



**NAYA RAIPUR DEVELOPMENT AUTHORITY**

**Tender Document for the  
Comprehensive Annual Maintenance and Operations of  
HVAC System in Mantralaya ,Mahanadi Bhawan at  
Naya Raipur**

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

**TENDER DOCUMENT (PART ONE)**

**NIT No. : 96/HVAC /AMC/EEC-I/CE(E)/NRDA/2016-17, Raipur**

**Dated: 26.08.2016**

**Issued by:**

**Chief Executive Officer,**

Naya Raipur Development Authority (NRDA)

4<sup>th</sup> Floor, Paryavas bhawan , North block, Sector- 19,

Naya Raipur- 492 002, Chhattisgarh

Tel No: + 91 771 2512500; Fax No.: +91 771 2512400.

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 maintenance 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://nayarapur.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')



NAYA RAIPUR DEVELOPMENT AUTHORITY  
4<sup>th</sup> Floor, Paryavas bhawan , North block, Sector- 19, Naya Raipur- 492 002, Chhattisgarh  
Tel No: + 91 771 2512500; Fax No.: +91 771 2512400., Website: [www.nayaraipur.gov.in](http://www.nayaraipur.gov.in)

NIT No. : 96/ HVAC/AMC/EEC- I/CE(E)/NRDA/2016-17, Raipur Dated: 26.08.2016  
Sealed tenders are invited from original equipment Manufacturers or authorized dealer or contractor of Screw Chillers & Packaged Air Conditioning plants ,who fulfill the Pre-Qualification criteria for the work of "Comprehensive Annual Maintenance and Operations of HVAC System in Mantralaya ,Mahanadi Bhawan at Naya Raipur " Estimated cost of tender is 86.19 Cr with EMD of 1.70 lakhs for a time period of 12 months. Eligibility and qualification criteria are available in the detailed NIT. Tender documents can be downloaded from the website [www.nayaraipur.gov.in](http://www.nayaraipur.gov.in). Last Date and Time of bid submission is by 15.00hrs on 20.09.2016. Amendment in tender, if any, will only be uploaded on the website and shall not be published in any newspaper.

नया रायपुर – मेरा रायपुर

Chief Executive Officer

Signature of Contractor.....

Signature of NRDA.....

# NAYA RAIPUR DEVELOPMENT AUTHORITY (NRDA) RAIPUR, CHHATTISGARH

## DETAILED NIT

NIT No: 96/HVAC/AMC/EEC-I/CE(E)/NRDA/2016-17, Raipur

Dated: 26.08.2016

**Last date and time for submission of tenders: 15.00 hrs on 20.09.2016**

- Item Rate Tenders are invited in the prescribed tender documents by the Chief Executive Officer, Naya Raipur Development Authority (NRDA), Raipur Chhattisgarh from eligible contractors registered with any Central / state /semi Government of India or public sector undertaking. Who fulfill the prequalification criteria.

- The detailed NIT is as under:-

Name of work	Comprehensive Annual Maintenance and Operations of HVAC System in Mantralaya ,Mahanadi Bhawan at Naya Raipur
Estimated Cost (INR in Lacs)(12 months)	<b>86.19</b>
EMD (INR in Lacs)	<b>1.70</b>
Time Period	<b>12 Months</b>
Cost of Tender (In INR)	<b>5,000.00</b>
Tender to be uploaded on NRDA website to enable download	<b>27/08/2016</b>
Last Date and time of submission of Tender	<b>20/09/2016 at 15.00Hrs</b>
Date and time of opening of Tender	<b>20/09/2016 at 16.00Hrs</b>

- Intended eligible Tenderers may obtain further information from the office of Employer and inspect the Tender Document at, NRDA Raipur from 11 AM to 4 PM on all working days.
- Pre Qualification Criteria** -To be eligible under the contract, the intending tenderer should meet the following mandatory criteria **4.1 and 4.2 (A & B)**:

#### 4.1 Financial Criteria

**Average Annual Turnover:** Minimum average annual gross turnover of the bidder shall be INR 2.00 cr. during any three complete financial years out of FY (i.e. 2012-13, 2013-14 , 2014-15 & 2015-2016) can be considered . (Audited balance sheet duly signed by CA and notarized should be enclosed).

Annual turnover is total certified payments received for contracts in progress or completed during the financial year

**For above, the Tenderer has to submit audited balance sheets of their financial turn over/ accounts along with profit and loss account for the last three(3) years, along with the Tender. Where necessary, the Employer can make enquiries with the Tenderer's Bankers.**

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**4.2 Technical Criteria**

<b>A</b>	<p>Intending tenderer shall be an original equipment manufacturer of Screw Chillers &amp; Packaged Air Conditioning plants dealing in the field of Air- conditioning Equipments having 10 (ten) years’ experience with service center of their own at Raipur. The factory and service details to be provided by the bidder.</p> <p>The tenderer shall have completed annual servicing &amp; maintenance contract for following type of plants-</p> <p>(i) Screw Chillers- More than 120 TR of 10 nos completed during last three year ,either in single or multiple order and completion certificate ,there of</p>
<b>OR</b>	
<b>B</b>	<p>Intending tenderer shall be an authorized dealer of Screw Chillers &amp; Packaged Air Conditioning plants dealing in the field of Air- conditioning Equipments having 10 (ten) years’ experience with service center of their own at Raipur.</p> <p>The tenderer shall have completed annual servicing &amp; maintenance contract for following type of plants</p> <p>(i) Screw Chillers- More than 120 TR of 20 work completed during last three year either in single or multiple order and completion certificate ,there of</p>
<b>OR</b>	
<b>C</b>	<p>Intending tenderer shall be a contractor having experience of complete maintenance and operation Screw Chillers &amp; Packaged Air Conditioning plants dealing in the field of Air- conditioning Equipments having 5 (Five) years’ experience with service center of their own at raipur.</p> <p>The tenderer should have completed during last three years annual servicing &amp; maintenance contract for following type of plants-</p> <p>(i) Screw Chillers- More than 120 TR of 20 nos AMC of Screw Chillers in a single or multiple order.</p> <p>(ii) Thermal storage tank - More than 30000 liter capacity of 3 nos in a single or multiple order.</p>

**Note: -**

- a) *For the purpose value of executed works and financial turnover shall be brought to current costing level by enhancing the actual value of work at the rate of 7 % per annum (compounded annually), calculated from the date of completion to last date of receipt of applications for tenders.*
- b) *Ongoing project / part project experience shall not be considered for evaluation.*
- c) *For the benefit of the intending tenderers a checklist is enclosed at Schedule-D (vi), for the documents to be submitted along with tender.*

**Certificates:**

- a) All tenderers should submit the valid registration certificate. Commercial tax certificate, balance sheet with profit and loss statement for at least 3 years.
  - b) The tenderers shall also submit satisfactory completion certificates in support of each quoted experience along with work order. The satisfactory completion certificate should be signed by an officer not below the rank of Executive Engineer concerned in case of Government department or the rank of General Manager in case of public sector as the case may be.
  - c) **All the documents to be submitted shall be duly notarized.**
5. The tender document for the above work is available on NRDA’s websites: [www.nayaraipur.gov.in](http://www.nayaraipur.gov.in) and [www.cg.gov.in](http://www.cg.gov.in) Tenderer will have to download the tender document, and shall submit the tender along with the tender cost as mentioned in the Para 2 above. For tender cost, DD drawn in favor of “CHIEF

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EXECUTIVE OFFICER, NRDA” should be enclosed. The tenderers shall attach the cost of tender document along with EMD as mentioned in the Para 2 above.

6. Three envelope Tender procedures shall be followed. Tenderer has to submit three sealed envelopes containing the documents as detailed below simultaneously, enclosed in a **Fourth Envelope duly mentioned in the top the name of work, NIT No. and firm address.**

<b>ENVELOPE-1</b>	EMD & Cost of tender in the prescribed format
<b>ENVELOPE-2</b>	Technical Tender consisting of the documents/ certificate in proof of prequalification criteria PART ONE (NRDA F-1) excluding schedule-A
<b>ENVELOPE-3</b>	Financial Tender PART ONE (Schedule-A) <b>( Price Bid should also be submitted as soft copy in MS Excel 2007,in CD)</b>

All the three tenders shall be put in a fourth envelope which shall be dully sealed. **All the 4 envelopes shall be super-scribed with the Name of Work and Name of intending tenderer. Respective envelopes shall also be marked as envelope 1, envelope 2, and envelope 3 as detailed above.** Tenders who do not conform to the specified requirements will be held non-responsive.

Initially, only the **envelope -1** shall be opened, if found responsive then the **envelope-2** (Technical tender) shall be opened at the date and time given in the Tender Document. The Price tender shall remain sealed and unopened in the custody of NRDA.

After technical evaluation, date and time of opening of price bid shall be communicated by NRDA to the successful tenderer in technical evaluation. The Price tenders of only the tenderer found qualified as per the PQ criteria shall be opened in presence of the tenderer who wish to be present. The Contract shall be awarded to the tenderer whose tender has been determined to be the lowest evaluated as per tender conditions.

7. All Tenders must be accompanied with the
- a) **Earnest money** as mentioned in the Para 2 above. The Earnest money shall be payable in favor of *Chief Executive Officer NRDA*, in the form of a **Bank Draft payable at Raipur/ Bank Guarantee Operatable/Encashable at Raipur with their local branch address, drawn from a nationalized bank/ Scheduled Bank. Bank Draft and Bank Guarantee shall be valid for a period of 3 (three) months and 6 (Six) months respectively from the date of submission of tender**
  - b) **Cost of tender** as mentioned in the Para 2 above. The Cost of tender money shall be payable in favor of *Chief Executive Officer NRDA*, in the form of a **Bank Draft payable at Raipur drawn from a nationalized bank/ Scheduled Bank** which shall be valid for a period of **3 (Three) months** from the date of submission of tender.
8. Tenders shall be submitted at the address below on or before due date. Tenders received after the due date or time for tender submission (Late tenders) will either not be accepted or if inadvertently accepted, will not be opened and shall be rejected and returned back to the tenderer subsequently.
9. **(a)** NRDA reserves full rights to reject any or all the tenders without assigning any reason, and to seek any further information from the tenderers. The selection shall be at the entire discretion of NRDA and the NRDA's decision in this respect shall be final and binding. Further NRDA reserves right to split the contract in two or more parts. This shall be at the entire discretion of NRDA and NRDA's decision in this matter shall be final and without appeal.
- (b)** The competent authority on behalf of NRDA does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all of the tenders received without the assignment of a reason. All tenders in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, shall be summarily rejected.**(a)** Tenders shall be valid for 90 (Ninety) days from the last date of submission of the tender. NRDA will not be responsible for any costs or expenses incurred by Tenderers in connection with the preparation or delivery of Tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance/intent, whichever is earlier, or makes any modifications in the terms and conditions of the

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tender which are not acceptable to the NRDA, then the NRDA shall, without prejudice to any other right or remedy, be at liberty to forfeit entire amount of Earnest Money as aforesaid.

(b) Any bidder, who has withdrawn his proposal or have been disqualified on the basis of the above clause, shall not be eligible to submit the tender in the recall of such tender.

(a) Subletting of the contract or Joint Venture in any case shall not be allowed. In case subletting is done or proved during the contract, the work shall be closed at the stage as it is and the SD / Retention money/any other deposits available with department shall be forfeited.

10. Pre tender meeting with the tenderers will be held as mentioned above in the Office of **Chief Executive Officer**, NRDA, and Raipur. Tenderers are advised to participate in the pre-tender meeting. The intending tenderers are advised to send their queries to NRDA either by post or by email to [ceo@nayarapur.com](mailto:ceo@nayarapur.com) and [cee@nayarapur.com](mailto:cee@nayarapur.com) upto the date mentioned in the Para 2 as above.

11. **Clarification/ amendments, if any shall be uploaded on website only.**

12. Period for completion of work as mentioned above at Para 2 is inclusive of rainy season.

13. Approved hard copy of the standard document is available in the office of the employer and could be seen on any working day during office hours at the following address:-

**Chief Engineer (Engg), NRDA**

**1<sup>st</sup> floor ,Paryavas bhawan , Naya Raipur-492002**

14. The intending tenderers are advised to cross check the downloaded version of the tender document with the hard copy available with NRDA.

15. In case of any discrepancy between the downloaded tender and the approved hard copy, the approved hard copy shall hold good for contractual as well as legal purposes.

16. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders, as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general, shall themselves at their own cost obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect the execution of work and shall incorporate the cost of such effects while quoting the tender, A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed, The tenderer shall be responsible for arranging and maintaining at his own cost all materials tools & plants, water, electricity, access facilities for workers and on all other services required for executing the work unless otherwise specifically provided in the contract documents. Submission of tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and local conditions and other factors having a bearing on the execution of the work.

17. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

18. The successful tenderer shall be required to execute an agreement on a non judicial stamp paper of appropriate value with the **Chief Engineer (Engineering), NRDA** in the Proformas annexed to the tender document, within 7 days of the issue of letter of acceptance/ award by the NRDA. The cost of non judicial stamp paper shall be borne by contractor. In the event of failure on the part of the successful tenderer to sign the agreement within 7 days, the entire earnest money will be forfeited and tender shall be cancelled.

19. The successful tenderer, upon issue of letter of acceptance, in addition to execution of an agreement on a non judicial stamp paper of appropriate value, shall also be required to furnish an irrevocable Performance Bank Guarantee of requisite amount to the **Chief Engineer (Engineering), NRDA** in the Performa annexed to the tender document, within 7 days of the issue of the letter of acceptance /award of Tender by the NRDA. In the event of failure on the part of the successful tenderer to furnish the Performance Bank Guarantee within 7 days, the earnest money will be forfeited and tender shall be cancelled.

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20. This Notice Inviting Tender shall form a part of the contract document. In accordance with clause 1 of the contract, the letter of acceptance/ award shall be issued in favour of the successful tenderer/ contractor. After submission of the performance guarantee, by the contractor, the General arrangement drawings and other details for commencement of work shall be issued. The contract shall be deemed to have come into effect on issue of communication of letter of acceptance of the tender. On such communication of acceptance, the successful Tenderer/ Contractor shall, within 7 days from such date, formally sign the agreement consisting of:-
- PART ONE of the Tender documents along with detailed NIT as issued to the contractor at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto and
  - PART TWO of the Tender document i.e. "General conditions of contract duly modified / corrected to the extent as specified under PART ONE (though not issued to the contractor but always available for inspection on written demand at the office of the officer inviting tenders specified under Schedule F of PART ONE of the Tender Document) and deemed to have been consulted, inspected, understood and considered by the tenderer before quoting and submitting his tender.
  - Agreement signed on non-judicial stamp paper of appropriate value as per prescribed proforma of tender documents.
21. **GCC is available as a standard NRDA Publication and can also be downloaded free of cost from the NRDA web site under title "General conditions of contract" for Contractors in construction Contracts" However contractors are advised to refer to PART ONE of the tender document carefully and thoroughly for corrections/ modifications in the "General conditions of contract" Standard form NRDA F-2/3 is also available for inspection in the office of the Engineer in charge on written demand from contractors. Link site <http://nayaraiipur.gov.in/documents/gcc.pdf>**
22. While submitting the tender the contractor shall clearly and legibly write his full mailing address including PIN code, Telephone/ mobile no./ Fax Numbers/ e-mail address etc for communication purposes and shall inform the Engineer in Charge about any change from time to time in his postal/ mailing address. The communication shall be dispatched only at the contractor's such latest informed address and NRDA shall in no way be responsible for non-receipt of correspondence by the contractor.
23. It is found that the contractor has misrepresented that facts or has attempted to secure or has secured the work by misrepresenting the facts or by submitting false or forged documents then the Entire Earnest Money submitted by the contractor and or the Performance Guarantee and/ or the Security Deposit as the case may be, shall be liable to be absolutely forfeited and such contractor/ individuals shall also be liable to be prosecuted for cheating/ forgery/ fraud etc as per law.
24. **Bill of quantities is enclosed with tender document, the rate shall be quoted against each item separately in figures as well as in words**
- During price Tender evaluation, the Employer will correct arithmetical errors on the following basis:
- if there is a discrepancy between words and figures, following procedure shall be followed:
    - the unit price which correspond to the total price for the item worked out by the Tenderer shall be followed;
    - If the total price of an item is not worked out by the Tenderer or it does not correspond with the rates written either in words or figures then the rate quoted by the Tenderer in words shall be taken as correct.
  - if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected;
  - If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
  - The unit wise amounts will be rounded to the nearest rupeeThe tendered rates of items against which no rate or price is entered by the tenderer will be taken as zero and the price of the same shall be deemed to have been covered by the rates/amount quoted in other items.

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Signature of NRDA.....



25. The tender document shall be written legibly and free from erasure, overwriting or conversion of figure. Any correction where unavoidable shall be made by crossing out, rewriting and attestation by the tenderer.
26. All royalties be paid by the contractor as also all tolls, duties, local and other levies including sales tax, insurances & workman compensation act etc.
27. Applicable service tax shall be reimbursed separately on production of receipt of payments of Service Tax.
28. Contractor will be bound to follow CG Model rules relating to its water supply & sanitation in labour camp.
29. The contractor shall pay not less than the minimum wages to labours engaged by him on the work.
30. Department reserves the right to take up the work departmentally or to award any work on contract in the vicinity without prejudice to the terms of contract.
31. If the rate quoted by the lowest (L1) of the tenderer is considered unbalanced (in relation to the Department's estimate of cost of work to be performed under the contract) by the CEO, NRDA, then tenderer shall submit detail price/rate analysis of major items of the work within 7 days of such notice so as to demonstrate the internal consistency of these price/rate(s) with his quoted price/rate(s). After evaluation by tender sanctioning authority CEO, NRDA may require the tenderer to submit additional Security upto 5% of the estimated cost put to tender for the performance of the agreement in the shape of F.D. Or a BG receipt in favor of the CEO, NRDA before signing of the agreement, which shall be refunded along with the normal S.D. after Completion of work. If he fails to complete the work or leave the work in complete, this 5% additional SD, shall also be forfeited by the department, in addition to other provision of the contract & the agreement shall be terminated and action shall be taken in accordance of relevant contract clause of the agreement.
32. **Important Instructions to Tenderers** :The tenderers who have down loaded the tender documents from the web site, should read the following important instructions carefully before actually quoting the rates & submitting their tender on the tender document downloaded from the web site:
  - a) The tenderer should see carefully & ensure that all the pages of PART ONE (NRDA F-1) of the tender document including schedule of quantities of items of work (NRDA F-1 Schedule-A) has been down loaded properly & completely.
  - b) The printout of the downloaded tender document shall be taken on A-4 size plain white paper only & the printer settings shall be dept to ensure that the downloaded document is printed in the same manner and pattern/ setting as appearing on the web site & there is no change in the formatting, number of paras etc.
  - c) The tenderer should ensure that no page in the down-loaded tender document is missing and all pages in the down-loaded tender document as printed are legible & clear & are printed on a good quality paper.
  - d) The tenderer should ensure that every page of the down-loaded tender document is signed by tenderer himself.
  - e) The tenderer should ensure that the down loaded tender document is properly bound and wax sealed before submitting the same in the envelope. **Loose submission** shall be liable to be rejected.
  - f) In case of any correction/ addition/ alteration/ omission in the downloaded tender document Vis a Vis that in the **Standard DRAFT Tender Document** available in the office of NRDA, it shall be liable to be rejected.
  - g) The tenderer shall furnish a declaration to this effect that no addition/ deletion/ corrections have been made in the downloaded tender document being submitted by him and it is identical to the tender document appearing on the Web-site and with the **Standard DRAFT Tender Document** available in the office inviting the tenders.

**Chief Executive Officer, NRDA**

4<sup>th</sup> Floor, Paryavas bhawan, north block,  
Sector- 19, Naya Raipur- 492 002, Chhattisgarh  
Tel No: + 91 771 2512500  
Fax No.: +91 771 2512400

Signature of Contractor.....

Signature of NRDA.....

# SCHEDULE- D

## Section-I

### Technical Tender Forms

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## 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

Letter of Technical Tender.....	2
Tenderer's Information Sheet .....	4
Annual Turnover .....	5
Specific Construction Experience.....	6
DECLARATION .....	7
CHECK LIST FOR TECHNICAL TENDER EVALUATION.....	8
RETURN OF EMD.....	11
INTEGRITY PACT .....	12

**(i) Letter of Technical Tender**

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

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

To:

Chief Executive Officer,

Naya Raipur Development Authority (NRDA)

4<sup>th</sup> Floor,,Paryavas Bhawan,North block

Sector- 19, Naya Raipur- 492 002, Chhattisgarh

Tel No: + 91 771 2512500; Fax No.: +91 771 2512400

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;

Signature of Contractor.....

Signature of NRDA.....

- (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;
- (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: \_\_\_\_\_

**(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>
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: \_\_\_\_\_

### (iv) Specific work 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)

**(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</b>				
		<b>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	Yes	No		
		Photo copy attached				
3	Contractor Registration Certificate	Class in which registered				
		Name of Department				
		Registration Number & Date				
		Validity				
		<b>Notarized</b>	<b>Yes/No</b>			
4	Authorization certificate from OEM for authorized channel partner	Name of OEM				
		<b>Notarized</b>	<b>Yes/No</b>			
5	Commercial Tax Certificate	Registration Number:				
		Name of the Office				
		<b>Notarized</b>	<b>Yes/No</b>			
6	Average Annual Turnover in Lacs	2012-2013				
		2013-2014				
		2014-2015				
		Charted accountant certificate in original or photo copy duly notarized can be submitted				

Signature of Contractor.....

Signature of NRDA.....

Name of the Agency:																															
S. No	Document	Details		Enclosed at annexure																											
				Page No																											
				From	To																										
7.	Audited balance sheets and profit and loss account for the last three(3) years, duly certified by the Chartered Accountant	<table border="1"> <tr><td>2012-2013</td><td></td></tr> <tr><td>2013-2014</td><td></td></tr> <tr><td>2014-2015</td><td></td></tr> <tr><td><b>Notarized</b></td><td><b>Yes/No</b></td></tr> </table>	2012-2013		2013-2014		2014-2015		<b>Notarized</b>	<b>Yes/No</b>																					
2012-2013																															
2013-2014																															
2014-2015																															
<b>Notarized</b>	<b>Yes/No</b>																														
8	Details of the projects/works completed as pre-qualification criteria	<table border="1"> <tr><td>Name of the Work</td><td></td></tr> <tr><td>Work Completed</td><td><b>Yes/No</b></td></tr> <tr><td>Year of completion</td><td></td></tr> <tr><td>Cost of the Project</td><td></td></tr> <tr><td>Certificate Enclosed</td><td><b>Yes/No</b></td></tr> <tr><td><b>Notarized</b></td><td><b>Yes/No</b></td></tr> <tr style="background-color: #f2f2f2;"><td colspan="2"></td></tr> <tr><td>Name of the Work</td><td></td></tr> <tr><td>Work Completed</td><td><b>Yes/No</b></td></tr> <tr><td>Year of completion</td><td></td></tr> <tr><td>Cost of the Project</td><td></td></tr> <tr><td>Certificate Enclosed</td><td><b>Yes/No</b></td></tr> <tr><td><b>Notarized</b></td><td><b>Yes/No</b></td></tr> </table>	Name of the Work		Work Completed	<b>Yes/No</b>	Year of completion		Cost of the Project		Certificate Enclosed	<b>Yes/No</b>	<b>Notarized</b>	<b>Yes/No</b>			Name of the Work		Work Completed	<b>Yes/No</b>	Year of completion		Cost of the Project		Certificate Enclosed	<b>Yes/No</b>	<b>Notarized</b>	<b>Yes/No</b>			
Name of the Work																															
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Cost of the Project																															
Certificate Enclosed	<b>Yes/No</b>																														
<b>Notarized</b>	<b>Yes/No</b>																														
Name of the Work																															
Work Completed	<b>Yes/No</b>																														
Year of completion																															
Cost of the Project																															
Certificate Enclosed	<b>Yes/No</b>																														
<b>Notarized</b>	<b>Yes/No</b>																														
9	Details of the bankers of the bidder including address, telephone number, e-mail address	<table border="1"> <tr><td>Name of the Bank &amp; Branch</td><td></td></tr> <tr><td>Telephone number</td><td></td></tr> <tr><td>E-mail address</td><td></td></tr> <tr><td>Name of the Bank &amp; Branch</td><td></td></tr> <tr><td>Telephone number</td><td></td></tr> <tr><td>E-mail address</td><td></td></tr> </table>	Name of the Bank & Branch		Telephone number		E-mail address		Name of the Bank & Branch		Telephone number		E-mail address																		
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Telephone number																															
E-mail address																															
Name of the Bank & Branch																															
Telephone number																															
E-mail address																															

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: \_\_\_\_\_

(vii) RETURN OF EMD

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

To:

Chief Executive Officer,  
Naya Raipur Development Authority (NRDA)  
4th Floor,,Paryavas Bhawan,North block  
Sector- 19, Naya Raipur- 492 002, Chhattisgarh  
Tel No: + 91 771 2512500; Fax No.: +91 771 2512400

Ref for NIT no:-----

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

Dear Sir,

(a) I/We have submitted the Earnest Money Deposit of amount Rs. \_\_\_\_\_ (In words \_\_\_\_\_) as specified in the tender document in the form of a demand draft/Bank Guarantee on a nationalized bank/ Scheduled Bank (-----Bank Name and address) and operatable at Raipur in favour of the 'Chief Executive Officer, NRDA, Raipur.

(b) In case, i/we am/are not found qualified bidder, our Earnest Money Deposit (EMD) may kindly be return back on the provided bank details as below:

Our bank detail (Please attaché a cancel cheque ) are as follows :

- (1) Beneficiary Name: \_\_\_\_\_
- (2) Beneficiary's Bank: \_\_\_\_\_
- (3) Branch: \_\_\_\_\_
- (4) IFS Code: \_\_\_\_\_
- (5) Account No \_\_\_\_\_

Signature: -----

Signed by: ----- (Name)

Designation: -----

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

Date:

### INTEGRITY PACT

To,

.....,  
.....,  
.....

Sub: NIT No. .... for the work .....

Dear Sir,

It is here by declared that Naya Raipur Development Authority(NRDA),Naya Raipur(C.G.) is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the Naya Raipur Development Authority,Naya Raipur(C.G.).

Yours faithfully

**Executive Engineer  
Naya Raipur Development Authority  
Naya Raipur(C.G.)**

### INTEGRITY PACT

To,

**Naya Raipur Development Authority (NRDA),  
Naya Raipur (C.G.),**

.....,

Sub: Submission of Tender for the work of .....

Dear Sir,

I/We acknowledge that **Naya Raipur Development Authority (NRDA),Naya Raipur (C.G.)**,is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by **Naya Raipur Development Authority (NRDA),Naya Raipur (C.G.)**. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, **Naya Raipur Development Authority (NRDA),Naya Raipur (C.G.)** shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid is accordance with terms and conditions of the tender/ bid.

Yours faithfully

(Duly authorized signatory of the Bidder)

To be signed by the bidder and same signatory competent / authorized to sign the relevant contract on behalf of Naya Raipur Development Authority Naya Raipur(C.G.)

INTEGRITY AGREEMENT

This Integrity Agreement is made at ..... on this ..... day of .....20.....

BETWEEN

Naya Raipur Development Authority (NRDA),Naya Raipur (C.G.) represented through The CEO or Any Officer appointed by him,

(Name of Division)

Naya Raipur Development Authority ,

....., (Hereinafter referred as the (Address of Division)

'Principal/Owner', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

..... (Name and Address of the Individual/firm/Company)

through ..... (Hereinafter referred to as the (Details of duly authorized signatory)

"Bidder/Contractor" and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal / Owner has floated the Tender (NIT No. ....) (hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract for

(Name of work)

Herein after referred to as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal/Owner

(1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

- (a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the 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.

Signature of Contractor.....

Signature of NRDA.....

- (b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner 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/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- (2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

**Article 2: Commitment of the Bidder(s)/Contractor(s)**

- (1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- (2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his 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/Owner's employees involved in the Tender process or 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 any 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 Bidder(s) 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 cartelize in the bidding process.
- (c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/ Contract(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner 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 names and addresses of agents/ representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
- (d) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- (3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- (4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
- (5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the

Signature of Contractor.....

Signature of NRDA.....



tendering process).

### Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

- (1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.
- (2) Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- (3) Criminal Liability: If the Principal/Owner 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 within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

### Article 4: Previous Transgression

- (1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State 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 for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
- (3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

### Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

- (1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/sub-vendors.
- (2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- (3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/ Owner and the bidder, along with the Tender or violate its provisions at any stage of the
- (4) Tender process, from the Tender process.
- (5)

Signature of Contractor.....

Signature of NRDA.....

**Article 6- Duration of the Pact**

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, Naya Raipur Development Authority,Naya Raipur (C.G.).

**Article 7- Other Provisions**

- (1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Head quarters of the Division of the Principal/Owner, who has floated the Tender.
- (2) Changes and supplements need to be made in writing. Side agreements have not been made.
- (3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- (4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions. It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

**Article 8- LEGAL AND PRIOR RIGHTS**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....  
(For and on behalf of Principal/Owner)

.....  
(For and on behalf of Bidder/Contractor)

**WITNESSES:**

- 1. ....  
(signature, name and address)
- 2. ....  
(signature, name and address)

Place:

Date

# **SCHEDULE– D**

## **Section-II Scope of work**

## WORKS REQUIREMENT

This section contains the brief idea of scope of work, supplementary information drawings etc. regarding the work to be executed under instant tender, may vary as per site requirement. In case of any change the decision of Engineer-in-charge will be final and binding to the contractor. The work however shall be executed as per BOQ.

### Section-A : Site Information

#### 1. SITE INFORMATION

##### 1.1 Work Site

- 1.1.1 The project site is at Mantralaya ,Mahanadi Bhawan of Sector 19 at Naya Raipur.
- 1.1.2 The Contractor shall plan his works keeping in view restriction of approach and availability of space and time.

##### 1.2 GENERAL CLIMATIC CONDITIONS

- 1.2.1 The area in which the work lies is mostly plain terrain.
- 1.2.2 The highest and lowest temperatures in general range from 48 degree Celsius to 8 degree Celsius.
- 1.2.3 Summer season is from April to June and winter season is from November to March.
- 1.2.4 The mean average annual rainfall in the area over a five-year period is of the order of 1065 mm, a good portion of which is concentrated during July to mid September, when about 75% of the annual rainfall occurs.
- 1.2.5 Naya Raipur experiences extreme climatic conditions and Bidders must acquaint themselves about the same before submitting the Bid. The Employer shall in no way be responsible on this account.

The above site information is being made available to Bidders in good faith and Bidders are advised to obtain relevant information, as may be considered necessary by them, before quoting for the bid. No claims whatsoever on account of any discrepancy in the above information shall be admissible to Bidders.

### B.GENERAL REQUIREMENTS APPLICABLE FOR ALL SCOPES OF WORK

1. **SAMPLES:** The contractor shall submit to the Engineer in Charge samples of all materials for approval and no work shall commence before such samples are duly approved. The cost of the samples shall be borne by the contractor.
2. **TESTS:** The entire mandatory test shall be carried out at the frequency as mentioned in the specification. All materials and methods of tests shall conform to the latest rules, regulation and/or individual specifications as laid out in the technical specifications. The Engineer in Charge will have the option to have any of the materials tested and if the test results show that the materials do not conform to the specifications, such materials shall be rejected. A reasonable number of representative tests will be deemed to be included in the rates tendered.
3. **SITE CLEANING:** Upon completion of the scope of the work all the areas should be cleaned. All floors, doors, windows, surface, etc. shall be cleaned down in a manner which will render the work acceptable to the Engineer in Charge and employer. All rubbish due to any reason, shall be removed daily from the site at the cost of the contractor and all such costs are deemed to have been included in the price quoted by the contractor.

Signature of Contractor.....

Signature of NRDA.....

4. **MAINTENANCE IN DEFECT LIABILITY PERIOD:** The Contractor shall be obliged to remove / repair / replace/ the defects for the entire system during defect liability period (DLP) **of tweleve (12) months** after the final official hand over date of the civil work/other installation, duly approved by the consultants and project managers. This period shall include maintenance replacement of parts, regular periodic visit by qualified personnel of the Contractor and attending to emergency call at short notice.
5. **WARRANTEES/GAURANTEES-** The contractor shall also make available to NRDA all the warrantees/guarantees by the respective manufacturers for all material and equipment installed in the project along with the user/training manuals, test reports, contact details etc. as along with the built-up drawings of the project upon completion of project.
6. Maintaining the work in finished condition against defects for a minimum of specified defect liability from the date of commissioning and imparting training to the workers/staff as asked for maintaining the work as per IS requirement and exercising.
7. Items not covered under these specifications due to any ambiguity or misprints, or additional works, the work shall be carried out as per specifications or the latest N.B.C. manual up to date amendments as applicable in the work.
8. The contractor shall be responsible for making good the wall/slab/beam/column chases and cut-outs wherever provided on account of plumbing, fire protection, electrical & HVAC work cross-overs and shall hand-over the site in finished condition.

#### C.GENERAL SCOPE OF WORK

1. The contractor shall have to take up both preventive as well as break down maintenance jobs. The Engineer-in-charge will give instructions regarding jobs to be carried out as and when requirement arises at the site. The Contractor shall have to carry out the jobs in consultation with Engineer-in-charge and have to be completed in all respect to the entire satisfaction of Engineer-in-charge.
2. Scheduled checking/servicing/overhauling of the machines as per instructions of NRDA Engineer and maintenance schedules indicated in this tender document or recommended by manufacturers of the machine as the case may be.
3. The contractor shall check and render preventive maintenance service to all the equipment every 3 months i.e. four times in a year during the currency of contract. Contractor will also attend /arrange to attend all normal break –downs if any ,on call basis.
4. Attending the faults in the machines wherever these go out of order or work inefficiently
5. Refrigerant gas R-22 & 134a and Nitrogen gas will be supplied by the contractor free of cost. If there is any leakage of gas due to failure of heat exchangers, the same will be made good by the contractor without claiming any extra cost
6. Checking the functioning of Chiller unit /Air Handling unit/Pumps/Cooling tower/Controls and all such equipment under the contract.
7. Free replacing of defective /worn out parts with new or repaired parts for compressor/thermostat/cut outs based on the contract.
8. Descaling of condensers/chemical cleaning of evaporator coils/replacement of pre filters under the contract
9. Replenishing refrigerant gas and compressor oil in the system arising out of system defects.
10. Checking of compressor for its proper working.

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11. Annual pumping –down and restarting as and when required.
12. Checking of Microprocessor control panel ,control boards ,transducers of packaged chillers/ condensing unit for their correctness and replace if required .
13. Maintaining of Records: The scope of supply also includes maintaining of various records as per the instructions of Engineer In charge and as per the details given at different points in the tender document. Contractor to arrange printed register for maintaining record at his own cost.
14. Supervision: The contractor to depute his own full time supervisor for supervising the job and to manage the party's administrative jobs.
15. Old Defective Parts: In case any defective part is replaced with new part, the defective old part shall remain the property of the contractor if all such replacement is done by him at his own cost. However, in case the defective part is replaced with the spare supplied by NRDA old part will be NRDA property.
16. Contactor shall operate air conditioning or refrigeration plants on basic of 24x7 service on shift basis man power.
17. The contractors shall submit the proposed tentative man- power deployment chart for successful and satisfactory execution of the work under NIT.
18. Pcked chillers /condensing unit /packaged units with accessories like condenser/chilled waterpumps /cooling tower fans including /excluding air handling units ,blowers will be operated daily.
19. Painting of plant and associated equipment is not included.
20. Contractor will be responsible for the telephony/attending complain from the control room of facility management at site.
21. The contractor will hand over all the AC Plant as well as AHUs and other accessories etc. in satisfactory running condition after completion of the contract
22. Daily checks and services include
  - a. Wherever applicable ,operators shall register operating statues of the system ,condenser chilled water temperature and pressures at the inlet and outlet of heat exchangers ,voltage and current on hourly basic during operating hours in log sheets.
  - b. Keeping all equipment externally cleaned.
  - c. Checking water level and float valve operations in cooling tower ,make up water and expansion tank ,check compressor oil level wherever applicable.
  - d. Checking all the rotating machines for smoothness of drive ,vibration and noise level.
  - e. Checking and adjusting belt tension of all Vbelt drives ,if required.
  - f. Checking of starters for smooth operation.
  - g. Daily logging of operating parameters.
23. Monthly checks and services include
  - a. All bearings shall be checked and lubricated if required
  - b. Aligment of driven machine with driving machine shall be checked and rectified if required.
  - c. Evaporator coils shall be inspected and cleaned with compressed air or water if required.
  - d. Refrigeration piping and shaft seal wherever applicable shall be inspected for signs of external leaks.
  - e. Checking gland leakages of the pump/valves.
  - f. Rectify the leakages.

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24. The check list (based on daily /monthly /quarterly /half yearly/ yearly)shall be provide & filled by the contractor and shall be checked by the client.

**Brief scope of work**

**1. COMPRESSOR**

**INCLUSION**

- Rendering FOUR preventive services as per checklist
- Replacement of oil, cleaning of oil / suction filter, changing of drier if necessary
- Compressor Rewinding including flushing of the system
- Attending any number of breakdown calls
- Providing riggers
- Free replacement of defective/ worn out parts with new or repaired parts for compressor
- Repair of equipment at site/ service station based on need
- Replacement of parts due to normal wear and tear

**EXCLUSION**

- Replacement of equipment
- Any kind of masonry, structural and carpentry works
- Compressor Replacement
- Main electrical panel for air conditioning system with all components
- Force majeure e.g. flood, fire, natural calamity, earth quake etc.

**2. CONDENSER**

**INCLUSION**

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Repair of equipment at site/ service station based on need
- Replacement of parts due to normal wear and tear
- Leak testing, plugging of tubes, leak rectification & commissioning
- Descaling once in a year

**EXCLUSION**

- Replacement of equipment
- Any kind of masonry, structural and carpentry works
- Main electrical panel for air conditioning system with all components
- Force majeure e.g. flood, fire, natural calamity, earth quake etc.
- Any leakage in the tube/s attributing to quality of water

**3. COOLER**

**INCLUSION**

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Repair of equipment at site/ service station based on need
- Replacement of parts due to normal wear and tear
- Leak testing, plugging of tubes, leak rectification & commissioning
- Brushing of tubes based on our assessment.

**EXCLUSION**

- Replacement of equipment
- Any kind of masonry, structural and carpentry works
- Main electrical panel for air conditioning system with all components
- Force majeure e.g. flood, fire, natural calamity, earth quake etc.

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- Any leakage in the tube/s attributing to quality of water

#### 4. SYSTEM

##### INCLUSION

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Rectification of any type of leak.
- Repairs / replacement of Service Valves.
- Repairs / replacement of any other valve/s in refrigeration system.
- Replenishment of refrigerant gas
- Annual pump- down and restart as and when required

##### EXCLUSION

- Replacement of equipment
- Any kind of masonry, structural and carpentry works
- Main electrical panel for air conditioning system with all components
- Force majeure e.g. flood, fire, natural calamity, earth quake etc.

#### 5. AIR HANDLING UNIT / FAN COIL UNITS / PUMPS

##### INCLUSION

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Replacement of bearings
- Replacing of shaft / impeller of AHU & Pumps, if required
- Repairing/winding of motor
- Replacement of pulley / belts for AHU and Mechanical Seal for Pumps
- Cleaning of drainage pipe till external drain point.
- Cleaning of coil with water during Annual PMS.
- Cleaning of FILTERS during each PMS.
- Repairing of cooling coil leakage
- Replacing pressure gauge & thermometer
- Replacing of Pre-filters once in Two year
- Chemical cleaning of AHU/ FCUs, if required, only once in a year.

##### EXCLUSION

- Replacement of equipment
- Any kind of masonry, structural and carpentry works
- Main electrical panel for air conditioning system with all components
- Force majeure e.g. flood, fire, natural calamity, earth quake etc.

#### 6. MICROPROCESSOR PANEL

##### INCLUSION

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Repair/ Replacement of cards.
- Repair/ replacement of pressure transducers & Sensors.

##### EXCLUSION

- Replacement of equipment
- Any kind of masonry, structural and carpentry works
- Main electrical panel for air conditioning system with all components
- Force majeure e.g. flood, fire, natural calamity, earth quake etc.



## 7. ELECTRICAL PANEL

### INCLUSION

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Repair/ Replacement of MCB.
- Replacement of fuses, Amps meter, Voltmeter, Contactor, lamps etc
- 

### EXCLUSION

- Day to day maintenance and operation of the plant or additional service during the year. This can be offered at an extra charge.
- Replacement of equipment
- Any kind of masonry, structural and carpentry works
- Main electrical panel for air conditioning system with all components
- Force majeure e.g. flood, fire, natural calamity, earth quake etc.
- Cabling, ACBs etc.

## 8. COOLING TOWER

### INCLUSION

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Repairing of Gearbox
- Lubricating bearings.
- Rewinding & overhauling of motor.
- Replacing nozzles, NBM inserts
- Replacement of C.T Fan.

### EXCLUSION

- Replacement of equipment
- Any kind of masonry, structural and carpentry works
- Main electrical panel for air conditioning system with all components
- Failure or deterioration of any equipment or parts due to atmospheric condition/ corrosive atmosphere
- Force majeure e.g. flood, fire, natural calamity, earth quake etc.
- Replacement of GAERBOX & PVC fills

## 9. BMS

### INCLUSION

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Repairs to Printer, PC(02 Nos) including software
- Repairs to DDC Controllers

### EXCLUSION

- Replacement of equipment
- Any kind of masonry, structural and carpentry works
- Main electrical panel for air conditioning system with all components
- Force majeure e.g. flood, fire, natural calamity, earth quake etc.
- Ups system, Battery, Cabling etc.

## 10. Plate heat Exchange (PHE)

### INCLUSION

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Descaling ,Tube Repairing , Flange repairing or replacement

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EXCLUSION

- Replacement of equipment

**11. Thermal storage tank**

INCLUSION

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Maintaining Glycol Water level
- Maintain insulation of tank.
- Repair of tank if leakage
- 

EXCLUSION

- Replacement of equipment

**12. Air expansion tank**

INCLUSION

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Maintain insulation of tank.
- Repair of tank if leakage

EXCLUSION

- Replacement of equipment

**13. Variable Air Volume**

INCLUSION

- Rendering FOUR preventive services as per checklist
- Attending any number of breakdown calls
- Maintain VAV, motorized actuator, Thermostate ,leake of air

EXCLUSION

- Replacement of equipment

**14. OTHER**

INCLUSION

- Repairing of valves, pipes for water distribution system.
- Repairs to ducting / grills / insulation
- Insulation of pipeline, AHU, Duct & Chiller except for Refrigerant copper line.

**ANNEXURE A**

**PRESET DOWNTIME LIMITS FOR VARIOUS FAULTS IN AC SYSTEMS FOR STAND-BY UNITS**

#	Component		Nature of Fault	Down Time
1.	Compressor	1.1	Any defect not involving dismantling of the compressor with or without replacement of parts.	05 Days
		1.2	DEFECTS INVOLVING REPLACEMENT OF PARTS AFTER THE OPENING OF THE COMPRESSOR EXCEPT REPLACEMENT OF COMPRESSOR IN CASE OF SEALED COMPRESSOR	15 Days
		1.3	Replacement of spares, complete overhauling of the Compressor including metallizing or replacement of compressor in case of sealed compressor.	20 Days
		1.4	Oil pumps failure/replacement.	02 Days
2.	Compressor Motor	2.1	Minor Faults	01 Days
		2.2	Motor Rewinding including flushing of the system	40 Days
		2.3	Alignment problems including removing of gas	7 Days
3.	Control Panel (Electromechanical & Microprocessor)	3.1	Minor Faults	01 Day
		3.2	Replacement of safety and Operating control, relays, solenoid valves, cards etc based on BSL assessment.	05 Days
		3.3	Replacement of MCB.	02 Days
4	Condenser/Chiller	4.1	Chemical cleaning of condenser for each. However it will depend upon valve condition	02 Days
		4.2	Rectifying leaky tubes and recommissioning after plugging the tubes, including overhauling of compressor.	20 Days
5	Refrigeration System	5.1	Carrying out leak testing and rectification of external refrigerant leaks.	07 Days
		5.2	Attending to the Expansion valve problems without spares.	02 Days
		5.3	Supplying consumables – Oil	03 Days
		5.4	Supplying consumables – Refrigerant R-22.	05 Days

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**The manpower requirements as envisaged under the contract are as follows**

<b>Manpower for Annual Operations of HVAC system (Annexure -B)</b>			
<b>Sr.No</b>	<b>Description</b>	<b>Qualification</b>	<b>Remarks</b>
1	Supervisor (1 no)	Diploma in Mechanical with 5 yrs relevant experience	Overall incharge
2	Operators-HVAC (5 nos)	ITI with 2 years central A/C Plant experience	One operator per shift and one reliever to start -stop the chillers and respective pumps.
3	Technicians -HVAC (7 nos)	ITI with 2 years central A/C Plant experience	Two technicians per shift to carry out BMS and minor maintenance with one reliever
4	Helpers (7 nos)		

The HVAC plant has to operate on all days of the month (24X7) and the operators have to be available at site of work

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# **SCHEDULE– D**

## **Section-III**

### **Technical Specification of Works**

# SPECIFICATIONS

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

All the component required for replacement will be of manufacturer's make or of equivalent quality .Contractor will not be allowed to use any sub –standard parts and components .The same are to be shown to the concerned officer of NRDA before replacement.

In case ,any part of the AC Plant or AHU needs to be replaced it will be replaced with new ones or with manufacturer repaired parts. No cut weld/locally repaired part or shortcut method will be accepted as replacement .The contractor should use standard and branded parts for repairs and replacement.

## **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.

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**The detail of equipment install is given below**

<b>Installation /Equipment Details (Annexure -A)</b>			
<b>Sr. No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>
1	325 TR Carrier Screw Chiller	4	no
2	Air Handling unit -Blue star make	70	no
3	Cooling Tower – Mihir make	4	no
4	Pump- Armstrong make	16	no
5	FCU's -Blue star make	6	no
6	Stair case Fans	10	no
7	Split units	26	no
8	Precision A.C	4	no
9	BMS system- Honey well	1	Lot
10	DFUs Blue star	28	no
11	Toilet Exhaust Fan	42	no
12	Cassette A.C units	7	no
13	Air Washer Units	2	no
14	Normal Exhaust Fan	38	no
15	Fresh Air Exhaust	6	no
16	Canteen Exhaust Fan	2	no
17	Canteen Fresh Air Fans	2	no
18	Plate heat exchanger	4	no
19	Thermal storage tank	3	no
20	Air expansion tank	7	no
21	Cold storage	1	no

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**SCHEDULE– D**  
**Section-IV**

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

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## 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. 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.

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

### 5. 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-

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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 interim and final bills.

**6. 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.

**7. 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.

**8. CLEANING OF SITE**

- a) Site shall be maintained free from rubbish. 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 be responsible for the following work at site.

*Cleaning:* Remove staining or reactive materials from new surfaces immediately during course of the Work.

*Debris:* Remove hazardous accumulations of debris promptly, at least daily.

*Dust:* Confine dust producing operations during painting and finishing. Vacuum immediately after completion.

- c) TRASH DISPOSAL

*General:* Keep new buildings and site free from accumulations of waste materials.

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*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.

*Burning:* Do not burn trash or other materials on Owner's property.

EXCESS MATERIAL; Remove excess materials, including demolished materials, excess earth, and excess building materials from Owner's property and dispose of legally.

- d) *Any expenditure that may be incurred by NRDA to ensure that the above conditions are fulfilled by the contractor will be debitable to contractor account and will be recovered from the running bills of the contractor from time o time.*

## 9. 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 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.

## 10. 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.

## 11. Use of Site

The contractor shall not use any portion of sitr for the purpose not connected with the works with the works with out the prior written approval of the Engineer.

## 12. 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.

## 13. 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)-

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.

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

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.

**14. 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.

**15.** 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 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. The contractor shall visit the site to access the actual quantum of work and period required for completing the same before quoting the offer.
3. 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.
4. It will be Agency's responsibility to obtain necessary sanctions and permissions by paying necessary charges towards;

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- 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.
- 16.** 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.
- 17. Safety, Security and Protection of the Environment**  
The Contractor shall, throughout the maintenance period 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) 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.
- 18. 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

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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.

**19. 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
    - 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,

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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.
- ix. This shall not in any way affect/ dilute the Contractors obligations listed within the Tender document.

**20. Penalties as default**

- In the event of work is not completed according to the time schedule, the contractor shall have to pay Penalty to the NRDA at the rates of 0.5 % of the total value of contact for delay of every day or part thereof, subject to a ceiling of 10% of the total value of the contact.
- The breakdown maintenance call (verbal/telephone/Email) shall have to be attended to within two hours and the machine will have to be set functional within twenty four hours failing which the firm has to arrange for the alternative system till it is repaired.
  - In case if the above condition is not complied with a penalty @ Rs 100/-per hour will be levied on the contractor.
- Regular /minor/daily complaint regarding low/high cooling shall be attained within 20 minutes.

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Signature of NRDA.....

O In case if the above condition is not complied with a penalty @ Rs 100/-per hour will be levied on the contractor.

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.

**21. 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.

**22. PAYMENT-** Payment shall be on quarterly basic

**23 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

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Signature of NRDA.....



**24. 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.

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 HVAC system 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 HVAC System as may be required to provide necessary services with regard to HVAC System. Providing breakdown and root cause analysis and remedial action of HVAC System 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 .

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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.

**25. Definition**

“**Preventive Maintenance**” shall mean the maintenance of all the HVAC System 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 HVAC System 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.

“**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 .

**26. 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. Operators (skilled) employed must be 2-years I.T.I. holder with minimum 2 (two ) years of experience in similar work .

**27. Serviceability levels of the System**

Serviceability level of HVAC System to be maintained as per maintenance schedule and other clauses of contract.

**28. Reporting:**

Daily, weekly, monthly, yearly etc. checks as per the maintenance schedule/ manufacturers recommendations required to be carried out and recorded. Checks carried

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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

**29. Inspection**

NRDA shall have the right to conduct inspections of the HVAC System, 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,  
4<sup>th</sup> Floor, Paryavas bhawan ,North block  
Sector-19, Naya Raipur 492002,  
Chhattisgarh.  
Date :

Signature of Contractor.....

Signature of NRDA.....

## **SCHEDULE– D Section-V**

### **Approved Makes**

Signature of Contractor.....

Signature of NRDA.....

**APPROVED “MAKE LIST FOR HVAC WORKS”**

Sr. No.	Item	Approved Make
<b>1</b>	<b>Accessories</b>	
A	Automatic Air Vent	Rapid Control/Spirotech /Emerald
B	Flow Switch	Rapid Control/Anergy
C	Pressure Gauge	H.Guru/Fiebig/ Emerald
D	Pot Strainer	Vaishno/ Flowell/ Emerald
E	Suction Guide	Anergy/ Rapid Control/ Emerald
F	Thermometer	Emerald/ Fiebig/Japsin/Guru/H.Guru//Bestobell
G	Y-strainer	Flowell/ Emerald
<b>2</b>	<b>Air Filters</b>	
A	Filters	Airtech/ Purolator/ Mechmark
<b>3</b>	<b>Air Handling Units</b>	
A	Air Handling Units (High Static)	VTS/Crystal/EdgeTech/Zeco/Waves/FeddersLlyod
B	Air Handling Units (Sectional /Unitary)	VTS/ Crystal / EdgeTech /Zeco/ Waves/ FeddersLlyod
C	Air washer/Scrubber	Crystal /EdgeTech /Zeco/ Airflow/Roots Air/Humidin
D	Fan Coil Units	VTS/ Crystal / EdgeTech /Zeco/ Waves/ FeddersLlyod
E	Ozone	RUKS / Trimed
F	Second Stage Air washer	Ambassador/Roots
<b>4</b>	<b>Air Ozone</b>	RUKS/ Trimed
<b>5</b>	<b>Axial Flow Fans</b>	
A	Axial Flow Fans	Kruger/Comefri/Airflow/Humidin
B	Centrifugal Blowers	Kruger/Comefri/Airflow/Humidin
<b>6</b>	<b>Building Automation System</b>	
A	Airflow Switch (Air & water)	Johnson Control/Anergy/ Honeywell/Siemens
B	DDC Controllers	Johnson Control/Anergy/Honeywell/Siemens
C	Sensors(Pressure/Temperature)	Johnson Control/Anergy/ Honeywell/Siemens
D	VAV	Johnson Control/Anergy Honeywell/Siemens
<b>7</b>	<b>Cables</b>	
A	Control Cables	Ford/Glostor/ Finolex/Polycab/universal/Havells
B	Power Cables	Gloster /universal/Ravin/RPG KEC/Havells/CCI
<b>8</b>	<b>Controls</b>	
A	2/3-Way motorized valve for AHU	Honeywell/Belimo
B	2/3-Way motorized valve for FCU	Honeywell/Belimo
C	Thermostats	Belimo/ Honeywell/ Siemens
<b>9</b>	<b>Ducting &amp; Grilles</b>	
A	Factory Fabricated	Ductofab/Zeco
B	Fire Dampers motors	Belimo/Seimens/Conaire
C	G.I. Sheet Metal Duct	Jindal/National/ Tata
D	Grilles/Fire Dampers/Diffusers	Airflow/Tristar/ Dynamic/Conaire/Caryaire
E	G.I. Sheets	Jindal/ SAIL/ Nippon
F	PUF/PIR Board or Panel	PAL / P3

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Sr. No.	Item	Approved Make
G	Self-adhesive gaskets	“Prima Seal”.Phone: (011-6179614/ 6160850)
H	Stick Pins	Prima Seal/Air flow
<b>10</b>	<b>Electrical Equipment</b>	
A	Change Over Switch	Siemens/L&T/HH Elcon/ Socomech/ HPL
B	Electric Motors	ABB/Siemens/Crompton/Kirloskar/Alstom/Jyothi
C	Earthing Chemical	OBO Bettcemann/Erika/JEF
D	Earthing	JMV or as per IS Code.
E	Indicating lamps	Siemens/L&T/Cutler Hammer/Covered modular/Vaishno
F	Line Type Fuse	GEC Alsthom/Siemens
G	Starters/Switchgear	Cutler Hammer/Siemens/English Electric/ L&T
H	Timer	Siemens/Cutler Hammer/ GEC Alsthom
I	Terminal Block	Elmex/ Comex/ HMI
J	Voltmeter/Ammeter	Siemens/AE/KAPPA/Rishabh (L&T) Automatic Electric
<b>11</b>	<b>High Side Equipment</b>	
A	Cooling Towers	Paharpur/Coron/Flowtech/Mihir
B	Electric hot water generator	Rapid cool/ KEPL/Emerald
C	Pumps Coupled	Kirloskar/Maxflow/ Beacon/Mather & Platt./ Gundfoss
D	Pumps Monoblock	Kirloskar/Beacon/Siemens/Gundfoss
E	Pumps Coupled with VFD	ITT/Bell & Goset/ Gundfoss
F	VFD with controls	ABB/Danfoss
G	Water Cooled Screw Chilling Units	Carrier/Trane/York/BlueBox/Clivet /Dan hum bush /Daikin Mcqway
<b>12</b>	<b>Insulation</b>	
A	Aluminium Tape	Johnson/Birla 3M/Garware
B	Crossed linked Polyethylene Foam	Trocellene / Paramount/Supreme
C	Closed Cell Elastomeric Insulation	K-flex /Vedoflex
D	Expanded Polystyrene	Thermolloyd/ R.P. Packaging
E	Glass Wool	Owens Corning /U.P. Twiga
F	Non woven fibre material	Mikron/ Du pont
G	Polyurethane Foam	Malanpur /Superurethane
H	Premoulded PUF section for pipe & pipe supports	Malanpur/ Lloyd
<b>13</b>	Microprocessor based systems	Siemens/Johnson Controls/Honeywell/ Belimo
<b>14</b>	<b>Miscellaneous</b>	
A	Anchor fastners	Cannon/ Hilti/Fisher
B	Vibration isolator	Resistoflex/Dunlup/Kanwal
<b>15</b>	On-line non-chemical water treatment system	Scale Guard of Aqua Treat Pvt. Ltd./ Crystallo of D- Borne Engineers/ Scaloid of TBI System
<b>16</b>	<b>Paints</b>	
A	Bituminus	Shalimar/ICI / Dulux
B	Enamel	AkzoNobel/ Asian/ Nerolac/ Berger/ICI

Sr. No.	Item	Approved Make
C	Plant Audit & Certification Works	Energy Management Consultants
D	Tarfelt ( for underground chilled water pipe insulation)	Shalimar
<b>17</b>	<b>Valves</b>	
A	Butterfly Valves	Audco/Advance/Castle/Honeywell /C & R/AIP Valve
B	Balancing Valves	Advance/Audco/ Honeywell/ C & R
C	Gate/Globe Valves	Sant/ Zoloto/Emerald
D	Non Return Valve	Advance /Audco/ Castle/Honeywell/AIP Valve

Signature of Contractor.....

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## NRDA “ APPROVED MAKE LIST FOR ELECTRICAL WORK”

Sr. No	Items	Approved Makes
1	Distribution Transformer	EMCO/VIJAI/VOLT AMP/KIRLOSKAR/APPROVED VENDER OF CSPDCL
2	HT PANEL	SCHNEIDER/L&T/SIEMENS/ABB/CG
3	Timers	L&T/SCHNEIDER/LEGRAND/SIEMENS
4	ACB	L&T/SCHNEIDER/SIEMENS/ABB/C&S
5	CHANGE OVER SWITCH	
i	ON LOAD	GE/L&T/C&S/ABB
II	OFF LOAD	STANDARD/C&S/ABB/L&T
6	VOLT METER, AMPERE METER	
I	ANALOG TYPE	MECON/ESSVEE/AE/ SCHNEIDER
II	DIGITAL TYPE	MECON/ESSVEE/AE/C&S/ SCHNEIDER
7	CURRENT TRANSFORMER	C&S/AE/KAPPA
8	SELECTOR SWITCH	GE/L&T/C&S/ABB/SIEMENS /SCHNEIDER
9	STATIC WATT HOUR METER	L&T/SEMS/GENIUS/APPROVED VENDOR OF CSPDCL
10	STARTER/CONTACTORS	GE/L&T/SCHNIEDER
11	RELAY	SIEMENS/ABB/SCHNEIDER
12	MCCB	L&T/ABB/SCHNEIDER/LEGRAND/C&S
13	CONNECTORS	ELMEX/CONNECTWELL/RAYCHEM/
14	MCB/RCCB/DBs	L&T/ABB/SCHNEIDER/LEGRAND/C&S
15	METAL CLAD INDUSTRIES PLUG & TOP	
i	PIN & SLEEVE TYPE	HAVELLS/LEGRAND/SCHNEIDER/ABB
II	BUTT TYPE	BCH/MILLBORN
III	SELF EXTINGUISHABLE POLYMER TYPE	HAVELLS/LEGRAND/SCHNEIDER/ABB
16	CAPACITOR	EPCOS/DUCATI/SCHNEIDER/UNISTAR
17	POWER SWITCH (UPTO 32A)	L&T/SCHNEIDER/SIEMENS/ABB/HAVELLS
18	EXHAUST FAN	GE/CROMPTON/BAJAJ/ORIENT/USHA/HAVEELLS / KHETAN/ ALMONARD
19	CEILING FAN/WALL FAN	GE/CROMPTON/BAJAJ/ORIENT/USHA/HAVEELLS
20	SWITCH & SOCKET	NORTHWEST/LEGRAND(MYRUS)/CRABTREE(ATHENA)
21	LIGHT FITTING (OUTDOOR)	PHILIPS/WIPRO/BAJAJ/SCHREDER/GE
22	LIGHT FITTING (INDOOR)	PHILIPS/WIPRO/BAJAJ/CG/GE
23	LAMPS	PHILIPS/OSRAM/GE
24	LED	PHILIPS/OSRAM/CREE/NISHIA
25	STORAGE WATER HEATER AND ACCESSORIES	BAJAJ/CG/RACOLD/JVENUS
26	SOLAR HEATING SYSTEM	TATA/BP/BHEL
27	AIR CONDITIONER	LG/VOLTAS/SAMSUNG / O-GENERAL / HITACHI / DIAKIN

Signature of Contractor.....

Signature of NRDA.....



Sr. No	Items	Approved Makes
28	WIRES	FINOLEX/POLYCAB/RR KABEL/GLOSTER/HAVELLS
29	LT CABLES	FINOLEX/POLYCAB/GLOSTER/HAVELLS/RAVIN/CCI/UNIVERSAL/RPG(KEC)
30	BRASS GLAND	COMET/METAL CRAFT INDUSTRIES/RAYCHAM
31	ALUMINIUM LUG	DOWELLS/METAL CRAFT INDUSTRIES/RAYCHAM
32	TELEPHONE CABLE	DELTON/FINOLEX/ NATIONAL/HAVELLS
33	HT CABLES	UNIVERSAL/GLOSTER/CCI/POLYCAB/RAVIN/RPG(KEC)/HAVEELLS
34	CABLE JOINTS	DENSON/RAYCHEM/3-M
35	MS CABLE TRAY	VENUS/PASCO/DOLPHIN/METALEM/ASIAN ANCILLARIES/BEC
36	COPPER BUS TRUNKING ARRANGEMENT	L&T/SCHNEIDER/LEGRAND
37	PVC PIPES	PRECISION/BEC PLAST/Thermoplast /AKG
38	POWER TRANSFORMER 33/11 KV	CROMPTON/BHEL/EMCO/VIJAI/VOLT AMP
39	RING MAIN UNIT 11&33 KV	CROMPTON/SIEMENS/ABB/SCHNEIDER
40	OCTAGONAL POLES	BAJAJ/TRANSRAIL/VALMONT/Skipper
41	TUBULAR POLES	AS PER IS CODE & SPECIFICATION
42	DG SET	JACKSON/ CUMMINS/ CATERPILLAR/STERLING WILLSON/KIRLOSKAR
43	LIFT	OTIS/JHONSON/THYSSEN KRUPP/KONE
44	PACKAGE SUBSTATION	SCHNEIDER/ABB/SIEMENS/CROMPTON
45	BATTERY&BATTERY CHARGER	AMARRAJA/EXIDE/TEJA
46	UPS	EMERSON/SUKAM/APC/HIREN
47	DWC PIPES	TIRUPATI/C-REX/RELIANCE
48	RACE WAY	LEGRAND/M&K/ OBO BETTER MEN
49	LT Panel	SCHNEIDER/L&T/SIEMENS/ABB/CG/C&S
50	ELECTRICAL MOTOR	SIEMENS/ABB/CG/BHARAT BIJLEE/KIRLOSKAR/ALSTOM
51	SOFT STARTER	SCHNIEDER/L&T/SIEMENS/ABB/TELEMECHANIQUE

Note:- Wherever makes have not been specified for certain items conform to **IS**, the same shall be as per BIS and as per approval of NRDA

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**SCHEDULE– D**  
**Section – VI**  
**Drawings**

**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 and Operations of HVAC System in Mantralaya ,Mahanadi Bhawan at Naya Raipur".**

- Estimated cost of work : Rs 86.19 **Lacs**
- (i) Earnest Money : Rs. 1.70 **Lacs**
- (ii) Performance Guarantee : 5% of tendered value
- (iii) Security Deposit : 5% of tendered value

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# SCHEDULE- F

## General Rules & Directions

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## 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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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 payment /adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment Quarterly payment shall be made

**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.

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

**Clause 16**

Competent Authority for deciding reduced rates.

**Chief Engineer ( Engineering), NRDA**

Signature of Contractor.....

Signature of NRDA.....



**Clause 18**

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

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	HVAC Supervisor	1	Diploma in Mechanical Engg. With Experience of at least 5 years of experience in operation and maintenance of HVAC system	500/day/head
2	HVAC operators	5	ITI with 2 years of experience in operation and maintenance of HVAC system	500/day/head
3	Technicians	5	ITI with 2 years of experience in operation of BMS system	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 2% plus/minus

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each diameter, section and category

(d) All other materials.

Nil

#### 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.....