

## **TWO-BID Open e –TENDER**

Hindustan Urvarak & Rasayan Limited, Sindri,(hereinafter referred as HURL or Owner or Client) invites electronic online bids ( e Tender) through HURL web site [www.hurl.net.in](http://www.hurl.net.in) (for ref. only) and CPP web site <https://eprocure.gov.in/eprocure/app> under Two Bid system (Part I :Techno commercial bid & Part II: Price Bid or BOQ) from bonafide and experienced bidders with sound technical and financial standing and capabilities & fulfilling the qualifying requirement for the tendered job as given in the NIT.

HURL, Sindri request bidders to quote in line with tender documents uploaded (refer attached Index) & submit the offer on our e-portal <https://eprocure.gov.in/eprocure/app>.

Upload of Tender: Tenderers are advised to download Notice Inviting Tender along with other tender documents and submit the declarations and tender documents along with clear scanned copies of requisite documents to substantiate the claim towards their credentials while the tender shall be submitted online in soft copy on our e-tendering portal.

All interested bidders have to submit Techno Commercial Bid (Part I) & Price Bid (BOQ) (Part II) strictly in the tender format available online on e-portal. No other form of bid shall be accepted and the tender shall be summarily rejected. **Bids shall be digitally signed and uploaded by someone legally authorized and competent on behalf of his firm / company i.e Bidder and relevant documents w.r.t. the same to be uploaded along with the bid by the bidders. The Power Of Attorney of such person needs to be furnished along with bid.**

Earnest Money Deposit has to be submitted as per NIT /Tender instructions before the due date and time of tender techno commercial bid opening, failing which the bid shall be liable for rejection.

For & on behalf of  
**HURL, Sindri**

**Manager, Contracts**

## SECTION – I : NOTICE INVITING TENDER (NIT)

1. Online bids are invited on two bid system for “**Hiring of vehicles at HURL Sindri project**” **Tender No.:** HURL/Sindri/C&M/21-22/1983 Dated 30-03-2022”. Manual bids shall not be accepted.
2. Tender documents may be downloaded from HURL web site [www.hurl.net.in](http://www.hurl.net.in) (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE as in Point no. 4 of NIT.
3. Type of Tender: Open Tender – Two bid.
4. **Critical Date Sheet:**

Published Date	Refer CPP Portal
Bid Document Download / Sale Start Date	Refer CPP Portal
Bid Submission Start Date	Refer CPP Portal
Bid Document Download / Sale End Date	Refer CPP Portal
Bid Submission End Date	Refer CPP Portal
Bid Opening Date	Refer CPP Portal

### 5.0 Qualifying Requirements / Pre-Qualification Criteria (PQC)

Following are the Qualifying Requirements / Pre-Qualification Criteria (PQC) for the subject package for technical evaluation:

- 5.1 The Bidder must have satisfactorily executed Similar nature of works i.e. providing Sedan/SUV/MPV/MUV/passenger vehicles to any Government sector/Semi Government / PSU / MNC / Public Ltd. Company / any reputed Private Sector Enterprises during last seven (07) years ending last day of month previous to the one in which bids are invited i.e. 28-02-2022 and shall meet either of followings criteria (Value excluding GST) mentioned below

One similar nature of completed work with executed value (exclusive of GST) not less than the amount equal to INR 110 Lakhs

OR

Two completed works each with executed value (Exclusive of GST) not less than INR 69 Lakhs

OR

Three completed works each with executed value (Exclusive of GST) not less than INR 55 Lakhs

**\*Similar nature of works means:** The Bidder must have satisfactorily executed Similar nature of works i.e. providing Sedan/SUV/MPV/MUV/passenger vehicles to any Government sector/Semi Government / PSU / MNC / Public Ltd. Company / any reputed Private Sector Enterprises.

**Note 1-** For above, job executed by bidder for its own plant / project cannot be considered as experience for the purpose of technical criteria evaluation. However, jobs executed for Subsidiary / Fellow subsidiary / Holding company will be considered as experience for the purpose of technical criteria evaluation subject to submission of tax paid invoice (s) duly certified by Statutory Auditor of the Bidder towards payments of statutory tax in support of the job executed for Subsidiary / Fellow subsidiary / Holding company.

**Note 2** - In case of bidder is submitting the work order/contracts of minimum value as mentioned in above table citing working experience in multiple/various services, then only the work experience of such services falling under the broadly classified category defined in similar works would be considered for the purpose of meeting evaluation criteria.

**Note 3** - In case of running contracts, if the contract value executed till last day of the month previous to the one on which NIT is invited i.e. 28-02-2022 is equal to or more than minimum prescribed value as mentioned above, such experience will also be taken into consideration provided that the bidder has submitted satisfactory work execution certificate to this effect issued by end user/owner.

As a documentary proof, the bidder shall submit signed and stamped copies of the following documents in technical bid-

- 5.1.1 Copy of Work Orders performed in last 7 years with full technical details including detailed Scope of the Work, **BOQ**, Contract value and Completion Period.
- 5.1.2 Completion/Acceptance Certificate from End User/OWNER regarding satisfactory completion indicating the period of completion. The Completion / Acceptance Certificate shall clearly indicate LOI / Work Order no., Name of Work, Executed work value, Service Tax/GST, Contract period and actual Date of Completion. Completion certificate for works issued by a private organization shall be supported by **Form 26AS / TDS certificates**.
  - 5.1.2.1 Wherever executed value is not mentioned in the completion certificate, the copy of certified bills with service tax/GST details as applicable / Separate certificate from respective client (WO issuing company /Engineer In Charge) regarding executed value with service tax/GST details, date of completion etc., shall also be accepted towards fulfillment of Pre-Qualification criteria (PQC) 5.1, if same is submitted along with completion certificate.
  - 5.1.2.2 Completion certificate submitted by the bidders shall have clarity with respect to whether service tax/GST is included/excluded in the executed value of the completed job, towards fulfillment of PQC 5.1 and same shall be ensured by the bidders by submitting proper and relevant documents as required (e.g. separate certificate from respective client regarding service tax/GST) along with completion certificate.
  - 5.1.2.3 If no clear documents as mentioned above regarding service tax/GST component included/extra/not applicable with respect to the executed value of the job mentioned in completion certificate is submitted by the bidder & In case Service tax/GST amount / component is also not specified in the submitted completion certificate, then the amount equivalent to rate of applicable service tax/GST as considered by HURL for the subject tender shall be deducted from the value of completed job mentioned in the

completion certificate to arrive at the value of the completed job without service tax/GST.

5.1.2.4 Similar ARC (Annual Rate Contract) Jobs that has been successfully completed by the bidder for the originally awarded period shall be considered as completed works even though such ARC is under execution on account of extension. However original term completion should be within the period as indicated in above PQC. Bidder to submit the relevant document along with bid certifying satisfactory completion of the job, executed value of the job and completion date for original period of contract, along with letter of extension of contract, certified by WO issuing company /Engineer In Charge.

5.1.2.5 In case of sub contract orders, credential as sub-contractor for above PQC shall be considered only when such work orders for sub contract has been issued with approval or written permission of end user/owner/consultant of the owner of the contract from the scope of work of which contractor under the contract has sub contracted a part of or entire work under such work order. In this regard, the bidder has to submit a certificate from the end user/owner/consultant of the owner stating that the main contractor has intimated them about the engagement of sub-contracting OR have been allowed/ permitted as a sub-contractor. Based on such Sub contracted portion of the job actually executed by the bidder as subcontractor, PQC evaluation shall be done i.e. In case only part job is subcontracted, similar job & executed value etc for the part job only shall be considered for PQC and not the full job.

5.1.3 Similar work experience documents submitted in technical bid shall only be considered for technical bid evaluation. Any shortfall document related to submitted similar work experience in technical bid, if asked by HURL (As per clause 25 of ITB, Section -II of tender document) and submitted by the bidder as per given timeline shall be considered as part of technical bid.

**Note-**

- (1) Any other/new reference of work experience documents submitted by the bidder through mail / hard copy submission / by post / added through shortfall document submission shall not be considered for evaluation.
- (2) The shortfall information/documents related to the past work experience(s) list submitted in the bid at the time of the tender opening shall be sought from the bidder as per clause 25.0 "Clarification on Bids", Section-II : Instructions To Bidders (ITB) of tender document. Bidder shall not be permitted to submit document related to new reference of work experience if not mentioned in the list (past experience) submitted along with the bid at the time of the tender opening and any such submission shall not be considered for evaluation.

**5.2** The bidder must own four (04) number of Sedan/SUV/MPV/MUV vehicles as on due date of bid submission. In support of the above, Documentary proof in the form of copy of Valid RC, Insurance & vehicle fitness certificate must be submitted along with bid. The above vehicles shall be having valid commercial vehicle registration and shall be registered in the name of Firm/Bidder/Proprietor in case of Proprietorship/Partnership concern and in the name of the Firm / Company for other than Proprietorship/Partnership concern

**5.3** Average Annual financial turnover during last three (03) financial years of the bidder should be at least INR 42 Lakhs. For evaluation of same, Bidder shall submit followings,

- Audited Annual Statements (Balance Sheet and Profit & Loss account) of the company for last three (3) financial years i.e. 2018-19, 2019-20 and 2020-21. Audited annual statement shall be certified by CA with membership number.

Or,

- Certificate issued by Chartered Accountants or statutory auditors of the bidding entity certifying the Annual Turnover for the Three preceding financial years i.e., 2018-19, 2019-20 & 2020-21

**Note –**

**(1)** If audited financial results of the immediate preceding financial year is not available, the bidder has an option to submit the audited financial results of the three (03) financial years immediately prior to that financial year. The same will be considered for evaluation of average financial turnover. In this case, The bidder shall submit followings in techno-commercial bid,

- (a) Duly filled Annexure-14 i.e. "Format for Certificate from CEO / CFO regarding non-availability of financial statement for last financial year" enclosed in Section-VII: Forms and Procedures (NIT) of tender document.
- (b) Completely filled Annexure-15 i.e. for "Certificate from CA regarding non-availability of financial statement for last financial year" enclosed in Section-VII: Forms and Procedures (NIT) of tender document.

**(2)** Other income shall not be considered for arriving at annual turnover.

**5.4** The bidder shall have valid company registration, PAN card issued by Income Tax department, registration with EPF Organization and Valid GSTIN registration. As a documentary proof of same, the bidder shall submit signed, stamped and scanned copy of Certificates like valid GSTIN Registration certificate (GSTIN status shall be shown as active on GST portal.), registration with EPF Organization, PAN card issued by Income Tax Department.

The bidder shall submit following details also in technical bid as applicable,

- i) **For Proprietorship firm** - Name of the proprietor to be mentioned. The bidder shall submit copy of Affidavit of proprietorship in original duly notarized (Latest).
- ii) **For partnership firms** – The bidder shall submit copy of Affidavit in originals duly notarized, confirming the current status of the firm along with names of the partners or Copy of partnership deed duly notarized (latest) to be submitted
- iii) **For limited companies**– The bidder shall submit copy of notarized copy of Memorandum and Articles of Association and list of directors.

**6.0 Bid Submission:**

Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>. Tenderer/Contractor is advised to follow the instructions provided for online submission of bids. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. Any bid document submitted through mail or Hard copy submission shall not be considered in bid evaluation.

**7.0** Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

8.0 Tenderer who has downloaded the tender from the HURL website [www.hurl.net.in](http://www.hurl.net.in) and Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app>, <https://eprocure.gov.in/epublish/app> shall not tamper/modify the tender form including downloaded price bid template in any manner. In case the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with HURL.

9.0 Intending tenderers are advised to visit again HURL web site [www.hurl.net.in](http://www.hurl.net.in) and CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

10.0 EMD Payment: Earnest Money Deposit is to be deposited **electronically by ECS/RTGS/NEFT** in the account of “**Hindustan Urvarak and Rasayan Limited, payable at Delhi**” at the below mentioned details. Bidders are required to submit the details of EMD payment at the time of Bid Preparation.

**BANK Details for EMD Payment through ECS/NEFT/RTGS:**

**Bank Name – State Bank of India**

**IFS CODE: SBIN0004803, Account No: 38387231141.**

**11.0** EMD value: **Rs. 2,00,000.00** (Rupees Two Lakhs only).

12.0 Price Bid Validity date 120 days from the date of opening of Techno-Commercial bids.

13.0 Micro and Small Enterprises (MSEs) shall be exempted from paying Earnest Money Deposit.

MSEs seeking exemption and benefits should enclose/upload in e-tender portal an attested/self-certified copy of following registration certificate as a part of his bid, failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.

i) Ministry of MSME vide Gazette notification no. CG-DL-E-26062020-220191 dated 26.06.2020 had notified certain criteria for classifying the enterprises as Micro, Small and Medium Enterprises and specified, form and procedure for filing the memorandum (Udyam Registration) w.e.f. 01.07.2020 (for complete details of policy refer website of Ministry of MSME i.e. <https://msme.gov.in/>) Accordingly, Micro and Small Enterprises (MSEs) shall be required to submit Udyam Registration Certificate for availing benefit under Public Procurement Policy for MSEs- 2012

ii) An enterprise registered prior to 30.06.2020 and who is not re-registered with Udyam Registration, shall continue to be valid for a period up to 31-03-2022. Such enterprise shall submit EM Part-II or Udyog Aadhaar Memorandum (UAM) for availing benefits of PPP-2012.

14.0 Bids will be opened as per date/time as mentioned in the Tender Critical Date Sheet. After online opening of Technical-Bid, the results of their qualification as well as the date of Price-Bid opening will be intimated later.

15.0 **LOCAL CONDITIONS :**

**15.1** It will be imperative on each Bidder to fully make aware himself of all local

conditions and factors which may have any effect on the execution of the works covered under these specifications and documents. Bidder shall inspect the site, examine and obtain at its cost and responsibility, all information required and satisfy himself regarding all matters and things such as access to site, communications, transport, right of way, the type and number of equipment and facilities required for the work, availability of local labor, materials and their rates, local working conditions, weather, flood levels, sub-soil conditions, natural drainage, and all information that may be necessary for preparing its Bid, performance of work and other obligations and related matters. By submitting the Bid the Bidder shall be deemed to have acknowledged and agreed that ignorance of the site and other said conditions shall not be basis for any claim for compensation or extension of time or loss of profits etc. and the OWNER shall not be liable on account thereof in any manner whatsoever to the Bidder or any person claiming through or under the Bidder.

**15.2** Bidders must before submission of their Bids, acquaint themselves with all applicable regulatory and other legal requirements pertaining to insurance and health, safety and environment requirement at Sindri, Dhanbad, Jharkhand and rules related to work permit and visa requirements Sindri, Dhanbad, Jharkhand or in any way or manner affecting the performance of Scope of Work, the Contractor and the Plant operation and performance including social security, safety, pollution control, permits, licenses, and other statutory requirements and regulations. The submission of a Bid by the Bidder will be construed as evidence that such an examination was made and the Bidder shall not raise at any time later any claims/disputes against the OWNER and the OWNER shall not be liable for the same in any manner whatsoever.

**16.0** Bidders are required to carefully go through the entire tender document including scope of work, GCC, SCC and SOR before quote. Bidders should contact HURL in case of any query in tender document before bid submission. Once the bid submitted, HURL will assume that the bidder has understood all the aspects of tender document works and submitted bid accordingly.

**17.0** HURL reserves the right to reject any or all the bids without assigning any reason whatsoever and does not bind itself to accept the lowest or any other bid. The bids which are incomplete in any respect are liable to be rejected. HURL is at liberty to take any of the following actions in case of this NIT:

- a) To cancel the tender without reference to the bidders.
- b) To postpone the due date and time.

**18.0** Bidders shall not be entitled to claim any costs, charges, expenses or incidentals for or in connection with the preparation and submission of their bids even though HURL may withdraw the enquiry/tender or reject all bids.

**19.0** **SITE VISIT:** If needed, the bidder and his authorized personnel will be granted permission by BUH / General manager, HURL Sindri Project to enter upon HURL Sindri project premises and may visit the site before quoting their rates.

**20.0** HURL reserves the rights to assess bidder's capability and capacity to perform the contract.

**21.0** To know more about HURL, please visit our website [www.hurl.net.in](http://www.hurl.net.in)

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**SECTION – II : INSTRUCTIONS TO BIDDERS (ITB)**

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<b>1.0</b>	<b>Introduction</b>	Hindustan Urvarak & Rasayan Limited (HURL) is a joint venture company of Coal India Limited (CIL), NTPC Limited (NTPC) and Indian Oil Corporation
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		<p>Limited (IOCL) as the lead promoters with Fertilizer Corporation of India Limited (FCIL) and Hindustan Fertilizer Corporation Limited (HFCL) as other two partners.</p> <p>HURL referred to herein as ‘the Owner’, intends to engage an agency for supply of Goods &amp; related Services or Services as per specifications, Scope of Work as detailed in the Bidding documents.</p>														
2.0	General Information	<p>The prospective Bidders are invited to submit a “Technical &amp; Commercial Bid” and “Price Bid” for the package. Methodology for submission of Bid has been detailed hereunder in this document.</p> <p>Applicability of Reverse Auction may be seen on the CPP website / NIT.</p>														
3.0	Content of Bidding Documents	<p>The items and/or services required, bidding procedures, order/contract terms and technical requirements are prescribed in the bidding documents/Bidding Documents.</p> <p>The bidding documents include the following sections:</p> <table><tr><td>Section-I</td><td>Notice Inviting Tender (NIT)/Tender Enquiry/Invitation for Bid (IFB)</td></tr><tr><td>Section-II</td><td>Instruction to bidder (ITB)</td></tr><tr><td>Section-III</td><td>General Conditions of Contract (GCC)</td></tr><tr><td>Section-IV</td><td>Standard Conditions of Contract (SCC)</td></tr><tr><td>Section-V</td><td>Scope of work, Technical specifications and Other Terms and Conditions</td></tr><tr><td>Section-VI</td><td>SCHEDULE OF RATES (SOR) AND BOQ</td></tr><tr><td>Section-VII</td><td>Forms and Procedures</td></tr></table> <p>The Bidder is expected to examine all instructions, forms, terms, conditions, specifications and other information in the bidding documents. Failure to furnish all information required as per the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder’s risk and may result in rejection of its bid.</p>	Section-I	Notice Inviting Tender (NIT)/Tender Enquiry/Invitation for Bid (IFB)	Section-II	Instruction to bidder (ITB)	Section-III	General Conditions of Contract (GCC)	Section-IV	Standard Conditions of Contract (SCC)	Section-V	Scope of work, Technical specifications and Other Terms and Conditions	Section-VI	SCHEDULE OF RATES (SOR) AND BOQ	Section-VII	Forms and Procedures
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4.0	Benefits To MSEs	<p>Micro and Small Enterprises (MSEs) shall be exempted from paying Earnest Money Deposit.</p> <p><del>Further, in case of tenders where splitting of quantity is possible, participating MSEs quoting price within price band of L1 + 15 percent shall also be allowed to supply a portion of requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprise and such Micro and Small Enterprise shall be allowed to supply up to 25 percent of total tendered value. In case of more than one such MSE, the supply will be shared proportionately (to tendered quantity).</del></p> <p><b>The benefit as above to MSEs shall be available only for Goods/Services produced &amp; provided by MSEs.</b></p>														

		<del>MSEs seeking exemption and benefits should enclose/upload in e-tender portal an attested/self-certified copy of registration certificate as a part of his bid, failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.</del>
<b>5.0</b>	<b>Cost of Bidding</b>	The Bidder shall bear all costs associated with the preparation and submission of its bid and the Owner will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
<b>6.0</b>	<b>Clarification on Bidding Documents</b>	<p>A prospective Bidder requiring any clarification of the Bidding Document shall put the query under Clarification tab of the on-line bid at least three days prior to the clarification end date. OWNER will respond to any request for clarification or modification of the bidding documents that it receives within the time line specified.</p> <p>OWNER will post the Clarifications under Clarification tab at e-tender i.e., CPP website. Bidders can view these clarifications.</p> <p>Bidders are advised to regularly check under Clarification tab regarding posting of clarification, if any.</p> <p>Bidders must check the Clarifications issued before submission of Bid. Should the Owner deem it necessary to amend the Bidding Document as a result of a clarification, it shall do so and upload the amendments in the tender on the e-tender portal.</p>
<b>7.0</b>	<b>Corrigendum / Amendment to Bidding Documents</b>	<p>At any time prior to the deadline for submission of bids, OWNER may, for any reason, whether at its own initiative, or in response to a clarification requested by a prospective Bidder, amend the bidding documents.</p> <p>The corrigendum's/amendment's will be posted in the tender on the e-tender portal for viewing by the Bidder. The amendments will be binding on Bidders and it will be assumed that the information contained therein will have been taken into account by the Bidder in its bid. Bidders are advised to regularly check the tender regarding posting of Amendments, if any.</p> <p>To give prospective Bidders reasonable time to take the corrigendum/amendment into account in preparing their bid, OWNER may, at its discretion, extend the deadline for the submission of bids.</p>
<b>8.0</b>	<b>Language of Bid</b>	The Bid, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Owner, shall be written in English language. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages in English. In such case for purposes of interpretation of the Bid such translation shall govern.
<b>9.0</b>	<b>Bid Proposal</b>	<p>Bid shall be complete in all respects and shall be submitted with requisite information and Attachments. It shall be free from any ambiguity.</p> <p>For preparation of Bids, Bidders are expected to go through the complete bidding documents carefully. Material deficiencies in providing the information requested may result in rejection of the Bid.</p>

10.0	<b>Documents Comprising the Bid</b>	<p>The Bid shall comprise of following components:</p> <p><b>Technical Bid:</b></p> <p>The following documents are to be furnished by the Bidder as part of the Technical Bid:</p> <ol style="list-style-type: none"> <li>I. Power of Attorney as per requirement mentioned in NIT.</li> <li>II. Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate for exemption.</li> <li>III. Similar work experience Documents as required in accordance with Clause 5.1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>IV. Copy of Valid commercial vehicle RC, Insurance &amp; vehicle fitness certificate as required in accordance with Clause 5.2 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>V. Audited Annual Statements (Balance Sheet and Profit &amp; Loss account statements) in accordance with Clause 5.3 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>VI. Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card and other documents in accordance with Clause 5.4 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>VII. Signed, Stamped and Scanned copy of last three financial year ITR</li> <li>VIII. Signed, Stamped and Completely filled with required details in Annexure-1 and Annexure-2 in Forms and Procedures i.e., Section VII.</li> <li>IX. Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VII)</li> <li>X. Signed, Stamped and Scanned copy of Declaration on company letter head as specified in Annexure-4 in Forms and Procedures i.e., Section VII.</li> <li>XI. Signed, Stamped and Scanned copy of Tender Acceptance Letter as as specified in Annexure-5 in Forms and Procedures i.e., Section VII.</li> <li>XII. Signed, Stamped and Scanned copy of No deviation Certificate as specified in Annexure-6 in Forms and Procedures i.e., Section VII.</li> <li>XIII. Signed, Stamped and Scanned copy of Certificate from CEO/MD/ Legally Authorized Signatory, in the format as enclosed as Annexure-7 to Forms and Procedures i.e., Section VII to Bidding Document shall be furnished certifying that the data and documents furnished by them in respect of Techno-Commercial Evaluation are true and correct including the contents thereof. However, if at any point of time the declarations given in bid are found to be incorrect, HURL shall have the full right to terminate the contract and take any action as per provisions of contract including forfeiture of EMD/Security Deposit.</li> <li>XIV. Acceptance to Fraud Prevention Policy of HURL, for which the bidder has to submit Signed, Stamped and Scanned copy of Form of Acceptance of</li> </ol>
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		<p>Fraud Prevention Policy of HURL. (Enclosed as Annexure-8 to Forms and Procedures i.e., Section VII).</p> <p>XV. Certificate related to Restrictions on procurement from a Bidder of a country which shares a land border with India" i.e. (Enclosed as Annexure-9 to Forms and Procedures i.e., Section VII).</p> <p>XVI. Documents in compliance to Scope of Work and Technical Specifications Any other document asked for in the Bidding Documents.</p> <p>XVII. Any Other Document asked for in the Bidding Document</p> <p><b>Price Bid:</b></p> <p>The Price bid is to be submitted in the BOQ provided in the Tender at <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>.</p> <p>Bidders are advised to fill the BOQ and upload the same on the portal. Bidder should not tamper/modify download price bid template. In case if the same is found to be tampered / modified in any manner, bid will be rejected and EMD would be forfeited and Bidder is liable to be banned from doing business with HURL for a period of 2 years.</p>
<b>11.0</b>	<b>Bid Prices</b>	<p>Bidders shall quote such that the bid price covers all the Supplier's obligations mentioned in or to be reasonably inferred from the bidding documents including all requirements in accordance with the requirements of the Technical Specifications &amp; Scope of Work. Bidders are required to quote the price for the commercial, contractual and technical obligations outlined in the bidding documents.</p> <p>Bidders shall give a breakdown of the prices in the manner and detail called for in the Bill of Quantity (BOQ).</p>
<b>12.0</b>	<b>Price Basis</b>	Bidders are required to quote price on the price basis as per Scope of Work / stipulated in the SCC.
<b>13.0</b>	<b>Bid Currencies</b>	All prices to be quoted by the bidders will be in Indian Rupees only, unless otherwise mentioned in the Special Conditions of Contract, on <b>FIRM</b> price basis and to remain valid during the currency of the Contract.
<b>14.0</b>	<p><b>EARNEST MONEY DEPOSIT (EMD) / BID SECURITY / GUARANTEE:</b></p> <p>The Bidder shall furnish, as part of his bid, a Earnest Money Deposit in the amount as stipulated in NIT/IFB/Tender Enquiry. Bidders are required to upload Signed, Stamped and Scanned copy of the Certificate as part of Technical Bid, failing to which their bids are liable for rejection.</p> <p>i. The Earnest Money Deposit (EMD) shall, at Bidders option, be submitted in the following forms:</p> <p>a) electronically by RTGS / NEFT / ECS in the account of HURL details as given in subsequent paragraphs</p> <p>or</p> <p>b) in the form of an irrevocable bank guarantee (Format of Bank Guarantee for EMD is enclosed as Annexure 10 of Section VII : Forms And Procedures of tender document).</p>	

The format of Bid Guarantee (BG) towards EMD shall be in accordance with the form of EMD included in the bidding documents (Annexure 10 of Section VII (Forms and Procedures)). The BG towards EMD shall remain valid for a period of forty-five (45) days beyond the original Bid validity period or beyond any extension in the period of Bid validity subsequently requested from any Scheduled / Commercial Bank recognised by Reserve Bank of India. The Bank Guarantee Verification Checklist duly filled in as per format given in the Bidding Documents is also to be submitted. Bidder shall ensure that all the points of check list are replied in "Yes".

- ii. Wherever Bids under Joint Venture route are permitted as per Qualifying Requirement in the Bidding Documents, the Earnest Money Deposit of the Joint Venture must be on behalf of all the partners of the Joint Venture.
- iii. Any bid not accompanied by an acceptable Earnest Money Deposit in accordance with the aforesaid provisions shall be rejected by the Employer as being non-responsive and shall be rejected without being opened.
- iv. The Earnest Money Deposit shall be forfeited in any of the following circumstances without any notice or proof of damage to the Employer:
  - a) If the Bidder withdraws or varies its bid during the period of Bid validity.
  - b) If the Bidder does not accept the Arithmetical correction of its Bid Price.
  - c) If the Bidder refuses to withdraw, without any cost to the Employer, any deviation, variation, additional condition or any other mention anywhere in the bid, contrary to the provisions of bidding documents;
  - d) In the case of a successful Bidder, if the Bidder fails, within the time limit,
    - (i) to sign the Contract Agreement
    - (ii) to furnish the required Security Deposit
  - e) If the bidder / his representatives commit any fraud while competing for this contract pursuant to Fraud Prevention Policy of HURL.
  - f) if the Bidder withdraws/ amends, impairs and derogates from the tender.
- v. No interest will be payable by the Employer on the said amount covered under Earnest Money Deposit.
- vi. EMD shall be refunded to all the unsuccessful Bidder within thirty days of acceptance of work order by the successful Bidders and no interest shall be payable thereon. EMD of the bidders whose price are not considered to be opened, shall be released/refunded at the earliest but not later than thirty days beyond the award of the subject work.

EMD of successful bidder shall be converted into security deposit. The same will be part of security deposit amount as mentioned in next clause 15.0 "Security Deposit / Performance Security / Performance Bank Guarantee (PBG)" and no interest shall be payable thereon.

- vii. RTGS / NEFT /ECS details of HURL as under:

	<p>Account no: 000000<b>38387231141</b>.  IFSC code: SBIN0004803.</p> <p>Price Bids shall be opened only of those bidder(s) whose EMD shall be found as per the requirement of the bidding documents.</p> <p><b>Exemption from submission of EMD:</b>  Micro and Small Enterprises (MSEs) bidders are exempted from submission of EMD as per provisions at clause 4.0 above.</p>
15.0	<p><b>Security Deposit / Performance Security / Performance Bank Guarantee (PBG)</b></p> <ol style="list-style-type: none"> <li>1. EMD of successful bidder will be converted to Security Deposit after award of contract. Successful Bidders who are exempted from submission of EMD on account of MSME, shall have to deposit security deposit equivalent to EMD amount i.e. Rs. <b>2,00,000.00</b> (Rupees Two Lakhs only). before award of contract/Work Order.</li> <li>2. Within thirty (30) days of the receipt of Purchase Order/Service Order from the Owner, the contractor shall furnish the Contract Performance Guarantee (CPG), if applicable, for the due performance of the Contract for the amount equivalent to “ten percent (10%) of the Contract Price less security deposit amount as submitted against above point 1” i.e. in this case, it will be “10% of contract price – Rs. 2,00,000.00” with an initial validity up to ninety (90) days beyond the completion date for work plus defect liability period (if any), for due performance of the Contract(s)/Order(s) in any form acceptable to the Owner as mentioned below.</li> </ol> <p>Performance Security / Performance Bank Guarantee (PBG) may be submitted in any of the following forms:</p> <ul style="list-style-type: none"> <li>• electronically by RTGS in the account of HURL details of which are given in bidding document or</li> <li>• in the form of Demand Draft in favour of Hindustan Urvarak &amp; Rasayan Limited, Payable at New Delhi. or</li> <li>• in the form of an irrevocable bank guarantee in accordance with the form of included in the bidding documents (Annexure 9 of Section VI (Forms and Procedures)) from any Nationalized bank / Scheduled Bank recognised by Reserve Bank of India.</li> </ul> <p>Failure of the supplier to submit the above-mentioned Performance Security / Performance Bank Guarantee (PBG) shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security / Security deposit submitted before award of work.</p> <p>No interest shall be payable by the Owner to the Contractor against the Security Deposit furnished.</p> <p>Performance Security shall be returned after Certification of completion of work and Defect Liability period (if any) by EIC. However, the contractor will have to apply in writing, for refund of the same.</p>

		3. HURL reserves the right to forfeit the security deposit/PBG if the Contractor fails or neglects to take up the job, abide by to fulfil the terms and conditions of the contract and/or to execute the work satisfactorily.
16.0	<b>Confirmation of BGs through Structured Financial Messaging System (SFMS)/SWIFT</b>	<p>While issuing the physical BGs, the Bidder's Bank shall also send electronic message through secure SFMS (in case of BGs issued from within India) or SWIFT (in case of BGs issued from outside India) to Employer's Beneficiary Bank whose details are provided in the Special Purchase Conditions.</p> <p><b>Bidders are advised to ensure that the message is sent by their Bankers and the Bidders must submit the reference details as part of the bid with the EMD.</b></p> <p><u>Name of Beneficiary of Bank Guarantee:</u>  Name of the Bank: <b>State Bank of India</b>  Account Name-Hindustan Urvarak &amp; Rasayan Limited  Account no-000000<b>38387231141</b>.  IFSC code- SBIN0004803.  Secured Message Type-SBININBB102</p> <p>In case of submission of EMD in the form of Bank Guarantee, bidders are requested to provide the Details like Bank Name, Branch address, IFSC code and Branch E-mail Id of BG issuing Branch on EMD submission covering letter</p>
17.0	<b>Ineligibility For Future Tenders</b>	<p>Notwithstanding the provisions regarding forfeiture of Earnest Money Deposit specified above, if a bidder after having been issued the Purchase Order/Contract, either does not accept the Purchase Order/Contract or does not submit an acceptable Performance Security and which results in tender being annulled then such bidder shall be treated ineligible for participation in re-tendering of the particular package.</p> <p>If a bidder after opening of tenders where EMD is 'NIL/Not applicable' or exempted for bidders as per policy guidelines, withdraws its offer within the validity period of the offer, then such bidder shall be treated as ineligible for participation in the future tenders issued from HURL Sindri for a period of 6 months from the date of withdrawal of the bid.</p> <p>If a bidder after having been issued the Notification of Award/Purchase Order of a package where EMD is 'NIL/Not applicable' or exempted for bidder as per policy guidelines, either does not accept the Notification of Award/Purchase Order or does not submit an acceptable Performance Security pursuant to ITB Clause titled 'Performance Security', and which result in tender being annulled then such bidder shall be treated ineligible for participation in re-tendering of this particular package.</p>
18.0	<b>Period of Validity of Bids (Techno-Commercial Bid and Price Bid)</b>	<p>Bids shall remain valid for a period of 120 days from the closing date prescribed by OWNER for the receipt of bids, unless otherwise specified in Special Conditions of Contract (SCC). A bid valid for a shorter period shall be rejected by OWNER as being non-responsive.</p> <p>In exceptional circumstances, OWNER may solicit the Bidder's consent to an extension of the bid validity period. The request and responses thereto shall be made in writing by post or email or by telefax followed by post confirmation. If a Bidder accepts to extend the period of bid validity, the validity of Earnest Money Deposit shall also be suitably extended. A Bidder</p>



		may refuse the request without forfeiting its Earnest Money Deposit. A Bidder granting the request will not be required nor permitted to modify its bid.
19.0	Nil Deviation	<p><b>No deviation, whatsoever, is permitted by OWNER to any provision of Bidding Documents.</b> The Bidders are advised that while making their Bids and quoting prices, all conditions are appropriately taken into consideration. Bidders shall certify their compliance to the complete Bidding Documents as per Certificate at Annexure-6 of Section VII (Forms and Procedures).</p> <p>In case the Products and/or Services offered do not meet the Technical requirements, the bid shall be rejected as Technically non-responsive.</p> <p>Bidders may note that in case the Bidder refuses to withdraw additional conditions/deviations/variations/exception, implicit or explicit, found anywhere in the techno-commercial bid, the bid shall be rejected as Technically non-responsive.</p> <p>Bidders may also note that any deviation/variation in any form in the Price Bid shall result in forfeiture of EMD.</p>
20.0	Format and Signing of Bid	<p>The bid including all documents uploaded in the on-line bid shall be digitally certified by a duly authorised representative of the Bidder to bind him to the contract using Class II or Class-III digital signature (in the name of designated individual with Organisation name). The Digital Signature shall be as per Indian IT Act from the licensed Certifying Authorities (CA) operating under the Root Certifying Authority of India (RCAI) namely Controller of Certifying Authorities (CCA) of India.</p> <p>Notarised copy of an authorisation letter/power of attorney indicating that the person signing the bid has the authority to sign the bid is to be uploaded as part of the Techno-commercial Bid. Whenever required by HURL, bidders may have to submit the above notarized authorisation letter/power of attorney in physical form.</p>
21.0	Submission of Bids	Bid shall be submitted through e-tender mode in the manner specified elsewhere in bidding document. No Manual/ Hard Copy of the Bid shall be acceptable except those asked for in Physical form.
21.1	PHYSICAL BID	No Physical Bid Submission is required.
21.2	ON-LINE	<p>Bid along with all the documents should be submitted in the electronic form only through e-Tendering system.</p> <p>Any revision or amendment in bid shall be possible only up to the due date and time of submission of tender.</p>
21.2.1	Techno-Commercial Bid	
(A)	COVER TYPE – FEE	MSEs seeking exemption and benefits should enclose/upload in e-tender portal a attested/self-certified copy of registration certificate as a part of his bid, failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.

(B)	<b>COVER TYPE – TECHNICAL</b>	<p>The bidders shall upload documents in compliance to the Bidding Documents.</p> <p>The following documents are to be furnished by the Bidder as part of the Technical Bid:</p> <ul style="list-style-type: none"> <li>a) Power of Attorney as per requirement mentioned in NIT.</li> <li>b) Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate for exemption.</li> <li>c) Similar work experience Documents as required in accordance with Clause 5.1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>d) Copy of Valid commercial vehicle RC, Insurance &amp; vehicle fitness certificate as required in accordance with Clause 5.2 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>e) Audited Annual Statements (Balance Sheet and Profit &amp; Loss account statements) in accordance with Clause 5.3 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>f) Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card and other documents in accordance with Clause 5.4 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>g) Signed, Stamped and Scanned copy of last three financial year ITR</li> <li>h) Signed, Stamped and Completely filled with required details in Annexure-1 and Annexure-2 in Forms and Procedures i.e., Section VII.</li> <li>i) Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VII)</li> <li>j) Signed, Stamped and Scanned copy of Declaration on company letter head as specified in Annexure-4 in Forms and Procedures i.e., Section VII.</li> <li>k) Signed, Stamped and Scanned copy of Tender Acceptance Letter as as specified in Annexure-5 in Forms and Procedures i.e., Section VII.</li> <li>l) Signed, Stamped and Scanned copy of No deviation Certificate as specified in Annexure-6 in Forms and Procedures i.e., Section VII.</li> <li>m) Signed, Stamped and Scanned copy of Certificate from CEO/MD/ Legally Authorized Signatory, in the format as enclosed as Annexure-7 to Forms and Procedures i.e., Section VII to Bidding Document shall be furnished certifying that the data and documents furnished by them in respect of Techno-Commercial Evaluation are true and correct including the contents thereof. However, if at any point of time the declarations given in bid are found to be incorrect, HURL shall have the full right to terminate the contract and take any action as per provisions of contract including forfeiture of EMD/Security Deposit.</li> <li>n) Acceptance to Fraud Prevention Policy of HURL, for which the bidder has to submit Signed, Stamped and Scanned copy of Form of Acceptance of Fraud</li> </ul>
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		<p>Prevention Policy of HURL. (Enclosed as Annexure-8 to Forms and Procedures i.e., Section VII).</p> <p>o) Certificate related to Restrictions on procurement from a Bidder of a country which shares a land border with India" i.e. (Enclosed as Annexure-9 to Forms and Procedures i.e., Section VII).</p> <p>p) Documents in compliance to Scope of Work and Technical Specifications Any other document asked for in the Bidding Documents.</p> <p>q) Any Other Document asked for in the Bidding Document</p> <p><b>Note: -</b> Bidders are requested to upload the clearly visible documents only otherwise if not clearly visible then offer shall be liable for rejection without any further communication. <b>The Techno-Commercial Bid should not contain any price content entry. In case, the Techno-Commercial Bid is found to contain any price content, such bid shall be liable for rejection.</b></p> <p>Checklist of documents to be submitted is enclosed as Annexure-1 to ITB.</p>
21.2.2	<b>Price Bid</b> (COVER TYPE – <b>FINANCE)</b>	<p>The Price bid is to be submitted in the BOQ provided in the Tender at <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>.</p> <p>Bidders are advised to fill the BOQ and upload the same on the portal. Bidder should not tamper/modify download price bid template. In case if the same is found to be tampered / modified in any manner, bid will be rejected and EMD would be forfeited and Bidder is liable to be banned from doing business with HURL for a period of 2 years.</p> <p><b>Bidders shall necessarily submit the prices on-line in the Bill of Quantity (BOQ) only.</b></p> <p>For preparation of the "Price Bid", Bidders are expected to take into account the requirements and conditions of the bidding documents. The Price Bid shall be made in the 'BOQ' (excel file) only of Bidding Documents.</p> <p>The rate quoted by the bidder shall be inclusive of all provisions for incidental expenses necessary for proper execution and completion of the work in accordance with the terms &amp; condition of the bidding document.</p> <p>All prices to be quoted by the bidders will be in Indian Rupees only, unless otherwise mentioned in the Special Conditions of Contract, on FIRM price basis and to remain valid during the currency of the Contract.</p> <p>Bidder shall quote for all the items of "SOR" after careful analysis of cost involved for the performance of the complete items considering all parts of the Bidding Document. In case any activity though specifically not covered in description of item under "SOR" but is required to complete the works as per Specifications, Scope of Work/ Service, Standards, General Conditions of Contract ("GCC"), Special Conditions of Contract ("SCC") or any other part of Bidding Document, the prices quoted shall be deemed to be inclusive of cost incurred for such activity.</p>

		<p>For item mentioned in SOR, the bidder has to quote in BOQ of price bid. Bidder is required to quote hiring charges/day for each type of vehicle with given duty hours.</p> <p>The quoted rate/amount shall be inclusive of all taxes and duties etc. as per tender but exclusive of the GST. Bidder must quote their rates exclusive of GST. The GST shall be paid extra as per applicable rates.</p>
	<b>Documents to be uploaded in the format stipulated in the tender (online).</b>	
	<b>Note:</b>	In case of Single Stage Two envelope bidding, Price Bid of those bidders whose bids are found to be qualified and technically & commercially responsive shall be opened at a later date under intimation to such bidders.
<b>22.0</b>	<b>Deadline for Submission of Bids</b>	<p>Bids must be submitted online no later than the time and date stated in the Tender Enquiry/NIT/ on line Tender details.</p> <p>The Off-line bid specified in the tender must be submitted to the Owner at the address given in the Special Conditions of Contract <b>before</b> the last date &amp; Time for submission of Bid as specified in the NIT / Tender. Owner shall not be liable for loss/non-receipt/late receipt of above documents in postal transit.</p> <p>The on-line Bid must be submitted on the system well before the expiry of time and the schedule specified in the tender notifications, and may note that there is a time lag between the actual placing the bid on the local computer of the bidder and the refreshing of the data on the server.</p> <p>The processing time for data exchange depends on the internet speed of the bidder, therefore bidder should avoid the last minute hosting of their bid. The bids visible to the Owner will be final for the purpose of acceptance.</p> <p>OWNER may, at its discretion, extend this deadline for submission of bids, in which case all rights and obligations of Owner and Bidders will thereafter be subject to the deadline as extended.</p>
<b>23.0</b>	<b>Modification and Withdrawal of Bids</b>	<p>The Bidder may modify or withdraw its bid after submission prior to the deadline prescribed for bid submission. In case of withdrawal a letter giving the reason for withdrawal is to be uploaded. Once a bid is withdrawn, the bid cannot be re-submitted.</p> <p>No bid may be withdrawn / modified in the interval between the bid submission deadline and the expiration of the bid validity period. Withdrawal/Modification of a bid during this interval may result in the Bidder's forfeiture of its Earnest Money Deposit, pursuant to ITB Clause 14 above.</p>
<b>24.0</b>	<b>Opening of Bids</b>	

	<b>Techno-Commercial Bid Opening</b>	<p>The Owner will first open the Techno-Commercial Bid on the date and at the place specified in the tender enquiry/NIT. In the event of the specified date for the opening of bids being declared a holiday for OWNER, the bids will be opened at the appointed time on the next working day. All important information and other such details as OWNER, at its discretion, may consider appropriate, will be announced at the opening.</p> <p>Technical Bid shall be opened for evaluation.</p> <p>In case of Single Stage Two Envelope bidding, the Price Bid will remain unopened and the date and time for opening of price bids shall be intimated separately on the CPP website by OWNER after completion of evaluation of Techno-Commercial Bids.</p>
	<b>Price Bid Opening</b>	<p>In case of Single Stage Single Envelope bidding, the Price Bid will be opened on the date and time for opening of bids specified after opening of Techno-commercial bids as specified above.</p> <p>In case of Single Stage Two Envelope bidding, after the evaluation process of Techno-Commercial bid is completed, the date and time for opening of price bids shall be intimated separately by Owner. Bidders, whose Techno-Commercial Bid is not substantially responsive, their Technical Bid shall be rejected and their Price bid will also be rejected &amp; shall not be opened and their Earnest Money Deposit shall be returned.</p> <p>Price bids of those Bidders, who have been considered qualified and whose Techno-commercial Bid is found to be responsive, will be opened online in presence of the Bidder's authorised representatives who choose to attend.</p> <p><b>The participating bidders will be able to view the bid prices of all the bidders after online opening of Price Bids by Owner on the e-tender portal.</b></p>
<b>25.0</b>	<b>Clarification on Bids</b>	<p>During bid evaluation, OWNER may, at its discretion, ask the Bidder for a clarification of its bid including documentary evidence pertaining to the Purchase Orders/Contracts executed declared in the bid for the purpose of meeting Qualifying Requirement specified in NIT/IFB. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid including substitution of Purchase Orders/Contracts executed in the bid by new/additional Purchase Orders/Contracts executed for conforming to Qualifying Requirement shall be sought, offered or permitted.</p> <p>After evaluation of the uploaded documents, shortfall documents, if required, shall be sought from the bidder. For this purpose, maximum 1 chance, of 7x24 hours duration shall be given. If the techno-commercial acceptability of bidder is established upon verification of uploaded documents and shortfall documents if any, the case shall be considered for further processing. If the bidder happens to be defaulter upon verification of the documents or has not uploaded the required document within the mentioned time frame his bid would be analyzed based on the</p>

		uploaded documents and if found not in order as per requirement, would be outrightly rejected.
<b>26.0</b>	<b>Preliminary Examination Of Techno-Commercial Bids</b>	<p>OWNER will examine the bids to determine whether they are complete, whether required securities have been furnished, whether the documents have been properly signed and whether the bids are generally in order.</p> <p>Prior to the detailed evaluation, the Owner will determine whether the bid is of acceptable quality, is generally complete and is substantially responsive to the bidding document. For purpose of this determination, a substantially responsive bid is one that conforms to all the terms, condition and specifications of the bidding documents without material deviations, objections, conditionality or reservations.</p> <p>A material deviation, objection, conditionality or reservation is</p> <ul style="list-style-type: none"> <li>(i) that effects in any substantial way the scope quality or performance of the contract.</li> <li>(ii) that limits in any substantial way inconsistent with the bidding document the Owners right or the successful bidders obligation under the contract or</li> <li>(iii) whose rectification would unfairly affect the competitive position of other bidders who are presenting substantially responsive bids.</li> </ul> <p>Material deficiencies in the bid may render the bid non-responsive and may lead to the rejection of the bid.</p> <p>OWNER's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. If a bid is not substantially responsive, it will be rejected by OWNER, and may not subsequently be made responsive by the Bidder by correction of the nonconformity.</p>
<b>27.0</b>	<b>Evaluation Of Techno-Commercial Bids</b>	<p>OWNER will carry out a detailed evaluation of the Techno-Commercial bids (of the qualified bidders shortlisted as above) previously determined to be substantially responsive in order to determine whether the technical and commercial aspects are in accordance with the requirements set forth in the bidding documents. In order to reach such a determination, OWNER will examine and compare the technical and commercial aspects of the bids on the basis of the information supplied by the bidders. Bidder may note that no deviation, whatsoever, is permitted by OWNER to any provisions of Bidding Documents.</p> <p>In case the Bidder refuses to withdraw additional conditions/deviations/variations/exception, implicit or explicit, found anywhere in the bid in respect of techno-commercial requirements of the bidding documents, without any financial implication whatsoever to the Owner, the bid shall be rejected as technically non-responsive. Product(s) and/or service(s) not meeting the specified technical requirements &amp; scope work, shall be rejected.</p>
<b>28.0</b>	<b>Preliminary Examination Of Price Bid</b>	The Owner will examine the Price bids to determine whether they are complete, whether any computational errors have been made, and whether the bids are generally in order.

		In case any additional conditions/deviations/variations/exception, implicit or explicit, is found anywhere in the Price bid, the Earnest Money Deposit shall be forfeited.
<b>29.0</b>	<b>Discrepancies In Bid</b>	<p>In case of discrepancies in the bid, the following will be adopted to correct the discrepancies for Arithmetical for the purpose of evaluation.</p> <p>a) In case of discrepancy between unit price in figures and words, the unit price words will be considered as correct.</p> <p>b) In case of discrepancy between unit price and total price, the unit price will be considered as correct.</p> <p>d) In case of discrepancy between unit price and total price, which is obtained by multiplying the unit price and quantity, or between sub-totals and the total price, the unit or subtotal price shall prevail, and the total price shall be corrected accordingly.</p>
<b>30.0</b>	<b>Evaluation Criteria</b>	<p>The evaluation criteria specified in Special Condition of Contract (SCC) shall over-ride all other similar related clauses appearing elsewhere in the bidding documents.</p> <p>The evaluation shall be based on the evaluated cost of fulfilling the contract in compliance with all commercial, contractual and technical obligations under this Bidding Document.</p>
<b>31.0</b>	<b>Evaluation Of Bids</b>	<p>a) The Owner shall evaluate each Bid that has been determined, up to this stage of the evaluation, to be substantially responsive.</p> <p>b) To evaluate a Bid, HURL shall only use all the criteria and methodologies defined in this document.</p> <p>c) To evaluate a Bid, HURL shall consider the following:</p> <ul style="list-style-type: none"> <li>• The bid price as quoted as per Bill of Quantity (BOQ)</li> <li>• Price adjustment for correction of discrepancy.</li> <li>• Price adjustment due to discounts offered;</li> <li>• Price adjustment due to Price Preference due to any other condition specified in Special Purchase Condition;</li> <li>• Price adjustment due to application of the evaluation criteria.</li> </ul>
<b>32.0</b>	<b>Contacting The Owner</b>	<p>Subject to ITB clause 25.0 above, no Bidder shall contact the Owner on any matter relating to its bid, from the time of the opening of Bids to the time the contract is awarded.</p> <p>Any effort by a Bidder to influence the Owner in the Owner's bid evaluation, bid comparison or contract award decisions may result in rejection of the Bidder's bid.</p>
<b>33.0</b>	<b>Owner's Right To Accept Any Bid And To Reject Any Or All Bids</b>	The Owner reserves the right to accept or reject any Bid, and to annul the bidding process and reject all Bids at any time prior to Contract award, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder(s) of the grounds for the Owner's action.

<b>34.0</b>	<b>Award Criteria</b>	<p>Subject to ITB Clause 33, the Owner will award the contract to the successful Bidder whose bid has been determined to be substantially responsive to the Bidding Documents and qualified to perform the contract satisfactorily, as per methodology specified in Special Condition of Contract (SCC)</p> <p>The Bidder will be required to comply with all requirements of the Bidding Documents without any extra cost to the Owner, failing which his Earnest Money Deposit will be forfeited.</p>
<b>35.0</b>	<b>Construction of Contract</b>	The subject work is indivisible / non-splitable and complete work shall be awarded to successful overall lowest bidder.
<b>36.0</b>	<b>Notification of Award</b>	Prior to the expiration of the period of bid validity, the Owner will notify the successful Bidder in writing by email or letter or by telefax to be confirmed in writing by letter sent by Speed Post/Registered/courier, that its bid has been accepted. The notification of award (Purchase/Service Order) will constitute the formation of the contract and shall be effective from the date of award or the date as specified in Special Conditions of Contract (SCC).
<b>37.0</b>	<b>Corrupt or Fraudulent Practices</b>	<p>Owner requires that Bidders, Contractors and Suppliers observe the highest standard of ethics during the procurement and execution of the contracts. In pursuance of this policy, Owner:</p> <p>(a) defines, for the purposes of this provision, the terms set forth below as follows:</p> <p>(i) "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and</p> <p>(ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Owner, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Owner of the benefits of free and open competition;</p> <p>(b) will reject a bid for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;</p> <p>(c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for or in executing a contract of the Owner.</p>
<b>38.0</b>	<b>Fraud Prevention Policy</b>	The Bidders/ Service Providers/ Vendors/ Consultants etc. shall strictly adhere to the Fraud Prevention Policy of HURL displayed on its website <a href="http://www.hurl.net.in">http://www.hurl.net.in</a> and shall not indulge or allow anybody else working in their organization to indulge in fraudulent activities and immediately apprise HURL of the fraud/suspected fraud as soon as it comes to their notice. A certificate to this effect shall be furnished by the bidder along with his bid, in relevant attachment as per format enclosed



		<p>(Annexure 8 of Section VII (Forms and Procedures)) with the Bidding Document.</p> <p>If in terms of above policy, it is established that the bidder/his representatives have committed any fraud while competing for this contract then the Earnest Money Deposit shall be forfeited.</p>
<b>39.0</b>	<b>Indian Agents</b>	<p>In a tender, either the Indian Agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product.</p> <p>If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit bid on behalf of another Principal/OEM in the same tender for the item/product.</p>
<b>40.0</b>	<b>Transfer of Bid Documents</b>	<p>a. Transfer of Bidding documents is not permissible.</p> <p>b. Documents purchased / downloaded by the intending bidders cannot be transferred.</p>
<b>41.0</b>	<b>Restrictions on procurement from a Bidder of a country which shares a land border with India</b>	<p>i. Any Bidder (including its Collaborator/Associate/DJU Partner/JV partner/Consortium Member/Assignee, wherever applicable) from a country which shares a land border with India will be eligible to bid in this tender only if bidder is registered with the Competent Authority.</p> <p>Such registration should be valid for the entire period of bid validity or any extension thereof. However, in case the validity period of registration is less than bid validity period, the Bidder shall be required to submit the extension of the validity period of registration before the opening of price bids, failing which the bid shall be rejected.</p> <p>Further the successful bidder shall not be allowed to sub-contract works to any “Sub-contractor” from a country which shares a land border with India unless such Sub-contractor is registered with the competent Authority as mentioned in SCC.</p> <p>However, the said requirement of registration will not apply to bidders/sub-contractors from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects. Bidders may apprise themselves of the updated lists of such countries available in the website of the Ministry of External Affairs.</p> <p>ii. “Bidder” (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency, branch or office controlled by such person, participating in a procurement process.</p> <p>iii. “Sub-contractor” (including the term ‘Sub-vendor’/Sub-supplier’ in certain contexts) means any person or firm or company, every artificial juridical person not falling in any of the descriptions of Sub-contractors stated hereinbefore, including any agency branch or</p>

		<p>office controlled by such person, participating in a procurement process.</p> <p>iv. “Bidders from a country which shares a land border with India” / “Sub-contractor from a country which shares a land border with India” mentioned in para above means;</p> <p>a) An entity incorporated, established or registered in such a country; or</p> <p>b) A subsidiary of an entity incorporated, established or registered in such a country; or</p> <p>c) An entity substantially controlled through entities incorporated, established or registered in such a country; or</p> <p>d) An entity whose beneficial owner is situated in such a country; or</p> <p>e) An Indian (or other) agent of such an entity; or</p> <p>f) A natural person who is a citizen of such a country; or</p> <p>g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.</p> <p>v. The beneficial owner for the purpose of clause “iv” above will be as under;</p> <p>a) In case of company of Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.</p> <p>Explanation-</p> <p>i. “Controlling ownership interest” means ownership of or entitlement to more than twenty-five per cent of shares or capital or profits of the company;</p> <p>ii. “Control” shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholdings or management rights or shareholders agreements or voting agreements;</p> <p>b) In case of a partnership firms, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more judicial person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;</p> <p>c) In case of an unincorporated associations or body of individuals, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;</p>
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		<p>d) Where no natural person is identified under (a) or (b) or (c) above, the beneficial owner is the relevant natural person who holds the position of senior managing officials;</p> <p>e) In case of a trust, the identifications of beneficial owner(s) shall include identification of the author of trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.</p> <p>vi. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.</p> <p>vii. In regard to “Restrictions on procurement from a Bidder of a country which shares a land border with India” bidder has to submit Certificate as per Annexure 9 of Section VII (Forms and Procedures) of the bidding document.</p>
42	<b>HURL right to assess the capabilities and capacity of Bidder</b>	HURL reserves the right to assess the capabilities and capacity of the Bidder to perform the contract, should the circumstances warrant such assessment in the overall interest of HURL.
	Important Note	<b>The Special Conditions of Contract (SCC) will supersede any other related conditions anywhere else in the Bidding Documents and will prevail for evaluation / finalization of the tender.</b>

**Annexure-1 to ITB****Checklist of documents to be submitted:**

S.N	Item	Yes / No	Bid Ref
I	Power of Attorney as per requirement mentioned in NIT.		
II	Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate for exemption.		
III	Similar work experience Documents as required in accordance with Clause 5.1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document		
IV	Copy of Valid commercial vehicle RC, Insurance & vehicle fitness certificate as required in accordance with Clause 5.2 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document		
V	Audited Annual Statements (Balance Sheet and Profit & Loss account statements) in accordance with Clause 5.3 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document		
VI	Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card, EPF and other documents in accordance with Clause 5.4 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document		
VII	Signed, Stamped and Scanned copy of last three financial year ITR		
VIII	Signed, Stamped and Completely filled with required details in Annexure-1 and Annexure-2 in Forms and Procedures i.e., Section VII.		
IX	Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VII)		
X	Signed, Stamped and Scanned copy of Declaration on company letter head as specified in Annexure-4 in Forms and Procedures i.e., Section VII.		
XI	Signed, Stamped and Scanned copy of Tender Acceptance Letter as as specified in Annexure-5 in Forms and Procedures i.e., Section VII.		
XII	Signed, Stamped and Scanned copy of No deviation Certificate as specified in Annexure-6 in Forms and Procedures i.e., Section VII.		
XIII	Signed, Stamped and Scanned copy of Certificate from CEO/MD/ Legally Authorized Signatory, in the format as enclosed as Annexure-7 to Forms and Procedures i.e., Section VII to Bidding Document shall be furnished certifying that the data and documents furnished by them in respect of Techno-Commercial Evaluation are true and correct including the contents thereof. However, if at any point of time the declarations given in bid are found to be incorrect, HURL shall have the full right to terminate the contract and take any action as per provisions of contract including forfeiture of EMD/Security Deposit.		
XIV	Acceptance to Fraud Prevention Policy of HURL, for which the bidder has to submit Signed, Stamped and Scanned copy of Form of Acceptance of Fraud Prevention Policy of HURL. (Enclosed as Annexure-8 to Forms and Procedures i.e., Section VII).		
XV	Certificate related to Restrictions on procurement from a Bidder of a country which shares a land border with India" i.e. (Enclosed as Annexure-9 to Forms and Procedures i.e., Section VII).		
XVI	Documents in compliance to Scope of Work and Technical Specifications Any other document asked for in the Bidding Documents.		
XVII	Any Other Document asked for in the Bidding Document		

Note: Failure to Upload Authentic and Corrects Documents as mentioned at S.No I to XVII of Checklist above would lead to Rejection of Techno- Commercial Bid. Price Bids shall be opened only of those bidders who are qualified and whose techno-commercial bids are acceptable

**Annexure 2 to ITB**

A	<b>Instructions for Online Bid Submission</b>	<p>The bidders are required to submit their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bidsonline on the CPP Portal.</p> <p>More information useful for submitting online bids on the CPP Portal may be obtained at: <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>.</p> <p><b>1.0 REGISTRATION</b></p> <p><b>1.1</b> Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.</p> <p><b>1.2</b> As part of the enrollment process, the bidders will be required to choose a unique username and assign a password for their accounts.</p> <p><b>1.3</b> Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.</p> <p><b>1.4</b> Upon enrollment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g., Sify / nCode / eMudhra etc.), with their profile.</p> <p><b>1.5</b> Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.</p> <p><b>1.6</b> Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.</p> <p><b>2.0 SEARCHING FOR BIDDING DOCUMENTS</b></p> <p><b>2.1</b> There are various search options built in the CPP Portal, to facilitate bidders to searchactive tenders by several parameters. These parameters could include Tender ID,Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.</p> <p><b>2.2</b> Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e- mail in case there is any corrigendum issued to the Bidding Document.</p>
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**2.3** The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### **3.0 PREPARATION OF BIDS**

**3.1** Bidder should take into account any corrigendum published on the Bidding Document before submitting their bids.

**3.2** Please go through the Bidding Document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

**3.3** Bidder, in advance, should get ready the documents to be submitted as indicated in the Bidding Document / schedule. Generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

### **4.0 SUBMISSION OF BIDS:**

**4.1** Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. HURL shall NOT be responsible for any delay.

**4.2** The bidder has to digitally sign and upload the required bid documents one by one as indicated in the Bidding Document.

**4.3** Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.

**4.4** Bidder should prepare the EMD as per the instructions specified in the Bidding Document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the Bidding Documents.

**4.5** Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the Bidding Document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the blue colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

**4.6** The server time (which is displayed on the bidders' dashboard)

will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

**4.7** All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology.

**4.8** Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded Bidding Documents become readable only after the tender opening by the authorized bid openers.

**4.9** The uploaded Bidding Documents become readable only after the tender opening by the authorized bid openers.

Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

**4.10** The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

**4.11** The Bidder is allowed to re-submit the Bid and related Bid documents before the last date of Bid submission and time. The Bid can be re-submitted as many times as required by the Bidder, within the indicated timelines. The last version of the Bid submitted by the Bidder before the Bid submission date and time will be considered for Bid evaluation.

**4.12** The Bidder is permitted to withdraw his Bid before the last date of Bid submission and time through the CPP Portal. The bidder should provide the supporting reasons for bid withdrawal and attach the supporting letter to the Purchaser.

**4.13** During bid evaluation, OWNER may, at its discretion, ask the Bidder for a clarification of its bid including documentary evidence pertaining to the Purchase Orders/Contracts executed declared in the bid for the purpose of meeting Qualifying Requirement specified in NIT/IFB. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid including substitution of Purchase Orders/Contracts executed in the bid by new/additional Purchase Orders/Contracts executed for conforming to Qualifying Requirement shall be sought, offered or permitted.

		For this purpose, only 1 chance, shall be given. If the techno-commercial acceptability of bidder is established upon verification of documents including clarifications submitted, the case shall be considered for further processing. If the bidder happens to be defaulter upon verification of the documents or has not uploaded the required document within the mentioned time frame his bid would be analyzed based on the uploaded documents and if found not in order as per requirement, would be outrightly rejected.
B.	<b>ASSISTANCE TO BIDDERS</b>	<p>1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.</p> <p>2 Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be call directed to the 24x7 CPP Portal Helpdesk.</p> <p><b>0120-4001 062</b>  <b>0120-4001 002</b>  <b>0120-4001 005</b>  <b>0120-6277 787</b>  <b>E-mail support:</b></p> <p><b>Technical - support-eproc(at)nic(dot)in</b>  <b>Policy Related - cppp-doe(at)nic(dot)in</b></p> <p>Or</p> <p>For any Issues or Clarifications relating to the published tenders, bidders are requested to write on below email id,</p> <p>Mr. Deepak Kumar, Manager (C&amp;M), HURL- Sindri Project, Email id : <a href="mailto:deepakkumar@hurl.net.in">deepakkumar@hurl.net.in</a></p> <p>Miss. Moupiya Mallick, Officer (C&amp;M), HURL- Sindri Project, Email id : <a href="mailto:moupiyamallick@hurl.net.in">moupiyamallick@hurl.net.in</a></p>
		<b>Bidders must apprise themselves of the applicable guidelines for submission of and uploading of bids etc. on CPP website.</b>

### SECTION – III : GENERAL CONDITIONS OF CONTRACTS (GCC)

The Special Conditions of Contracts (SCC) will supersede any related condition anywhere in the Bidding Documents and will prevail for evaluation / finalization of the tender.

1	<b>Definitions &amp; Terminology</b>	<p>Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:</p> <p><b>“HURL” / “Owner” / “Client”</b> means the Hindustan Urvarak &amp; Rasayan Limited (HURL), Sindri Project having its registered office Core-4, 9th Floor, Scope Minar, Laxmi Nagar District Centre, Delhi-110092 and shall include their legal representatives, successors and permitted assigns.</p>
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		<p><b>“Contract”</b> means the Contract Agreement entered into between the Owner and the Contractor, together with the Contract Documents referred to therein; they shall constitute the Contract, and the term “the Contract” shall in all such documents be construed accordingly.</p>
		<p><b>“Contract Documents”</b> mean the following documents that constitute the Contract between the Owner and the Contractor:</p> <ul style="list-style-type: none"> <li>(i) The Contract Agreement along with its appendices</li> <li>(ii) Letter of Award/Service Purchase Order along with its appendices including agreed variations annexed.</li> <li>(iii) Amendment to Tender/Bidding Documents</li> <li>(iv) Special Conditions of Contract</li> <li>(v) Technical Specifications</li> <li>(vi) General Conditions of Contract</li> <li>(vii) The Bid and Bill of Quantities submitted by the Contractor</li> <li>(viii) Instructions to Bidders</li> </ul>
		<p><b>“GCC”</b> means the General Conditions of Contract hereof.</p> <p><b>“SCC”</b> means the Special Conditions of Contract.</p> <p><b>“Day”</b> means calendar day of the Gregorian Calendar.</p> <p><b>“Week”</b> means a continuous period of seven (7) calendar days.</p> <p><b>“Month”</b> means calendar month of the Gregorian Calendar.</p>
		<p><b>“Completion”</b> means the fulfilment of the Services by the Contractor in accordance with the terms and conditions set forth in the Contract.</p>
		<p><b>“Contractor”</b> shall mean the successful Sole Bidder or Consortium whose bid has been accepted by the OWNER and who has been selected by the OWNER for the award of Works and shall include his heirs, legal representatives, successors and permitted assigns.</p>
		<p><b>“Contract Price”</b> means the price to be paid for the performance of the Services, exclusive of GST.</p>
		<p><b>Effective Date</b> means the date on which this Contract comes into force pursuant to GCC Clause 15.</p>
		<p><b>Foreign Currency</b> means any currency other than the currency of the Owner’s country.</p>
		<p><b>“Local Currency”</b> means the currency of the Government of India.</p>
		<p><b>“Government”</b> means the Government of the Owner’s country i.e. INDIA.</p>
		<p><b>Party</b> means the Owner or the Contractor, as the case may be, and <b>“Parties”</b> means both of them. Third party means any party other than Owner and Contractor.</p>

		<p><b>Personnel</b> means professionals and support staff provided by the Contractor or by any Sub-Contractor and assigned to perform the Services or any part thereof;</p> <p><b>"Funds"</b> means any funds allocated to the Owner under Company budget, or loan, grants and credits placed at the disposal of the Owner.</p> <p><b>Services</b> means the work to be performed by the Contractor pursuant to this Contract</p> <p><b>Sub-Contractor</b> means any person or entity to whom/which part of the Services is sub-consulted.</p> <p><b>"Engineer"</b> or <b>"Engineer-in-Charge"</b> or <b>"E.I.C."</b> shall mean the officer appointed in writing by the Owner to act as "Coordinator" from time to time on behalf of Owner in all matters pertaining to this Contract. "Engineer-in-Charge" shall be authorized by the Client for supervision, inspection, scrutiny and approval of some or all of the services rendered by the Contractor under the Contract.</p> <p><b>"Bill Of Quantity"</b> shall mean the priced and completed Bill of Quantity (BOQ) forming the part of the bid or such Bill of Quantity (BOQ) forming the part of the Contract, as the case may be, with amendments, if any, thereto.</p> <p>Throughout these Bidding Documents, the term "Bid" and "Tender" and their derivatives (Bidder/ Tenderer, Bidding / Tendering, Bidding Document/Tender Document, etc.); Bill of Quantity / Schedule of Quantity / Schedule of Quantities/ Bill of Quantities; Owner / Client / HURL; Bid Security / Earnest Money Deposit; Security Deposit / Performance Security/ Performance Guarantee; Engineer-in-Charge / Engineer, appearing anywhere in the Bidding Documents shall have the same meaning and are synonymous to each other.</p>
2	<p><b>Order of the precedence of the Documents</b></p>	<p>Subject to order of precedence listed below, all documents forming part of the Contract (and all parts thereof) are intended to be correlative, complementary and mutually explanatory. The Contract shall be read as a whole.</p> <p>The order of precedence of documents shall be as under:</p> <ol style="list-style-type: none"> <li>Contract Agreement and the Appendices</li> <li>Purchase Order/Service Order along with its annexures.</li> <li>Amendment to Bidding Documents</li> <li>Special Conditions of Contract</li> <li>Technical Specifications including Scope of Work</li> <li>General Purchase Conditions</li> <li>The Bid and BOQ submitted by the Supplier</li> <li>Instructions to bidders</li> </ol> <p>An amendment issued after issue of Contract shall take precedent over the formal Contract and all other contract documents.</p>

		<p>In the event of any ambiguity or conflict between the Contract Documents listed above, the order of precedence shall be the order in which the Documents are listed above.</p> <p>Any error in description, quantity or rate in Bill of Quantity (BOQ) or any omission therefrom shall not vitiate the Contract or release the Contractor from the execution of the whole or any part of the Works comprised therein according to drawings and specifications or from any of his obligations under the Contract.</p>
3	<b>Singular and Plural</b>	The singular shall include the plural and the plural the singular, except where the context otherwise requires.
4	<b>Headings</b>	<p>The headings and marginal notes in the General Conditions of Contract are included for ease of reference, and shall neither constitute a part of the Contract nor affect its interpretation.</p> <p>Heading and marginal notes to these General Conditions of Contract shall not be deemed to form part thereof or be taken into consideration in the interpretation or construction thereof or of the Contract.</p>
5	<b>Communications and Notices</b>	<p>Communications between Parties (notice, request or consent required or permitted to be given or made by one party to the other) pursuant to the Contract shall be in writing to the Authorized Representatives named in the Contract.</p> <p>A notice shall be effective when delivered or on the notice's effective date, whichever is later.</p> <p>A Party may change its address for notice hereunder by giving the other Party notice of such change to the address.</p>
6	<b>Governing Laws</b>	The Contract shall be governed by and interpreted in accordance with laws in force in India. The Courts of Dhanbad shall have exclusive jurisdiction in all matters arising under the Contract, unless otherwise stated in the SCC.
7	<b>Governing Language</b>	<p>The Contract shall be written in English. All correspondences and documents relating to the Contract shall be written in English. Supporting documents and printed literature that are part of the Contract may be in another language, as long as such literature is accompanied by a translation of its pertinent passages in English language in which case, for purposes of interpretation, the translation shall govern.</p> <p>The English Translation of the documents shall be carried out by professional translators and the translator shall certify that he is proficient in both languages in order to translate the document and that the translation is complete and accurate. Further, translation shall be authenticated by the Indian Consulate located in the Country where the documents have been issued or the Embassy of that Country in India.</p> <p>The Contractor shall bear all costs of translation to the governing language and all risks of the accuracy of such translation.</p>

8	<b>Assignment</b>	Neither the Owner nor the Contractor shall assign, in whole or in part, their obligations under this Contract; except with prior written approval of the Owner.
9	<b>Authorized Representatives</b>	<p><b>Engineer-in-Charge</b></p> <p>If the Engineer-in-Charge is not named in the Contract, then within fourteen (14) days of the Effective Date, the Owner shall appoint and notify the Contractor in writing of the name of the Engineer-in-Charge. The Owner may from time to time appoint some other person as the Engineer-in-Charge in place of the person previously so appointed, and shall give a notice of the name of such other person to the Contractor without delay. The Owner shall take reasonable care to see that no such appointment is made at such a time or in such a manner as to impede the progress of work. The Engineer-in-Charge shall represent and act for the Owner at all times during the currency of the Contract. All notices, instructions, orders, certificates, approvals and all other communications under the Contract shall be given by the Engineer-in-Charge, except as herein otherwise provided. All notices, instructions, information and other communications given by the Contractor to the Owner under the Contract shall be given to the Engineer-in-Charge, except as herein otherwise provided.</p>
10	<b>Contractor's Authorised Representative</b>	<p><b>Contractor's Representative</b></p> <p>If the Contractor's Representative is not named in the Contract, then within fourteen (14) days of the Effective Date, the Contractor shall appoint the Contractor's Representative and shall request the Owner in writing to approve the person so appointed. If the Owner makes no objection to the appointment within fourteen (14) days, the Contractor's Representative shall be deemed to have been approved. If the Owner objects to the appointment within fourteen (14) days giving the reason therefore, then the Contractor shall appoint a replacement within fourteen (14) days of such objection, and the foregoing provisions of this GCC Clause shall apply thereto.</p> <p>The Contractor's Representative shall represent and act for the Contractor at all times during the currency of the Contract and shall give to the Engineer-in-Charge all the Contractor's notices, instructions, information and all other communications under the Contract.</p> <p>All notices, instructions, information and all other communications given by the Owner or the Engineer-in-Charge to the Contractor under the Contract shall be given to the Contractor's Representative or, in its absence, its deputy, except as herein otherwise provided.</p> <p>The Contractor shall not revoke the appointment of the Contractor's Representative without the Owner's prior written consent, which shall not be unreasonably withheld. If the Owner consents thereto, the Contractor shall appoint some other person as the Contractor's Representative, pursuant to the procedure set out in above GCC Clause.</p> <p>The Contractor's Representative may, subject to the approval of the Owner (which shall not be unreasonably withheld), at any time delegate to any person any of the powers, functions and authorities vested in him or her. Any such delegation may be revoked at any time. Any such delegation or revocation shall be subject to a prior notice signed by the Contractor's Representative,</p>

		<p>and shall specify the powers, functions and authorities thereby delegated or revoked. No such delegation or revocation shall take effect unless and until a copy thereof has been delivered to the Owner and the Engineer-in-Charge.</p> <p>Any act or exercise by any person of powers, functions and authorities so delegated to him or her in accordance with the above GCC Clause shall be deemed to be an act or exercise by the Contractor's Representative.</p>
11	<b>Relation between the Parties</b>	<p>Nothing contained herein shall be construed as establishing a relation of master and servant or of principal and agent as between the Owner and the Contractor. The Contractor, subject to this Contract, has complete charge of Personnel and Sub-Contractors, if any, performing the Services and shall be fully responsible for the Services performed by them or on their behalf hereunder.</p>
12	<b>Location</b>	<p>The Services shall be performed at such locations as are specified in the Contract and, where the location of a Special task is not so specified, at such locations as the Owner may approve.</p>
13	<b>Taxes &amp; Duties</b>	<p>Contractor, shall bear all tax liabilities, duties, Govt. levies etc. on account of payments made under this Contract. It shall be the responsibility of the Contractor to submit to the concerned Indian authorities the returns and all other concerned documents required for this purpose and to comply in all respects with the requirements of the laws in this regard, in time.</p> <p>It shall be incumbent upon the Contractor to obtain a registration certificate as a dealer under GST Law, and other law(s) relating to levy of tax, duty, cess etc. and necessary evidence to this effect shall be furnished by the Contractor to the Owner.</p> <p>The Contract Price (of both domestic and foreign Contractor) shall also be exclusive of GST applicable on services as per the rates prevailing as on seven (7) days prior to the date of Techno-Commercial bid opening. In case the Contractor is from outside India, who does not have any fixed establishment or permanent address in India, the GST shall be paid to the concerned Tax Authorities in India by the Owner and the same shall be recovered/ deducted from the Contractor.</p> <p>In case of any variation in the rate of GST during the period of Contract, an equitable amount shall be paid/ recovered from the Contractor to fully take into account any such change.</p> <p>If a new tax, duty or levy is imposed or any rates of tax are increased or decreased under statute or law in India after the date seven (7) days prior to date of Techno-Commercial bid opening and the Contractor becomes liable there under to pay and actually pays the said new tax, duty or levy for bonafide use on the work contracted, the same shall be reimbursed/recovered to the Contractor.</p> <p>As regards Income Tax, Surcharge on Income Tax and other Corporate Taxes, including Cess wherever applicable, the Contractor shall be responsible for such payments to the concerned authorities.</p> <p>The Owner shall be entitled to make necessary tax deductions at source as per the prevalent laws. The Contractor shall be required to submit the PAN details before the submission of the first bill/invoice under the Contract.</p>

		<p>In case the Contractor is from outside India, it shall be required to either furnish (i) the certificate from Indian Tax Authority or (ii) Ruling from "the Authority for Advance Ruling (AAR)" determining the applicable rate of Income Tax in India before release of first payment.</p> <p>The Contractor shall himself be informed of all the applicable laws, notifications, rules, circulars and other communications of the State or Central or other authorities with regard to levy of any tax, duty, cess, levy or fee etc, which in any manner may impinge upon him in performance of any obligations/responsibilities under or arising out of the Contract.</p> <p>Further in case of foreign Contractor, certain benefits of Income Tax may be available to him in his country under Double Taxation Avoidance Agreement (DTAA). While quoting for the assignment, the foreign Contractors are required to consider such benefits in their proposal.</p>
14	<b>Effectiveness of Contract</b>	The Contract shall come into force and effect on the date, called the "Effective Date", of the Owner's notice to the Contractor instructing the Contractor to commence carrying out the Services. This notice shall confirm that the effectiveness conditions, if any, as specified in the SCC have been met or as mentioned elsewhere in the tender document.
15	<b>Effective Date</b>	The date the Contract comes into effect shall be as specified in the SCC.
16	<b>Commencement of Services</b>	The Contractor shall commence carrying out the Services not later than the number of days after the Effective Date as specified in the SCC.
17	<b>Modifications or Changes or Amendment</b>	No Modifications or changes or amendment or other variation of the Contract (Purchase Order / Work Order/ Service Purchase) shall be effective unless it is in writing, is dated, expressly refers to the Purchase Order / Work Order / Service Order, and is signed by a duly authorized representative of Owner and accepted by the Contractor.
18	<b>Contract Price</b>	The Contract price, other than GST, shall remain FIRM throughout the contract period and will be NOT be subject to adjustment for price escalation during the performance of the Contract until unless specified otherwise in the SCC.
19	<b>Severability</b>	If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.
20	<b>Standard of Performance</b>	The Contractor shall perform the Work / Services and carry out its obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Owner, and shall at all times support and safeguard the Owner's legitimate interests in any dealings with Sub Contractors or Third Parties.

21	<b>Conflict of Interests</b>	The Contractor shall hold the Owner's interest's paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.
22	<b>Confidentiality</b>	The Owner and the Contractor shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following termination of the Contract. Notwithstanding the above, the Contractor may furnish to its Subcontractor(s) such documents, data and other information it receives from the Owner to the extent required for the Subcontractor(s) to perform its work under the Contract, in which event the Contractor shall obtain from such Subcontractor(s) an undertaking of confidentiality similar to that imposed on the Contractor under this clause of GCC.
23	<b>Limitation of Liability</b>	<p>HURL shall in no way be responsible for any liabilities arising out of the Contractor's Contractual obligations with the Contractor's personnel, experts, engineers, sub-Contractors, licensors, collaborators, vendors, or subsidiaries. Similarly, the Contractor shall in no way be responsible for any liabilities arising out of HURL's personnel, sub-Contractors, licensors, collaborators, vendors or subsidiaries.</p> <p>The Contractor and HURL both agree that each shall assume full risk of damages or injury to its own properties, employees and representatives caused by any act or omission to act by their respective employees or representatives, during the performance of this Contract.</p> <p>Except in cases of criminal negligence or willful misconduct,</p> <p>(a) Neither Party shall be liable to the other Party, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, which may be suffered by the other Party in connection with the Contract, provided that this exclusion shall not apply to any obligation of the Contractor to pay liquidated damages to the Owner and</p> <p>(b) The aggregate liability of the either party to the other party, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to any obligation of the Contractor to indemnify the Owner with respect to patent infringement.</p> <p>Notwithstanding anything contained hereinabove, the aggregate liability of the Owner to the Contractor shall not exceed the Total Contract Price, less payments already released to the Contractor, if any.</p>
24	<b>Liability of the Contractor</b>	<p>The Contractor, shall be, liable to and required to indemnify, the Owner as stated under for due performance of the Contract.</p> <p>The Contractor shall indemnify the Owner from and against any and all claims, liabilities, obligations, losses, damages, penalties, actions, judgment, suits, proceedings, demands, costs, expenses and disbursements of whatsoever nature that may be imposed on, incurred by or asserted against the Owner during or in connection with the Services by reason of:</p>

		<p>(a) infringement or alleged infringement by the Contractor of any patent or other protected right; or</p> <p>(b) plagiarism or alleged plagiarism by the Contractor.</p> <p>The Contractor shall ensure that all goods and services (including without limitation all computer hardware, software and systems) procured by the Contractor out of funds provided or reimbursed by the Owner or used by the Contractor in the carrying out of the Services do not violate or infringe any industrial property or intellectual property right or claim of any third party.</p>
25	<b>Insurance to be taken out by the Contractor</b>	<p>The Contractor</p> <p>(a) shall take out and maintain, and shall cause any Sub-Contractors to take out and maintain, at their (or the Sub-Contractors', as the case may be) own cost, but on terms and conditions approved by the Owner, during the performance of the Contract, the insurance against the risks, and for the coverage as specified in the SCC; and</p> <p>(b) at the Owner's request, shall provide evidence to the Owner showing that such insurance has been taken out and maintained and that the current premiums therefore have been paid.</p>
26	<b>Contractor's Actions Requiring Owner's Prior Approval</b>	<p>The Contractor shall obtain the Owner's prior approval in writing before taking any of the following actions:</p> <p>(a) any subcontract relating to the Services to an extent and, with such specialists and entities as may be approved as</p> <p>(b) any other action that may be specified in the SCC.</p> <p>Notwithstanding any approval as above, the Contractor shall remain fully liable for the performance of Services by the Sub-Contractor and its Personnel and retain full responsibility for the Services.</p>
27	<b>Assistance and Exemptions</b>	<p>The Owner shall use its best efforts to ensure the following:</p> <p>(a) To ensure the accuracy of all information and/or data to be supplied by the Owner to the Contractor necessary for performance of the Contract, except when otherwise expressly stated in the Contract.</p> <p>(b) issue to officials, agents and representatives of the Owner all such instructions as may be necessary or appropriate for the prompt and effective implementation of the Services;</p> <p>(c) provide to the Contractor, Sub-Contractors and Personnel any such other assistance as may be specified in the SCC.</p>
28	<b>Payment Terms</b>	<p><b>General</b></p> <p>In consideration of the Work / Services performed by the Contractor under this Contract, the Owner shall make to the Contractor such payments and in such manner as stated below:</p> <p>Payments will be made in the currency or currencies in which the Contract Price has been stated in the Contractor's bid i.e., INR.</p> <p>No payment made by the Owner herein shall be deemed to constitute acceptance of the Services nor relieve the Contractor of any obligations.</p>



		<p><b>Modes of Billing and Payment</b></p> <p>All the invoices of payment shall be supported by necessary Documents and submitted in quadruplicate for the certification of Engineer-in-Charge for which he will require a maximum time of fifteen (15) days before the same are submitted for processing the payment of amount admitted.</p> <p>The Owner shall pay to the Contractor all the admissible payments within thirty (30) days of certification of the Engineer-in-Charge of the amount payable for the services.</p> <p>Contractor shall furnish the details of Bank Account in the prescribed format along with Bid in order to facilitate the Owner to release Payments electronically through Electronic Fund Transfer system wherever technically feasible. The Contractor shall hold the Owner harmless &amp; Owner shall not be liable for any direct, indirect or consequential loss or damage sustained by the Contractor on account of any error in the information or change in Bank details provided to the Owner in the prescribed form without intimation to Owner duly acknowledged.</p>
29	<b>Early Warning</b>	<p>If at any time during performance of the Contract, the Contractor or its Sub-Contractors should encounter events, circumstances conditions that may adversely affect the quality of the work, increase the cost of Services or delay the execution of the Services, the Contractor shall promptly notify the Owner in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Contractor's notice, the Owner shall evaluate the situation, and the Contractor shall cooperate with the Owner in making and considering proposals for how the effect of such an event or circumstance can be avoided or reduced.</p>
30	<b>Extension of the Intended Completion Date</b>	<p>In the event the Contractor is unable to complete the assignment by the Intended Completion Date it may request the Owner to extend the Intended Completion Date giving reasons. The Owner may extend the Intended Completion Date if the reasons given by the Contractor, including prior review where necessary, are found acceptable. The Owner shall, however, decide by how much to extend the Intended Completion Date.</p>
31	<b>Good Faith</b>	<p>The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.</p>
32	<b>Liquidated Damage (LD) for Delay</b>	<p>If the Contractor fails to complete the Work on or before the scheduled or extended date of completion, he shall, without prejudice to any other right or remedy of the Owner, arising out of the Contract on account of such delay, be liable for payment of liquidated damages @ ½ percent per week, not as penalty, on the Contract Value of the Work for every week that the progress remains below the required progress or that the Work remains incomplete subject to a maximum of 5% of the Contract Value.</p> <p>In case of amendment in the contract value, the limiting value of the Liquidated damages shall be 5% of the amended Contract Value.</p> <p>The amount of Compensation may be adjusted or set-off against any sum payable to the Contractor under this or any other contract with the Owner.</p>

33	<b>Change in laws and regulations</b>	If, after the date seven (7) days prior to the last date of Bid submission, any law, regulation, ordinance, order or by-law having the force of law is enacted, promulgated, abrogated or changed (which shall be deemed to include any change in interpretation or application by the competent authorities) that subsequently affects the costs and expenses of the Contractor and/or the Time for Completion, the Contract Price shall be correspondingly increased or decreased, and/or the Time for Completion shall be reasonably adjusted to the extent that the Supplier has thereby been affected in the performance of any of its obligations under the Contract. However, these adjustments would be restricted to items in respect of both direct transactions between the Owner and Supplier.
34	<b>Performance Security</b>	<p>Within thirty (30) days of the receipt of Purchase Order/Service Order from the Owner, the contractor shall furnish the Contract Performance Guarantee (CPG), if applicable, for the due performance of the Contract for ten percent (10%) of the Contract Price with an initial validity up to ninety (90) days beyond the completion date for work plus defect liability period (if any), for due performance of the Contract(s)/Order(s) in any form acceptable to the Owner as mentioned below.</p> <p>CPG may be submitted in any of the following forms:</p> <ol style="list-style-type: none"> <li>crossed Demand Draft / Bankers cheque drawn in favour of HURL Payable at New Delhi.</li> <li>An irrevocable Bank Guarantee as per the HURL standard format from any Nationalized bank / Scheduled Bank as acceptable to HURL as per list enclosed.</li> </ol> <p>Failure of the supplier to submit the above-mentioned Contract Performance Guarantee shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.</p> <p>No interest shall be payable by the Owner to the Contractor against the Security Deposit furnished.</p> <p>Performance Security shall be returned after Certification of completion of work by EIC. However, the contractor will have to apply in writing, for refund of the same.</p>
35	<b>Force Majeure</b>	Neither CONTRACTOR nor OWNER shall be considered in default in the performance of their obligations under CONTRACT, as long as such performance is prevented or delayed for reasons such as, including but not limited to, whether similar or dissimilar, acts of God, earthquake, tidal wave, tsunami, hurricane, storm, typhoon or cyclone (except monsoon), floods, lightning, land slide, fire or explosions, plague or epidemic, strikes of a whole National category of workers and concerted act of workmen or other industrial disturbances (lasting more than 7 consecutive calendar DAYS), lockouts (lasting more than 7 consecutive calendar DAYS), sabotage, blockade, war, riots, invasion, act of foreign enemies, hostilities (whether war be declared or not), civil war, rebellion, revolution, terrorist acts, insurrection or military or usurped power of confiscation or trade embargoes or destruction or requisition by order of any Government or any Public Authority or for reasons or cause beyond the reasonable control of the affected party provided notice of any such cause is given forthwith and in any

event not later than one week (7) DAYS of the happening of the event by the party claiming the benefit of this Clause to the other specifying the matter constituting FORCE MAJEURE explaining to what extent contractual obligations will thereby be prevented or delayed and the further period for which it is estimated that such prevention or delay will continue. CONTRACTOR shall provide justificatory documents countersigned by the local Chamber of Commerce. Notwithstanding the forgoing, FORCE MAJEURE shall not include (a) weather conditions reasonably to be expected for the climate in the geographic area of the SITE including but not limited to the monsoon season, (b) the occurrence of any manpower or material shortages unless such a shortage is itself caused by an event of force majeure, or (c) any delay, default or failure (direct or indirect) in obtaining materials, or in any SUB-CONTRACTOR/VENDOR or worker performing any WORK or any other delay, default or failure (financial or otherwise) attributable to SUB-CONTRACTOR/Vendor/worker, unless such delay, default or failure results from any act, event or condition which would, with respect to such SUBCONTRACTOR/ VENDOR/ worker, constitute an event of force majeure.

If the CONTRACTOR suffers delay in the due execution of the contractual obligations due to delays caused by force majeure as defined above, the agreed time of completion of job covered by this CONTRACT or the obligation of the CONTRACTOR shall be extended by a period of time on account of force majeure conditions, provided that on the occurrence of any such contingency, the CONTRACTOR shall within 30 days reports to the OWNER in writing, the cause of delay and likely duration of cause of delay with requisite documentary evidence.

Should one or both the parties be prevented from fulfilling the contractual obligations by a state of FORCE MAJEURE lasting continuously for a period of 6 weeks, the two parties shall consult each other regarding the future implementation of the CONTRACT. The mere shortage of labour, materials or utilities shall not constitute FORCE MAJEURE unless caused by circumstances which are themselves FORCE MAJEURE.

CONTRACTOR and OWNER shall endeavour to prevent, overcome or remove the causes of FORCE MAJEURE.

No ground for exemption can be invoked if CONTRACTOR has failed to give timely notice by registered letter and subsequently supported it by documentary evidence.

Delay or non-performance by a party hereto caused by the occurrence of any event of FORCE MAJEURE shall not:

(a) Constitute a default or breach of the CONTRACT,

Or

(b) Give rise to any claim for damages or additional cost or expense occasioned thereby, if such delay or non-performance is caused by the occurrence of any event of FORCE MAJEURE. FORCE MAJEURE conditions are not payable under any circumstances.

Force Majeure is no one's fault, therefore each party should bear its own cost and a provision to terminate the CONTRACT in case of Force Majeure extending beyond six (06) month is provided. Should OWNER wish the CONTRACTOR to continue further, both parties may sit together and

		<p>mutually agree on the future course failing which Parties will have the right to terminate. Such termination shall not be considered as Termination for Owner's Convenience. However, outstanding invoices, payment for supplies made and payment to the work already performed will be paid by OWNER on such termination and shall be detailed at the time of CONTRACT finalisation. CONTRACTOR shall have the right to take action to mitigate the impact of the prolonged Force Majeure event in mutual consent with Owner.</p> <p>FORCE MAJEURE shall not apply to any obligation of the OWNER to make payments to the CONTRACTOR under the contract.</p>
36	<b>No Breach of Contract</b>	<p>The failure of a Party to fulfil any of its obligations hereunder shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract.</p>
37	<b>Measures to be Taken on Force Majeure</b>	<p>A Party affected by an event of Force Majeure shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.</p> <p>A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.</p> <p>Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.</p> <p>During the period of their inability to perform the Services as a result of an event of Force Majeure, the Contractor, upon instructions by the Owner, shall either:</p> <ul style="list-style-type: none"> <li>(a) demobilize, in which case the Contractor shall be reimbursed for additional costs they reasonably and necessarily incurred, and, if required by the Owner, in reactivating the Services; or</li> <li>(b) continue with the Services to the extent possible, in which case the Contractor shall continue to be paid under the terms of this Contract and be reimbursed for additional costs reasonably and necessarily incurred.</li> </ul>
38	<b>Suspension</b>	<p>The Contractor shall, on receipt of the order in writing of the Engineer-in-Charge, suspend the progress of the Works or any part thereof for such time and in such manner as the Engineer-in-Charge may consider necessary for any of the following reasons:</p> <ul style="list-style-type: none"> <li>(i) On account of any default on part of the Contractor;</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>(ii) for proper execution of the Works or part thereof for reasons other than the default on the part of the Contractor;</li> </ul> <p>or</p>

		<p>(iii) for safety of the Works or part thereof, for reasons other than those attributable to the Contractor.</p> <p>The Contractor shall, during such suspension, properly protect and secure the Works to the extent necessary and carry out the instructions given in that behalf by the Engineer-in-Charge.</p> <p>The time for completion of the WORKS will be extended for a period equal to the duration of the suspension. The Contractor shall not be eligible for any other compensation whatsoever for such suspension, except as otherwise provided herein under.</p> <p>If such suspension of WORK by OWNER delays or is likely to delay the progress of WORK or the carrying out of WORK under CONTRACT resulting in additional expenses or increased liability to CONTRACTOR, the OWNER shall pay to the CONTRACTOR all reasonable expenses, mutually agreed between OWNER and CONTRACTOR, arising from suspension of the work by an order in writing of the OWNER provided that such suspensions of work is more than a cumulative period of ninety (90) days and provided that such suspension is not due to some fault on the part of the CONTRACTOR or a SUBCONTRACTOR.</p>
39	<b>Termination for Default</b>	<p>The Owner or the Contractor, without prejudice to any other remedy for breach of Contract, by notice of default sent to the other party, may terminate the Contract in whole or in part if the other party causes a fundamental breach of contract. In such an occurrence one party shall give not less than thirty (30) days' written notice of termination to the other party.</p> <p>Fundamental breaches of the Contract shall include but shall not be limited to, the following:</p> <ul style="list-style-type: none"> <li>(a) If the Contractor fails to remedy a failure in the performance of their obligations hereunder, within thirty (30) days of receipt of such notice of suspension or within such further period as the Owner may have subsequently approved in writing;</li> <li>(b) If the Contractor submits to the Owner a statement which has a material effect on the rights, obligations or interests of the Owner and which the Contractor knows to be false;</li> <li>(c) if the Contractor, in the judgement of the Owner has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.</li> </ul> <p>For the purpose of this Sub-Clause:</p> <p>"corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.</p> <p>"fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Owner and includes collusive practice among Contractors (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Owner of the benefits of free and open competition.</p>

40	<b>Termination for Insolvency</b>	<p>The Owner and the Contractor may at any time terminate the Contract by giving notice to the other party if:</p> <ul style="list-style-type: none"> <li>(a) the Owner becomes bankrupt or otherwise insolvent;</li> <li>(b) the Contractor becomes (or, if the Contractor consist of more than one entity, if any of its Members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary; or</li> <li>(c) in such event, termination will be without compensation to any party, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the other party.</li> </ul>
41	<b>Termination for Convenience</b>	<p>The Owner, by notice sent to the Contractor, may in its sole discretion and for any reason whatsoever, terminates the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Owner's convenience, the extent to which performance of the Contractor under the Contract is terminated, and the date upon which such termination becomes effective.</p> <p>In event of termination of Order/Contract, the Owner shall pay to the Supplier/Contractor the Contract Price, properly attributable to the works/supplies executed by the Supplier/Contractor as on the date of termination. However, any sums due to the Owner from the Contractor accruing prior to the date of termination shall be deducted from the amount to be paid to the Supplier under this Order/Contract.</p>
42	<b>Termination because of Force Majeure</b>	<p>The Owner and the Contractor may at any time terminate the Contract by giving notice to the other party if, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) days.</p>
43	<b>Cessation of Services</b>	<p>Upon termination of the Contract by notice of either Party to the other pursuant to GCC Clauses 39 to 42, the Contractor shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum.</p>
44	<b>Payment upon Termination</b>	<p>Upon termination of this Contract pursuant to GCC Clauses to 39 to 42, the Owner shall make the payments to the Contractor for Services satisfactorily performed prior to the effective date of termination.</p>
45	<b>Disputes about Events of Termination</b>	<p>If either Party disputes whether an event specified in GCC Clause 39, 40 or 41 has occurred, such Party may, within forty-five (45) days after receipt of notice of termination from the other Party, refer the matter to arbitration pursuant to GCC Clause 46, and this Contract shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.</p> <p>In the case of disagreement between the Parties as to the existence or extent of Force Majeure, the matter shall be settled according to GCC Clause 46.</p>

46	<b>Settlement Disputes</b>	<p data-bbox="491 185 647 219"><b>of Adjudicator</b></p> <p data-bbox="491 241 1485 353">Managing Director (MD) of HURL shall be the Appointing Authority for Adjudicator. Adjudicator under the Contract shall be retired judge of Supreme Court/High Court of India.</p> <p data-bbox="491 376 1485 757">If any dispute of any kind whatsoever shall arise between the Owner and the Contractor in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the services—whether during the progress of the work or after their completion and whether before or after the termination, abandonment or breach of the Contract—the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference by mutual consultation, then the dispute shall be referred in writing by either party to the Adjudicator, with a copy to the other party.</p> <p data-bbox="491 779 1485 1048">The Adjudicator shall give its decision in writing to both parties within twenty-eight (28) days of a dispute being referred to it. If the Adjudicator has done so, and no notice of intention to commence arbitration has been given by either the Owner or the Contractor within fifty-six (56) days of such reference, the decision shall become final and binding upon the Owner and the Contractor. Any decision that has become final and binding shall be implemented by the parties forthwith.</p> <p data-bbox="491 1070 1485 1413">Should the Adjudicator resign or die, or should the Owner and the Contractor agree that the Adjudicator is not fulfilling its functions in accordance with the provisions of the Contract, another Adjudicator shall be jointly appointed by the Owner and the Contractor. Failing agreement between the two within twenty-eight (28) days, the new Adjudicator shall be appointed at the request of either party by the Appointing Authority. Expenses incurred in the process of adjudication including the fees required to be paid to the adjudicator, if any, shall be shared equally between the Owner and the Contractor.</p> <p data-bbox="491 1435 639 1469"><b>Arbitration</b></p> <p data-bbox="491 1491 1485 1794">If either the Owner or the Contractor is dissatisfied with the Adjudicator's decision, or if the Adjudicator fails to give a decision within twenty-eight (28) days of a dispute being referred to it, then either the Owner or the Contractor may, within fifty-six (56) days of such reference, give notice to the other party, with a copy for information to the Adjudicator, of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.</p> <p data-bbox="491 1816 1485 1962">Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with above clause, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Services.</p> <p data-bbox="491 1984 1485 2096">Any dispute submitted by a party to arbitration shall be heard by an arbitration panel composed of three arbitrators, in accordance with the provisions set forth below.</p> <p data-bbox="491 2119 1485 2192">The Owner and the Contractor shall each appoint one arbitrator, and these two arbitrators shall jointly appoint a third arbitrator, who shall chair the</p>
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		<p>arbitration panel. If the two arbitrators do not succeed in appointing a third arbitrator within twenty-eight (28) days after the latter of the two arbitrators has been appointed, the third arbitrator shall, at the request of either party, be appointed by the Appointing Authority as given below:</p> <p>a) President, Institution of Engineers in case of an Indian Contractor.</p> <p>b) President, International Chambers of Commerce, Paris in case of a Foreign Contractor.</p> <p>If one party fails to appoint its arbitrator within forty-two (42) days after the other party has named its arbitrator, the party which has named an arbitrator may request the Appointing Authority to appoint the second arbitrator.</p> <p>If for any reason an arbitrator is unable to perform its function, the mandate of the Arbitrator shall terminate in accordance with the provisions of applicable laws as mentioned under the Clause related to Governing Law and a substitute shall be appointed in the same manner as the original arbitrator.</p> <p>Arbitration proceedings shall be conducted</p> <p>(i) in accordance with the following rules of procedure :-</p> <p>a) In case of a foreign Contractor, the arbitration proceeding shall be conducted in accordance with the United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules of 1976.</p> <p>b) In case of an Indian Contractor, adjudication/Arbitration proceedings shall be conducted in accordance with Indian Arbitration and Conciliation Act 1996. In case the Indian Contractor is an Indian Public Sector Enterprise/Government Department (but not a State Govt. Undertaking or Joint Sector Undertaking which is not a subsidiary of Central Govt. Undertaking), the dispute arising between the Owner and the Contractor shall be referred for resolution to a Permanent Arbitration Machinery (PAM) of the Department of Public Enterprises, Government of India.</p> <p>c) In case of a foreign collaborator/associate of the Contractor, the arbitration proceedings shall be conducted in accordance with the United Nation Commission on International Trade Law (UNCITRAL) Arbitration Rules of 1976.</p> <p>(ii) At Dhanbad, Jharkhand, India (Place for Arbitration)</p> <p>(iii) In the language in which this Contract has been executed.</p> <p>The decision of a majority of the arbitrators (or of the third arbitrator chairing the arbitration, if there is no such majority) shall be final and binding and shall be enforceable in any court of competent jurisdiction as decree of the court. The parties thereby waive any objections to or claims of immunity from such enforcement.</p>
47	<b>Fraud Prevention Policy</b>	<p>The Supplier along with their associate / collaborator / subcontractors / sub-vendors / consultants / service providers shall strictly adhere to the Fraud Prevention policy of the Owner displayed on its tender website <a href="http://www.hurl.net.in">http://www.hurl.net.in</a>.</p> <p>The Supplier along with their associate / collaborator / subcontractors /</p>



		<p>sub-vendors / consultants / service providers shall observe the highest standard of ethics and shall not indulge or allow anybody else working in their organization to indulge in fraudulent activities during execution of the Contract (Purchase Order/Service Order).</p> <p>The Supplier shall immediately apprise the Owner about any fraud or suspected fraud as soon as it comes to their notice.</p>
48	<b>Risk purchase</b>	<p>In the event Contractor fails to execute the services in scheduled completion period, HURL reserves the right to get the job executed from any other source at the Contractors risk and cost and the difference in cost shall be borne by the Contractor.</p> <p>Further, HURL shall retain the right of forfeiture of Performance Security and or any other action as deemed fit.</p>

<b>IMPORTANT NOTE</b>	<p><b>The Special Conditions of Contract will supersede any other related conditions anywhere in the tender documents and will prevail for evaluation / finalization of the tender.</b></p>
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## SECTION – IV : SPECIAL CONDITION OF CONTRACT (SCC)

*The following Special Conditions of Contract (SCC) shall supplement the General Conditions of Contract (GCC). Wherever there is a conflict, the provisions herein shall prevail over those in the GCC. The corresponding clause number of the GCC is indicated.*

SCC Clause	Reference Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract or additional clauses
1	Qualifying Requirements /Pre-Qualification Criteria (PQC)	As per clause 5.0 of Section 1 i.e., NIT (Notice Inviting Tender).
2	Price Bid/ BOQ	<p>Schedule of price bid / BOQ in the form of BOQ_XXXX .xls is provided along with this tender document at <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>. Bidders are advised to upload the same in the commercial bid. Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered / modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with HURL.</p> <p>For item mentioned in SOR, the bidder has to quote in BOQ of price bid. Bidder is required to quote hiring rate for each type of vehicle with given duty hours in Rs./Day in BOQ.</p> <p>Unless stated otherwise in the Bidding Documents, the Contract shall be for the whole works as described in Bidding Documents, based on the rates and prices submitted by the Bidder and accepted by the Employer.</p> <p>Prices must be filled in format for "Price Bid" enclosed as part of Tender document. If quoted in separate typed sheets and any variation in item description, unit or quantity is noticed; the Bid is liable to be rejected.</p> <p>All duties, taxes and other levies [if any] payable by the Contractor under the Contract, or for any other cause except final GST (CGST &amp; SGST/ UTGST or IGST) shall be included in the rates / prices and the total bid-price submitted by the Bidder.</p> <p><b>Bidder shall quote for all the items of "SOR" after careful analysis of cost involved for the performance of the complete items considering all parts of the Bidding Document. In case any activity though specifically not covered in description of item under "SOR" but is required to complete the works as per Specifications, Scope of Work/ Service, Standards, General Conditions of Contract ("GCC"), Special Conditions of Contract ("SCC") or any other part of Bidding Document, the prices quoted shall deemed to be inclusive of cost incurred for such activity.</b></p>

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**Bid Evaluation**

Bids shall be scrutinized in terms of the provisions of the bidding documents. Full compliance to the complete provisions of the Bidding Documents and its subsequent Amendment(s) / Clarification(s) / Addenda / Errata if any, issued by the HURL shall be checked. Failure to comply with this requirement, the bid shall be rejected.

Technical and commercial bids shall be evaluated only for those bidders, whose EMD is found to be in order as per NIT requirement. EMD submitted by bidder will be reviewed against its value, validity and issuing bank as per NIT requirement. If the EMD is not found in order with respect to NIT requirement, the bids may be rejected.

**Pre-Qualification Evaluation**

HURL, by the examination of Techno-Commercial Bid, will determine to its satisfaction whether the participating bidders are qualified to satisfactorily perform the contract in terms of Pre- Qualification Criteria stipulated in clause 1 of SCC.

An affirmative determination of meeting the Pre- Qualification Criteria will be a prerequisite for further evaluation of Techno-Commercial bid. A negative determination will result in rejection of the Bidder's Techno-Commercial Bid in which event HURL will not open the Price Bid of the concerned bidder and his EMD shall be returned.

**Technical Bid Evaluation**

Bids shall be scrutinized on Techno-Commercial parameters based on the documents as mentioned in Annexure-1 to ITB. Bidders are required to submit fully compliant bid. The bidders are required to furnish no deviation certificate in conformity to same. The bidder who has not submitted / furnished such certificate, their price bid shall not be opened. The PRICE BID shall be opened only of those bidders whose bid would have been considered techno-commercially accepted. Conditional bid will not be accepted.

**Price Bid Evaluation**

The PRICE BID shall be opened only of those bidders whose bids are found to be technically and commercially substantially responsive.

A substantially responsive Bid is one which conforms to all the terms, conditions and specifications of the Bidding Documents without material deviations or reservations or omissions for this purpose Owner defines the foregoing terms below:-

- (a) "Deviation" is departure from the requirement specified in the tender documents.
- (b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirement in the tender documents.

		<p>(c) "Omission" is the failure to submit part or all of the information or documentation required in the tender document.</p> <ul style="list-style-type: none"> <li>The subject work is indivisible / non-splitable and complete work shall be awarded to successful overall lowest bidder. The financial comparison for selection of Lowest (L-1) Bidder / Contractor shall be done based on the total derived price of all the items mentioned in BOQ/SOR after arithmetical correction of errors (if any). The aggregate of quoted amount for all items of BOQ (Items as mentioned in SOR will be worked out as total derived price, shall be considered for evaluation and award.</li> <li>In case tie between two or more bidders at L-1 position, the sole criterion for determining the L1 bidder among them shall be on the basis of evaluated Average Annual financial Turn Over of last three (03) financial years as per Pre-Qualification criteria (PQC) 5.3 of tender document. Bidder having the highest average annual financial turnover as per evaluation of Pre-Qualification criteria (PQC) 5.3 will be considered as L1 bidder.</li> <li>In case of Abnormally Low Bid the Bidder may be asked for written clarifications, including detailed price analyses of its bid price in relation to scope, schedule, allocation of risks and responsibilities, and any other requirements of the bid documents. If, after evaluating the price analysis, the Owner determines that the bidder has substantially failed to demonstrate its capability to deliver the contract at the offered price, the Procuring Entity may reject the bid/ proposal.</li> </ul>
4	Award Criteria	<p>HURL reserves the right to negotiate price with L1 bidder.</p> <p>HURL will award the Contract to the successful Bidder whose Technical and Commercial bid has been determined to be substantially responsive and Price Bid to be the lowest evaluated Bid.</p> <p>Bidders are required to quote vehicle hiring rate in Rs./Day for each type of vehicle with given duty hour in the price bid. The aggregate of quoted amount for all items of BOQ will be worked out as total derived price, shall be considered for evaluation and award.</p> <p><b>Note: Quantity mentioned in the SOR are non-splitable under the tender.</b></p>
5	Contract Price GCC CLAUSE 18	<p>The total contract price shall consist of followings,</p> <p>(1) Total Hiring price derived as per evaluated final rate of successful L1 bidder all the vehicles calculated as per with its cumulative quantity as mentioned in Section -VI : Schedule of Rates (SOR) and BOQ.</p> <p>Vehicle Hiring rate as quoted shall be firm and subject to no escalation whatsoever during the contractual completion period including extended period, if any.</p> <p>(2) Estimated Diesel cost derived as per the diesel rate (prevailing at IOCL/BPCL /HPCL outlet nearest to the HURL Sindri Project office) as on the date after the financial bid evaluation and before date of award as decided by HURL and</p>

		<p>diesel quantity calculated as per clause 1.2 and 1.3 mentioned .</p> <p>(3) Miscellaneous cost like Overtime, Night Halt, Toll Tax etc. as decided by HURL at the time of award of work as per the rate mentioned in Section -V of tender document and estimated quantity by HURL.</p>
6	<b>Taxes and Duties</b>  <b>GCC CLAUSE 13</b>	<p>As per GCC CLAUSE 13</p> <p>The Contractor has to submit / furnish all necessary documents / information to enable HURL claim the input credit benefit, if any, under GST rules. After award of contract, The contractor has to ensure that invoices raised on HURL must be properly uploaded in GST portal and ensure of prompt filing of returns. GST amount will be released upon reflection of invoices under GSTR-2B.</p>
7	<b>Payment Terms &amp; Documents required for Payment</b>  <b>GCC CLAUSE 28</b>	<ul style="list-style-type: none"> <li>• Payment shall be released on the basis of monthly bills raised by the contractor along with copy of the log book duly signed by the respective users and certified by HURL officer in charge and other required documents presented to HURL officer in charge for payment. Payment shall be made within 30 days after due verification and certification of submitted bills by the concerned officer-in-charge of the HURL, Sindri Project.</li> <li>• The Agency shall submit bills in triplicate on monthly basis to the concerned officer in- charge of the HURL, Sindri Project. It shall have to furnish Labours Payment Certificate along with copy of the EPF deposit challan and the deposit details duly receipted by the concerned EPFO to HURL, Sindri Project by 7<sup>th</sup> of every succeeding month irrespective of submission of bills, failing which its payment will be withheld.</li> <li>• In-come Tax as applicable as per IT Rules shall be recovered at source and other taxes as applicable will be deducted from the Running/final bill.</li> <li>• The agency shall pay applicable GST and claim it along with RA Bills. The vendor have to ensure that invoices raised on HURL be properly uploaded in GST portal and ensuring of prompt filing of returns.</li> <li>• All payments shall be made in Indian currency by means of Electronic Clearance Service (ECS) or Cheque only.</li> <li>• Successful bidder shall also be liable for depositing all taxes, levies, cess etc. on account of service rendered by it to HURL to concerned tax collection authorities from time to time as per extant rules and regulations on the matter.</li> <li>• The successful bidder shall maintain all statutory registers under the applicable Law. The bidder shall produce the same, on demand, to the EIC of HURL nominated for this work.</li> <li>• The Tax deduction at Source (T.D.S) shall be deducted as per the provisions of Income Tax Department, as amended from time to time and a certificate to this effect shall be provided to the agency by HURL.</li> <li>• In case, the successful bidder fails to comply with any statutory/taxation liability under appropriate law, and as a result there of HURL is put to</li> </ul>

		<p>any loss / obligation, monitory or otherwise, HURL will be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the bidder, to the extent of the loss or obligation in monitory terms.</p> <ul style="list-style-type: none"> <li>• No demand certificate, gate pass clearance certificate and other certificates regarding completion of statutory compliance and undertakings as asked by EIC have to be submitted by the contractor at the time of submission of Final bill.</li> <li>• No payment shall be made in advance nor any loan from any bank or financial institution recommended on the basis of the order of award of work.</li> <li>• Contractor shall furnish the details of Bank Account in the prescribed format along with Bid in order to facilitate the Owner to release Payments electronically through Electronic Fund Transfer system wherever technically feasible. The Contractor shall hold the Owner harmless &amp; Owner shall not be liable for any direct, indirect or consequential loss or damage sustained by the Contractor on account of any error in the information or change in Bank details provided to the Owner in the prescribed form without intimation to Owner duly acknowledged.</li> </ul>
10	<b>Effective Date</b> <b>GCC CLAUSE 14 &amp; 15</b>	The contract shall be effective from the date of deployment of vehicle by the contractor and commencement date of contract as certified by HURL officer in charge / Controlling officer.
11	<b>Commencement of Services</b> <b>GCC CLAUSE 16</b>	The contractor shall mobilize Vehicles within 15 days from the date of written intimation given by HURL officer in charge after issue of work order.
12	<b>Insurance to be taken out by the Contractor</b> <b>GCC CLAUSE 25</b>	<p><b>The contractor is required to take insurance cover for all risks involved in the execution of the scope of work including the following coverage</b></p> <p>The risks and the coverage shall be as follows:</p> <ul style="list-style-type: none"> <li>(i) Necessary insurance(s) to cover accident risk for his employee's loss of life, material etc. to crew or the third party to be arranged by Contractor at his cost.</li> <li>(ii) Insurance of deployed vehicles as per clause 2.6 and other relevant clauses as mentioned in Section – V of tender document.</li> <li>(iii) All contractors' vehicles shall be at the sole risk of the contractor.</li> <li>(iv) The contractor will insure all his personnel employed for the execution of the work against any personal injury that may be sustained as a result of the execution of the work. The contractor will present satisfactory evidence to the owner/consultant that such insurance is in force.</li> <li>(v) The contractor shall be responsible for workman's compensation insurance / ESI scheme and all other statutory requirements in regard to the personnel in the contractor's employment.</li> </ul>

		Any other insurance required during the execution of work.
13	<b>Contractor's Actions Requiring Owner's Prior Approval GCC CLAUSE 26</b>	The contractor shall provide direct service to HURL and shall not offload the work to any Sub- Contractors under any circumstances.
14	<b>Contract Period</b>	The Contract Period shall be 24 months from the start date of work as certified by HURL Officer-In-Charge.
15	<b>Signing of Contract Agreement</b>	<p>The successful tenderer / bidder shall be required to execute a contract agreement on non-judicial stamp paper of Rs.500 in the prescribed proforma (enclosed as Annexure-11 to Section VI i.e., Forms and Procedures) with the Company within 30 (thirty) days of the issue of the work order of the same for carrying out the work according to the general and special conditions of contract specified in the Tender Document.</p> <p>Cost of non-judicial stamp paper shall be borne by successful bidder. The contract shall be presumed to be effective from the effective date contract. The Tender Document, Letter of Acceptance and other correspondence between the Company and the tenderers shall form part of the contract.</p> <p>Failure of the successful tenderer / bidder to execute the above-mentioned Contract Agreement shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.</p>
17	<b>Performance Security GCC Clause 34</b>	<ol style="list-style-type: none"> <li>1. EMD of successful bidder will be converted to Security Deposit after award of contract. Successful Bidders who are exempted from submission of EMD on account of MSME, shall have to deposit security deposit equivalent to EMD amount i.e. Rs. <b>2,00,000.00 (Rupees Two Lakhs Only)</b> before award of contract/Work Order.</li> <li>2. Within thirty (30) days of the receipt of Purchase Order/Service Order from the Owner, the contractor shall furnish the Contract Performance Guarantee (CPG), if applicable, for the due performance of the Contract for the amount equivalent to "ten percent (10%) of the Contract Price less security deposit amount as submitted against above point 1" i.e. in this case, it will be "10% of contract price – Rs. 2,00,000.00" with an initial validity up to ninety (90) days beyond the completion date for work plus defect liability period (if any), for due performance of the Contract(s)/Order(s) in any form acceptable to the Owner as mentioned below.</li> </ol> <p>Performance Security / Performance Bank Guarantee (PBG) may be submitted in any of the following forms:</p> <ul style="list-style-type: none"> <li>• electronically by RTGS in the account of HURL details of which are given in bidding document</li> </ul> <p>or</p>

		<ul style="list-style-type: none"> <li>in the form of Demand Draft in favour of Hindustan Urvarak &amp; Rasayan Limited, Payable at New Delhi.</li> <li>or</li> <li>in the form of an irrevocable bank guarantee in accordance with the form of included in the bidding documents (Annexure 9 of Section VI (Forms and Procedures)) from any Nationalized bank / Scheduled Bank recognised by Reserve Bank of India.</li> </ul> <p>Failure of the supplier to submit the above-mentioned Performance Security / Performance Bank Guarantee (PBG) shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security / Security deposit submitted before award of work.</p> <p>No interest shall be payable by the Owner to the Contractor against the Security Deposit furnished.</p> <p>Performance Security shall be returned after Certification of completion of work and Defect Liability period (if any) by EIC. However, the contractor will have to apply in writing, for refund of the same.</p> <p>3. HURL reserves the right to forfeit the security deposit/PBG if the Contractor fails or neglects to take up the job, abide by to fulfil the terms and conditions of the contract and/or to execute the work satisfactorily.</p>
18	<b>NOTICE OF DEFAULT</b>	<p>In the event of any default by either party hereto, in respect of any of its obligations and responsibilities under the Contract, the party not in default shall give notice in writing to the other party calling upon it to rectify such default. Should the party in default does not rectify such default within a period of thirty (30) days of the receipt thereof within the said period, the other party shall be entitled to treat it as a breach of Contract and notice to that effect shall be given forth with.</p>
		<p>If a tenderer resorts to any frivolous, malicious or baseless complaints/allegations with an intent to hamper or delay the tendering process or resorts to canvassing / rigging/influencing the tendering process, HURL reserves the right to debar such tenderer from participation in the future tenders up to a period of 2 years.</p>
		<p>Bidders must before submission of their Bids, acquaint themselves with all applicable regulatory and other legal requirements pertaining to insurance and health, safety and environment requirement in India and rules related to work permit and visa requirements in India or in any way or manner affecting the performance of Scope of Work, the Contractor and the Plant operation and performance including social security, safety, pollution control, permits, licenses, and the other statutory requirements and regulations. The submission of a Bid by the Bidder will be construed as evidence that such an examination was made and the Bidder shall not raise at any time later any claims/disputes against the Owner and the Owner shall not be liable for the same in any manner whatsoever.</p>



## SECTION – V : SCOPE OF WORK, TECHNICAL SPECIFICATIONS AND OTHER TERMS AND CONDITIONS

- 1.1 The scope of work under this contract shall cover **deployment of vehicles along with driver** as per specifications given hereunder on hire basis for use in HURL Sindri Project. The vehicle shall be Commercial Vehicle with Jharkhand State RTO registration and should run on Diesel as per Specifications, contract period and availability given hereunder on hire basis for use in HURL Sindri Project.

S.N.	Type of Vehicle	Estimated no of vehicles	Duty Hours	Estimated Quantity in Number of Days	Required Vehicle Make Year	Vehicle Availability
1	Innova Crysta Diesel AC Vehicle with Driver	1	24 hrs	Duration -02 Years Quantity =730 Days	Make year of each vehicle shall not be more than 24 months old as on date of commencement of this contract.	All days of the week Including Sunday and Holidays  or  As per instruction of HURL Officer In Charge / Controlling Officer
2	Scorpio Diesel AC Vehicle with Driver	3	24 hrs	Duration -02 Years Quantity = 730 Days X 3 = 2190 Days		
3	Scorpio Diesel AC Vehicle with Driver	3	12 hrs	Duration -02 Years Quantity = 730 Days X 3 = 2190 Days		
4	Scorpio Diesel AC Vehicle with Driver	1	24 hrs	Duration -04 Months Quantity – 121 Days		
5	Bolero Diesel AC Vehicle with Driver	1	24 hrs	Duration – 02 Years Quantity - 730 Days		
6	Bolero Diesel AC Vehicle with Driver	1	24hrs	Duration – 04 Months Quantity – 121 Days		

The scope of work also includes providing / deployment of any additional vehicles as per above mentioned model type of vehicles along with driver as and when required as per the contract rate.

**Quantity variation :** Quantities indicated in the schedule of rate are tentative only and all

the items may or may not be executed either partially or fully. However, the upper ceiling of total quantum of variation of work shall be limited to 10 % of the original contract value. Actual execution value of the contract may vary depending on the actual requirement and therefore there shall not be any compensation for non-execution of any item or multiple items either partially or fully. This clause shall supersede any other clause given anywhere in the tender documents

**1.2 Fuel charges shall be paid on monthly basis at a mileage of 10 KM per Litre for Innova Crysta AC Vehicle and 12 KM per Litre for Scorpio AC Vehicle and Bolero AC Vehicle** based on the actual run of vehicle in a particular month, duly certified by HURL officer in charge or Controlling officer. The above vehicle mileage has been considered for running of vehicle along with AC. All vehicles will run with AC or as instructed by HURL officer in charge or user. The contractor has to ensure that AC function of all the vehicles run smoothly and will do required cooling in vehicle. Cost of diesel will be reimbursed by HURL to the agency on actual basis in their monthly RA bill based on diesel rate applicable at the Indian Oil/BPCL/HPCL out let nearest to the HURL Sindri Project Office.

### **1.3 Estimated monthly running Kilometer for each vehicle – 3000 KM**

Note 1 – The above estimated quantity of monthly running (3000 Km/month/vehicle) for each vehicle is tentative only. Each hired vehicle may or may not run as per given monthly estimate. There shall not be any compensation or change of rates for non-running of vehicles as per estimated monthly running kilo meter.

Note 2- Before exceeding monthly running of 3000 Km of any deployed vehicle at HURL Sindri, the contractor is required to inform HURL Sindri Officer In Charge / Controlling Officer in advance and take their prior approval for continuing the vehicle running beyond 3000 KM in that particular month. There shall not be any change in rates or additional payment for monthly running of the vehicle beyond 3000 KM.

**1.4** Bidder shall make themselves familiar with the site conditions before quoting for the job. Intending bidders are to examine the complete scope of the tender document and also visit the site, if desired, before submission of their offer. Non-familiarity with the job content & site shall not form any basis for and extra claim, whatsoever in nature. Bidders are also to note that the information given in additional specification of contracts shall supersede the information given anywhere else in the tender document for similar clause.

## **2.0 SCOPE OF WORK & SUPPLY (CONTRACTOR)**

2.1 Contractor shall provide Ten (10) nos. AC vehicle along with driver (One no of Innova Crysta AC Vehicle for 24 Hours Duty for 02 Years, Three Nos. Scorpio AC vehicle for 24 Hours Duty for 02 Years, Three Nos. Scorpio AC vehicle for 12 Hours Duty for 02 Years, One No of Bolero AC vehicle for 24 Hours Duty for 02 Years, One no Scorpio AC vehicle for 24 Hours Duty for 04 Months and One no Bolero AC Vehicle for 24 Hours Duty for 04 Months ) in good condition (make year shall not be more than twenty (24) months old as on date of commencement of this contract) as per the description mentioned in tender along with driver at HURL Sindri Project.

- 2.2 Hiring of Vehicle for 24 Hours: One no of Innova Crysta AC vehicle for 02 Years, Three Nos. of Scorpio AC Vehicle for 02 years, One no of Bolero AC vehicle for 02 years, One no of Scorpio AC vehicle for 04 months and One no of Scorpio AC vehicle for 04 months. Reimbursement / payment for diesel will be made based on actual running of the vehicle and as per specified in Clause No.1.2 of Scope of work.
- 2.3 Hiring of Vehicle for 12 Hours: Three Nos. of Scorpio AC Vehicle for 02 years, One no of Scorpio AC vehicle for 04 months. Reimbursement / payment for diesel will be made based on actual running of the vehicle and as per specified Clause No.1.2 of Scope of work.
- 2.4 Hiring of additional vehicles as and when required by HURL at the same contract rate finalized through this tender. The contractor is required to deploy additional vehicles as and when required by HURL. Additional requirements of vehicle will be given from any of vehicle type as mentioned in BOQ/SOR and hiring charges of respective additional vehicles will be same as per the BOQ/SOR rate finalized through this tender. Requirement of additional vehicles for a given day or short duration period due to V.I.P. visits/ officials visits from other sites or due to other reasons shall be informed prior to the contractor by HURL officer in charge / controlling officer.
- 2.5 OVERTIME: In case, the vehicle is deployed beyond 12 hrs. on any particular day, overtime charges shall be admissible to the contractor for the services rendered beyond 12 hour on certification of the EIC. The overtime charges admissible shall be Rs. 100/- for every hour beyond normal 12 hours. However, no overtime charges will admissible on out station duty/ Night Halt.
- 2.6 Out Station Duty/Night Halt: Whenever, the vehicle is deployed on out station duty, an outstation charge/Night Halt charges @ Rs. 150.00 per night spent at outstation location shall be admissible. However, no outstation charges will admissible on Dhanbad stay.
- 2.7 The agency shall provide all vehicles with well behaved driver having knowledge of different routes in Sindri and Dhanbad as well as knowledge of minor repairs of the vehicle without any extra charges. Driver must have mobile phone. HURL Sindri shall not contribute any expenditure concerning drivers. The driver should be in proper uniform and should have valid driving license. The vehicle and driver should not be changed during the period of contract except with the prior permission of HURL Sindri Officer In Charge / Controlling Officer. In case the driver goes on leave/ found in any misconduct or misbehavior, alternate arrangement to be made by the agency in order to ensure continuity of the service.
- 2.8 PERSON DRIVING THE VEHICLE: The contractor must certify the personal details of the person driving the vehicle such as name, address, etc along with a photograph of the person. The photograph must be attested by the contractor. In case the contractor wishes to change the person, he/ she can do so with prior permission of officer In Charge / Controlling Officer and on all such cases, he / she have to certify the credentials of the new person for driving the vehicle deployed with HURL. Such person (s) deployed must have a valid driving license with required driving experience as mentioned in above clause. The person (s) deployed must be provided with a mobile phone by the contractor.

- 2.9 The driver of vehicle shall be got medically examined especially with respect to his eyesight/color blindness at any Govt hospital at no extra cost to HURL. Medical reports of driver shall be submitted to HURL for approval of HURL officer in charge before deployment of drivers to vehicles.
- 2.10 Contractor shall deploy only valid registered vehicle as per Govt. rules along with all required Comprehensive insurance, Pollution control certificate, fitness certificate, required permit, Fast tag etc. Also, drivers must have valid license for driving of running vehicles under this contract.
- 2.11 No amount is payable by the company for obtaining such vehicle Registration/Licenses/Insurance/Road Permit fee for Jharkhand etc. However, Road permit for other states made for travels by HURL will be reimbursed by HURL on production of documentary evidence of the same.
- 2.12 The contractor shall comply with the "The Motor Transport Worker's Act 1961" and other relevant statutes made from time to time. The contractor must ensure to meet all safety norms, latest environment and emission norms as per applicable Central Motor Vehicle Act and guidelines issued by Statutory Authorities from time to time are completed at his cost. The total responsibility in this regard will be on the part of the contractor only.
- 2.13 Accident : If any accident occurs then repairing of vehicle and medical treatment of driver shall be under Contractor's scope and no extra claim will be compensated on account of this.
- If the vehicle deployed by the contractor to HURL meet with accident, while being utilized by the company, no claim on account of damages to the vehicle or of the persons travelling in such vehicle including the employees of the contractor (including Driver/ Cleaner of the vehicle) shall be maintainable on HURL.
  - The contractor shall cover this risk adequately by obtaining Comprehensive Insurance Policies at his / her own cost and HURL shall not bear any expenses on this account.
  - If the vehicle deployed by the contractor to HURL met with an accident due to reasons attributable to the contractor or his employees and cause damage to the persons / property of HURL, the contractor shall be liable to make good such losses in the manner as prescribed by HURL.
- 2.14 NON- DEPLOYMENT: In case, the contractor fails to deploy the vehicle or deployed vehicle is withdrawn by the contractor for any reason on any particular day, a penal recovery @ twice the daily rate of hiring of vehicle shall be recovered from the contractor RA bill.
- 2.15 All Toll charges, parking, entry fees to other states and any other statutory levies imposed on the vehicle while on HURL duty, shall be initially paid by the contractor and shall be reimbursed to the contractor by HURL on production of the original receipts, along with the bill of the month. The Contractor shall at all time provide sufficient cash to the person driving the vehicle for all such expenses.
- 2.16 In case of any breakdown of deployed vehicle, the contractor shall have to arrange an alternative vehicle within two (02) hours of intimation / breakdown of deployed vehicle. If the contractor fails to deploy alternate vehicle within two (02) hours of intimation / breakdown of deployed vehicle then a penalty will be imposed

- on contractor @ Rs. Five hundred per hour (Rs. 500/ hr) (beyond 2 hrs. time limit) and the same shall be deducted from RA bill of contractor.
- 2.17 If the driver of the vehicle is found to be in drunken condition while on duty, the vehicle will be removed from duty immediately and marked absent till such time another suitable driver is deployed. Necessary recoveries for the period of absence shall also be made as described at clause 2.13 and 2.15.
- 2.18 DEDUCTION FOR OTHER REASONS: Any of the lapses of the contractor or his employees at any stage during the contract and HURL be made liable to incur such expenditure on this account, then HURL shall deduct such amounts together with overhead charges calculated at 20% from any payment bill of the contractor including recovery from the security deposit.
- 2.19 The maintenance of the vehicle including change of lube oil, gear oil, break oil etc. shall be the responsibility of contractor and HURL will not reimburse any charges towards the same. No expenses shall be borne by HURL in any circumstances like normal maintenance breakdown, accident etc. All minor repairs will be carried out at site by the party. The vehicle shall not be allowed to ply with defects like self-starting problem, non-working of speedometer, head light horn, missing stepny etc. which should be immediately attended.
- 2.20 The service provider has to necessarily depute only vehicles registered in its name or leased by / hypothecated by them.
- 2.21 No subletting of this contract shall be allowed. The contractor shall not sub-let any portion of the contract without the prior written approval of the accepting authority.
- 2.22 Before sending any vehicle on HURL's assignment, the contractor has to ensure that the vehicle is in good condition, well equipped with spare wheel in good condition, adequate tools in serviceable condition etc to meet any eventual breakdown en-route requiring minor repairs developed during journey. The vehicle should be filled with fuel, before reporting for duty, at no time the driver will be asking for finance for any reason what so ever.
- 2.23 The vehicle shall carry fire extinguisher, first-aid box, tool box any other tool or accessories required in case of emergency and stepony in good condition. Safety reflectors are required to be put in the vehicles.
- 2.24 All the deployed vehicles shall have Fast tag and its timely recharge will be responsibility of Contractor. HURL will reimburse monthly expenditure made by contractor to pay toll charges via fast tag on submission of valid proof and authentication of HURL officer in charge. Any penalty due to non valid or low balance fast tag or any other reason will not be reimbursed by HURL.
- 2.25 The contractor must maintain the vehicles in good running condition. The Vehicle should be provided with good quality seat covers, towel and shall have decent upholstery. The vehicle must be maintained neat and clean.
- 2.26 The contractor shall keep the vehicle in perfect running condition to the satisfaction of HURL officer in charge and shall it repaired and maintained regularly at his own cost. The contractor should submit the maintenance schedule recommended by the vehicle manufacturer in advance and regular maintenance should be carried out at manufacturer's authorized service centre as per schedule recommended by the vehicle manufacturer. For such maintenance of vehicle, the contractor can take one day off for that vehicle and will depute an acceptable alternate vehicle by HURL officer in charge. The documentary proof of maintenance and copy of fitness certificate of the vehicle shall be submitted by the contractor to HURL officer in charge regularly.
- 2.27 All the vehicles shall be available for complete calendar month during normal working hours. Normal working hours for the vehicles with 24 hours duty shall be generally from 8.00 AM to 8.00 AM (24 Hours duty) on all days and for the vehicle

- with 12 hours duty shall be from 8.00 AM to 8.00 PM. This is subject to change by Controlling Officer / Officer-in-Charge, if necessary, without any consultation with the contractor. Time for lunch/tea, dinner shall be given to drivers as per the convenience of controlling officers. HURL shall not pay any charges for lunch, tea, dinner etc i.e. the driver should make own arrangements for the same. In case accident/ force majeure condition, the fixed charges for the period during which vehicles not provided, shall not be payable. In case of accident, the contractor has to submit the FIR copy with photograph as evidence of accident. However, in case of accident, the party must provide another vehicle as per the contract rate, terms and conditions within one week, otherwise the vehicle may be hired from other party at the risk and cost of the party for the non-deployment period.
- 2.28 Contractor shall get the speedometer periodically checked from the Officer-in-Charge. In case the speedometer is found defective, the bills will be adjusted accordingly for such defect, for the period between immediate last and present checking in which the defect was noticed.
- 2.29 The contractor should ensure that the drivers of the Vehicles deployed for HURL duty have sufficient money to meet the requirement of toll tax, parking fees, entry fees and other taxes, cost of fuel and minor repairs like puncture repair, changing fuses, bulbs etc. Drivers must be instructed NOT to ask for any money from the users under any circumstances.
- 2.30 Area of Operation: Normally in and around project area of HURL Sindri i.e. Sindri, Dhanbad, Ranchi etc. However, the vehicle may be sent to any other nearby places or may also be required to deployment of vehicle out of Project site at the discretion of HURL officer-in-charge or controlling officer. Occasionally travels beyond these places may also be required in anywhere in India.
- 2.31 The contractor should provide AC vehicles only. AC function of all the vehicles shall be always in good condition and shall do required colling in the vehicle. The contractor has to ensure regular maintenance of same at their own cost.
- 2.32 In case all these Vehicles are owned by the Contractor necessary ownership documents are to be submitted to the EIC/OIC on placement of work order before starting of the Job. If registration of the vehicle is not in the name of contractor then the contractor shall produce rent/hiring agreement paper with the respective vehicle owner clearly mentioning authorization of uses of such vehicle on rent/hiring basis by the contractor. In such case of tie up, an agreement between contractor and vendor should be on non-judicial stamp paper of Rs. 100/- valid for at least 12 months w.e.f the date of issue of LOA shall be produced by the contractor to the EIC/OIC before starting of the job..
- 2.33 The Contractor shall have to provide commercial vehicle only.
- 2.34 Before deployment of vehicles to HURL, the contractor shall submit all the documents of vehicle and driver like vehicle registration paper, insurance, pollution certificate, driving license and other documents as described in tender document for verification from HURL officer in charge. After getting clearance on documents part, the contractor has to bring vehicle at HURL Sindri project office for inspection by HURL officer in charge. HURL will inspect the vehicle in all respect and provide clearance on deployment of vehicles to HURL Sindri office.
- 2.35 Deployed vehicles shall be used for movement of HURL officials along with their accompanied persons or at the places like nearby police station, offices of concern administration officials for security and administrative work of HURL as per instruction of HURL officer in charge. The vehicles can be used sometimes for carrying light weight materials / items which can come to the vehicle easily and within its weight carrying capacity of vehicle.

- 2.36 The successful bidder will be responsible for compliance of all statutory provisions relating to Minimum Wages, Provident Fund, and Employees State Insurance and any other mandatory provisions of law in respect of the persons deployed by Contractor for this work.
- 2.37 The successful bidder shall maintain all statutory registers under the applicable Law. The bidder shall produce the same, on demand, to the EIC of HURL nominated for this work.

#### **4.0 LOG BOOK**

- 4.1. The contractor shall be required to maintain records of journey by maintaining a logbook. All the records therein shall be properly maintained and got signed from the concerned officers. Generally, there should be no cutting/overwriting in the logbook, however in case of mistakes, the same shall be counter signed by the user concerned.
- 4.2. The logbook is a vital document and it should be maintained and kept in safe custody. At the end of every month logbook shall be returned to the Officer-in-Charge and shall remain the property of HURL Sindri.
- 4.3. The contractor shall be required to maintain all such records, registers etc. as desired by the HURL management from time to time, which shall be shown to Officer-in-Charge/Controlling officer or his authorized representative on demand.
- 4.4. The contractor shall fill up the opening meter of the vehicle on duty slip both in words and figures duly signed by the Contractor's authorized representative. The driver shall inform and show the meter reading when user boards the vehicle and also the final meter reading when the passenger leaves the vehicle and get it signed by the user at the time of release of vehicle.
- 4.5. It should be ensured that there is no overwriting in the duty slips. Any overwriting / cutting must be counter signed by the user concerned. In no case duty slip without signature will be accepted for payment unless specifically intimated in advance.
- 4.6. Tampering of meter reading, vehicle usage timings, overwriting of log sheet and misbehavior of driver shall be viewed seriously, leading to even cancellation of contract.
- 4.7. HURL Sindri reserves the right to get the meter calibrated or checked at any time at its sole discretion and in the event of any error/ fault in the meter being noticed, the bill for the journey undertaken (including those undertaken earlier) would be adjusted, besides any other penal action which may even lead to termination of Contract.

## SECTION – VI : SCHEDULE OF RATES (SOR) AND BOQ

As mentioned in clause 1.1 in Section -V of tender document, requirement of vehicles at HURL Sindri project are listed below as per type of vehicle and Duty hours.

S.N.	Type of Vehicle	Duty Hours	Cumulative Quantity	Remarks
1	Innova Crysta Diesel AC Vehicle with Driver	24 hrs	730 Days	Quantity is Calculated based on requirement as mentioned in S.N. 1 of clause 1.1 in Section -V of tender document
2	Scorpio Diesel AC Vehicle with Driver	24 hrs	2311 Days	Quantity is Calculated based on requirement as mentioned S.N. 2 and 4 of clause 1.1 in Section -V of tender document
3	Scorpio Diesel AC Vehicle with Driver	12 hrs	2190 Days	Quantity is Calculated based on requirement as mentioned in S.N. 3 of clause 1.1 in Section -V of tender document
4	Bolero Diesel AC Vehicle with Driver	24 hrs	851 Days	Quantity is Calculated based on requirement as mentioned in S.N. 5 and 6 of clause 1.1 in Section -V of tender document

- ❖ Bidders are required to quote vehicle hiring rate in Rs./Day for each type of vehicle with given duty hour in the price bid. The aggregate of quoted amount for all items of BOQ will be worked out as total derived price, shall be considered for evaluation and award.
- ❖ Bidder shall quote for all the items of "SOR" after careful analysis of cost involved for the performance of the complete items considering all parts of the Bidding Document. In case any activity though specifically not covered in description of item under "SOR" but is required to complete the works as per Specifications, Scope of Work/ Service, Standards, General Conditions of Contract ("GCC"), Special Conditions of Contract ("SCC") or any other part of Bidding Document, the prices quoted shall deemed to be inclusive of cost incurred for such activity.



### Format of Price Bid (BOQ)/ Financial Bid

Validate	Print	Help	<b>Item Wise BoQ</b>				
Tender Inviting Authority: <b>BUH, HURL Sindri Project</b>							
Name of Work: <b>Hiring Of Vehicle at HURL, Sindri Project</b>							
Contract No: <b>&lt; Enter the Contract No &gt;</b>							
Name of the Bidder/ Bidding Firm /							
<b>PRICE SCHEDULE</b> <b>(DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY)</b> <b>(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columnar, also the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Value only)</b>							
NUMBER #	TEXT #	NUMBER	TEXT #	NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Unit	Estimated Rate in Rs. P	BASIC RATE In Figures To be entered by the Bidder in Rs./day	TOTAL AMOUNT Without Tax cal (13) - (4) x (7)	TOTAL AMOUNT in Words
1	2	4	5	6	7	13	15
1	<b>Hiring Of Vehicle at HURL, Sindri Project</b>						
1.01	Hiring charge for Innova Creta AC for 24 Hours UOM - 01 day means rate of hiring of 01 vehicle for 24 hrs/day	730.00	Days	2500.00		0.00	INR Zero Only
1.02	Hiring charge for Scorpio AC for 24 Hours UOM - 01 day means rate of hiring of 01 vehicle for 24 hrs/day	2311.00	Days	1500.00		0.00	INR Zero Only
1.03	Hiring charge for Scorpio AC for 12 Hours UOM - 01 day means rate of hiring of 01 vehicle for 12 hrs/day	2190.00	Days	1100.00		0.00	INR Zero Only
1.04	Hiring charge for Baleno AC for 24 Hours UOM - 01 day means rate of hiring of 01 vehicle for 24 hrs/day	851.00	Days	1400.00		0.00	INR Zero Only
<b>Total in Figures</b>						<b>0.00</b>	INR Zero Only
<b>Quoted Rate in Words</b>				<b>INR Zero Only</b>			
<div style="display: flex; justify-content: space-between; align-items: center;"> <span>&lt; &gt;</span> <span style="border: 1px solid green; padding: 2px 5px; color: green;"><b>BoQ1</b></span> <span>+</span> </div>							

**Note :**

- 1) The bidders are required to quote vehicle hiring rate for each item of BOQ in Rs./Day for with given duty hour in the price bid. Quoted rate shall be inclusive all the taxes, duties/ levies etc. except GST for all items of SOR. GST charges shall be paid extra at actual by the owner as applicable.
- 2) The subject work is indivisible / non-splitable and complete work shall be awarded to successful overall lowest bidder. The financial comparison for selection of Lowest (L-1) Bidder / Contractor shall be done based on the total derived price of all the items mentioned in BOQ/SOR after arithmetical correction of errors (if any). The aggregate of quoted amount for all items of BOQ will be worked out as total derived price, shall be considered for evaluation and award.

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11	Format of Performance Bank Guarantee
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**Annexure-1**

**TECHNO-COMMERCIAL PROPOSAL BID FORM  
(To be Submitted on the Letter Head of Bidder)**

**Bidder's Techno-Commercial Proposal Ref. No.:**

Bidder's Name & Address :

Date:

Person to be contacted :

Designation :

Tel. No(s) :

Mobile No. :

Fax No(s) :

E-mail address:

To

BUH, HURL SINDRI PROJECT / MANAGER (C&M),  
Hindustan Urvarak & Rasayan Limited, Sindri Project,  
Old FCIL Office Complex,  
Sindri, Dhanbad , PIN - 828122

Dear Sirs,

- 1.0 Having examined the Bidding Documents reference No. HURL/Sindri/C&M/21-22/1983 Dated 30-03-2022, including its subsequent amendments and clarifications, if any, issued by Owner, the receipt of which is hereby acknowledged, we the undersigned, offer to complete the work under the above-named Package in full conformity with the said Bidding Documents and hereby furnish our Techno-Commercial Proposal.
- 2.0 We have understood the instructions and the terms & conditions mentioned in the Bidding Documents furnished by you and have thoroughly examined the specifications laid down by you in the Bidding Documents and are fully aware of the nature of consultancy services required.

**Attachments to the Bid form (Techno-Commercial Bid):**

In line with the requirement of the Bidding Documents we enclose herewith the following Attachments to the Bid Form (Techno-commercial) Bid:

- r) Power of Attorney as per requirement mentioned in NIT.
- s) Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate for exemption.
- t) Similar work experience Documents as required in accordance with Clause 5.1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document .
- u) Copy of Valid commercial vehicle RC, Insurance & vehicle fitness certificate as required in accordance with Clause 5.2 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document
- v) Audited Annual Statements (Balance Sheet and Profit & Loss account statements) in accordance with Clause 5.3 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document.

- w) Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card, EPF Registration and other documents in accordance with Clause 5.4 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document
- x) Signed, Stamped and Scanned copy of last three financial year ITR
- y) Signed, Stamped and Completely filled with required details in Annexure-1 and Annexure-2 in Forms and Procedures i.e., Section VII.
- z) Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VII)
- aa) Signed, Stamped and Scanned copy of Declaration on company letter head as specified in Annexure-4 in Forms and Procedures i.e., Section VII.
- bb) Signed, Stamped and Scanned copy of Tender Acceptance Letter as as specified in Annexure-5 in Forms and Procedures i.e., Section VII.
- cc) Signed, Stamped and Scanned copy of No deviation Certificate as specified in Annexure-6 in Forms and Procedures i.e., Section VII.
- dd) Signed, Stamped and Scanned copy of Certificate from CEO/MD/ Legally Authorized Signatory, in the format as enclosed as Annexure-7 to Forms and Procedures i.e., Section VII to Bidding Document shall be furnished certifying that the data and documents furnished by them in respect of Techno-Commercial Evaluation are true and correct including the contents thereof. However, if at any point of time the declarations given in bid are found to be incorrect, HURL shall have the full right to terminate the contract and take any action as per provisions of contract including forfeiture of EMD/Security Deposit.
- ee) Acceptance to Fraud Prevention Policy of HURL, for which the bidder has to submit Signed, Stamped and Scanned copy of Form of Acceptance of Fraud Prevention Policy of HURL. (Enclosed as Annexure-8 to Forms and Procedures i.e., Section VII).
- ff) Certificate related to Restrictions on procurement from a Bidder of a country which shares a land border with India” i.e. (Enclosed as Annexure-9 to Forms and Procedures i.e., Section VII).
- gg) Documents in compliance to Scope of Work and Technical Specifications Any other document asked for in the Bidding Documents.
- hh) Any Other Document asked for in the Bidding Document

### 3.0 COMPLIANCE TO THE PROVISIONS OF THE BIDDING DOCUMENTS

- 3.1 We have read all the provisions of the Bidding Documents and confirm that notwithstanding anything stated elsewhere in our bid to the contrary, the provisions of the Bidding Documents, are acceptable to us and we further confirm that we have not taken any deviation to the provisions of the Bidding Documents anywhere in our bid.

We have furnished our compliance to the provisions of the Bidding Documents and its subsequent Amendment(s)/Clarification(s)/Addenda/Errata by furnishing “NO DEVIATION CERTIFICATE”.

We hereby confirm that any deviation, variation or additional condition etc. or any mention,

contrary to the provisions of Bidding Documents and its subsequent Amendment(s)/Clarification(s)/ Addenda/Errata (if any) found anywhere in our bid proposal, implicit or explicit shall stand unconditionally withdrawn, without any cost implication whatsoever to the Owner, failing which our bid security shall be forfeited.

- 3.2 We further declare that additional conditions, variations, deviations, if any, found in the bid, shall not be given effect to.
- 4.0 We undertake, if our bid is accepted, to commence the work immediately upon your Notification of Award to us.
- 5.0 We agree to abide by this bid for a period 120 days from the date of opening of Techno-Commercial bids as stipulated in the Bidding Documents and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.
- 3.0 Until a formal Contract Agreement is prepared and executed between us, the bids, together with your written acceptance thereof in the form of your Notification of Award shall constitute a binding contract between us.
- 4.0 We understand that you are not bound to accept our bid or any other bid you may receive.
- 5.0 We, hereby, declare that only the persons or firms interested in this proposal as principals are named here and that no other persons or firms other than those mentioned herein have any interest in this proposal or in the Contract to be entered into, if the award is made on us, that this proposal is made without any connection with any other person, firm or party likewise submitting a proposal, is in all respects for and in good faith, without collusion or fraud.
- 6.0 We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
- 7.0 We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature)

Date  
Place

Name & Designation.....  
Name of the Company.....

(Seal of Company) .....

**Annexure-2****Summary Details to be filled against Pre-Qualification Criteria (PQC)**

TO, HURL Sindri Project, Dhanbad, Jharkhand.						Date:	
Tender No:		HURL/Sindri/C&M/21-22/1983 Dated 30/03/2022					
Work of the subject tender		<b>Hiring of vehicles at HURL Sindri project</b>					
Bidder's Name							
In order to meet the Qualifying Requirement of above tender No., we submit as under:							
<b>Summary of Details &amp; Documents in Support of PQC</b>							
<b>PQC 5.2 : Details of Commercial Vehicle Ownership in the name of Proprietor/Firm</b>							
S.N.	Type of Vehicle	Vehicle Name with Regn no				Quantity	
1							
2							
3							
4							
<b>PQC 5.3</b>	Details of Annual Turn Over for the preceding three years.	Financial Year				Turnover (Rs.)	
		Average Annual Turnover for the preceding three (3) financial years					
<b>PQC 5.4</b>	<b>GST/PAN/EPF Details</b>	GSTIN Number					
PAN Number							
EPF Number							
	<b>Type of Firm</b>	(Proprietorship/ partnership/ limited companies)					
S.N	Description of Work (PQC 5.1)	Work Order No. & Date	Work Order Value (Rs.)	Completion Certi. No.	Completion Certi. Date	Actual Date of Completion	Actual Executed Value (Rs.)

**Note: Bidder must submit all requisite documents mentioned above in support of their meeting the PQC requirement.**

**Yours Faithfully,**

(Signature of the Bidder with Official Seal)

**Annexure-3****Format For Electronics Payment**

Bidders are required to submit the following details on the company's letter head for online transfer of amount to their account:

1.	Contractor Name / Company Name	
	Address:	
	Phone No.	
	E-mail ID	
2. a	Name of the Bank	
b.	Address of the Branch	
c.	Telephone No.	
d.	9 Digit Code number of the Bank and Branch appearing on the MICR Cheque issued by the Bank	
e.	11 Digit NEFT/IFSC Code of the Bank Branch	
f.	Account Type (SB/CC/CA)	
g.	Bank Account No. (as appearing on the Cheque)	
h.	Permanent Account Number (PAN) Under Income Tax Act.	
I	GST Registration Number	
j.	Name of Authorized Signatory	
k.	Contact Person Name	

We hereby declare that the particulars given above are correct and complete

Name

Designation

Date

Authorized signatory of the bidder

**Annexure-4**

**TO BE SUBMITTED ON COMPANY LETTER HEAD**

**DECLARATION**

I, \_\_\_\_\_, being proprietor / partner / Director /authorized representative of M/s \_\_\_\_\_, do hereby solemnly affirm and state as under:

1. I, am submitting the tender for the work of “**Hiring of vehicles at HURL Sindri project**” against Tender Notice Number HURL/Sindri/C&M/21-22/1983 Dated 30.03.2022 against Tender Notice Number \_\_\_\_\_ dated \_\_\_\_\_.
1. That I/ we/ our partners/ directors do not have any relative working in Hindustan Urvarak & Rasayan Limited.
2. That I/we hereby declare that M/s \_\_\_\_\_ is neither put on Holiday nor Black-listed by any Government/ PSU/ Private firm or Financial Institution.
3. That all information furnished by me/ us in respect of fulfilment of eligibility criteria and information given in this tender is complete, correct and true.
4. That all documents / credentials submitting along with this tender are genuine, authentic, true and valid.
5. That the price bid is unconditional.
6. That I/ we shall comply with all the statutory provisions as laid down under various Labour Laws/ Acts/ Rules like minimum wages, Provident Fund, ESI, Bonus, Gratuity, Contract Labour Act and other Labour Laws/ Acts/ Rules in force from time to time at my/ our own cost.
7. I/We indemnify hereby HURL against all repercussions arising out of non- compliance of the foregoing in any case.
8. That if any information or document submitted is found to be false/ incorrect, the Department may cancel my/ our tender and action as deemed fit may be taken against me/ us including termination of the contract, forfeiture of all dues including earnest money and blacklisting of me/ our firm and all partners of the firm etc.

(Signature)

Date: \_\_\_\_\_ Name & Designation.....

Place: \_\_\_\_\_ Name of the Company.....

(Seal of Company) .....

**Annexure-5**

**TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)



Date:

To,  
Hindustan Urvarak & Rasayan Limited, Sindri Project,  
Old FCIL Office Complex,  
Sindri, Dhanbad , PIN - 828122

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No:

Name of Tender / Work: -

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned Tender/Work' from the web site(s) namely: \_\_\_\_\_ as per your advertisement, given in the above-mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents to (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract , without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

**Annexure-6**

**DECLARATION FOR "NO DEVIATION"**

**(To be submitted on the Letter Head of the Bidder duly signed by Authorised Signatory)**

Bidder's Name & Address :	To, Hindustan Urvarak & Rasayan Limited, Sindri Project, Old FCIL Office Complex, Sindri, Dhanbad , Jharkhand, PIN - 828122
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1. With reference to our Bid Proposal No. .... dated ..... for the work of "Hiring of vehicles at HURL Sindri project " against Tender Notice Number HURL/Sindri/ C&M/21-22/1983 Dated 30.03.2022. , we hereby confirm that we comply with all terms, conditions and specifications of the Bidding Documents read in conjunction with Amendments(s) / Clarification(s) / Addenda / Errata (if any) issued by the Owner prior to opening of Techno – Commercial Bids and the same has been taken into consideration while making our Techno – Commercial Bid & Financial Bid and we declare that we have not taken any deviation / exceptions in this regard.
2. We further confirm that any deviation variation or additional conditions etc. or any mention, contrary to the Bidding Documents and its Amendments(s) / Clarification(s) / Addenda / Errata (if any) as mentioned at 1.0 above found anywhere in our Techno – Commercial Bid and / or Financial Bid, implicit or explicit, shall stand unconditionally withdrawn, without any cost implication whatsoever to the Owner, failing which the Bid Security shall be forfeited.

Yours faithfully,  
(Signature)

Date: Name & Designation.....

Place: Name of the Company.....

(Seal of Company) .....

**Annexure-7**

**PROFORMA OF CERTIFICATE**

**(TO BE SUBMITTED BY CEO/MD/ LEGALLY AUTHORISED SIGNATORY OF THE BIDDING COMPANY ON COMPANY'S LETTER HEAD IN ORIGINAL)**

Ref. :

Date:

To

BUH, HURL Sindri Project / Manager (C&M),  
Hindustan Urvarak & Rasayan Limited,  
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)  
Sindri Project, Old FCIL Office Complex, PO- Sindri  
Dhanbad, Jharkhand PIN – 828122

Sub:  
Bidding Doc. No.

Dear Sir,  
I, Mr. .... (CEO of the company / MD of the company), hereby certify that the data and documents furnished by M/s..... in respect of Techno-Commercial Evaluation are true and correct including the contents thereof.  
I further, confirm that if at any point of time the declarations given in bid are found to be incorrect, HURL shall have the full right to terminate the contract and take any action as per provisions of contract including forfeiture of EMD/Security Deposit.

Yours faithfully,

(Signature)

Date  
Place

Name & Designation.....  
Name of the Company.....  
(Seal of Company) .....

**(FORM OF ACCEPTANCE OF FRAUD PREVENTION POLICY OF HURL)**

**(To be submitted on the Letter Head of the Bidder duly signed by Authorised Signatory)**

Ref. :

Date:

To  
BUH, HURL Sindri Project / Manager (C&M),  
Hindustan Urvarak & Rasayan Limited,  
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)  
Sindri Project, Old FCIL Office Complex, PO- Sindri  
Dhanbad, Jharkhand PIN – 828122

Sub: **FORM OF ACCEPTANCE OF FRAUD PREVENTION POLICY OF HURL**

Bidding Doc. No.

We have read the contents of the Fraud Prevention Policy of HURL displayed on its website <http://www.hurl.net.in> and undertake that we shall strictly abide by the provisions of the said Fraud Prevention Policy of HURL.

-----

Date: (Signature of Authorized Signatory) .....

Place : (Printed Name) .....

(Designation).....

(Company Seal) .....

**Model Certificate For Tenders For Works involving possibility of sub-contracting**  
**(TO BE SUBMITTED BY AUTHORISED SIGNATORY OF THE BIDDING COMPANY ON BIDDERS LETTER**  
**HEAD IN ORIGINAL)**

**Bid Ref No. : .....**

Bidder's Name and Address:

To,  
BUH, HURL Sindri Project / Manager (C&M),  
Hindustan Urvarak & Rasayan Limited,  
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)  
Sindri Project, Old FCIL Office Complex, PO- Sindri  
Dhanbad, Jharkhand PIN – 828122

**Dear Sir,**

We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries as per the guidelines dated 23.07.2020 & 24.07.2020 issued by Department of Expenditure (DOE), Ministry of Finance; We hereby certify that we/our collaborator/ JV partner/ Consortium member/ Assignee is not from such a country and are eligible to be considered. We further certify that we will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. We hereby certify that we fulfill all the requirements in this regard.

Yours faithfully,

(Signature)

Date

Name & Designation.....

Place

Name of the Company.....

(Seal of Company) .....

Note: - Bidders not furnishing this aforesaid declaration shall be considered to be from such Countries.

**Bid Security Form****Bank Guarantee**

(To be stamped in accordance with Stamp Act,  
if any, of the Country of the issuing Bank)

Bank Guarantee No...

Date...

To:

BUH, HURL Sindri Project / Manager (C&M),  
Hindustan Urvarak & Rasayan Limited,  
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)  
Sindri Project, Old FCIL Office Complex, PO- Sindri  
Dhanbad, Jharkhand PIN – 828122

Dear Sirs,

In accordance with Invitation for Bids under your Bid Document No....., M/s .....  
having its Registered / Head Office at.....(hereinafter called the 'Bidder' ) wish to  
participate in the said bid for [Name of Package] ...

As an irrevocable bank guarantee against Bid Security for an amount of ... ..  
(\*) . valid for..... days from ..(\*\*).... required to be submitted by the Bidder as a  
condition precedent for participation in the said bid which amount is liable to be forfeited on  
the happening of any contingencies mentioned in the Bidding Documents.

We, the ... [Name & address of the Bank] ...having our Head Office at ... (#) ... gurantee  
and undertake to pay immediately on demand by..... .[Name of the Owner]  
(hereinafter called the Owner)... . the amount of ..(\*) .....without any  
reservation, protest, demand and recourse. Any such demand made by the 'Owner' shall be  
conclusive and binding on us irrespective of any dispute or difference raised by the Bidder.

This Guarantee shall be irrevocable and shall remain valid upto ... .(@).....  
If any further extension of this guarantee is required, the same shall be extended to such  
required period (not exceeding one year) on receiving instructions from M/s  
[Bidder's Name] ... .. on whose behalf this guarantee is issued.

Notwithstanding anything contained herein:

1. Our liability under this bank guarantee shall not exceed [Bid security amount]
2. This bank guarantee shall be valid up to [expiry date]
3. We are liable to pay the guaranteed amount or any part under this bank guarantee only and only if you serve upon us a written claim or demand on or before [claim expiry date of guarantee]”.

In witness where of the Bank, through its authorised officer, has set its hand and stamp on this.....day of.....at.....

(Signature)  
(Name)  
(Designation with Bank Stamp)

Authorized Vide Power of Attorney No...

Date...

NOTE:

1. (\*) The amount shall be as specified in the Insturction to Bidders.  
(\*\*) This shall be the date of opening of Techno-commercial bids.  
(#) Complete mailing address of the Head Office of the Bank to be given.  
(@) This date shall be forty-five (45) days after the last date of bid validity.
2. The Bank Guarantee shall be from a Bank as per relevant provisions of ITC clause of the Bidding Documents.
3. The Stamp Paper of appropriate value shall be purchased in the name of Bidder/Bank issuing the Guarantee.
4. While getting the Bank Guarantee issued, Bidders are required to ensure compliance to the points mentioned in relevant Form of Bank Guarantee Verification Check List enclosed in Section-VII of bidding document. Further, Bidders are required to fill up this Form and enclose the same with the Bank Guarantee.
5. HURL Bank details required for the purpose of issuance of Bank Guarantee are

Bank: SBI

Account Name: Hindustan Urvarak & Rasayan Limited

Account no: 00000038387231141.

IFSC code: SBIN0004803.

**ANNEXURE - 11**

**Performance Security Form**

(To be stamped in accordance with Stamp Act if any, of the Country of the Issuing Bank)

Bank Guarantee No.....

Date.....

To,

BUH, HURL Sindri Project / Manager (C&M),  
Hindustan Urvarak & Rasayan Limited,  
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)  
Sindri Project, Old FCIL Office Complex, PO- Sindri  
Dhanbad, Jharkhand PIN – 828122

Dear Sirs,

In consideration of the .....[*Owner's Name*]..... (hereinafter referred to as the 'Owner' which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators and assigns) having awarded to M/s .....[*Bidder's Name*]..... with its Registered /Head Office at ..... (hereinafter referred to as the 'Bidder', which expression shall unless repugnant to the context or meaning thereof, include its successors administrators, executors and assigns), a Contract by issue of Owner's Notification of Award No. .... dated..... and the same having been unequivocally accepted by the Bidder, resulting into a Contract bearing No..... dated ..... valued at ..... for ..... and the Bidder having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract equivalent to .....(\*).....% ( ..... percent) of the said value of the Contract to the Owner.

We .....[*Name & Address of the Bank*].....having its Head Office at.....(hereinafter referred to as the 'Bank', which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) do hereby guarantee and undertake to pay the Owner, on demand any and all monies payable by the Bidder to the extent of .....(\*)..... as aforesaid at any time upto .....(@)..... [*days/month/year*] without any demur, reservation, contest, recourse or protest and/or without any reference to the Bidder. Any such demand made by the Owner on the Bank shall be conclusive and binding notwithstanding any difference between the Owner and the Bidder or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the Owner and further agrees that the guarantee herein contained shall be enforceable till ninety (90) days after expiry of its validity.

The Owner shall have the fullest liberty, without affecting in any way the liability of the Bank under this guarantee, from time to time to extend the time for performance of the Contract by the Bidder. The Owner shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Bidder, and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Owner and the Bidder or any other course or remedy or security available to the Owner. The Bank shall not be released of its obligations under these presents by any exercise by the Owner of its liberty with reference to the matters aforesaid or any of them or by reason of any other act or forbearance or other acts of omission or commission on the part of the Owner or any other indulgence shown by the Owner or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving the Bank.



The Bank also agrees that the Owner at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Bidder and notwithstanding any security or other guarantee that the Owner may have in relation to the Bidder's liabilities.

Notwithstanding anything contained hereinabove our liability under this guarantee is restricted to .....(\*)..... and it shall remain in force upto and including .....(@)..... and shall be extended from time to time for such period (not exceeding one year), as may be desired by M/s .....[Bidder's Name]..... on whose behalf this guarantee has been given.

Dated this .....day of.....20..... at.....

**WITNESS :**

..... (Signature).....  
(Signature)

..... (Name).....  
(Name)

.....  
(Official Address) (Designation with Bank Stamp)

.....  
Attorney as per Power  
of Attorney No.....  
Dated.....

**Notes :** 1. (\*) This sum shall be ten percent (10%) of the Contract Price.

(@) This date will be ninety (90) days beyond the completion date for for work plus defect liability period (if any)

2.The stamp papers of appropriate value shall be purchased in the name of guarantee issuing Bank.

3.While getting the Bank Guarantee issued, the Bidder is required to ensure compliance to the points mentioned in relevant Form of Bank Guarantee Verification Check List. Further, the Bidder is required to fill up this Form and enclose the same with the Bank Guarantee.

4.The Bank Guarantee shall be from any Scheduled / Commercial Bank recognised by Reserve Bank of India.

**BANK GUARANTEE VERIFICATION CHECKLIST**

1. Bank Guarantee No.
2. Issuing Bank
3. Amount of BG
4. Nature of BG & No. Pages
5. Validity of BG
6. Package Description
7. Party & Contracts Ref.
8. Bank Reference

**CHECK LIST**

S.No.	Details of Checks	Yes/No
a)	Is the BG on non-judicial stamp paper of appropriate value, as per Stamp Act?	
b)	Whether date, purpose of purchase of stamp paper and name of the purchaser are indicated on the back of stamp paper under the Signature of Stamp vendor? (The date of purchase of stamp paper should be not later than the date of execution of BG and the stamp paper should be purchased either in the name of the executing Bank or the Bidder on whose behalf the BG has been issued).	
c)	In case the BGs from Banks abroad, has the BG been executed on Letter Head of the Bank, whether adhesive Stamp of appropriate value has been affixed thereon.	
d)	Has the executing Officer of BG indicated his name, designation and Power of Attorney No. / Signing Power No. etc. on the BG?	
e)	Is each page of BG duly signed/initiated by executant and whether stamp of Bank is affixed thereon? Whether the last page is signed with full particulars including two witness under seal of Bank as required in the prescribed proforma?	
f)	Does the Bank Guarantees compare verbatim with the Proforma prescribed in the Bid Documents?	
g)	In case of any changes in contents of text, whether changes are of minor/clerical nature (which in no way limits the right of HURL in any manner)?	

- h) In case of deviations in text of BG, which materially affect the right of Owner, whether the changes have been agreed based on the opinion by Legal Department or BG is considered acceptable on the basis of opinion of Law Department already available on the similar issue.
- i) Are the factual details such as Bid Document No./Specification No. / NOA / LOA / Contract No., Contract Price, Percentage of Advance, Amount of BG and Validity of BG correctly mentioned in the BG?
- j) Whether overwriting / cutting if any on the BG have been properly authenticated under signature & seal of executant?
- k) Whether the BG has been issued by a Bank in line with the provisions of Bidding / Contract Documents?
- l) In case BG has been issued by a Bank other than Scheduled / Commercial Bank recognised by Reserve Bank of India, is the BG confirmed by a Bank in India acceptable as per Bidding / Contract Documents?

-----

Date : Signature.....

Place :

Person having Power of

Printed Name of Authorized

Attorney.....

(Designation) .....

(Common Seal) .....

**Note :** The Bidder is required to fill up this form and enclose along with the Bank Guarantee.

**FORMAT OF CONTRACT AGREEMENT**

(To be executed on non-judicial stamp paper of appropriate value)

THIS CONTRACT AGREEMENT is made the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

BETWEEN

(1) *[Name of Owner]*, a corporation incorporated under the laws of *[country of Owner]* and having its principal place of business at *[address of Owner]* (hereinafter called “the Owner”), and (2) *[name of Contractor]*, a corporation incorporated under the laws of *[country of Contractor]* and having its principal place of business at *[address of Contractor]* (hereinafter called “the Contractor”)

WHEREAS the Owner desires to engage the Contractor to .....*[scope of work]*..... and the Contractor have agreed to such engagement upon and subject to the terms and conditions hereinafter appearing.

NOW IT IS HEREBY AGREED as follows:

**ARTICLE 1. CONTRACT DOCUMENTS**

1.1 The following documents shall constitute the Contract between the Owner and the Contractor, and each shall be read and construed as an integral part of the Contract:

- a) This Contract Agreement and the Appendices hereto
- b) Letter of Award .. Ref. No
- c) Amendment to the NIT document.
- d) Instruction to Bidders
- e) Special Conditions of Contract
- f) General Conditions of Contract
- g) Technical Specifications and Drawings
- (f)The Bid and Price Schedules submitted by the Bidder

**1.2 Order of Precedence**

In the event of any ambiguity or conflict between the Contract Documents listed above, the order of precedence shall be the order in which the Contract Documents are listed in Article 1.1(Contract Documents) above.

**1.3 Definitions**

Capitalized words and phrases used herein shall have the same meanings as are ascribed to them in the General Conditions of Contract.

**ARTICLE 2. CONTRACT PRICE AND PAYMENT TERMS****2.1 Contract Price**

The Owner hereby agrees to pay to the Contractor the Contract Price in consideration of the performance by the Contractor of its obligations hereunder. The Contract Price shall be the aggregate of: *[amount of foreign currency in words]*, *[amount in figures]*, and *[amount of local*

*currency in words*], [*amount in figures*], or such other sums as may be determined in accordance with the terms and conditions of the Contract.

## **2.2 Payment Terms**

Payment shall be made by the Owner to the Contractor as per the provisions of Bidding Documents.

### **ARTICLE 3. EFFECTIVE DATE FOR DETERMINING TIME FOR COMPLETION**

The Completion period of the Project shall be determined from the date of Letter of Award.

### **ARTICLE 4. NON-ASSIGNABILITY**

The Contract and benefits and obligations thereof shall be strictly personal to the CONTRACTOR and shall not on any account be assignable or transferable by the CONTRACTOR.

### **ARTICLE 5. GOVERNMENT OF INDIA NOT LIABLE**

It is expressly understood and agreed by and between the Contractor and the Owner that the Owner is entering into this Agreement solely on its own behalf and not on behalf of any other person or entity. In particular it is expressly understood and agreed that the Government of India is not a party to this Agreement and has no liabilities, obligations or rights hereunder. It is expressly understood and agreed that the Owner is an Independent legal entity with power and authority to enter into contracts solely on its own behalf under the applicable laws of India and the general principles of Contract Law. The Contractor expressly agrees, acknowledges and understands that the Owner is not an Agent, Representative or Delegate of the Govt. of India. It is Further understood and agreed that the Government of India is not and shall not be liable for any acts, omissions, commissions, breaches or other wrongs arising out of the Contract. Accordingly, the Contractor expressly waives, releases and foregoes any and all actions or claims, including cross claims, impleader claims or counter claims against the Government of India arising out of this Contract and covenants not to sue the Government of India in any manner, claim, cause of action or thing whatsoever arising out of or under this Contract.

### **ARTICLE 6. Appendices**

The Appendices listed in the attached list of Appendices shall be deemed to form an integral part of this Contract Agreement.

Reference in the Contract to any Appendix shall mean the Appendices attached hereto, and the Contract shall be read and construed accordingly.

### **ARTICLE 7. NO LIABILITY ON DIRECTOR AND EMPLOYEE**

No Director, employee, consultant or agent of the OWNER or other person representing the OWNER or acting on behalf of the OWNER in or pursuant to the Contract or in the discharge of any obligation to the OWNER under the Contract or otherwise in relation to the Contract shall have any personal liability to the CONTRACTOR or any Sub-Contractor, agent, representative, director or employee of the CONTRACTOR or to any other person acting for or on behalf of the CONTRACTOR and the CONTRACTOR on its own behalf and on behalf of its Sub Contractors, directors, employees, agents and representatives hereby waives and disclaims any and all right of action which it or they may have whether under tort or Contract or otherwise against the OWNER or any director, employee, agent, consultant or representative of the OWNER for act of omission or commission done or omitted to be done.

#### ARTICLE 8. WAIVER

No failure or delay by the OWNER in enforcing any right or remedy of the OWNER in terms of the CONTRACT or any obligation or liability of the CONTRACTOR in terms thereof, shall be deemed to be a waiver of such right, remedy, obligation or liability, as the case may be, by the OWNER and notwithstanding such failure or delay, the OWNER shall be entitled at any time to enforce such right, remedy, obligation or liability, as the case may be.

#### ARTICLE 9. LANGUAGE OF CONTRACT AND COMMUNICATION

The language of the Contract shall be English and all communications, drawings, design, data, information, codes specifications and other document whatsoever supporting the bid or otherwise exchanged under the Contract shall be in English. In the event that any technical documentation is in any language other than English, the document should be translated and presented to the OWNER/Project Manager in English and English document/translated document shall be regarded as the only authentic document.

IN WITNESS WHEREOF the Owner and the Bidder have caused this Agreement to be duly executed by their duly authorized representatives the day and year first above written.

Signed by for and on behalf of the Owner

[Signature]

[Title]

in the presence of

Signed by for and on behalf of the Bidder

[Signature]

[Title]

in the presence of \_\_\_\_\_

#### CONTRACT AGREEMENT

dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

BETWEEN

["the Owner"]

and

["the Bidder"]

**ANNEXURE-14**

**PROFORMA OF CERTIFICATE FROM THE CEO/CFO OF THE COMPANY IN ACCORDANCE WITH FINANCIAL REQUIREMENT CRITERIA IN CASES WHERE AUDITED RESULTS FOR THE LAST FINANCIAL YEAR AS ON THE DATE OF TECHNO-COMMERCIAL BID OPENING ARE NOT AVAILABLE.**

(To be submitted by the Bidder along with the Techno-Commercial Bid with QR DOCUMENTS ON COMPANY LETTER HEAD)

Ref.: -----

Date: -----

To,  
M/s. Hindustan Urvarak & Rasayan Limited  
Hindustan Urvarak & Rasayan Limited,  
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)  
Sindri Project, Old FCIL Office Complex, PO- Sindri  
Dhanbad, Jharkhand PIN – 828122

Dear Sir / Madam;

Sub: Certificate regarding non-availability of financial statement for last financial year

I Mr./Ms. .... (\*CEO/\*CFO of the Company), confirm and undertake that the financial results of the company for the last financial year are under audit as on the date of Techno-Commercial bid opening and the certificate from the practicing Chartered Accountant certifying the financial parameters is not available.

Accordingly, the company is not able to submit the certificate from a practicing Chartered Accountant certifying its financial parameters for the last financial year and the audited results of the three consecutive financial years preceding the last financial year have been considered for meeting the financial parameters in the bid submitted by M/s.----- (Name of the Bidder) for the -----  
----- (Name of the package) under NIT Reference No. ----- dated-----.

Yours faithfully

Signature-----  
Name & Designation-----  
Name of the Company-----  
Seal of the Company

**PROFORMA OF CERTIFICATE FROM THE CA IN ACCORDANCE WITH FINANCIAL REQUIREMENT  
CRITERIA IN CASES WHERE AUDITED RESULTS FOR THE LAST FINANCIAL YEAR AS ON THE DATE OF  
TECHNO-COMMERCIAL BID OPENING ARE NOT AVAILABLE.**

(To be issued by CA (on letter head of CA) and submitted along with the Techno-Commercial Bid with  
QR Documents )

Ref.: -----

Date: -----

To

M/s. Hindustan Urvarak & Rasayan Limited,  
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)  
Sindri Project, Old FCIL Office Complex, PO- Sindri  
Dhanbad, Jharkhand PIN – 828122

Dear Sir / Madam;

Sub: Certificate regarding non-availability of financial statement for last financial year

We ..... (name of CA Firm), confirm and certify that the financial results of the .....(name of the bidder)  
..... for the last financial year are under audit as on the date of Techno-Commercial bid opening and the  
financial parameters for the last financial year is not available.

Yours faithfully

Signature-----

Name & Designation-----

Name of the CA-----

Seal of the CA



**ANNEXURE-16****PROOF OF PAYMENT OF EMD.**

(To be submitted by the Bidder along with the Techno-Commercial Bid on COMPANY LETTER HEAD)

Ref.: -----

Date: -----

To

M/s. Hindustan Urvarak & Rasayan Limited,  
 (A JV of CIL, NTPC, IOCL, FCIL & HFCL)  
 Sindri Project, Old FCIL Office Complex, PO- Sindri  
 Dhanbad, Jharkhand PIN – 828122

Dear Sir / Madam;

Sub: PROOF OF PAYMENT OF EMD.

I Mr./Ms. ...., Authorised signatory, hereby confirm and certify that the EMD has been submitted as per below details:

Sr.no	Particulars	Details	Remarks (if any)
1	EMD Amount	Rs. ....	
2	EMD submitted in which form	RTGS / NEFT / Demand Draft / Bank Guarantee	Please strike out whichever is not applicable
3	Name of Bidders Bank		
4	Account number of Bidder		
5	Date of EMD Submitted		
6	Transaction ID for RTGS / NEFT		
7	UTR ID for RTGS / NEFT		
8	Demand Draft Number and date (if applicable)		
9	Bank Guarantee Number and date (if applicable)		

Note:- Signed stamped copy of Transaction receipt in case of RTGS / NEFT to be annexed with this document.

Yours faithfully

Signature-----

Name &amp; Designation-----

Name of the Company-----

Seal of the Company