



**NAYA RAIPUR DEVELOPMENT AUTHORITY**

## **Modified**

### **Tender Document for the Comprehensive Annual Maintenance Contract and Operations (AMC) of D.G Sets in Mantralaya ,Mahanadi Bhawan at Naya Raipur**

**(Following Three-Envelope Tender Procedure)**

## **TENDER DOCUMENT (PART ONE)**

**NIT No. : 40 /D.G /AMC/EEC-I/CE(E)/NRDA/2015-16,**

**Dated: 03.11.2015**

**Issued by:** Chief Executive Officer,  
Naya Raipur Development Authority (NRDA)  
1<sup>st</sup> Floor, Utility block, Capitol Complex, Sector- 19,  
Naya Raipur- 492 002, Chhattisgarh  
Tel No: + 91 771 2511500; Fax No.: +91 771 2511400.  
Website: [www.nayaraiipur.gov.in](http://www.nayaraiipur.gov.in)

## Tender Document Contains

- (a) Only schedule "A" and Section-I of schedule "D" are to be filled & signed by the tenderer  
 (b) All the certificates as per pre qualification criteria shall be appended with relevant forms of schedule "D"

### 1. PART ONE (NRDA F-1)-(Attached herewith, to be submit along the tender)

#### Part (A)

- a) Press Notice  
 b) Detailed NIT

#### Part (B)

- a) Schedule-A  
     (i) Cost Abstract  
     (ii) Bill of Quantities

- b) Schedule-B –NIL  
 c) Schedule-C –NIL  
 d) Schedule-D

#### Section-I..... Technical tender forms

- (i) Letter of Technical Tender  
 (ii) Tenderer's Information Sheet  
 (iii) Annual Turnover  
 (iv) Specific Construction Experience  
 (v) Declaration  
 (vi) Check list for Technical tender evaluation

#### Section –II .....Scope of work

#### Section –III..... Technical specifications of work

#### Section –IV..... Special Conditions of Contract

#### Section –V..... List of approved makes.

#### Section –VI..... Drawings

- e) Schedule-E  
 f) Schedule-F

### 2. PART TWO (NRDA F-2/3 )-Standard form (Not Attached herewith, and not to be submitted along the tender)

**Important note: - Link site [http:// nayaraipur.gov.in/documents/gcc.pdf](http://nayaraipur.gov.in/documents/gcc.pdf)**

1. General Guidelines
2. Tender
3. General rules and directions
4. Conditions of contract
5. Clauses of contract
6. Model rules relating to labour, water supply and sanitation in labour camps safety code
7. Sketch of cement Godown
8. Contract forms
  - (a) Draft Format for Performance Security
  - (b) Earnest Money Deposit Form (Bank Guarantee)
  - (c) Format of Contract Agreement
  - (d) Draft Format for Performance Guarantee for Water Proofing and Anti-termite Works
  - (e) Indemnity Bond
  - (f) Indenture Bond
  - (g) Notice for Appointment of Arbitrator
9. Proforma of schedules (Schedule 'A' to Schedule 'F')

















# **SCHEDULE- D**

## **Section-I**

### **Technical Tender Forms**

## Schedule-D

### Section I - Tender Forms Technical

This Section contains the forms which are to be completed by the Tenderer and submitted as part of his PART ONE (NRDA F-1).

#### Table of Forms

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Signature of Contractor.....

Signature of NRDA.....

## (i) Letter of Technical Tender

Date: \_\_\_\_\_

NIT No.: \_\_\_\_\_

To:

Chief Executive Officer,  
1<sup>st</sup> Floor, Utility block, Capitol Complex,  
Sector-19, Naya Raipur- 492 002, Chhattisgarh  
Tel No: + 91 771 2511500; Fax No.: +91 771 2511400

Ref for NIT no:-----

**Subject:** Name of the work:- -----

Dear Sir,

I/We, the undersigned, declare that:

- (a) I/We have examined and have no reservations to the Tender Document, including Addendum if any, minutes of meeting, clarification to the queries etc.
- (b) I/We offer to execute the subjected under in conformity with the Tender Documents and the addendums.
- (c) I/We have satisfied ourselves as to the location of the site and working conditions, examined the requirements of NRDA and have obtained all the information necessary for the successful and timely completion of the work.
- (d) I/We have submitted the Earnest Money Deposit as specified in the tender document which will not bear any interest and shall be subjected to forfeiture on following defaults.
  - (i) if we withdraw our Tender during the period of tender validity as specified in Detailed NIT Para 9 or
  - (ii) if we fail to:
    - furnish a Performance Security in accordance with Detailed NIT Para 19 or
    - sign the Contract in accordance with Detailed NIT Para 18; or
    - Accept the correction of its Tender Price pursuant to Detailed NIT Para 24.
  - (iii) If we have given the false documents in support of qualification with the technical tender.
- (e) My/Our Tender shall be valid for a period of 90 days from the date fixed for the tender submission deadline in accordance with the Tender Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) If my/our Tender is accepted, we commit to obtain a Performance Security in the amount as specified in the tender document for the due performance of the Contract and sign the agreement;
- (g) I/We are not participating, as Tenderers, in more than one Tender in this Tendering process, in accordance with the Tender Document;
- (h) My/our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible by NRDA, Raipur;

Signature of Contractor.....

Signature of NRDA.....

- (i) I/We understand that this Tender, together with your written acceptance thereof included in your letter of acceptance, shall constitute a binding contract between us, until a formal Contract is prepared and executed;
- (j) I/We understand that you are not bound to accept the lowest evaluated tender or any other tender that you may receive.
- (k) I/We hereby pay the Earnest Money Deposit of required amount in the form of a demand draft on a nationalized bank/ Scheduled Bank (-----Bank Name and address) and operatable at Raipur in favour of the 'Chief Executive Officer, NRDA, Raipur' for the said amount and is attached.
- (l) I/We hereby declare that, the entire work including Addendum/ Corrigendum, if any, shall be completed in all respect within the time limit specified in the NIT.
- (m) I/We here by authorize the Employer to get all bank guarantee verified and got confirmed from concerned Bank.

Signature: -----

Signed by: ----- (Name)

Designation: -----

For and on Behalf of -----(Name of Tenderer)

Date:

## (ii)Tenderer's Information Sheet

Tenderer's Information		
<b>Tenderer's legal name</b>		
<b>Tenderer's legal address</b>		
<b>Tenderer's authorized representative</b> (name, address, telephone numbers, fax numbers, e-mail address)	Name:	Address:
	Telephone : Fax :	E-Mail:
<b>Tenderer's details of Incorporation</b>	Place of incorporation/ registration:	Year of incorporation:
<p><b>Attached are copies of the following original documents.</b></p> <p><input type="checkbox"/> 1. Articles of incorporation or constitution of the legal entity named above.</p> <p><input type="checkbox"/> 2. In the case of government-owned entity, documents establishing legal and financial autonomy and compliance with commercial law.</p>		

**Details of the office closest to Raipur (if available)**

1.	Address of Office	
2.	Telephone :	Contact :
3.	Fax :	E-Mail :

Signature of Tenderer

Date: \_\_\_\_\_

Signature of Contractor.....

Signature of NRDA.....

**(iii) Annual Turnover**

<b>Annual Turnover Data for the Last 3 Years</b>			
<b>Year</b>	<b>Amount and Currency</b>	<b>Exchange Rate if any</b>	<b>INR Equivalent</b>
2011-12			
2012-13			
2013-14			
2014-15			
Average Annual Turnover for any 3 years in INR			

All Tenderers are requested to complete the information in this form

The information supplied should be the Annual Turnover of the Tenderer in terms of the amounts billed to clients for each year for contract in progress or completed, converted to INR at the rate of exchange at the end of the period reported.

As a proof of the above, the contractor shall submit the copies of the balance sheet for last three years along with audited profit & loss statement duly signed by the chartered accountant.

Signature of Tenderer

Date: \_\_\_\_\_

Signature of Contractor.....

Signature of NRDA.....

### (iv) Specific Construction Experience

Fill up one (1) form per contract.

Details of Contract			
Contract No . . . . . of . . . . . ...	Name of work		
Award Date		Completion Date	
Role in Contract	<input type="checkbox"/> Contractor	<input type="checkbox"/> Sub-contractor	
Total Contract Amount			INR
Employer's Name Address Telephone/Fax Number E-mail			
Description of the work executed			

**Note:** Attach copies of work order and satisfied completion certificates in support of each quoted experience. The completion certificate should be signed by the officer not below the rank of concerned Executive Engineer in case of Government department or in the rank of General Manager in case of public sector/private sector as the cases may be.

Signature of Tenderer  
 Date: \_\_\_\_\_

Signature of Contractor.....

Signature of NRDA.....



## (v)DECLARATION

**(TO BE SIGNED BY THE TENDERER SUBMITTING THE TENDR  
ON DOWNLOADED TENDER DOCUMENT)**

I/We hereby declare and certify that:

1. I/We are submitting the tender in the tender document downloaded by me /us from the website & we certify that there is no change in formatting, numbering of pages etc. In the downloaded documents.
2. I/We are submitting the tender in the tender document which is exactly similar and identical to the one available on the website and also as available with the officer inviting tenders.
3. I / We have not made any modifications / corrections / additions / omissions etc in the tender documents downloaded from web by me / us.
4. I / We have checked that no page in the downloaded tender document is missing and all the pages as per web site are available & that all the pages of tender document submitted by us are clear & legible.
5. I / We have signed (with stamp) all the pages of the tender document before submitting the same.
6. I / we have wax sealed the tender documents properly before submitting the same.
7. I / We have submitted the application for issue of tender documents on the prescribed format separately along with the cost of tender documents and also the attested Xerox copies of the eligibility documents prescribed for respective work in the NIT.
8. I / We have read carefully & understood the entire Tender document including important instructions to the tenderers submitting the downloaded tender.
9. In case at any stage whatsoever at a later date it is found/ revealed that there is a difference in our downloaded tender documents from the original **Standard DRAFT Tender Document**, NRDA shall have the absolute right to take any action as deemed fit without any prior intimation to me / us.
10. In case at any stage whatsoever at a later date it is found that there is difference in our downloaded tender document from the Standard DRAFT Tender Document, we clearly understand that our work shall be liable to be cancelled and Earnest Money/ Performance Guarantee / Security deposit etc all are liable to be forfeited by NRDA and in such an eventuality I / We shall have no right or claim for any damages / compensation from NRDA on this account. Further in such case I / We may also be debarred by NRDA for further participation in the tendering in the concerned NRDA & be removed from the approved list of contractors of NRDA.

Dated.....

**(TENDERER)**  
**(SIGNATURE WITH SEAL/ STAMP)**

Signature of Contractor.....

Signature of NRDA.....

**(vi) CHECK LIST FOR TECHNICAL TENDER EVALUATION**

Name of the Agency:						
S. No	Document	Details			Enclosed at annexure	
					Page No	
				From	To	
1	Tender Document Cost	<b>Downloaded from NRDA Website Details of DD</b>				
		Amount				
		Name of the Bank & Branch				
		Date				
		D.D no & Photo copy attached	Yes	No		
2	Earnest Money Deposit (EMD)	Amount				
		Form of EMD				
		Issuing Bank & Branch				
		No & Date Photo copy attached	Yes	No		
	Contractor Registration Certificate	Class in which registered				
		Name of Department				
		Registration Number & Date				
		Validity				
		<b>Notarized</b>	<b>Yes/No</b>			
4	Commercial Tax Certificate	Registration Number:				
		Name of the Office				
		<b>Notarized</b>	<b>Yes/No</b>			

Signature of Contractor.....

Signature of NRDA.....

<b>Name of the Agency:</b>					
S. No	Document	Details		Enclosed at annexure	
				Page No	From
5	Average Annual Turnover in Lacs	2011-2012			
		2012-2013			
		2013-2014			
		2014-2015			
		Chartered accountant certificate in original or photo copy duly notarized can be submitted			
6	Details of the projects/works completed as pre-qualification criteria	Name of the Work			
		Work Completed	Yes/No		
		Year of completion			
		Cost of the Project			
		Certificate Enclosed	Yes/No		
		<b>Notarized</b>	<b>Yes/No</b>		
		Name of the Work			
		Work Completed	Yes/No		
		Year of completion			
		Cost of the Project			
		Certificate Enclosed	Yes/No		
		<b>Notarized</b>	<b>Yes/No</b>		

Note: The above check list only provides for those documents which are mandatory for the tender pre-qualification criteria. Tenderers are required to append, other documents also with the technical tender as required in the detailed NIT or elsewhere in the PART ONE (NRDA F-1).

Signature of Tenderer

Date: \_\_\_\_\_

Signature of Contractor.....

Signature of NRDA.....

**SCHEDULE- D**  
**Section-II**

**SCOPE OF WORK**

Signature of Contractor.....

Signature of NRDA.....

## GENERAL SCOPE OF WORK

There are 5 units of Diesel generator Sets of Cummins make of capacity 1010KV each and one set synchronizing Panel for providing power backup for Mantralaya. The contractor shall operate and maintain the Diesel generator set units for providing 24 hours power backup for a period of 12 months for Mantralaya. The Authority shall provide required Diesel for the operation of DG Sets and the contractor shall maintain the log Books as approved by authority.

The period of contract is for 12 months in the initial stage from the date of receipt of order.

The details of work includes

1) The contractor shall carryout the following works during annual Maintenance Contract period along with the servicing of the diesel generator sets & Synchronizing Panel:

a) Check lube oil level and conditioning of lube oil, top up/refill if required.

b) The oil filters shall be replaced whenever oil is changed.

c) The air filters shall be cleaned periodically with compressed air, check batteries and top up the distilled water if required.

d) Check functioning of changing alternator.

e) Engine safety viz., high water temperature gauge, oil pressure gauge, oil temperature gauge and high speed gauge shall be checked for their functions and repaired/replaced if required.

f) Coolant level and conditioning of coolant shall be checked and refilled if required.

g) Check fan and alternator drive belts and tightened if required.

h) The governor shall be checked and tuned for proper functioning.

i) Check for leaks if any and shall be rectified.

j) Check reports shall be submitted every month/ every breakdown calls.

2) The contractor's service engineer shall visit the site for attending the generator sets not less than twelve times during the contract period (minimum once in a month) and shall inspect the generator set thoroughly. Each visit shall take place during 1st week of each month.

3) The service engineer shall visit once in every months for checking of electrical side viz., Alternator, Synchronizing panel if any.

4) The contractor's service engineer shall visit the site within 2 hrs from the time of call whenever breakdown occurs.

5) Each visit shall be attended between 9 AM to 5 PM in the same day.

Signature of Contractor.....

Signature of NRDA.....

6) During each visit the service engineer shall inspect the generator sets and carry out minor adjustments if required to the generator sets.

7) The engine shall be run on no load or at available load, check any leakage and abnormal noise. If any such abnormality noticed shall be diagnosed and remedial action shall be taken.

8) The contractor shall provide adequate manpower for 24 hours Operation.

Note: all consumables such as distilled water, lube oil, grease, filters and other spare parts etc. will be supplied by the Contractor.

Signature of Contractor.....

Signature of NRDA.....

**Maintenance Schedule**

<b>A-CHECK (SECTION 4 ,5 )</b>	<b>B-CHECK (SECTION6)</b>	<b>FIRST 1500 HRS .CHECK</b>	<b>C-CHECK ( SECTION 7)</b>	<b>D-CHECK ( SECTION 8)</b>	<b>1500 HRS.AFTER EVERY 'D'CHECK</b>
<p>1] Daily /Weekly <b>Lubrication</b> 2.CHECK Engine Oil LEVEL <b>Fuel System</b> 3 .Drain Sediments from Fuel Tanks <b>Air SYSTEM</b> 4 .Clean Pre-cleaner Dust Pan Weekly 5 . Check Air Cleaner Restriction Clean/Change Air Cleaner Elements IF required <b>Cooling SYSTEM</b> 6 . Check Coolant Level Other <b>Maintenance</b> 7 . Drain Air Tank 8 . Check &amp; Correct Leaks 9 . Drain Fuel Filter/Water Separator Daily 10 .Check Oil Level of marine gear &amp; Raw Water pump</p>	<p>1. Repeat "A" <b>Lubrication</b> 2.Change Engine Oil 3 .Change Engine Full-Flow Oil Filter 4.CHANGE By-Pass Filter 5 .Change Marine Gear Oil 6.Record Oil Pressure Fuel System 7 .Check Hyd. Gov. Oil (if applicable) 8 . Check Throttle Linkage 9 .Lubricate ball joints of the throttle linkage of Hyd. Governor 10. Change Fuel Filter 11 .Clean Fuel Tank Breather 12. Check Aneroid Oil Air System 2 13.Clean/Change Crankcase Breather 14 .Check Air Piping Cooling System 15. 1 Check cooling inhibitor. Add coolant concentrate, if required. 16 .Check Heat Exchanger Zinc Plugs 17. Check belts, adjust if required</p>	<p>ALL STEPS OF C-CHECK &amp; ADDITIONAL STEPS 1 .Adjust injectors and Valves 2.Replace rocker cover gaskets</p>	<p>Repeat 'A"and "B" Fuel System 2 ..Change Hyd . Gov . Oil 3 .Change Aneroid Oil 4 .Check Aneroid Adjustment 5 .Replace Aneroid Breather . 6 .Clean Fuel Tank from inside . Cooling System 7 . Clean Radiator / Charge Air Cooler externally 8 .Check Fan Hub/idler and Water Pump/ idler Other Maintenance 9 .Inspect Following parts &amp; replace as required. (Alternator/ Starter, etc.) 10 .Check air Cleaner Evacuator valve .Change if required.</p>	<p>1 .Repeat "A,B and C" Fuel System 2 .Clean and Calibrate Injectors if required 3 .Replace rocker cover gaskets 4 .Check Fuel Pump Calibration 5. Replace Aneroid Bellows &amp; Calibrate if provided Air System 6 .Clean Turbocharger Compressor Wheel and Diffuser if required 7.. Check Turbocharger Bearing Clearance 8 Tighter Manifold Nuts or Cap screws Cooling System 9 .Change coolant 10 .Descale cooling System Other Maintenance 11. Check Vibration Damper 12 .Check Air Compressor 13 Check Safety Controls</p>	<p>ALL STEPS OF C- CHECK AND ADDITIONAL STEPS 1 .Adjust Injector and Valves if required 2. Replace rocker cover gaskets</p>
<p>Engine Interval Series HOURS calendar</p>	<p>B EVERY 300 Hours Every 12 months</p>	<p>To be done at first 1500 HOURS ONLY</p>	<p>C Every 1500 hours every 1 year</p>	<p>D Every 6000 hours</p>	<p>To be done at 1500 hour after every D Check</p>

# **SCHEDULE– D**

## **Section-III**

### **Technical Specification of Works**



# SPECIFICATIONS

## **GENERAL:**

Manufacturer Specification of each item. The specification of D.G.set's is maintained in BOQ. All the material shall be use as per D.G set specification. The material use by the contactor for maintenance shall take authorized certificate from manufacturer.

## **Material to be of best quality:**

The whole of the materials, employed in connection with the permanent work, shall be new and of the best of its kind. All materials shall be in accordance with these specifications and shall be as approved by the engineer's representative.

## **Standards:**

Except where otherwise specified or permitted by the engineer in charge, all material shall confirm to the latest edition of Indian /international Standard Specifications.

Signature of Contractor.....

Signature of NRDA.....

**SCHEDULE– D**  
**Section-IV**

**Special Conditions of Contract**  
**& Service Level Agreement for Annual**  
**Maintenance**  
**And Operations Contract**

Signature of Contractor.....

Signature of NRDA.....

## Special Conditions of Contract

### 1. GENERAL

The Special Conditions of Contract are to be read in conjunction with General Conditions of Contract. If there are any variations or discrepancies or conflicting provisions, the provisions in Special Conditions shall take precedence over the provisions in the General Conditions of Contract.

All additional facilities/equipment/ office etc to be provided by the contractor, as mentioned in the tender, document outside the BOQ shall not be paid separately, and shall be deemed to have been included in the rates quoted by the contractor.

### 2. ACCESS

The Contractors are to verify the work site details including:-

- a) Access,
- b) Availability of water supply and electrical energy,
- c) Space for dumping stores and materials and
- d) Space for erection of site office,

The Contractors are deemed to have catered for all contingencies connected with the site, access, water & electricity.

### 3. SUPPLY OF WATER

Water will not be supplied by NRDA and the Contractor shall make his own arrangements. NRDA will give recommendatory letter to the concerned authority if so requested by the Contractor. However, NRDA shall be in no way responsible for obtaining permission and no claim on account of this will be entertained.

### 4. ELECTRIC SUPPLY

- (a) Electric power both for construction and lighting shall not be made available to contractor. Contractor shall arrange at his own cost power with necessary switch boards, energy meter etc. and shall be responsible for their maintenance.
- (b) Further distribution by the Contractor at his cost shall be done as per approved layout. He shall provide required clearances for overhead lines to facilitate easy movement of heavy machinery such as cranes etc. These shall be shifted and rerouted at Contractors cost during execution of work if the same are found to obstruct any other work of any agency working at site or requires shifting due to unforeseen reasons.
- (c) On completion of the work the Contractor shall remove all wiring installed by him and make good to the satisfaction of Engineer if any disturbance or damage is done.
- (d) The Contractor shall employ an Electrical Agency as approved by the Engineer for carrying out this work.
- (e) The Contractor has to keep alternative arrangement ready at his own cost for any failure/ interruption of electric power that takes place and under no circumstances can this be deemed to be reason for any consequential delay in the works.
- (f) Any disputes in sharing of power obtained directly/ indirectly from CSEB with other agencies shall be resolved by the contractor at his risk and cost. NRDA shall not be responsible or a party for such disputes.

Signature of Contractor.....

Signature of NRDA.....

**5. DEFECT LIABILITY**

The Contractor shall be responsible for rectification of defects, during the defect liability period as per clause 17 of GCC after the certified date of completion by the NRDA. This period shall be known as Defects Liability period as defined in CL. No. 17 of the General Conditions of Contract. Subsequent to the taking over of the works and after it has been in use, its removal/correction of defects would be the responsibility of the Contractor. Any defects or failures during this period shall be rectified by Contractor within one week of intimation in writing. If the same is not carried out in the stipulated time, NRDA shall have the right to get it repaired departmentally or through any other agency, entirely at the risk and costs of the Contractor as detailed in the GCC clause. No. 17.

**6. SAMPLES****6.1 Material**

(a) The Contractor shall furnish to Engineer for approval, with reasonable promptness and with reasonable time for consideration, adequate numbers of samples of all the materials to be used in the work, irrespective of whether material/product is from approved list given in tender. He shall permit and account for all costs in his quotation toward supply, testing, examination at site or at any approved place by the Engineer. The choice of approval of materials rests with NRDA unless otherwise specified.

(b) All material samples shall be delivered to the Engineer's office at the Contractor's cost. Each sample shall be in duplicate and properly labelled as under-

- Name of Project
- Name of Contractor
- Name of Product
- Name of Manufacturer
- Item reference of BOQ
- Date of Submission

(c) Samples shall be accompanied with technical specifications/ catalogues/ test results of manufacturer.

(d) In case the Contractor intends to keep an approved sample in his possession, he shall submit additional set of samples for Engineer's approval.

**6.2 Standards of Acceptability**

(a) In order to establish the standards of acceptability for materials and finishes, the Contractor shall finish in all respect a mock up for each pro-type room. The material used in this shall be as approved and special attention shall be paid to establish the workmanship and finishing standards to be achieved for the project. Works such as form finished concrete & finishing items such as joinery, floor finishes, false ceiling, wall finishes, toilets including sanitary fittings and fixtures, electric fitting and fixtures etc. shall be provided as per drawings and specifications. All mock-ups, except for exposed concrete finish to be made within the building blocks. For exposed concrete finish a maximum of 3 (three) mock-ups (approx. 36 (thirty six) SqM each), independent of the main building block shall be prepared for approval jointly by C E & Architect.

(b) The Contractor shall give notice in writing in this respect and shall obtain approval through Engineer in Charge from the CE NRDA. Approval should be taken well in advance so as not to delay execution of work.

Signature of Contractor.....

Signature of NRDA.....

**7. TESTING OF MATERIALS IN OTHER LABORATORY**

As a valedictory measure, in addition to establishing testing a full fledged site laboratory, 10 % (ten percent) of the samples shall be sent every month for testing in one of the following laboratory:-

- i) Chief Engineer (PWD) Laboratory, Raipur
- ii) National Institute of Technology, Raipur
- iii) Govt. Engineering College, Raipur
- iv) B.I.T., Durg/ Raipur
- v) Sriram Test House N. Delhi
- vi) National Test House N. Delhi

**7.1** In case, certain testing facility for typical/ special materials are not available in Chhattisgarh, then it can be tested at a recognized laboratory anywhere in India.

**7.2** All testing charges for the above shall be borne by the Contractor. In case, the testing charges demanded by the testing authorities is not paid by the Contractor within 15 (fifteen) days, then the same will be paid by NRDA with due recovery from the Contractor's bill for the project.

**8. CRECHE FACILITIES FOR THE CHILDREN OF CONSTRUCTION LABOURER**

NA.

**9. SUBMISSION OF DETAILED BAR/ PERT CHART OF COMPLETION**

NA.

**10. Method of Working**

NA

**11. Project Monitoring**

NA

**12. QUARRY RELATED DEDUCTIONS**

NA

**13. CONTRACTORS ALL RISK POLICY (C.A.R. POLICY)**

NA

**14. INDEMNITY BOND**

NA

**15. ACCIDENTS**

Should any accidents, fatal or otherwise occur, a detailed report about the same shall be made promptly by the Contractor to the Engineer. The Contractor should at all times during execution of

Signature of Contractor.....

Signature of NRDA.....

work keep the NRDA fully indemnified against all risks, claims, litigations and financial burdens arising out of all incidental operations on work and accidents.

**16. TRAFFIC**

NA.

**17. ALIGNMENT AND BENCH MARKS**

NA.

**18. PREVENTION OF MOSQUITO BREEDING AT CONSTRUCTION SITE**

NA

**19. INSPECTION OF SITE AND SUFFICIENCY OF THE TENDER**

If the NRDA is not in a position to deliver to the Contractors the site of the Contract work for any reason whatsoever at the agreed time, delaying the commencement of the contract work, or part thereof not beyond 50 % (fifty percent) of contract period for completion, such omissions of the NRDA shall not be breach of any its obligations under the contractor and the Contractor shall not be entitled to claim from the NRDA for loss or damage, if any, caused thereby, but shall be entitled to a reasonable extension of the period agreed for the completion of contract work. If the contractor shall be obstructed in the execution of the work by any person other than an agent or servant of the NRDA, the Contractor shall exclusively deal with such set by the due process of law but shall not be entitled to attribute thereby the beach of any obligation under the contract to the NRDA compensation for damage or loss, if any, thereby suffered but shall be entitled to an appropriate extension of period agreed for the completion of the contract work, provided that the contractor has reported to the NRDA every such act of obstruction with particular soon after its occurrence and the NRDA has after enquiry found the same to be substantially true and has determined the duration of such obstruction.

**20. PROGRESS OF WORK**

NA.

**21. FIELD LABORATORY**

NA

**22. ENGINEER**

22.1 Engineer for this project shall be the Engineer or the person nominated or appointed by NRDA from time to time and shall include any person duly authorised by them.

22.2 Engineer shall be responsible for the Maintenance of the project with regards to management and supervision. Instructions issued by the Engineer to the Contractor shall be deemed to be the Employer's instructions in respect of-

1. Approval of material and workmanship using ISO formats proforma of which should be got approved from Engineer.
2. Matter of urgency involving safety or protection of person or property.
3. Monitoring progress of work using System Application of Projects (SAP). (Refer 3.5 hereunder).
4. Interpretation of specifications
5. Certification of measurements and bills and issue of certificates accordingly for

Signature of Contractor.....

Signature of NRDA.....

interim and final bills.

22.3 Engineer shall hold fortnightly progress meetings at site for maintenance works. The Contractor shall assist in providing revised programmes, required by Engineer/ NRDA.

22.4 The Engineer shall coordinate works at site of all agencies appointed by the Employer.

**23. EXCAVATED OBJECTS**

NA.

**24. AS BUILT DRAWINGS**

NA.

**25. ENGINEER'S SITE OFFICE**

NA.

**26. PROVIDING COMPUTER & OTHER EQUIPMENTS AT SITE OFFICE**

Deleted

**27. TELEPHONE CONNECTION**

Deleted

**28. TIME SCHEDULE FOR COMPLIANCES**

As per work order

**29. APPROVAL OF ENGINEER**

NA

**30. PERMISSION FOR CONSTRUCTION OF SITE OFFICE/ GODOWN/ LABOUR HUTS:**

NA.

**31. CONDITIONAL TENDER**

The Tenderer shall note that the clarifications shall be obtained in the pretender meeting and the tender should be submitted without any conditions, whatsoever. Clarifications given to the various tenderers in the pre-tender meeting would be summarized by NRDA and would be issued to every tenderer as "Minutes of Pre-Tender Meeting". The same will be binding on all the tenderers irrespective of whether they have attended the pre-tender meeting or not. The Minutes of the Pre-Tender Meeting would form part of the Contract Agreement and the Tenderers should submit the Financial Offer taking into consideration the same. The Tender submitted with conditions would be summarily rejected.

**32. SITE ORDER BOOK & OTHER BOOKS REQUIRED**

The contractor will maintain Site Order Book at the site of work. The Contractor or his authorized representative shall sign all the instructions received therein, in token of having received the same and shall comply with them forthwith.

All other books of record at site shall have to be maintained as required in the CPA Code of works.

**33. POURCARD SYSTEM**

NA

**34. CLEANING Of SITE**

- a) All water which may accumulate on the site during the progress of the works or in trenches and excavation shall be removed from the site to the satisfaction of the

Signature of Contractor.....

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Engineer at the Contractor's cost. Site shall be maintained free from rubbish. Proper stacking of scaffolding material, shuttering material bricks/ brickbats, steel pieces, etc. needed for work on day to day basis shall be organized in proper stacks. Heaps of material lying around in unplanned manner and disorderly fashion shall not be permitted. Engineer's decision in this matter shall be final.

- b) The Contractor shall not, at any time, do cause or permit any nuisance on the site or do anything which shall cause unnecessary disturbance or inconvenience to Employer, tenants or occupiers of other properties near the site and to the public in general. The Contractor shall install mosquito proof and accessible water storage tanks for construction and drinking water.
- c) The Contractor shall periodically give largasidal treatment to water storage tanks, sites of water stagnation, water collection.
- d) Prior to handing over the contractor shall appoint Professional Cleaning Agency to clean the building works prior to handing over. The Agency shall have minimum 5 (five) years prior experience in the hospitality industry and shall be appointed with the prior approval by the Engineer.
- e) Any expenditure that may be incurred by NRDA to ensure that the above conditions are fulfilled by the Contractor will be debitable to Contractor's account and will be recovered from the running bills of the Contractor from time to time.
- f) *Cleaning*: Remove staining or reactive materials from new surfaces immediately during course of the Work.
- g) *Debris*: Remove hazardous accumulations of debris promptly, at least daily.
- h) *Dust*: Confine dust producing operations during painting and finishing. Vacuum immediately after completion.
- i) TRASH DISPOSAL
- j) *General*: Keep new buildings and site free from accumulations of waste materials.
- k) *Removal*: Remove cartons, crates, wrappings, lunch trash, and other trash from each room daily. Provide trash receptacles on each floor of each building and in convenient locations on the site.
- l) *Burning*: Do not burn trash or other materials on Owner's property.
- m) EXCESS MATERIAL; *General*: Remove excess materials, including demolished materials, excess earth, and excess building materials from Owner's property and dispose of legally.
- n) *Clean*: Keep paved drives on Owner's property and public streets and alleys clean, by cleaning daily, or more often if necessary, of earth and debris spillage from trucking involved in construction operations.

**35. FENCING**

NA

**36. WATCH AND WARD**

NA

**37. MOBILISATION PERIOD**

NA

**38. METHOD OF CARRYING OUT THE WORKS**

NA.

**39. CONTRACTOR RESPONSIBLE FOR SUFFICIENCY OF MEANS EMPLOYED**

The Contractor shall take upon himself the full and entire responsibility for the sufficiency of plant, centering, scaffolding, timbering, machinery, tools or implements and generally for all means used

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for the fulfilment of the Contract. In the event of any of these means proving insufficient, the Contractor is still fully and entirely responsible for the sufficiency of these means notwithstanding any previous approval or recommendation that may have been given by the Engineer.

**40. DRAWINGS**

NA

**41. STANDARDS**

In various places throughout this specification and the bills of quantities, reference is made to the standards, specifications and byelaws issued by the Indian Standard Institutions and other similar organizations. These references shall in every case be deemed to include the latest edition or issue of such standards, specifications and byelaws including all revisions, amendments and addendum subsequently issued. Where materials are not specified and standard exists in respect of such materials, then the materials shall in all respects comply with relevant and current I.S.I. In such cases where I.S.I. do not exist, the best manufacturers' specification shall be followed; in absence of all these, Engineer's instruction shall be followed.

**42. SUPERVISORY STAFF (As per clause 36 (i) of schedule F of the tender)**

The Contractor shall engage on the work a qualified and experienced Engineers, Supervisor, capable of managing and guiding the work properly as detailed in Cl36(i) of schedule F of the tender Form F-1. This supervisor shall be authorized by the Contractor in writing to receive the orders issued by the Engineer from time to time. The Contractor shall be responsible for carrying out these orders promptly.

**43. FIRE PRECAUTIONS**

The Contractor shall comply with fire regulations of the controlling authority in force at the site of the works relating to the precautions to be taken against fire hazards.

**44. USE OF SITE**

The Contractor shall not use any portion of the site for purpose not connected with the works without the prior written approval of the Engineer. He shall maintain permanent and site access roads free of spillage and shall not interfere with the flow of traffic. Also same shall apply to terraces and other developed areas. This clause shall be read in conjunction with clause no. 15 of the Special Conditions of Contract.

**45. SAFETY ENGINEER**

NA.

**46. QUALITY ASSURANCE MANUAL AND SAFETY MANUAL**

Successful tenderers will be required to submit Quality Assurance Manual and Safety manual made as per applicable specification for various items of work and get the same approved from Engineer before start of work and the adhere the same during actual execution of work.

**i. Quality Assurance Manual (QAM)-**

NA

**ii. Inspection of Works at Factory/ Workshop**

Signature of Contractor.....

Signature of NRDA.....

For any visits that maybe necessary for the purpose of performance of testing, inspection of factory made goods/ equipments, at a location other than the site or Raipur, the actual cost of travel (to & fro airfare/ train A/c 1st class), boarding & lodging, local transport & per diem (per person per day) costs at the rate of Rs. 3000 (Rupees three thousand only) for any visit made by officials from NRDA/ PMC/ Architect/ Consultant (maximum 3 (three) persons per instance), shall be borne by the Contractor. Such visits may be necessary for the inspection of chillers, panels, elevators, transformers, DG sets, fabricated doors, etc. that require inspection prior to shipping from the place of its manufacture. Any other item which is required to be tested before being processed/ fabricated in the factory, such visits shall require the prior written approval from the NRDA.

**47. QUALITY ASSURANCE SYSTEM**  
NA

**48. EQUIPMENT MAINTENANCE MANUAL**

The Contractor shall mention the list of machinery procured at site for the work in this manual. This manual shall also reflect the name of the manufacturer, age of machinery and the agency entrusted with the maintenance work of the machinery listed in the manual.

**49. MINIMUM PLANTS, EQUIPMENTS AND SHUTTERING**

**All necessary equipment's for elevators maintenance .**

**50. SUBMITTALS**

NA

**51. PLANT, MACHINERY AND SHUTTERING**

The contractor is required to submit details of plants and machineries to be deployed by him in a proformas indicating all details such as make, year of manufacture, registration etc be submitted. The details are to be provided with in 30days after award of contract.

**52. SUB-CONTRACTORS**

NA

**53.** Subject work is strictly to be completed within stipulated work completion Period and in accordance with the activities listed below completely as per the directives from Engineer. The charges and the expenses for completing the following listed activities should be included in the quoted offer and no separate payments against this will be made.

1. Successful agency will have to obtain and submit the Contractor All Risk Insurance Policy (CAR) in original within 1 (one) week from date of work order from Director of Insurance, Government Insurance Fund, Raipur, Chhattisgarh. The Contractors All Risk (CAR) Policy as said above shall be inclusive of insurance coverage under workman's compensation insurance policy for all workmen employed by contractor to complete the works covered under present contract. Further the contractors All Risk Policy period completely as stated in the tender. In case of time period extension (If any), it is essential

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that, premium of CAR policies should be timely paid by agency in order to ensure the continuity of CAR policy without any break in the same, suitable action will be taken against defaulters as per General Conditions of Contract unless and until the Contractors All Risk Policy as stated in above manner is submitted to the office of Engineer no payments will be released against any work executed.

2. Obtaining necessary scheme sanctions in detail towards execution and completion of subject work in all respect, from concerned CSEB/ applicable local authority. This activity includes required co-ordination and follow-up with concerned CSEB/ applicable local authority for obtaining necessary scheme sanctions. The scheme sanction should be inclusive of specifications and required layout and other drawings etc. completely as per the requirement.

The payment towards the supervision charges of CSEB/ applicable local authority shall be paid directly to CSEB/ applicable local authority on behalf and in the name of NRDA by the agency.

The original scheme sanctions along with original certified drawings, specification details, quotations, payment receipt against supervision charges etc. should be submitted to the Engineer.

The supervision charges paid in the name of NRDA as mentioned above shall be reimbursed on submission of original payment receipts.

3. If required, preparation and submission of execution drawing in co ordination with concerned planning authority of NRDA by engaging Govt. approved Surveyor for confirmation and marking of proposed cable routes, location of control pillar, existing services along the proposed route under the present contract as per the sanctioned scheme obtained from CSEB Reports and marked computerized plans duly certified by surveyor in 3 sets of should be submitted after carrying out the details survey as mentioned above.

4 Obtaining necessary road/ soil/ footpath etc. cutting permission for cable trenching from concern authorities like NRDA/ CSEB/applicable local authority/ RMNN/ PWD etc. as applicable along the approved route and submit the approval in original along with the drawings and permission to Engineer.

The charges required for obtaining the approvals and permission as mentioned above should be directly paid on behalf and in the name of NRDA by the agency.

The charges paid in the name of NRDA as mentioned above shall be reimbursed on submission of original payment receipt to the Engineer

5. Preparation and submission of shop/ execution drawing to Engineer for approvals. Submitting list of Makes of various items and material to be used under present contract for approvals.

6. The Contractor or his qualified engineer having updated technical knowledge for execution of the subject work should invariably remain present and co-ordinate during every inspection and testing programme at manufacturers works, similarly during every joint site visits and when required.

7. After supply of material at site, all the documents such as delivery challan, excise gate pass, material test report (in original), etc. should be submitted to Engineer for obtaining installation clearance.\*

Signature of Contractor.....

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8. The complete work under the present contract shall be carried out with required supervision, stage-wise inspection from concerned authority of CSEB/ applicable local authority & Electrical Inspector authority in co-ordination with Engineer complete with required power shutdowns. The record of all inspection and shutdowns shall be submitted to Engineer.

9. The execution work of cable trenching/ foundation for poles/ foundation of feeder pillar/excavation and trenching in all types of surfaces rocks, soils etc. shall be carried out as per approved route plan by using appropriate tools and machines in close co-ordination with concerned authorities from NRDA, CSEB/ applicable local authority, etc. completely as per the requirement so as to avoid the damages to the existing services.

10. Obtaining clearance certificate from concern authority of NRDA, RNN, PWD, CSEB/ applicable local authority, etc. As applicable, towards completion of re-surfacing work of cable trenches, excavated surfaces and removal of debris and submission of this clearance certificate in this regard obtained from concerned authorities to Engineer.

11. In absence of activity No. 1 & 15 above, the payment towards cable trenches erection and installation will not be released.

12. Arranging and carrying out pre & post testing and commissioning of the completed installation in presence of Engineer, his representative and the representative of any other statutory authorities like CSEB/ applicable local authority & Electrical Inspector etc. as required.

13. Excess saving statement as per final execution of work, item wise measurement break up in detail and escalation claim as applicable along with detail calculations and copies of confirmed indices etc. to be submitted to Engineer.

It is mandatory to complete all the activities listed above from Sr. No. 1 to 11 for releasing the final payment.

**54.** Following conditions are the essential conditions of contract for carrying out and completing the subject work in all respect within stipulated time period. The successful agency will be responsible for completing the same as per the directives of Engineer. The charges and expenditure if any required for completing the same should be including in the quoted offer, and no separate payments against this will be made.

1. The contractor shall visit the site to access the actual quantum of work and period required for completing the same before quoting the offer.

2. Scheme specifications and quantity of the material to be used for the subject work under the contract and specified in the tender document is only for guideline purpose. However it will be the responsibility of the successful agency to obtain the measurements and specifications in detail of each and every item before starting the execution of work and complete the work in accordance with the approvals, clearances obtained for the same. All cost required for completion of work as per statutory approval, shall deemed to have included in the offer quoted.

3. The foundation and excavation for feeder pillar and control pillar, grouting of frames in wall/ ground etc, are require to be carried out by the agency, and cost for the same shall be include in the offer quoted.

4. It will be Agency's responsibility to obtain necessary sanctions and permissions by

Signature of Contractor.....

Signature of NRDA.....

paying necessary charges towards;

a) Obtaining necessary scheme sanctions and permissions for completing the subject work in all respect from any concerned statutory authority.

5. The successful agency will be completely responsible for accidents occurred if any during the execution of work as well as during 24 (twenty four) months defect liability period under this contract. It will also be the responsibility of agency, for making police complaints against any thefts and accidents etc. under intimation to NRDA.

6. Charges against following listed activates should be included in the quoted offer itself and no separate payments will be made against same.

a) Arranging and carrying out the material inspecting at respective manufactures unit as stated in Annexure - I.

b) Arrangements for performing site visits and other connected activities as and when required by Engineer or his representative.

c) Carrying out necessary co-ordination and follow up with concern authorities for obtaining necessary sanctions and permissions as required towards completion of work in all respects.

d) Appointing Govt. Approved surveyor for carrying out site survey and preparation of computerized shop drawing, Execution drawing, As built drawing etc. with soft copy.

e) Any other incidental charges required towards completion of work in all respect.

7. Bills submitted against the executed and completed works at site, will be processed further by Engineer, after necessary scrutiny and verification.

**55.** The services/ tasks/ works as referred to under clauses shall be suitably applicable to all Utility services executed by the contractor, whether specifically mentioned herein above or no.

**56. Safety, Security and Protection of the Environment**

The Contractor shall, throughout the execution and completion of the Works and the remedying of any defects therein:

(a) Have full regard for the safety of all persons entitled to be upon the Site and keep the Site (so far as the same is under his control) and the Works (so far as the same are not completed or occupied by the Employer) in an orderly state appropriate to the avoidance of danger to such persons,

(b) provide and maintain at his own cost all lights, guards, fencing, warning signs and watching, when and where necessary or required by the Engineer or by any duly constituted authority, for the protection of the Works or for the safety and convenience of the public or others, and

(c) take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of operation.

**57. HANDING OVER PROCESS:-**

NA

Signature of Contractor.....

Signature of NRDA.....

**58. EROSION AND SEDIMENTATION CONTROL**

**NA**

**59. NOISE AND VIBRATION CONTROL**

Noise and Existing Building Structure Vibration Generated by Construction Procedures, Equipment, Tools, and Operations: Keep to minimum practicable during demolition and removal from building and site, including loading and removing storage containers. Equipment generated noise levels shall not exceed the following in decibels:-

1. Concrete mixer: 85
2. Concrete pump: 82
3. Crane: 83
4. Materials elevator: 85
5. Pumps: 76
6. Generators: 78
7. Compressors: 81
8. Pneumatic tools: 86
9. Saws: 78
10. Vibrators: 76
11. Other tools: 85

- i. Operation of Air Hammers, Compressors, and Reciprocating Equipment: Not permitted inside existing buildings unless specifically approved in writing by Owner.
- ii. Laws: Comply with applicable noise control laws, ordinances, and regulations.
- iii. Acoustical Enclosures: Stationary equipment may be enclosed to produce required sound attenuation subject to continued maintenance of such enclosures to ensure that specified sound levels are not exceeded.
- iv. Violations: Where field sound measurements reveal sound levels exceeding those specified, cease operating such equipment and repair or replace it with equipment that complies with the sound levels specified.
- v. Cutting and Drilling Concrete: Use only rotary or core drilling for holes through concrete. Do not use impact tools to cut or otherwise remove concrete or to install inserts.
- vi. Power-Activated Tools: Not permitted in or immediately adjacent to existing buildings, except with Owner's written approval in each specific case, except where such use is specifically specified.

**60. EXISTING CONDITIONS**

- i. Contractors Examination of Site:-

1. By executing Contracts, Contractor and subcontractors represent that they have:
  - a. Visited the site and made due allowances for difficulties and contingencies;
  - b. Compared Contract documents with existing conditions and informed themselves of conditions to be encountered, including work by others, if any, being performed; and

Signature of Contractor.....

Signature of NRDA.....

- c. Notified Architect of ambiguities, inconsistencies, and errors they have discovered within Contract documents or between Contract documents and existing conditions.
- 2. Failure to visit the site and become familiar with conditions shall not relieve Contractor or a subcontractor from furnishing materials or equipment or completing the Work in accordance with Contract documents at no additional cost.
- 3. Contractor or subcontractors will not be given extra payment for Work related to conditions they can determine by examining the site and Contract Documents.
- 4. Contractor or subcontractors will not be given extra payment for work related to ambiguities, inconsistencies, or errors within Contract documents, or between Contract documents and existing conditions, when such ambiguities, inconsistencies, or errors are known to Contractor or subcontractor before Contract execution unless Contractor or subcontractor has notified Architect in writing of such condition before execution of Agreement Between Owner and Contractor.
- ii. Make use of public property and make arrangements for that use. No extra compensation will be paid due to costs associated with using public property.
- iii. Access by Contractor to portions of Owner's property beyond the actual area of Work under this contract is denied, except where necessary to perform the Work, and then only with specific written approval in each case. Refer to other sections for additional requirements.
- iv. Contractor shall accept the site in the condition in which they exist at the time Contractor is given access to begin the Work.
- v. Damage caused by Contractor to existing structures, grounds plants, pavements, utilities, work by others, fixtures, or furnishings, shall be repaired by Contractor and left in as good condition as existed before the damaging, unless such existing work is shown to be removed or replaced by new Work.
- vi. Immediately upon entering the site for purposes of beginning Work, locate general reference points and take such action as is necessary to prevent their destruction; lay out Work and be responsible for lines, elevations, and measurements, and Work executed under this Contract. Exercise proper precautions to verify figures shown on Drawings before laying out Work. See Section "Field Engineering" for additional requirements.
- vii. Contractor and each subcontractor, before starting work, shall verify governing dimensions at the premises, including floor elevations, floor-to-floor heights, and column locations and shall examine adjoining Work on which Contractor's or subcontractor's Work is in any way dependent. No "Extra" or additional compensation will be allowed on account of differences between actual measurements and dimensions shown. Submit differences discovered during the Work to Architect for interpretation before proceeding with associated Work.
- viii. Employment of local labour shall be given priority wherever possible. However,
- ix. This shall not in any way affect/ dilute the Contractors obligations listed within the Tender document.

Signature of Contractor.....

Signature of NRDA.....

**61 . Penalties as default**

Penalty shall be imposed due to delay in recovering the system to normal working conditions i.e. the system has to be restored to normal working condition within an hour after reporting, failing to which, penalty of 1000/- for delay of every 1 hour and maximum upto 10% of the total contract value.

In addition, the Contractor shall be penalized if the following compliances are not met on a monthly basis:

Item	Compliances	Monetary Penalty
1	Incidents of Labor Law recordable accidents. This shall include incidents/accidents which due to acts of negligence by the Contractor staff, caused injuries to the general public, and staff	The Technical Committee appointed by NRDA shall evaluate the actual rate of penalty to be levied on the damages caused .
2	Contractor's staff not in neat and proper uniform (for e.g. no safety shoe)	Rs 500 per incident
3	Contractor's staff misbehaving in public (for e.g. smoking in uniform, showing disrespect to the general public, and staff, spitting, sleeping on the job)	Rs 1000 per incident
4	Contractor's staff not available on duty	Rs 5000 per incident
5	Cause damages to equipment either owned by NRDA or others, due to acts of negligence by the Contractor staff	The Technical Committee appointed by NRDA shall evaluate the actual rate of penalty to be levied on the damages caused

The decision of CEO .NRDA will be final and binding in this regard.

**62 ORDER OF PRECEDENCE**

In case of any discrepancy between the items mentioned in the BoQs/ Specifications/ Drawing, the Order of precedence should be as follows:

- i. Item details as mentioned in the BoQs, read along with the specification shall prevail. However in case of conflict specification shall hold good.
- ii. Drawings.

**63 PAYMENT**

Payment shall be on quarterly basic.

Signature of Contractor.....

Signature of NRDA.....



**64 Extention of contact**

The contract shall be valid for one year .However the same shall be extended upto two or more year with annual increment @ rate 5 % for year compounded with mutual consent of both the parties

**65 CONTRACTOR'S OBLIGATIONS**

1) The Contractor shall engage all the men, tools and plants required for the work. NRDA will not supply any of the same except the materials for the replacement.

2) The contractor shall engage their own conveyance for transporting the men and materials, tools and plants required for the work.

3) The NRDA will not be responsible for any loss or damage to the men/ materials, tools and plants engaged by the firm for the work.

4) The contract will be responsible for any damage to the NRDA's property during the work.

**Comprehensive Annual Maintenance Contract and Operations (AMC) (to be included in the quoted prices):**

1. The Comprehensive AMC shell Cover following as minimum but shell not be limited to same and any and all additional spares/Consumables if required shell be provided (Minimum spares /Consumables to be provided during Comprehensive AMC) :

a Change of air filters primary and secondary -1 time/ year

b All Belts -1 time /year

c Oil top up /Change -1 time /year

d Lub oil filter change -1 time /year

e Fuel filter assembly -1 time /year

f Pre fuel filter assembly -1 time /year

g Coolant change /top up -2 times /year

h Fuel pump servicing -2 times /year

I Battery top ups -4 times /year

J Battery charging servicing -2 times /year

A-This shall not include the replacement of

a. Engine

b. Alternator

c. Batteries

d.Meters & Relays

e. Bus bars

f. PLC

Signature of Contractor.....

Signature of NRDA.....

However, the regular functioning of the D.G set shall have to be ensured by the vendor selected in this bid .The selected vendor is supplied to undertake the comprehensive AMC of all equipment's from the OEM's.

2. The OEM / channel partner shall provide operator 24 X 7 (No .of persons required for the same shall be worked by OEM / Channel partner based on number of shifts with at least ITI / Diploma passed) for operating of the D.G sets. All cost for lodging/ boarding /transportation /communication / etc shall be port of the OEM /channel partners quote. It is mandatory for the operator to have mobile phone which shall be operational for 24 hour.

The Contractor shall undertake and perform the Services in accordance with NRDA Requirements and as per Good Industry Practice in a timely and efficient manner. The Contractor shall perform/ implement/ carry out the Services and training, in accordance with the terms and conditions contained herein in accordance with NRDA Requirements and to the satisfaction of the NRDA Representative. NRDA reserves the right to review, revise, modify, enhance or reduce the Services from time to time.

Contractor should ensure that the NRDA Standard Operating Procedures and work instructions for NRDA are always adhered to, for operation & maintenance.

Contactor will carry out preventive maintenance of the Systems as per MS and as per the manufacturer's recommendations.

The Contractor shall submit a list of all spares required for maintenance of the D.G set's to NRDA which not included in SOW.

Contractor shall provide one common mobile which shall be available with on duty person round the clock.

Maintaining suitable qualified and trained manpower for D.G set's as may be required to provide necessary services with regard to D.G set's. Providing breakdown and root cause analysis and remedial action of D.G set's on round the clock basis.

The Contractor shall developing Safety, Health and Environment ("SHE") Process, quality control and assurance plans within weeks from the Commencement Date and reviews the program on a regular basis.

The Contractor shall prepare and maintain, all maintenance records, minutes of meeting, equipment breakdown reports, daily/weekly/monthly fault logs, defects list, Preventive Maintenance reports, staff attendance records, tools serviceability status report, monthly maintenance report. Operations & Maintenance, standard operating procedures, emergency recovery procedures shall be provided by NRDA. the Contractor shall properly and regularly maintain the manpower deployment roaster of the Contractor's Team and submit the same to NRDA containing complete attendance records and replace such personnel as may be required. The Contractor shall submit, in advance to NRDA Representative, the complete personal details of each of its personnel proposed to be deployed at the Mantralaya .

All members of the Contractor's Team shall wear uniforms or overalls, Identity Cards, safety glasses, safety jacket, safety footwear .

No personnel shall smoke, chew tobacco, consume alcohol, litter, loiter, while on duty.

Signature of Contractor.....

Signature of NRDA.....

**66 .Definition**

“**Preventive Maintenance**” shall mean the maintenance of all the D.G Set's in accordance with the Operation and Maintenance Manual and / or to an performance standard to the satisfaction of NRDA Representative in accordance with the approved Maintenance Schedule, Maintenance Standards, and includes regular inspection, servicing, detection, adjustment, correction, replacement of defective parts and potential failures before either they occur or before they develop into major defects. Preventive Maintenance includes mechanical, electrical , testing and minor adjustments, cleaning of items to ensure continuous and smooth operation of the D.G Set's and Facilities. Preventive Maintenance schedules are subject to change with concurrence from NRDA

“**Repair Time**” shall mean the period, as prescribed in OMS Plan for each individual component and part of the System & Facilities, within which the Breakdown Maintenance shall be completed by the Contractor, commencing immediately after the expiry of the Response Time prescribed in respect thereof.

“**Response Time**” shall mean the time taken by the Contractor's Team to reach the site to investigate the fault when a fault or Breakdown is reported.

“**Response Maintenance**” means the first response to an Operator's request for assistance or repair. Response Maintenance includes correcting basic problems such as switch, Belts Oil, Lub oil filter etc and identifying the need for repairs.

“**Related Works**” shall mean works other than the Services, performed or undertaken by the NRDA or other contractors of NRDA or any contractor employed in connection with the operation and Management of the Mantralaya .

**67-. Service Team:**

The Contractor shall deploy technically qualified Service Team 24X7 at the site for the performance, execution and implementation of the Services. The Contractor shall give prior written notice to NRDA of any change in the Service Team. The Contractor shall keep NRDA informed and updated of the name and contact details of the key team member. The Contractor shall not reduce the number of members of the Service Team and each member to be replaced (Retiree) for any reason, shall be replaced with a personnel holding same or higher qualification and experience in the performance and implementation of the works as the Retiree. D.G operators (skilled) employed must be 2-years I.T.I. holder with minimum 2 (two ) years of experience in similar work .

**68. Serviceability levels of the System**

Serviceability level of D.G Set's to be maintained as per maintenance schedule and other clauses of contract.

Signature of Contractor.....

Signature of NRDA.....

**69. Reporting:**

Daily, weekly, monthly, yearly etc. checks as per the maintenance schedule/ manufacturers recommendations required to be carried out and recorded. Checks carried out and action taken report shall be submitted to the Engineer-in-charge, with any abnormality noticed and action shall be initiated by the firm for the rectification as per directives

**70. Inspection**

NRDA shall have the right to conduct inspections of the D.G Set's, records, and performance of services without prior notice to the Contractor. Such inspections may be conducted by NRDA employees and may involve tests and observations of the Contractor's work to determine whether or not services performed satisfies the requirements of this Contract. provide copies of documents in the Contractor's files pertaining to any and all Services of this Contract.

Signature of Tenderer

Date :

Chief Executive Officer, NRDA,

1st Floor, Utility Block, Capitol Complex,  
Sector-19, Naya Raipur 492002,  
Chhattisgarh.

Date :

Signature of Contractor.....

Signature of NRDA.....

**SCHEDULE– D**  
**Section-V**

**Approved Makes**

**NOT APPLICABLE**

Signature of Contractor.....

Signature of NRDA.....

# SCHEDULE- E

## Reference to General Conditions of contract.

Signature of Contractor.....

Signature of NRDA.....

SCHEDULE-E

**Reference to General Conditions of contract**

**Name of Work: "Comprehensive Annual Maintenance Contract and Operations (AMC) of D.G Set's in Mantralaya ,Mahanadi Bhawan at Naya Raipur".**

Estimated cost of work : Rs. **27.68 Lacs**

(i) Earnest Money : Rs. **0.56 Lacs**

(ii) Performance Guarantee : 5% of tendered value

(iii) Security Deposit : 5% of tendered value

Signature of Contractor.....

Signature of NRDA.....

# SCHEDULE- F

## General Rules & Directions

Signature of Contractor.....

Signature of NRDA.....



## SCHEDULE-F

**GENERAL RULES & DIRECTIONS:** Officer inviting tender

Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2 & 12.3:

See below

**Definitions:**

2(v)	Engineer-in-Charge	<b>Executive Engineer ( EEC-I ), NRDA or Any Officer Appointed by CEO, NRDA</b>
2(viii)	Accepting Authority	<b>Chief Executive Officer, NRDA</b>
2(x)	Percentage on cost of materials and Labour to cover all overheads and profits:	15 %
2(xi)	Standard Schedule of Rates	<b>CG SoR with Updated Amendments</b>
2(xii)	Department	Naya Raipur Development Authority

**Clause 1**

- |      |   |                |
|------|---|----------------|
| (i)  | Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance | <b>7 days</b>  |
| (ii) | Maximum allowable extension beyond the period provided in (i) above                                 | <b>10 days</b> |

**Clause 2**

Authority for fixing compensation under clause 2	<b>CEO, NRDA</b>
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**Clause 2A**

Whether Clause 2A shall be applicable	<b>Not Applicable</b>
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**Clause 5**

Number of days from the date of issue of letter	<b>15 days</b>
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Signature of Contractor.....

Signature of NRDA.....

of acceptance for reckoning date of start

Mile stone(s) as per table given below:-

***Milestone will be governed as per work schedule submitted by the tenderer on award of work and approved by NRDA***

SI. No.	Description of Milestone (Physical)	Time allowed in days(from date of start)	Amount to be with-held in case of non achievement of mile stone
1.		NA	
2.		NA	
3.		NA	
4.		NA	
5.		NA	

Time period for maintenance **12 months**

Authority to decide:

- (i) Extension of time **CEO, NRDA** (Engineer in Charge or Engineer in Charge of Major Component in case of Composite Contracts, as the case may be)
- (ii) Rescheduling of mile stones **Chief Engineer (Engineering)**

#### Clause 6, 6A

Clause applicable - (6 or 6A) **6A**

#### Clause 7

Gross work to be done together with net Quarterly payment shall be made  
payment /adjustment of advances for material  
collected, if any, since the last such payment for  
being eligible to interim payment

**Clause 10A** **All the materials as per contract** and as per details specified in Clause 21 F1 ,  
Schedule D – Section IV Special conditions of contract.

Signature of Contractor.....

Signature of NRDA.....

**Clause 10B(ii)**

Whether Clause 10B (ii) shall be applicable **Applicable subjected to Clause as per Special conditions of contract**

**Clause 10C**

Component of labour expressed as percent of value of work **Not applicable**

**Clause 10 CA**

**Applicable**

SI. No.	Material covered under this clause	Nearest Materials (other than cement, reinforcement bars and the structural steel) for which All India Wholesale Price Index to be followed	Base Price of all Materials covered under clause 10 CA*

\* Base price of all the materials covered under clause 10 CA is to be mentioned at the time of approval of NIT.

**Clause 11**

Specifications to be followed for execution of work **Tender specification attached with Tender document, CPWD, MORTH, CPHEEO and relevant IS Specifications.**

**Clause 12**

12.2. & 12.3      Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for building and allied infrastructure work..... **25%**

12.5                Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for foundation work..... **25%**

**Clause 16**

Competent Authority for deciding reduced rates. **Chief Engineer ( Engineering), NRDA**

**Clause 18**

List of mandatory machinery, tools & plants to be deployed by the contractor at site:-

Signature of Contractor.....

Signature of NRDA.....

As per relevant Clause of Special Conditions of Contract

**Clause 36 (i):** Minimum Technical Representative(s) and recovery Rate

Sl. No.	Designation (Principal Technical/ Technical Representative)	Number	Educational and Relevant Experience	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36(i)
1	DG Operator	4	Diploma / ITI in Mechanical / Electrical Engg. With Experience of at least 2years in for operating of the DG sets.	500/day/head

The above Technical Representative shall be got approved from Engineer in Charge prior to deployment. The monthly attendance of Technical Representative shall be monitored by EIC and any recovery shall be levied in the none fulfilling the designated technical manpower.

**Clause 42**

- (i) (a) Schedule/statement for determining theoretical quantity of cement & bitumen on the basis of C.G.S.O.R Not Applicable
- (ii) Variations permissible on theoretical quantities:
- (a) Cement
- For works with estimated cost put to tender not more than Rs. 5 lakh. 3% plus/minus.
- For works with estimated cost put to tender more than Rs.5 lakh. 2% plus/minus.
- (b) Bitumen All Works 2.5% plus & only & nil on minus side.
- (c) Steel Reinforcement and structural steel sections for each diameter, section and category 2% plus/minus
- (d) All other materials. Nil

Signature of Contractor.....

Signature of NRDA.....

**RECOVERY RATES FOR QUANTITIES BEYOND PERMISSIBLE VARIATION**

Sl. No.	Description of Item	Rates in figures and words at which recovery shall be made from the Contractor	
		Excess beyond permissible variation	Less use beyond permissible variation
1.	Cement	NA	NA
2.	Steel Reinforcement	NA	NA
3.	Structural Sections	NA	NA
4.	Bitumen issued free	NA	NA
5.	Bitumen issued at stipulated fixed price	NA	NA

Signature of Contractor.....

Signature of NRDA.....