

कार्यालय पुलिस उप महानिरीक्षक ग्रुप केन्द्र, के०रि०पु०बल, सरायखास, जालंधर (पंजाब)–144805		OFFICE OF THE DIGP, GC, CRPF, SARAIKHAS, JALANDHAR (PB)–144805
<b>☎ 0181 -2783376 OFFICE), 2783376 (FAX), 2782332 (CONTROL ROOM)</b>		

Tender Notice No. B.V-1/2022-23/GCJDR(BLDG)-AMC

Dated, the 03 Oct. 2022

### **E-TENDER NOTICE**

Deputy Inspector General of Police, DIGP, GC, CRPF, Saraikhas, Jalandhar for and on behalf of the President of India invites online tenders under two bid system (Technical and Financial bid) from registered firms/contractors of CPWD, MES, BRO, NBCC, PWD for AMC of 11/0.433 KV HT Substation equipments, 03 Nos DG Sets, 07 Nos submersible motors, 05 Nos non-clogging sludge motors, 02 Nos centrifugal pumps including periodical service & breakdown service as per manufacturer schedule as required at GC CRPF Jalandhar (Punjab) campus.

2. Bids will be accepted online at CRPF website <http://www.crfp.gov.in/tenders> and at e-Procurement website <http://eprocure.gov.in/eprocure/app> (CPPP).
3. All relevant details, including specification, terms & conditions etc are available on CRPF website (<http://crpf.nic.in/tender-notice.htm>) and at 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, tenderers are requested to visit the CRPF /CPPP web sites regularly.
5. Approximate Cost of Tender is Rs 26,77,459/-
6. The EMD is Rs 54,000/-
7. Date of availability of tender on CRPF website : **03/10/2022**
8. In case of any problem please contact on telephone numbers 7988089084

DIG, GC CRPF Jalandhar  
For and on behalf of President of India

कार्यालय पुलिस उप महानिरीक्षक मुप केन्द्र, के0रि0पु0बल, सरायखास, जालंधर (पंजाब)-144805		OFFICE OF THE DIGP, GC, CRPF, SARAIKHAS, JALANDHAR (PB) -144805
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Tender Notice No. B.V-1/2022-23/GCJDR(BLDG)-AMC

Dated, the 03 Oct. 2022

//TENDER //

Sealed tenders are invited from registered firms/contractors of CPWD, MES, BRO, NBCC, PWD AMC of 11/0.433 KV HT Substation equipment's, 03 Nos DG Sets, 07 Nos submersible motors, 05 Nos non-clogging sludge motors, 02 Nos centrifugal pumps including periodical service & breakdown service as per manufacturer schedule as required at GC CRPF Jalandhar (Punjab) campus.

Sl. No.	Description of Item	Qty	Unit	Earnest money
<b>SH-1</b>	<b>COMPREHENSIVE MAINTENANCE OF 11/0.433 KV ELECTRICAL SUB-STATION</b>			
	(Cost for 12 Months)			
1	Servicing, cleaning, testing and commissioning of 800 Amp 11 KV HT VCB including oiling all mechanical parts, clearing all electrical contact with chemical, cleaning of bus bar, nut bolts and checking all electrical connections of all accessories, link armature, voltmeter, kwh meter CTPT etc carrying out insulation test complete with testing of tripping mechanism etc as required.	11	Nos	Rs. 54,000/-
2	Calibration of HT relay after servicing cleaning etc. including chemically all electric wiring upto tripping circuit complete as required.	11	Nos	
3	Servicing, cleaning and testing of LT ACBs and bush couple 1600 Amp including cleaning of terminal with chemical all mechanical moving parts, conducting insulation test of LT panel setting at static release as required	6	Nos	
4	Carrying out insulation test with mugger of 1000/750 KVA 11/.433 KV transformer, HT Cable bushtrunking up to HT panel respectively including testing and dielectric strength of transformer all complete as required	4	Nos	
5	Dehydration, filtration of transformer oil with portable dehydration machine to achieve dielectric strength above 50 KV including testing carrying out test of dielectric strength oil before and after dehydration complete as required (820+820+580+580 liters)	2800	Litres	
6	Supplying and adding of ISI marked dehydrated transformer oil to transformer, HT VCB, FT as required	200	liters	
7	Supplying and replacement of silica gel suitable for following capacity of transformer - 1000 KVA	4	Nos	
8	Cleaning of outer surface of existing 1000 KVA transformer in installed position i/c painting of the outer surface of the said transformer with quality and colour enamel paint complete as required	4	Nos	
9	Main LT panel servicing & replacement of damaged part thimble, bush bar, nut bolt, separator & cleaning with CTC chemical complete job at site	1	Job	
10	Laying of one number PVC insulated and PVC sheathed / XLPE power cable of 1.1 KV grade of following size direct in ground including excavation, sand cushioning, protective covering and refilling the trench etc as required.			
10.01	Above 35 sq. mm and up to 95 sq. mm	150	meter	
10.02	Above 95 sq. mm and up to 185 sq. mm	450	meter	
10.03	Above 185 sq. mm and upto 400 sq. mm	80	meter	

11	Supplying and making straight through joint with heat shrinkable kit including ferrules and other jointing materials for following size of PVC insulated and PVC sheathed / XLPE aluminum conductor cable of 1.1 KV grade as required.		
11.01	3.5x 70 sqmm	2	Nos
11.02	3.5x 120 sqmm	2	Nos
11.03	3.5x 150 sqmm	2	Nos
11.04	3.5x 185 sqmm	2	Nos
11.05	3.5x 240 sqmm	2	Nos
12	Supplying and making outdoor end termination with cast resin compound including aluminium lugs and other jointing materials for following size of PVC insulated and PVC sheathed / XLPE aluminium conductor cable of 1.1 KV grade as required.		
12.01	3.5x 70 sqmm	2	Nos
12.02	3.5x 120 sqmm	2	Nos
12.03	3.5x 150 sqmm	2	Nos
12.04	3.5x 185 sqmm	2	Nos
12.05	3.5x 240 sqmm	2	Nos
13	Providing & fixing outdoor busbar metal box at underground cable fault including extension of cable, end termination joints, earthing etc complete in all respect	5	Nos
14	Detection of fault in UnderGround HT cable with portable fault locator machine including megger testing, excavation, refilling etc complete in all respect	2	Nos
15	Detection of fault in UnderGround LT cable with portable fault locator machine including megger testing, excavation, refilling etc complete in all respect	5	Nos
<b>SH-2</b>	<b>COMPREHENSIVE MAINTENANCE OF DG SETS</b>		
	(Cost for 12 Months)		
16	Periodical service & breakdown service as per manufacture schedule with mobil oil filter etc as required:		
16.01	250 KVA DG Set	2	nos.
16.02	125 KVA DG Set	1	no.
<b>SH-3</b>	<b>COMPREHENSIVE MAINTENANCE OF MOTORS PUMPS</b>		
	(Cost for 12 Months)		
17	Lifting and lowering of pump including replacement of unserviceable nut, bolt, washers, gaskets etc.		
17.1	05 Nos 20 HP submersible Motors at WPH-2 (Near Barber shop), WPH-3 (Near OHT-2), WPH-5 (Near Morcha-2) & Inside MT Park, 02 Nos 10 HP submersible Motor at WPH- 4 (Near CPWD Qtrs) & Fish Pond : Depth upto 50 meters	7	Job
17.2	02 Nos 20 HP non-clogging sludge Motors at & 01 No. 8 HP non-clogging sludge Motor at Sewage Treatment Plant & 02 Nos 10 HP non-clogging sludge Motors at Sewage Pump House (Near Morcha-3 & Morcha-5) : Depth upto 10 meters	5	Job
17.3	02 Nos 4.5 HP centrifugal motors at Sewage treatment plant	2	Job
18	Providing and Replacement of defective parts of control panels and starters of desired specifications set as MCB/ MCCB/ contactors/ relay/ Voltmeter/ Ammeter etc as required:		
18.01	Ammeter (Digital)	4	Each
18.02	Voltmeter (Digital)	4	Each
18.03	MCB	4	Each

18.04	MCCB	4	Each
18.05	Timer	4	Each
18.06	Indicators	4	Each
18.07	Terminals/ thimble/ lugs etc	11	Each
18.08	On/Off Button	7	Each
18.09	Earthing	4	Each
18.10	Capacitors	4	Each
18.11	Single phase preventor	4	Each
18.12	Relay (DLR) 28 to 42 Amp	4	Each
18.13	Contactator ML2	4	Each
18.14	Contactator ML 1.15	4	Each
18.15	MCB DP	4	Each
18.16	MCB 4 Pole insulator	4	Each
18.17	MCB TP	4	Each
19	Rewinding/ Repairing with all necessary spares of manufacturer specifications including installation, commissioning, testing & transportation of submersible motors, sludge motors & centrifugal pumps sets etc at respective location:		
19.01	Submersible Pump 20 HP	4	Each
19.02	Submersible Pump 10 HP	3	Each
19.03	Non-clogging sludge pump 20 HP	2	Each
19.04	Non-clogging sludge pump 10 HP	2	Each
19.05	Non-clogging sludge pump 8 HP	1	Each
19.06	Induction Motor 4.5 HP centrifugal	2	Each
20	Testing of bore water & STP effluent:		
20.01	Sampling charges of bore water from the MOEF/NABL approved lab twice a year. (for 4 bore)	8	Tests
20.02	Sampling charges of treated sewage water from the MOEF/NABL approved lab once in a month	12	Tests
<b>SH-4</b>	<b>PROVIDING SKILLED LABOUR OPERATION AND MAINTENANCE WORKS</b>		
21	Skilled Labour: Operation of 02 Nos 250 KVA DG Sets, 01 No. 125 KVA DG set, ACB, VCB, Transformers, Street lights, Distribution panels at 11/433 KV Electrical sub-station including routine maintenance and maintenance of respective log books:		
	02 HT Operator-cum-wireman at Electrical Substation ( For 30 Days)	12	Month
22	Skilled Labour: Operator-cum-plumber for Operation of 07 Nos Submersible motor, 05 Nos non-clogging sludge motors and 02 Nos centrifugal pumps at Water pump houses (1 to 5), Sewage pump house (1&2), Fish pond, MT Park and Sewage treatment plant including routine maintenance, repairing with accessories and maintenance of respective log books:		
	02 Operator-cum-plumber at STP and OHT ( For 30 Days)	11	Month

#### A) SCHEDULE TO TENDER:

Schedule to Tender No.	:	No. B.V-1/2022-23/GCJDR(BLDG)-AMC
Date of availability of tender on CRPF website and CPP Portal	:	03 /10/2022 at 0900 Hrs
Last date and time of receipt of on-line & Manual documents of tender	:	17 /10/2022 at 1500 Hrs
Time and date of on-line opening e-tender	:	18/10/2022 at 1530 Hrs
Validity of offer	:	The tender shall remain open for acceptance till 180 days from the date of opening of Tender.

S. No.	Ref No	Name of work & Location	Earnest Money	Estimated cost put to tender	Period of completion	Last date & time of submission of tender	Time & date of opening of tender
1	No. B.V-1/2022-23/GCJDR (BLDG)-AMC	AMC of 11/0.433 KV HT Substation equipment, 03 No's DG Sets, 07 Nos submersible motors, 05 No's non-clogging sludge motors, 02 No's centrifugal pumps including periodical service & breakdown service as per manufacturer schedule as required at GC CRPF Jalandhar (Punjab) campus.	Rs. 54000/-	Rs. 26,77,459/-	12 Months	Upto 3:00 PM on 17/10/2022	At 3:30PM On 18/10/2022

**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> Works are required to be executed on <b>credit basis only</b> 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 The Payment action will be processed on production of the following documents :-</b></p> <p>a) <b>Bill in Triplicate.</b></p> <p>b) <b>A Copy of award of work.</b></p> <p>c) <b>A copy of Certificate issued by the DIG-cum-Estate Officer GC, CRPF, Saraikhas, Jalandhar/Work Committee of GC, CRPF, Jalandhar 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 of AMC of 11/0.433 KV HT Substation equipment's, 03 Nos DG Sets, 07 Nos submersible motors, 05 Nos non-clogging sludge motors, 02 Nos centrifugal pumps including periodical service &amp; breakdown service as per manufacturer schedule as required at GC CRPF Jalandhar (Punjab) campus. is to be carried out and other technical details before submitting the tender. TEC detailed by the DIGP GC Jalandhar will check technical bid of work of AMC of 11/0.433 KV HT Substation equipment's, 03 Nos DG Sets, 07 Nos submersible motors, 05 Nos non-clogging sludge motors, 02 Nos centrifugal pumps including periodical service &amp; breakdown service as per manufacturer schedule as required and price bid will opened of only those firms which qualify in technical bid.</p>
Tender Fee	Nil

<p>3. Earnest Money Deposit</p>	<p>3.1 All the contractors are required to deposit required earnest money @ 2% i.e. 54,000/- 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:  (a) A <b>TDR/FDR</b> drawn in favour of DIGP, GC, CRPF, Saraikhas, Jalandhar Punjab payable at Account Number 30209792348 IFSC Code SBIN0050069 Bank Name State Bank of India Branch Address Saraikhas, Jalandhar, Punjab.  (b) An <b>irrevocable Bank Guarantee</b> of any nationalized, scheduled bank or reputed commercial bank in the attached format as at <b>Appendix-A</b>.</p> <p>3.3 The earnest money shall remain valid and to be deposited with the purchaser for a <b>period of 180 days</b> 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 <b>No interest</b> shall be payable on the earnest money deposited by the tenderer.</p> <p>3.5 The earnest money deposited <b>is liable to be forfeited</b> 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>3.6 The earnest money of the successful tenderer shall be returned after the security deposit as required in terms of the contract is furnished by the tenderer.</p> <p>3.7 If the successful tenderer fails to furnish the security deposit as required in the contract within the stipulated period, the earnest money shall be treated as performance security deposit for all practical purposes.</p> <p>3.8. Earnest money deposits of all the unsuccessful tenderers will be returned as early as possible after the expiry of bid's validity, but not later than 30 days after placement of contract. Tenderers are advised to send a <b>pre receipt challan</b> along with their bids so that refund of earnest money can be made in time.</p> <p>3.9. Any tender, where the tenderer is required to deposit earnest money in terms of conditions mentioned in preceding paras, not accompanied with earnest money in any one of the approved forms acceptable to the competent authority, shall be summarily rejected.</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 07 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 :  (a) A <b>FDR/DD/</b> drawn in favour of the DIGP, GC, CRPF, Jalandhar, payable at Account Number 30209792348 IFSC Code SBIN0050069 Bank Name State Bank of India Branch Address Saraikhas, Jalandhar, Punjab.  (b) An <b>irrevocable Bank Guarantee</b> 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</p>

	<p>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 requisite standard within the guarantee period is not undertaken to the best satisfaction of the user.</p>															
<p>5. Eligibility of Contractor</p>	<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 eligible for HT Electrical works. (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.             <ol 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> </ol> </li> </ol>															
<p>6. TWO BID SYSTEM :-</p>	<p>6.1. 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>6.2. Bids will be accepted On-line at e-procurement web site <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a></p> <p>6.3 Technical bid :- Following documents and information to be fulfilled and submitted as part of technical bid:-</p> <p>Original and offline to be dropped in the tender box in a sealed envelope:-</p> <p>Note:- Tenderers are requested to submit offline following documents only instead of complete tender enquiry.</p> <table border="1" data-bbox="448 1597 1469 2018"> <thead> <tr> <th>S.No</th> <th>Name of documents</th> <th>Description of documents</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Tender Acceptance Letter(To be given on Company Letter Head)</td> <td>APPENDIX- F, duly signed by bidder &amp; witness</td> </tr> <tr> <td>02</td> <td>EMD document to be deposited in original</td> <td>For Rs. 54,000/-</td> </tr> <tr> <td>03</td> <td>Valid registration certificate with appropriate class of contractor (HT Electrical works)</td> <td>Self-attested copy</td> </tr> <tr> <td>04</td> <td>GST registration</td> <td>Self-attested copy</td> </tr> </tbody> </table>	S.No	Name of documents	Description of documents	01	Tender Acceptance Letter(To be given on Company Letter Head)	APPENDIX- F, duly signed by bidder & witness	02	EMD document to be deposited in original	For Rs. 54,000/-	03	Valid registration certificate with appropriate class of contractor (HT Electrical works)	Self-attested copy	04	GST registration	Self-attested copy
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05	PAN Card	Self-attested copy																																				
06	Last three year past performance statement with work completion certificate	Self-attested copy																																				
<p>6.4 Scanned copy of Documents in pdf format 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>CPWD, MES, BRO, NBCC, State PWD Registration Certificate</td> <td>Scanned copy pdf</td> </tr> <tr> <td>3</td> <td>PAN /TAN card details</td> <td>Scanned copy pdf</td> </tr> <tr> <td>4</td> <td>GSTIN/ Firm registration certificate</td> <td>Scanned copy pdf</td> </tr> <tr> <td>5</td> <td>Bank guarantee for furnishing Earnest money deposit</td> <td>APPENDIX-A</td> </tr> <tr> <td>6</td> <td>Performance statement of last <b>three years with work completion certificate.</b></td> <td>APPENDIX-C</td> </tr> <tr> <td>7</td> <td>List No. 01</td> <td>APPENDIX-D</td> </tr> <tr> <td>8</td> <td>Questionnaires/ Check list (Must be filled in all respect)</td> <td>APPENDIX-E</td> </tr> <tr> <td>9</td> <td>Form 68-A</td> <td>APPENDIX- G</td> </tr> <tr> <td>10</td> <td>Index of Documents (Indicate page number of tender documents required).</td> <td>APPENDIX-J</td> </tr> <tr> <td>11</td> <td>Any other document</td> <td>Scanned copy pdf</td> </tr> </tbody> </table> <p>6.5 <b>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>6.6: 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>6.7: The tender enquiries duly filled in all respects and having completed in all applicable formalities may be sent to DIG-cum-Estate Officer GC, CRPF Jalandhar, Campus <b>so as to reach on or before 17/10/2022 at 1500 hrs</b> to the tender enquiry. Department is not responsible for any postal delay as well as technical problem at portal/site.</p>			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	CPWD, MES, BRO, NBCC, State PWD Registration Certificate	Scanned copy pdf	3	PAN /TAN card details	Scanned copy pdf	4	GSTIN/ Firm registration certificate	Scanned copy pdf	5	Bank guarantee for furnishing Earnest money deposit	APPENDIX-A	6	Performance statement of last <b>three years with work completion certificate.</b>	APPENDIX-C	7	List No. 01	APPENDIX-D	8	Questionnaires/ Check list (Must be filled in all respect)	APPENDIX-E	9	Form 68-A	APPENDIX- G	10	Index of Documents (Indicate page number of tender documents required).	APPENDIX-J	11	Any other document	Scanned copy pdf
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## 7. WORK SPECIFICATION

The work shall be carried out according to C.P.W.D. Specifications 2019 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 GC CRPF, Jalandhar 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 GC CRPF, Jalandhar. 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 DIG-cum-Estate Officer GC, CRPF, Jalandhar 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 DIG-cum-Estate Officer GC, CRPF, Jalandhar 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 (DIG-cum-Estate Officer GC, CRPF, Jalandhar) 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 DIG-cum-Estate Officer GC, CRPF, Jalandhar in such assessment shall be final and binding on the parties. In the event of such cancellation the DIG-cum-Estate Officer GC, CRPF, Jalandhar 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 DIG-cum-Estate Officer GC, CRPF Jalandhar/Work Committee /Officer commanding of Building /Engineer-in-Charge of DIG-cum-Estate Officer GC, CRPF, Jalandhar 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 DIG-cum-Estate Officer GC, CRPF, Jalandhar /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 favors of **the DIGP, GC, CRPF, Jalandhar** payable at Account Number 30209792348 IFSC Code SBIN0050069 Bank Name State Bank of India Branch Address Saraikhas, Jalandhar, Punjab 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 programmer, in consultation with the DIG-cum-Estate Officer GC, CRPF, Jalandhar or his authorized representative at least one week in advance. The contractor shall have to adhere to this programmer 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 programmer drawn, the contractor shall ensure adequate supply of the material and employ required labor strength for execution of work. The contractor shall put his authorized representatives daily at the site of work /Enquiry Office for receiving instructions from DIG-cum-Estate Officer GC, CRPF Jalandhar 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 DIG-cum-Estate Officer GC, Jalandhar for scrutiny and passing.

**17** DIG-cum-Estate Officer GC, CRPF, Jalandhar/ 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 every 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 12 Months 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 ensure 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 recoupment/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 DIG-cum-Estate Officer GC, CRPF, Jalandhar, shall be only valid document for evaluation of technical specification. The DIG-cum-Estate Officer GC, CRPF, Jalandhar 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 debaring from participation in DIG-cum-Estate Officer GC, CRPF, Jalandhar tenders.

**33. 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 DIG-cum-Estate Officer GC, CRPF, Jalandhar/Work committee/ Officer Commanding of Building/Engineer in charge. The DIG-cum-Estate Officer GC, CRPF, Jalandhar 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.

**34. 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 authorized representative and by the contractor or his authorized 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 authorized 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 authorized representative does not remain present at the time of such measurements after the contractor or his authorized 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.

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

**36.** 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 DIG-cum-Estate Officer GC, CRPF, Jalandhar.

DIG, GC CRPF Jalandhar  
For and on behalf of President of India

## **A. ADDITIONAL SPECIFICATIONS FOR AMC WORKS:**

1. All materials required to be used on works shall be got approved from the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building in advance. In case of doubt on any material, DIG, GC CRPF Jalandhar Punjab 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.
4. Work shall be carried out as per CPWD General Specifications for Electrical Works Part - I (Internal) – 2013, CPWD General Specification for Electrical Works Part – II (External) -1994, Part – V (Wet riser & sprinkler systems) – 2006, Indian Electricity Rules – 1956 amended up to date. For the items which are not covered under CPWD Specification, the special conditions/ B.I.S specification shall apply. In this regard the decision of Engineer-in-charge shall be final and binding on the contractor.
5. The persons engaged for the work shall be qualified as per relevant trade rules and also as per CPWD specification & Indian Electricity Rules 1995 amended up to date.
6. The contractor shall be fully responsible for character and credentials and safety of the staff deployed by them at site. The staff deployed shall only be the liability of the contractor. No claim for continuation in service shall be entertained after expiry of contract period.
7. The staff reporting on duty shall be in proper uniform with badge mentioning the name of firm, individual, identity card issued by the firm with place of duty unless a deduction from the payment shall be made @200/- each staff per day.
8. The contractor shall have valid electrical contractor's license. His electrical license should remain valid during currency as well as extended period of the contract/agreement failing which his agreement shall be terminated and no claim for payment shall be entertained by the department.
9. The skilled staff deployed by the contractor should have valid electrical license for execution of work.
10. Other agencies working at site will also simultaneously execute the work entrusted to them and to their working, the contractor shall offer necessary cooperation wherever required to other agencies.
11. No residential accommodation shall be provided to any of the staff engaged by the contractor. The contractor shall also not be allowed to erect any temporary set up for his staff in the campus.
12. The firm has to submit the list of workers along with submission of performance guarantee to be deployed at site with name, father's name, residential address, designation, firm's name and other no worker shall be deployed on duty until unless without prior approval of DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building. Any staff to be shunted out of the site is also to be reported to DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch.
13. The contractor and staff deployed is bound to abide by all the time to time instruction, direction issued as a security measure by the Client Department/CPWD.
14. The contractor shall keep required staff for maintenance & operation as per qualification and experience. The Operator/ Wireman/ Electrician should possess certificate of competency in the trade as per CPWD manual Volume – III. Contractor should provide one supervisor in Gen. Shift daily (only on working days) for monitoring satisfactory maintenance of all E&M services, maintaining of complaint register with status of the complaint. Complaint pending due to any reason is to be reported on the same very day. He should have a mobile connection with him (the number to be intimated to department before start of work and available during 24 x 7). The supervisor shall have additional knowledge in computer operation & shall be responsible for making all data entries in respect of e-sews/ existing system promptly at enquiry office.
15. A monthly abstract of complaints attended, pending after 24 Hrs. and reason thereof, detailed rectification, action needed by the department is to be submitted in the 1<sup>st</sup> week of each calendar month.
16. The contractor shall have to provide all necessary tools and plants to his workmen for which nothing extra shall be paid.
17. It is the responsibility of the contractor to keep the all the installations neat & clean.
18. The contractor shall assess the requirement of materials which is not in the scope of contract for preventive maintenance & break downs work well in advance and intimate the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch for taking procurement action by the department.

19. The contractor should keep adequate stock of all the materials (Tape roll, Test Lamp, Soap, Duster etc.) which is in the scope of contract readily available at site. Department is free to inspect the stores of contractor at any time. The make, quality, rating of all such materials shall be as per approval of DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch.
20. The scope of the work includes supply of all sundry material such as cotton waste, grease, duster, soap, fuse wire, CTC gland packing, gaskets, HRC fuses, SP MCB up to 32 A, indicating lamps, lugs etc.
21. Supplying, Replacement of ACB's, VCB's and batteries are not covered in the scope of this contract. However, providing and replacement of defective accessories, installing cable jointing kit (Jointing kit is Provided by Deptt.) for removal of LT cable faults complete with excavation, refilling, protective covering to its original position (for meeting the exigency only) is covered with in the quoted rates. Nothing extra shall be paid on this account.
22. HSD Oil required for carrying out the operation and maintenance services will be supplied by the department free of cost. However, to and fro cartage from the filling station, handling charges, security the HSD oil shall be the responsibility of the contractor.
23. Numbering of all E & M installations is to be done within the quoted rates as per design & shade approved by the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch.
24. Contractor has to perform earth tests, insulation tests, polarity test of each installation periodically and maintain record there of as per specified Performa's. Any shortcoming, discrepancy is to be informed to the department promptly.
25. Complaint books, Log books, periodic inspection book & history books shall be supplied and maintained by the contractor as per Performa decided by the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch & same shall be submitted along with running final payment. Cost of log book/registers shall be borne by the firm.
26. The contractor has to arrange operation and maintenance works of substation through competent staff having H.T license contractor to attend all kinds of breakdown complaints of sub-station within scope of this work.
27. The staff deployed by contractor shall carryout preventive maintenance of all installations as per CPWD specifications and shall submit the detailed report, defects observed in attached Performa along with each bill. The monthly report detailing the nature of the servicing carried out to the the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch by the 10<sup>th</sup> of the following month.
28. The contractor shall arrange to render efficient services as outlined above. However in case he fails to maintain the services to the satisfaction of the the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch and the Department has to incur any expenditure to maintain the installations by alternative arrangement the expenditure thus incurred will be recovered from the contractor, for which the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch decision shall be final.
29. The contractor and/ or his representative / labour should not remove/ disturb/ dislocate the existing equipment's and its parts from its positions until and unless it is authorized by the the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch. The entire installations should be intact at any time of inspections and as handed over to him at the time of initial taking over of its maintenance and operation. Care should also be taken not to damage the installation by improper handling etc. the contractor shall be responsible for any damage or theft and shall have to make good to its original shape and description as and when damage/theft etc. is noticed or taken place.
30. In case any accidents during the Operation/ Maintenance of the equipment leading to injuries/ damages to human beings/ equipment and/ or loss of life, the contractor shall be fully responsible for setting all claims and indemnify the department against any claim arising out of such accidents.
31. Water and electricity for operation/ maintenance of installation will be arranged by the department free of cost.
32. This contract can be terminated any day by the the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch without assigning any reasons by giving a notice board of days at any time during the period of contract. No claim for any compensation will however be entertained due to such termination prior to the expiry of this contract at the same rates/ amounts and conditions of this contract if asked for.
33. This is purely service contract and the persons employed by the contractor are his own employees and no claim as a right of employment in the department shall be entertained.

34. Planned shutdown shall be taken up for the preventive maintenance for the electrical systems in consultations with the CPWD Engineers and prior to such maintenance the contractor has to get approve the name of firm to carry out such maintenance.
35. The quoted rates shall be included all taxes, excise duty etc. the department will pay nothing extra on this account.
36. The inventory of the installation shall be handed over to the firm for which he will be responsible for proper operation and maintenance. However if any theft or loss take place, the same shall be intimated to the department immediately. Decision regarding recovery of loss shall be taken by the department and shall be accepted by the firm.
37. Payment to the staff shall be made either through cheque/ e-payment in the presence of department representative by the contractor. The payment to worker shall be paid not less than minimum wages approved by Central Govt. from time to time up to 7<sup>th</sup> of each calendar month and proof of making such payments is to be submitted to the department prior to each running payment. Contractor has to follow all labour laws strictly as applicable.
38. In case a staff of the contractor fails to attend the duty the contractor shall have to provide suitable substitute staff with prior approval of the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch otherwise following recovery shall be made from the dues of the contractor as below:-
  1. Electrician/Wireman cum Operator - 1448/- per day
  2. Pump operator - 1448/- per day
39. The following minimum staff shall have be provided for maintenance of Elect. & Mech. Installation. Contractor may have to deploy more staff at site for any specific work for which nothing extra shall be paid.
40. The firm will promptly attend the complaints and call back same day positively.
41. The firm has to make arrangement for receiving the complaints and to attend the same within same day positively. In case complaint is kept pending for the next day without any valid reasons a recovery @ 1000/-per day shall be made.
42. Employee Contribution for EPF & ESIC must be deposited monthly. The staff deputed by the contractor shall mark their attendance by the biometric attendance system shall be provided by the contractor. In case, if the attendance could not be marked through biometric attendance system due to technical reasons, the worker can mark their attendance in the attendance register or desired by the the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch. The stationary required for attendance register etc. shall be supplied by the contractor free of cost within the quoted rates. The decision of the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch in this respect shall be final and binding of the contractor.
43. Work shall be carried out as per CPWD Specification amended up-to date.
44. Chases, holes etc. shall be done using power-operated tools.
45. The contractor shall be required to maintain sufficient quantity of spares at site to meet with the requirement of attending the complaints as per direction of the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch.
46. Payment Terms and Conditions:-
  - a) Payment to the contractor shall be made subject to the recoveries, penalties and submitting of the documents detailing labour payments, labor reports, comprehensive maintenance etc. carried out periodically as per agreement conditions.
  - b) Any accident occurs due to negligence will be the entire responsibility of the contractor.
47. Payment terms:-
  1. Monthly payment shall be made to the contractor after submission of bill subjected to availability of funds/LOC.
  2. Contractor shall attach following documents along with the bill otherwise payment shall not be processed.
    - i) Printout of biometric attendance system/photocopy of attendance registers.
    - ii) Copy of wages register/proof of payment made to employees.
    - iii) Copy of challan/proof of deposition of employer & employee share to EPF & ESIC department.
    - iv) Invoice/challan of material supplied/ items executed at site during billing period.

## **(I) Electrical Maintenance in Residential Colonies of the GC CRPF Jalandhar Campus**

All the Electrical repairs/ replacement works necessary to maintain safe and un interrupted electrical supplies to the individual flats and common areas including lobbies, Staircases, pump houses, Security posts, Street Lights, Children Parks, LT Lines, Feeder pillars, Energy meters, MCB Box etc. within GC JDR's premises are covered under the AMC.

The Service Provider will take care of all reported Electrical Maintenance issues on all days round the year. The Service Provider will supervise and liaison with all concerned till the reported issues are resolved.

- i. Planned preventive maintenance of all residential quarters and common areas as per the instructions and schedules given by the AC(Building).
- ii. Replacement/ repairs of all standard electrical amenities provided inside the GC Campus as well provided in common areas, like Damaged wiring/defective switches, sockets & Plugs; buzzer bells; ding- dong bells; cut outs, DP Switches, Fan regulator, Capacitors for Fans; Ceiling rose; Chokes/ballast ) ; Starters/ holders/Tubes, Kit-Kat Fuse with base; bulb holders; Vapour/ halogen lamp holders; Acrylic/Mica sheets for Switch boards; Telephone sockets; PVC/MS conduit, Casing Capping, Glass dome., CFL/LED lamp, common area lightings, etc. (The make of the items so replaced should be strictly as per the latest CPWD's list of approved makes elsewhere. Where the approved makes are not available, the Make of such material should be as approved by Estate Officer). All the old/unusable/scrap material, which will be created during repair/maintenance work, will be handed over to Building Branch.
- iii. In case the items are purchased by GC JDR, contractor has to take possession of the new fixtures to carry out test checks/installation of these items at the locations identified for replacements. The coordination of various technicians shall be the responsibility of the contractor.
- iv. Greasing of Fan bearings and painting of fans on requirement basis only.
- v. Screws/ nuts/ bolts/ wooden plugs/ saddle & spacers/Adhesive tapes/ tools & tackles etc. as may be necessary for the entire work.
- vi. Quarterly checking of the ceiling/exhaust fans in Residential buildings and Non-residential buildings of the Campus.
- vii. Monthly cleaning of all the common area lighting/ fan fixture and meter rooms / boards as well as cleaning of all the meter rooms / boards etc.
- viii. Routine preventive maintenance works such as checking, cleaning, tightening of electrical wiring connections/joints, fans and putting accessories as and when required.
- ix. Minor repairs to Storage/Instant type Geysers, such as checking / replacement of thermostat, heating coil, wiring, safety valve etc. inclusive of removing and refixing of Geysers, if required.
- x. Removal of defective pedestal and ceiling fans, exhaust fans and refixing them back after repairing. Fixing new fans including the Exhaust fans/Ceiling fans.
- xi. Minor repairs to fans i.e. change of the capacitor, bearings, wiring, oscillating mechanism etc. overhauling and greasing / oiling as required.
- xii. Repairs to Mercury/Sodium Vapour/ Halogen/LED/other outdoor fittings mounted on the building/poles including replacement of MV / Sodium / Halogen lamps, accessories and repairs of cables.
- xiii. Insulation resistance testing for all the conductors inside the Family Quarters and in the meter room for all Family Quarters in each building once a year.
- xiv. Earthing check once in six months, including the Family Quarters.
- xv. Measurement of earth resistance for all the available earth pits once a year.  
**Works at (xiii to xv) will be carried out in consultation with Building Branch official without any additional cost to the CRPF).**
- xvi. Watering all the available earthing pits monthly.
- xvii. Checking of load current on the main incoming cable to each meter room monthly.



- xviii. The staff employed should have working knowledge of internal wiring/rewiring in buildings.
- xix. Any other Electrical Maintenance related works as per Building Branch official directions.
- xx. The items which are not covered in BOQ but required for new replacement work will be provided by the Building Branch store.

Unless otherwise mentioned any of the approved makes or brands shall be allowed to be used. Other specific equivalent brands with BIS mark may be allowed to be used, if approved by Building Branch, GC JDR. The bidder shall distinctly understand that it will not be their prerogative to insist on a particular brand from the list. Final selection will be done with the approval of Building Branch, GC JDR.

### **(b) Operation & Maintenance of Pump Sets**

#### **Scope of work:**

- 48. The scope of work includes the operation/ maintenance of all water supply pumps and accessories including Sluice valves, Gate Valves, DI/GI water supply lines.
- 49. Extreme care should be taken to monitor water levels in Tanks so that at no point of time any problem occurs regarding water shortage. In the case of non-supply of water due to any defect, the matter should be immediately escalated to Building Branch, GC JDR officers and contractor will coordinate for emergency water requirements.
- 50. The water meters will be monitored regularly for their working along with taking meter readings and equal operation of all meters as well as pumps shall be ensured. Any defect observed in this regard shall be immediately reported to the Building Branch for corrective actions.
- 51. Any overflowing incidences shall be viewed seriously by the Estate Officer.
- 52. Monthly servicing like oiling, greasing, cleaning, replacement of worn out gland packing, tightening of loose parts, checking of bearing temperature, replacement of worn out rubber bushes, cleaning of starter and switch contacts, oiling / greasing of the moving parts of the switch and starters, testing of over load, and call back services between the period as stated in the BOQ. The monthly servicing, as above, shall be carried out by qualified / skilled technician and the report thereof, shall be submitted to the Building Branch.
- 53. Monthly servicing shall be undertaken in the last week of the month. The contractor shall maintain a record regarding the servicing etc. The same shall be verified by Building Branch's representative.
- 54. All tools and machinery required for routine works, preventive maintenance etc. such as pliers, cutter, screw drivers, spanner set , blower, drill machine, megger, earth tester, pipe wrench etc. shall be provided by the contractor in his AMC charges. No extra payment will be made for the same.
- 55. The contractor shall ensure that all the pump sets are kept in working conditions throughout the Contract period. The OHT/STP has two nos. water pumps/Non-clogging slugde motor for it which means one pump will always be standby. The contractor shall ensure that each of the two pumps is made standby at least every two weeks. The contractor should repair the pumps within a period of maximum 2 days in case of major breakdown. It may be ensured that at no point of time both the operational pump and the standby pump be non-operational simultaneously.
- 56. The contractor will indemnify GC CRPF Jalandhar against any liability for any mishap / accident caused while working in GC JDR's premises.
- 57. The breakdown calls are to be attended on an emergency basis without any extra charge. Additional manpower during monsoon seasons or in case of emergency as necessary shall be deployed by the agency at no additional cost.
- 58. All the major repairs / rewinding / overhauling of pump sets / motors shall be done by reputed / authorized agencies with prior information to the Estate Officer for which payment will be made by the Estate Officer as per BOQ and AOR. Replacement of the pump/motor, when required, shall be borne by GC JDR.
- 59. The working hours to be observed for operation of the pumps by the contractors shall be as per instruction issued from Building Branch. However, in case of emergency, work will have to be

continued till the same is completed for which no extra payment shall be made. In case of the breakdown of pump set the contractor should be in position to get them repaired by deploying experienced plumbers, electricians, etc., as may be deemed necessary.

**(c) Scope of Electrical Works in Office/ Non-residential Buildings:**

- i. The Contractor is responsible to provide Services through Qualified and well experienced personnel, who can independently handle, Operate and maintain electrical installation as per the terms & conditions and scope of work of this tender.
- ii. The Contractor shall arrange to execute operation and maintenance services only through qualified electricians who are permitted / possessing licence to work on electrical installations by appropriate competent authority and as per IE rules 1956. A full time supervision by the Supervisor at site is compulsory during any maintenance services, which shall strictly comply relevant I.E., rules.
- iii. The Contractor shall provide proper uniform, safety shoes and other safety gadgets like hand gloves etc., to the personnel engaged by him during Operation and maintenance services at site.
- iv. The workers shall be available in shifts for 16 hours a day, 7 days week, 365/366 days a year without any gap to take care of the installation and attend to the items of work for which tender is being called.
- v. The contractor should necessarily deploy qualified manpower for following minimum number of man-days to maintain entire Electrical Installations including operation of DG Set (16 hours a day x 7 days a week x 365/366 days a year) to the entire satisfaction of GC JDR :

<b>S No</b>	<b>Particulars</b>	<b>Man-power</b>
1	Highly skilled worker as Supervisor/ DG Set operator in general shift having Degree/Diploma in Electrical Engineering and 10-15 years experience on HT/LT system to carry out such maintenance work. The person who provides such services should also have valid Supervisor license for operation and maintenance of 11 kV installations issued by local authorized Electrical Inspectorate authorized to supervise the said electrical maintenance, fulfilling all the condition as per I.E. Rule 1956	1
2	Qualified electrician/DG Set operator as skilled workers in one shift. (Should possess Electrical Trade ITI Certificate from Govt. approved or Govt. recognized institution, Should have practical experience of 8-10 years for working on HT/LT system) having wireman's license. He should also have valid electrical wireman license issued by local authorized Electrical Inspectorate, for the operation and maintenance of the said electrical equipment's & voltage level.	1
3	Pump operators as <b>skilled worker</b> in two shifts – Morning 06:00 AM to 02:00 PM and afternoon 02:00 PM to 10:00 PM having minimum 5 years working experience with Plumbing Installations. Should have minimum qualification upto class 8 <sup>th</sup> , and should be capable of reading & writing and capable of expressing clearly in local language.	2

- All the above staff will work for all days in a week and electricians gets a weekly off at the same time. Also, the arrangement of reliever may be made when regular staff is absent on a particular day. The substitute staff provided, if any, should conform to the qualifications of the regular staff. The timings of skilled worker (electrician/DG Set operator/Pump operator) and semi-skilled worker of General shifts may be kept flexible/staggered as per requirement. The staff deployed will also have to attend to any works related to electrical/Plumbing operation and maintenance/repairs in residential and non-residential buildings, as and when directed.
- The electricians shall have necessary tools like multi-meter, earth tester, test lamps, clamp tester, megger, C.T./P.T. tester, wrench set, Spanner set, safety equipment like hand gloves, safety shoes,

apron/overalls etc. & minor consumable items like adhesives, insulation tape, screws, nails, nut & bolt, washer, brackets, saddles, clips, grease, mobil oil, rubber washer etc. Contractor will ensure one weekly off to each worker. The items not mentioned above shall be replaced at GC CRPF JDR's cost.

#### A. **Operation of sub-station**

##### **Part – I:- Scope of works**

- a) This installation has to provide 365 days, 24 x 7 uninterrupted power supply. Hence trouble free operation of substation is very much essential. The operators provided shall have good track record and be alert during the duty period. The substation is fed with 11 KV supply from PSPCL. The operators on duty shall constantly monitor the availability of supply and ensure that the operation of DG sets whenever required. Also the agency shall be in touch with the local Electricity Supply Company authorities about scheduled power cuts if any, and take appropriate action from time to time.
- b) The scope includes the operation, maintenance and monitoring the performance of 2 x 1000 kVA (along with 2x 1000 standby transformers) Oil cooled Type Indoor Transformer round the clock by deploying the operators in the shift duties, to ensure trouble free/ smooth operation of substation.
- c) Following services shall be in scope of operation:

2x 1000 kVA indoor transformer sub-station including Main LT panels, switchgear, bus bars, cables, earthing, relays, HT Panel, transformers etc., and including incoming HT cable from PSPCL supply point, HT cables, HT joints. All equipment forming part of the substation is covered under the scope of operation.

- a. Ensuring that HT panel, ACBs, VCBs, Transformer, LT Panels, Capacitor Panels and connecting cables / ducts, constituting the substation are maintained in healthy & clean conditions.
- b. Monitoring on continuous basis, power factor, load (KW, KVA, KVAR), Voltage, Current, Frequency and ensuring that these are maintained within limits to avoid penalty or damage to installation.
- c. To monitor and control total electric supply and/or individual loads in case of emergent situation.
- d. To ensure continuous power supply and in case of break down take steps to ensure restoration at the earliest.
- e. Daily recording of Transformer Oil & Winding Temperature of both the transformers
- f. Changeover of loads from one transformer to another.
- g. Maintaining sub-station neat and clean.
- h. Checking of any abnormalities in the above values and taking necessary remedial measures.
- i. Maintain the sub-station log book.

##### **Part – II: - TASKS TO BE PERFORMED WITHIN FIRST MONTH**

- a) The person(s) deputed for sub-station job should
  - Know how to treat the person suffering from electric shock / burn etc.
  - Be able to operate fire extinguishers.
  - Make himself familiar with the electrical power distribution drawings, the switches controlling various loads and also its importance.
  - Clearly understand what is to be done in case of an emergency. This should be done in consultation with Engineer – in – Charge.

- b) The agency shall impart minimum training required by the operators in understanding the various equipment in the substation and their operation.
- c) The agency shall undertake the responsibility of any damage to the equipment on account of faulty operation by the operators deployed.
- d) Carry out inspection with a view to identify shortcomings if any in the sub-station and intimate to GC JDR.
- e) Check all the switches and meters for proper operation.
- f) Check working of fire extinguishers at earmarked locations.
- g) Check operation of all the safety devices like relays and fuses.
- h) Checking the earthing system for the proper earth resistance & continuity of earthing system.
- i) Check insulation resistance of all the equipment to ensure proper levels.
- j) Check power factor meter, for proper functioning.
- k) Check the tripping of the HT panel i.e., batteries etc., for proper functioning.
- l) Check all the electrical connections for proper tightness.
- m) Carry out megger test.
- n) Notwithstanding the above, the agency shall check all the items of substation for its proper functioning.

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## **B. MAINTENANCE OF SUB-STATION**

### a) Annual Maintenance of Electrical Installations

The Sub-station equipment consists of the following major items:

- Oil filled indoor Transformer 1000 KVA, 11/0.433 KV - 4 Nos.
- HT VCB 11 kV / 800 A - 11 Nos.
- CT & PT – 02 Set
- MV distribution main panels (with ACBs etc.)
- Network of LT cables
- HT Cable line from Gate no. 02 to Sub-Station (Mains and standby)
- Feeder pillers – 38 Nos
- Bus-bars – 09 Nos
- Street lights poles i/c power cable, MCBs and LED lights – 395 Nos
- Building lighting equipment's, distribution boards
- Sub-distribution boards
- Water supply pumps 20 HP each–05 Nos.
- Water supply pumps 10 HP each–02 Nos.
- Non-clogging Sewer sludge pumps 10 HP each – STP 02 Nos.
- Non-clogging Sewer sludge pumps 10 HP each at Sewage pump house - 02 Nos.
- Sewer submersible pumps 8 HP each – STP 01 Nos.
- Centrifugal pumps 4.5 HP each at STP- 02 Nos.

**NOTE:** The above list is not exhaustive but indicative. Changes may take place in future on account of addition/deletion of equipment.

- 1) Complete maintenance of all electrical installations upto last point of supply, i.e., the end user round the clock in the building. Computers, computer accessories and LAN etc., are not in scope of this contract

- 2) The day-to-day operation of the D.G. Set is under the scope of the contract. Diesel/Other consumables would be supplied by GC JDR .
- 3) All Electrical utilities meant for Client's use shall be maintained in good condition so as to ensure interruption-free operation all the time.
- 4) Supervisor / Operator posted at Substation shall keep daily records of KWH / KVAH / KVA / KVARH / PF / Voltage / Current of incomer HT panel as well as the LT panels in the sub-station, including water supply pumps operation log-book in the Log Sheet provided in Substation by GC JDR. Separate records of Substation Meters provided in Main LT Panel shall be maintained, including the records of D.G. operation in separate Log Book. Maintenance of battery charger and batteries for D.G. shall be carried out and expenditure towards replacement of material for which shall be borne by GC JDR. Log book of DG Set operation and fuel consumption shall be maintained by the contractor.
- 5) The contractor shall also provide necessary screws, batten clips, fuse wire, insulation tape, rubber packing, gland dori, cotton waste etc., required for the repair works within the quoted rates. Cost of consumable items like Tube lights/Bulbs/CFLs/LED lamps/Chokes of all category, Switches, Sockets, HRC fuses, Fans, Wiring, etc whose replacement are on account of the uses of power by client / other service agencies will, however, be borne by the GC JDR.
- 6) Contractor will be issued adequate stock of frequently used electrical items on site.
- 7) Contractor shall keep necessary records of such replacement to get these certified by Building Branch official. The materials to be used on the works must be conforming to relevant BIS/s specification wherever applicable.
- 8) Contractor will collect the complaints from the complaint register provided by GC JDR and kept at sub-station and attend to the same on the same day & obtain certification from respective user etc. The complaint of complicated nature and beyond the scope shall be reported back immediately to Building Branch. Contractor will maintain a proper record indicating reasons for not attending to any particular complaint within time schedule. For unreasonable delays in completion of works, a penalty of Rs.100/- (Rupees One hundred only) per complaint per day of delay shall be levied.
- 9) The wire man/electrician shall also attend to any other electrical repair/preventive maintenance job as may be felt necessary by GC JDR .
- 10) The contractor shall make his own arrangements to provide alternative supervisor/electricians/wire man/pump operator and helper on the day when regular staff is absent.
- 11) All types of electrical maintenance work shall be carried out by the electricians on duty.
- 12) Following are some of the common types of defects requiring rectifications.
  - i. Replacement/repairs of all standard electrical amenities provided inside the GC JDR's building as well provided in common areas, like Damaged wiring/defective 5/15A switches, sockets & Plugs; buzzer bells; ding- dong bells; cut outs, DP Switches upto 32 A, Resistance type Fan regulator, Capacitors for Fans; Ceiling rose; Electromagnetic FTL Chokes ( copper ballast ) ; Starters/ holders/Tubes upto 40 W, 5/15A Kit-kat Fuse with base; bulb holders; Vapour/ halogen lamp holders; Acrylic/Mica sheets for Switch boards; Telephone sockets; PVC conduit/ Casing Capping upto 2mtr.; Glass dome., 11 W 2 pin PL lamp, LED lamp
  - ii. Repairing/Replacement/Fixing of light fittings, ceiling and pedestal fans, exhaust fans, switches distribution boards, street and compound lights. Replacement of main switches, regulator, chokes, starters, tubes, distribution boards, control switches, socket outlets, holders, motor starters, parts, etc. in the office premises.
  - iii. Detection of faults in tube light fittings, other light fittings, fans exhaust fans/pedestal fans, regulators, main panel, other panels including rising mains DB's, MCB's ELCB's Capacitors etc. Detection of faults in all types of wiring such as CTS, surface conduit, cables, etc. and rectifying them. In concealed circuit system of wiring where old conduits are damaged rewiring shall be carried out either through surface conduits or wiring as directed under cables fault and its repairs. Termination/glanding of power cables including joint making will be included in contractor's scope.
  - iv. Minor repairs to Storage/Instant type Geysers including removing and re-fixing of Geysers, if required.

- v. Removal of defective pedestal and ceiling fans, exhaust fans and re-fixing them back after repairing. Fixing new fans including the Exhaust fans/Ceiling fans.
- vi. Minor repairs to fans i.e. change of the capacitor, bearings, wiring, oscillating mechanism etc. overhauling and greasing / oiling as required.
- vii. Repairs to Mercury/Sodium Vapour/Halogen/LED fittings mounted on the building/poles including replacement of MV / Sodium / Halogen/LED lamps, accessories and repairs of cables.
- viii. Periodical Testing of electrical installations like HT switchgears / circuit breakers, Transformers, HT/LT bus-duct, overhauling of circuit breakers etc. by engaging specialist agencies as per the instructions from Building Branch. No extra charges will be paid on this account.
- ix. Watering of all the Earth pits every 30 days for trouble-free operation of the entire electrical installation. **Earth resistance to be measured six-monthly in the presence of Building Branch official in single mode.**
- x. The job includes periodic cleaning minimum Quarterly cleaning and checking of the ceiling/exhaust fans in Office building, common area /lift fans, other electrical & electronic equipment etc. Minimum monthly cleaning of all the common area lighting/ fan fixture and meter rooms / boards.
- xi. Routine preventive maintenance works such as checking, cleaning, tightening of electrical wiring connections/joints, fans and putting accessories as and when required .
- xii. Repairing of LT cables joints including excavation and refilling of earth as per CPWD specifications.
- xiii. Any other Electrical Maintenance related works as per Building Branch Official directions.

Unless otherwise mentioned any of the approved makes or brands shall be allowed to be used. Other specific equivalent brands with BIS mark may be allowed to be used, if approved by GC JDR. The bidder shall distinctly understand that it will not be their prerogative to insist on a particular brand from the list. Final selection will be done with the approval of GC JDR.

- 13) The contractor will provide experienced staff/workers. It will be the responsibility of Contractor to liaise with electricity supply agency and other specialist agencies, whose services may be essential and required for the smooth operation/maintenance of equipment installed. In the eventuality of a breakdown in the power system, he should endeavor to restore supply in the shortest possible time, do liaison work with Electricity Department, as and when required. No additional payment will be made separately for such an eventuality except for materials which may be used.
- 14) Repairing of fault in U/G cables including digging of earth and refilling of earth is to be arranged by the contractor at contract rates. However, any material etc. other than BOQ/AOR needed will be provided by GC JDR.
- 15) All complaints shall be attended to immediately on receipt of complaints/information. If, however, a complaint remains unattended merely due to negligence of contractor's staff, the same shall be got done through a different agency at contractors cost and recovered from his bill.
- 16) The maintenance of flycatchers periodically:
  - a) Checking of flycatchers periodically,
  - b) Replacement of tube or repair if any may be carried out immediately in case any fault is noticed.
  - c) Periodical cleaning of collection tray of flycatcher machine.
- 17) The contractor has to attend emergency complaints/other breakdowns as and when required during the contract period to ensure smooth functioning and availability of power supply and no extra charges for technical consultancy, labour, T&P etc. shall be paid for the same. Rates quoted by the bidder should provide for such requirements.

### **C. Maintenance of Pump sets**

- a) The job includes monthly servicing like oiling, greasing, cleaning, replacement of worn-out gland packing, tightening of loose parts, replacement of worn-out rubber bushes, cleaning of starter and switch contacts, oiling / greasing of the moving parts of switch and starters, testing overload, minor repairs and call back services. As a whole the contractor has to maintain all pump sets in good running condition. The contractor shall supply rubber packing / gland dori as per requirement at his own cost.
- b) Repairs and replacement of non-return valve, gate valves and foot valve inside the pump house. Works related to suction line including foot valve etc., replacement of starter parts like over load relays /

contractors, solenoid coil, timer, fuses, screws etc. and repairs / rewinding of pump motor, replacement of bearings, pump bushes, impellers, shaft, shaft keys, motor fan etc. whenever required at contract rates.

- c) The contractor shall ensure that all the pump sets are kept in working conditions throughout the month. The contractor should repair the pumps within a period of maximum 2 days in case of major breakdown. It may be ensured that at no point of time both the operational pump and the standby pump

**D. Operation & Maintenance of Diesel Generator Set of 250 kVA & 125 kVA, Make Greaves/Kirlosker : –**

**Scope of work**

1. Regular cleaning /dusting of DG sets. Keeping the DG set area properly clean. The contractor is not allowed to handle the engine for maintenance purposes, but shall clean & brush the parts externally only.
2. To operate DG Set immediately after the electricity supply is disrupted or as directed by GC JDR officials.
3. Regular checking of DG Set batteries, water coolant level, oil level etc.
4. Regular checking of earth connections continuity.
5. Regular tightening of neutral connections.
6. Maintaining log book of the DG set with all the required data on daily basis. The printed log book for the purpose shall be supplied by GC JDR as per requirement.
7. All expenses in respect of fuel, spares, lubricants & other material shall be borne by GC JDR
8. Providing necessary assistance in case of regular servicing if needed.
9. Contractor will ensure periodical servicing of DG Sets at Quoted rates.

**E. Plant and tools necessarily to be deployed at site by the contractor:**

(Details to be furnished in Appendix 2)

i	Hydraulic and Manual crimping tools	1 Set each
ii	Megger-500 volts and 1000 volts	1 No each
iii	Digital multi meter	1 No
iv	Digital Tong tester	1 No
v	(Grip up to 400 mm)	1 No
vi	Earth Resistance Tester	1 No
vii	Wrench set/plumbing set of wrenches/plier	1 No
viii	Insulated rubber gloves (11000V)	02 Nos.
ix	500 V insulated Pliers	03 Nos.
x	Test lamp holders	03 Nos.
xi	Drilling machine (hammer type) with drill sets	01 Set
xii	Aluminium Ladder (8 step)	01 No.
xiii	Torch & batteries	03 No.
xiv	Blower for cleaning of panels	01 No.
<b><u>Additional tools:</u></b>		
i	Cable fault locator (LT )	1 No
ii	Chain pulley block with Tripod	1 set
iii	Wire rope	50 Mt
iv	Jute rope	100 M
v	High Voltage Testing unit	1 No.
vi	Welding Machine	01 Set

**GENERAL TERMS**

1. The work shall be carried out as per CPWD specification for electrical (Part-I & II) 2013 and HVAC work 2017 and amended up to date and E.I rules in force.

2. Any damage caused to the building during the execution of work shall be the responsibility of the Electrical contractor. The damage so caused shall be made good to the satisfaction of the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch.
3. All the materials to be used on the work shall be got approved by the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch before use. All the material shall be used ISI marked unless otherwise as specified. The rejected materials should be removed from the site immediately failing which the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch will get it removed at the cost and risk of the contractor.
4. The watch and ward of the installation is the responsibility of the contractor till the work is completed and handed over. The contractor will have to make their own arrangement for stores.
5. Bad workmanship in the opinion of the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch shall not be accepted and shall be rectified at contractor's cost to the entire satisfaction of the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch.
6. Any dismantling of wiring and electrical installations, required during execution of work shall be within the scope of works and nothing extra shall be paid on this account.
7. The connection of main switches, earthing conductor and interconnections cable shall be made by adequate rated thimbles of approved standard and makes.
8. The work is to be carried out in building having very strict regulations. The persons engaged on works must have good character antecedents. The contractor should familiarize himself with the process of obtaining entry passes/ entry tokens. No claim for wastage of labour due to non-issuance of entry token/ entry passes shall be considered by the department.
9. Wages due to every worker shall be paid to him direct by contractor through bank or ECS or online transfer to this bank account.
10. The dismantled material if any shall be the property of contractor and shall be removed by him from the site free of cost.
11. The department shall not be responsible for any dispute between contractor and his staff deployed for work.
12. The material shall be got approved by the DIG-cum-Estate Officer GC, CRPF Jalandhar (Punjab) / Officer Commanding of Building Branch before use at site of work.
13. The work shall be completed within Twelve (12) Months after the date of award of work.
14. The contractor shall withstand the guarantee for at least 12 months for satisfactory/ trouble free operation of repaired compressor and 12 month for remaining work done under this contract from the date of completion of work. The guarantee certificate from the concern agency shall be submitted in written.

Contractor may have any other items while he feels necessary for operational maintenance of system. The contractor would be required to deploy the above T&P on GC JDR 's site at the time of commencement of the contract. A detailed list of such T&P shall be furnished by the contractor.

DIG, GC CRPF Jalandhar  
For and on behalf of President of India



**B. Details of work :-**

Name of work	AMC of 11/0.433 KV HT Substation equipments, 03 Nos DG Sets, 07 Nos submersible motors, 05 Nos non-clogging sludge motors, 02 Nos centrifugal pumps including periodical service & breakdown service as per manufacturer schedule as required at GC CRPF Jalandhar (Punjab) campus.
Scope of work	<p>a) AMC of 01 No Substation i/c 11 KV HT Line &amp; metering room panels, 05 Nos Water Plant, 02 Nos OHT Tank, 01 No Sewerage Treatment Plant, 03 Nos DG Sets at GC CRPF Jalandhar (Punjab) ar per terms and conditions attached:</p> <p>b) 04 Nos 11/.433 1000 KVA Transformers, HT Panels, LT Panels &amp; APFC Panels installed in 11 KV substation at GC CRPF Jalandhar i/c cleaning of equipments etc as required.</p> <p>c) 02 Nos 250 KVA DG Sets and 01 No. 125 KVA DG Set with AMF Panels i/c periodical service &amp; breakdown service as per manufacture schedule with mobil, filters etc as reqd.</p> <p>d) 05 Nos 20 HP and 02 Nos 10 HP Submersible pumps at Pump houses, 02 Nos 20 HP &amp; 02 Nos 10 HP sewer submersible pump at STP, 02 Nos 4.5 HP Centrifugal Pump including starters, control panel with accessories, cable, lowering, lifting of pump set from tube well/ sump well along with column pipe &amp; cable etc.</p>

Sl. No.	Details of Work	Qty	Unit
1	Servicing, cleaning, testing and commissioning of 800 Amp 11 KV HT VCB including oiling all mechanical parts, clearing all electrical contact with chemical, cleaning of bus bar, nut bolts and checking all electrical connections of all accessories, link armature, voltmeter, kwh meter CTPT etc carrying out insulation test complete with testing of tripping mechanism etc as required.	11	Nos
2	Calibration of HT relay after servicing cleaning etc. including chemically all electric wiring upto tripping circuit complete as required.	11	Nos
3	Servicing, cleaning and testing of LT ACBs and bush couple 1600 Amp including cleaning of terminal with chemical all mechanical moving parts, conducting insulation test of LT panel setting at static release as required	6	Nos
4	Carrying out insulation test with megger of 1000/750 KVA 11/.433 KV transformer, HT Cable bushtrunking upto HT panel respectively including testing and dielectric strength of transformer all complete as required	4	Nos
5	Dehydration, filtration of transformer oil with portable dehydration machine to achieve dielectric strength above 50 KV including testing carrying out test of dielectric strength oil before and after dehydration complete as required (820+820+580+580 litres)	2800	Litres
6	Supplying and adding of ISI marked dehydrated transformer oil to transformer, HT VCB, FT as required	200	liters
7	Supplying and replacement of silica gel suitable for following capacity of transformer - 1000 KVA	4	Nos
8	Cleaning of outer surface of existing 1000 KVA transformer in installed position i/c painting of the outer surface of the said transformer with quality and colour enamel paint complete as required	4	Nos
9	Main LT panel servicing & replacement of damaged part thimble, bush bar, nut bolt, separator & cleaning with CTC chemical complete job at site	1	Job
10	Laying of one number PVC insulated and PVC sheathed / XLPE power cable of 1.1 KV grade of following size direct in ground including excavation, sand cushioning, protective covering and refilling the trench etc as required.		
10.01	Above 35 sq. mm and upto 95 sq. mm	150	meter
10.02	Above 95 sq. mm and upto 185 sq. mm	450	meter
10.03	Above 185 sq. mm and upto 400 sq. mm	80	meter
11	Supplying and making straight through joint with heat shrinkable kit including ferrules and other jointing materials for following size of PVC insulated and PVC sheathed / XLPE aluminium conductor cable of 1.1 KV		

	grade as required.		
11.01	3.5x 70 sqmm	2	Nos
11.02	3.5x 120 sqmm	2	Nos
11.03	3.5x 150 sqmm	2	Nos
11.04	3.5x 185 sqmm	2	Nos
11.05	3.5x 240 sqmm	2	Nos
12	Supplying and making outdoor end termination with cast resin compound including aluminium lugs and other jointing materials for following size of PVC insulated and PVC sheathed / XLPE aluminum conductor cable of 1.1 KV grade as required.		
12.01	3.5x 70 sqmm	2	Nos
12.02	3.5x 120 sqmm	2	Nos
12.03	3.5x 150 sqmm	2	Nos
12.04	3.5x 185 sqmm	2	Nos
12.05	3.5x 240 sqmm	2	Nos
13	Providing & fixing outdoor busbar metal box at underground cable fault including extension of cable, end termination joints, earthing etc complete in all respect	5	Nos
14	Detection of fault in UnderGround HT cable with portable fault locator machine including megger testing, excavation, refilling etc complete in all respect	2	Nos
15	Detection of fault in Underground LT cable with portable fault locator machine including megger testing, excavation, refilling etc complete in all respect	5	Nos
<b>SH-2</b>	<b>COMPREHENSIVE MAINTENANCE OF DG SETS</b>		
	(Cost for 12 Months)		
16	Periodical service & breakdown service as per manufacture schedule with mobil oil filter etc as required:		
16.01	250 KVA DG Set	2	nos.
16.02	125 KVA DG Set	1	no.
<b>SH-3</b>	<b>COMPREHENSIVE MAINTENANCE OF MOTORS PUMPS</b>		
	(Cost for 12 Months)		
17	Lifting and lowering of pump including replacement of unserviceable nut, bolt, washers, gaskets etc.		
17.1	05 Nos 20 HP submersible Motors at WPH-2 (Near Barber shop), WPH-3 (Near OHT-2), WPH-5 (Near Morcha-2) & Inside MT Park, 02 Nos 10 HP submersible Motor at WPH- 4 (Near CPWD Qtrs) & Fish Pond : Depth upto 50 meters	7	Job
17.2	02 Nos 20 HP non-clogging sludge Motors at & 01 No. 8 HP non-clogging sludge Motor at Sewage Treatment Plant & 02 Nos 10 HP non-clogging sludge Motors at Sewage Pump House (Near Morcha-3 & Morcha-5) : Depth upto 10 meters	5	Job
17.3	02 Nos 4.5 HP centrifugal motors at Sewage treatment plant	2	Job
18	Providing and Replacement of defective parts of control panels and starters of desired specifications set as MCB/ MCCB/ contactors/ relay/ Voltmeter/ Ammeter etc as required:		
18.01	Ammeter (Digital)	4	Each
18.02	Voltmeter (Digital)	4	Each
18.03	MCB	4	Each
18.04	MCCB	4	Each
18.05	Timer	4	Each
18.06	Indicators	4	Each
18.07	Terminals/ thimble/ lugs etc	11	Each
18.08	On/Off Button	7	Each
18.09	Earthing	4	Each
18.10	Capacitors	4	Each
18.11	Single phase preventor	4	Each

18.12	Relay (DLR) 28 to 42 Amp	4	Each
18.13	Contactor ML2	4	Each
18.14	Contactor ML 1.15	4	Each
18.15	MCB DP	4	Each
18.16	MCB 4 Pole insulator	4	Each
18.17	MCB TP	4	Each
19	Rewinding/ Repairing with all necessary spares of manufacturer specifications including installation, commissioning, testing & transportation of submersible motors, sludge motors & centrifugal pumps sets etc at respective location:		
19.01	Submersible Pump 20 HP	4	Each
19.02	Submersible Pump 10 HP	3	Each
19.03	Non-clogging sludge pump 20 HP	2	Each
19.04	Non-clogging sludge pump 10 HP	2	Each
19.05	Non-clogging sludge pump 8 HP	1	Each
19.06	Induction Motor 4.5 HP centrifugal	2	Each
20	Testing of bore water & STP effluent:		
20.01	Sampling charges of bore water from the MOEF/NABL approved lab twice a year. (for 4 bore)	8	Tests
20.02	Sampling charges of treated sewage water from the MOEF/NABL approved lab once in a month	12	Tests
<b>SH-4</b>	<b>PROVIDING SKILLED LABOUR OPERATION AND MAINTENANCE WORKS</b>		
21	Skilled Labour: Operation of 02 Nos 250 KVA DG Sets, 01 No. 125 KVA DG set, ACB, VCB, Transformers, Street lights, Distribution panels at 11/.433 KV Electrical sub-station including routine maintenance and maintenance of respective log books:		
	02 HT Operator-cum-wireman at Electrical Substation ( For 30 Days)	12	Month
22	Skilled Labour: Operator-cum-plumber for Operation of 07 Nos Submersible motor, 05 Nos non-clogging sludge motors and 02 Nos centrifugal pumps at Water pump houses (1 to 5), Sewage pump house (1&2), Fish pond, MT Park and Sewage treatment plant including routine maintenance, repairing with accessories and maintenance of respective log books:		
	02 Operator-cum-plumber at STP and OHT ( For 30 Days)	11	Month

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

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

(On banks letter head with adhesive stamp)

To

The Deputy Inspector General,  
Group Centre, C.R.P.F.,  
Saraikhas, Jalandhar (Punjab).

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.

**Signature of authorized officer  
of the bank**

Date.  
Place

**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..... to execute the work of AMC of 11/0.433 KV HT Substation equipments, 03 Nos DG Sets, 07 Nos submersible motors, 05 Nos non-clogging sludge motors, 02 Nos centrifugal pumps including periodical service & breakdown service as per manufacturer schedule as required at GC CRPF Jalandhar (Punjab) campus. (description of works and services) (hereinafter called “the contract”)

AND WHEREAS it has been stipulated by you in the said contract that the contractor 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 contractor 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 .....2022

**(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.	Copy of Award letter and completion certificate		
10.	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) GST/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 enabled 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** \_\_\_\_\_ **Signature of Tenderer** \_\_\_\_\_

(Full Name and address of witness in Block letters)

(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 along with 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 has 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

Form 68-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 hereby offer to execute the work detailed in the schedule here to or such portion thereof 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 General Conditions of Contract-2020 (Maintenance Works) issued by CPWD authority 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 herewith and have thoroughly examined the specification drawing and/or pattern quoted in the schedule hereto 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 \_\_\_\_\_

**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.	Whether EMD enclosed (Reqd Rs 54,000/- should be valid upto 180 Days from the date of opening of tender)		
	Whether Specification. Of work Confirmed or not		
3.	Terms of Work Start and Finish ( Our requirement is start within 07 days and finished within 12 Months)		
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

### **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 the Tender Fee/ EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission due date & time for the tender. Scanned copy of the instrument should be uploaded as part of the offer.
- 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 select the payment option as offline to pay the Tender Fee/ EMD as applicable and enter details of the instruments.
- 19) The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise submitted bid will not be acceptable.
- 20) 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.
- 21) 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.
- 22) 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.
- 23) 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.

- 24) 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.
- 25) 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.
- 26) 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.
- 27) 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.
- 28) 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.
- 29) 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.
- 30) For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document. for any further queries, the bidders are asked to contact over phone: \_\_\_\_\_ or send a mail over to – \_\_\_\_\_.

**Signature of the tenderer**