX-B	9	Performance statement of last <b>three years. (With work completion certificate)</b> must be submitted	APPENDIX-C
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	10	List No. 01	APPENDIX-D
	11	Questionnaires/ Check list (Must be filled in all respect)	APPENDIX-E
	12	Tender Acceptance Letter(To be given on Company Letter Head)	APPENDIX- F, duly signed by bidder & witness
	13	Form 68-A	APPENDIX- G
	14	Index of Documents (Indicate page number of tender documents required).	APPENDIX-H
	15	Work details and scope of work to be filled by the contractor and signed with firm seal	APPENDIX-I(1),I(2) & I(3)
	16	Details to be filled by the contractor and signed with firm seal	APPENDIX-J
	17	Any other document	
	<p><b>7.5 Financial / price bid :-</b> The composite bid shall be quoted as per enclosed BOQ format provided along with tender document at E –Procurement site  <a href="http://eprocure.gov.in/eprocure/cppp">http://eprocure.gov.in/eprocure/cppp</a></p>		
	<p>7.6: The technical bids are to be opened at the first instance and evaluated by the competent authority. In the second stage, financial bids of only the technically acceptable offers will be opened for further evaluation and ranking before awarding the contract.</p> <p>7.7 The tender enquiries duly filled in all respects and having completed in all applicable formalities may be sent to <b>Commandant-cum-Estate Officer 72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&amp;K)</b>, Campus so as to reach on or before <u>          </u>/12/2024 at 1000 hrs to the tender enquiry. Department is not responsible for any postal delay as well as technical problem at portal/site.</p>		

#### 7. WORK SPECIFICATION

The work shall be carried out according to C.P.W.D. Specifications 2018 Volume-I & II including up to date correction slips and as per additional conditions.

#### 8. SITE VISIT AND COLLECTING LOCAL INFORMATION

Before tendering, the tenderer is advised to visit the site, its surroundings to assess and satisfy themselves about the local conditions such as the working and other constraints at site, approach roads to the site, availability of water & power supply, application of taxes, duties and levies as applicable, accommodations they may require etc& any other relevant information required by them to execute complete scope of work. The tenderer may obtain all necessary information as to risks, weather conditions, contingencies & other circumstances (insurgencies etc.) which may influence or affect their tender prices. Tenderer shall be deemed to have considered site conditions whether he has inspected it or not and to have satisfied himself in all respect before quoting his rates and no claim or extra charges whatsoever in this regard shall be entertained / payable by the **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** at a later date.

#### 9. VALIDITY OF TENDER

The tender for the works shall remain open for acceptance for a period **180 days** from the date of opening of Price Bid of tenders. The earnest money will be forfeited without any prejudice to any right or remedy, in case the contractor withdraws his tender during the validity period or in case he changes his offer to his benefits which are not acceptable to 72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K). The validity period may be extended on mutual consent.

#### 10. REJECT/CANCEL/SCRAP

The Competent Authority has got the right to accept or reject/cancel/scrap the tender as whole or part of it and no claims what so ever will be entertained on this account. The competent authority also reserves the right to increase/decrease/alter the scope of work/ quantity of work etc. and no claims what so ever will be entertained.

## **11. TERMINATION OF CONTRACT ON DEATH OF CONTRACTOR**

Without prejudice to any of the right or remedies under this contract if the contractor dies, the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** shall have the option of terminating the contract without compensation to the contractor. If the contractor is an individual or proprietary concern and individual or the proprietor dies or if the contractor is a partnership concern and one of the partner dies then unless, the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** is satisfied that the legal representative of the individual for the proprietary concern or the surviving partners are capable of carrying out and completing contract, the (Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)**) is entitled to cancel the contract for the uncompleted part without being in any way liable for any compensation payment to the estate of deceased contractor or to the surviving partners of the contractor's firm on account of the cancellation of contract. The decision of the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** in such assessment shall be final and binding on the parties. In the event of such cancellation the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** shall not hold the state of deceased contractor and/or the surviving partners of the contractor's firm liable for any damages for non-completion of contract.

## **12. DIRECTION FOR WORKS**

All works to be executed under the contract shall be executed Under the direction and subject to approval in all respect of the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** /Work Committee /Officer commanding of Building /Engineer-in-Charge of Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** who shall be entitled to direct at what point or points and in what manner works are to be commenced and executed.

## **13. DEFECT LIABILITY PERIOD**

i) **12 Months** from the date of Completion as certified by the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** /Officer commanding of Building Branch / Work Committee.

ii) The contractor shall stand guarantee for materials and workmanship. During the defect liability period, if any defect is observed due to workmanship or from any act or omission of the contractor, the contractor shall execute all such work of rectification and making good of defects, as may be required of him by competent authority at his own cost and within the time stipulated by competent authority. If the contractor shall fail to do any such work as required by the competent authority, Security/Retention money shall be liable to be forfeited and the contractor shall make himself liable to be blacklisted.

## **14. SECURITY DEPOSIT/ RETENTION MONEY**

The security deposit @2% of the gross amount of the bill shall be deducted from final bill of the contractor. The contractor can also deposit the security deposit through FDR@2% of the tendered amount in favour of **Commandant-72 Bn, CRPF, Sodra Sunderbani, Rajouri (J&K)-185153 payable at SBI, Sunderbani (Branch Code: 02491)** before submitting the final bill for payment action. The security deposit or retention money shall be refunded to the contractor after **expiry of defects liability period** (referred to **Clause No.13**) or on payment of the amount of the final bill whichever is later. This is in addition to performance Guarantee that the contractor is required to deposit.

**15.** Before starting the work the contractor shall chalk out a programme, in consultation with the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** or his authorized representative at least one week in advance. The contractor shall have to adhere to this programme failing which he shall be held responsible for any inconvenience caused to the occupants. In order to ensure that the work is carried out according to the programme drawn, the contractor shall ensure adequate supply of the material and employ required labour strength for execution of work. The contractor shall put his authorized representatives daily at the site of work /Enquiry Office for receiving instructions from Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** and other inspecting officials from the department. His name and signature shall be attested by the contractor and kept on the record with the department.

**16.** Payment shall be made to contractor only after giving certificate about satisfactory completion of work. All measurement shall be recorded on standard measurement sheets which will be submitted to the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** for scrutiny and passing.

17 Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)**/ Works committee/ Officer commanding of Building/ Engineer-in-charge shall scrutinize and check the measurement records practically/on ground based on the measurement sheet provided by contractor and final measurement sheet will be prepared by Engineer-in-charge of this office.

18 While the tenderer and the purchaser shall make ever effort to resolve any issue amicably through direct informal negotiation, in the event of any disagreement or dispute arising between them under or in connection with the contract shall be settled under court of law within its jurisdiction at state under . The resultant contract will be interpreted as per the prevailing Indian laws and various directions of the Govt of India. Dispute in mode of measurement: In case of dispute as to the mode of measurement not covered by the contract to be adopted for any item of work, mode of measurement as per latest Indian specification shall be followed.

19. Intending tenderer is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified.

20. **The time allowed for carrying out the work will be within 30 days from the date of work order.**

21. The site for the work is available or the site for the work shall be made available in parts as specified above.

22. The contractor shall not be permitted to tender for works in the CRPF in which his near relative of CRPF is involved. If so, he shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any CRPF officer/personnel.

23. Department will not be responsible for any kind of incident involving the labour during or after the work. The contractor must insure the workers against all contingencies and be responsible for their safety.

24. GST No. / Service Tax No. and Contractor's Regn No. must be printed on the bill which is submitted for recoument/payment action.

25. The tender for the works shall remain open for acceptance for a period of **180 Days** from the date of opening of tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit the earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the retendering process of the work.

26. The contractor shall bear cost of **Liquidated Damage** for Delay in completion of work within the stipulated time @ of **2%** of contracted value not exceeding the 10% of contracted value in whole.

27. This Notice Inviting Tender shall form a part of the contract document.

28. Hard copies as submitted physically in the office of Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)**, shall be only valid document for evaluation of technical specification. The Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** has all rights to break contract at any time without assigning any reason.

29. The Tenderer are requested to return a copy of this Tender duly signed on each page along with other relevant documents as required with the tender for evaluation purpose. If tenderer fails to return a copy of this Tender duly signed, his offer will not be considered and it will be rejected.

30. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for executing work and all other services required for executing the work.

31. The successful tenderer shall make his own arrangement for storage and watch and ward of material whether the same brought by him or supplied by the department. He shall remain responsible for watch and ward of installation and other fittings till these are commissioned and handed over to the department.

32. Successful tenderer should be in a position to produce, after opening of the price bids, the Original Certificates in support of the self attested copies of relevant documents submitted along with tender document. Failure to produce the original certificates at this stage in support of the attested copies of firm registration /Electrical License/any other documents etc. submitted earlier would result in disqualification and forfeiture of EMD and also liable for debarring from participation in Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** tenders.



33. For the purpose of recording measurements and preparing running account bills the abbreviated nomenclature indicated in the publications Abbreviated Nomenclature of Items of DSR 2018 shall be accepted. The abbreviated nomenclature shall be taken to cover all the materials and operations as per the complete nomenclature of the relevant items in the agreement and relevant specifications.

34. The contractor shall take instructions from the Engineer-in-charge for stacking of materials. No excavated earth or building materials etc. shall be stacked/collected in areas where other buildings, roads, services, compound walls etc. are to be constructed.

35. The contractor shall ensure quality construction in a planned and time bound manner. Any sub-standard material/work beyond set out tolerance limit shall be summarily rejected by the Engineer-in-Charge.

### 36. **SECURITY**

36.1 The contractor shall take all steps necessary that all persons employed on any work in connection with the contract have notice that the Indian Official Secrets Act 1923 applies to them & will continue so to apply even after the execution of such works under the contract.

36.2 The contract is confidential and must be strictly confined to the contractor's own use (except so far as confidential disclosure to sub-contractors or suppliers as necessary) and to the purpose of the contract.

36.3 All documents, copies thereof & extracts there from furnished to the contractor shall be returned to the Engineer-in-Charge on the completion of the work / works or the earlier determination of the contract.

### 37. **LABOUR AND SECURITY**

Contractor has to follow the security requirement of the campus and obtain necessary entry passes for the labour and vehicles and follow security checks at entry / exit gates, restriction on movement of vehicle, restricted timings of working etc. The Department however shall assist the contractor in obtaining such passes for movement of vehicles and labour. No claim whatsoever shall be entertained on account of delay in entry of vehicles and labour including restrictions in working hours, if there is any.

In case if a separate entry has been allowed, the contractor has to make all arrangement for making a separate entry gate and barricading of the working area to segregate/separate the same from other areas. All these have to be done by the contractor at his own cost including safeguarding any untoward incident in the restricted area due to separate entry gate and barricading arranged by the contractor. No extra amount on this account shall be payable by the department.

38. **FINAL INSPECTION:** - After completion of work as per specification the whole work will be subject to a final inspection to ensure that job has been completed as per requirement. If any defects noticed in the work are attributable to Contractor, these shall be attended by the Contractor at his own cost, as and when they are brought to his notice by the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** /Work committee/ Officer Commanding of Building/Engineer in charge. The Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)** and its representative shall have the right to have these defects rectified at the risk and cost of the contractor if he fails to attend to these defects immediately.

39. **MEASUREMENTS OF WORK DONE :-**Engineer-in-charge shall, except as otherwise provided, ascertain and determine by measurement, the value in accordance with the contractor of work done.

All measurement of all items having financial value shall be entered in Measurement Book/level field book so that a complete record is obtained of all works performed under the contract.

All measurement and levels shall be taken jointly by the Insp/SI/civil or his authorised representative and by the contractor or his authorised from time to time during the progress of the work and such measurement shall be signed and dated by the Engineer –in-charge and the contractor or their representatives in token of their acceptance. If the contractor objects to any of the measurement recorded, a note shall be made to that effect with reason and signed by both the parties.

If for any reason the contractor or his authorised representative is not available and the work of recording measurement is suspended by the Insp/SI/civil or his representative, the Engineer –in-charge and the

Department shall not claim from contractor for any loss or damages on his account. If the contractor or his authorised representative does not remain present at the time of such measurements after the contractor or his authorised representative has been given a notice in writing three (3) days in advance or fails to countersign or to record objection within a week from the date of the measurement, then such measurement recorded in his absence by the Engineer –in-charge or his representative Shall be deemed to be accepted by the contractor.

It is also a term of this contract that recording of measurements of any items of work in the measurement book and /or its payment in the interim, on account of final bill shall not be considered as conclusive evidence as to the sufficiency of any work or material to which it relates nor shall it relieve the contractor from liabilities from any over measurement or defects noticed till completion of the liability period

40. Work scope may be changed depending upon the priority of the work.

41. No part of the CONTRACT nor any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the CONTRACTOR directly or indirectly to any person, firm or corporation whatsoever without the consent in writing of the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)**.

**MAS REGISTER TO BE MAINTAINED BY THE CONTRACTOR :-**

Material at site register shall be maintained by the contractor which will be reviewed by the officers/Engineer-in-charge of CRPF at regular intervals.

42. GCC 2020 Maintenance works of CPWD. Clause 5A : Time is the essence of the contract for maintenance works estimated cost upto Rs. 25 lacs The time allowed for execution of the work as specified in the schedule 'F' shall be the essence of the contract i.e. the contract period will not be extended. The execution of the work shall commence from such time period as mentioned in schedule 'F'. If the contractor commits default in commencing the execution of the work as aforesaid the performance guarantee shall be forfeited by the Engineer in Charge and shall be absolutely at the disposal of the Government without prejudice to any other right or remedy available in law.

Sd-30/12/2024

**(Jitendra Singh Yadav)**

COMMANDANT-72 BN CRPF

Sodra Sunderbani, Rajouri (J&K)

For and on behalf of President of India

**ADDITIONAL SPECIFICATIONS FOR CIVIL WORKS:**

1. All materials required to be used on works shall be got approved from the Commandant-cum-Estate Officer **72 Bn, CRPF, Sodra, Sunderbani, Rajouri (J&K)**/ Officer Commanding of Building in advance. In case of doubt on any material, DIG, GC CRPF Hiranagar wears the right to get the material test from Govt. approved labs/NABL.
2. The quoted rate should be inclusive of all taxes, levies, works contract taxes, duties etc.
3. All items to be used in this work should be branded and ISI. In this case CPWD approved list of material for similar work may be followed.

**Sd-30/12/2024**

**(Jitendra Singh Yadav)**

**COMMANDANT-72 BN CRPF**

**Sodra Sunderbani, Rajouri (J&K)**

**For and on behalf of President of India**

**PROFORMA OF BANK GUARANTEE FOR SUBMITTING  
EARNEST MONEY**

(On banks letter head with adhesive stamp)

To

The Commandant,  
72 Bn, CRPF, Sodra,  
Sunderbani, Rajouri-185153 (J&K)

Dear Sir,

In accordance with your invitation to Tender No-----

M/s. \_\_\_\_\_ (here in after called "The tenderer")

with the following Directors on their Board of Directors/Partners of the firm.

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

wish to participate in the said tender enquiry for the supply/work of

\_\_\_\_\_ to you (here in after called "The purchaser"). Whereas a bank guarantee against Earnest Money for a sum of Rs. \_\_\_\_\_ (in words) \_\_\_\_\_ Valid for 180 days from the date of tender opening viz. up to \_\_\_\_\_ is required to be submitted by "the tenderer" as a precondition for the participation, this bank hereby guarantees and undertakes to pay the purchaser upto the above amount upon receipt of its first written demand, without the purchaser/contractor having to substantiate its demand, provided that in its demand the purchaser/contractor will note that the amount claimed by it is due to it owing to the occurrence of any one of the three conditions mentioned below, specifying the occurred condition or conditions during the above said period of 180 days without any reservation and recourse.

1. If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of its validity.
2. If the tenderer after submitting his tender, modifies the rates or any of the terms and conditions thereof, except with the previous written consent of the purchaser.
3. If the tenderer having been notified of the acceptance of this tender by the purchaser during the period its validity and
  - (a) If the tenderer fails to furnish the performance security for the due performance of the contract.
  - (b) If the tenderer fails or refuses to accept and or execute the contract as provided in the general conditions of the contract.

The guarantee shall be irrevocable and shall remain valid up to **180** days from the date of opening of tender. If further extension to this guarantee is required, the same shall be extended to such period on receiving instructions from the tenderer on whose behalf this guarantee is issued and any demand in respect thereof should reach the Bank not later than the above date.

Date. \_\_\_\_\_

**Signature of authorized officer of the bank** \_\_\_\_\_

Place \_\_\_\_\_

**Printed Name.** \_\_\_\_\_

**Designation** \_\_\_\_\_

**Name and address of the bank** \_\_\_\_\_

**Banker's Common Seal**

**PROFORMA OF BANK GUARANTEE FOR FURNISHING PERFORMANCE SECURITY DEPOSIT**

To

The President of India,

Whereas M/S-----  
(name and address of the supplier) (hereinafter called “the supplier”) has undertaken, in pursuance of contract no.....dated..... **for Repairing of ORS MESS at A/72 Bn CRPF District Jail Amphella,Jammu.** (description of works and services) (hereinafter called “the contract”)

And Whereas it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a nationalized or scheduled commercial bank of good repute and record recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract:

And Whereas we have agreed to give the contractor such a bank guarantee:

Now Therefore we hereby affirm that we are the guarantors and responsible to you, on behalf of the supplier/contractor, up to a total of.....  
(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier/contractor shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the..... day of .....2024

**(Sig. of the authorized officer of the Bank)**

**Name and designation of the officer .....**

**Name and address of the Bank .....**

**Banker’s common seal**

**PERFORMANCE STATEMENT**

1.	Name & location of work	
2.	Cost of work	
3.	Name of Client	
4.	Full address of the firm	
5.	Contact no. of the contact person of the Client for whom works was executed	
6.	E-mail id of the contact person (Mandatory	
7.	Completion period	Stipulated
		Actual
8.	Whether the work was left incomplete (reason if any for delay in completion of work)or contract was terminated from either side (give full details	
9.	Any other relevant information	

**LIST NO-1**

TENDERERS SHOULD FURNISH SPECIFIC ANSWERS TO ALL THE QUESTIONS GIVEN BELOW. TENDERERS MAY PLEASE NOTE THAT IF THE ANSWER SO FURNISHED ARE NOT CLEAR AND / OR ARE EVASIVE, THE TENDER WILL BE LIABLE TO BE IGNORED.

1. Tender No. \_\_\_\_\_
2. Name and address of firm/contractor :
3. What is your permanent Income Tax A/C No. :
4. Status.
  - a) Indicate whether you are Govt. registered or not :
  - b) TIN No. :
5. Please indicate name & full address of your banker in the following format -
  - a) Bank Name, Branch and Bank Account No. (Core bank account)
  - b) IFSC Code :
  - c) Whether bank branch is NEFT/RTGS enables or not :
6. State whether your firm with you have been banned by any Govt. /CPWD authority? :
7. Please confirm that you have read all the instructions carefully and have complied with accordingly. :

**Signature of Witness** \_\_\_\_\_

(Full Name and address of witness in Block letters)

**Signature of Tenderer** \_\_\_\_\_

(Full Name and address of the persons signing in Block letters)

Whether signing as  
Proprietor/Partner/Constituted Attorney/duly authorized by the Company

**Questionnaire/Check List (Please fill the answer correctly. Tenders leaving the column and Questionnaire un-answered shall be rejected )**

01	Whether firm/Contractor is registered for the tendered work or not	
02	Registration No. and Date	
03	Registration issued by	
04	Registration valid upto	
05	Copy of Registration submitted or not	
06	GST registration No	
07	Whether Copy of GST registration certificate submitted or not with tender	
08	PAN No.	
09	Whether Copy of PAN No submitted or not with tender	
10	Whether Copy of replacement Warranty period of new fittings enclosed or not	
11	Whether EMD enclosed, if yes details of EMD	
12	Whether offer is valid upto <b>180</b> days or otherwise.	
13	Complete details of Banker with IFSC code, Account No. Name of Bank, Name of Branch, Bank Code, Swift code etc.	
14	Whether past performance Performa submitted alongwith copies of award of contracts or not	
15	Whether tender specification / work scope accepted by the firm/contractor or not	
16	Whether all pages of tender has been signed by the authorized signatory or not and returned with offer of not.	
17	Whether all the terms and condition of the Tender Enquiry including payment terms are acceptable or not	
18	Any other specific condition of the firm/contractor	

Signature \_\_\_\_\_  
 (Name of the firm/Contractor)  
 With seal/stamp



**TENDER ACCEPTANCE LETTER**  
(To be given on Company Letter Head)

Date:

To,

\_\_\_\_\_

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: \_\_\_\_\_

Name of Tender / Work::-

\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

\_\_\_\_\_  
\_\_\_\_\_

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. In case any provisions of this tender are found violated , then your department/ organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

## Form68-A

Tender No. \_\_\_\_\_

Full name and address of the Tenderer in addition Contractor's telegraphic Address

To post box No. if any should be quoted in all \_\_\_\_\_

Communication to this Office \_\_\_\_\_

Telephone No. \_\_\_\_\_

Fax No.

From \_\_\_\_\_

Dear Sir,

1. I/We here by offer to supply the stores detailed in the schedule here to or such portion there of as you may specify in the acceptance of tender at the price given in the said schedule and agree to hold this offer open till I/we shall be bound by a communication of acceptance within the prescribed time.

2. I/We have understood the instructions to Tenderers in the booklet DGS&D-229 and conditions of contract in the Form No-68(Revised) including in the pamphlet entitling conditions of contract governing contracts placed by the Central Purchases Organization of the Government of India read with the amendments annexed here with and have thoroughly examined the specification drawing and/or pattern quoted in the schedule here to and am/are fully aware of the nature of the stores required and my/our offer is to supply stores strictly in accordance with the requirements.

**Signature of the Tenderer**

The following pages have been added to and form part of this tender \_\_\_\_\_

Here paste coupon in case where coupons are supplied to contractors on payment
---

Yours faithfully,  
 (Signature of the Tenderer)

Address \_\_\_\_\_

(Signature of the Witness)

Address \_\_\_\_\_

Dated \_\_\_\_\_

**REPAIRING OF ORS MESS AT A/72 BN CRPF DISTRICT JAIL AMPHELLA, JAMMU**

Name of works :	Repair of Ors Mess at A/72 Bn Amphala Jail Jammu
Scope of works	(i) Providing floor & wall tiles. (j) Repair & replacement of damaged/rusted doors. (iii) Whitewashing/Distempering of inner & outer walls. (iv) Repair & replacement of damaged/faulty electrical fitting & connections. (v) Repair & replacement of damaged/choked plumbing /sanitary fitting work etc.

Sl. No.	Code No.	Description of item	Qty	Unit
1	14.1	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 Sq. meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground, all complete as per direction of Engineer-in-charge		
2	14.1.2	With cement mortar 1:4 (1 Cement: 4 coarse sand)	104.72	Sqm
3	13.8	Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.	104.72	Sqm
4	13.99	Painting and synthetic enamel paint of approved brand and manufacture of required colour to give an even shade/	16.96	Sqm
5	13.90	One or more coats on old work	523.00	Sqm
6	11.38	Providing and lying ceramic glazed floor tiles of size 300 x 300 mm (thickness to be specified by the manufacturer), of 1 <sup>st</sup> quality conforming to IS: 15622, of approved make, in all colours, shades, except white, ivory, grey, fume red brown, laid on 20 mm thick bed of cement mortar 1:4 (1 cement : 4 coarse sand), jointing with grey cement slurry @ 3.3 kg/sq.m including pointing the joints with white cement and matching pigments etc., complete	33.00	Sqm
		<b>Electrical items</b>		
7.	N.S.I	Led tube light	8	Nos
8.	N.S.I	16 Amp switch	5	Nos
9.	N.S.I	16 Amp socket	5	Nos
10.	N.S.I	06 Amp switch	6	Nos
11.	N.S.I	06 Amp socket	6	Nos
12.	N.S.I	Wire 2.5 mm	2	Bndl
13.	N.S.I	Holder	12	Nos
14.	N.S.I	Tape	5	Nos
15.	N.S.I	Cashing	35	Nos
16.	N.S.I	Board	5	Nos
		<b>Sanitary &amp; water supply fitting</b>		
17.	N.S.I	Providing and fixing PTMT grating	10	Nos
18.	N.S.I	Water storage tank 1000 ltr	2	Nos
21.	N.S.I	Providing and fixing PTMT ball cock	1	Nos
22.	N.S.I	Providing and fixing ball value (brass) of approved quality	1	Nos
23.	N.S.I	(CPVC) pipes 15 nominal outer dia. Pipe meter	40	Nos
24	N.S.I	100 mm chlorinated polyvinyl Chloride (CPVC) pipes	20	Nos

**Note: - Lowest Contractor (L-1) will be decided on overall lowest rates basis**

**Appendix-“J”**

Sl No.	Requirement	(Firm should correctly fill following column.)	(Indicate page number of tender documents where related information is shown/available , s it can be verified columns should be highlighted
1.	Whether Regd with CPWD/PWD		
	Validity of registration		
2.	Bid security declaration		
	Whether Specification. Of work Confirmed or not		
3.	Terms of Work Start and Finish ( Our requirement is start within 07 days and finished within 30 days)		
4.	Validity of offer (Our requirement is 180 days from the date of opening)		
5.	Past performance (attached or not)		
6.	Arbitration Clause (agreed or not)		
7.	Warranty Clause (agreed or not)		
8.	GSTIN NO. (attached or not)		
9.	Liquidated damage clause (agreed or not)		
10.	Partnership agreement (attached or not)		
11.	Name & Add of Bankers.		
12.	Whether business dealing banned or not		
13.	Whether tender signed properly		
14.	Pan Card Details		
15.	Tin No.		

Signature of Tenderer

Date.....

Name of Tenderer.

**FORMAT FOR PRICE BID**

<b>S/No.</b>	<b>DETAILS OF WORK</b>	<b>A/U</b>	<b>QTY</b>	<b>RATE</b>	<b>AMOUNT</b>	<b>Basics rates in figured to be entered by the bidder in Rs. P</b>	<b>Total amount without taxes/other charges in Rs. P</b>	<b>Total amount with taxes/other charges in Rs. P</b>	<b>Total amount in words</b>

SIGNATURE OF TENDERER WITH DATE AND SEAL

**RAW MATERIALS I.E CEMENT, DISTEMPER, PRIMER, PUTTY,VITRIFIED TILE, WALL TILE, FALSE CEILING, FAN CEILING/EXHAUST FAN, ELECTRICAL ITEMS & SYNTHETIC ENAMEL PAINT ETC. ARE OF AS PER FOLLOWING APPROVED BRANDS SHOULD BE USED FOR WORKS.**

The following are approved brand makes/manufacture's makes listed below, in use it is established that material as listed below is not available in the market. Approved equivalent material and finished of any other specialized brand names/manufacture's makes may be used as per approval of client/Architect.

S.No.	Item	Approved Make
1.	Ordinary Portland Cement	Ambuja/Ultratech/Jaypee/Sidhee/ Hathi/ Sanghi
2.	Distemper/Primer	Asian, Berger
3.	Putty	Birla, Berger, Asian
4.	Vitrified Tile	Somany, Vermora, Sempolo, Sunheart, Kajaria Nitco
5.	Synthetic enamel paint	Asian, Berger,
6.	Wall Tile	Somany, Vermora, Sempolo, Sunheart, Kajaria Nitco
7.	False Ceiling	Aerolite, Anutone, USG Boral, Saint Gobain, Armstrong.
8.	Fan ceiling/ exhaust Fan	USHA, CG, Orient
9.	Electrical items	Market Rate

(Signature of the Bidder, with Official Seal)

**Instructions for Online Bid Submission**

**Instructions to the Bidders to submit the bids online through the Central Public Procurement Portal for e Procurement at <http://eprocure.gov.in/eprocure/app>**

- 1) Possession of valid Digital Signature Certificate (DSC) and enrollment/registration of the contractors/bidders on the e-procurement/e-tender portal is a prerequisite for e-tendering.
- 2) Bidder should do the enrollment in the e-Procurement site using the “Click here to Enroll” option available on the home page. Portal enrollment is generally free of charge. During enrollment/registration, the bidders should provide the correct/true information including valid email\_id. All the correspondence shall be made directly with the contractors/bidders through email\_id provided.
- 3) Bidder need to login to the site through their user ID/ password chosen during enrollment/registration.
- 4) Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY/TCS/nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/SmartCard, should be registered.
- 5) The DSC that is registered only should be used by the bidder and should ensure safety of the same.
- 6) Contractor/Bidder may go through the tenders published on the site and download the required tender documents/schedules for the tenders he/she is interested.
- 7) After downloading / getting the tender document/schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise bid will be rejected.
- 8) If there are any clarifications, this may be obtained online through the tender site, or through the contact details. Bidder should take into account the corrigendum published before submitting the bids online.
- 9) Bidder then logs in to the site through the secured log in by giving the user id/ password chosen during enrolment/registration and then by giving the password of the eToken/SmartCard to access DSC.
- 10) Bidder selects the tender which he/she is interested in by using the search option & then moves it to the ‘my tenders’ folder.
- 11) From my tender folder, he selects the tender to view all the details indicated.
- 12) It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, their bid will be rejected.
- 13) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/xls/rar/zip/dwf formats. If there is more than one document, they can be clubbed together and can be provided in the requested format. Each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through zip/rar and the same can be uploaded, if permitted. Bidders Bid documents may be scanned with 100 dpi with black and

- white option. However if the file size is less than 1 MB the transaction uploading time will be very fast.
- 14) If there are any clarifications, this may be obtained through the site, or during the pre-bid meeting if any. Bidder should take into account the corrigendum published from time to time before submitting the online bids.
  - 15) The Bidders can update well in advance, the documents such as certificates, annual report details etc., under My Space option and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.
  - 16) Bidder should submit Bid security declaration as specified in the tender.
  - 17) While submitting the bids online, the bidder reads the terms & conditions and accepts the same to proceed further to submit the bid packets.
  - 18) The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections and pages of the bid document including General conditions of contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.
  - 19) The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.
  - 20) If the price bid format is provided in a spread sheet file like BoQ\_xxxx.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Price Bid/BOQ template must not be modified/replaced by the bidder, else the bid submitted is liable to be rejected for this tender.
  - 21) The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority(TIA) well before the bid submission end date & time (as per Server System Clock). The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.
  - 22) After the bid submission (ie after Clicking “Freeze Bid Submission” in the portal), the acknowledgement number, given by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and will also act as an entry pass to participate in the bid opening date.
  - 23) The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
  - 24) All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
  - 25) Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using



buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 26) The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used. Data storage encryption of sensitive fields is done.
- 27) The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) exit option in the browser.
- 28) For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document. Parallely for any further queries, the bidders are asked to contact over phone: \_\_\_\_\_ or send a mail over to – \_\_\_\_\_.

**Signature of the tenderer**