



**NAYA RAIPUR DEVELOPMENT AUTHORITY**

**Tender Document for the  
Comprehensive Annual Maintenance Contract and  
Operations (AMC) of D.G Sets & AMF panel at Utility &  
Amenity Block, Naya Raipur  
(Following Three-Envelope Tender Procedure)**

**TENDER DOCUMENT (PART ONE)**

**NIT No. : 78 /D.G /AMC/U&A/EEC-I/CE(E)/NRDA/2016-17, Raipur**

**Dated: 06.06.2016**

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

## Tender Document Contains

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

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

#### Part (A)

- a) Press Notice  
 b) Detailed NIT

#### Part (B)

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

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

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

- (i) Letter of Technical Tender  
 (ii) Tenderer's Information Sheet  
 (iii) Annual Turnover  
 (iv) Specific 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:// nayaraipur.gov.in/documents/gcc.pdf](http://nayaraipur.gov.in/documents/gcc.pdf)**

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



## NAYA RAIPUR DEVELOPMENT AUTHORITY

1<sup>st</sup> Floor, Utility Block, Capitol Complex, Sector- 19, Naya Raipur- 492 002, Chhattisgarh  
Tel No: + 91 771 2511500; Fax No.: +91 771 2511400., Website: [www.nayaraipur.gov.in](http://www.nayaraipur.gov.in)

### Tender Notice

NIT No. : 78 / D.G/AMC/U&A/EEC- I/CE(E)/NRDA/2016-17, Raipur

Dated: 06.06.2016

Sealed tenders are invited from OEMs or their authorized distributors, for the work of “**Comprehensive Annual Maintenance Contract (AMC) and Operations of D.G set’s & AMF Panel at Utility & Amenity Block, Naya Raipur**”

Time period	Estimated Cost (INR Lacs) (12 months )	EMD (INR Lacs)	Cost of Tender Doc. (INR)	Avg. Annual turnover in last three financial years (INR lacs)
12 Months	15.30	0.30	2000	15.00

Bids are invited in three envelope system. 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). While submitting the tender; the tenderer should submit documentary proof in support of eligibility and qualification. Duly completed documents shall be submitted by speed post/registered post/ courier so as to reach the office latest by **15.00hrs on 24.06.2016**. Technical Documents shall be opened thereafter on same day after **16.00hrs**. **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: 78 /D.G /EEC-I/U&amp;A/CE(E)/NRDA/2016-17, Raipur

Dated: 06.06.2016

**Last date and time for submission of tenders: 15.00 hrs on 24.06.2016**

- 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 Contract and Operations (AMC) of D.G Set's & AMF panel at Utility & Amenity Block ,Naya Raipur
Estimated Cost (INR in Lacs)(12 months)	<b>15.30</b>
EMD (INR in Lacs)	<b>0.30</b>
Time Period	<b>12 months</b>
Cost of Tender (In INR)	<b>2,000.00</b>
Tender to be uploaded on NRDA website to enable download	<b>06/06/2016</b>
Last Date and time of submission of Tender	<b>24/06/2016 at 15.00Hrs</b>
Date and time of opening of Tender	<b>24/06/2016 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 15 lacs 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.**

Signature of Contractor.....

Signature of NRDA.....

**4.2 Technical Criteria**

<b>A</b>	Intending tenderer shall be either the OEM or an authorized dealer of the OEM of D.G set's. <b>Or</b> Intending tenderer shall have technical experience for service provider not less than 1010 KVA capacity of D.G.Set's .
<b>AND</b>	
<b>B</b>	Intending tenderer should have completed satisfactorily following works during last five years i.e after 31/05/2011, in any Government or PSUs or Local body as below: - <b>(a) One Similar work costing not less than INR 12.25 lacs</b> <b>OR</b> <b>(b) Two Similar work costing not less than INR 7.65 lacs</b>

**Note: -**

- a) Similar work shall mean a project consisting of Annual Maintenance Contract and Operations of D.G Set's
- b) **The Existing DG Set installed is cummins, Jackson company**
- c) 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.**
- d) Ongoing project / part project experience shall not be considered for evaluation.
- e) 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 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>

Signature of Contractor.....

Signature of NRDA.....

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.
10. (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 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.

(c) 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.
11. 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@nayaripur.com](mailto:ceo@nayaripur.com) and [cee@nayaripur.com](mailto:cee@nayaripur.com) upto the date mentioned in the Para 2 as above.

Signature of Contractor.....

Signature of NRDA.....

12. **Clarification/ amendments, if any shall be uploaded on website only.**
13. Period for completion of work as mentioned above at Para 2 is inclusive of rainy season.
14. 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**  
**Opp. Police Station, Near Water Tank, VIII, New Rakhi, Naya Raipur-492015, Phone: 0771-4066189**
15. The intending tenderers are advised to cross check the downloaded version of the tender document with the hard copy available with NRDA.
16. 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.
17. 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.
18. 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.
19. 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.
20. 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.
21. 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:-
  - a) 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
  - b) 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

Signature of Contractor.....

Signature of NRDA.....

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.

- c) Agreement signed on non-judicial stamp paper of appropriate value as per prescribed proforma of tender documents.
22. **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://nayaraipur.gov.in/documents/gcc.pdf>**
23. 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.
24. 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.
25. **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:
- a) 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.
- b) 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;
- c) 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.
- d) The unit wise amounts will be rounded to the nearest rupee
- e) The 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.
26. 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.
27. All royalties be paid by the contractor as also all tolls, duties, local and other levies including sales tax, insurances & workman compensation act etc.
28. Applicable service tax shall be reimbursed separately on production of receipt of payments of Service Tax.
29. Contractor will be bound to follow CG Model rules relating to its water supply & sanitation in labour camp.

Signature of Contractor.....

Signature of NRDA.....



30. The contractor shall pay not less than the minimum wages to labours engaged by him on the work.
31. 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.
32. 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.
33. **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:
- 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.
  - 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.
  - 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.
  - The tenderer should ensure that every page of the down-loaded tender document is signed by tenderer himself.
  - The tenderer should ensure that the down loaded tender document is properly bound and wax sealed before submitting the same in the envelope. **Loose/ Spiral binding** shall be liable to be rejected.
  - 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.
  - 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**  
 1<sup>st</sup> Floor, Utility block, Capitol Complex,  
 Sector- 19, Naya Raipur- 492 002, Chhattisgarh  
 Tel No: + 91 771 2511500;  
 Fax No.: +91 771 2511400.

Signature of Contractor.....

Signature of NRDA.....

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# **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

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## (i) Letter of Technical Tender

Date:

NIT No.:

To:

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

Ref for NIT no:-----

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

Dear Sir,

I/We, the undersigned, declare that:

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

- (g) I/We are not participating, as Tenderers, in more than one Tender in this Tendering process, in accordance with the Tender Document;
- (h) My/our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible by NRDA, Raipur;
- (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> <small>(name, address, telephone numbers, fax numbers, e-mail address)</small>	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>
2011-12			
2012-13			
2013-14			
2014-15			
Average Annual Turnover for any 3 years in INR			

All Tenderers are requested to complete the information in this form

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

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

Signature of Tenderer

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

### (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: \_\_\_\_\_



## (v)DECLARATION

**(TO BE SIGNED BY THE TENDERER SUBMITTING THE TENDER 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 Details of DD</b>				
		Amount				
		Name of the Bank & Branch				
		Date				
		D.D no & Photo copy attached	Yes	No		
2	Earnest Money Deposit (EMD)	Amount				
		Form of EMD				
		Issuing Bank & Branch				
		No & Date Photo copy attached	Yes	No		
	Contractor Registration Certificate	Class in which registered				
		Name of Department				
		Registration Number & Date				
		Validity				
		<b>Notarized</b>	<b>Yes/No</b>			
4	Commercial Tax Certificate	Registration Number:				
		Name of the Office				
		<b>Notarized</b>	<b>Yes/No</b>			

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

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

Signature of Tenderer

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

(vii) RETURN OF EMD

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

To:

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

Ref for NIT no:-----

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

Dear Sir,

- (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.).

faithfully

Yours

**Authority**

**Executive Engineer  
Naya Raipur Development  
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 oppointed 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.
  - (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)/Contractor(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 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.

**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**

Signature of Contractor.....

Signature of NRDA.....

## GENERAL SCOPE OF WORK

There are 2 units of Diesel generator Sets of Cummins make of capacity 1010KV each and AMF Panel for providing power backup for Utility & Amenity Block Naya raipur. The contractor shall operate and maintain the Diesel generator set units for providing 24 hours power backup for a period of 12 months for Utility & Amenity Block Naya raipur. The Authority shall provide required Diesel for the operation of DG Sets and the contractor shall maintain the log Books as approved by authority.

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

The details of work includes

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

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

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

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

d) Check functioning of changing alternator.

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

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

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

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

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

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

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

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

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

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

Signature of Contractor.....

Signature of NRDA.....

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

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

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

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

Signature of Contractor.....

Signature of NRDA.....

**Maintenance Schedule**

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

Signature of Contractor.....

Signature of NRDA.....

# **SCHEDULE– D**

## **Section-III**

### **Technical Specification of Works**

# SPECIFICATIONS

## **GENERAL:**

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

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

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

## **Standards:**

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

Signature of Contractor.....

Signature of NRDA.....



**SCHEDULE– D**  
**Section-IV**

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

Signature of Contractor.....

Signature of NRDA.....

## Special Conditions of Contract

### 1. GENERAL

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

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

### 2. ACCESS

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

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

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

### 3. SUPPLY OF WATER

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

### 4. ELECTRIC SUPPLY

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

Signature of Contractor.....

Signature of NRDA.....

**5. DEFECT LIABILITY**

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

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

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

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

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

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

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

**6.2 Standards of Acceptability**

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

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

Signature of Contractor.....

Signature of NRDA.....

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

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

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

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

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

- 8. CRECHE FACILITIES FOR THE CHILDREN OF CONSTRUCTION LABOURER-NA**
- 9. SUBMISSION OF DETAILED BAR/ PERT CHART OF COMPLETION- NA**
- 10. Method of Working-NA**
- 11. Project Monitoring-NA**
- 12. QUARRY RELATED DEDUCTIONS- NA**
- 13. CONTRACTORS ALL RISK POLICY (C.A.R. POLICY)-NA**
- 14. INDEMNITY BOND-NA**
- 15. ACCIDENTS**

Should any accidents, fatal or otherwise occur, a detailed report about the same shall be made promptly by the Contractor to the Engineer. The Contractor should at all times during execution of work keep the NRDA fully indemnified against all risks, claims, litigations and financial burdens arising out of all incidental operations on work and accidents.

- 16. TRAFFIC-NA**
- 17. ALIGNMENT AND BENCH MARKS-NA**
- 18. PREVENTION OF MOSQUITO BREEDING AT CONSTRUCTION SITE-NA**

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

~~If the NRDA is not in a position to deliver to the Contractors the site of the Contract work for any reason whatsoever at the agreed time, delaying the commencement of the contract work, or part~~

Signature of Contractor.....

Signature of NRDA.....

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

**20. PROGRESS OF WORK-NA**

**21. FIELD LABORATORY-NA**

**22. ENGINEER**

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

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

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

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

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

**23. EXCAVATED OBJECTS-NA**

**24. AS BUILT DRAWINGS-NA**

**25. ENGINEER'S SITE OFFICE-NA**

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

**27. TELEPHONE CONNECTION-NA**

**28. TIME SCHEDULE FOR COMPLIANCES-As Per work order**

Signature of Contractor.....

Signature of NRDA.....

**29. APPROVAL OF ENGINEER-NA****30. PERMISSION FOR CONSTRUCTION OF SITE OFFICE/ GODOWN/ LABOUR HUTS:-NA****31. CONDITIONAL TENDER**

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

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

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

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

**33. POURCARD SYSTEM-NA****34. CLEANING OF SITE**

- a) All water which may accumulate on the site during the progress of the works or in trenches and excavation shall be removed from the site to the satisfaction of the Engineer at the Contractor's cost. Site shall be maintained free from rubbish. Proper stacking of scaffolding material, shuttering material bricks/ brickbats, steel pieces, etc. needed for work on day to day basis shall be organized in proper stacks. Heaps of material lying around in unplanned manner and disorderly fashion shall not be permitted. Engineer's decision in this matter shall be final.
- b) The Contractor shall not, at any time, do cause or permit any nuisance on the site or do anything which shall cause unnecessary disturbance or inconvenience to Employer, tenants or occupiers of other properties near the site and to the public in general. The Contractor shall install mosquito proof and accessible water storage tanks for construction and drinking water.
- c) The Contractor shall periodically give largasidal treatment to water storage tanks, sites of water stagnation, water collection.
- d) Prior to handing over the contractor shall appoint Professional Cleaning Agency to clean the building works prior to handing over. The Agency shall have minimum 5 (five) years prior experience in the hospitality industry and shall be appointed with the prior approval by the Engineer.
- e) Any expenditure that may be incurred by NRDA to ensure that the above conditions are fulfilled by the Contractor will be debitable to Contractor's account and will be recovered from the running bills of the Contractor from time to time.
- f) *Cleaning*: Remove staining or reactive materials from new surfaces immediately during course of the Work.
- g) *Debris*: Remove hazardous accumulations of debris promptly, at least daily.
- h) *Dust*: Confine dust producing operations during painting and finishing. Vacuum immediately after completion.
- i) TRASH DISPOSAL

Signature of Contractor.....

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- j) *General:* Keep new buildings and site free from accumulations of waste materials.
- k) *Removal:* Remove cartons, crates, wrappings, lunch trash, and other trash from each room daily. Provide trash receptacles on each floor of each building and in convenient locations on the site.
- l) *Burning:* Do not burn trash or other materials on Owner's property.
- m) EXCESS MATERIAL; *General:* Remove excess materials, including demolished materials, excess earth, and excess building materials from Owner's property and dispose of legally.
- n) *Clean:* Keep paved drives on Owner's property and public streets and alleys clean, by cleaning daily, or more often if necessary, of earth and debris spillage from trucking involved in construction operations.

**35. FENCING-NA**

**36. WATCH AND WARD-NA**

**37. MOBILISATION PERIOD-NA**

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

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

The Contractor shall take upon himself the full and entire responsibility for the sufficiency of plant, centering, scaffolding, timbering, machinery, tools or implements and generally for all means used for the fulfilment of the Contract. In the event of any of these means proving insufficient, the Contractor is still fully and entirely responsible for the sufficiency of these means notwithstanding any previous approval or recommendation that may have been given by the Engineer.

**40. DRAWINGS**

NA

**41. STANDARDS**

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

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

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

**43. FIRE PRECAUTIONS**

Signature of Contractor.....

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

**44. USE OF SITE**

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

**45. SAFETY ENGINEER-NA**

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

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

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

NA

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

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

**47. QUALITY ASSURANCE SYSTEM\_-NA**

**48. EQUIPMENT MAINTENANCE MANUAL**

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

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

All necessary equipment's for D.G maintenance .

**50. SUBMITTALS -NA**

**51. PLANT, MACHINERY AND SHUTTERING**

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

**52. SUB-CONTRACTORS-NA**

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

1. Successful agency will have to obtain and submit the Contractor All Risk Insurance Policy (CAR) in original within 1 (one) week from date of work order from Director of Insurance, Government Insurance Fund, Raipur, Chhattisgarh. The Contractors All Risk (CAR) Policy as said above shall be inclusive of insurance coverage under workman's compensation insurance policy for all workmen employed by contractor to complete the works covered under present contract. Further the contractors All Risk Policy period completely as stated in the tender. In case of time period extension (If any), it is essential that, premium of CAR policies should be timely paid by agency in order to ensure the continuity of CAR policy without any break in the same, suitable action will be taken against defaulters as per General Conditions of Contract unless and until the Contractors All Risk Policy as stated in above manner is submitted to the office of Engineer no payments will be released against any work executed.

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

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

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

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

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

~~4. Obtaining necessary road/ soil/ footpath etc. cutting permission for cable trenching from concern authorities like NRDA/ CSEB/ applicable local authority/ RMNN/ PWD etc. as~~

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Signature of NRDA.....

~~applicable along the approved route and submit the approval in original along with the drawings and permission to Engineer.~~

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

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

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

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

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

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

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

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

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

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

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

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

54. Following conditions are the essential conditions of contract for carrying out and completing the subject work in all respect within stipulated time period. The successful agency will be

Signature of Contractor.....

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responsible for completing the same as per the directives of Engineer. The charges and expenditure if any required for completing the same should be including in the quoted offer, and no separate payments against this will be made.

1. The contractor shall visit the site to access the actual quantum of work and period required for completing the same before quoting the offer.
  2. Scheme specifications and quantity of the material to be used for the subject work under the contract and specified in the tender document is only for guideline purpose. However it will be the responsibility of the successful agency to obtain the measurements and specifications in detail of each and every item before starting the execution of work and complete the work in accordance with the approvals, clearances obtained for the same. All cost required for completion of work as per statutory approval, shall deemed to have included in the offer quoted.
  3. The foundation and excavation for feeder pillar and control pillar, grouting of frames in wall/ ground etc, are require to be carried out by the agency, and cost for the same shall be include in the offer quoted.
  4. It will be Agency's responsibility to obtain necessary sanctions and permissions by paying necessary charges towards;
    - a) Obtaining necessary scheme sanctions and permissions for completing the subject work in all respect from any concerned statutory authority.
  5. The successful agency will be completely responsible for accidents occurred if any during the execution of work as well as during 24 (twenty four) months defect liability period under this contract. It will also be the responsibility of agency, for making police complaints against any thefts and accidents etc. under intimation to NRDA.
  6. Charges against following listed activates should be included in the quoted offer itself and no separate payments will be made against same.
    - a) Arranging and carrying out the material inspecting at respective manufactures unit as stated in Annexure - I.
    - b) Arrangements for performing site visits and other connected activities as and when required by Engineer or his representative.
    - c) Carrying out necessary co-ordination and follow up with concern authorities for obtaining necessary sanctions and permissions as required towards completion of work in all respects.
    - d) Appointing Govt. Approved surveyor for carrying out site survey and preparation of computerized shop drawing, Execution drawing, As built drawing etc. with soft copy.
    - e) Any other incidental charges required towards completion of work in all respect.
  7. Bills submitted against the executed and completed works at site, will be processed further by Engineer, after necessary scrutiny and verification.
55. The services/ tasks/ works as referred to under clauses shall be suitably applicable to all Utility services executed by the contractor, whether specifically mentioned herein above or no.
56. **Safety, Security and Protection of the Environment**

Signature of Contractor.....

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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) ~~provide and maintain at his own cost all lights, guards, fencing, warning signs and watching, when and where necessary or required by the Engineer or by any duly constituted authority, for the protection of the Works or for the safety and convenience of the public or others, and~~
- (c) take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of operation.

**57. HANDING OVER PROCESS:-**

NA

**58. EROSION AND SEDIMENTATION CONTROL**

NA

**59. NOISE AND VIBRATION CONTROL**

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

- 1. Concrete mixer: 85
  - 2. Concrete pump: 82
  - 3. Crane: 83
  - 4. Materials elevator: 85
  - 5. Pumps: 76
  - 6. Generators: 78
  - 7. Compressors: 81
  - 8. Pneumatic tools: 86
  - 9. Saws: 78
  - 10. Vibrators: 76
  - 11. Other tools: 85
- i. Operation of Air Hammers, Compressors, and Reciprocating Equipment: Not permitted inside existing buildings unless specifically approved in writing by Owner.
  - ii. Laws: Comply with applicable noise control laws, ordinances, and regulations.
  - iii. Acoustical Enclosures: Stationary equipment may be enclosed to produce required sound attenuation subject to continued maintenance of such enclosures to ensure that specified sound levels are not exceeded.

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- iv. Violations: Where field sound measurements reveal sound levels exceeding those specified, cease operating such equipment and repair or replace it with equipment that complies with the sound levels specified.
- v. Cutting and Drilling Concrete: Use only rotary or core drilling for holes through concrete. Do not use impact tools to cut or otherwise remove concrete or to install inserts.
- vi. Power-Activated Tools: Not permitted in or immediately adjacent to existing buildings, except with Owner's written approval in each specific case, except where such use is specifically specified.

**60. EXISTING CONDITIONS**

- i. Contractors Examination of Site:-
  - 1. By executing Contracts, Contractor and subcontractors represent that they have:
    - a. Visited the site and made due allowances for difficulties and contingencies;
    - b. Compared Contract documents with existing conditions and informed themselves of conditions to be encountered, including work by others, if any, being performed; and
    - c. Notified Architect of ambiguities, inconsistencies, and errors they have discovered within Contract documents or between Contract documents and existing conditions.
  - 2. Failure to visit the site and become familiar with conditions shall not relieve Contractor or a subcontractor from furnishing materials or equipment or completing the Work in accordance with Contract documents at no additional cost.
  - 3. Contractor or subcontractors will not be given extra payment for Work related to conditions they can determine by examining the site and Contract Documents.
  - 4. Contractor or subcontractors will not be given extra payment for work related to ambiguities, inconsistencies, or errors within Contract documents, or between Contract documents and existing conditions, when such ambiguities, inconsistencies, or errors are known to Contractor or subcontractor before Contract execution unless Contractor or subcontractor has notified Architect in writing of such condition before execution of Agreement Between Owner and Contractor.
- ii. Make use of public property and make arrangements for that use. No extra compensation will be paid due to costs associated with using public property.
- iii. Access by Contractor to portions of Owner's property beyond the actual area of Work under this contract is denied, except where necessary to perform the Work, and then only with specific written approval in each case. Refer to other sections for additional requirements.
- iv. Contractor shall accept the site in the condition in which they exist at the time Contractor is given access to begin the Work.
- v. Damage caused by Contractor to existing structures, grounds plants, pavements,

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Signature of NRDA.....

- utilities, work by others, fixtures, or furnishings, shall be repaired by Contractor and left in as good condition as existed before the damaging, unless such existing work is shown to be removed or replaced by new Work.
- vi. Immediately upon entering the site for purposes of beginning Work, locate general reference points and take such action as is necessary to prevent their destruction; lay out Work and be responsible for lines, elevations, and measurements, and Work executed under this Contract. Exercise proper precautions to verify figures shown on Drawings before laying out Work. See Section "Field Engineering" for additional requirements.
  - vii. Contractor and each subcontractor, before starting work, shall verify governing dimensions at the premises, including floor elevations, floor-to-floor heights, and column locations and shall examine adjoining Work on which Contractor's or subcontractor's Work is in any way dependent. No "Extra" or additional compensation will be allowed on account of differences between actual measurements and dimensions shown. Submit differences discovered during the Work to Architect for interpretation before proceeding with associated Work.
  - viii. Employment of local labour shall be given priority wherever possible. However,
  - ix. This shall not in any way affect/ dilute the Contractors obligations listed within the Tender document.

**61. Penalties as default**

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

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

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

Signature of Contractor.....

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

## **62 ORDER OF PRECEDENCE**

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

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

## **63 PAYMENT-** Payment shall be on quarterly basic

### **64 Extention of contact**

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

## **65 CONTRACTOR'S OBLIGATIONS**

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

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

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

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

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

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

- a Change of air filters primary and secondary -1 time/ year
- b All Belts -1 time /year
- c Oil top up /Change -1 time /year
- d Lub oil filter change -1 time /year
- e Fuel filter assembly -1 time /year
- f Pre fuel filter assembly -1 time /year
- g Coolant change /top up -2 times /year
- h Fuel pump servicing -2 times /year
- I Battery top ups -4 times /year

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J Battery charging servicing -2 times /year

A-This shall not include the replacement of

- a. Engine
- b. Alternator
- c. Batteries
- d.Meters & Relays
- e. Bus bars
- f. PLC

g. Breaker

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

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

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

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

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

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

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

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

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

The Contractor shall prepare and maintain, all maintenance records, minutes of meeting, equipment breakdown reports, daily/weekly/monthly fault logs, defects list, Preventive Maintenance reports, staff attendance records, tools serviceability status report, monthly

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Signature of NRDA.....



maintenance report. Operations & Maintenance, standard operating procedures, emergency recovery procedures shall be provided by NRDA. the Contractor shall properly and regularly maintain the manpower deployment roaster of the Contractor's Team and submit the same to NRDA containing complete attendance records and replace such personnel as may be required. The Contractor shall submit, in advance to NRDA Representative, the complete personal details of each of its personnel proposed to be deployed at the Mantralaya .

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

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

**66 .Definition**

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

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

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

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

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

**67-. Service Team:**

The Contractor shall deploy technically qualified Service Team 24X7 at the site for the performance, execution and implementation of the Services. The Contractor shall give prior written notice to NRDA of any change in the Service Team. The Contractor shall keep NRDA informed and updated of the name and contact details of the key team member. The Contractor shall not reduce the number of members of the Service Team and each member to be replaced (Retiree) for any reason, shall be replaced with a personnel holding same or higher qualification and experience in the performance and

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implementation of the works as the Retiree. D.G operators (skilled) employed must be 2-years I.T.I. holder with minimum 2 (two ) years of experience in similar work .

**68. Serviceability levels of the System**

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

**69. Reporting:**

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

**70. Inspection**

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

Signature of Tenderer  
Date :

Chief Executive Officer, NRDA,  
1st Floor, Utility Block, Capitol Complex,  
Sector-19, Naya Raipur 492002,  
Chhattisgarh.  
Date :

**SCHEDULE– D**  
**Section-V**

**Approved Makes**

**NOT APPLICABLE**

Signature of Contractor.....

Signature of NRDA.....

**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 Contract and Operations (AMC) of D.G & & AMF panel at Utility & Amenity Block,Naya Raipur”.**

Estimated cost of work : Rs. **15.30 Lacs**

(i) Earnest Money : Rs. **0.30 Lacs**

(ii) Performance Guarantee : 5% of tendered value

Signature of Contractor.....

Signature of NRDA.....

# SCHEDULE- F

## General Rules & Directions

Signature of Contractor.....

Signature of NRDA.....

## SCHEDULE-F

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

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

See below

**Definitions:**

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

**Clause 1**

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

**Clause 2**

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

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

Signature of Contractor.....

Signature of NRDA.....



Number of days from the date of issue of letter **15 days**  
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***

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

Time period for maintenance **12 months**

Authority to decide:

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

#### Clause 6, 6A

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

#### Clause 7

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

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

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Signature of NRDA.....

**Clause 10B(ii)**

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

**Clause 10C**

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

**Clause 10 CA****Applicable**

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

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

**Clause 11**

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

**Clause 12**

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

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

**Clause 16**

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

**Clause 18**

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

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As per relevant Clause of Special Conditions of Contract

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

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

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

**Clause 42**

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

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**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.....