



MECHANICAL ENGINEERING DEPARTMENT

ELECTRICAL DIVISION

TENDER NO. EL/AC/2854

“Annual Maintenance Contract Works at A.O.B. and Gopalpuri Colony for period of two years”.

**Executive Engineer (E)
Electrical Division
Deendayal Port Authority
7, Ground Floor,
Nirman Building,
New Kandla – 370 210.
Phone No. (02836) 270209/270342
Fax No. (02836) 270184/271010**

TENDER NOTICE NO. EL/AC/2854

Name of work	“Annual Maintenance Contract Works at A.O.B. and Gopalpuri Colony for period of two years”.												
Est. cost put to tender	Rs. 2,37,58,134/-												
Tender fee :	<p>Rs. 5000 + 900 (GST) Present rate of GST is 18%</p> <p>Through on line transfer in PNB bank account no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700). Scanned copy of RTGS no. and date of transfer may be uploaded on (n) procure website.</p> <p>In case of Micro and Small Enterprise (MSEs) holding valid certificate issued by any agencies/organization under The Ministry of Micro, Small and Medium Enterprises indicating the list of activity related to the subject tender as per National Industrial Classification-2008 mentioned in the table below only shall become eligible for exemption from payment of Tender fee/EMD.Such bidder shall upload the scanned copy of valid certificate along with Bid Securing Declaration Form (Form - 7 in Section-IV) in preliminary bid.</p> <table><tr><th>Level</th><th>Description</th></tr><tr><td>Section – D</td><td>Electricity, Gas, Steam & Air Condition Supply</td></tr><tr><td>Division – 35</td><td>Specialized construction activities</td></tr><tr><td>Group– 351</td><td>Electric power generation, transmission & distribution.</td></tr><tr><td>Class - 3510</td><td>Electric power generation, transmission & distribution.</td></tr><tr><td>Sub Class – 35109</td><td>Collection & distribution of electric energy to households, industrial, commercial and other users n.e.c.</td></tr></table>	Level	Description	Section – D	Electricity, Gas, Steam & Air Condition Supply	Division – 35	Specialized construction activities	Group– 351	Electric power generation, transmission & distribution.	Class - 3510	Electric power generation, transmission & distribution.	Sub Class – 35109	Collection & distribution of electric energy to households, industrial, commercial and other users n.e.c.
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EMD	<p>Rs. 2,37,581/-</p> <p>Through on line transfer in PNB bank account no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700). Scanned copy of RTGS no. and date of transfer may be uploaded on (n) procure website. In case of Micro and Small Enterprise (MSEs) holding valid certificate issued by any agencies/organization under The Ministry of Micro, Small and Medium Enterprises indicating the list of activity related to the subject tender as per National Industrial Classification-2008 mentioned in the table below only shall become eligible for exemption from payment of Tender fee/EMD.Such bidder shall upload the scanned copy of valid certificate along with Bid Securing Declaration Form (Form - 7 in Section-IV) in preliminary bid.</p> <table><tr><th>Level</th><th>Description</th></tr><tr><td>Section - D</td><td>Electricity, Gas, Steam & Air Condition Supply</td></tr><tr><td>Division - 35</td><td>Specialized construction activities</td></tr><tr><td>Group- 351</td><td>Electric power generation, transmission & distribution.</td></tr><tr><td>Class - 3510</td><td>Electric power generation, transmission & distribution.</td></tr><tr><td>Sub Class - 35109</td><td>Collection & distribution of electric energy to households, industrial, commercial and other users n.e.c.</td></tr></table>	Level	Description	Section - D	Electricity, Gas, Steam & Air Condition Supply	Division - 35	Specialized construction activities	Group- 351	Electric power generation, transmission & distribution.	Class - 3510	Electric power generation, transmission & distribution.	Sub Class - 35109	Collection & distribution of electric energy to households, industrial, commercial and other users n.e.c.
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Last date of downloading	30/04/2025 upto 16:00												
Last date and time of submission of E-tender	30/04/2025 upto 16:00 only on website https://tender.nprocure.com :												
Pre-bid meeting	16/04/2025 @ 12:00 Hrs. in the Board Room, A. O. Building, Gandhidham												
Date and time for opening of E-tender	30/04/2025 at 16:05 hrs.												
Downloading websites	https://tender.nprocure.com http://www.deendayalport.gov.in as well as http://www.eprocure.gov.in .												
Corrigendum, if any, will be placed on websites only.													

Executive Engineer (Elect.)
Deendayal Port Authority

NOTICE INVITING ONLINE TENDER

Department Name	Mechanical Engineering Department
Circle/ Division	Electrical Division, Deendayal Port Authority, Ground Floor, Nirman Building, New Kandla, Kutch – 370210.
Tender Notice No.	EL/AC/2854
Name of Project	Annual Maintenance Contract Works at A.O.B. and Gopalpuri colony for a period of two years
Name of Work	Annual Maintenance Contract Works at A.O.B. and Gopalpuri colony for a period of two years
Estimated Contract Value (INR)	₹ 2,37,58,134.00
Period of completion (in Months)	24 months from the date of issue of work order.
Bidding Type	Open
Bid Call (Nos.)	One
Tender CurrencyType	Single
Tender CurrencySettings	Indian Rupee (INR) (₹)
Integrity Pact	Integrity Pact agreement (format attached in Form-6 Section - IV) as per instruction given in SCC, clause no. 4 duly signed by the bidder and their witness and is required to be submitted in preliminary bid. Failing which the Technical bids will be considered non responsive
QualifyingCriteria	The Bidders shall fulfill the following pre-qualification criteria:

	<p>(A) Average annual financial turnover during the last three years ending 31st March of the previous financial year should be atleast ₹ 71.27 lakhs as certified by the Chartered Accountant.</p> <p>(B) Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following:</p> <ol style="list-style-type: none"> (1) Three similar completed works each costing not less than the amount equal to ₹ 95.03 lakhs (excluding GST) <u>OR</u> (2) Two similar completed works each costing not less than the amount equal to ₹ 118.79 lakhs. (excluding GST) <u>OR</u> (3) One similar completed work costing not less than the amount equal to ₹ 190.07 Lakhs. (excluding GST) <p>Similar work means</p> <p>(a) Experience in maintenance of HT (11 KV or above) & LT electrical network.</p> <p>OR</p> <p>(b) Supply, Installation, Testing and Commissioning of HT (11 KV or above) & LT electrical network.</p> <p>OR</p> <p>(c) ARC of HT (11 KV or above) & LT electrical network.</p> <p>IMPORTANT:</p> <ol style="list-style-type: none"> (1) In case a work is started prior to 07 (seven) years, ending last of month previous to the one in which tender is invited, but completed in last 07 (seven) years, ending last day of month previous to the one in which tender is invited, the completed work shall be considered for fulfilment of credentials. (2) If a work is physically completed and completion certificate to this extent is issued by the concerned organization but final bill is pending, such work shall be considered for fulfilment of credentials. (3) If a part or a component of work is completed but the overall scope of contract is not completed, such work shall not be considered for fulfilment of technical credentials even if the cost of part completed work/component is more than required for fulfilment of credentials.
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(4) In case a work is considered similar in nature for fulfilment of technical credentials, the overall cost of that work shall be considered and no separate evaluation for each component of that work shall be made to decide eligibility.

(C) Bidders who meet the minimum qualification criteria will be qualified only if their available bid capacity is more than the total bid value.

The available bid capacity will be calculated as under: Assessed Available Bid capacity = $A \times N \times \frac{1}{2 - B}$, Where,

"N" = Number of years prescribed for completion of the subject contract.

"A" = Maximum value of works executed in any one year during last seven years (at current price level).

"B" = Value at current price level of existing commitments and on-going works to be completed in the next 'N' years.

Note: For bringing value of works to current level, multiplying factor to be indicated in tender with reference to escalation based on WPI.

Financial Year	2023-24	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18
Index	151.4	152.5	139.4	123.4	121.8	119.8	114.9
Multiplying Factor	1.00	0.99	1.09	1.23	1.24	1.26	1.32

The Bidder shall furnish statements showing the value of existing commitments and on-going works as well as the stipulated period of completion remaining for each of the works preferably countersigned by the Nodal Office or his nominee-in charge.

IMPORTANT:

- (i) The value of annual turnover is not to be considered towards "A" as mentioned in the formula.
- (ii) The information may be provided as per the format given at [Section-XIII.](#)

(D) In Case the similar work has been issued for any private body, the bidder will be required to produce the tax deducted at source (TDS) certificate indicating the income tax deducted by the client for that work, which will form the basis for assessing the value of completed work.

	<p><u>Note:</u></p> <p>(i) The particular row in the TDS certificate (Form 16A or Form 26AS), which indicates the credit of the payment received from the client, should be highlighted.</p> <p>(ii) Along with the TDS certificate, a declaration on the letter head of a Chartered Accountant should be submitted giving details such as the name of bidder, the name of the client for which the bidder has carried out the work, name of work, work order no. and date, gross amount of the payment, net amount received from the client, TDS amount. The statement should be signed by the Chartered Accountant.</p> <p>(iii) In case any discrepancies between the TDS (Form 16A or Form 26AS) and the declaration given by the Chartered Accountant with regard to payment received from the client, it should be explained.</p> <p>(iv) The value of each similar completed work shall be considered excluding GST.</p> <p>(E) The contractor shall have valid electrical contractor's license and electrical supervisor license for carrying out electrical work of nature involved in this tender obtained from the competent authority of their respective states without which the tender shall not be accepted. Contractor shall submit certificate and copy of the license in lieu of the same for consideration.</p> <p>(F) Upload duly signed document given at Section-VIII towards evidence of site visit. (The bidder who has not physically visited the site and not uploaded document given at Section-VIII, will be declared technically disqualified. The date of physical visit of site should be the date invariably prior to date of opening of preliminary bid.</p>
Definition of Similar work	<p>Similar work means</p> <p>(d) Experience in maintenance of HT (11 KV or above) & LT electrical network. OR</p> <p>(e) Supply, Installation, Testing and Commissioning of HT (11 KV or above) & LT electrical network. OR</p> <p>(f) ARC of HT (11 KV or above) & LT electrical network.</p>
Joint Venture	Not Allowed
Rebate	Not applicable

Bid Document Fee:	₹ 5000 + 900 (GST) Present rate of GST is 18% (non- refundable)/- (Five Thousand Nine Hundred Only)		
	Through online transfer in PNB bank accounts no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700). Scanned copy of RTGS no. and date of transfer may be uploaded on— (n) procure website.		
	In case of Micro and Small Enterprise (MSEs) holding valid certificate issued by any agencies/organization under The Ministry of Micro, Small and Medium Enterprises indicating the list of activity related to the subject tender as per National Industrial Classification- 2008 mentioned in the table below only shall become eligible for exemption from payment of Tender fee/EMD. Such bidder shall upload the scanned copy of valid certificate along with Bid Securing Declaration Form (Form 7 in Section IV) in preliminary bid.		
	Level	Description	
	Section – D	ELECTRICITY, GAS, STEAM AND AIRCONDITION SUPPLY	
	Division – 35	ELECTRICITY, GAS, STEAM AND AIRCONDITION SUPPLY	
	Group - 351	Electric power generation, transmission and distribution	
	Class – 3510	Electric power generation, transmission and distribution	
	Sub Class - 35109	Collection and distribution of electric energy to households, industrial, commercial and other users n.e.c.	
Bid Document Fee Payable To:	Through on-line transfer in PNB bank account no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700), Kandla branch. Scanned copy of RTGS no. and date of transfer may be uploaded on (n) procure website. In case of Micro and Small Enterprise (MSEs) holding valid certificate issued by any agencies/organization under The Ministry of Micro, Small and Medium Enterprises indicating the list of activity related to the subject tender as per National Industrial Classification 2008 mentioned in the table below only shall become eligible for exemption from payment of Tender fee/EMD. Such bidder shall upload the scanned copy of valid certificate along with Bid Securing Declaration Form-7 failing which the bid shall be considered non-responsive in preliminary bid.		

Bid Security/ EMD(INR) :	<p>₹ 2,37,581/-</p> <p>Through online transfer in PNB bank accounts no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700). Scanned copy of RTGS no. and date of transfer may be uploaded on— (n) procure website.</p> <p>In case of Micro and Small Enterprise (MSEs) holding valid certificate issued by any agencies/organization under The Ministry of Micro, Small and Medium Enterprises indicating the list of activity related to the subject tender as per National Industrial Classification-2008 mentioned in the table below only shall become eligible for exemption from payment of Tender fee/EMD. Such bidder shall upload the scanned copy of valid certificate along with Bid Securing Declaration Form (Form 7 in Section IV) in preliminary bid</p>												
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<p>Bid Security/EMD (INR) in Favour of</p>	<p>Through online transfer in PNB bank accounts no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700). Scanned copy of RTGS no. and date of transfer may be uploaded on— (n) procure website.</p> <p>In case of Micro and Small Enterprise (MSEs) holding valid certificate issued by any agencies/organization under The Ministry of Micro, Small and Medium Enterprises indicating the list of activity related to the subject tender as per National Industrial Classification-2008 mentioned in the table below only shall become eligible for exemption from payment of Tender fee/EMD. Such bidder shall upload the scanned copy of valid certificate along with Bid Securing Declaration Form (Form 7 in Section IV) in preliminary bid.</p> <table border="1" data-bbox="518 846 1240 1434"> <thead> <tr> <th>Level</th><th>Description</th></tr> </thead> <tbody> <tr> <td>Section – D</td><td>ELECTRICITY, GAS, STEAM AND AIRCONDITION SUPPLY</td></tr> <tr> <td>Division – 35</td><td>ELECTRICITY, GAS, STEAM AND AIRCONDITION SUPPLY</td></tr> <tr> <td>Group - 351</td><td>Electric power generation, transmission and distribution</td></tr> <tr> <td>Class – 3510</td><td>Electric power generation, transmission and distribution</td></tr> <tr> <td>Sub Class - 35109</td><td>Collection and distribution of electric energy to households, industrial, commercial and other users n.e.c.</td></tr> </tbody> </table>	Level	Description	Section – D	ELECTRICITY, GAS, STEAM AND AIRCONDITION SUPPLY	Division – 35	ELECTRICITY, GAS, STEAM AND AIRCONDITION SUPPLY	Group - 351	Electric power generation, transmission and distribution	Class – 3510	Electric power generation, transmission and distribution	Sub Class - 35109	Collection and distribution of electric energy to households, industrial, commercial and other users n.e.c.
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<p>Bid documents download start date</p>	<p>01/04/2025</p>												
<p>Bid documents download end date</p>	<p>30/04/2025 up to 16:00 Hrs.</p>												
<p>Date and place of pre Bid Meeting</p>	<p>16/04/2025 @ 12:00 hrs. at A.O. Building Gandhidham.</p>												
<p>Last date and time for Receipt of Bids</p>	<p>30/04/2025 up to 16:00 Hrs.</p>												

Bid Validity Period	120 Days		
Condition	<p>(1) Tender Fee shall be submitted through on line transfer in PNB bank account no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700). Scanned copy of RTGS no. and date of transfer may be uploaded on (n) procure website.</p> <p>In case of Micro and Small Enterprise (MSEs) holding valid certificate issued by any agencies/organization under The Ministry of Micro, Small and Medium Enterprises indicating the list of activity related to the subject tender as per National Industrial Classification-2008 mentioned in the table below only shall become eligible for exemption from payment of Tender fee/EMD. Such bidder shall upload the scanned copy of valid certificate along with Bid Securing Declaration Form (Form 7 in Section IV) in preliminary bid</p>		
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	<p>(2) EMD: Through on line transfer in PNB bank account no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700). Scanned copy of RTGS no. and date of transfer may be uploaded on (n) procure website.</p>		

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Remarks	The hard copies should reach to the Electrical Division within 07 days from the date of opening of preliminary bid.
Bid Opening Date	Technical bid will be opened on 30/04/2025 @ 16:05 hrs. Date of opening of price bid shall be notified after scrutiny and evaluation of technical bid.
Documents required to be submitted by scanning through online	a. Documents in support of fulfilling Qualifying Criteria as indicated above. b. EMD -As indicated above. c. Tender fee - As indicated above. d. Integrity pact (duly signed by bidder and witness) e. Documents Mentioned in Eligibility Criteria. f. Bid Security Declaration form (In case of MSE).
Officer- Inviting Bids:	Executive Engineer (E), Electrical Division, Nirman Building, Ground Floor, New Kandla, Kutch – 370210
Bid Opening Authority :	Executive Engineer (E)
Address:	Executive Engineer (E), Electrical Division, Nirman Building, Ground Floor, New Kandla, Kutch – 370210
Contact Details :	Executive Engineer (E), Electrical Division, Nirman Building, Ground Floor, New Kandla, Kutch – 370210, Phone: 02836-270209, 270342. Fax No. 02836 270184.

(n) code Solutions-A division of GNFC Ltd.,

(n)Procure Cell 403, GNFC Info tower, S.G. Road, Bodakdev, Ahmedabad – 380054 (Gujarat)

Contact Details:

Airtel: +91-79-40007501, 40007512, 40007516, 40007517, 40007525

BSNL: +91-79-26854511, 26854512, 26854513 (EXT: 501, 512, 516, 517, 525)

Reliance: +91-79-30181689 Fax: +91-79-26857321, 40007533

E-mail: nprocure@gnvfc.net

TOLL FREE NUMBER: 1-800-233-1010 (EXT: 501, 512, 516, 517,525)

Signature & Seal
of Contractor

Executive Engineer (E)
Deendayal Port Authority

SECTION – I
INSTRUCTION TO BIDDERS

A. GENERAL

1. Scope of Bid

- 1.1 The Executive Engineer (Electrical), Deendayal Port Authority invites bids by E-Tendering from the interested eligible bidder for the work as mentioned in the notice inviting online tender. All bids shall be completed and submitted on-line in accordance with instruction to the bidders.
- 1.2 The successful bidder will be expected to complete the works by the intended completion period.

2. Source of funds

- 2.1 The employer has arranged the funds from the internal resources and will have sufficient funds in India Currency for execution of the work.

3. Eligible Bidders

Only eligible bidders fulfilling all the requirements as mentioned in the Notice Inviting Online Tender may participate in the subject Tender. Successful completion of "Similar Works" only shall be considered for evaluation of eligibility criteria.

- 3.1 The invitation for Bids is open to all eligible bidders meeting the eligibility criteria as defined in clause regarding Eligibility Criteria.
- 3.2 All bidders shall fill the forms provided in Section – IV- Part – I "To be submitted by Bidders with their Bids".
- 3.3 Government-owned enterprises may participate if they are legally and financially autonomous, operate under commercial law and are not a dependent agency of the employer subject to fulfilment of Minimum Qualifying criteria.
- 3.4 Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the employer.

4. **Eligibility Criteria**

4.1 The Bidders shall fulfill the following pre-qualification criteria:

FINANCIAL		
SN	Particulars	Supporting documents
(A)	Average annual financial turnover during the last three years ending 31 st March of the previous financial year should be at least Rs. 71.27 lacs.	Certificate should be issued by the Chartered Accountant. UDIN should be mentioned in the certificate .
TECHNICAL		
(B)	<p>Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following:</p> <p>(1) Three similar completed works each costing not less than the amount equal to Rs. 95.03 lacs. excluding GST <u>OR</u></p> <p>(2) Two similar completed works each costing not less than the amount equal to ₹ 118.79 lacs. excluding GST <u>OR</u></p> <p>(3) One similar completed work costing not less than the amount equal to Rs. 190.07 lakhs excluding GST</p> <p>In case of two or three similar categories, one work shall in variably the similar as per the</p>	<p>a) A copy of the completion certificate in respect of the successfully completed similar work.</p> <p>b) A copy of work order should also be submitted for which the bidder is submitting the completion certificate.</p> <p>Such completion certification should be issued on the letter head of the client and invariably reflect the following details:</p> <p>(1) Name of Contractor, (2) Name of Work, (3) No. of work order/agreement and date, (4) Contract value, (5) Contract period, (6) Date of commencement of work, (7) Date of completion, (8) Value of Work executed during the contract period/original contract period, (9) Date of issue of completion certificate.</p> <p>IMPORTANT:</p> <p>(1) In case a work is started prior to 07 (seven) years, ending last of month previous to the one in which tender is invited, but completed in last 07 (seven) years, ending last day of month previous to the one in which tender is invited, the completed work shall be considered for fulfilment of credentials.</p> <p>(2) If a work is physically completed and completion certificate to this extent is issued by the concerned organization but final bill is pending, such work shall be considered for fulfilment of credentials.</p> <p>(3) If a part or a component of work is completed but the overall scope of contract is not completed, such work shall not be considered for fulfilment of technical credentials even if the cost of part completed work/component is more than required for fulfilment of credentials.</p> <p>(4) In case a work is considered similar in nature for fulfilment of technical credentials, the overall cost of</p>

	definition of the similar work fulfilling the financial criteria and the other work/s may be HT & LT electrical work/s fulfilling the financial criteria.	that work shall be considered and no separate evaluation for each component of that work shall be made to decide eligibility.																								
(C)	Definition of Similar Work	Similar work means (a) Experience in maintenance of HT (11 KV or above) & LT electrical network. OR (b) Supply, Installation, Testing and Commissioning of HT (11 KV or above) & LT electrical network. OR (c) ARC of HT (11 KV or above) & LT electrical network.																								
(D)	Assessed Available Bid capacity = A x N x 2 –B, Where, "N" = Number of years prescribed for completion of the subject contract.																									
	<p>"A" = Maximum value of works executed in any one year during last seven years (at current price level). "B" = Value at current price level of existing commitments and ongoing works to be completed in the next 'N' years. Note: For bringing value of works to current level, multiplying factor to be indicated in tender with reference to escalation based on WPI.</p> <table><tr><td>Financial Year</td><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>Index</td><td>151.4</td><td>152.5</td><td>139.4</td><td>123.4</td><td>121.8</td><td>119.8</td><td>114.9</td></tr><tr><td>Multiplying Factor</td><td>1.00</td><td>0.99</td><td>1.09</td><td>1.23</td><td>1.24</td><td>1.26</td><td>1.32</td></tr></table> <p>The Bidder shall furnish statements showing the value of existing commitments and ongoing works as well as the stipulated period of completion remaining for each of the works preferably countersigned by the Nodal Office or his nominee-in charge.</p> <p>IMPORTANT:</p> <p>(a) The value of annual turnover is not to be considered towards "A" in the formula.</p> <p>(b) The information may be provided as per the format given at Section-XIII.</p>		Financial Year	2023-24	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18	Index	151.4	152.5	139.4	123.4	121.8	119.8	114.9	Multiplying Factor	1.00	0.99	1.09	1.23	1.24	1.26	1.32
Financial Year	2023-24	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18																			
Index	151.4	152.5	139.4	123.4	121.8	119.8	114.9																			
Multiplying Factor	1.00	0.99	1.09	1.23	1.24	1.26	1.32																			

	<p>In Case the similar work has been issued for any private body, the bidder will be required to produce the tax deducted at source (TDS) certificate indicating the income tax deducted by the client for that work, which will form the basis for assessing the value of completed work.</p> <p>IMPORTANT:</p> <p>(1) The particular row in the TDS certificate (Form 16 or Form 26A), which indicates the credit of the payment received from the client, should be highlighted.</p> <p>(2) Along with the TDS certificate, a declaration on the letter head of a Chartered Accountant should be submitted giving details such as the name of bidder, the name of the client for which the bidder has carried out the work, name of work, work order no. and date, gross amount of the payment, net amount received from the client, TDS amount. The statement should be signed by the Chartered Accountant.</p> <p>(3) In case any discrepancies between the TDS (Form 16 or Form 26A) and the declaration given by the Chartered Accountant with regard to payment received from the client, it should be explained.</p>
(E)	<p>The contractor shall have valid electrical contractor's license for carrying out electrical work of nature involved in this tender obtained from the competent authority of their respective states without which the tender shall not be accepted. Contractor shall submit certificate and copy of the license in lieu of the same for consideration.</p>
(F)	<p>Upload duly signed document given at Section-VIII towards evidence of site visit. (The bidder who has not physically visited the site and not uploaded document given at Section-VIII, will be declared technically disqualified. The date of physical visit of site should be the date invariably prior to date of opening of preliminary bid. The mandatory site visit and uploading of document are exempted if there is declared travel restriction by central/state government).</p>

4.2 All bidders shall scan and forward the following information and documents with their bids.

- (a) Copies of original documents defining the constitution or legal status, place of registration, and principal place of business, written power of attorney of the signatory of the Bid to commit the Bidder.
- (b) Total monetary value of similar works performed for each of the last seven years ending last day of month previous the one in which applications are invited.
- (c) Experience in works of a similar nature and size for each of the last seven years, and details of works underway or contractually committed, and Employers who may be contacted for further information on those contracts.
- (d) Reports on the financial standing of the Bidder, such as profit and loss statements and auditor's reports for the past three years ending 31st March of the previous financial year.

- (e) Duly filled Forms mentioned in Section – IV- Part – I.
- (f) PAN, Registration with GST, Provident Fund Authorities.
- (g) Valid Electrical Contractor License issued by respective State.
- (h) EMD: EMD: Through on line transfer in PNB bank account no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700). Scanned copy of RTGS no. and date of transfer may be uploaded on (n) procure website.

In case of Micro and Small Enterprise (MSEs) holding valid certificate issued by any agencies/organization under The Ministry of Micro, Small and Medium Enterprises indicating the list of activity related to the subject tender as per National Industrial Classification-2008 mentioned in the **table below only shall become eligible for exemption** from payment of Tender fee/EMD. Such bidder shall upload the scanned copy of valid certificate along with **Bid Securing Declaration Form-7 (Section-IV)**, failing which the bid shall be considered non-responsive in preliminary bid.

Level	Description
Section – D	ELECTRICITY, GAS, STEAM AND AIRCONDITION SUPPLY
Division – 35	ELECTRICITY, GAS, STEAM AND AIRCONDITION SUPPLY
Group - 351	Electric power generation, transmission and distribution
Class – 3510	Electric power generation, transmission and distribution
Sub Class - 35109	Collection and distribution of electric energy to households, industrial, commercial and other users n.e.c.

- (i) Tender fee: Through on line transfer in PNB bank account no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700). Scanned copy of RTGS no. and date of transfer may be uploaded on (n) procure website. In case of Micro and Small Enterprise (MSEs) holding valid certificate issued by any agencies/organization under The Ministry of Micro, Small and Medium Enterprises indicating the list of activity related to the subject tender as per National Industrial Classification-2008 mentioned in the **table below only shall become eligible for exemption** from payment of Tender fee/EMD. Such bidder shall upload the scanned copy of valid certificate along with **Bid Securing Declaration Form-7 (Section-IV)** failing which the bid shall be considered non-responsive in preliminary bid.

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- (j) Information regarding any litigation, current or during the last five years, in which the Bidder is involved, the parties concerned, and disputed amount.
- (k) A certificate by the bidder that they have not been banned / black listed by any govt. Agency.
- (l) Power of attorney (duly accompanied by resolution of Board in case of company).
- (m) Qualifications and experience of key site management and technical personnel proposed for the contract.
- (n) The proposed methodology and program of work, backed with equipment planning and deployment, duly supported with broad calculations and quality control procedures proposed to be adopted justifying their capability of execution and completion of the work as per technical specifications within the stipulated period of completion as per milestones.
- (o) The completion certification should invariably mention the reference no. of work order, the date of completion and contract value.
- (p) The copy of the work order should also be submitted for which the bidder is submitting completion certificate.
- (q) In case the similar work has been executed for any private body, the bidder will be required to produce the tax deducted at source (TDS) certificate indicating the income tax deducted by the client for that work, which will form the basis for assessing the value of completed work.
- (r) Bidders should give an undertaking letter duly stating that the documents submitted by them in support of their credentials are genuine and DPA is at liberty to take any action against the bidder if the said documents are found to be non-genuine.
- (s) Bidders should give an undertaking that they will comply to the specifications of the work including terms and conditions in total without any deviation.
- (t) Duly signed Integrity pact agreement by the bidder and witness (also to be arranged by bidder) to be submitted in preliminary bid.
- (u) *Bid Securing Declaration Form for MSE's (Form 7 in Section IV)*

- 4.3 Even though the bidder meets the above qualifying criteria, they are subject to be disqualified if they have:
- Made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements: and/or
 - Record of poor performance such as abandoning the works, non – completion of the contract.

5. One Bid per Bidder

- 5.1 Each bidder shall submit only one bid. A bidder who submits more than one Bid will cause all the proposals with the Bidder's participation to be disqualified and the bidder can be disqualified for bidding of any contract with DPA for a period of 03 years.

6. Joint Venture (Not applicable)

In case of association in the form of consortium or joint venture agreement, the members of the association shall nominate one of the members as "lead partner" for participating in the tender and signing all the documents related therewith up to signing of agreement and execution of all the contractual obligations there after (in case of award of contract). All the partners of the association must also, jointly and severally, be responsible for satisfactory execution and performance of the contract. The firms with at least 26% equity holding each are allowed to jointly meet the legibility criteria.

7. Cost of Bidding

- 7.1 The Bidder shall bear all costs associated with the preparation and submission of its Bid and employer will in no case be responsible and liable for those costs regardless of the conduct or outcome of the bidding process.

8. Site Visit

- 8.1 The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of work and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the works. The costs of visiting the site shall be at the Bidders' own expense.

B. Bidding Documents

9. Content of Bidding Documents

- 9.1 The set of bidding documents comprises the documents listed in the below and addenda issued in accordance with clause 9:

Invitation for Bids (NIT)

Bid Reference No. EL/AC/2854

- NIT : Invitation for Bids
- Section I : Instruction to Bidders
- Section II : General Conditions of Contract
- Section III : Special Conditions of Contract
- Section IV : Forms of Bid
- Section V : Scope of Work & Technical Specifications
- Section VI : Bill of Quantities
- Section VII : Drawings
- Section VIII : Evidence towards Site Visit.
- Section IX : Approved Make list of Electrical items
- Section X : Maintenance Schedule.
- Section XI : Format for work permit.
- Section XII : Line clearance format.
- Section XIII : Format for submitting information for bid capacity.

9.2 The bidding documents shall be downloaded. The documents should be completely filled and submitted through on line E – Tendering process.

9.3 The bidder is expected to examine carefully all instructions, conditions of contract, forms, terms, technical specifications, bill of quantities, in the bid document. Failure to comply with the requirements of the bid document shall be at the bidder's own risk. Bids which are not substantially responsive to the requirements of the tender documents shall be rejected.

10. Clarifications of the Bidding Documents

10.1 A prospective bidder requiring any clarification of the bidding documents may notify the employer in writing. The employer may respond to any request for clarification which are received within seven days prior to date of pre-bid meeting. The clarifications shall be uploaded on Website <https://tender.nprocure.com>, www.deendayalport.gov.in and www.eprocure.gov.in.

10.2 Pre-Bid meeting

10.2.1 The bidder or his official representative may attend pre-bid meeting to be held on _____ @ 15:00 hrs. in the Board Room, A.O Building, Gandhidham. The bidders/representative of bidders who wish to attend the Pre-Bid meeting shall furnish the authority letter on the letter head of Bidder, for attending the Pre-Bid Meeting on behalf of bidder at the time of Pre-Bid Meeting.

10.2.2 The purpose of the meeting will be to clarify issues related to work and tender conditions.

10.2.3 Pre – Bid clarifications will be uploaded in <https://tender.nprocure.com>, www.deendayalport.gov.in and www.eprocure.gov.in website without disclosing source of enquiry.

10.2.4 Non-attendance at the pre-bid meeting will not be a cause for disqualification of a bidder.

10.2.5 At any time prior to the deadline for submission of Bids, employer may, for any reason, whether at its own initiative or in response to a clarification sought by any prospective bidder, modify the bidding documents by amendment / addendum.

10.2.6 Those bidders who download the tender document from the website shall be solely responsible to check the web site for the amendment issued in shape of Corrigendum and/or Addendum.

11. Language of Bid

All documents relating to the bid shall be in the English language.

12. Documents comprising the Bid

The bid submitted by the bidder shall comprise the following:

a) Technical Bid :

(1) EMD, Tender Fees and Integrity pact duly signed by bidder and witness

(2) Qualification information in accordance to clause of **Eligibility Criteria** shall be submitted.

b) Financial Bid :

(1) Bill of Quantities duly filled and digitally signed by bidder.

13. Bid Prices

13.1 The rates and prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

13.2 The prices shall be quoted inclusive of all Taxes, (except GST), Duties, and other incidentals charges like Transportation, Loading, Unloading, Boarding & Lodging, insurance etc. and should remain firm till completion of work.

14. **Currencies of Bid and Payment**

The unit rates and the prices shall be quoted by the bidder in Indian Rupees only.

15. **Bid Validity**

15.1 Bids shall remain valid for a period of 120 days from the date of opening of the Technical Bid. A bid valid for a shorter period shall be rejected by the employer as Non-responsive.

15.2 In exceptional circumstances, prior to expiry of the original time limit, the employer may request the bidders to extend the period of validity for additional period. The request and the bidders' responses shall be made in writing. A bidder may refuse the request for which EMD, if any, will not be forfeited.

15.3 A bidder agreeing to the request will not be permitted to modify his bid.

16. **Bid Security (Earnest Money Deposit - EMD)**

16.1 **EARNEST MONEY DEPOSIT (EMD) = ₹ 2,37,581/-**

The tender shall be accompanied by Earnest Money Deposit of **₹ 2,37,581/- (Rupees Two Lakhs Thirty Seven Thousand Five Hundred Eighty One only)**. The tender not accompanied with EMD shall not be considered & their technical and price bid will be returned un- opened. Through on line transfer in PNB bank account no. 2177002100004628 - Deendayal Port Authority - (IFSC code PUNB0217700). Scanned copy of RTGS no. and date of transfer may be uploaded on (n) procure website. In case of Micro and Small Enterprise (MSEs) holding valid certificate issued by any agencies/organization under The Ministry of Micro, Small and Medium Enterprises indicating the list of activity related to the subject tender as per National Industrial Classification-2008 mentioned in the **table below only shall become eligible for exemption** from payment of Tender fee/EMD. Such bidder shall upload the scanned copy of valid certificate along with **Bid Securing Declaration Form-7 (Section-IV) failing which the bid shall be considered non-responsive** in preliminary bid.

Level	Description
Section – D	ELECTRICITY, GAS, STEAM AND AIRCONDITION SUPPLY
Division – 35	ELECTRICITY, GAS, STEAM AND AIRCONDITION SUPPLY
Group - 351	Electric power generation, transmission and distribution
Class – 3510	Electric power generation, transmission and distribution

Sub Class - 35109	Collection and distribution of electric energy to households, industrial, commercial and other users n.e.c.
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It may be noted that exemption certificate issued by any other authority will not be entertained. Earnest money in the form of Bank Guarantee will not be accepted under any circumstances.

a. EMD

- (i) The EMD of successful Bidder will be refunded on submission of performance guarantee (in *Form 11*) as per the tender clause and executing the agreement (in *Form 8*) as per tender clause. The EMD of unsuccessful bidders other than L1 & L2 be refunded immediately after ranking of Bids. Earnest Money of L2 bidder shall be refunded immediately after entering into agreement with L1 and acceptance of Performance Guarantee from L1.
- (ii) EMD will be refunded Suo-motto without any application from the Bidders.
- (iii) The EMD of successful bidder will be discharged (refunded) after he has signed the Agreement and furnished the required Performance Guarantee.
- (iv) Earnest Money Deposit will not carry any interest.

b. Necessary action shall be taken to disqualify the bidder from bidding process of any contract with DPA for a period of 03 years and EMD will be forfeited if:

- (i) The bidder withdraws the Bid after Bid opening during the bid validity;
- (ii) The bidder does not accept the correction of the Bid-Price, pursuant to any arithmetic errors;
- (iii) The successful Bidder fails within the specified time limit to
 - a) Sign the Agreement or
 - b) Furnish the required performance Guarantee
- (iv) The bidder submits more than one bid

17. Alternative Proposals by Bidders

- 17.1 Conditional offer or Alternative offers will not be considered in the process of tender evaluation.

18. Format and Signing of Bid

- 18.1 The Price Bid to be submitted on-line shall be signed digitally by a person or persons duly authorized to sign on behalf the Bidders.

19. Amendment of Bidding Documents

- 19.1 Before the deadline for submission of bids, the Employer may modify the bidding documents by using addenda.
- 19.2 Any addendum thus issued shall be part of the bidding documents and shall be communicated in writing or by cable to all the purchasers of the bidding documents. Prospective bidders shall acknowledge the receipt of each addendum by cable to the Employer.
- 19.3 To give prospective bidders reasonable time in which to take an addendum in to account in preparing their bids, the Employer shall extend as necessary the deadline for submission of bids.

C. Submission of Bids

20. Submission of Bids

Bidders who wish to participate in the tender will have to procure/should have legally valid Digital Certificate, as per Information Technology Act-2000, using which they can sign their electronic bids. The bidders can procure the Digital Certificate from (n) code solutions a division of GNFC Ltd, who are licensed certifying authority by Government of India. All bids should be digitally signed. For details regarding Digital signature certificate and related matters, the bidder may contact the following address:

(n) Code Solutions,

A Division of GNFC,

301 GNFC Info tower,

Bodakdev, Ahmedabad.

Tel. 91 79 26857316/17/18

Fax: 91 79 26857321

Mobile: 9327084190 / 9898589652.

E-mail: nprocure@gnvfc.net. Bid reference No. _____

Name and address of the bidder.

The accompaniments to the tender documents as described under Clause 4.2 shall be Scanned and submitted On-Line along with Tender documents. **However, the originals/attested hard copies along with tender documents (except Price Bid), signed on bottom of each page in token of acceptance of Tender**

Conditions and shall have to be forwarded subsequently so as to reach the office of EE (E) within 7 days before opening of the tenders.

The envelopes shall be addressed to:

(a) Executive Engineer (E), Deendayal Port Authority Electrical Division, Ground Floor, Nirman Building, New Kandla – 370210.
Gujarat-State.

(b) bear the following identification:

“Annual Maintenance Contract works at A.O.B. and Gopalpuri Colony for a period of two years”

Bid reference No. EL/AC/2854

Name and address of the bidder.

21. Deadline of Submission of the Bids

- 21.1 Bids must be received by the employer in On-Line System at websites <https://tender.nprocure.com> not later than _____ up to _____ Hrs.
- 21.2 At the time of submission of the tender document, the Bidder shall give an undertaking that no changes have been made in document. The uploaded version of the Port Tender Document at <https://tender.nprocure.com> websites will be treated as authentic tender and if any discrepancy is noticed at any stage between the Port's tender document and the one submitted by the Bidder, the conditions mentioned in the Port's uploaded document on <https://tender.nprocure.com> websites shall prevail.
- 21.3 The employer may extend the deadline for submission of bids by issuing an amendment on DPA website as well as on <https://tender.nprocure.com> in which case all rights and obligations of the employer and the bidders previously subject to the original deadline will then be subject to the new deadline.
- 21.4 In case of tender documents being downloaded from the web site, at the time of submission of (the hard copy of) the tender document, the tenderer shall give an undertaking that no change have been made in document. Any discrepancy is noticed at any stage between the port's tender document uploaded on <https://tender.nprocure.com> and the one submitted by the tenderer, the conditions mentioned in the port's tender document uploaded on <https://tender.nprocure.com> shall prevail. Besides, the tenderer shall be liable for legal action for the lapses.

22. Late Bids

- 22.1 After the deadline of submission of bid, the bids cannot be submitted in the On-Line System.

23. Modification and Withdrawal of Bids

- 23.1 Bidders may modify or withdraw their bids before the deadline of submission of bid or extension if any.
- 23.2 No Bid can be modified after the last date for submission of Bids.
- 23.3 Withdrawal or modification of a Bid between the deadline for submission of bids and the expiration of the original period of bid validity including extension, if any, may result in disqualification of the bidder from bidding process of any contract with DPA for a period of 03 years.

D. Bid Opening and Evaluation

24. Bid Opening

- 24.1 On the due date and time, the employer will first open Technical bids of all bids received including modifications.
- 24.2 In the event of the specified date for Bid opening being declared a holiday by the employer, the Bids will be opened at the appointed time on the next working day at the same time.
- 24.3 If any Bid contains any deviation from the Bid documents and / or if the same does not contain Bid security i.e., EMD in the form of Bid security declaration form and tender fees in the manner prescribed in the Bid documents, then that Bid will be rejected and the Bidder will be informed accordingly.
- 24.4 The bids which are technically qualified, their financial bids will be opened. The date of opening of financial bid will be declared in the <https://tender.nprocure.com> and www.deendayalport.gov.in .
- 24.5 The price bid i.e., BOQ will be opened only those bids qualify technically.

25. Clarification of Bids

- 25.1 To assist in the examination and comparison of Bids, the employer may, at his discretion, ask any Bidder for clarification of his Bid, including breakup of unit rates. The request for clarification and the response shall be in writing, but no change in the price or substance of the Bid shall be sought, offered, or permitted.
- 25.2 No Bidder shall contact the employer on any matter relating to his bid from the time of the bid opening to the time the contract is awarded.

- 25.3 Any effort by the Bidder to influence the employer's bid evaluation, bid comparison or contract award decisions, may result in the rejection of his bid.

26. Examination of Bids and Determination of Responsiveness

- 26.1 Prior to detailed evaluation of Bids, the employer will determine whether each Bid
- (a) Has been properly digitally signed,
 - (b) Meets the eligibility criteria defined,
 - (c) Is accompanied by the required Bid Securing Declaration Form and tender fees,
 - (d) Is responsive to the requirements of the Bidding documents,
 - (e) GST number to be quoted invariable by bidder.
- 26.2 A substantially responsive Technical and Financial Bid is one which conforms to all the terms, conditions and specification of the Bidding documents.
- 26.3 If a Technical Bid is not substantially responsive, it will be rejected by the employer, and may not subsequently be made responsive by correction or withdrawal of the non-confirming deviation or reservation.

27. Evaluation and Comparison of Bids

- 27.1 The employer will evaluate and compare only the Bids determined to be responsive.
- 27.2 In evaluating the Bids, the employer will determine for each Bid the evaluated Bid price by adjusting discounts, if any.
- 27.3 If in the opinion of Engineer in Charge, the rate quoted by successful bidder is abnormally high/low compared to the estimated cost of the work, the employer may ask the bidder to produce detailed price analysis for all items of the bill of quantities.

E. Award of Contract

28. Award Criteria

The employer will award the work to the bidder whose bid has been evaluated to be techno-commercially responsive and the lowest evaluated amount bid subject to submission of agreement and performance security.

The employer, if so required, reserves the right to:

- a) Split the work and award the work in favour of more than one firm,
- b) Award the work separately as supply, execution, Operation & Maintenance/Operation/Maintenance as applicable.

29. Employer's Right to accept any Bid and to reject any or all

Notwithstanding Clause 28, the Employer reserve the right to accept or reject any bid without assigning any reason and to cancel the bidding process and reject all bids, at any time prior to the award of contract, without thereby incurring and liability to the affected bidder or bidders of the grounds for Employer's action.

30. Letter of Intent

The Chief Mechanical Engineer will issue the Letter of Intent (Form No. 6) intimating the successful bidder about the proposed pre-acceptance of tender.

31. Notification of Award and Signing of Agreement

- 31.1 The Bidder who's Bid has been accepted will be notified for the award by the employer prior to expiration of the Bid validity period by confirmation in writing. In this letter (hereinafter and in the Conditions of Contract called the "Letter of Intent") the contract amount, completion period of the work, etc. will be mentioned in line with the tender conditions.
- 31.2 The notification of award will constitute the formation of the Contract subject to the furnishing of a performance security in accordance with the provisions of tender condition.
- 31.3 The Agreement will be submitted by successful Bidder within 14 days (National Bid) 28 days (Global Bid) of issue of the notification of award (Letter of Intent). The agreement will incorporate all correspondence between the employer and the successful bidder.

32. Contract Agreement:

- 32.1 The agreement on stamp paper shall be furnished by the Contractor as per the following guidelines within 14 days (National Bid) /28 days (Global Bid) from the date of issue of Letter of Award.
 - i) The successful Bidder will be required to execute an agreement at his expense on three Hundred Rupees (Rs.300/-) Non-Judicial Stamp Paper in the proper departmental format (Form 9) for the due and proper fulfillment of the contract within 14 days (national Bid) 28days (Global bid) from the date of Letter of Award.
- 32.2 Pending preparation and execution of the contract agreement as above, the tender submitted by the Contractor together with Chief Mechanical Engineer's letter/fax accepting the tender shall constitute a binding contract between the Board and the Contractor.
- 32.3 The contract period shall be reckoned from the date of issue of work order to commence the work.
 - i) The original agreement as per the format attached with the tender should be

- executed on a stamp paper of appropriate value (at present Rs.300/-)
- ii) The Agreement should be submitted in duplicate and the date of execution is to be kept blank.
 - iii) Each page of the document is to be signed by the Contractor/ his authorized representative by indicating his full name.
 - iv) If the Contractor is a partnership firm, then a copy of the Partnership Deed and in case it is a Company, a copy of Memorandum and Articles of Association along with Registration Certificate is to be submitted.
 - v) If the agreement is signed by a Partner/ a Director/ an authorized person of the firm, in such case, a certified true copy of the power of attorney/ letter of authority given by the firm/ company to the signatory of the Contractor firm is to be submitted.
 - vi) The entire agreement should be in type written form/ computer printed form.
 - vii) Leaving blanks and insertion of some contents of the agreement with hand writing should be avoided.
 - viii) All corrections/ additions made in the agreement are to be initialed.
 - ix) Agreement should be submitted in legal size green sheet.

33. Performance Security

- 33.1** Performance Guarantee shall be 10% of the contract price, of which 5% of contract price should be submitted as Performance Guarantee in form of BG/FDR/Digital Transfer within 21 days, on receipt of Letter of Award and balance 5% to be recovered as Retention Money from Running Bills. Recovery of 5% Retention Money to commence from the First RA Bill onwards @ 5% of the Bill Value from each Bill. Retention Money will be refunded within 14 days from the date of payment of final bill. Balance SD will be refunded immediately not later than 14 days from completion of defect liability period.
- 33.2** Successful Bidder has to submit the Performance security @ 5% of Contract price within 21 days of receipt of Letter of Award, failing which the work will not be awarded and the Bid Security i.e., EMD will be forfeited.
- 33.3** The bank guarantee towards performance guarantee cum security deposit will be accepted from any nationalized bank/scheduled bank (Except co-operative bank) having its branch at Gandhidham.
- 33.4** The Port Authority will also be at liberty to deduct from performance guarantee or from any sums of money due or that may become due under any contract with the contractor that may become due to the employer. This is without prejudice to the rights of the employer under the terms of the contract. The Bank Guarantee is required to be dispatched by the issuing bank directly to The Employer by Registered AD Post.
- 33.5** The Port Authority may at their option forfeit the Performance Guarantee cum Security Deposit if the contractor fails to carry out the work or perform or observe the conditions of contract.
- 33.6** The balance Performance Guarantee cum Security Deposit will be released after successful completion of guarantee period.
- 33.7** If applicable, the documentary evidence (copy of paid challan in government treasury) of welfare cess @1% of work done or as amended by statutory authority from time to time, paid on final bill shall be submitted before releasing the performance guarantee.
- 33.8** BG submitted by the contractor should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the contractor including defect liability period.

34. Issue of Work Order (This clause is superseded and read in SCC clause no.1)

Work order will be issued indicating the Contract value, completion period etc. after submission of Performance Security Deposit and Contract Agreement on Non-Judicial Stamp Paper by the successful bidder as per Tender Conditions.

35. Time Schedule

The Contract shall be effective from the date of issue of Work Order and the work shall be completed within twenty four (24) months from the date of Work Order. The contract period is extendable to a period of six months on the same terms and conditions and accepted rate on mutual consent.

36. Corrupt or Fraudulent Practices

36.1 The employer requires that Bidders/Suppliers/Contractors under this contract, observe the highest standard of ethics during the procurement and execution of this contract. In pursuance of this policy, the employer:

(a) Defines the following for the purpose of these provisions:

- (i) "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
- (ii) "Fraudulent Practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the employer, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the employer of the benefits of free and open competition.

(b) Will reject a proposal for award of work if he determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

(c) Will declare a Bidder ineligible, either indefinitely for a stated period of time, to be awarded a contract/contracts if he at any time determines that the Bidder has engaged in corrupt or fraudulent practices in competing for or in executing, the contract.

Signature & Seal
of Contractor

Executive Engineer (Elect.)
Deendayal Port Authority

SECTION-II

GENERAL CONDITIONS OF CONTRACT

1. Definitions

In the Contract (as hereinafter defined) the definition of the following words and expressions shall have the meanings hereby assigned to them except where the context otherwise requires:

- a. **"Employer"** means Board of Authorities of Deendayal Port, a body corporate under the Major Port Authority **Act 2021**, by notification
- b. n issued by the Government of India, acting through its Chairman, Dy. Chairman or Chief Mechanical Engineer or any other officers so nominated by the Board.
- c. **"Contractor"** means the person or persons, firm, corporation or company whose tender has been accepted by the employer and includes the Contractor's servants, agents and workers, personal representatives, successors and permitted assigns.
- d. **"Contract"** means and includes Tender Documents, Instructions to Bidders, General Conditions of Contract, Drawings, Specifications, and Schedules etc., any amendments thereto, Bid, Letter of Intent, Contract Agreement and the work order.
- e. **"Contract Price"** means the total sum of money to be paid by the employer to the contractor on timely completion of the contract work as per Contract including payment for extra work, i.e. as per defined and applicable items of the terms of payment, including any taxes, except GST, and duties to be paid to state or central Government.
- f. **"Specifications"** means the specification referred to in the tender documents and any modifications thereof or additions thereto or amendments thereto as may be from time to time be furnished or approved in writing by the employer.
- g. **"Chief Mechanical Engineer"** shall mean the Chief Mechanical Engineer of DEENDAYAL PORT AUTHORITY.
- h. **"Work" or "Works"** shall mean the whole of the plant and materials to be provided and work to be done executed or carried out by the contractor under the contract.
- i. The **"Site"** shall mean the whole of the premises, buildings and grounds in or upon which the system or works is or are to be provided, executed, erected, done or carried out.
- j. The **"Schedule"** shall mean the schedule or Schedules attached to the specifications.

- k. The **"Drawings"** shall mean the drawings, issued with the specification which will ordinarily be identified by being signed by the Chief Mechanical Engineer and any further drawing submitted by the contractor with his tender and duly signed by him and accepted or approved by the Chief Mechanical Engineer and all other drawings supplied or furnished by the contractors or by the Chief Mechanical Engineer in accordance with these contract conditions.
- l. **"Trials" and "Tests"** shall mean such trials and tests as are provided for in these conditions of contract and described in the specification and shall include all other tests to be carried out as per the requirement of the 'employer'.
- m. **"Approved" or "Approval"** shall mean approval in writing.
- n. **"Engineer-in-charge/Nodal officer"** shall mean any officer/Engineer authorized by Chief Mechanical Engineer for purpose of this contract.
- o. **"Day"** are calendar days, **"months"** are calendar months.
- p. **"Equipment"** is the contractor's machinery and vehicles brought temporarily to the site to construct the works.
- q. **"Material"** are all supplies, including consumables, used by the contractor for incorporation in the works.
- r. **"Plant"** is any integral part of the works which is to have mechanical, electrical, electronic or chemical or biological function.

2. **Use of Contract Document**

The Contractor shall not, without prior consent, make use of any document except for the purpose of performing this contract.

3. **Change Orders**

At any time during the execution of the contract, by a written notice to the Contractor, changes may be made in the general scope of contract. The Engineer In-charge (EIC), with due approval of competent authority, may make any changes in the quality and/or quantity of the work or any part thereof that may, in his opinion, be necessary and for that purpose the Engineer In-charge shall have the power to order the Contractor to do and the Contractor shall do any of the following:

- a. Increase or decrease or split the quantity of work included in the contract,
- b. Omit any such work,
- c. Change the character, quality or kind of any such work,

- d. Change the dimensions of any such work,
- e. Change in Location
- f. Execute additional work of any kind necessary for completion of the work under the contract, and no such change shall in any way vitiate or invalidate the contract but the cost, if any, arising out of all such changes shall be taken into account in ascertaining the total amount of the contract price. Where the rate is available in the contract and the same is applicable to the additional work, in the opinion of the EIC, the cost of the additional work shall be determined as per this available rate. But, if the rate for additional work is not available in the contract, the same shall be determined by the EIC taking into account the market rate and labour cost at the site for similar works and shall be final.
- g. Deviations from the specifications as contained in the tender agreement including the make / model, shall not be accepted. In case of any such deviation, payment shall not be made for that part of the work / item, even if it is meeting the functional requirements and has been accepted by the purchaser. The payment for such portion of the work / item can only be released if the contractor makes good the deviations before the expiry of the warranty period so as to meet the specifications of the tender agreement in all respects.

4. Resolution of Dispute

- 4.1 The Board and the Contractor shall make every effort to resolve amicably by direct informal negotiations, any disagreement or dispute arising between them in connection with the contract. However, in case of failure of negotiation between the Board and the Contractor, the parties shall refer their present and future disputes relating to the contract itself or arising out of or concerning or in connection with or in consequence of the contract to the Chairman, DPA whose decision shall be final and binding on both the parties. The contract shall be governed by the Indian Contract Act, 1872.

4.2 Jurisdiction of Courts

All such disputes, which could not be settled at the intervention of Chairman, DPA, shall be subjected to the jurisdiction of the courts at Gandhidham.

5. Force Majeure

- 5.1 In the event that the Contractor is delayed in performing its obligations in the contract, and such delay is caused by force majeure including war, civil resurrection, strikes (other than the strike solely by the Contractor's men), fire, flood, epidemics, earthquakes, extremely adverse climatic conditions, such delay may be excused and the period of such delay may be added to the time of performance of the obligations without any addition to the contract price.
- 5.2 If a force majeure situation arises, the Contractor shall promptly notify the Board in writing of such condition and the cause thereof, ***but not later than 7 days from***

its occurrence. Unless otherwise directed by the Board in writing, the Contractor shall continue to perform its obligations under the contract as far as reasonably practicable. The Contractor shall demonstrate to the Board's satisfaction that it has used its best endeavor to avoid or overcome such causes of delay and the parties will mutually agree upon remedies to mitigate or overcome such causes of delay without having any right to any claim on account of such force majeure.

- 5.3 In any other situation, which is beyond the reasonable control of the Contractor in the opinion of the Engineer In-charge, and where the Contractor has promptly notified the Board in writing about such situation, it may be considered as "Force Majeure" situation.

6. Compliance with Statutes, Regulations

The Contractor shall comply in all respects, with all statutes and regulations as may be necessary, including clearance from State/Central Govt. authorities, Pollution Control Boards, labour enforcement and local authorities. The Contractor shall, at all times during the continuance of the contract, so far as it may be necessary, comply with all the existing enactments including Central and State legislation as well as any by-laws of any local authorities regarding labour, particularly the Minimum wages Act, Factories Act, Workmen's Compensation Act, Employees' Provident Fund and Family Pension Fund Act, Employees' State Insurance Act, Contract Labour (Regulation and Abolition) Act, Payment of Wages Act, Maternity Benefit Act, National and Festival Holidays Act, Shop and Establishment Act, The Apprentice Act and keep DPA indemnified against any loss or claim arising out of contravention of the provisions of the above said enactments by the Contractor. The price quoted by the Contractor in the Bill of Quantity shall be deemed to include all expenses whatsoever the Contractor may be required to incur for the compliance with the provisions of the above said legislation. The Contractor shall make necessary arrangements for DPA to witness the payment made by the Contractor to his staff and labour.

7. Payment Terms

(Modified as per Clause No. 2 of Special Conditions, Section – III)

All payments shall be made in Indian rupees unless specifically mentioned.

- i. 70% of supply item rate against receipt of material at site in good condition after obtaining insurance cover as per tender condition (if TPI appointed then after inspection & certification of the same by Third Party Inspection Agency).
- ii. 20% of supply item rate after completion of erection, installation, testing and commissioning, etc. (if TPI appointed then after inspection & certification of the same by Third Party Inspection Agency)
- iii. 90% of item rate covers only laying/fixing/installation.
- iv. Remaining 10% will be released after successful completion of whole work (if TPI appointed then after inspection & certification of the same by Third Party Inspection Agency).

NOTE:

The payment shall be made through RTGS /NEFT and the Contractor should be furnished following details:

Bank Payment Agreement Form

- a. Name of Party
- b. Account No.
- c. Branch Name
- d. Branch Station
- e. IFSC code of the bank
- f. MICR code
- g. Accepted for : NEFT payment or RTGS

payment Declaration by the party

I/We hereby declare that the above information furnished by me is correct and DPA is requested to pay my / our dues to this account for this work is concerned.

Signature of the party with the seal

Declaration by the bank

It is hereby informed that the details mentioned by the party is correct as per our records and any payment made by DPA to this account will be accepted either by RTGS/NEFT.

Signature of the bank manager with the seal.

8. Insurance

(Modified as per Clause No. 3 under Special Condition, Section-III)

- 8.1 The contract shall provide in the joint names of the employer and the contractor, insurance cover from the start date to the end of guarantee period for the following events which are due to the contractor risk:
 - 1. Loss of or damage to the works, plant and materials
 - 2. Loss of or damage to equipment
 - 3. Loss of or damage of property (except the works, plant, materials and equipment) in connection with contract, and
 - 4. Personal injury or death
- 8.2 Policies and certificates for insurance shall be delivered by the contractor to

the engineer in charge or his nominee before the commencement of work. All such insurances shall provide for compensation to be payable to the types and proportions of currencies required to be rectify the loss or damage incurred.

- 8.3 Alterations to the terms of insurance shall not be made without the approval of the engineer in charge or his nominee,
- 8.4 All the materials shall stand insured from the time of arrival at site till commencement of erection against fire, pilferage, damage and against natural calamities for the value of 90% of each item.
- 8.5 During erection and till the work is completed and satisfactory taken over by the D.P.T after testing the materials shall stand covered by suitable erection insurance also for the value of 110% of the item. The charges for the insurance shall be borne by the Contractor.

9. Time Extensions

The Contractor may claim extension of the time limits in case of;

- (i) Changes ordered by DEENDAYAL PORT AUTHORITY.
- (ii) In case work is delayed on DPA's Account, i.e. due to delay in approval of drawings, non-availability of site clearance or any other reason, DPA will consider time extension of merit. However, no compensation will be paid to the Contractor if work is delayed on DPA's account. The Contractor shall submit the request for extension, within 30 days of occurrence of such delay, clearly indicating the justification for such extension.
- (iii) Force Majeure.
- (iv) All the incidents of delay should be entered in the hindrance register which will be base for granting any extension.

10. Time is the essence of the contract

Time is the essence of the contract and the Contractor shall ensure that all the obligations under the contract are completed within the agreed time schedule. The Contractor shall be solely responsible for all the delays including the delays caused by its vendors. In case of delay in progress of the works, DEENDAYAL PORT AUTHORITY reserves the right to withhold the payment, cancel the contract unilaterally or complete the work departmentally.

11. Liquidated Damages

- 11.1 In case of delay in completing the contract, liquidated damages (LD) may be levied at the rate ½% of the contract value per week of delay or part thereof subject to a maximum of 10% of the contract price.
- 11.2 The employer, if satisfied that the works can be completed by the contractor within

a reasonable time after the specified time for completion may allow further extension of time at its discretion with or without the levy of LD. In the event of extension of time at its discretion with LD the employer will be entitled without prejudice to any other right or remedy available in that be half percent (½%) of the contract value of the works for each week or part of the week subject to the ceiling 10% of contract value.

- 11.3 The employer, if not satisfied that the works can be completed by the contract, and in the event of failure on the part of the contractor to complete work within further extension of time allowed as aforesaid shall be entitled without prejudice to any other right or remedy available in that behalf to rescind the contract.
- 11.4 The employer, if not satisfied with the progress of the contract and in the event of failure of the contract to recoup the delays in the mutually agreed time frame, shall be entitled to terminate the contract.
- 11.5 In the event of such termination of the contract as described in clauses (11.3) or (11.4) or both, the employer shall be entitled to recover LD up to ten percent (10%) of the contract value and forfeit the security deposit made by the contract besides getting the work completed by other means at the risk and cost of the contractor.
- 11.6 In case part/portion of the work can be commissioned and port operates the portion for commercial purpose, the rate of LD will be restricted to the uncompleted value of work, the maximum LD being on the entire contract value.

12. Variations

Where the quantity supplied/miscellaneous work by the contractor is exhausted during the currency of the contract and if any requirement arises prior to completion of the contract, variation in Quantities of Schedule "B and C" shall be considered by DPA. The overall as well as individual variations shall be $\pm 30\%$ in quantity for which the rate quoted by the bidder and accepted by the employer shall be applicable.

13. Acceptance

Upon completion of work under this contract, the Board may accept the works and/or services after installation, if defects or shortcomings are not considered essential and, the Contractor agrees to make good the deficiencies in confirmation with this contract. No work shall be accepted before the Contractor clears the site of scraps, unused materials, work shed, equipment and all such materials which were used for execution of the work and not required any more at the work site. Also, the Contractor has to submit all the documents and final "as built" drawings as per the contract agreement without which no work shall be treated as complete.

Completion Certificate shall be issued by the employer after satisfactory completion of work as per tender and after taking trial.

14. Guarantee

- 14.1 The warranty period shall be valid up to six/twelve months (6 months for repairs and 12 months for new works including supplied items) with effect from the date of acceptance of the work and/or services, unless otherwise specified in the scope of work/Special Conditions of Contract (SCC).
- 14.2 The Contractor shall warrant the Board that the goods and services under this contract will comply strictly with the contract, shall be first class in every particular case and, shall be free from defects. The Contractor shall further warrant the Board that all materials, equipment and the supplies furnished by him will be new and fit for their intended purposes.
- 14.3 The Board shall promptly notify the Contractor in writing of any claim arising under this Warranty. Upon receipt of such notice, the Contractor shall promptly repair or replace the defective goods and/or services at no cost to the Board.
- 14.4 If the Contractor, having been notified, fails to rectify the defects in accordance with the contract, the Board may proceed to take such remedial action as may be necessary, at the Contractor's risk and cost.

15. Taxes

GST Clause:

The contractor shall quote the price exclusive of GST. The contractor shall quote prevailing GST rate separately, which shall be reimbursed by DPA after ascertaining necessary compliance as per Goods & Service Tax, 2017.

All other duties, taxes, cesses applicable if any, shall be borne by the contractor.
Deduction of Income-Tax & GST:

Deduction of Income Tax & GST

Income-Tax deductions and surcharge & GST + TDS as applicable thereon shall be made good while making payments due to the contractor for carrying out the work and only net amount shall be paid as directed by the Central Board of Direct Taxes, Ministry of Finance, Government of India.

Tax: The rates quoted by the contractor shall be deemed to be inclusive of the taxes, duties etc. (except GST) which the contractor will have to pay for the performance of this contract. The employer will perform such duties in regard to the deduction of such taxes at sources as per applicable law.

16. Deduction

- 16.1 Deduction of taxes/income tax at source shall be made from the any bill of the Contractor in accordance with the prevailing rules of Govt.
- 16.2 While performing under the contract, the damages caused by the Contractor or his workers to any of the Port Authority property shall be promptly made good by the Contractor at his own cost. In case the Contractor fails to repair/replace the damage, DEENDAYAL PORT AUTHORITY shall have the right to take steps to make good the damages and all the cost on this account shall be recovered from the bills of the Contractor or any money due to the Contractor from this contract or any other contract or any other transaction. In determination of the damage, the opinion of the Engineer-In-charge (EIC) shall be conclusive.
- 16.3 Any dues arising out of failure on the part of the Contractor to carry out any obligation under the contract shall be deducted from the bills of the Contractor or from any money due to the Contractor from this contract or any other contract.

17. Subcontracts

The Contractor shall not be allowed to engage any sub-contract for all or any part of this contract.

18. Idle Charges

All efforts shall be made for timely supply of materials and/or equipment where it is included in the scope of Deendayal Port. However, the Contractor shall not be entitled to any idle charges for delay in supply of materials and/or equipment by the Port Authority. Further, in case of any delay due to stoppage of work ordered by the Port Authority to avoid interruption in other important activities of Port Authority or any other reason, the Contractor shall not claim any idle charges.

19. Personal Protective Equipment (PPE)

The Contractor shall be solely responsible, at his own cost, for the supply of required PPE to his workers and staff and he shall also ensure the use of PPE such as helmets, nose masks, hand gloves etc. by his staff at site.

20. Conduct

The Contractor, at all times during the tenure of contract, shall take all measures to prevent any unlawful, riotous or disorderly conduct by or amongst his staff at the site and for the preservation of peace and protection of persons and property at the work

site as well as in the enactment of the works.

21. Accident

The Contractor shall, within 24 hours of the occurrence of any accident, at or about the work site or in connection with execution of the contract, report such accidents to the Engineer-In-Charge giving all the details in writing. He shall also provide additional information about the accident as requested by the EIC.

22. Watch and ward

During the execution of the contract, it shall be the responsibility of the Contractor to arrange watch and ward of the work including the raw materials, machine/equipment/system used for the work at his own cost till the date of acceptance of the work by DEENDAYAL PORT AUTHORITY.

23. Termination

- 23.1 The Board may, without any prejudice to any other remedy for breach of contract, by written notice of default sent to the Contractor, terminate the contract in whole or in part:
- (i) if the Contractor fails to execute the work within the period as specified in the contract or any extension granted by the Board;
 - (ii) if the Contractor fails to perform any other obligation under the contract and if the contractor does not cure the same after receipt of a notice of default, the nature of default as well as the time within which the default has to be cured by the Contractor.
- 23.2 In the event of Board's termination of the contract in whole or in part, the Board may execute the remaining work or procure goods similar to those undelivered by the Contractor and the Contractor shall remain liable to the Board for any excess cost for such works or goods and risks, if any.
- 23.3 The Board will pay the Contractor, for all the items that are completed and ready for delivery, within 30 days after termination. The payment shall be made only after all the afore-mentioned goods are supplied to and accepted by DEENDAYAL PORT AUTHORITY. The amount so decided by the Engineer-in-Charge in this regard shall be final and binding.

- 23.4 In case of termination of contract for default by the Contractor, the Board may not permit the Contractor to participate in any of the future tender of DEENDAYAL PORT AUTHORITY for a period decided by DPA.
- 23.5 The employer may terminate the contract if Contractor causes a fundamental breach of the contract.
- 23.6 Fundamental breaches of contract include, but shall not be limited to the following:
- a) The contractor stops work for 28 days and the stoppage has not been authorized by the Engineer-in-Charge or his nominee.
 - b) The contractor becomes bankrupt.
 - c) The contractor has delayed the completion of works by the number of days for which the maximum amount of liquidated damages can be paid as defined in the contract data and
 - d) If the contractor, in the judgment of the employer has engaged in corrupt or fraudulent practices in competing for or in the executing the contract.
 - e) For the purpose of this paragraph: "corrupt practice" means the offering, giving receiving or soliciting of anything of value to influence the action or public officials in the procurement process or in contract execution. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the employer, and includes collusive practice. Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the employer of the benefits of free and open competition".
 - f) If the contract is terminated the Contractor shall stop work immediately, make the site safe and secure and leave the site as soon as reasonably possible.
 - g) Any material lying at site will not be removed without the prior written permission of Engineer in Charge.

24. Arbitration Clause

- 24.1 Except where otherwise provided in the contract, all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or any other thing whatsoever, in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders, or to the conditions or otherwise concerning the work or regarding the execution or failure to execute the same whether arising during the progress of the work or after the completion thereof as described hereinafter shall be referred to the Chairman for sole arbitration by himself or by any officer appointed by him.
- 24.2 It will be no objection to any such appointment that the arbitrator is an employee of the Board or the Government, that he had to deal with the matters to which the contract relates and that in the course of his duties as an employee of the Board of the Government, he had expressed views on all or any of the matters in dispute or of difference.
- 24.3 The arbitrator, who has been dealing with the arbitration case, being transferred or

vacating his office or in the event of his death or being unable to act for any reason, the Chairman then holding the office shall arbitrate himself or appoint any officer to act as arbitrator.

- 24.4 It is also a term of this contract that no person other than the Chairman himself or any officer appointed by him shall act as arbitrator.
- 24.5 It is a term of this contract that only such questions and disputes as were raised during the progress of other work till its completion and not thereafter shall be referred to arbitration. However, this would not apply to the questions and disputes relating to liabilities of the parties during the guarantee period after completion of the work.
- 24.6 It is a term of the contract that the party invoking arbitration shall give a list of disputes with amount of claim in respect of each said disputes along with the notice seeking appointment of arbitrator.
- 24.7 It is also a term of the contract that if the Contractor does not make any demand for appointment of arbitrator in respect of any claims/disputes in writing, as aforesaid, within 120 days of receiving the intimation from the Engineer –in-charge that the final bill is ready for payment, the claim of the Contractor shall be deemed to have been waived and absolutely barred and the Port Authority shall be discharged and released of all liabilities under the contract in respect of these claims.
- 24.8 It is also a term of the contract that the arbitrator shall adjudicate only such disputes/claims as referred to him by the appointing authority and give separate award against each dispute/claim referred to him. The arbitrator will be bound to give claim wise detail and speaking award and it should be supported by reasoning.
- 24.9 The award of the arbitrator shall be final, conclusive and binding on all the parties to Contractor.
- 24.10 The arbitrators from time to time, with the consent of both the parties, enlarge the time for making & publishing the award.
- 24.11 Arbitration shall be conducted in accordance with the provisions of Indian Arbitration Act, 1996 or any statutory modifications or enactment thereof and rules made there under and for the time being in force shall apply to the arbitration proceeding under this clause.
- 24.12 It is also a term of the contract that if any fees are payable to the arbitrator, this shall be paid equally by both the parties.
- 24.13 It is also a term of a contract that the arbitration shall be deemed to have been entered on the reference on the date he issues the first notice to both the parties calling them to submit their statement of claims and counter statement of claims.

- 24.14 Venue of the arbitration shall be such place as may be fixed by the arbitrator at his sole discretion.

25. Indemnification

The Contractor shall indemnify, protect and defend at its own cost, DEENDAYAL PORT AUTHORITY and its agents & employees from & against any/all actions, claims, losses or damages arising out of

- (a) any violation by the Contractor in course of its execution of the contract of any legal provisions or any right of third parties;
- (b) Contractor's failure to exercise the skill and care required for satisfactory execution of the contract.

26. Engineer-in-Charge or his nominee's Decisions

Except where otherwise specifically stated, the Engineer-in-Charge or his nominee will decide contractual matters between the employer and the Contractor in the role representing the employer.

27. Delegation

The Engineer-in-Charge or his nominee may delegate any of the duties and responsibilities to other people after notifying the Contractor and may cancel any delegation after notifying the Contractor.

28. Communications

Communications between parties which are referred to in the conditions are effective only when in writing. A notice shall be effective only when it is delivered (in terms of Indian Contract Act 1872).

29. Personnel

- 29.1 The Contractor shall employ the key personnel named in the Schedule of Key Personnel as referred to in the Contract Data to carry out the functions stated in the Schedule or other personnel approved by the Engineer-in-Charge. The Engineer-in-Charge will approve any proposed replacement of Key personnel only if their

qualifications, abilities, and relevant experience are substantially equal or better than those of the personnel listed in the Schedule.

- 29.2 If the Engineer-in-Charge asks the Contractor to remove a person who is a member of the Contractor's staff of his work force stating the reasons, the Contractor shall ensure that the person leaves the Site within seven days and has no further connections with the work in the Contract.

30. Employer's Obligation

- (i) Two quarters will be allotted by DPA at Kandla/Gopalpuri Colony on chargeable basis as per prevailing license fee, water charges, sanitation charges and electricity charges as per DPA Norms during the tenure of contract subject to availability and the same shall be handed over by contractor on completion of contract to DPA, failing which standard rent as per prevailing DPA norms will be deducted & stern action will be initiated.
- (ii) Subject to availability and on chargeable basis, for room for office purpose and for keeping tools, tackles, consumables etc. will be allotted and its electricity bill is also to be borne by contractor as per DPA Norms.
- (iii) Providing transformer oil to the contractor free of cost for oil filtration of transformers.

31. Queries about the Technical Data

The Engineer-in-Charge or his nominee will clarify queries on the Technical Data.

32. Approval by the Engineer-in-Charge or his nominee.

The Contractor shall submit the makes of material, equipments, specifications and drawings for proposed Work to the Engineer-in-Charge or his nominee, who is to approve them subject to compliance with the Technical specifications and drawings.

The Engineer-in-Charge or his nominee's approval shall not alter the Contractor's responsibility for the work.

All drawings prepared by the contractor for the work if any, are subject to prior approval by the Engineer in Charge or his nominee before procurement/execution.

33. Discoveries

Anything of historical or other interest or of significant value unexpectedly discovered on the site is the property of the employer. The contractor is to notify the employer or his nominee of such discoveries and carry out the instructions of employer or his nominee for dealing with them.

34. Access to the site

The contractor shall allow the Engineer in charge or his nominee and any person authorized by him access to the site to any place where work in connection with the contract is being carried out or is intended to be carried out and to any place where materials or plant are being manufactured, fabricated and/or assembled for the work.

35. Instructions

The contractor shall carry out all instructions of the engineer or his nominee which comply with applicable laws where the site is located.

36. Safety

The Contractor shall be responsible for the safety of all activities on the Site.
Quality Control

37. Identification of Defects

The Engineer-in-Charge or his nominee shall check the work carried out by Contractor and notify the Defects found if any. The Engineer-in-Charge or his nominee may instruct the Contractor to rectify the Defect.

38. Correction of Defects

38.1 The Engineer-in-Charge or his nominee shall give notice to the Contractor of any Defects before the end of the Defects Liability Period (Guarantee Period), which begins at Completion and is defined in the Contract Data. The Defects Liability Period shall be extended for as long as Defects remain to be corrected.

38.2 Every time notice of a Defect is given the Contractor shall correct the notified Defect within the length of time specified by the Engineer-in-Charge or his nominee's notice.

39. Uncorrected Defects

If the Contractor has not corrected a Defect within the time specified, the Engineer-in-Charge or his nominee will assess the cost of having the Defect corrected, and the Contractor will pay this amount.

40. Employer's right of Rejection

The employer shall reserve the right to reject a part portion or consignment thereof within a reasonable time after actual delivery thereof at the place of destination, if consignment is not in all respects in conformity with terms & conditions of the contract whether on account of any loss, deterioration or damage before dispatch or delivery or during transit or otherwise whatsoever.

41. Removal of Rejected goods

Rejected goods shall under all circumstances lay at the risk of the contractor from the moment of rejection and if such goods are not removed by the contractor within 21 days from the date of intimation from the Engineer-in-Charge. Engineer-in-Charge may either return to the contractor at the risk and cost of the contractor by such mode of transport as the Engineer-in-Charge may select or dispose of such material at the contractor's risk on his account and retain such portion of the sale proceeds as may be necessary to recover any expenses incurred in such disposals.

42. Use of Contract Document

The Contractor shall not, without prior consent, make use of any document except for the purpose of performing this contract.

43. Memorandum of Settlement

The Contractor shall not sign any memorandum of settlement with any agency such as Trade Unions etc. in any form at any level without the prior written permission of the employer in relation to any work under taken by him in the Port premises.

44. Deviations

The bidder must read the tender document carefully and prepare the bid for submission. It is important to note that deviations, if any, must be brought out clearly in the technical offer, which shall be examined by DEENDAYAL PORT AUTHORITY. If the deviation statement submitted by the bidder does not contain any item, then it shall be construed that the bidder has accepted the same and no request from the Contractor, for any change, shall be accepted by DPA at a later stage. In any case, no change in specifications given in the tender agreement shall be permitted. However, only in unavoidable circumstances, DEENDAYAL PORT AUTHORITY may consider such requests from the Contractor, provided the Contractor submits it's request with adequate justification.

45. Approvals

The Engineer-in-Charge shall give specific approval in writing within 7 Days to Contractor after written submission regarding Makes of Material to be used for the Contract and Drawings, if any to be furnished by the Contractor to Engineer-in-Charge for approval. Any corrections to be suggested by Engineer-in-Charge in drawings, the days taken for rectification in drawings shall be in account of the Contractor.

46. Third Party Inspection

The Third Party Inspection Agency shall be arranged by DPA and cost of Third Party Inspection mentioned below shall be borne by DPA.

- (i) The Third Party Inspection Agency will carry out approval of drawings if any, material inspection at manufacturer's works/site, dispatch clearance from manufacturer's work, certification for releasing stage payments as per payment terms of contract for all the material as per schedule/work till taken over by DPA.
- (ii) The Third Party shall carry out inspection of work as per tender specification/relevant standard.
- (iii) DPA shall appoint the TPIA for monitoring the AMC work, if any observations/queries are made by Third Party Inspection Agency; the same shall be complied by Contractor before the next schedule visit. The TPIA / DPA Engineer-in-charge will check and certify the same. Payment for subsequent month may withhold if any quarries raised by TPIA are not complied by AMC Contractor (under the scope of AMC works). The charges incurred for Third Party Inspection Agency will be borne by DPA.
- (iv) The payments shall be released after certifying by the third party and copy of the same shall be produced by Contractor for releasing the payment as per **Payment Terms**.

47. Bar Chart (Not applicable)

The Contractor shall submit a bar chart, before signing the agreement, clearly indicating the plan for timely execution of the work. The bar chart must indicate the individual activities and commencement and completion dates of each activity. The bar chart shall be used for monitoring the progress of the work.

48. Engagement of Labour

The contractor shall, unless otherwise provided in the Contract, make his own arrangements for the engagement of all staff and labour, local or other, and for their payment, housing, feeding and transport.

49. Police verification of Contract Labour

The Contractor who has been awarded the job through Work Order shall furnish necessary Police Clearance Certificate in respect of character and antecedents of all Contract Labourers engaged by them, before commencing the work at site.

This will be a part of Contractual Agreement, as entire Cargo Jetty, Oil Jetty area has been declared as **"Prohibited Area"**. Contractor who would be awarded contract is required to comply with the above requirements.

Contractor shall obtain such Police Clearance Certificate from Police available against a nominal fee per Certificate and they will submit this Certificate giving Work Order reference on it, to the Office of the Engineer in Charge of respective Divisions, to be forwarded to Commandant, CISF which our Security Department along with request for issuance of Entry Passes.

The Contractor shall, if required by the Engineer-in-Charge, deliver to the Engineer-in-Charge a return in detail, in such form and at such intervals as the Engineer-in-Charge may prescribe, showing the staff and numbers of the several classes of labour from time to time employed by the Contractor on the Site and such other information as the Engineer-in-Charge may require.

a) Submission of Labour Reports by Every Fortnight:

The contractor shall submit, by the 4th and 19th of every month, to the Engineer-in-Charge a true statement showing, in respect of the second half of the preceding month and the first half of the current month respectively.

- (1) The number of labourers employed by him on the work.
- (2) Their working hours.
- (3) The wages paid to them.
- (4) The accidents that occurred during the said fortnight showing the circumstances under which they happened and the extent of damage and injury caused by them, and
- (5) The number of female workers who have been allowed Maternity Benefit, according to clause 19 F and the amount paid to them, failing which, the Contractor shall be liable to pay to Government a sum not exceeding Rs. 200/- for each default or materially incorrect statement. The decision of the Engineer-in-Charge shall be final in deducting from any bill due to the contractor the amount levied as fine and be binding on the contractor.

b) No Labour Below 14 Years:

No labour below the age of 14 (fourteen) years shall be employed on the work.

50. Registers to be maintained at site

(1) Site order Book:

A site order book is to be maintained by the contractor at the site. The work orders and instructions written in the site order book shall be deemed to have been legally issued to the contractor shall sign each entry in the site order book as a token of his

having seen the same. The site order book shall be property of the Board and shall be handed over to the Engineer-in-charge of the work in good condition on the completion of the work or whenever required by the Engineer-in-charge or his authorized representative.

(2) Hindrance Register:

Every type of hindrance arising during the execution of work should be invariably recorded in the hindrance register. The Hindrance Register is to be maintained by the Engineer in Charge at the site. The contractor shall sign each entry in the hindrance Register as a token of his having seen the same. The Hindrance Register shall be property of the Board.

51. No damage, hindrance or interference to the Port activities

The contractor shall be required to execute the work in such a manner as not to cause any damage, hindrance or interference to the Port activities and the work going on in the area. The contractor shall have to make good the loss at his own cost and risk all damages caused by his workmen to Port property and no extra payment shall be made to him on that account.

52. Tools & Tackles

All the tools and tackles as per Clause no 10 of Section V, will have to be arranged by the contractor at his own cost for executing the work. Arrangement for storing the materials, tools etc. will also have to be made by him. The EMPLOYER shall not be responsible for any theft/loss of any materials, tools, etc. stored/brought by the contractor for execution of work within the Port area.

53. Hot work

In case of carrying out any hot work such as gas cutting and welding necessary regulations, prevailing at DEENDAYAL PORT AUTHORITY for such works shall be observed by the tenderer and necessary fire watch permit and No Objection Certificate shall be obtained from the concerned authorities of the port and necessary charges at the scale of rate prevailing in the port at that time shall be paid by the contractor.

54. Indian Dock Safety Regulations

Necessary Indian Dock Safety Regulations for the safety purpose shall be adhered to by the contractor and he will be held responsible for any violation of the same.

55. Electrical Supervisor Certificate

The contractor shall have valid electrical contractor's license for carrying out electrical work of nature involved in this tender obtained from the competent authority of the respective state without which the tender shall not be accepted. Contractor shall submit certificate and copy of the license in lieu of the same for consideration.

The contractor shall also have a valid Electrical Supervisor's certificate of competency, issued from the Commissioner of Electricity, Energy & Petrochemical Department, (Inspection wing), Block No.18, 6th floor, Sector No. II, Udyog Bhavan, Gandhinagar, Government of Gujarat or equivalent authority from the other states/central Govt.

56. Action where no Specifications are specified

The work shall be carried out in all respects in accordance with the instructions and requirements of the Engineer-in- Charge.

57. Undertaking by the Contractor

Having understood all the terms and conditions of the tender document and having assessed the site conditions, we hereby confirm that the price offered by us is a firm price and includes all the taxes (excluding GST), duties, fees, Cess etc. and all incidental charges.

58. Labour License

The contractor will have to obtain necessary License from Assistant Labour Commissioner (ALC), Gopalpuri, Gandhidham (Kutch), in case he is engaging ten or more workers on any day during execution of work.

59. Fraudulent documentation by bidders

Submission of fraudulent documents shall be treated as major violation of the tender procedure and in such cases the Port shall resort to forfeiture of EMD, if any/SD/BG of the bidder, apart from blacklisting the firm for the next 3 years.

- 60.** If applicable, the contractor shall be registered under the Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996.

Signature & Seal
of Contractor

Executive Engineer (E)
Deendayal Port Authority

SECTION-III SPECIAL CONDITIONS

(THESE SPECIAL CONDITIONS WILL SUPERSEDE THE GENERAL CONDITIONS OF CONTRACT AND ITB WHEREVER APPLICABLE)

1. **Issue of work order (This clause may be read with Clause No. 34 of Section-I – Instruction to Bidders)**

The work order will be issued on the submission and acceptance of the following documents

S/N	Description	Time period for submission
1	Duly signed agreement alongwith the requirement documents.	14 days from the date of receipt of LOI.
2	Performance guarantee of appropriate value and in format, prescribed.	21 days from the date of receipt of LOI.
3	Bringing the tools & tackles on site mentioned in Clause No. 9 of Section -V	21 days from the date of receipt of LOI.
4	Submission of the staff profile as per Clause No. 10 of Section V	21 days from the date of receipt of LOI.
5	Photo ID issued by the contractor in respect of the staff engaged by the contractor	21 days from the date of receipt of LOI.
6	Bringing the consumables as per Clause no. 8 of Section-V	Within 7 days from the date of issue of work order & subsequently shall be maintained as per Clause-8, Section-V.
7	Copy of Insurance	Within 21 days from the date of issue of work order.
8	Police Verification Certificate of all the staff engaged by the contractor as per the tender condition.	Within 21 days from the date of issue of work order.
9	List of material as per Sr. No. 2 (b) (1) of Section-III for approval of EIC.	Within 7 days from the date of issue of work order
10	Copy of RC books of vehicles to be submitted by the contractor during the contract period	Within 30 days from the date of issue of work order.

2. **Payment Terms
(These special conditions will supersede the General Condition and ITB wherever applicable)**

All payments shall be made in Indian rupees unless specifically mentioned.

(a) (1) Monthly running bill account payment.

Monthly payment will be released on the submission of bill in the prescribed format alongwith invoice in triplicate and spiral binding of following documents.

Documents to be submitted	
1	Duly filled applicable maintenance schedule filled up and complete in all respect with a specific certificate from concerned EIC that the maintenance work has been carried out by the contractor is satisfactorily.
2	Copy of Labour Licensee issued by ALC (if applicable and to be given only once except in case extension or issue of new labour license after it's validity period)
3	Duly filled in labour report for the billing period
4	Statement showing the name employees engaged during the billing period, designation, minimum monthly pay (basic pay + DA) as declared by the central government for area C from time to time and actual monthly pay paid.
5	A copy of the bank statement or pass books showing the corresponding amount of payment credited during the billing period. The salary is mandatory to be credited in the bank account of the staff engaged by the contractor.
6	TPIA certification of billing period.
7	Compliance of the observations, if any, raised by TPIA during previous bill.
8	A certificate that PPE kit has been provided to the staff engaged by the contractor.
9	Copy of insurance policy (To be given only once except in case of extension or renewed insurance policy)
10	A certificate mentioning about any change in the staff engaged during the billing period. If any changes in staff has been made, the staff profile as per Clause no 10 of Section V and their police verification certification are required to be submitted.
11	In case any staff has booked in shift in continuation of duty before his allotted shift, the contractor is required to pay overtime to such staff as per the prescribed rate of government. In this regard, a statement showing the details of staff booked on overtime, overtime hours, rate and total amount of overtime need to be submitted. Such overtime amount should reflect in the monthly payment, failing which such amount of overtime at double rate will be adjusted from the monthly account bill of the contractor and will be released only after overtime payment is released to the staff engaged by the contractor. In case no staff has been booked in overtime during the billing period, a "nil" statement needs to be submitted.
12	Submission of muster roll of the billing period mentioning the name of staff engaged by the contractor. The muster roll should match with the attendance sheet. This will be the base for ascertaining pay and overtime of staff.
13	A certificate duly signed by EIC that the register required as per clause no. 14 of Section V has been prepared and updated by the contractor in all respect during the billing period.
14	Duly filled in maintenance schedule applicable during the billing period.
15	A statement showing the status of the all activities for which penalties is to be levied. In case of not imposition of penalty, a "nil statement is

	required to be submitted.
16	A copy of combined challan generated from website of Employees' Provident Fund Organization and a challan statement prepared by the contractor showing the details of deduction of subscription at the applicable rates (present rate is 12%) done by the contractor from the salary of the staff engaged by the contractor for the work should be submitted. In the challan statement the PF No. And UAN No. Of each staff engaged by the contractor should invariably mentioned. No postponement of the provident fund deduction will be allowed.
<p>Note:</p> <p>(i) 1st RA bill will be accepted for payment only after receipt of the material as per Sr. No. (1) of Table -A of Section - III.</p> <p>(ii) The RA bill for payment for the AMC period after 180 days from the date of issue of work order will be accepted after :- (1) receipt of the material as per Sr. No. (2) of Table -A of Section-III. (2) after completion of filtration of transformer oil and Submitting report of Dissolved Gas Analysis as per clause no. 21 of Section V (3) Visit of OEM as per clause no. 20 of Section V.</p> <p>(iii) The RA bill for payment for the AMC period after 365 days from the date of issue of work order will be accepted after (a)completion of filtration of transformer oil and (b) Visit of OEM as per clause no. 20 of Section V.</p> <p>(iv) The RA bill after 18 months will be accepted after visit of OEM as per clause no. 20 of Section V.</p> <p>(v) The payment of final bill will be subject to filtration of transformer oil and Visit of OEM as per clause no. 20 of Section V.</p> <p>(vi) The payment of final bill will be subject to handing over of port quarter and office spaces, if any, allotted to the contractor and clearance of all outstanding dues.</p> <p>(vii) If applicable, the documentary evidence (copy of paid challan in government treasury) of welfare cess @1% of work done or as amended by statutory authority from time to time, paid on final bill shall be submitted before releasing the performance guarantee.</p>	

- (2) (b) 100% Payment to be released against receipt of material for Part B at site in good condition and after inspection of same by Engineer -in- Charge/ TPI. The schedule of delivery of material is as under:

Table – A		
Sr. No	Quantity of material	Delivery schedule
1	50% of quantity of each item of Schedule B and C of Section VI	Within 30 days from the date of issue of work order
2	Remaining Quantity of material	Between 180 days and 210 days from the date of issue of work order
Note: No part supply of the quantity will be accepted.		

NOTE:

The payment shall be made through RTGS /NEFT and the Contractor should be furnished following details:

Bank Payment Agreement Form

- a. Name of Party
- b. Account No.
- c. Branch Name
- d. Branch Station
- e. IFSC code of the bank
- f. MICR code
- g. Accepted for : NEFT payment or RTGS

paymentDeclaration by the party

I/We hereby declare that the above information furnished by me is correct and DPA is requested to pay my / our dues to this account for this work is concerned.

Signature of the party with the seal

Declaration by the bank

It is hereby informed that the details mentioned by the party is correct as per our records and any payment made by DPA to this account will be accepted either by RTGS/NEFT.

Signature of the bank manager with the seal.

3. Insurance

(The clause no. 8 (Insurance) of General Condition of Contract (GCC) Section-II is modified and shall be read as under :-

The contract shall provide in the joint names of the employer and the contractor, insurance cover from the start date to the end of completion of work for the following events which are due to the contractor risk.

- a) Loss of or damage to the works, plan and materials
- b) Loss of or damage to equipment
- c) Loss of or damage of property (except the works, plant, materials and equipment) in connection with contract, and

- d) Personal injury or death

2. **Liquidated Damages/Penalties**

The Clause No. 11 Liquidated Damages - General Conditions of Contract (GCC) Section-II is modified and shall be read as under as the LD is not applicable. However, the penalties against the shortfall are as under :-

a) **Shortfall of consumables**

The consumable material should be deposited in the store and same should be maintained & re-couped every month as per actual quantity given in Clause-8 of Section-V. In case the contractor fails to maintain requisite quantity of consumables as mentioned in Clause-8 of Section-V, penalty at the rate of Rs. 700/- per week per item or part thereof will be recovered from the payment of contractor R.A Bill till the materials is deposited by the contractor.

b) **Tools and Tackles**

In case during the inspection if any instruments mentioned above under clause no. 9 of Section-V, which required to be kept by the contractor during the contract period as per the tender condition, are not available, penalty at the rate of Rs. 1000/- per instrument per week and Rs. 500/- per tool per week and Rs. 1000/- for mobile phone if found out of order or part thereof will be recovered from the payment due to the contractor till such instrument/tools are brought at the site by the contractor.

c) **Shortfall of staff**

If any manpower, mentioned at Clause No. 10 of Section-V, does not report on any day then the same shall be treated as non-deployment of staff for 15 days, however same is to be adjust by contractor, thereafter, the penalty amounting to Rs. 1200/- per day for Supervisor, Rs. 1000/- per day for Electrician, Rs. 700/- per day for Wireman and Rs. 500/- per day for helper, whosoever is absent on that day, shall be imposed on the contractor.

d) **Restoration in HT power supply**

In case if the contractor fails to restore the HT power supply within stipulated time period of 04 hrs. after intimation (through mobile/text message/whatsapp/email or through any other mode of communication which will be subsequently recorded in site order book also, except for major breakdown due to underground cable fault/ transformer fault, PGVCL/GETCO incomer failure) the penalty of Rs. 1000/- per 02 (Two) hour will be levied for the period of first 48 hrs. after which double the amount will be charge up till the restoration of power. However, based on the nature of the fault, the rectification time will be decided by the EIC or his authorized representative.

e) **Restoration in LT power supply**

In case if the contractor fail to restore the LT power supply within stipulated time period 04 hrs. after intimation (through mobile/text message/whatsapp/email or through any other mode of communication which will be subsequently recorded in site order book also, except for major breakdown due to underground cable fault/ transformer fault, PGVC/GETCO incomer failure) the penalty of Rs 1000/- per 02 (Two) hour will be levied for the period of first 48 hrs. after which double the amount will be charge till the restoration of power. However, based on the nature of the fault,

the rectification time will be decided by the EIC or his authorized representative.

f) Vehicle (2 Wheeler)

The vehicle (2 wheelers – 3 nos. – Model 2024-25 of 100 CC or above) is required to be provided by the contractor from the day one of the contract period and should be always be stationed 2 nos. at Gopalpuri Substation and 1 no. at AO Building. If the vehicle is not made available/not in working condition on any day, penalty at the rate of Rs 500/- per day per vehicle for first 24 hrs. will be levied after which double the amount will be charge till the vehicle is ready and available at site. It may be noted that in case of any failure of the vehicle, the contractor is required to make alternative arrangement of the same. Any type of reimbursement will not be reimbursed or paid by DPA.

g) Attending the complaints

The contractor is required to attend the complaint within 1 hour from the time of receipt of the complaint by way of (through mobile/text message/whatstap/email or through any other mode of communication which will be subsequently recorded in site order book or complaint register, failing which penalty of Rs. 500/- per hour will be imposed.

h) Non-use of PPE by the staff engaged by the contractor

In case it is noticed that any of the staff engaged by the contractor are working on the site without PPE, a penalty of Rs. 1000/- per person per incident will be levied on the contractor.

i) Non submission of documents.

Any delay in the submission of the documents mentioned at clause no. 14 of Section-V, penalty of Rs. 1000/- per document per day will be levied till completion of complete documents.

j) Time line for find of cable faults

The maximum time allowed for finding fault and fixing the same is 12 hours for both LT cable and HT cables failing which Rs. 2000/- per fault per hour will be levied.

k) In- completion of work & Non- compliance of Safety Norms.

If during Inspection if any work carried out is of temporary in nature and if the work done without following safety norms, then penalty of 500/- per incident will be levied on the contractor. (work such as temporary Cable joint/ excavation not properly covered / Cleaning of vegetation around the FP/DP/Panel etc. / Tower / Distribution panel door damage or not closed / junction box open etc. all this will come under poor workmanship).

l) Non-functioning of DG Set

In the event of any requirement, if DG set is found to be non-functioning, it will be considered as poor maintenance of the contractor and penalty of Rs. 1000/- per hour will be levied till the DG set starts functioning. The DG set should function in auto mode.

m) Not taking line clearance

While carrying out maintenance work at sub stations and downstream, line clearance is invariably required to be obtained from the concerned official not below the rank of Jr. Engineer failing which a penalty of Rs. 10,000/- per such incident will be levied.

n) Non-availability / Non- working of Mobile.

The communication system (Mobile Phone) should be available 24x 7 in working condition, the contractor site-in-charge / Electrician should receive the phone call and immediately respond the call before leaving the site it should be noted in the site complain register time & message detail (area from complain received) However, if for any reason the site office phone is out of order immediately it should be repaired or replaced by new phone at site if the phone is not available at site for more than 08hr's then penalty @ 500/-hour will be imposed till the availability of the phone at site.

o) For- Part-D (Hiring of Vehicle)

In case if any vehicle doesn't report at site as per their respective reporting time then penalty @ Rs. 500/- per hour will be imposed till the available of the vehicle.

3. Supply of material of particular brands/Make

The contractor shall supply the materials of only the particular bands/Make specified in the tender. If none of the make/brands are available in the market then the department will accept the equivalent make/brand subject to the contractor producing a letter of non-availability from the manufacturer only. The EIC will ascertain the veracity of that letter directly from the manufacture. Such material will be accepted after obtaining the approval of the authority who approved the tender.

4. Integrity Pact:

The "Procedure for signing Integrity Pact" is as follow:

- (1) The Employer / Authorized Person of Employer has signed the IP in the presence of a witness from their side, who has also affixed his/her signature thereof and then the same IP has been uploaded on n-procure portal.
 - (2) The potential bidders shall download and print the IP Agreement signed by the Employer and their witness and affix his/her signature on the IP Agreement in the presence of a witness from his/her side, who shall also affix his / her signature thereof. Having completed the signing procedure, the Potential Bidder shall upload the duly filled and signed IP Agreement on n-procure portal.
 - (3) The procedure mentioned above regarding signing of Integrity Pact Agreement by both the parties (Employer and Potential bidders) shall be completed online. However, in case of any technical glitch due to which if any potential bidder is unable to upload the IP Agreement, then he / she shall submit the Hard Copy of the duly filled, signed IP Agreement to the Department concerned of DPA within a period of seven days and prior to opening of the Technical Bid, failing which Bid of potential Bidder shall be treated as disqualified.
5. Contractor / Service provider / Supplier etc. has to ensure timely and proper filling of GSTRI so that

Deendayal Port Trust can avail input tax credit in timely manner. In case DPA not allowed Input tax credit due to failure on part of the contractor / service provider / Supplier etc. it will be a financial loss to DPA and therefore same shall be recovered from the payment / deposit o the contractor / service provider /Supplier.

6. The reimbursement of the spare parts mentioned in Clause No. 4.1 of Section-V (Scope of Work & Technical Specification) will made by DPA on actual basis after receipt of the material in good condition and after acceptance of the same by DPA.

Signature & Seal
of Contractor

Executive Engineer (E)
Deendayal Port Authority

SECTION IV

FORMS OF BID

Part – I

To be submitted by Bidders with their Bids

Form no.	Name of forms/format
1	Form of application
2	Pre-qualification of bidders
3	Format for declaration
4	Letter of authority for submission of bid
5	Exceptions & Deviations
6	Integrity pact
7.	Bid security declaration form (For MSEs)

Part – II

To be used by successful Bidder

Form no.	Name of forms/format
8	Letter of intent
9	Agreement form
10	Specimen bank guarantee of Performance Guarantee/Security Deposit
11	Letter of authority from ban for all BGs
12	Format of Extensions (Part – I)
13	Format of Extension (Part-II)

SPECIMEN OF APPLICATION
(To be executed on bidder's letter head)

To
The EXECUTIVE ENGINEER
DEENDAYAL PORT AUTHORITY
(Address _____)

Pin Code: _____
Dist- Kutch (Gujarat)

We, the undersigned, declare that:

- (a) we have examined and have no reservations to the tender documents, including addenda and clarifications issued vide
- (b) we offer to execute the work in conformity with the tendering documents and in accordance with the delivery schedules specified in the schedule of requirements in accordance with the tender document bearing no (EL/AC/_____)
- (c) our tender shall be valid for the period of 120 days, from the date fixed for the tender submission deadline and it shall remain binding upon us and may be accepted at any time before the expiration of that period or any extended period.
- (d) If our tender is accepted, we commit to submit a performance guarantee for the due performance of the contract, as specified in specimen form for the purpose.
- (e) No Joint Venture / Joint Venture.
- (f) Our firm, its affiliates or subsidiaries- including any subcontractors or contractors for any part of the contract – has not been declared ineligible by the port, under laws of India or official regulations.
- (g) We understand that this tender, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract agreement is prepared and executed.
- I. We understand that you are not bound to accept the lowest evaluated tender or any other tender or you can also split the work that you may receive.
- II. We also make a specific note clause of [ITB, NIT] under which the contract is governed.

Signed: [insert signature of person whose name and capacity are shown]
In the capacity of [insert legal capacity of person signing the form of tender]

Name:[insert complete name of person signing the form of tender]

Duly authorized to sign the tender for and on behalf of: [insert complete name of tenderer]
Dated on _____ day of _____, _____(insert date of signing)

Specimen format for Pre-qualification of bidders

The information to be filled in by the bidder in the following pages will be used for purposes of pre-qualification as provided for in the instructions to Tenderer.

Only for individual bidders

1.1 Constitution of legal status of Bidder (Attach copy)

- Place of registration:
- Principal place of business
- power of attorney of signatory of Bid (Attach)

2. Turnover of the Firm

Description	Year	Turn over
(insert the year as per PQC) i.e. last three financial years ending 31st march of the previous year	2021-22	
	2022-23	
	2023-24	

Attachment: financial reports for the last three years: balance sheet, profit and loss statements, auditor's reports (in case of companies/corporation) etc. List them below and attach copies.

Attested Copy of Annual Turnover during Last Three Year Ending on **March 2024**

3. Similar works

Particulars	Year	No. of Woks	Value
Total value of completed Similar work as defined in the tender document during last 07 years.	2017-18		
	2018-19		
	2019-20		
	2020-21		
	2021-22		
	2022-23		
	2023-24		

Attachments: Supporting documents, viz., Successful completion certificate from clients, other documentations to substantiate the similarity of work as per definition of "Similar Work". Employer reserves the right to verify the information:

4. **Information on bid capacity (works for which bids have been submitted and works which are yet to be completed) as on the date of this bid.**

(A) Existing commitments and on-going works.

Description of work	Place & State	Contract No. & Date	Name & Address of Port or Dept.	Value of Contract in Rs.	Stipulated Period of Completion	Value of remaining to be completed	Anticipated date of completion
1	2	3	4	5	6	7	8

(B) Works for which bids already submitted

Descript ion of work	Place & State	Name & Address of Port or Dept.	Value of Contrac t in Rs.	Stipulat ed Period of Comple tion	Date when decisio n is expecte d	Remark s if any
1	2	3	4	5	6	7

Attach attested certificates.

5. **Information on litigation history in which the bidder is involved.**

Other party (ies)	Port	Cause of dispute	Amount	Remark involved showing present status.

6. **Additional information bidder may like to submit**

Duly authorized to sign this authorization on behalf of: (insert complete name of Tenderer)

Dated on _____ day of _____, _____ (insert date of signing)

SPECIMEN FORMAT FOR DECLARATION (To be executed on bidder's Letter Head)

To. _____
(Project title)

Ref: _____

The undersigned, having studied the pre-qualification submission for the above mentioned project, hereby states:

- (a) The information furnished in our bid is true and accurate to the best of my knowledge.
- (b) That, in case of being pre-qualified, we acknowledge that the Employer may invite us to participate in due time for the opening of Price bid of the Tender on the basis of provisions made in the Tender Documents to follow.
- (c) When the call for Tenders is issued, if the legal, technical or financial conditions, or the contractual capacity of the firm changes, we commit ourselves to inform you and acknowledge your sole right to review the pre-qualification made.
- (d) We enclose all the required pre-qualification data format and all other documents and supplementary information required for the pre-qualification evaluation.
- (e) We also state that no changes have been made by us in the downloaded tender formats and understand that in the event of any discrepancies observed, the tender hoisted on website of procure is full and final for all legal/contractual obligations.
- (f) We also declare that, our firm has not been banned / de-listed by any government or PSUs.
- (g) We also give an undertaking that, we have not made any payment or illegal gratification to any person / authority connected with the bid process so as to influence the bid process and have not committed any offence under the PC Act in connection with the bid.

Name of Applicant _____

Date: _____ Place: _____

Represented by (Name & capacity) _____

<p style="text-align: center;">SPECIMEN LETTER OF AUTHORITY FOR SUBMISSION OF BID (To be executed on Rs.300/- non Judicial Stamp Paper)</p>
--

To
The
Dear Sir,

We----- do hereby confirm that Shri (Name, designation and Address) is/are authorized to represent us to bid, negotiate and conclude the agreement on our behalf with you {copy of board resolution attached (in case of company)} for tender no. ----- for the work of _____ and his specimen signature is appended here to.

We confirm that we shall be bound by all and whatsoever our said signatory shall commit.

We understand that the communication made with him by the employer/Board shall be deemed to have been done with us in respect of this Tender.

[Specimen signature]

Yours faithfully,
Signature:
Name & Designation:
For & on behalf of:

EXCEPTIONS AND DEVIATIONS

As pointed out in the Tender Call Notice, Bidder may stipulate here exceptions and deviations to the bid conditions, if considered unavoidable.

Sr. No.	Page No. of Bid Document	Clause No. of Bid Document	Subject Deviation

Note: however, the Bidders may note that unacceptable deviations, if any, the bid shall be liable for rejection. Bidder is discouraged to deviate from bid conditions, specifications, delivery schedules, and commercial terms as per the tender document.

Duly authorized to sign this authorization on behalf of: [insert complete name of Tenderer]

Date on _____ day of _____, _____ [insert date of signing]

**INTEGRITY PACT
BETWEEN
DEENDAYAL PORT AUTHORITY (DPA) hereinafter referred to as "The Principal"**

AND

(Name of the bidder and consortium members).....
hereinafter referred to as "the Bidder/Contractor"

INTEGRITY PACT

Between

Deendayal Port Authority (DPA) hereinafter referred to as **"The Principal"**

And

..... (Name of The bidders and consortium members) hereinafter referred to as **"The Bidder / Contractor"**

Preamble

The Principal intends to award, under laid down organizational procedures, contract(s) /concession(s) for Tender No. EL/AC/2879. The Principal values full compliance with all relevant laws of the land rules, regulations, economic use of resources and of fairness / transparency in its relations with its Bidder(s) and / or Contractor(s).

In order to achieve these goals, the Principal will appoint Independent External Monitors (IEMs), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 - Commitments of the Principal

- (1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
 - (a) No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - (b) The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
 - (c) The Principal will exclude from the process all known prejudicial persons.
- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC / PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder(s) / Contractor(s)

- (1) The Bidder(s) / Contractor(s) commits themselves to take all measures necessary to prevent corruption. The Bidder(s) / Contractor(s) commits themselves to observe the following principles during participation in the tender process and during the contract execution.
 - a. The Bidder(s) / Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in tender process or the execution of the contract or to any third person any material or other benefit, which he / she is not legally entitled to, in order to obtain in exchange of advantage of any kind whatsoever during the tender process or during the execution of the contract.
 - b. The Bidder(s) / Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices,

specifications, certifications, subsidiary contracts, submission or non-submission of bids, or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

- c. The Bidder(s) / Contractor(s) will not commit any offence, under the relevant Prevention of Corruption Act / Indian Penal Code / PC Act; further the Bidder(s) / Contractor(s) will not use improperly, for purposes of competition, or personal gain, or pass on to others, any information or document provided by the Principal, as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d. The Bidder(s) / Contractor(s) of foreign origin shall disclose the name and address of the Agents / Representatives in India, if any. Similarly, the Bidder(s) / Contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s) / Contractor(s). Further, as mentioned in the Guidelines all the payments made to Indian agent / representative have to be in Indian Rupees only. Copy of the "Guidelines on Indian Agents of Foreign Suppliers" is placed at (page Nos. 129-139)
 - e. The Bidder(s) / Contractor(s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries, in connection with the award of the contract.
 - f. Bidder(s) / Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.
- (2) The Bidder(s) / Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts.

If the Bidder(s) / Contractor(s), before award or during execution has committed a transgression through a violation of Section-2 above, or in any other form, such as to put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder (s) / Contractor(s), from the tender process, or take action as per the procedure mentioned in the "Guidelines on Banning of business dealings". Copy of the "Guidelines on Banning of business dealings" is placed at (Page No. 129 to 139).

Section 4 - Compensation for Damages

- (1) If the Principal has disqualified the Bidder(s), from the tender process prior to the award, according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit / Bid Security.
- (2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor, liquidated damages of the Contract Value or the amount equivalent to Security Deposit / Performance Bank Guarantee, whichever is higher.
- (3) The Bidder(s) agrees and undertakes to pay the said amounts, without protest or demur, subject only to condition that, if the Bidder(s) / Contractor(s) can prove and establish that the termination of the contract, after the contract award has caused no damage or less damage than the amount of the liquidated damages, the Bidder/Contractor shall compensate the principal, only to the extent of the damage in the amount proved.

Section 5 - Previous transgression

- (1) The Bidder declares that, no previous transgressions occurred in the last three years with any other company in any country confirming to the anti-corruption approach or with any other Public Sector Enterprises in India, that could justify his exclusion from the tender process.

- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the procedure mentioned in "Guidelines on Banning of Business dealing".

Section 6 - Equal treatment of all Bidders / Contractors

- (1) In case of a Joint Venture, all the partners of the Joint Venture will enter into agreement with identical conditions as this on which all Bidders.
- (2) There is no provision of sub-contract in the tender, any violation of the same, Contractor shall be held solely responsible for the same.

Section 7 - Criminal charges against violating Bidders / Contractors

If the principal obtains knowledge of conduct of a Bidder or Contractor or of an employee, or a representative, or an associate of a Bidder or Contractor, which constitutes corruption, or if the Principal has substantive suspicion, in this regard, the Principal will inform the same to the Chief Vigilance Officer (CVO) and the CVO will take further necessary action as deemed fit in accordance with the CVC Manual.

Section 8 - External Independent Monitor

- (1) The Principal appoints competent and credible Independent External Monitor for this Pact after approval by Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
- (2) The Monitor is not subject to instructions by the representative of the parties and performs his / her functions neutrally and independently. The Monitor would have access to all Contact documents, whenever required. It will be obligatory for him / her to treat the information and documents of the Bidders / Contractors as confidential. He / she reports to the Chairperson of the Board of the Principal.
- (3) The Bidder(s) / Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Bidder / Contractor will also grant the Monitor, upon his / her request and demonstration of a valid interest, unrestricted and unconditional access to the project documentation. The Monitor is under contractual obligation, to treat the information and documents of the Bidder / Contractor with confidentiality.
- (4) The Monitor is under contractual obligation to treat the information and documents of the Bidder(s) / Contractor(s) with confidentiality. The Monitor has also signed declaration on "Non-Disclosure of Confidential Information" and of "Absence of Conflict of Interest". In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, DPA and recuses himself / herself from that case.
- (5) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Bidder / Contractor. The parties offer to the Monitor the option to participate in such meetings.
- (6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he / she will so inform the Management of the Principal and request the management to discontinue, or take corrective action. The Monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
- (7) The Monitor will submit a written report to the Chairperson of the Board of the Principal, within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.

- (8) If the Monitor has reported to the Chairperson of the Board of the Principal, a substantiated suspicion of an offence under relevant IPC / PC Act and the Chairperson of the Board of the Principal has not, within reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.
- (9) The word "**Monitor**" would include both singular and plural.


Section 9 - Pact Duration

- 9.1 This Pact shall be operative from the date of signing of IP by both the parties till the final completion of contract of successful bidder and for all other bidders six months after the contract has been awarded. Issues like warranty, guarantee, etc. should be outside the purview of IEMs.
- 9.2 If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact, as specified above unless it is discharged / determined by the Chairperson, DPA.

Section 10 - Other Provisions

- (1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. Gandhidham, Gujarat.
- (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- (3) If the Bidder / Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- (4) Should one or several provisions of this agreement, turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- (5) Issues like Warranty / Guarantee etc. shall be outside the purview of IEMs.

(6) In the event of any contradiction between the Integrity Pact and its Annexure, the Clause in the Integrity Pact will prevail.


अधीक्षारी अभियंता (विद्युत)
(For & on behalf of the Bidder/Contractor)
Executive Engineer (Elect.)
Deendayal Port Authority

Place : Gandhidham
Date : ____/____/20

Signature of Witness
(Sign, Name & Address)

Amil Rautiya
Room No. 111, Nirman
Building, New leandla

(For & on behalf of the Bidder/Contractor)
(Office Seal)

Signature of Witness
(Sign, Name & Address)

Note: The bidder has to executed Integrity pact agreement with Deendayal Port Authority (as per Bid Response sheet no. 10 and Shri Amiya Kumar Mohapatra, IFoS (Retd.) and Shri Dr. Gopal Dhawan, EX-CMD, have been appointed by DPA as Independent External Monitors and whose address are as under:-

(1) Shri Amiya Kumar Mohapatra, IFos (Ret.)
Qrs. No. 5/9, Unit-9, Bhoi Nagar,
Bhubaneswar- 751 022.
Mobile No. 9437002530
Email: amiyaifs@gmail.com

(2) Shri Dr. Gopal Dhawan, Ex CMD, MECL
House No. 120, Jai Shakti Vihar
(NHPC Society) P4, Builder Area,
Greate Noida Gautam Budh nagar,
Utter Pradesh-201 315.
Mobile No. 8007771467
Email: gdhawangeologist@gmail.com

FORMAT OF BID SECURITY DECLARATION FROM BIDDERS
(On Bidders Letter head)

Bid Security Declaration Form

Date: _____ Tender No. _____

To (insert complete name and address of the Employer/ Purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of three year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)
in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)
Name: (insert complete name of person signing the Bid Securing Declaration)
Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)
Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

LETTER OF INTENT FORMAT

No: _____

Date: _____

To _____
(Name and Address of the Contractor)

Sub: Tender No. EL/AC/
(Name of Work)

Ref : Your bid dated
And (list the correspondence with the Bidder)

Dear Sirs,

With reference to your above offer and subsequent correspondences on the subject, we are pleased to inform you that your offer has been accepted by the competent authority and you are hereby requested to initiate actions for fulfilment of all necessary formalities, as indicated in the tender document for the above said work, at the earliest.

The Engineer-In-Charge for this work shall be Mr._____.
Agreed Schedule date of commencement of the work is _____ and Schedule date of completion of the work is _____. Total Contract Price is Rs._____.

You are requested to sign the Agreement and fulfil other formalities as per the Tender conditions.

Yours Faithfully,

(Signature of the controlling Officer)
CHIEF MECHANICAL ENGINEER
DEENDAYAL PORT AUTHORITY

SPECIMEN CONTRACT AGREEMENT

(To be executed on ₹300.00 non-judicial stamp paper)

[The successful tenders shall fill in this form in Accordance with the instructions indicated]

This agreement made of this _____ day of _____ Two Thousand between the Board of Deendayal Port Authority incorporated by the Major Port Authority Act, 2021 having its Administration Office Building at Gandhidham (Kutch) (hereinafter called the 'Board' which expression shall unless excluded by or repugnant to the context, be deemed to include their successors in office) of the one part and _____ (Name and address of all the partners if a partnership with all their address) hereinafter called the 'Contractor' which expression shall unless excluded by or repugnant to the context be deemed to include his / their heirs, executors, administration, representatives and assignees or successors in office of the other part.

WHEREAS the Board is desirous to carrying out the work of _____ And whereas the Contractor has offered to execute and complete such work.

WHEREAS the Contractor has deposited a sum of Rs. _____ (Rupees _____ only) as a 10% of security deposit of contract value in the form of:

(i) 5% of contract value Rs. _____ as Bank Guarantee/Online Digital Transfer No. _____ dated _____ issued by _____ (to be submitted in 21 days of issue of LOI)

(ii) Balance amount of 5% of contract value Rs. _____ to be recovered as Retention Money from Running Bills.

NOW THIS AGREEMENT WITHINNESS AS FOLLOWS:

1. In this agreement words and expression shall have the same meaning as are respectively assigned to them in the general condition (including special conditions, if any) of contract hereinafter referred to.
2. The following documents shall be deemed to form and read as construed part of this agreement viz.:
 - i) Notice inviting tender.
 - ii) Technical specifications.
 - iii) Special conditions of contract.
 - iv) Tender submitted by the Contractor.
 - v) The Board's "Drawing".
 - vi) The schedule items of work with quantities and rates.
 - vii) Any correspondence made between the Superintending Engineer (E) and the Contractor after opening of the cover – I as regards to contain clarifications/details called for vice versa.
 - viii) Common terms and conditions offered to Contractor and their acceptance including confirmation to withdrawal of their own terms and conditions offered with the tender i.e. 'Cover – I'.
 - x) Bank Guarantee for security deposit.
3. The Contractor hereby covenants with the Board to complete the work of _____ in conformity in all respects, with the provisions of the contract.

4. The Board hereby covenants to pay the Contractor in consideration of such completion of the works, the contact price of ₹_____ (Rupees _____ only) at the time and in the manner prescribed of the contract.

5. All the disputes related to the subject shall be resolved through a conciliation committee/ councils comprising of independent subject expert.

IN WITNESS WHERE of the parties here unto have set their hands and seals the day and year first above written signed and sealed by the Contractor in the presence of:

Witness

1. Name & Address_____

Signature of Contractor

Seal

2. Name & Address_____

Seal

Signed, sealed and delivered by Shri _____on behalf of the Board in presence of

1. _____

2. _____

(Chief Mechanical Engineer)
Deendayal Port Authority

The common seal of the Board of Authorityees of Deendayal Port of Kandla affixed in the presence of:

1. _____

2. _____

Secretary
Deendayal Port Authority

**SPECIMEN BANK GUARANTEE TOWARDS PERFORMANCE
GUARANTEE/SECURITY DEPOSIT
(To be executed on Rs. 300/- non-judicial Stamp Paper)**

To,
The Board of Trustees of Deendayal Port Authority,
DEENDAYAL PORT AUTHORITY
A.O. Building, P.O.Box No.50,
Gandhidham-Kutch.

1. In consideration of the Board of Deendayal Authority of incorporated by the Major Port Authorities Act, 2021 (hereinafter called "The Board" which expression shall unless excluded by or repugnant to the context or meaning thereof be deemed to include the Board of Deendayal Port Authority of, its successors and assigns) having agreed to exempt _____ (hereinafter called the "contractor") (Name of the contractor/s) from the demand under the terms and condition of the contract, vide _____ (Name of the Department)'s letter No. _____ Date _____ made between the contractors and the Board for execution of _____ covered under Tender No. _____ dated _____ (hereinafter called "the said contract") for the payment of Security Deposit in cash or Lodgment of Government Promissory Loan Notes for the due fulfillment by the said contractors of the terms and condition of the said contract, on production of a bank Guarantee for Rs. _____ (Rupees _____) only we, the (Name of the Bank and Address) _____ hereinafter referred to as "the Bank") at the request of the contractors do hereby undertake to pay to the Board an amount not exceeding Rs. _____ (Rupees _____) only against any loss or damage caused to or suffered by the Board by reason of any breach by the contractors of any of the terms and conditions of the said contract.
2. We, _____ (Name of Bank) (Name of Branch), do hereby Undertake to pay the amount due and payable under this guarantee without any demur merely on a demand from the Board stating that the amount claimed is due by way of loss or damage caused to or which would be caused to or suffered by the Board by reason of the contractors failure to perform the said contract. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to any amount not exceeding Rs. _____ (Rupees _____) only.
3. We, _____ (Name of Bank and Branch), undertake to pay to the Board any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.
4. We, _____ (Name of Bank and Branch), further agree with the Board that the guarantee herein contained shall remain in full force and effect during the period that would be taken for performance of the said contract and that it shall continue to be enforceable till all the dues of the Board under or by virtue of the said contract have been fully paid and its claims satisfied or discharged or till the _____ (Name of the user department) of

the said certifies that the terms and conditions of the said contract have been fully and properly carried out by the said Contractors and accordingly discharge this guarantee. PROVIDED HOWEVER that the Bank shall at the request of the Board but at the cost of the Contractors, renew or extend this guarantee for such further period or periods as the Board may require from time to time.

5. We, _____ (Name of Bank and Branch), further agree with the Board that the Board shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said contract or to extend the time of performance by the said contract or to extend the time of performance by the said Contractors from time to time or to postpone for any time or from time to time any of the powers exercisable by the board against the said Contractors and to forebear or enforce any of the terms and conditions relating to the said contract and we shall not be relieved from our liability by reason of any such variation or extensions being granted to the contractors or for any forbearance, act or omission on the part of the Board or any indulgence shown by the board to the Contractors or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. It is also hereby agreed that the Courts in [insert city] would have exclusive jurisdiction in respect of claims, if any, under this Guarantee.
8. We, _____ Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Board in writing.
9. Notwithstanding anything contained herein :
 - (a) Our liability under this Bank Guarantee shall not exceed Rs. _____ (Rupees _____ only);
 - (b) This Bank Guarantee shall be valid upto _____ ; and
 - (c) We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before _____ (date of expiry of Guarantee)."
10. (i) Name of Beneficiary's Bank is State Bank of India, Gandhidham.
(ii) IFSC No. of Beneficiary's Bank is SBIN0060239.
(iii) Bank Account No. of Beneficiary is 10316591671.

Date _____ day of _____ 20

For (Name of Bank)
(Name)
Signature

**SPECIMEN LETTER OF AUTHORITY FROM BANK
FOR ALL BGs
(To be executed on Bank's Letter Head)**

Date:

To,
The Board of Deendayal Port Authority,

Dear Sir,

Sub: Our Bank Guarantee No. _____
dated _____ for Rs. _____ favoring yourselves
issued on a/c of _____

M/s. _____
(Name of contractor)

We confirm having issued the above mentioned guarantee favoring yourselves, issued on account of M/s. _____ validity for expiry upto date _____ and claim expiry date up to _____. We also confirm
1) _____ 2) _____ is/are empowered to sign such Bank Guarantee on behalf of the Bank and his/their signatures is/are binding on the Bank.

Name of signature of Bank Officer

DEENDAYAL PORT AUTHORITY
Form of application by the Contractor for seeking extension of time
Part – 1

1. Name of Contractor
2. Name of work as given in the agreement
3. Agreement No.
4. Estimated amount put to tender
5. Date of commencement of work as per agreement
6. Period allowed for completion of work as per agreement
7. Date of completion stipulated in agreement
8. Period for which extension of time has been given previously:

(a) 1st extension vide EE's No.	Dated	Month	Days
(b) 2nd extension vide EE's No.	Dated	Month	Days
(c) 3rd extension vide EE's No.	Dated	Month	Days
(d) 4th extension vide EE's No.	Dated	Month	Days

Total extension previously given.

9. Reasons for which extensions have been previously given (Copies of the previous application should be attached)
10. Period for which extension is applied for
11. Hindrance on account of which extension is applied for with dates on which hindrances occurred and the period for which these are likely to last.
 - (a) Serial No.
 - (b) Nature of hindrance
 - (c) Date of Occurrence
 - (d) Period for which it is likely to last
 - (e) Period for which extension required for this particular hindrance
 - (f) Overlapping period if any, with reference to item.....
 - (g) Net extension applied for
 - (h) Remarks, if any.

Total period on account of hindrance mentioned above.....
 Month.....Days

12. Extension of time required for extra work
13. Details of extra work and amount involved:
 - (a) Total value of extra work
 - (b) Proportionate period of extension of time based on estimated amount put to tender on account of extra work.
14. Total extension of time required for 11 & 12

Submitted to the Sub-Divisional Officer.....

Signature of Contractor
 Dated:

**DEENDAYAL PORT AUTHORITY
APPLICATION FOR EXTENSION OF TIME
PART II**

(To be filled in by the Sub-Divisional Office)

1. Date of receipt of application from Contractor for the work of..... in the Sub-Divisional Office.
2. Acknowledgement issued by S.D.O. vide his No.....dated
3. Remarks of S.D.O.
(on the reasons given by the contractor are correct and what extension, if any, is recommended by him. If he has not recommended the extension, reasons for rejections should be given.)

Signature of Divisional Officer
Dated:

(To be filled in by the Executive Engineer)

1. Date of receipt in the Divisional Office.
2. Executive Engineers remarks regarding hindrances mentioned by the Contractor.
 - (1) Serial No.
 - (2) Nature of hindrance
 - (3) Date of occurrence
 - (4) Period for which hindrance is likely to last
 - (5) Extension of time applied for by the contractor
 - (6) Overlapping period, if any, giving reference to Items which overlap.
 - (7) Net period for which extension is recommended
 - (8) Remarks as to why the hindrance occurred And justification for extension recommended.

3. Executive Engineer's recommendations:

(The present progress of the work should be stated and whether the work is likely to be completed by the date upto which extension has been applied for. If extension of time is not recommended, what compensation is proposed to be levied under clause 2 of the agreement?)

Signature of Executive Engineer
Date

Dy. HOD/SE's recommendations

Signature of Superintending Engineer
Date

HOD's recommendations/approval.

Signature of Chief Mechanical Engineer
Date

SECTION-V

Scope of Work & Technical Specification

This Annual Maintenance Contract shall be carried out at Gopalpuri Township and A.O. Building. Maintenance Contract includes Supply, Installation, Erection, Fixing, Testing, Termination, Commissioning including Schedule & Breakdown Maintenance, fault finding & rectification of fault, routine testing, attending of complaint on 7 Days X 24 Hrs. basis. Cleaning of electrical equipments at Substations, Water Towers, Overhead Lines, Street & Area Lighting System. Supply of consumables. Also, during tenure of contract, if any new Qtr. Of any type is constructed & commissioned, the complaint of the same shall be attended by the contractor. However, during guarantee period, the defective part (except lamp, if any), shall be not be under the scope of the Maintenance Contract. The tentative, details of various locations, equipments installed in 11 KV Substations, Overhead Lines & Residential & Non-Residential Buildings are given in Annexure – A & B. The Scope also includes providing 02 Sets of Android Phones and 3 nos. of two wheelers (one at AOB & two at Gopalpuri on 24X7 day basis) at the cost of the contractor (Including fuel, Insurance etc). The vehicles should not be older than 2024.

If any overhead conductor with its accessories is to be removed or laying of new one same will be attended by the contractor.

Area of work:

1. Gopalpuri Township :-

The Gopalpuri township Comprises of 2 nos. 11 KV/0.433 KV Main Substations, 3 nos. of outdoor compact substations and 1 no. of outdoor open substation, HT & LT Switchgears, equipments, Aerial bunched cable network and service lines and 2 DG Sets. Also Residential, Non-Residential Buildings, Water Towers, KDLB Colony, FCI Colony, Port Hospital, Guest House, Kendriya Vidyalaya, BVM School, Street Light, Garden near Sewage Treatment Plant, Shopping Centre, Auto Garage, Isolation Ward, Estate Office, Canteen, Staff Club, Officers Club, Gymnasium, Oval Cricket/Football Ground Lighting and its sound system, Children Park, and Multi-Purpose Hall its sound system & lighting, complete HT & LT installation at Gopalpuri Township. In addition to above the new development in residential / nonresidential quarters (after completion of work, taken over by DPA) same shall be maintain by contractor as per instruction of EIC. the scope of Maintenance Contract includes cable HT/LT cable laying through Hard/Soft Soil, RCC, Paver block, across road same shall be done by contractor (up to the 500 Mtr. length and above)

2. A.O. Building:-

The electrical installation at Administrative Office Building from four pole structure (11 KV power receiving point from PGVCL) to entire LT distribution system including wiring and lightning shall be maintained under the AMC along with 1 No. 400 KVA DG Set with AMF Panel and 1 no. 100 KVA DG Set with operation, PA system of Board Room etc. the scope of Maintenance Contract includes cable HT/LT cable laying through Hard/Soft Soil , RCC , Paver block , Across road same shall be done by contractor (up to the 500 Mtr. length and above).

The operation of all the electrical switchgears, DG sets, etc., in the entire electrical network of AO Building and Gopalpuri shall be in the scope of the contractor. The contractor shall check the earthing of all the office buildings, quarters, transformers and panels along with other equipments within the jurisdiction of DPA at AO Building and Gopalpuri shall be once in a year (After awarding of the contract, the contractor will start the same).

The contractor shall drain out / splash and top up the oil in the generator with complete labours & Materials.

This includes replacement of existing air filter/oil filter in all the DG sets as and when required and as directed by EIC with complete labours & Materials.

This includes replacement of coolant in each DG set as and when required and as directed by Engineer in charge complete with labours & Materials.

3. Maintenance:-

Maintenance of all electrical equipment like sub-station HT & LT panel boards, transformers, HT / LT cables, pump houses power supply system, power supply to all offices, residential & non-residential buildings, internal wiring & its accessories of quarters and Earthing also is covered under scope of this maintenance contract.

4. MAJOR REPAIR / WORKS: -

In case during the maintenance period, the installed equipment at S/S under major breakdown or Major Works & it is required to be carried out on urgent basis, the same will be decided by Engineering –In- Charge., the List of Major Repairs / Works as under (Which are not in the scope of the contractor).

- i) Rewinding of Distribution Transformer.
- ii) Replacement of VCB Capsule.
- iii) PCC/PSC/ MS Girder poles will be supplied by DPA, However Erection is in the scope of contractor.
- iv) Replacement of metering CT/PT.

Note: The Major Repair will be carried out separately by DPA which will not come under the Scope of Contractor.

- 4.1** Any material which is not available with DPA and is required to rectify any fault (except Major) , the same shall be brought by the contractor and rectify the fault. However, the payment shall

be reimbursed on production of invoice from the supplier. It is further that if any spare/material which is required to be purchased from the OEM directly and not available with DPA for attending any fault for smooth functioning of the system, the same shall be purchase by the contractor and DPA will reimbursed on production of the invoice from the OEM.

- 4.2** During the execution of Maintenance Contract, if any kind of repairs is considered to be of the major in nature like rewinding of transformer, replacement of measuring potential/current transformer, Major repair of VCB capsule will be under DPA Scope. However, PCC/PSC/Street Light/Octagonal/ MS Girder poles will be supplied by DPA, and Erection is in the scope of contractor, for healthy power supply system, the repair work shall be carried out through contractor as per relevant standards on receiving approval from competent authority & will be inspected by the third party inspection agency, arranged by DPA with its own cost. The rate includes the charges of dismantling, packing, forwarding, loading, unloading and transportation up to manufacturer's place & back to site at Gandhidham and re-erection of same material.

5. Maintenance Schedules

Contractor shall get approval of maintenance schedule including pre-monsoon maintenance for equipments, installed at various Substations & overhead line before commencement of maintenance contract from Engineer-in-Charge.

The contractor shall inform well in advance for taking power shut down as & when required for preventive/periodical/schedule maintenance in 11 KV Substation in order to intimate concerned port officials to enable them to make necessary arrangements during power shutdown.

The Contractor shall attend day-to-day maintenance work like Housekeeping, Cleaning of Substation, HT & LT Panels, VCB's, Relay, Power Pack, and Transformers & Compact Substation etc.

6. Filtration of Transformer oil:

After filtration of the same Contractor shall submit the test reports to the Engineer-in-Charge (Transformer Oil will be supplied by DPA). The Transformers leakage from HT/LT bushing, radiators are to be attended by contractor on priority.

7. Relay co-ordination:

The AMC also includes, relay setting & its Co-Ordination of installed working relays on HT/LT panel after awarding of Contract within six months.

8. Consumables

The Contractor, during period of Maintenance Contract, has to arrange the consumable and

deposit the same at Electrical Store of DPA at his own cost for carrying out routine maintenance work and contractor shall re-coupe every month in DPA sub Division Store. Any material will be issued on production of requisition by contractor which has to be maintained in the register by the contractor.

Consumable Items (TO BE RE-COUPÉ EVERY MONTH)		
Sr. No.	Description	Minimum Qty
1	Petroleum Jelly	2 Kg.
2	Silica Gel	5 Kg.
3	Contact Cleaner spray	02 Nos.
4	M-Seal (100 GRAM)	02 Nos.
5	Araldite (36 GRAM)	02 Nos.
6	Fuse wire HT & LT (400 GRAM)	02 Nos.
7	PVC Insulation tape (RED/YELLOW/BLUE/BLACK) – 6.5 M	50 Nos.
8	Bitumen Impregnated Cotton Tape (4" W x 20 MTR. LENGTH)	10 Nos.
9	Water proof Rubber Tape (0.75 INCH X 6.25 MTR.)	15 Nos.
10	Emery Cloth Roll (4" X 5 Mtr.)	5 Nos.
11	Scotch Brite (4X5.5)	10 Nos.
12	Indication lamps LED type	25 Nos.
13	HC – 80 (Anti Tracking Spray) make ASV (700 ML) or its equivalent	02 Cane
14	(Rust Remover Against WD – 40) make ASV (450 ML) or its equivalent	02 Cane
15	Elepro 200 OR its equivalent (Moisture Displacer) make ASV – 300 grams	02 Nos.
16	Premium (On Line Contact Cleaner) make ASV or its equivalent(400 ML)	5 Tins
17	Aluminium Foil Tape (Cavity Sealing Tape) make 3 M or its equivalent (0.75 in x 9 ft.)	5 No.
18	Scotch 23 (High Voltage Tape) make 3 M or its equivalent (50.8mm X 9.1m)	10 Nos.
19	Electrical Putty (Insulation Putty) make 3 M or its equivalent (114 gram)	5 Nos.
20	HT Heat shrink sleeves (90 mm X 1 mtr. length)	5 sets
21	LT Heat shrink sleeves (30 mm X 1 mtr. Length (4 colours set)	5 Sets
22	Cleaning agent viz. Soap, Detergent Powder	1 Kg.
23	Epoxy Insulators for VCB/OCB (450 mm or as per site requirement)	10 nos.
24	Cotton, Hosiery general Cotton Waste Chindi, Packaging Size: 50 kg	50 Kg.
25	Yellow cloth (0.5 mtr. X 0.5 mtr.)	10 nos.
26	Stainless Steel nut bolt and washer	25 kg.
27	MS nut bolt and washer	25 Kg.
28	Copper Nut Bolts and Washer	5 Kg.
29	Barrel Pump (hand operated)	1 no.
30	DG Sets Hose Pipe	As per requirement
31	AMF Panel Contactors suitable for 125 KVA DG Sets.	02 Nos.
32	AMF Panel Contactors suitable for 400 KVA DG Sets.	02 Nos.

33	Lugs & ferrule for LT cable size up to 300 sq.mm	100 Nos.
34	Lugs & ferrule for HT cable size up to 300 sq.mm	50 Nos.
35	Battery 2 Amps, 1.5 Volt AA size for PA systemat Board Room – Duracell Alkaline	100 Nos.
Note : If any other consumables are felt necessary for execution of the work, the same shall be arranged by the contractor at their cost.		

9. Tools & Tackles

Tools & Tackles are to be arranged by Contractor during the period of Maintenance Contractand during contract period if any, following tools & tackles instruments are not working same shall be replenish by the contractor on priority by Contractor at his own cost.

Tools & tackles Instruments		
Sr No	Description	Quantity
1	Multi Meter (Fluke / Hioki / Megger / Metravi / HTC)	2 Nos.
2	5000 V Insulation Tester (Fluke / Hioki / Megger / Metravi / HTC)	2 Nos.
3	Earth Resistance Measurement Instrument (0.1 Ohm LC) with Kit	1 No.
4	Phase Sequence Meter.	1 No.
5	Tong Tester (Fluke / Hioki / Megger / Metravi / HTC)	1 No.
6	Battery operated hand drill (B&D / Bosch / Dewalt))	2 nos.
7	Battery operated grinder (B&D / Bosch / Dewalt))	2 nos.
8	Transformer Oil Testing Kit as and when required	1 No.
<p>Apart from above, the contractor shall make available the Testing equipment for performing the Half yearly/Yearly Maintenance for VCB/OCB, Transformers , CT, PT, Meters as & when required.</p> <p>If any other tools are felt necessary for execution of the work, then the same shall be arranged by the contractor at their cost.</p>		
Tools		
Sr. No.	Description	Quantity
1	Double end open Spanner from size 6 - 7 to 30 – 32 size 9 (metric)	2 Sets
2	Double end Ring Spanner from size 6 - 7 to 30 – 32 size 9 (metric)	2 Sets
3	6 - 7 to 30 – 32 size (metric) set	2 Sets
4	Adjustable Wrenches (12 inch)	2 Sets
5	Hydraulic Crimping Tool	2 Sets
6	Allen Keys Set	2 Sets
7	Tubular Spanner Set	2 Sets
8	Star Screw Driver Set	2 Sets
9	Screw Driver Set	2 Sets
10	Hammers each (1 lb. & 2 lb.)	2 Sets each
11	15000V grade Hand Gloves.	4 Pairs
12	Torque Wrench Set	2 Sets

13	High Voltage Discharge Rod	2 Sets
14	Dual mode Air Blower (Normal and Heating Mode)	2 Nos.
15	Safety Belt	2 Nos.
16	Emergency Lights	3 Nos.
17	Cable Jointing Kit (Gas Bottle & Burner)	1 No.
18	Spade	4 No.
19	Aluminium Ladder as per site requirement	2 No.
20	RCC Breaker M/C with Drill Bit	1 No.
21	Drill M/C with Drill Bit	2 No.
22	Pliers to every Electrician & Wireman	
23	Line Tester to every Electrician & Wireman	
24	Test lamps to every Electrician & Wireman	
25	Torches to every Electrician & Wireman	
26	First Aid Kits at Substation (3 Nos.)	

10. Deployment of Maintenance Staff:

The Contractor shall have to deploy Supervisor who has deal with DPA related to technical & administrative matters. The contractor shall have to deploy following minimum Engineering Staff, Skilled Staff & Supervisory Staff as per roster given hereunder. However, in case of exigency, the during AMC the Contractor shall deploy more manpower to reduce the down time. The following man power is to be deployed.

POST	W/O	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
SUPERVISOR														
Sup-1	MON	W	1	1	1	1	1	1	W	2	2	2	2	2
Sup-2	TUE	1	W	2	2	2	2	2	2	W	1	1	1	1
Sup-3 (AO Bldg.)	WED	G-AO	G-AO	W	G-AO	G-AO	G-AO	G-AO	G-AO	G-AO	W	G-AO	G-AO	G-AO
Sup-4 (R)	THU	2	2	G-AO	W	3	3	3	1	1	G-AO	W	3	3
ELECTRICIAN														
POST	W/O	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
GOPALPURI														
Elect.-1	MON	W	1	1	1	1	1	1	W	2	2	2	2	2
Elect.-2	TUE	1	W	2	2	2	2	2	2	W	3	3	3	3
Elect.-3	WED	2	2	W	3	3	3	3	3	3	W	1	1	1
Elect.-4	THU	G	G	G	W	G	G	G	G	G	G	W	G	G
Elect.-5 (R)	FRI	3	3	3	3	1-AO	1-AO	G-G	1	1	1	W	2-AO	2-AO
AO BLDG.														
Elect.-6	FRI	1	1	1	1	W	2	2	2	2	2	2	W	1
Elect.-7	SAT	2	2	2	2	2	W	1	1	1	1	1	1	W
WIREMAN														
GOPALPURI														
Wireman-1	MON	W	1	1	1	1	1	1	W	2	2	2	2	2
Wireman-2	TUE	1	W	2	2	2	2	2	2	W	3	3	3	3

Wireman-3	WED	2	2	W	3	3	3	3	3	3	W	1	1	1
Wireman-4 (R)	THU	3	3	3	W	1-AO	1-AO	G-G	1	1	1	W	2-AO	2-AO
AO BLDG.														
Wireman-5	FRI	1	1	1	1	W	2	2	2	2	2	2	W	1
Wireman-6	SAT	2	2	2	2	2	W	1	1	1	1	1	1	W
HELPER														
GOPALPURI														
Helper-1	MON	W	2	2	2	2	2	2	W	1	1	1	1	1
Helper-2	TUE	2	W	1	1	1	1	1	1	W	3	3	3	3
Helper-3	WED	1	1	W	3	3	3	3	3	3	W	2	2	2
Helper-4	THU	3	3	3	W	2	2	2	2	2	2	W	1	1
Helper-5	FRI	2	2	2	2	W	1	1	1	1	1	1	W	3
Helper-6	SAT	1	1	1	1	1	W	3	3	3	3	3	3	W
Helper-7 (R)	SUN	3	3	3	3	3	3	W	2	2	2	2	2	2
AO BLDG.														
Helper-8	MON	W	2	2	2	2	2	2	W	1	1	1	1	1
Helper-9	TUE	2	W	1	1	1	1	1	1	W	2	2	2	2
Helper-10	WED	1	1	W	2	2	2	2	2	2	W	1	1	1
Helper-11	THU	2	2	2	W	1	1	1	1	1	1	W	2	2
Helper-12 (R)	FRI	1	1	1	1	W	G-G	G-G	2	2	2	2	W	G-G

Note: - The contractor shall deploy 29 manpower for above AMC including the relievers as per the credential requirement and the reliever will be common for AO Building and Gopalpuri. However, DPA may re-deploy any of the staff between these two locations at its discretion.

The deployment of man power will be in three shifts on 24X7 basis as per duty roster given above. In case of any staff is proceeding on leave the contractor shall manage the shift either on OT or otherwise. Further, for any reason if any staffs resigned, the contractor shall provide the replacement within 15 days, failing which double the penalty as mentioned in clause 16 (c) will be imposed.

The shift will operate in 3 shift basis (24 hrs. a day) & 365 days a year. The normal shift timings are as follows:
1st shift – 07:00 to 15:00 2nd Shift – 15:00 to 23:00 3rd shift - 23:00 to 07:00
G – General Shift G-G – General shift for Gopalpuri AO – AO Building

11. Operation:

- Arrival & Departure of Contractor's Staff shall be well-planned to up-keep the maintenance requirement intact round the clock.
- As mentioned above, full strength of the AO Building and Gopalpuri Staff shall be deployed for the above timings. However, in case of non-requirement of any Staff at AO Building, they shall be deployed at Gopalpuri.
- On Sundays & Holidays, if require, 01 Electrician & 01 Technician will be deployed at AO Building. Otherwise, they shall be deployed at Gopalpuri.
- Supervisors at both the sites shall physically monitor the physical activities including presence of Staff at site during their duty hours. Apart from same the day shift supervisor has to maintain inventory, attendance and other office work in addition to his own duty.

- e) Round the clock vigil should be kept for the power supply at Guest House, Chairman's & Dy. Chairman's Bungalows & Hospital. In case of any action is required to Switch On the power from PGVCL or DG Set, the same shall be done immediately taking all safety & precautions.
- f) Staff mentioned in the above Roster, shall be posted as per their location. Separate attendance register shall be maintained for each location along with separate Daily progress report book with signature of individual person.
- g) Contractor should provide Attendance Register at the Gopalpuri Colony Substation and Electrical Room for marking the attendance for both in/out of their entire staff and print out/Photo of daily attendance shall be submitted to DPA's Site In-Charge.
- h) General staff shall be stationed at Gopalpuri Colony Substation.
- i) The posting of the Supervisor Staff can be changed as per the requirement of EIC or his nominee.
- j) The contractor shall maintain 01 Set of Android Phones round the clock for Gopalpuri Township and One set for A.O. Building for proper communication between department and the Contractor at the cost & responsibility of the Contractor.
- k) The Contractor shall provide his office set up with table & Chairs, 01 Cupboard and latest model Computer with Xerox-cum-Printer. Hard copy of all the documents shall be submitted to DPA & not in hand written document & hand over the same to DPA. The office setup should be done after issue of Work Order.

12 Qualification Requirement of Staff

Sr. No.	Designation	Qualification
1	Supervisor	Diploma in Electrical Engineering with 5 years experience on 11/0.433 KV installations and HT & LT overhead electrical network.
2	Electrician	ITI Certification in Electrician Trade with at least 2 years' experience on HT/LT Electrical Installation.
3	Wireman	ITI Certification in Wireman Trade with at least 2 years' experience on wiring.
4	Helper	Worked as Helper, in any electric Site with 01 year experience.

During the currency of the contract, the duties and responsibilities of staff to be deployed as under:

- a) **Supervisor:** The Supervisor on behalf of Contractor at the site of work specified in the Tender i.e. Gopalpuri Township and A.O. Building.

- i. The Supervisor shall receive complaints & Record the same in the respective Complaint Register with all details like Complaint from (Name or Location), type of Complaint, Time of Complaint, Attended by and Time of Attending of Complaint etc.
- ii. The Supervisor shall depute the staff to attend the respective complaints depending on the priority. Priority may be given as specified i.e. 11 KV Incoming & outgoing feeders, 11 KV HT service connections, if any, water towers, HT overhead line, DG Set, complaint of Chairman & Dy. Chairman Bungalows as directed by Engineer-in-Charge.
- iii. Also, operation of LT & HT Indoor Sub-station's switchgears and recording & issue of Line clearance & normalization of HT/LT Electrical Shutdown & breakdowns works as per DPA procedures. The recording of the vehicles running & monitoring shall be controlled by Supervisor.
- iv. He should be in touch with any new work taking place at his site and give the report of the same to EIC or his nominee of DPA. After completion of the work & taken over by DPA in all respect, the further maintenance should be planned of the site by the Supervisor.
- l) Supervisor shall report to EIC or Area Supervisor / Foreman, DPA for day to day work. Apart from same the day shift supervisor has to maintain inventory, attendance and other office work in addition to his own duty.

b) Electrician :

- i. Work on Poles, DP/Four Pole Structures, HT & LT Cables, and Sub-Station Equipment, Lighting etc., as directed by the Site Engineer / Site Supervisor of Firm and shift engineer/In-Charge of DPA.
- ii. Attend the complaints related to Pump House, DG Sets, HT /LT Cables & Panel Boards, Control Schemes, Lightings, Qtrs., Non-Residential Buildings etc. as directed by Site Supervisor/Site Engineer (Contractor) or Shift-in-Charge (DPA).

c) Wireman:

- i. Trimming & cutting of tree branches falling on HT /LT overhead lines.
- ii. Attend Electrical complaints of single phase networks.
- iii. The works entrusted by Site Supervisor/Site Engineer during shift to be attended by him.
- iv. To Assist for repair/rectification works related to Compact Substations, HT/LT cables, DP/FP Structures, Panels, Transformers, Cables, House Wiring, Street Lighting etc. and any other work entrusted by Site Supervisor/Site Engineer during shift.

d) Helper :

Helper shall assist Electrician/Wireman in their work and time to time any work assigned by Supervisor during shift.

Note: The duties and responsibilities mentioned above is illustrative only. The staff engaged by the contractor should following the instructions given by the EIC from time to time.

13. Responsibilities of Contractor:

- i) The Contractor must engage trained, qualified and experienced Supervisors, Electricians and Wiremen having relevant License/Permit to handle electrical equipment for smooth, safe & trouble free operation. The core personnel of the contractor including engineers, so deployed, shall have qualification & relevant experience and preferably in a position to rectify defects, developed during the maintenance period to minimize the down time. The deployed personnel of Contractor shall be well conversant with Indian Standards, Indian Electricity Rule & Acts as applicable and should have knowledge of Electrical & Industrial Safety practices.
- ii) The Contractor has to submit the Aadhar Card/Election Card, Educational & Experience Certificates of his deployed personnel along with Profile of Staff. In case of Helper, the Aadhar Card/Election Card shall be submitted along with Profile of Staff. No person below 18 years and above 60 years should be deployed for Maintenance Contract.
- iii) The Contractor shall deploy their Supervisor along with skilled Electrician and skilled & unskilled Staff such as Wireman & Helper etc. In natural calamities such as cyclone, heavy rain, warning situations etc., the Contractor shall plan & make their own arrangement for safety and bear all the costs associated the arrangements.
- iv) The Contractor must remove immediately the workman, who is incompetent, disobedient, habit of stealing & sabotage, in-disciplined, misconduct, negligence in duty, suppression of facts, deliberate mishandling of machine & equipment, professional in-competent etc.
- v) If any damage to any machinery or equipment or installation of DPA due to negligence, ignorance or malafide intention caused by the workmen, engaged by the Contractor & is noticed by DPA personnel, the same shall be made good at the cost of the Contractor within a reasonable period of time acceptable to DPA, failing which the cost of the damages assessed by DPA shall be deducted from the bill of the Contractor.
- vi) All individuals, engaged in the performance of the Contractor's obligations under this contract, shall be the employees of the Contractor and their working hours, rates of compensation & all other matters relating to their employment, shall be determined solely by the Contractor in accordance with the applicable labour laws & regulations. The Contractor shall be solely responsible for employment policies that specify the requirements for staff working under them and such policies are to be consistent & in conjunction with the existing applicable labour laws.
- vii) During the period of the Contract, if the Contractor intends to induct new workman or make alterations in their grade, the Contractor shall communicate the same for acknowledge to DPA.
- viii) The Contractor shall employ skilled Supervisor in each shift for overall co-ordination of operation & maintenance of the entire site for different systems/equipment's and supervising during shifts. He will be responsible for all the functions and co-ordinate with shift –in-charge of DPA posted in each shift or Engineer-in-Charge for smooth execution of the maintenance contract.
- ix) The Supervisors attached to maintenance must be conversant with the technology of various systems, equipment, machines & systems and have to co-ordinate with the operating personnel for smooth operation. They should be vigilant & should promptly respond to any operational requirements.

- x) During operation, if any abnormality, defect/fault is noticed, the same shall be promptly communicated and remedial steps must be taken under intimation to the Shift-in-charge of DPA. The contractor shall place a suitable mechanism for rectification of problems so that delay in operation can be avoided.
- xi) The shift in charge/Engineers/Supervisors of the Contractor, associated with maintenance, shall plan & co-ordinate all the maintenance activities including pre-operational checks. Also, necessary interaction for operational requirements should be done in close co-ordination with Shift-in Charge/ Engineer-in-Charge of DPA.
- xii) The Contractor shall keep and maintain the records of day-to-day maintenance activities, i.e. material consumption, work carried out, attendance of labour, labour Wages and submission of the same to Engineer-in-Charge at the time of RA Bill.
- xiii) Stoppages during operation or any type of abnormalities including adverse operating condition or characteristics, bypass of safety devices, shall be recorded and shall be intimated to Shift-in Charge/Engineer-in Charge with follow-up action.

14. DOCUMENTATION

Substation Equipment's parameters should be recorded in daily logbooks. Separate log books will be prepared for separate equipment. Contractor shall maintain individual History Record for all critical equipment & other safety related items. This history record shall have all the details of work carried out on day-to-day, monthly, quarterly, half yearly and yearly basis.

- a. Detailed inventory records like materials movement, material consumption, materials disposed etc. also should be maintained. In all documents, for each work, contractor should get signature from Engineer In-charge (Electrical) or his nominees.
- b. Following Register is to be strictly maintained by Contractor during maintenance contract period as the Contract Labour (Regulation & Abolition) Central Rules, 1971.
 - i. Muster Roll Register Form No. : 16.
 - ii. Register of Wages i.e. Form No. : 17.
 - iii. Register of overtime i.e. Form No. : 23.
 - iv. Register of advance pay i.e. Form No. : 22.
 - v. Register of accident, major accident & dangerous occurrence i.e. Form No. : 29
 - vi. Register of Workman employed by Contractor i.e. Form No. : 13.
 - vii. Profile of staff deployed for AMC.
 - viii. Consumable & material handling registers.
 - ix. Tools and Plants.
 - x. Complain register for Gopalpuri area.
 - xi. PGVCL Power Failure Register.

All the documents, prepared by the contractor, shall be the property of DPA. The contractor will not share the information contained in the above said Logbook Registers with any outside person without written permission of EIC.

The contractor should hand over the Logbooks and Registers to DPA at the time of completion of contract period.

15. Uniform & PPE:

The Contractor has to provide PPE to all the employees, deployed for Maintenance Contract.

Also, all the employees of Contractor shall wear the uniform & PPE while on duty. The firm shall provide identity card to his employees. Wherever is required, the same shall be produced to security or authorized person of DPA.

The PPE kit shall be provided by Contractor to his deployed staff during Maintenance contract

16. DPA will not be responsible for death, accident or injury to the Contractor's employees engaged by them, which may arise in the course of their duty at DPA's premises, nor shall DPA be responsible & be liable to pay damages or compensation to such persons or to third parties. The Contractor shall at all times indemnify and keep DPA indemnified against all claims which may be under the Workmen's Compensation Act, 1923, or any statutory modifications thereof or otherwise, for or in respect of any damages or compensation payable in consequence of any accident or injury sustained by any workman or other person/person at the Centre or premises, building, equipments etc. is attributable to the Contractor or his workmen, such damages shall be made good by the Contractor.

17. Overhead lines maintenance work:

- a. All kind of faults as and when the complaint will be received with prioritization of the requirement of DPA.
- b. Removal/replacement of damaged ACSR/AAAC conductor/ABC Conductor and its accessories on LT overhead lines including stringing of conductor, jumpering, binding etc., as directed by Engineer-in-Charge.
- c. Fixing, connecting, commissioning of ICDP/ICTP/Switches/Light Switches/MCCBs of various capacities with suitable MS Clamp Bolts, Nuts etc., as directed by EIC.
- d. Painting of Poles/Structures/Towers including cleaning, scraping, wire brushing etc. for surface preparation as required
- e. Maintenance/Repairing of HT Panels, HT overhead lines/UG cables are under the scope of the contractor.

18. RESIDENTIAL BUILDINGS AND NON- RESIDENTIAL BUILDINGS MAINTENANCE WORKS

The complaints on daily basis shall be registered in the complaint register which is to be maintained at both sites including the disposal of the complaint with date and time alongwith the materials with their quantities, quarter nos./locations to be recorded in the register, which will be endorsed by the concerned Junior Engineer/Assistant Engineer in the next day or in any day as per convenient.

19. Vehicle:

For transportation of shift staff, loading & unloading the material for which contractor shall arranged the own arrangement of vehicle at their own cost.

20. **OEM/Knowledgeable Competent Person Visit :** - Contractor shall arrange OEM/Knowledgeable competent person visit for checking and giving the recommendation for any action to be taken for hassle free operation. The visit shall be within three months of the awarding of the contract and again after one year i.e. for DG Set, Transformers, LT Panels etc.

Contractor shall take joint visit with DPA; OEM / Authorize Service Centre engineers for assessment for all type spares accordingly purchase the genuine spares for carry out the Plan / Preventive / Breakdown maintenance, cost of such spares parts (other than Part-B & Part-C) shall be reimbursement by DPA on production documentary evidence & actual invoice.

OEM Engineer / Authorize Service Centre Engineers, service charges, accommodation, Transportation is under the scope of contractor.

21. During the currency of the contract, the contractor is required to assess the condition of the transformers by conducting Experience person of Distribution Transformer for physical health check of the transformer.
22. All substations are required to be cleaned and moped twice in a day. Once in every month all the unwanted material from the wall and ceiling should be removed.
23. The earthing work (replacement/new) under item no. 30 of Part-B to be supplied by the contractor shall be done at residential and non-residential buildings as directed by Engineer in Charge.
24. Repair and maintenance of sound and light system fixed on the walkway around ground covering hospital area and around running track inside ground as well as inside Multipurpose hall and staff club.
25. Any electrical work related to maintenance for improvement, shall be completed by the contractor at their own cost as will be directed by the Engineer Incharge or AE (E).
26. Site Visit

The interested party, at his own cost & responsibility is required to visit and examine the site of work and its surroundings and obtain all information that may be necessary for preparing the offer.

Seal & Signature
Contractor

Executive Engineer (Elect.)
Deendayal Port Authority

Annexure - A**TENTATIVE LIT OF BUILDING UNDER AMC**

Non Residential building	
1	HOSPITAL
2	STAFF & OFFICERS' CLUB
3	SUBSTATIONS
4	AUTO GARAGE
5	ESTATE OFFICE
6	BVM SCHOOL/KENDRIYA VIDAYALAYA
7	SHOPPING CENTRE
8	NAVARATRI TEMPLE
9	PARKS
10	GYMNASIUM
11	SVP HALL
12	A. O. BUILDING
13	GUEST HOUSE
14	WATER TOWERS
15	SEWAGE PLANTS
16	GATES
17	LIGHTING SYSTEM OF ALL THE LOCATIONS
18	PLAY GROUNDS
19	OXYGEN GAS PLANT
Residential building	
1	CHAIRMAN BUNGALOW
2	DY. CHAIRMAN BUNGALOW
3	ALL A TYPE QUARTERS
4	ALL B TYPE QUARTERS
5	ALL C TYPE QUARTERS
6	ALL D TYPE QUARTERS
7	ALL E TYPE QUARTERS
8	ALL F TYPE QUARTERS
9	FCI Quarter -212 Total
10	DLB Quarters-170 Total

Note:

Any left out assets/equipment/area required to be maintained and any new area/equipment/asset procured during the currency of the contract are required to be maintained and operated by the contractor under thiscontract.

TENTATIVE LIST OF EQUIPMENTS

Sr. No.	Name of Equipment	Capacity	Make	Qty.
THE BROAD DETAILS OF EQUIPMENTS AT SUBSTATION-1 GOPALPURI				
1	Transformer	11/0.433 KV, 250 KVA	Transformers & Rectifier	1
2	Transformer	11/0.433 KV, 500 KVA	Jayshree Power Volt	1
3	Transformer	11/0.433 KV, 250 KVA	Kirloskar	1
4	Out Door Mounted Transformer	11/0.433 KV, 250 KVA	Kirloskar	1
5	VCB	12 Kv, 350 MVA to 630A	Crompton Greaves	7
6	LT Panel, 16 Way	Up to 415 Volts, 2000 A,	Shiv Shakti Enterprise	1
DETAILS OF EQUIPMENTS AT SUBSTATION-2 GOPALPURI				
1	Transformer	11/0.433 KV, 500 KVA	Voltamp	1
2	Transformer	11/0.433 KV, 250 KVA	Kirloskar	1
3	VCB	12 KV, 350 MVA to 630A	Crompton Greaves/ Southern Switchgear	5
4	16 Way LT Panel	Up to 415 Volts, 2000 A,	Shiv Shakti Enterprise	1
5	3 Way LT Panelat Old S/S	Up to 415 Volts, 2000 A, ACBs up to 1000 A, SFU up to 125 A	Crompton Greaves	1
6	11 Way LT Panelat old S/S	Up to 415 Volts, 2000 A,		1
7	16 Way LT Panelat Hospital	Up to 415 Volts, 2000 A,		1
8	125 KA DG Set	At Hospital & Guest House	Kirloskar	2
9	250 KVA Compact Substation		Voltamp	2
THE BROAD DETAILS OF EQUIPMENTS AT KENDRIYA VIDHYALAY GOPALPURI				
1	500 KVA Compact Substation	Electric room at Kendriya Vidhyalay	Voltamp	1
2	LT Panel	Electric room at Kendriya Vidhyalay	-----	7
DETAILS OF EQUIPMENTS AT A.O Building SUBSTATION 11/0.433 KV, 500 KVA				
1	RMU Unit			2
2	Indoor type distribution transformer	11/0.433 KV, 500 KVA	T&R	2
3	Distribution Panel		T&R	2
4	Transformer	250 KVA	Kirloskar	1
5	LT Panel 9 way to 12 Way	----	----	5
6	400 KVA DG Set		Greaves Cotton	1
7	100 KVA DG Set		Greaves Cotton	1

Note: - The above equipments details are tentative. However, scope of equipments (under AMC) covers all the Street Light Poles, Dome Light Pole, HT/LT O/H, ABC O/H LT, N/W, Earthing Pits, etc. Any left out assets/equipment/area required to be maintained and any new area/equipment/asset procured during the currency of the contract are required to be maintained and operated by the contractor under this contract.

Seal & Signature
Contractor

Executive Engineer (Elect.)
Deendayal Port Authority

SECTION-VI

Bill of Quantities (BOQ)

PART - "A" : (Maintenance Contract)

Sr. No.	Description	Qty	Unit	Rate in Rs. per Month	Amount inRs.
1	Annual Maintenance Contract for electrical installation of AO Building and Gopalpuri Colony including FCI and DLB Colony with all office buildings, gates, etc. as per scope of the tender, specifications and other terms and conditions as directed by Engineer-in-Charge.	24	Month		
	Total (Part - A)				
<div>Seal & Signature of Contractor</div> <div>Executive Engineer (Elect.) Deendayal Port Authority</div>					

PART - "B" (Supply of Material)

Sr. No.	Description	Qty.	Unit	Rate	Amount
1	Supply of ISI marked 1.1 KV grade Aerial Bunched Cable having XLPE insulation (Three Power Core) with stranded compact circular aluminium conductors twisted over an insulated aluminium alloy messenger wire and its associated ancillary materials as PGVCL/GETCO/UGVCL/DGVCL/MGVCL approved manufacturer or vendor.				
	a) 3 X 25 + 1 X 16 + 1 X 25 Sq. mm.	500	Mtr.		
	b) 3 X 50 + 1 X 16 + 1 X 35 Sq. mm.	500	Mtr.		
2	Supply at Site 11 KV grade HT XLPE (E) steel armoured aluminium conductor cable Sheath of approved make of the Tender.				
a	3 C X 70 sq.mm XLPE , AL cable.	100	Mtr.		
b	3 C X 150 sq.mm XLPE, AL Cable.	100	Mtr.		
3	High quality single core twin insulated unsheathed cable with copper conductor in voltage grade 1.1 KV house wiring wire as per approved make list of Tender.				
a	1.5 Sq. mm. PVC copper wire (FRLS Coil of 90 Mtr.)	40	Roll		
b	2.5 Sq. mm. PVC Copper wire (FRLS Coil of 90 Mtr.)	40	Roll		
c	4 Sq. mm. PVC Copper wire (FRLS Coil of 90 Mtr.)	20	Roll		
4	PVC Insulated Aluminium Service Wire as per PGVCL/GETCO/UGVCL/DGVCL/ MGVC approved manufacturer or vendor.				
a	4 Sq. mm. PVC insulated, PVC sheathed Al Conductor service wire (90 Mtr. Coil)	24	Roll		
b	6 Sq. mm. PVC insulated, PVC sheathed Al Conductor service wire (90mtr coil)	20	Roll		
5	PVC Flexible cable for 1.1KV grade as per DPA approved make wherever available; otherwise, PGVCL/GETCO/UGVCL/DGVCL/MGVCL approved manufacturer or vendor.				
a	1.5 sq mm x 4 core PVC Round Copper Flexible Cable of 1.1KV grade (90 Mtr. Roll)	18	Roll		
b	2.5 Sq. mm. X 4 Core PVC Round Copper Flexible Cable of 1.1 KV grade (90 Mtr. Roll)	18	Roll		
c	4 Sq. mm. X 4 Core PVC Round Copper Flexible Cable of 1.1 KV grade (90 Mtr. Roll)	6	Roll		

Sr. No.	Description	Qty.	Unit	Rate	Amount
6	Supply of 200 mm exhaust fan alongwith louver of 230 V 50 Hz. AC as per approved make list.	50	No.		
7	Supply of 400 mm sweep wall mounted Fan of 230 V 50 Hz. AC as per approved make.	05	No.		
8	Complete rewinding including bearings of 400 mm sweep wall mounted fan with material and labour.	05	No.		
9	Supply of Exhaust Fan (300 mm.) of 230 V 50 Hz. AC as approved make.	20	No.		
10	Complete Rewinding including bearings of 300 mm exhaust fan with material and labour.	20	No.		
11	Supply of Pedestal Fan (400 mm) of 230 V 50 Hz. AC	20	No.		
12	Supply of Energy efficient LED Tube Light Fixture complete with accessories with LM-79 and LM-80 certification.				
a	20/22 watt 4 feet LED tube light Fixture.	500	No.		
b	36 watt & above 4 feet LED tube light fixture	500	No.		
c	18/15 Watt LED Round/Rectangle/Square recess type Panel LED.	50	No.		
d	12 Watt LED Round/Rectangle/Square recess type Panel Light.	50	No.		
e	Pelmet light 3 feet 20/22 watt	25	No.		
f	Ceiling mounted LED light 40 watt 2 X2 ft. 4000 K	25	No.		
g	LED Foot light 3 W	50	No.		
h	RGB Flood Light 40 W (IP65, Input 24 V DC) Model – NES-RGB-FL-40	50	No.		
i	Repairing work of RGB Main Panel and its slave panel with complete labour and material.	5	No.		
j	Supply & fixing of gardens spike light of 6 to 12 Watt 230 V, 50 Hz AC.	50	No.		
13	Supply of Energy Efficient 50 to 90 W LED street light fixture Complete with accessories with LM-79 and LM-80 Certification. a) 90 Watt Road way Luminary.	15	No.		
14	Supply of Energy Efficient 20 to 50 W LED street light (clear white IP-65) with brackets of 230 V 50 HZ AC	100	No.		
15	Supply of Energy Efficient 35 W LED Street light fixture with Complete accessories (with bracket) with LM-79 and LM-80 Certification.	400	No.		
16	Supply and fixing of Ahuja make Speaker Model No. GS-6401T along with its supporting pip and its hardware.	10	No.		
17	Repairing of Ahuja make garden speaker model no. GS-6401T	10	No.		
18	Repairing of Ahuja make Amplifier Model No. Ahuja SPA – 25000 such as its jacks, switches, probes, control card and servicing of complete amplifier	5	No.		
19	Supply & fixing of Bajaj make LED flood light of 30 W Model No. Bajaj Glatt MT 30 W or its equivalent alongwith its protection cage as per site	50	No.		

20	Supply & fixing of Rope lights by removing the old defective one and inserting new one against the same on meter basis. As and when required on piecemeal basis as per site requirement colours.	300	Mtrs.		
21	Supply of Energy Efficient 250 W preferably multi-driver LED flood light fixture & Complete accessories with LM-79 and LM-80 Certification.	50	No.		
22	TP MCCB 'C' Series as per approved manufacturer & Vendor. 100 A 250 A 400 A	10 10 10	No. No. No.		
23	SP MCB 'C' Series as per approved manufacturer & Vendor. 6 A 20 A 32 A	100 100 50	No. No. No.		
24	DP Switch as per approved manufacturer & Vendor. 10 A 20 A 40 A	10 10 10	No. No. No.		
25	DP MCB 'C' Series as per approved manufacturer & Vendor. 16 A 40 A 63 A	5 5 5	No. No. No.		
26	3 L Instant Water Geyser (Bajaj/Crompton/V-Guard/Havels)	5	No.		
27	15-Litre Storage Geyser (Bajaj/Crompton/V-Guard/Havels)	5	No.		
28	Laying of cable at sites from 16 sq.mm. to 70 sq.mm. 4 core aluminium conductor armoured cable by excavation including removing of paver block of 1 mtr. deep 300 mm wide after putting a 50 mm carpet layer of sand thereafter laying the cable by providing bricks on both sides on top complete with labour and material on piecemeal basis as per site requirement. Cable will be supplied by DPA.	4000	Mtrs.		
29	Laying of cable at sites from 95 sq.mm. to 150 sq.mm. 4 core aluminium conductor armoured cable by excavation including removing of paver block of 1 mtr. deep 300 mm wide after putting a 50 mm carpet layer of sand thereafter laying the cable by providing bricks on both sides on top complete with labour and material on piecemeal basis as per site requirement. Cable will be supplied by DPA.	2000	Mtrs.		
30	Laying of cable after carrying out the HDD work and putting the heavy duty HDPE pipe of 150 mm dia and passing the cable of any size at the road crossing / RCC structure as directed by Engineer-in-Charge.	50	Mtrs.		
31	Supply of Crompton Greaves Generator 400 KVA generator engine oil of approved grade (API CI4, 15W40) or its equivalent.	200	Ltrs.		
32	Supply of Crompton Greaves Generator 400 KVA generator oil filter as per original. This includes removal of existing one and fixing of new one at site.	2	Nos.		

33	Supply of Crompton Greaves Generator 400 KVA generator air filter as per original.	2	Nos.		
34	Supply of Coolant for Crompton Greaves 400 KVA DG Set as per original.	100	Ltr.		
35	Supply of Kirloskar make 125 KVA Generator engine oil of approved grade	300	Ltrs.		
36	Supply of Kirloskar make 125 KVA generator oil filter as per original.	4	Nos.		
37	Supply of Kirloskar make 125 KVA generator air filter as per original.	4	Nos.		
38	Supply of Coolant for Kirloskar 125 KVA DG set as per original.	200	Ltrs.		
39	Supply of Greaves Cotton make 100 KVA Generator engine oil of approved grade	200	Ltrs.		
40	Supply of Greaves Cotton make 100 KVA generator oil filter as per original.	2	No.		
41	Supply of Greaves Cotton make 100 KVA generator air filter as per original.	2	No.		
42	Supply of Coolant for Greaves Cotton make 100 KVA generator as per original.	100	Ltr.		
43	Supply and fixing of maintenance free battery as per the capacity requirement as directed.	4	No.		
44	Complete servicing of DG sets installed at AO Building and Gopalpuri with labour as directed	4	No.		
45	Fault finding and rectification work in electrical panel DG sets by hiring OEM engineer at site complete with its labour and material. In case of any breakdown contractor has to deploy OEM engineer within 48 hours.	2	Visit		
46	Topping up of transformer oil as and when required and as directed by Engineer in Charge. This also includes replacement of silica gel.	6	No.		
47	20 Watt LED Gate Light for Home Gate as per site dimension	20	No.		
48	Supply & fixing of bollard light of 9 watt with 1 Mtr. Pipe and flanges (Flourish/Philips/Syska make or its equivalent)	20	No.		
49	Supply & fixing of wall light 3 to 5 watt.	50	No.		
50	Sintex 4 way junction box	150	Nos.		
51	Street light adjustable stand for 36 watt	50	Nos.		
52	Cable packing tie 150 mm	2	Box		
53	Cable packing tie 250 mm	4	Box		

54	Bajaj make LED Flood Light of 500 watt, 230 V, 50 Hz. for Cricket Ground as per original	15	Nos.		
TOTAL OF PART-B					
<div> <div>Seal & Signature of Contractor</div> <div>Executive Engineer (Elect.) Deendayal Port Authority</div> </div>					

PART - "C" : (Supply of material)

Sr. No.	Description	Qty	Unit	Rate	Amount
	Supply of following electrical accessories of approved make as directed by Engineer-in-charge.				
1	6 A 1 - way Piano Switch	1000	No.		
2	6 A modular switch with its plate & hardware	1000	No.		
3	16 A 1 - way Piano Switch	500	No.		
4	16 A modular switch with its plate & hardware	500	No.		
5	6A 5 Pin Socket	500	No.		
6	6A 5 Pin Modular Socket with its plate & hardware	500	No.		
7	16/6 A- 6 Pin Socket	200	No.		
8	Modular 16/6 A- 6 Pin Socket with its plate & hardware	200	No.		
9	16/6 A 250 V Switch socket combined with box	100	No.		
10	Modular 16 A 250 V Switch socket combined with box	100	No.		
11	16/6 A 5 in-one combined with Box	100	No.		
12	Modular 6 A 5 in-one combined with Box	100	No.		
13	Ding Dong Bell 250 V AC	50	No.		
14	Anchor Chime Bell 250 V AC	50	No.		
15	Remote Cordless bell	100	No.		
16	Angle Holder	500	No.		
17	Modular Angle Holder as per site requirement.	50	No.		
18	1200 mm Ceiling Fan Bearing Set	50	No.		
19	Ceiling Fan Capacitor (2.5/4 MFd.)	500	No.		
20	2 Module Step Cut Electronic Regulator	250	No.		
21	Single Module Step Cut Regulator	250	No.		
22	PVC Tape 1.80cmx7mx0.125mm in four colours red, yellow, blue and black	3000	No.		
23	Power Strip 4 Nos. with switch & fuse Power Sockets 230 V 50 Hz AC.	100	No.		
24	Astronomical Digital Timer Switch of GIC/L&T make for 24 hrs. with back up and operating voltage 230 V 50 Hz.	25	No.		
25	3 Phase Air Break Contactor of 4 pole contactor of 32/63 A of L&T or its equivalent.	25	No.		
26	Casing Capping Patti 20 mmX12 mtr. length. size (standardlength) with its accessories as per site requirement. (Packets of 400)	1	No.		
27	Casing Capping Patti 50 mm X 15 mtr. Length size with its accessories as per site requirement. (Packets of 200)	2	No.		
28	Metallic Red Oxide Primer (20Ltr.) Tin	5	No.		

29	Enamel Paint (5 Ltr.) Tin Silver	10	No.		
30	Enamel Paint (5 Ltr.) Grey/Black	10	No.		
TOTAL OF PART-C					
<div> Seal & Signature of Contractor </div> <div> Executive Engineer (Elect.) Deendayal Port Authority </div>					

PART - "D" (Hiring of Vehicle)

SN	Description	Qty.	Unit (8 hrs. shift)	Rate per Day/shift	Amount
1	Deployment of Hydraulic Elevator in vehicle (reach up to 15 Mtrs.) as and when required (8 hrs. per day basis) and as directed by EIC. The hydraulic elevator shall be deployed within 4 hrs. from the intimation by DPA through telephone or otherwise.	90	Shifts		
2	Providing of four wheeler (Bolero Camper) or equivalent as and when required and as directed by Engineer-in-Charge. The same shall be provided within 2 hrs. from the intimation by DPA through telephone or otherwise.	100	shift		
3	Providing of DG set of 85 KVA to 100 KVA on hiring with 8 hrs. per day basis with to and fro transportation along with operator, fuel within 4 hours after intimation from DPA	8	shift		
4	Providing of tractor with trailer On hiring with 8 hrs. per day Basis with driver and fuel within 4 hrs. after intimation from DPA.	20	shift		
5	Providing of hydra on hire with 4 hrs. per day basis with driver, Attachments for lifting Of material and fuel within 4 Hrs. after intimation from DPA.	8	Shift		
6	Providing of tyre type excavator with 600 mm bucket on hire basis with driver and fuel alongwith attachments on for 4 hrs. per day basis WITHIN 4 hrs. after intimation From DPA.	25	Shift		
TOTAL OF PART-D					

TOTAL OF PART A

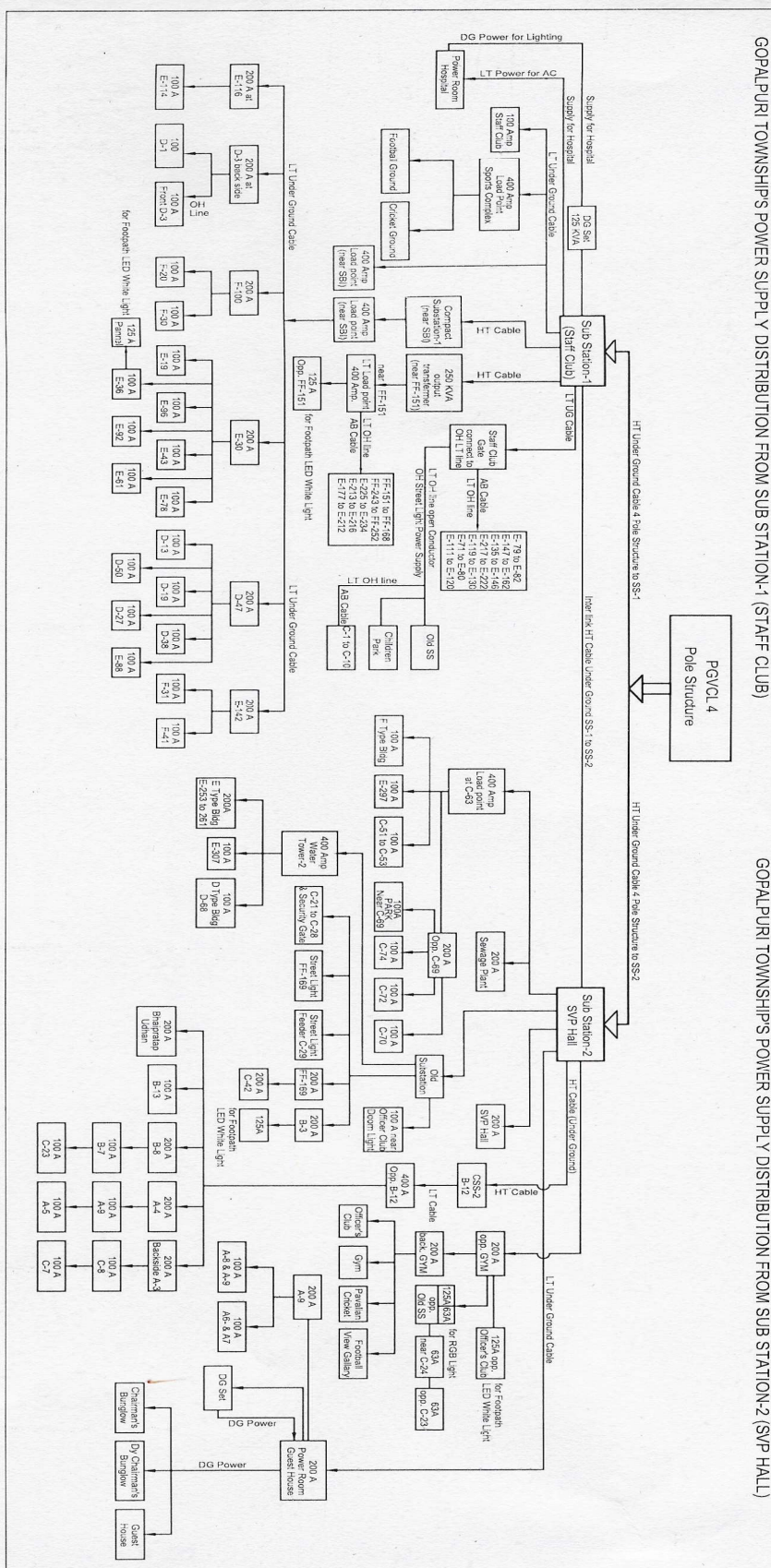
TOTAL OF PART B

TOTAL OF PART C

TOTAL OF PART D

Total Amount (A+B+C+D) = _____

**Signature & Seal
of Contractor****Executive Engineer (Elect.)
Deendayal Port Authority**





EVIDENCE TOWARDS SITE VISIT

I, Shri _____ authorized representative of M/s. _____ (authorization letter issued by the firm with my specimen signature and passport size photo and adhaar card are enclosed) have visited the

site on _____ with DPA representative Shri _____, (Designation) _____ for the work of "AMC for electrical works at Administrative Office Building and Gopalpuri Colony for a period of two years" and the sites and other issues related to tender to my satisfaction.

Seal, name and signature of the bidder	Name, designation and signature of DPA representative who assisted bidder during site visit.	Seal, name and signature of XEN (E)

Approved Make List for Electrical Items

Sr. No.	Description	Recommended Makes
1	HT VCB	SIEMENS / CROMPTON GREAVES/ABB/Schneider
1(a)	HV Gas Insulated Breakers	SIEMENS /Schneider/ABB
2	POWER TRANSFORMERS	VOLTAMP/CROMPTON GREAVES /BHARAT BIJLEE/ BHEL/ SIEMENS/ ABB/ Schneider/T&R
3	DISTRIBUTION TRANSFORMERS	EMCO/KIRLOSKAR/PATSON/VOLTAMP/ ABB / Schneider / T&R
4	RESIN CAST TRANSFORMERS	
	A) RESIN CAST IMPREGNATED	VOLTAMP / KIRLOSKAR / EMCO
	B) DRY CAST	VOLTAMP/KIRLOSKAR/EMCO
5	HT XLPE CABLES	POLYCAB/TORRENT/RPG ASIAN/ /GLOSTER/ UNISTAR/ UNISTAR/KEI/FINOLEX/HAVELS
6	LT XLPE CABLES	POLYCAB/TORRENT/RPG ASIAN/ / RALLISON/PRIMECAB/ HAVELLS/ UNISTAR/AVOCAB / ADCAB
7	LT ACB	SIEMENS/L&T/SCHNEIDER/C&S
8	PROTECTION RELAYS	AREVA/L&T/SIEMENS/ABB/C&S
9	LT PANEL	CPRI APPROVED
10	CHANGE OVER SWITCH	SIEMENS/L&T/ABB/C&S/SCHNIDER/ LEGRAND / INDOASIAN
11	SFU FOR MAIN LT DISTRIBUTION PANELS	SIEMENS/L&T/ABB/C&S
12	SFU FOR DISTRIBUTION PANELS & FEEDER PILLERS	SIEMENS/L&T/ABB/C&S/ SCHNEIDER/ LEGRAND/ INDOASIAN/HAVELLS
13	MCCB FOR MAIN LT DISTRIBUTION PANELS	SIEMENS/L&T/ABB
14	MCCB FOR DISTRIBUTION PANELS AND FEEDER PILLERS	SIEMENS/L&T/ABB/C&S/ SCHNIDER/ LEGRAND/ INDOASIAN/HAVELLS
15	MCB/ELCB/RCCB/ RCCBO FOR MAIN LT DISTRIBUTION PANELS	SIEMENS/HAGER L&T/ABB
16	MCB FOR DISTRIBUTION PANELS AND FEEDER PILLERS	SIEMENS/L&T/ABB/C&S/ SCHNEIDER/ LEGRAND/ INDOASIAN/ HAVELLS/ STANDARD
17	MCB DISTRIBUTION BOARD	STANDARD / HENSEL/LEGRAND / INDOASIAN / HAVELLS
18	MULTI FUNCTION DIGITAL METER FOR MAIN LT DISTRIBUTION PANELS/DIGITAL KWH METERS	L&T/ENERCON/SECURE/L&G/ RISHABH

19	ANALOG VOLT/AMPARE METER FOR DISTRIBUTION PANELS AND FEEDER PILLERS	RISHABH/AE/ENERCON/L&T
20	SECTOR SWITCH FOR VOLTMETER/AMPARE METER	L&T/SIEMENS/C&S
21	POWER CONTACTOR & OVER LOAD RELAYS	L&T/SIEMENS/ABB
22	QUARTZ TIME CLOCK SWITCH	L&T/INDOASIAN/SIEMENS
23	PVC WIRE WITH COPPER CONDUCTOR	RR KABEL / KEI / POLYCAB/MILEX/GUJCAB/ STANDARD / FINOLEX / ANCHOR
24	FLUSH TYPE SWITCHES, SOCKETS, HOLDERS AND CEILING ROSES & ELECTRONIC REGULATORS	ANCHOR/MK/NORTHWEST/VINAY /PANAMA / HAVELLS
25	DOOR BELLS/CALL BELLS	ANCHOR/LEGEND/MK/NORTHWEST
26	MODULAR SWITCHES, SOCKETS, PLATES & BOXES	ANCHOR / MK / NORTHWEST / LEGRAND /HAVELLS / INDOASIAN / SIMENS.
27	PVC CONDUIT/OVAL CONDUIT & CASSING CAPPING AND ACCESSORIES	PRECISION/VULCAN/FINOLEX/ GARWARE/ RESTOPLAST/ SWASTIK / BPI
28	GLS LAMPS & FLUORESCENT LAMPS	PHILIPS / BAJAJ / WIPRO / CROMPTON GREAVES / OSRAM / SURYA ROSHNI / GE
29	HPSV, HPMV & METAL HELIDE LAMPS	PHILIPS / BAJAJ / WIPRO / CROMPTON GREAVES / OSRAM / SURYA ROSHNI / GE
30	IGNITORS FOR HPSV, METAL HELIDE LAMPS	PHILIPS / BAJAJ / WIPRO / CROMPTON GREAVES / OSRAM / SURYA ROSHNI / GE
31	LUMINARIES	PHILIPS / BAJAJ / WIPRO / CROMPTON GREAVES / OSRAM / SURYA ROSHNI / GE/C&S
31a	LED LUMINARIES	Philips /Bajaj/Wipro/CG/Surya/Pyrotech/Syska/Nessa/C&S having surge Protection $\geq 10KV$ for fittings & internal Surge Protection for Driver of $\geq 4KV$, LED Chip only OSRAM/CREE/Philips Lumileds/Citizen/ with LM-79,80 CERTIFICATION
32	CEILING FANS	BAJAJ/ORIENT/USHA/CROMPTON GREAVES / ALMONARD/GEC
33	WALL MOUNTING FANS	BAJAJ/ORIENT/USHA/CROMPTON GREAVES / ALMONARD/GEC
34	EXHUAST FANS	BAJAJ/ORIENT/USHA/CROMPTON GREAVES / ALMONARD/GEC
35	HEAVY DUTY INDUSTRIAL WALL MOUNTING FANS	BAJAJ/ORIENT/USHA/CROMPTON GREAVES / ALMONARD/GEC or its equivalent
36	WATER COOLER	VOLTAS/SHRIRAM USHA/BLUE STAR
37	AIR CONDITIONERS	VOLTAS/CARRIER/BLUESTAR/USHA/ HITACHI/LG/ SAMSUNG/ONIDA
38	REFRIGERATORS	VOLTAS / CARRIER / BLUESTAR / USHA / HITACHI / LG / SAMSUNG / WHIRLPOOL

39	VOLTAGE STABILIZER	VEELINE / CAPRI
40	INVERTERS	SUKAM / MICROTEK
41	D.G. SETS	
	A) ENGINE	CUMMINS/GREAVES/KIRLOSKAR/ CATERPILLAR /ASHOK LEYLAND /VOLVO
	B) ALTERNATOR	STAMFORD/CROMPTON GREAVES /JYOTI/ KIRLOSKAR ELECTRIC
42	ELECTRIC MOTOR	ALSTOM/CROMPTON GREAVES /SIEMENS/ KIRLOSKAR/ABB
43	WATER PUMPS	SWASTIK / KSB
44	WATER GEYSER	BAJAJ/USHA / CROMPTON GREAVES / SPHEREHOT / RACOLD
45	LUGS & CABLE GLANDS	DOWELLS / JAINSON / BRACO

Note:

In case of supply of Make of material which is not in the DPA approved Make list, the said material should be supplied as per the latest GETCO approved Make list.

In case of supply of Make of material which is neither available in the DPA approved Make list not in the latest GETCO approved Make list, the said material should be supplied as per the Make decided by EIC for which written intimation will be given to the contractor.

Before procurement of material, the Make of the material should be approved by EIC in writing.

**Signature & Seal
of Contractor**

**Executive Engineer (Elect.)
Deendayal Port Authority**

Maintenance Schedule
for
11KV Substations

MAINTENANCE SCHEDULES TO BE FOLLOWED BY THE CONTRACATOR DURING THE AMC PERIOD

DAILY MAINTENANCE SCHEDULE

Location of Substation _____

Sr. No.	Description	Remarks	
		Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance
Transformer			
1.	The contractor should take round in day shift for any abnormalities in transformers		
2	The contractor should ensure the condition of Silica Gel; if it is turned pink replacement should be carried out immediately, after informing Electrical Engineer In-charge.		
3	The contractor should monitor Oil Level of the transformer in day shift duty		
4	The reading of MOG (Magnetic Oil Gage) of main tank conservator tank should be checked. In case of unsatisfactory oil level in the MOG, oil is to be filled in transformer.		
5	Transformer tank to be checked for oil leakage. If oil leakage is found, action should be taken to plug the leakage.		
6	The contractor should record Oil Temperature, Winding Temperature and Oil Level Once in every hour in the substation Log book.		
7	Contractor should ensure that there should not be any kind of oil leakage from any part of the transformer. If observed immediately it is to be informed to the Engineer In-Charge and rectification should be done immediately.		
8	Tap Position		
9	Monitoring of Voltage/Load		
VCB/OCB , LT Panel , LDB			
1	Monitoring of Terminal connection on HT & LT side.		
2	Checking of cable boxes and gasketed joint.		
3	Checking of safety devices like Relays, Fuses etc for their proper functioning accuracy.		

Note :- Separate log book should be kept to maintain the transformer in their respective substation daily and duly signed by the staff undergoing the above maintenance and the same should be verified by site in charge.

DAILY MAINTENANCE

Sr. No.	Description	Remarks	
		Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance
General			
1	General cleaning in the surrounding areas of transformer if dust/Spider web or any other foreign particles found should be cleaned immediately		
2	Checking of battery charger and battery condition of protective system batteries, recording the relevant parameters.		
3	Checking cleaning of L.T distribution panel and its accessories and simultaneously replacement of spares required in the panel which should be properly noted with the name of the person involved in the work		
4	Updating and maintenance of all other registers.		
5	Contractor should monitor voltage/Load current at every hour of day shift and should log in a separate register.		
6	General checking of all the Bus Bars for abnormalities like spark, Heat up etc...		
7	To attend the complaint regarding Substations		
8	The contractor has to maintain daily log book for any attention of sub-station & electrical installation either a routine measure or for rectification of a breakdown/failure and the same should be verified by KPT representative.		
9	Attending to any other work as entrusted.		
10	Cleaning and sweeping of substation In morning hours and evening hours		
Name and signature of technicians of the contractor who attended above work			
1			
2			

Certification	JE (E)	SDO (E)	EIC
Whether any deficiency in the performance of the contractor has been noticed.			
Whether applicable parameters of equipment/system after maintenance work is matching as per acceptable norms			

WEEKLY MAINTENANCE SCHEDULE

Location of Substation _____

Sr. No.	Description	Remarks	
		Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance
H.T. PANELS			
1	Check all internal fuses		
2	Check all measuring instruments		
3	Check Relays Operation		
4	Cleaning of panels		
5	Check all indication lamps		
L.T. PANELS			
1	Check all fuses		
2	Check all measuring instruments		
3	Check indication lamps		
4	Check Relays Operation		
5	Check & tighten control wire connection		
Name and signature of technicians of the contractor who attended above work			
1			
2			

Certification	JE (E)	SDO (E)	EIC
Whether any deficiency in the performance of the contractor has been noticed.			
Whether applicable parameters of equipment/system after maintenance work is matching as per acceptable norms			

WEEKLY MAINTENANCE OF BATTERY CHARGER PANEL / D.G Set BATTERY

Location _____

Sr. No.	Activities	Remarks	
		Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance
1	Check all cable connections		
2	Check all fuses		
3	Check all indications		
4	Check charging circuit		
5	Check inter links of Batteries		
6	Check solution level of Batteries		
7	Check all Sp. Gravity of Batteries		

Sr. No.	Sp. Gravity of batteries		Solution Level		Description of works
	Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance	Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance	
1					

Charging Voltage: _____

Charging Current: _____

Name and signature of technicians of the contractor who attended above work		
1		
2		

Certification	JE (E)	SDO (E)	EIC
Whether any deficiency in the performance of the contractor has been noticed.			
Whether applicable parameters of equipment/system after maintenance work is matching as per acceptable norms			

MONTHLY MAINTENANCE SCHEDULE

Location of Substation : _____

Sr. No.	Description	Remarks	
		Condition/parameter s before commencing maintenance	Condition/parameter s after completion of maintenance
TRANSFORMERS			
1	Check all cable terminal connections		
2	Check oil leaks		
3	Check oil level		
4	Check oil breather condition		
5	Check expansion vent diaphragm		
5	Check alarm/trip circuits		
6	Cleaning of transformer		
7	Check silica gel condition		
8	Check any unusual sound		
9	Check all measures instruments		
10	Check off load tap changer mechanism		
11	Checking of oil of BDV		
12	Reading of Magnetic Oil Gage of main tank conservator		
13	Record Oil Temperature, Winding Temperature and Oil Level Once in every hour in the substation Log book		
14	General cleaning in the surrounding areas of transformer if dust/Spider web or any other foreign particles found should be cleaned immediately.		
15	Checking for insulation leakage and checking of CT, PT and bus bars if required.		
16	The oil level in oil cap under silica gel breather must be checked in one month interval. If it is found the transformer oil inside the cup comes below the specified level, oil to be top up as per specified level.		
17	Breathing holes in silica gel breather should be checked monthly and properly cleaned if required for breathing action.		
18	Check the transformer Marshaling Box		
Name and signature of technicians of the contractor who attended above work			
1			
2			

Certification	JE (E)	SDO (E)	EIC
Whether any deficiency in the performance of the contractor has been noticed.			
Whether applicable parameters of equipment/system after maintenance work is matching as per acceptable norms			

MONTHLY MAINTENANCE SCHEDULE

Location of Substation : _____

Sr. No	Description	Remarks	
		Condition/parameter s before commencing maintenance	Condition/parameter s after completion of maintenance
BATTERIES			
1	Battery charger panel testing and recording		
2	Routine checking of battery/cell for charging/discharging and rectification if abnormalities found.		
3	Attending of battery/cell for faulty/abnormalities.		
4	Drying and cleaning of battery/cell		
5	Checking of battery charger and battery condition of protective system batteries, recording the relevant parameters		
L.T. PANELS			
1	Check all cable connections		
2	Check all fuses		
3	Check all measuring instruments		
4	Check indication lamps		
5	Check Relays Operation		
6	Check Contactors Operation		
7	Check P.T, and C.T.'S		
8	Check all support insulators		
9	Check panel earthing		
10	Check all bolts and nuts		
11	Cleaning of panels		
H.T. PANELS			
1	Check all cable connections		
2	Check all internal fuses		
3	Check all measuring instruments		
4	Check all relays operation		
5	Check all contactors operation		
6	Check Isolators operating mechanism		
7	Check panel earthing		
8	Check all support insulators		
9	Check all bolt and nuts		
10	Check CTs , PTs, if required		

MONTHLY MAINTENANCE SCHEDULE

Location of Substation : _____

Sr. No.	Description	Remarks	
		Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance
1	Cleaning of panels		
2	Cleaning of P.T. and C.T.'S if required		
3	Check panel Heaters		
4	Check all indication lamps		
H.T.BREAKERS			
1	Check all connections		
2	Check all indication lamps		
3	Check control unit		
4	Check protection control		
5	Check contacts		
6	Check support Insulators		
7	Check closing/tripping circuit		
8	Check spring charging system		
9	Check limit switch		
10	Check all bolt and nuts		
11	Check earthing system		
12	Cleaning of the breaker		
13	Check inter-lock system		
L.T. BREAKERS			
1	Check all connections		
2	Check all indication lamps		
3	Check control circuit		
4	Check protection circuit		
5	Check main contacts		
6	Check closing/tripping circuit		
7	Check charging mechanism		
8	Check all bolt and nuts		
Name and signature of technicians of the contractor who attended above work			
1			
2			

Certification	JE (E)	SDO (E)	EIC
Whether any deficiency in the performance of the contractor has been noticed.			
Whether applicable parameters of equipment/system after maintenance work is matching as per acceptable norms			

MONTHLY MAINTENANCE SCHEDULE

Location of Substation : _____

Sr. No.	Description	Remarks	
		Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance
1	Check earthing system		
2	Cleaning of the breaker		
3	Oiling and greasing		
Other activities			
1	All the panel, electrical installations, substations and electrical equipment should be appropriately cleaned		
2	General checking of safety devices like contactor, output line, Fuses etc. and rectification of the same		
3	To check the fuses and other panel components.		
4	To Check controls circuit of VCB, OCB, ACB		
5	To check the S/s area Lightings and same should be replaced the faulty Tube Rod, Capacitor, Choke as & when required and made functionally operation.		
Name and signature of technicians of the contractor who attended above work			
1			
2			

Certification	JE (E)	SDO (E)	EIC
Whether any deficiency in the performance of the contractor has been noticed.			
Whether applicable parameters of equipment/system after maintenance work is matching as per acceptable norms			

SIX MONTHLY MAINTENANCE SCHEDULE

Location of Substation : _____

S/N	Description	Remarks	
		Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance
1	Discharging of Batteries once in six months.		
2	Earth pit resistance has to be checked for all earth pits.		
3	Measurement of earth resistance includes removing of earth pit chamber covers, isolation of main earth strips and connected strips, recording of value, reconnection of disconnected strips, replacement of corroded ones by GI coated fasteners items and emerying of strips, watering of earth pits, putting back earth chamber cover to the original position, marking of earth pits nomenclature etc. A detailed Test report should be submitted to the Electrical Engineer after completion of work and detailed history record has to be maintained at work place.		
4	Oil BDV testing of Transformers oil and updating of relevant records.		
5	Earth resistance measurement of all the Earth electrodes at no extra cost, updating of relevant records.		
6	Preventive maintenance of UPS including back up testing		
7	Contractor should check Tripping/Closing mechanism of Breakers		
8	To check all the Circuit Breakers connected with the switchgear panels and their operating mechanism/contacts etc. and make them in perfect condition.		
9	To check the Functioning of, Winding Temperature Alarm & Settings , Oil Temperature Alarm & Settings, Bucholz Relay alarm setting, Oil BDV , Measurement of Earth Resistance, Operation of OLTC, Topping of Transformer Oil(if required) and submit the Test Report to take action by KPT as per IS: 2026 III.		
Name and signature of technicians of the contractor who attended above work			
1			
2			

Certification	JE (E)	SDO (E)	EIC
Whether any deficiency in the performance of the contractor has been noticed.			
Whether applicable parameters of equipment/system after maintenance work is matching as per acceptable norms			

YEARLY MAINTENANCE

Location of Substation : _____

Sr. No.	Description	Remarks	
		Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance
1	Perform all daily, weekly, monthly and Half Yearly maintenance schedules.		
2	Testing and calibration of all relays should be done as per IS 3842 and submit the report.		
3	Overhauling of all breaker and other parameters sustainability		
4	Filtration of transformer oil of all transformers confirming to IS 1866. Filtered oil has to be got tested by contractor and contract is required to submit the test certificate for BDV of oil.		
5	Transformer maintenance should be carried out as per IS-10028 and IS-2026, as possible as applicable.		
6	Maintenance of all earth pits and check and maintain value to all earthing by one ohm confirming to IS 3043 as possible as applicable		
7	Meggering of all LT/HT cables and value should be maintained as per IS standard, S/s end only		
8	Checking of all insulators and their connections for proper tightening and cleaning.		
9	Cleaning of all electrical installations.		
10	<p>Test to be carried out in respect of Transformers:</p> <ol style="list-style-type: none"> 1) Transfer oil test 2) Dissolved Gs Analysis 3) Dielectric Test. 4) Bucholz alarm & tripping ckt. 5) MCB Test. 6) PI Test. <p>All test should be carried out as per the relevant IS standards to the satisfaction of the Engineer in Charge. Detailed test reports along with recommendations, remedies, and repairs needed if any maintenance/corrective actions required if any.</p>		
11	Cleaning of all marshalling boxes from inside		
12	All illumination, space heaters to be checked for proper functioning		
13	Checking of all terminal connections of control and relay wiring and tightening		
14	Cleaning of all the relays, alarms and control switches along with their circuit with appropriate agents.		

YEARLY MAINTENANCE

Location of Substation : _____

Sr. No.	Description	Remarks	
		Condition/parameters before commencing maintenance	Condition/parameters after completion of maintenance
15	The pockets for OTI (Oil Temperature Indicator) and WTI (Winding Temperature Indicator) on the transformer top cover to be checked and if required oil to be replenished.		
16	The proper function of Pressure Release Device and Buchholz relay must be checked annually.		
17	Insulation resistance and polarization index of transformer must be checked with battery operated megger of 5 KV range.		
18	Resistive value for earth connection and riser must be measured annually with clamp on earth resistance meter.		
19	The contractor should check IR Value of Transformer on HT/LT side once in a year and test certificate should be produced for the same.		
20	All relays of 11/0.433KV substation should be tested and calibrated once in a year as per norms of IS 3842. subject to compliance of Part-C of Schedule-B		
21	Secondary injection testing of all relays CDG/MRI E-5/I-5/IDMT is to be carried out once in a year of HT side subject to compliance of Part-C of Schedule-B		
22	Primary injection testing is to be carried out once in a year for all 11KV substation relays subject to compliance of Part-C of Schedule-B		
23	All breakers VCB, OCB ACB are to be overhauled once in a year.		
24	Calibration of Relay, CT, PT & Meters as per scope of work. subject to compliance of Part-C of Schedule-B		
Name and signature of technicians of the contractor who attended above work			
1			
2			

Certification	JE (E)	SDO (E)	EIC
Whether any deficiency in the performance of the contractor has been noticed.			
Whether applicable parameters of equipment/system after maintenance work is matching as per acceptable norms			

Note

The maintenance schedule is subject to change from time to time as directed by EIC which will be binding on the contractor without claiming for any type of compensation.

SECTION - XI

Permit to Work Form

Electrical Division

PTW No. :

Date :

Permit valid only for job mentioned and the maximum validity is only for ____ Hrs./Days from ____ Hrs./Days on ____/____/2021.

(This copy is to be displayed at work site & preserve after closure.)

A. Type of Permit :

Electric ☐ Excavation ☐ Confined Space Entry ☐ Hot Permit ☐ Lifting & Slings
Work at Height.

B. Job Details :

Location :

Job Executed by :

C. Nature of Work :

☐ Civil Job ☐ Backfilling ☐ Dewatering ☐ Excavation ☐ House Keeping ☐ Overhauling

☐ Protection to Cables ☐ Routine Maintenance ☐ Work at Height ☐ Finding of Fault at HT Cable

☐ Finding of Fault at LT Cable ☐ Finding of Fault at 11 KV Switchgear ☐ Finding of Fault at 66 KV Equipment at Yard ☐ Finding of Fault at 66/11 KV Transformer ☐ Finding of Fault at 11/0.440 KV Transformer

☐ Finding of Fault at 440V/220 V Cable ☐ Finding of Fault at Wiring ☐ Finding of Fault at Switchgear

☐ Finding of Fault at HT Panel ☐ Finding of Fault at LT Panel.

D. PPEs & Fire Protection at Site :

Gloves ☐ Helmet ☐ Safety Shoes ☐ Face Shield ☐ Safety Glasses ☐ Dust Mask ☐ Fire Shield

Safety Belt.

E. Isolation List :

S. No.	Isolation of	Tagging Condition	Un-Tagging Condition	Lock

F. Description :

Details	Name, Designation & User ID	Signature
Contractor's Supervisor : I've been communicated & understood the work to be executed and the precautions & safety measures to be taken and agreed to abide by the same.		
Approve : I've checked all the safeguards, and also, verified that it is isolated from all sources of energy, discharged, tested & earthed and all the hazards have been identified, assessed & controlled adequately and I approve this Permit.	JE (E)/Electrical Supervisor	

G. Permit Closure/Cancellation :

Details	Date & Time	Signature	Name & Designation
Job Completed & Permit Closed			JE (E)/ Electrical Supervisor
Job Cancelled / Permit Cancelled			JE (E)/ Electrical Supervisor
Job Pending / Issue New Permit			JE (E)/ Electrical Supervisor

Signature & Seal
of Contractor

XEN (E)

SECTION – XIII
Format for submitting information for Bid Capacity

For calculating "A" of the formula.

Sr. No.	Financial Year	Value of work undertaken	Multiplying factor as given in the pre-qualification criteria	Value updated to the price level of the year (Col C x col D)
A	B	C	E	F
1				
2				
3				
4				
5				
6				
7				

For calculating "B" of the formula

Sr. No.	Name of client	Name of work	Work order no. and date	Schedule period of completion as per work order with start date	Contract value	Value of work done	Remaining value of work done	Anticipated date of completion	Remaining value of work done (Completion period of the work for which bids are invited by DPA) from the date of opening of preliminary bid

Signature & Seal of Contractor

