

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 (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 the work of “General House keeping work at HURL, Sindri” Tender No.: HURL/Sindri/C&M/22-23/631 Dated 27/06/2022”. Manual bids shall not be accepted.
2. Tender documents may be downloaded from HURL web site 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 – Percentage Rate
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
Last Date and Time for Bid submission	Refer CPP Portal
Technical Bid Opening Date & Time	Refer CPP Portal
Earnest Money Deposit (EMD) in INR	INR 1,00,000
Reverse Auction	Shall be intimated later

5.0 Qualifying Requirements / Pre-Qualification Criteria (PQC)

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

S.N.	Pre-Qualification Criteria (PQC)	Documents required (To be submitted along with Technical Bid)
<u>1</u>	<p>BIDDER must have satisfactorily executed Similar works* in Government Sector or any reputed Private Sector Enterprises during last Seven (07) years ending last day of month previous to the one in which NIT is published and shall meet either of followings work order criteria mentioned below,:</p> <p>One similar completed work with executed value (Excusive of GST) not less than INR Rs. 78 lakhs.</p> <p>OR,</p>	<p>As a documentary proof, the bidder shall submit signed and stamped copies of the following documents in technical bid-</p> <p>(1) Copy of Similar Work Orders performed in last 5 years with full technical details including detailed Scope of the Work, BOQ, Contract value and Completion Period.</p> <p>(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</p>

<p>Two similar completed works each with executed value (Exclusive of GST) not less than INR Rs. 49 lakhs.</p> <p>OR,</p> <p>Three similar completed works each with executed value (Exclusive of GST) not less than INR Rs. 39 lakhs.</p> <p>* Similar-works means: The bidder must have experience of housekeeping works involving cleaning jobs .</p> <p>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.</p> <p>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.</p> <p>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 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.</p>	<p>Completion. In case of any ambiguity, HURL may ask for Form 26AS/TDS Certificates to be accompanied with completion certificates.</p> <p>(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 fulfilment of Pre-Qualification criteria, if same is submitted along with completion certificate.</p> <p>(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 fulfilment of PQC 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.</p> <p>(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.</p> <p>(3) 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</p>
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		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.
2	The minimum Average Annual turnover of the bidder shall be INR 29 Lakhs for last Three preceding financial years.	<p>Audited Annual Statements (Balance Sheet and Profit & Loss account) of the company for last three (3) financial i.e. i.e. FY 2019-20, FY 2020-21 & FY 2021-22. Audited annual statement shall be certified by CA with membership number.</p> <p>Note :-</p> <p>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 i.e. FY 2018-19, FY 2019-20 & FY 2020-21. The same will be considered for evaluation of average financial turnover.</p> <p>2) Other income shall not be considered for arriving at annual turnover.</p>
3	The bidder shall have valid company registration, PAN card issued by Income Tax department and Valid GSTIN registration.	<p>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.), PAN card issued by Income Tax Department.</p> <p>The bidder shall submit following details also in technical bid as applicable,</p> <p>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).</p> <p>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</p>

		<p>partnership deed duly notarized (latest) to be submitted</p> <p>For limited companies– The bidder shall submit copy of notarized copy of Memorandum and Articles of Association and list of directors</p>
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6.0 Bid Submission:

Bids shall be submitted online only at CPP 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 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 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.

The bidder can also submit EMD 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).

11.0 EMD value: **Rs. 1,00,000.00** (Rupees One Lakh 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 31.12.2022. Such enterprise shall submit EM Part-II or Udyog Aadhaar Memorandum (UAM) for availing benefits of PPP-2012. (Ref Notification No. CG-DL-E-19012022-232763)

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, 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

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1.0	Introduction	<p>Hindustan Urvarak & Rasayan Limited (HURL) is a joint venture company of Coal India Limited (CIL), NTPC Limited (NTPC) and Indian Oil Corporation 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 & 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 & 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>Further, in case of tenders where splitting of quantity is possible,</p>														

		<p>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).</p> <p>The benefit as above to MSEs shall be available only for Goods/Services produced & provided by MSEs.</p> <p>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.</p>
5.0	Cost of Bidding	<p>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.</p>
6.0	Clarification on Bidding Documents	<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>
7.0	Corrigendum / Amendment to Bidding Documents	<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>

8.0	Language of Bid	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.
9.0	Bid Proposal	<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	Documents Comprising the Bid	<p>The Bid shall comprise of following components:</p> <p>Technical Bid:</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"> 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 1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document IV. Audited Annual Statements (Balance Sheet, Profit & Loss account statements and other documents) in accordance with Clause 2, 3 and 4 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document V. Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card and other documents in accordance with Clause 5 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document VI. Signed, Stamped and Scanned copy of last three financial year ITR VII. Signed, Stamped and Completely filled with required details in Annexure-1 and Annexure-2 in Forms and Procedures i.e., Section VII. VIII. Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VII) IX. Signed, Stamped and Scanned copy of Declaration on company letter head as specified in Annexure-4 in Forms and Procedures i.e., Section VII.

		<p>X. Signed, Stamped and Scanned copy of Tender Acceptance Letter as specified in Annexure-5 in Forms and Procedures i.e., Section VII.</p> <p>XI. Signed, Stamped and Scanned copy of No deviation Certificate as specified in Annexure-6 in Forms and Procedures i.e., Section VII.</p> <p>XII. 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.</p> <p>XIII. 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).</p> <p>XIV. 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>XV. Documents in compliance to Scope of Work and Technical Specifications Any other document asked for in the Bidding Documents.</p> <p>XVI. Any Other Document asked for in the Bidding Document</p> <p>Price Bid:</p> <p>The Price bid is to be submitted in the BOQ provided in the Tender at https://eprocure.gov.in/eprocure/app.</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>
11.0	Bid Prices	<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 & 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>

12.0	Price Basis	Bidders are required to quote price on the price basis as per Scope of Work / stipulated in the SCC.
13.0	Bid Currencies	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.
14.0	<p>EARNEST MONEY DEPOSIT (EMD) / BID SECURITY / GUARANTEE:</p> <p>The Bidder shall furnish, as part of his bid, Earnest Money Deposit in the amount as stipulated in NIT/ITB/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 style="text-align: center;">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> <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 recognized 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".</p> <p>ii. 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.</p> <p>iii. The Earnest Money Deposit shall be forfeited in any of the following circumstances without any notice or proof of damage to the Employer:</p> <p>a) If the Bidder withdraws or varies its bid during the period of Bid validity.</p> <p>b) If the Bidder does not accept the Arithmetical correction of its Bid Price.</p> <p>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;</p> <p>d) In the case of a successful Bidder, if the Bidder fails, within the time limit,</p> <p style="padding-left: 40px;">(i) to sign the Contract Agreement</p>	

	<p>(ii) to furnish the required Security Deposit</p> <p>e) If the bidder / his representatives commit any fraud while competing for this contract pursuant to Fraud Prevention Policy of HURL.</p> <p>f) if the Bidder withdraws/ amends, impairs and derogates from the tender.</p> <p>iv. No interest will be payable by the Employer on the said amount covered under Earnest Money Deposit.</p> <p>v. 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.</p> <p>EMD shall be refunded to successful bidder within (30) thirty days of acceptance of LOA and on submission of PBG by the successful Bidders and no interest shall be payable thereon.</p> <p>vi. RTGS / NEFT /ECS details of HURL as under:</p> <p>Account Name: Hindustan Urvarak & Rasayan Limited</p> <p>Account no: 00000038387231141.</p> <p>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>Exemption from submission of EMD:</p> <p>Micro and Small Enterprises (MSEs) bidders are exempted from submission of EMD as per provisions at clause 4.0 above.</p> <p>MSE bidders seeking benefits of MSE as specified in the Bidding Documents, must submit Attested/Self attested <u>copy of MSE certificate</u> failing which no benefit of MSE shall be extended.</p>		
	<table border="1"> <tr> <td data-bbox="309 1536 523 1962"> Security Deposit / Performance Security / Performance Bank Guarantee (PBG) </td><td data-bbox="523 1536 1513 1962"> <p>Within thirty (30) days of the receipt of Purchase Order/Service Order from the Employer, the contractor shall furnish the Contract Performance Security / Guarantee, for the due performance of the Contract for the value as tabulated below 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 Employer.</p> <p>PBG amount equivalent to 10% of the work order value shall be applicable.</p> </td></tr> </table>	Security Deposit / Performance Security / Performance Bank Guarantee (PBG)	<p>Within thirty (30) days of the receipt of Purchase Order/Service Order from the Employer, the contractor shall furnish the Contract Performance Security / Guarantee, for the due performance of the Contract for the value as tabulated below 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 Employer.</p> <p>PBG amount equivalent to 10% of the work order value shall be applicable.</p>
Security Deposit / Performance Security / Performance Bank Guarantee (PBG)	<p>Within thirty (30) days of the receipt of Purchase Order/Service Order from the Employer, the contractor shall furnish the Contract Performance Security / Guarantee, for the due performance of the Contract for the value as tabulated below 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 Employer.</p> <p>PBG amount equivalent to 10% of the work order value shall be applicable.</p>		

		<p>Performance Security / Performance Bank Guarantee (PBG) may be submitted in any of the following forms:</p> <ul style="list-style-type: none"> electronically by RTGS in the account of HURL details of which are given in bidding document or in the form of Demand Draft in favour of Hindustan Urvarak & Rasayan Limited, Payable at New Delhi. or in the form of an irrevocable bank guarantee in accordance with the form of included in the bidding documents (Annexure 10 of Section VI (Forms and Procedures)) from any Nationalized bank / Scheduled Bank recognised by Reserve Bank of India. <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>
15.	<p>Confirmation of BGs through Structured Financial Messaging System (SFMS)/SWIFT</p>	<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>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.</p> <p><u>Name of Beneficiary of Bank Guarantee:</u> Name of the Bank: State Bank of India Account Name-Hindustan Urvarak & Rasayan Limited Account no-00000038387231141. 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</p>

		code and Branch E-mail Id of BG issuing Branch on EMD submission covering letter
16.0	Ineligibility For Future Tenders	<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 the present and future tenders issued from HURL - Sindri for a period of 6 months from the date of withdrawal of the purchase order / contract or last communication date of notice issued by HURL, whichever is earlier.</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 present and 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 the present & future tenders issued from HURL - Sindri for a period of 6 months from the date of withdrawal of the purchase order / contract or last communication date of notice issued by HURL, whichever is earlier.</p>
17.0	Period of Validity of Bids (Techno-Commercial Bid and Price Bid)	<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 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.</p>
18.0	Nil Deviation	No deviation, whatsoever, is permitted by OWNER to any provision of Bidding Documents. The Bidders are advised that while making their Bids

		<p>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>
19.0	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>An authorisation letter/power of attorney indicating that the person signing the bid has the authority to sign the bid is to be submitted in Physical form and copy uploaded as part of the Techno-commercial Bid.</p>
20.0	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)	COVER TYPE – TECHNICAL	<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> <ol style="list-style-type: none"> a) Power of Attorney as per requirement mentioned in NIT. b) Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate for exemption. c) Similar work experience Documents as required in accordance with Clause 1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document d) Audited Annual Statements (Balance Sheet, Profit & Loss account statements and other documents) in accordance with Clause 2 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document e) Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card and other documents in accordance with Clause 3 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document f) Signed, Stamped and Scanned copy of last three financial year ITR g) Signed, Stamped and Completely filled with required details in Annexure-1 and Annexure-2 in Forms and Procedures i.e., Section VII. h) Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VII) i) Signed, Stamped and Scanned copy of Declaration on company letter head as specified in Annexure-4 in Forms and Procedures i.e., Section VII. j) Signed, Stamped and Scanned copy of Tender Acceptance Letter as specified in Annexure-5 in Forms and Procedures i.e., Section VII. k) Signed, Stamped and Scanned copy of No deviation Certificate as specified in Annexure-6 in Forms and Procedures i.e., Section VII. l) 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.
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		<p>m) 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).</p> <p>n) 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>o) Documents in compliance to Scope of Work and Technical Specifications Any other document asked for in the Bidding Documents.</p> <p>p) Any Other Document asked for in the Bidding Document</p> <p>Note: -</p> <p>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. 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.</p> <p>Checklist of documents to be submitted is enclosed as Annexure-1 to ITB.</p>
21.2.2	Price Bid (COVER TYPE – FINANCE)	<p>The Price bid is to be submitted in the BOQ provided in the Tender at https://eprocure.gov.in/eprocure/app.</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>Bidders shall necessarily submit the prices on-line in the Bill of Quantity (BOQ) only.</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 & 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</p>

		<p>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>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>
	Documents to be uploaded in the format stipulated in the tender (online).	
	Note:	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.
21.0	Deadline for Submission of Bids	<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 before the last date & 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>
22.0	Modification and Withdrawal of Bids	<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</p>

		Bidder's forfeiture of its Earnest Money Deposit, pursuant to ITB Clause 14 above.
23.	Opening of Bids	
	Techno-Commercial Bid Opening	<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>
	Price Bid Opening	<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 & 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>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.</p>
24.	Clarification on Bids	<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/ Documents 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 uploaded documents and if found not in order as per requirement, would be outrightly rejected.</p> <p>Note-</p> <p>(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.</p> <p>(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. 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.</p>
25.0	Preliminary Examination Of Techno-Commercial Bids	<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"> (i) that effects in any substantial way the scope quality or performance of the contract. (ii) that limits in any substantial way inconsistent with the bidding document the Owners right or the successful bidders obligation under the contract or (iii) whose rectification would unfairly affect the competitive position of other bidders who are presenting substantially responsive bids.

		<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>
26.0	Evaluation Of Techno-Commercial Bids	<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 & scope work, shall be rejected.</p>
27.0	Preliminary Examination Of Price Bid	<p>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.</p> <p>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.</p>
28.0	Discrepancies In Bid	<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> <ul style="list-style-type: none"> a) In case of discrepancy between unit price in figures and words, the unit price words will be considered as correct. b) In case of discrepancy between unit price and total price, the unit price will be considered as correct. 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.

29.0	Evaluation Criteria	<p>The evaluation criteria specified in Standard Conditions 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>
30.0	Evaluation Of Bids	<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> <ol style="list-style-type: none"> I. The bid price as quoted as per Bill of Quantity (BOQ) II. Price adjustment for correction of discrepancy. III. Price adjustment due to discounts offered; IV. Price adjustment due to Price Preference due to any other condition specified in Special Purchase Condition; V. Price adjustment due to application of the evaluation criteria.
31.0	Contacting The Owner	<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>
32.0	Owner's Right To Accept Any Bid And To Reject Any Or All Bids	<p>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.</p>
33.0	Award Criteria	<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 Standard Conditions of Contract (SCC) of tender document.</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>
34.0	Construction of Contract	<p>If required, HURL may place separate Orders for supplies and Services. The award of separate Purchase Orders shall not in any way dilute the responsibility of the Supplier for the successful completion of the</p>

		<p>Facilities as per Contract documents and a breach in one Purchase Order shall be construed as a breach of the other Purchase Order(s) which will confer a right on the Employer to terminate the other Contract(s) also at the risk and cost of the Supplier.</p> <p>The total value of all the orders shall be the Total Package value.</p>
35.0	Notification of Award	<p>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).</p>
36.0	Corrupt or Fraudulent Practices	<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>
37.0	Fraud Prevention Policy	<p>The Bidders/ Service Providers/ Vendors/ Consultants etc. shall strictly adhere to the Fraud Prevention Policy of HURL displayed on its website http://www.hurl.net.in 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 (Annexure 8 of Section VII (Forms and Procedures)) with the Bidding Document.</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.
38.0	Indian Agents	<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>
39.0	Transfer of Bid Documents	<p>a. Transfer of Bidding documents is not permissible.</p> <p>b. Documents purchased / downloaded by the intending bidders cannot be transferred.</p>
40.0	Restrictions on procurement from a Bidder of a country which shares a land border with India	<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 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 juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;</p>
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42.	HURL right to assess the capabilities and capacity of Bidder	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	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.

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 1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document		
IV	Audited Annual Statements (Balance Sheet, Profit & Loss account statements and other documents) in accordance with Clause 2 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document		
V	Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card and other documents in accordance with Clause 3 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document		
VI	Signed, Stamped and Completely filled with required details in Annexure-1 and Annexure-2 in Forms and Procedures i.e., Section VII.		
VII	Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VII)		
VIII	Signed, Stamped and Scanned copy of Declaration on company letter head as specified in Annexure-4 in Forms and Procedures i.e., Section VII.		
IX	Signed, Stamped and Scanned copy of Tender Acceptance Letter as specified in Annexure-5 in Forms and Procedures i.e., Section VII.		
X	Signed, Stamped and Scanned copy of No deviation Certificate as specified in Annexure-6 in Forms and Procedures i.e., Section VII.		
XI	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.		
XII	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).		
XIII	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).		
XIV	Documents in compliance to Scope of Work and Technical Specifications Any other document asked for in the Bidding Documents.		
XV	Any Other Document asked for in the Bidding Document		

Note: Failure to Upload Authentic and Corrects Documents as mentioned at S.No I to XVI 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	Instructions for Online Bid Submission	<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: https://eprocure.gov.in/eprocure/app.</p> <p>1.0 REGISTRATION</p> <p>1.1 Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.</p> <p>1.2 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>1.3 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>1.4 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>1.5 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>1.6 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>2.0 SEARCHING FOR BIDDING DOCUMENTS</p> <p>2.1 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>
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		<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>4.9 The uploaded Bidding Documents become readable only after the tender opening by the authorized bid openers.</p> <p>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 withall other relevant details.</p> <p>4.10The 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.</p> <p>4.11The Bidder is allowed to re-submit the Bid and related Bid documents before the last dateof 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.</p> <p>4.12The 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</p>
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		<p>attach the supporting letter to the Purchaser.</p> <p>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.</p> <p>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.</p>
B.	Reverse Auction	<p>Procedure in submission of bids by the bidders during Reverse/Forward auction online.</p> <ul style="list-style-type: none"> ➤ Bidders shall login using their login ID & Password and then using DSC. ➤ Click on My Auctions button given in left side of page, to view Action details for which Techno-Commercially qualified. ➤ For participating in Live Auction, <ul style="list-style-type: none"> a) Click on Live Auction Button. b) Click on View button to participate in interested Auction. c) There is List of qualified Lots in which Bidder can participate against selected Auction. d) Click on Hammer Icon to participate in the respective lot. e) On clicking Hammer Icon, system will show Start price, Decremental (or incremental) price and Current price against lot. Current Price is appearing as Blank in case no bidder has offered price. f) Enter your Price in 'My Auction Price' in multiples of decremental (incremental) value up to above (below) Max Seal % value, and then sign it digitally by clicking on Sign Icon and Click on submit button. g) System will show your Latest Value / Price Quoted and system will also show Least Amount / Rate which any Bidder would have quoted. 1. Tender Cum Auction is a combination of Tender Followed by Reverse Auction. It is also called as eRA. Subsequently, Reverse Auction will be conducted amongst techno-commercially qualified / approved bidders except the Highest

		<p>quoting bidder after Opening of Financial/Price Bids' online. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, Highest Quoting bidder will also be allowed to participate in RA if number of technically qualified bidder are less than four (04) i.e. if number of technically qualified bidder are only 2 or 3.</p> <p>— The Reverse Auction will be normally initiated after Opening of Price Bids. There will be no participation fees for Auction.</p> <p>— After opening of the price (financial) bids, System displays L1 price based on either over all basis or item wise/lot basis automatically. Using this system provided price, which would be auction start price procuring entity will create Reverse Auction and publish the same.</p> <p>— The Techno-commercially qualified bidders will receive Auction information through SMS & email. The participating bidders get an opportunity to revise their prices (reduce in case of Reverse Auction). It allows bidders multiple opportunities to offer a price.</p> <p>2. The lowest value quoted by the bidder will become the auction start price for auction and the participant bidders have to quote below the auction price.</p> <hr/> <p>3. The Bidder would be allowed to bid lower than the opening price of auction in multiples of the decrement value mentioned in para-5. However, bidder can only bid lower than the Lowest Bid.</p> <p>4. The auction will be done on bid value (to be provided by bidder) which will be derived based upon cost as mentioned in para below. It is inclusive of any taxes, etc.</p> <p>5. The minimum decrement value will be Rs. 10,000.00 as mentioned in clause VII below. The reduction shall have to be made as per decrement value or in multiple thereof.</p> <p>6. Bidders shall be able to view the following on their screen along with the necessary fields during Online Reverse Auction:</p> <hr/> <p>a) Current Bid Price in the Auction.</p> <p>b) Start Price.</p> <p>c) Decrement value.</p> <p>At no point of time will any bidder see the names of other bidders, or</p>
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		<p>the prices of bidders other than the lowest bid.</p> <p>7. In case of Reverse Auction, in order to displace a standing lowest bid and to become "L1", a bidder can offer a minimum bid decrement or in multiples of decremental value up to above Max Seal %.</p> <p>For example:</p> <p>Current price: Rs. 4,90,000 Decrement value: Rs. 10000 System Defined Maximum Seal %: 50, in this case a bidder can quote minimum decrement amount as Rs 4,90,000-10,000= Rs. 4,80,000 and maximum decrement amount is 490000-245000-10000=235000=240000*.</p> <p>8. A bidder can continue to revise his bid till the auction ends. However, the Bidder cannot quote/Bid equal to the Leading / Lowest Bid. He must always quote lower than the Leading/Lowest Bid site.</p> <p>9. The evaluation criteria is based on Price alone in auction. The Bidder who quotes the lowest evaluated Price is determined as the lowest bidder.</p> <p>10. System protects bid and bidder information till auction gets over and displays current L1 price to the bidder.</p> <p>11. Initial period of reverse auction will be two hours in the slot of 10 minutes. There will be auto extensions of time every time by ten minutes in case of any reduction recorded in the last ten minutes. The reverse auction will come to a close only when there is no further reduction recorded in the last ten minutes slot in any site i.e., after 1 hour 50 minutes.</p> <p>12. The log details of the entire reverse auction process will be generated by the system once the process of reverse auction is completed.</p> <p>13. If a bidder does not submit his bid in the Reverse Auction, the price quoted by him in the price bid shall be considered as the final price of that bidder.</p> <p>14. Since, reverse auction is a sequel to e-tender, the process of finalizing the tender upon completion of reverse auction will be same as the tender process without reverse auction.</p> <p>15. The bid history shall reflect only the bid value inclusive of taxes. The value will not be same for two bidders even if any bidder makes such an attempt in the bidding.</p> <p>16. Only the chronologically last price bid submitted by the bidder till the end of the auction shall be considered as the valid price bid of that bidder. Any bid submitted prior to submission of his last bid will not be considered as the valid price bid.</p> <p>17. Server time shall be the basis of Start time & Closing time for bidding and shall be binding for all. This would be visible to all concerned.</p> <p>18. All electronic bids submitted during the reverse auction process shall be legally binding on the bidder. The chronologically last bid submitted by the bidder till the end of the auction will be considered as the valid price bid offered by that bidder against that site and acceptance of the</p>
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		<p>same by HURL will form a binding contract between HURL and the bidder for entering into a contract.</p> <p>19. If the lowest price received during reverse auction is unreasonable or it is unacceptable on ground of being too high compared with estimated price, the HURL management reserves right to seek justification of the price from lowest bidder. If the price is not considered reasonable, HURL may not accept such bid and may go for another tender process.</p> <p>20. In case of disruption of service at the service provider's end while the RAP is online, due to any technical snag or otherwise attributable to the system failure at the server end, the RAP process will start all over again. In such a situation, the last recorded lowest price of prematurely ended RAP, will be the 'Start Bid' price for the restarted RAP. The prices quoted in the prematurely ended RAP will be binding on all the bidders for consideration, if the restarted RAP does not trigger within the stipulated time.</p> <p>21. However, if Reverse Auction does not lead to any bid, HURL shall reserve the right to award the job based on the lowest prices quoted in online commercial bid.</p> <p>22. The successful bidder needs to submit the revised BOQ in line with price quoted by him in reverse auction. The ratio of percentage decrease in cost of each item of BOQ component shall be same as the overall percentage reduction in the bid value originally quoted by successful bidder and final L1 value quoted by successful bidder.</p> <p>23. The detailed Break-up of offered cost, provided by the successful bidder shall be considered and order, if placed, shall be with the same break-up of prices. The successful bidder(s) after reverse auction will be responsible to ensure that the rate as per the breakup of prices provided by him after the reverse auction and total value offered by him in the reverse auction are in same proportion. The successful bidder will not be allowed to increase the rate of any component while submitting the breakup. While giving the break up, the successful bidder will have to consider same rate of taxes as quoted while submitting the commercial bid. In case the successful bidder(s) fail(s) to submit the final BoQ within 3 days or the break up given by bidder does not match with total offered price, the HURL will be at liberty to place order by proportionately reducing the component rates on basis of the breakup of the e-auction bid submitted by the successful bidder along with the initial offer and the same will be binding on the successful bidder.</p>
C.	ASSISTANCE TO BIDDERS	1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender

		<p>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>0120-4001 062 0120-4001 002 0120-4001 005 0120-6277 787</p> <p>E-mail support:</p> <p>Technical - support-eproc(at)nic(dot)in Policy Related - cppp-doe(at)nic(dot)in</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&M), HURL- Sindri Project, Email id : deepakkumar@hurl.net.in Miss. Moupiya Mallick, Officer (C&M), HURL- Sindri Project, Email id : moupiyamallick@hurl.net.in</p>
		<p>Bidders must apprise themselves of the applicable guidelines for submission of and uploading of bids etc. on CPP website.</p>

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	Definitions & Terminology	<p>Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:</p> <p>“HURL” / “Owner” / “Client” means the Hindustan Urvarak & 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> <p>“Contract” 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>“Contract Documents” mean the following documents that constitute the Contract between the Owner and the Contractor:</p> <ul style="list-style-type: none"> (i) The Contract Agreement along with its appendices (ii) Letter of Award/Service Purchase Order along with its appendices including agreed variations annexed. (iii) Amendment to Tender/Bidding Documents (iv) Special Conditions of Contract (v) Technical Specifications (vi) General Conditions of Contract (vii) The Bid and Bill of Quantities submitted by the Contractor (viii) Instructions to Bidders <p>“GCC” means the General Conditions of Contract hereof.</p> <p>“SCC” means the Special Conditions of Contract.</p> <p>“Day” means calendar day of the Gregorian Calendar.</p> <p>“Week” means a continuous period of seven (7) calendar days.</p> <p>“Month” means calendar month of the Gregorian Calendar.</p> <p>“Completion” means the fulfilment of the Services by the Contractor in accordance with the terms and conditions set forth in the Contract.</p> <p>“Contractor” 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>
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		<p>“Contract Price” means the price to be paid for the performance of the Services, exclusive of GST.</p>
		<p>Effective Date means the date on which this Contract comes into force pursuant to GCC Clause 15.</p>
		<p>Foreign Currency means any currency other than the currency of the Owner’s country.</p>
		<p>“Local Currency” means the currency of the Government of India.</p>
		<p>“Government” means the Government of the Owner’s country i.e. INDIA.</p>
		<p>Party means the Owner or the Contractor, as the case may be, and “Parties” means both of them. Third party means any party other than Owner and Contractor.</p>
		<p>Personnel 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>“Funds” means any funds allocated to the Owner under Company budget, or loan, grants and credits placed at the disposal of the Owner.</p>
		<p>Services means the work to be performed by the Contractor pursuant to this Contract</p>
		<p>Sub-Contractor means any person or entity to whom/which part of the Services is sub-consulted.</p>
		<p>"Engineer" or "Engineer-in-Charge" or "E.I.C." 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>“Bill Of Quantity” 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	Order of the precedence of the Documents	<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> <ul style="list-style-type: none"> i.Contract Agreement and the Appendices ii.Purchase Order/Service Order along with its annexures. iii.Amendment to Bidding Documents iv.Special Conditions of Contract v.Technical Specifications including Scope of Work vi.General Purchase Conditions vii.The Bid and BOQ submitted by the Supplier viii.Instructions to bidders <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	Singular and Plural	<p>The singular shall include the plural and the plural the singular, except where the context otherwise requires.</p>
4	Headings	<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	Communications and Notices	<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>

		A Party may change its address for notice hereunder by giving the other Party notice of such change to the address.
6	Governing Laws	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	Governing Language	<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	Assignment	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	Authorized Representatives	<p>Engineer-in-Charge</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	Contractor's Authorised Representative	<p>Contractor's Representative</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</p>

		<p>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, 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	Relation between the Parties	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.
12	Location	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.
13	Taxes & Duties	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

	<p>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>
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14	Effectiveness of Contract	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	Effective Date	The date the Contract comes into effect shall be as specified in the SCC.
16	Commencement of Services	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	Modifications or Changes or Amendment	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	Contract Price	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	Severability	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	Standard of Performance	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	Conflict of Interests	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	Confidentiality	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	Limitation of Liability	<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	Liability of the Contractor	<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</p>

		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.
25	Insurance to be taken out by the Contractor	<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	Contractor's Actions Requiring Owner's Prior Approval	<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	Assistance and Exemptions	<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	Payment Terms	<p>General</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>Modes of Billing and Payment</p> <p>All the invoices of payment shall be supported by necessary Documents</p>

		<p>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 & 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	Early Warning	<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	Extension of the Intended Completion Date	<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	Good Faith	<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	Liquidated Damage (LD) for Delay	<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>

		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.
33	Change in laws and regulations	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	Performance Security	<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> <ul style="list-style-type: none"> a) crossed Demand Draft / Bankers cheque drawn in favour of HURL Payable at New Delhi. b) An irrevocable Bank Guarantee as per the HURL standard format from any Nationalized bank / Scheduled Bank as acceptable to HURL as per list enclosed. <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	Force Majeure	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:

		<p>(a) Constitute a default or breach of the CONTRACT,</p> <p>Or</p> <p>(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.</p> <p>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 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	No Breach of Contract	<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	Measures to be Taken on Force Majeure	<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>

		<p>(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</p> <p>(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.</p>
38	Suspension	<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> <p>(i) On account of any default on part of the Contractor;</p> <p>or</p> <p>(ii) for proper execution of the Works or part thereof for reasons other than the default on the part of the Contractor;</p> <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	Termination for Default	<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>

		<p>(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;</p> <p>(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;</p> <p>(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.</p> <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	Termination for Insolvency	<p>The Owner and the Contractor may at any time terminate the Contract by giving notice to the other party if:</p> <p>(a) the Owner becomes bankrupt or otherwise insolvent;</p> <p>(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</p> <p>(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.</p>
41	Termination for Convenience	<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</p>

		accruing prior to the date of termination shall be deducted from the amount to be paid to the Supplier under this Order/Contract.
42	Termination because of Force Majeure	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.
43	Cessation of Services	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.
44	Payment upon Termination	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.
45	Disputes about Events of Termination	<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	Settlement of Disputes	<p>of Adjudicator</p> <p>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>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>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</p>

the Contractor. Any decision that has become final and binding shall be implemented by the parties forthwith.

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.

Arbitration

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.

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.

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.

The Owner and the Contractor shall each appoint one arbitrator, and these two arbitrators shall jointly appoint a third arbitrator, who shall chair the 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:

- a) President, Institution of Engineers in case of an Indian Contractor.
- b) President, International Chambers of Commerce, Paris in case of a Foreign Contractor.

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.

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>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) In New Delhi, 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	Fraud Prevention Policy	<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 http://www.hurl.net.in.</p> <p>The Supplier along with their associate / collaborator / subcontractors / 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	Risk purchase	<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</p>

		<p>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>
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IMPORTANT NOTE	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.
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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)	<p>As per clause 5.0 of Section-I i.e., NIT (Notice Inviting Tender).</p> <p>Participation of a Joint Venture / Consortium is not allowed.</p>
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 https://eprocure.gov.in/eprocure/app.</p> <p>Bidders are advised to upload the same in the commercial bid. Bidder shall not tamper/modify download 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 SOR Part-A, The bidders shall quote their contractor service charge for manpower services in percentage rate up to two decimals over total estimated cost of all items of BOQ1 portion only in price bid. Bidders to note that only first two decimals shall be considered for evaluation if quotation is having more than two decimals. Bidders is required to select “Excess (+)” from drop down menu and then they have to quote rate in percentage up to two decimals only. Bidder shall not quote “negative” or “Nil” Contractor service charges for manpower services for item mentioned in SOR Part-A. Contractor Service charges in % on manpower services for item mentioned in each part of SOR Part-A shall be same as quoted percentage rate by the bidder for each individual part of SOR part-A in price bid.</p> <p>For Example- If bidder quotes Excess (+) 10% then contractor service charges in % on manpower services will be 10%.</p> <p>For SOR Part-B, The bidder shall quote unit price of each item mentioned in BOQ2 portion only in price bid.</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.</p>

		<p>The GST shall be paid extra as per applicable rates. For GST, clause related to Taxes and Duties of SCC may please be referred.</p> <p>Note: - The subject work is non-divisible as per the provisions mentioned in the award criteria in Special Conditions of Contract. Division for MSE benefit is not applicable.</p>
3	<u>Bid Evaluation</u>	<p><u>Pre-Qualification Evaluation</u></p> <p>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.</p> <p>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.</p> <p><u>Technical Bid Evaluation</u></p> <p>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.</p> <p><u>Price Bid Evaluation</u></p> <p>Price bid(s) of the bidder(s) shall be evaluated on the basis of SUM-TOTAL of bidder's quote for all the items as quoted by bidder in SOR excluding GST amount.</p> <p>For SOR Part A, Price bid(s) of the bidder(s) shall be evaluated on the basis of Percentage rate quoted by bidder in price bid for total cost of manpower services in BOQ1 excluding GST amount.</p> <p>For SOR Part-B, Price bid(s) of the bidder(s) shall be evaluated on the basis of Item rate basis (sum of Total) of bidder's quote for all the items as quoted by bidder in BOQ2 excluding GST amount</p> <p>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 Part- A and Part-B after arithmetical correction of errors (if any). The aggregate</p>

		<p>amount will be worked out as total derived price of all items of BOQ, shall be considered for evaluation and award.</p> <p>The subject work is indivisible and complete work shall be awarded to successful overall lowest bidder.</p> <p>The Owner 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>In case tie between two or more bidders at L-1 position, the sole criterion for determining the L1 bidder shall be on the basis of Annual Turn Over of the party in the most recent years. Party having the highest annual turnover in total in the most recent years will be considered as L1party.</p> <p>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.</p>
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>Note: Quantity mentioned in the SOR are non-splitable under the tender.</p>
5	Contract Price GCC CLAUSE 18	<p>The Contract price, unit rate of each item and contractor profit/ Service Charges per man day in the contract other than GST, shall remain FIRM throughout the contract period and will NOT be subject to adjustment for price escalation during the performance of the Contract.</p> <p>In case of revision of minimum wages by central govt. (Labour department) during the contract period, the increase amount shall be payable/reimbursable by HURL including its implication on statutory benefits i.e. PF, ESI, Bonus, Retrenchment & EL etc. along with GST as applicable. However, contractor profit/ Service Charges will not increase on escalated wages.</p> <p>Further, quantities mentioned in the SOR is on estimation basis only and subjected to vary. In this regard, HURL will not give any guarantee for minimum execution of the quantities.</p>
6	Taxes and Duties	<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</p>

	GCC CLAUSE 13	properly uploaded in GST portal and ensure of prompt filing of returns. GST amount will be released upon reflection of invoices under GSTR-2B.
7	Payment Terms & Documents required for Payment GCC CLAUSE 28	<ul style="list-style-type: none"> The payment shall be made for the actual job executed by the Agency after due verification and certification by the concerned Engineer-in-charge of the HURL, Sindri Project. The certification of work by HURL's authorized representatives shall be considered final and no representation in this matter shall be entertained. 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 7th of every succeeding month irrespective of submission of bills, failing which its payment will be withheld. 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. The Bills shall be submitted on running bill of running work and payment will be made on actual certified attendance in no of days on monthly basis. Payment shall be released within 30 days of submission of invoice by the party in all respect and duly certified by EIC. No claims regarding advance payment / adhoc payments will be entertained. 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. The initial cost of the contract shall be valid for a period of one year. No price escalation, other than minimum wages revision, shall be entertained by the client during the period. After expiry of the initial period of the contract of one year and if the contract is renewed by the client, the contractor shall claim increase in the contract cost only on the account of increase in the minimum wages, as and when increased by the government. All payments shall be made in Indian currency by means of Electronic Clearance Service (ECS) or Cheque only. 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. 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

		<p>collection authorities from time to time as per extant rules and regulations on the matter.</p> <ul style="list-style-type: none"> • 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. • The claims in bills regarding Employees State Insurance, Provident Fund, and Service Tax etc. should be necessarily accompanied with documentary proof pertaining to the concerned month bill. Each monthly bill must accompany the list of employees with their date of engagement. • 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. • 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 any loss / obligation, monetary 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 monetary terms. • 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. • 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. • 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. • 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 & 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.
9	Effective Date GCC CLAUSE 14 & 15	<p>The contract shall be operative from the start date of work as certified by Engineer-in-charge (EIC).</p>

10	Commencement of Services GCC CLAUSE 16	The contractor has to mobilize their manpower within 15 days from date of acceptance of Letter of Award (LOA).
11	Insurance to be taken out by the Contractor GCC CLAUSE 25	<p>The contractor is required to take insurance cover for all risks involved in the execution of the scope of work including the following coverage</p> <p>The risks and the coverage shall be as follows:</p> <ul style="list-style-type: none"> (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. (ii) All contractors' equipment shall be at the sole risk of the contractor. (iii) 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. (iv) 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. <p>Any other insurance required during the execution of work.</p>
12	Contractor's Actions Requiring Owner's Prior Approval GCC CLAUSE 26	The contractor shall provide direct service to HURL and shall not offload the work to any Sub- Contractors under any circumstances.
13	Contract Period	<p>The contract period shall be valid for One (01) years (Including Holiday) from the effective date of contract.</p> <p>The contract may further be extended up to One year as needed by HURL on the same rates, terms and conditions and subject to Contractor's performance. However, clearance for continuation of contract shall be given on month – to – month basis depending upon the job requirement and the Agency's performance and at the sole discretion of the HURL.</p>
14	Signing of Contract Agreement	<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-13 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.</p>

		<p>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>
15	Performance Security GCC Clause 34	<p>1. 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 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>Performance Security / Performance Bank Guarantee (PBG) may be submitted in any of the following forms:</p> <ul style="list-style-type: none"> • electronically by RTGS in the account of HURL details of which are given in bidding document or • in the form of Demand Draft in favour of Hindustan Urvarak & Rasayan Limited, Payable at New Delhi. or • 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. <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>2. 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>
16	Liquidated Damage (LD) for Delay GCC Clause 32	<p>GCC clause of LD is not applicable.</p> <p>LD/Penalty and Demurrage Charges shall be applicable as per details mentioned in Scope of work, Technical specifications and Other Terms and Conditions, Section -V of tender document.</p>

17	NOTICE OF DEFAULT	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.
		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.
		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.

SECTION – V : SCOPE OF WORK AND OTHER TERMS & CONDITIONS**Scope of work:**

Contractor shall provide the services as specified below: -

Contractor shall provide the services as specified below:

Housekeeping Works Details			
S.No.	Description of Work	Frequencies (Timing 8AM TO 06:00PM and 1:30 PM TO 2:00 PM Lunch Break)	Skilled/Unskilled Employees Required (8 hours per day)
A.	Administrative Building		
1	Sweeping and mopping floors of admin block inclusive all rooms, lobbies, corridors etc various premises area.	Twice a day Rooms – Once in a day	4 Nos. Unskilled
2	Sweeping and moping terrace, roof, internal road etc.	Once in a day	
3	Dusting and cleaning of planters, furniture/sofa sets, chairs cushions/ seats, wall panelling, glasses, statues, momentous.	Once in a day	
4	Cleaning of windows panes/ doors/ walls.	Once in a week	
5	Cleaning of Switch boards/fans/AC/tube lights/wall hanging/ picture frames/showcase/ book case etc.	Once in a week	
6	Cleaning of All toilet & dustbins kept under the table, toilets, common wash basins and toilet walls, skirting/tiles.	Every Hour or more as required (Timing 7:30 AM TO 6:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	
7	Cleaning of Septic tank and Manhole	As per requirement	
B.	For SMP Guest House		
1	Sweeping and mopping floors of SMP Guest House inclusive all rooms, lobbies, corridors etc various premises area.	Twice a day Rooms – Once in a day	3 Nos. Unskilled
2	Sweeping and moping terrace, roof, internal road etc.	Once in a day	
3	Dusting and cleaning of planters, furniture/sofa sets, chairs cushions/ seats, wall panelling, glasses, statues, momentous.	Once in a day	
4	Cleaning of windows panes/ doors/ walls.	Once in a week	
5	Cleaning of Switch boards/fans/AC/tube lights/wall hanging/ picture frames/showcase/ book case etc.	Once in a week	

6	Cleaning of common toilets with hygiene material	Twice a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	
7	Cleaning of room toilets with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	
8	Cleaning of dustbins of all rooms/ toilets and common wash basins and toilet walls, skirting/tiles.	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	
9	Cleaning of Septic tank and Manhole	As per requirement	
C.	Nangal Hostel & Spandan Club & Surrounding Area		
1	Sweeping and mopping floors inclusive all rooms, lobbies, corridors etc various premises area.	Twice in a day or as required	4 Nos. Unskilled
2	Sweeping and moping terrace, roof, internal road etc.	Once in a day	
3	Dusting and cleaning of planters, furniture/sofa sets, chairs cushions/ seats, wall panelling, glasses, statues, momentous.	Once in a day	
4	Cleaning of windows panes/ doors/ walls.	Once in a week	
5	Cleaning of Switch boards/fans/AC/tube lights/wall hanging/ picture frames/showcase/ book case etc.	Once in a week	
6	Cleaning of common toilets with hygiene material	Twice a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	
7	Cleaning of dustbins of all rooms/ toilets and common wash basins and toilet walls, skirting/tiles.	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	
8	Cleaning of Septic tank and Manhole	As per requirement	
D.	For B-1 & B-2		
1	Sweeping outside of guest house.	As required	2 Nos. Unskilled
2	Sweeping and moping terrace, roof, internal road, town etc.	Once in a day	

3	Cleaning of servant rooms toilets with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	
4	Cleaning of Septic tank and Manhole	As per requirement	
E.	For Factory Material Gate, Plant gate, road and Security Rooms		
1	Sweeping and moping Material and plant gate road and cleaning of all Security room and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	1 No. Unskilled
2	Cleaning of Septic tank and Manhole	As per requirement	
F.	For First Aid Building, Emergency Control Room & Fire Station		
1	Sweeping and moping Material and drain, road and cleaning of all first aid building and toilet with hygiene material OHC- outside roads	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	1 No. Unskilled
2	Cleaning of Septic tank and Manhole	As per requirement	
G	For Chemical House building & Lab Building and its peripheral roads and drains.		
1	Sweeping and moping Material and plant road, drain and cleaning of all chemical house, lab building and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	1 No. Unskilled
H.	For SS-1 & SS-04 and warehouse building and its peripheral roads and drains.		
1	Sweeping and moping Material and drain, road and cleaning of SS-1 & 4 DM plant building and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	1 No. Unskilled
2	Cleaning of Septic tank and Manhole	As per requirement	
I.	Captive power plant, CPP control room & MSS building and its peripheral road and drains.		
1	Sweeping and moping , cleaning of drain and toilet of all Building area and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	1 No. Unskilled
J.	For Ammonia Plant & Ammonia Substation building and its peripheral road and drains.		
1	Sweeping and moping , cleaning of drain and toilet of all Building area and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	2 No. Unskilled
2	Cleaning of Septic tank and Manhole	As per requirement	
K.	For Urea Plant, Technip ETP, Urea substation building and its peripheral road and drains.		

1	Sweeping and moping , cleaning of drain and toilet of all Building area and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	2 No. Unskilled
	Cleaning of Septic tank and Manhole	As per requirement	
L.	For Intake well, Settling tank, substation building in Intake well, Settling tank, surrounding area, road & Drain.		
1	Sweeping and moping , cleaning of drain and toilet of all Building area and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	1 No. Unskilled
2	Cleaning of Septic tank and Manhole	As per requirement	
M.	ACT, UCT and CT Substation and its peripheral road and drains.		
1	Sweeping and moping , cleaning of drain and toilet of all Building area and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	1 No. Unskilled
N.	Workshop Building & 02 Nos Maintenance Buildings and its peripheral road and drains		
1	Sweeping and moping , cleaning of drain and toilet of all Building area and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	2 No. Unskilled
O.	IGG Plant, IA/PA Plant and its Peripherals Roads & Drains		
1	Sweeping and moping , cleaning of drain and toilet of all Building area and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	1 No. Unskilled
P.	DM plant, SS-02, ETP, SS-03 and its peripherals roads and drains		
1	Sweeping and moping , cleaning of drain and toilet of all Building area and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	2 No. Unskilled
Q.	Ammonia Storage C/R, Plant area and its peripheral roads & Drains		
1	Sweeping and moping , cleaning of drain and toilet of all Building area and toilet with hygiene material	Once a day or more as required (Timing 7:30 AM TO 4:00 PM and 1:00 PM TO 1:30 PM Lunch Break)	1 No. Unskilled
R.	Skilled worker for supervision of work.		
1	Supervision of total housekeeping work and maintaining records	Per day	2 skilled
Total manpower required for daily housekeeping work=			32 Nos
Common Work also including for plant Premises and township			
1	Sweeping and moping terrace, roof, all road etc.	Once in a day or as required	
2	Dusting and cleaning of planters, furniture/sofa sets, chairs cushions/ seats, wall panelling, glasses, statues, momentous.	Once in a day	

3	Cleaning of windows panes/ doors/ walls.	Once in a week	
4	Cleaning of Switch boards/fans/AC/tube lights/wall hanging/ picture frames/showcase/ book case etc.	Once in a week	
5	Cleaning of common toilets with hygiene material	Twice a day or more as required	
6	Cleaning of room toilets with hygiene material	Once a day or more as required	
7	Cleaning of dustbins of all rooms/ toilets and common wash basins and toilet walls, skirting/tiles.	Once a day or more as required	

Notes:

- **After the written instruction by EIC/HURL management Unskilled manpower may be deployed in substation building.**
- In addition to the above jobs, the Company may assign any work with relation to housekeeping of the office premises, Guest House, Transit Camp and plant & township area not mentioned specifically in the above table. Frequency and timing of the work can be altered at the discretion of the Company looking into the needs and quantity of work.
- Operations to be carried out daily at regular intervals throughout the day, as many times as deemed necessary, to achieve acceptable standard of cleanliness.
- Sprinkle of Bleaching Powder and Carbolic acid powder should be done every 15 days interval in Admin building, Guest House and Transit House, plant & township area as per the direction of EIC.
- In case it is observed that the cleaning material is used is of inferior quality or insufficient in quantity, HURL will reserve the right to purchase the same itself and the same amount will be deducted from the Contractor's RA Bill.
- The cleaning procedure/technique is illustrated only. The successful bidder/firm may adopt the modern technology/method for the said purpose with approval of EIC.
- All the above-mentioned scope of works are indicative and not exhaustive. HURL reserves the right to add/delete any work under the scope of work. Encase the contractor fails to perform any of the works in the tender documents to the satisfaction of HURL and/or express inability to execute any work, the HURL will have the option to get the work done from a third party and the cost shall be recovered from the monthly bills of the contractor. In case of any negligent or intentional damage is observed on the part of contractor's staffs, the cost of such repair/replacement shall be recovered from the monthly bill of the contractor.

CLEANING PROCEDURE:**Cleaning Procedure for Floor and Work Benches:**

- Floor cleaning shall be done in the morning and afternoon on each day
- Clean the floor/ work benches to remove dust/ particles, ensure that the coving/corners of the floor are thoroughly cleaned, then wet mop floor/work

benches (with lint free cloth) using white phenyl/Dettol/approved disinfectants and enter the records of cleaning in the relevant Log Sheet.

Cleaning of Walls & Ceilings:

- Clean the ceiling with the aid of the long assembly to reach the ceiling height taking utmost care to clean the corners and edges of the ceiling, checking for cobwebs.

Cleaning of Window Panes & Doors:

- Spray liquid detergent (Colin etc.) on the glass surface, rub with dry clean lint free cloth till the glass surface becomes spotless and in case cleaning is not satisfactory spray more detergent following by rubbing with fresh clean lint free cloth, ensuring that cleaning of the glass should be done on both sides.
- Wipe the aluminium frame and steel frames with lint free cloth.
- Check the door surface from both sides, spray detergent (Colin) on the dirty spots observed on the door surface and rub with a clean lint free cloth. For all the above-mentioned cleaning, a daily frequency will be maintained. Enter the records of cleaning in the relevant log sheet.

Cleaning of Roads, Footpath and Drains:

- Sweep the road with hard brooms to remove dust. Remove weeds/ vegetation and other waste if any and collect the garbage in plastic bags/ drums, dispose at disposal ground designated by EIC.
- Sweep the footpath with soft brooms to remove dust/particles. Remove weeds/ vegetation if any and collect the garbage in plastic bags/drums and dispose at disposal ground designated by EIC. Wet mop the footpath using phenyl etc.
- Remove any blockage from the drain using wires, bamboos etc, remove the plastic and other solid garbage from the drain and collect in plastic bags/drums. Dispose the garbage at disposal ground designated by EIC. Ensure that there is no stagnation of water in the drain.

Cleaning of Office Furniture & Equipment:

- Wipe with dry lint free cloth and use stain remover or moist mop to remove any stain, allow to dry. Enter the records of cleaning in relevant log sheet.

Cleaning of Electrical Fixtures & A C Grills:

- Before cleaning the electrical fixture ensure that the switch is off.
- Wipe the body of the fixture and A. C grills using a clean dry lint free cloth. Wipe the electrical switch boards with a clean dry lint free cloth taking care not to use a moist cloth for cleaning.

Cleaning of Sinks:

- Take out the solid waste from sink, if any put the collected waste in dustbin, flush the sink with water and clean the sink from within and outside with a liquid detergent using a clean soft spongy scrubber.
- Clean with fresh water and ensure that proper cleaning of the inner side and edges of the sink along with the wall behind. Clean beneath the sink the same way as above using medium hard brush.
- Clean the floor beneath the sink with hard broom and collect the waste in dustbin, clean with water using disinfectant as per procedure, enter the record of cleaning in the relevant log sheet.

Cleaning Procedure for Water Coolers:

- Switch off the main power supply of the water cooler, drain out the water completely, remove the lid, clean out the interior surface of water tank with liquid detergent using a clean soft spongy scrubber.
- Wash the tank with fresh water till the last traces of detergent are removed, check the last wash for foam test (by shaking the water in the tube), continue rinsing with water till there is no frothing, clean the lid and outer surface of the water cooler with a clean scrubber and check the tap for any leakage of water.
- Fill the water cooler with fresh water and clean the lid and enter the record of cleaning in the relevant log sheet, ensuring a weekly frequency for cleaning.

Cleaning Procedure for Wash Rooms:

- Sweep the floor with broom and collect the accumulated waste in the dust bin provided in the wash room and dispose off the same at specified place.
- Wash the floor with water using a rubber wiper.
- Prepare a diluted solution of Phenyl as per recommended dosages, mop the floor with this using a lint free mop and ensure that the floor is completely dried after mopping.
- Scrub toilet bowl, wash basin & urinal etc. from inside and outside using herbal cleaning agent etc. for cleaning, leaving it for about 10 minutes before flushing with fresh water to clean them nicely.
- Remove stains from urinal and toilet Tubs, spraying a herbal stain remover, flushing with water after 15 minutes.
- Replace naphthalene balls if necessary and ensure that each urinal Tub has 5 to 6 naphthalene balls or 3 big naphthalene cakes.
- Clean Toilet fixture like mirror/Hand Dryer/Soap Dispenser with wet sponge soaked in detergent, clean with water and dry with lint free cloth.
- Check the availability of Liquid soap in soap dispensers and if required fill them out. Provide clean towels, soap bars and tissue paper rolls in each soap dish and tissue paper holder.
- Check the exhaust fans are in working conditions.
- Wipe all tiles with detergent solution soaked duster/mop, after removing all dust/dirt/strain wipe with dry lint free mop.
- Enter the records in the relevant log sheet ensuring a daily cleaning frequency.

Cleaning of Terrace and Roof Top:

- With the help of a soft broom, clean the entire terrace collect the dust and other waste, if any, in polythene bag and dispose it outside the campus at appropriate place.
- De-clog the rain water drain pipe etc.

Disposal of Waste & Scrap:

- Collect the waste & scrap in polythene bags/drums and dispose-off at designated disposal ground ensure that no waste come out during the transportation.
- Frequency of disposal: Weekly enter the disposal record in the relevant log sheet.

Cleaning of Buildings Surrounding:

- Clean the building surrounding, Plinth protection with hard broom ensuring proper cleaning.
- Dispose the collected waste outside the campus at appropriate place.

- Maintain a daily cleaning frequency. Enter the records in the relevant log sheet.

Storage of Cleaning Devices:

- After cleaning, house-keeping activity is over, clean the devices like mops, buckets, wipers, broom & brushes with fresh water & detergent, squeeze out water completely and hang wipers and mops. It should be ensured that all cleaning devices in the Janitor room are clean & dry.

External Walls:

- Remove cobwebs, insects, webs, bird nests, etc. if any with the help of long assembly, brushes and Ladders / scaffolding etc.
- Clean all horizontal areas, Chajja, louvers, window sills and any other area where birds excrete, dust is found with the help of soft broom and soft brushes by using suitable height ladders etc. The contractor shall take special care that the long ladder remains in working condition.

Important Machines/Equipment which may be used for Mechanized Cleaning:

	<i>Implements/ Tools/Equipment</i>
•	Walk Behind Scrubber-cum-drier
•	Single Disc Scrubber machine
•	Water wet and dry vacuum cleaner
•	Ride on Sweeper
•	Upholstery Vacuum Cleaner
•	Multi use trollies/Bucket carrying trolleys
•	Telescopic Rod for cleaning cob webs.
•	Aluminum folding ladders of varying heights
•	Pressure Pumps
•	Hydraulic ladder with platform to work at different level (up to 15 meters height) & Long ladders (Folding type).

- Above list covers only broad items. Contractor has to arrange any other item(s) which is necessary for proper housekeeping/cleaning works assigned to them.
- The contractor has to satisfy HURL about the cost of consumables brought and used in HURL. The bills/vouchers/challans will be submitted on monthly basis.
- It will be responsibility of the contractor that the materials supplied by him are used judiciously and they are sufficient to fulfil the requirement of the contract.

A. GENERAL INSTRUCTIONS REGARDING SCOPE OF WORK:

1. The contractor shall provide direct service to HURL and shall not offload complete work to any Sub- Contractors.
2. The initial sweeping and mopping of all the areas shall be completed by 8:45 AM on all working days, failing which a monetary penalty of Rs.500/-day shall be recovered

from the contractor's bill. The corridors/staircases will be swabbed at least twice a day i.e. by 8:30 AM and 2:30 PM.

3. The toilets will be cleaned hourly on daily basis. The contractor would ensure the cleanliness of toilets at regular intervals, failing which a penalty of Rs.100/- on each occasion per day shall be levied and the same would be deducted from the monthly bill. An attendance sheet will be signed by worker and supervisor in the morning and evening daily. They will also attend to deficiencies, if any, pointed out to them by the Administration Section.
4. In general, the services are to be provided on all working days in office premises and 365 days in Plant.
5. The contractor has to arrange attendance register for his staff, which will also be checked by EIC. Copy of this shall be submitted along with monthly bill.
6. The contractor shall be responsible for the conduct/integrity of persons deputed for cleaning works in the building and will also be responsible for any act of omissions or commissions on their part.
7. The contractor shall supply fresh sets of uniforms, identity cards and required PPEs to all personnel at their own cost and shall wear the same while on work and also keep their uniform neat and clean. If any employee is found without uniform a penalty @ ₹500 per person per day shall be recovered from contractor's bill.
8. SAFETY CLAUSES: All safety requirements shall be fulfilled by contractor. Safety of all manpower, tools involve shall be under contractor scope. Safety in totality is complete responsibility of contractor. Proper safety arrangements / PPEs for carrying out the job is under contractor's scope and same has to be complied with as per the direction of EIC. For non-compliance of introductions for safety measures, suitable penalty will be imposed and the decision of EIC-HURL shall be final and binding to the contractor. The contractor shall be completely responsible for any consequence arising out of execution in the work of "General Housekeeping Works at HURL Sindri project".
9. The contractor is fully responsible for the safety of men, material while transportation and machinery usage. Necessary PPE's like safety shoes, helmets, gumboots, goggles, hand gloves and shovels etc shall be provided to labour while working at site.
10. The Contractor shall ensure that his staff is competent and having required skill for their assigned work. The staff shall behave in a courteous manner. The contractor will be held responsible for any loss or damage to the property (If any) and recovery shall be made accordingly from the RA Bill.
11. For smooth execution and attending complaints, the Contractor should provide mobile facilities to their supervisor.

12. The contractor shall keep sufficient fund to make payment to the worker deployed in the contract directly by him before 7th of every month. This payment will be in electronic mode and the receipts of the payment should be attached in RA bill for further processing.
13. The contractor shall have to get pay wages to his workers as minimum wages prescribed under the Minimum wages Act, 1948 and the Contract Labour (Regulation & Abolition) Act, 1970 and rules made therein time to time.
14. The contractor shall have to get itself registered with the E.P.F. organization (regional P.F. Commissioner, Ranchi) under Employee's Provident Fund and Misc. Provision Act, 1952 and produce a copy of certificate of the same.
15. The contractor shall recover the EPF contribution @12% of wages (Basic +VDA) or such percentage as prescribed under the EPF & Misc. provision Act, 1952 from the wages of its workers and deposit the same with the EPF organization along with matching contribution from its side in accordance with the provisions in the relevant Act/Rules, and copy of the relevant deposit certificate is to be attached along with the bill raised by the contractor.
16. All workers are to be covered under the ESI act 1948. The contractor has to submit the proof of ESI Registration of its Company. It shall have to ensure that ESI contribution with respect to all the personnel engaged by it under the contract are submitted to the appropriate authority on month-to-month basis and have to submit the proof thereof.
17. The Contractor shall have to provide leave and holidays to their personnel as per applicable Labour Laws. The Contractor shall notify list of such Holidays applicable to its personnel during the contract period on assumption of the contract and submit a copy of the same to HURL Sindri Project.
18. The Contractor shall be responsible for complying with all the Govt. Rules and Regulations including working conditions/hours of the personnel deployed by the Contractor. Contractor has to maintain proper records as per statutory rules of the respective Govt. Of the State as applicable.
19. The Contractor shall have to issue Employment Card to each and every workers engaged for the contract in the prescribed format (Form – XIV) on assumption of contract indicating tenure of the employment and will issue the Service Cards to them on termination of contract.
20. The Contractor shall have to issue Attendance Card as per the provisions of Contract Labour (R & A) Act to his each and every personnel incorporating therein that his service is liable for termination without assigning any reason. The same may be incorporated in the Employment Card.
21. The Contractor shall maintain Register for their personnel as provided in the Factory Act, 1948, Bihar Factory Rules 1950, Minimum Wages Act 1948 and other applicable acts/ rules as modified and is applicable in the State of Jharkhand.

22. The supply lot of consumable items shall be as decided by EIC. Contractor should maintain the log register for consumable items and it will be checked by EIC on daily basis.
23. The contractor shall provide all consumables items as per SOR Part B at their own cost and cost of consumable items shall be reimbursed to the contractor subject to production of documentary evidence and proper verification by EIC.
24. The contractor should ensure availability of consumable items before exhausting of minimum stock failing which penalty shall be imposed as decided by EIC. The minimum stock of consumables shall be decided by EIC.
25. In case the chemicals, consumables are not of standard quality/brand as per the vendor list of HURL, the materials will not be accepted.
26. Water, electricity and uncovered/ open space for site office/ store depending upon requirement/ availability will be provided by HURL on free of cost basis, as per the requirement of job. However, contractor shall not be paid any extra claim if they have to arrange water, electricity for their work.
27. The contractor shall not appoint any sub contractor for the work under any circumstances.

B. OTHER GENERAL TERMS & CONDITIONS:

1. The contractor shall perform the housekeeping services in the manner and as per the instructions of the client.
2. The contractor shall ensure that all personnel deployed by the firm are fully conversant with the premises and with the client's business activities and its related requirements.
3. The client shall have the right to have any person removed, who is considered to be undesirable or otherwise and similarly the contractor reserves the right to remove the personnel with prior permission of the client, emergencies exempted.

C. SUPERVISION:

1. The contractor shall depute Two nos of full time Supervisor, who shall ensure that all the duties assigned to the firm by HURL must be are performed by them in the desire manner, failing which, it shall invite penalties as prescribed in the following paragraphs.
2. The contractor's Supervisor shall be the first line of contact for client, who shall report to the EIC of HURL.
3. The contractor shall ensure that all statutory/mandatory requirements either related to wages disbursements or related to deposition of EPF/ESIC with concerned authorities or providing ESIC facilities to the manpower are fulfilled through Contractor or its supervisor.

D. PENALTIES:

In addition to the penalties

1. Whenever and wherever it is found that the assigned work is not performed up to the complete satisfaction of HURL, it will be brought to the notice of the contractor by HURL and if no action is taken immediately, penalty of ₹500/- per day will be imposed.
2. The contractor has to maintain required number of manpower as per the contract and also arrange a pool of standby manpower/supervisor. If the required number of workers/supervisor are less than specified number as mentioned in the contract, a penalty of ₹500/- per absentee per day shall be deducted from the bill(s).
3. Contractor staff shall always be disciplined, properly dresses and be presentable all the time during duty. The persons deployed by contractor shall be properly trained, have requisite experience and skill for carrying out a wide variety of work.
4. Contractor's employees shall perform their duties at the premises with due diligence and take all precautions to avoid any loss or damage to the HURL property/person.
5. Contractor shall be solely responsible for any indiscipline, theft, loss or damage to any persons/property at the premises on account of acts of omission and commission by the staff deployed by him.
6. In case any written complaint is received from any lab/section/substation building/guest house, a penalty of Rs. 200/- for each such incident will be imposed.
7. In case of any damage/loss/theft of property attributed to the personnel deployed by the service provider the cost of the same will be recovered from the service provider

E. CODE OF CONDUCT:

The Contractor shall strictly observe that its personnel:

1. Are always smartly turned out and vigilant
2. Are punctual and arrive at least 15 minutes before start of their duty time.
3. Take charges of their duty properly and thoroughly.
4. Perform their duties with honesty and sincerity.
5. Read and understand their post and site instructions and follow the same.
6. Extend respect to all officers and staff of HURL
7. Shall not drink liquor on duty, or come drunk and report for duty.
8. Will immediately report in any untoward incident/misconduct or misbehavior occurs, to Contractor and HURL.
9. When in doubt, approach concerned person immediately.
10. Get themselves checked by security personnel whenever they go out.
11. Do not entertain visitors.
12. Shall not smoke in the office premises.

F. ORDER FOR ARRANGEMENT OF DOCUMENTS BE SUBMITTED BY THE SUCCESSFUL AGENCY BEFORE DEPLOYMENT OF CASUAL LABOUR:

Following documents are required to be submitted before deployment of any casual labour:

1. Bio-data of all persons.
2. Character certificate from at least one (1) Gazetted Officer of the Central\State Government in respect of all persons;
3. Certificate of verification of antecedents of all persons by local police authority.
4. All persons engaged by the Contractor should be medically fit and medical certificate should be submitted prior to the start of work.
5. Required health insurance should be provided to all engaged workmen by the contractor at his own cost.

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

SOR Part A (Manpower Services)

BOQ/SOR (Schedule of Rate) Part A – Manpower Cost Estimate			
Name of Work :- General Housekeeping Work at HURL Sindri			
S. N.	Components	Unskilled Worker (USW)	Skilled worker (SW)
1	Basic (a)	553	734
2	PF @ 13% of (a)	71.89	95.42
4	Leave Benefit @ 5% of (a)	27.65	36.7
5	Bonus @ 8.33% of (a)	46.06	61.14
6	Retrenchment benefit @ 4.82% of (a)	26.65	35.38
7	Gross Total (b)	725.25	962.64
8	* Estimated Contractor Profit per man day (c) = 10% of (b)	72.53	96.26
9	ESIC(d) = 3.25% of (a)	17.97	23.86
10	Safety (e)= 2% of (a)	11.06	14.68
11	PMJJY/PMSBY (f)	1.1	1.1
12	Man day rate without contractor profit (g) = (b)+(d)+(e)+(f)	755.38	1002.28
13	Man day rate estimate with contractor profit (h) = (c) +(g)	827.91	1098.54
14	No. of manpower in Office Area	15	1
15	No of man days for office Area considering 313 working days in a year (i)	4695	313
16	No. of manpower in Plant Area (365 working Days)	15	1
17	No of man days for Plant Area considering 365 working days in a year (j)	5475	365
18	Total No of Man-days (k) = (i) + (j)	10170	678
19	Total Estimated Cost (h)*(k)	8419844.70	744810.12
Total SOR Part-A Cost Estimate including Contractor profit		91,64,654.82	

Note:

1. **Estimated Contractor profit as shown in S.No. 8 of above table is only for estimate purpose.**
The bidder (s) are required to quote their contractor profit per man day in the price bid.
2. Contractor profit per man day will be paid on Gross Total only (as indicated in S.N.7).
Contractor profit /Service Charges per man day will be calculated from quoted percentage rate by bidder in price bid.
3. The above minimum wages rates are considered in compliance with order ref no.- F.No.

1/4(III)/2021-LS-II dated 31-03-2022 issued from office of Chief Labour Commissioner, Ministry of Labour & Employment, GOI.

4. Reimbursement towards PMSBY & PMJJY is subject to payment & submission of proof by the contractor.
5. In case of revision of Minimum Wages & other statutory (EPF, Bonus, Retrenchment), the same will be reimbursed. However, contractor profit/ Service Charges will not increase on escalated wages.
6. Reimbursement of perks such as PF, ESI, Bonus, Leave Benefits, Retrenchment benefits, insurance etc will be made up on submission of documentary proofs.

BOQ/SOR (Schedule of Rate) Part B – Supply of Consumable Items

S.No.	Partilculars	Specification	UOM	Qty
1	Toilet Clenner (1ltr)	Harpic or equivalent	nos	372
2	Floor Cleaner (5 ltr)	Lysol	nos	72
3	Phenyl for toilet, drain (500ml)	preferably bengal chemical	nos	420
4	Coconut broom with GI wire binging	Dry/road cleaning	nos	420
5	Grass broom	any good quality	nos	240
6	Dry Mop	any good quality	nos	240
7	Duster	any good quality	nos	300
8	Godrej Air Pocket (10gms)/Odonil (10grms)	Godrej/Odonil/equivalent	nos	720
9	Washing Powder (1Kg)	Surf Excel/wheel/equivalent	nos	72
10	Napthelin Balls	preferably bengal chemical	Kg	24
11	Hand Wash Pump Dispenser (200ml)	Dettol/lifeboy/godrej/equivalent	nos	480
12	HCL Acid for Toilet Cleaning (5Ltr)	any good quality	nos	12
13	Carbolic Acid (400gm)	any good quality	Nos	24
14	Bleaching Powder	any good quality	Kg	120
15	Room Freshner (220ml)	Godrej/Amb/Pur/Airwick	nos	72
16	Colin (500ml)	Colin	nos	48
17	Toilet Paper Roll (06nos)	any good quality	nos	36
18	Phenyl good smell (Sented Phenyl) - 500ml	any good quality	nos	72
19	Supplying Harpic Cubical Urinal Cubes Deorizer Block (6pack) (6X100g)	any good quality	Nos	12
20	Bamboo		nos	120
21	Bucket (25ltr)	Milton/Cello/equivalent	nos	20
22	Mug (1ml)	Milton/Cello/equivalent	nos	20
23	PVC Hose Garden Pipe for Road Cleaning	any good quality	Mtr	50
24	Wiper	Cello/equivalent	Nos	24
25	Rat Killer (25g)	any good quality	Packet	5
26	Room Cob web Brush	any good quality	nos	20
27	Toilet Brush	any good quality	nos	25
28	Scooper	any good quality	Nos	20
29	D Shaped with wooden handel length of blade 250mm	any good quality	nos	6
30	D shapede handle with wooden handel tempered steel	Tata Brand	Nos	6
31	Pretail Garden Spade/Shovel (Belcha)	any good quality	nos	6

Note: The bidder has to quote the unit rate for individual items mentioned in SOR Part-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.

Format of Price Bid (BOQ)/ Financial Bid
BoQ/SOR

BOQ1 Format

Validate	Print	Help	Percentage BoQ						
Tender Inviting Authority: BUH,HURL Sindri project									
Name of Work: General house Keeping works at HURL, Sindri									
Contract No: HURL/Sindri/C&M/22-23/xxxx Dated xx.05.2022									
Name of the Bidder/ Bidding Firm / Company :									
PRICE SCHEDULE									
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)									
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER	NUMBER	NUMBER	NUMBER	NUMBER #	TEXT #
Sl. No.	Item Description	(X) Quantity	Units	(A) Minimum wages Excluding Contractor Profit in Rs. P	(B) Contractor's Profit per Mandays in Rs. P	(C) ESIC + Safety+ PMJJY/PMSBY per Mandays in Rs. P	(D) = (A)+(B)+(C) Quoted Manday rate with Contractor profit in Rs. P	(E)= (D) * (X) TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT In Words
1	Manpower Supply								
1.01	Un-skilled manpower	10170	Mandays	725.25	0.00	30.13	755.38	7682214.60	INR Seventy Six Lakh Eighty Two Thousand Two
1.03	Skilled Manpower	678	Mandays	962.64	0.00	39.64	1002.28	679545.84	INR Six Lakh Seventy Nine Thousand Five Hundred & Forty Five and Paise Eighty Four Only
Quoted Rate in Figures			Select					0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only							

Note :

- For SOR Part A, Price bid(s) of the bidder(s) shall be evaluated on the basis of quoted contractor profit per man day in Percentage rate in price bid for total cost of manpower services in BOQ1 excluding GST amount. Bidder shall not quote "negative" or "Nil" Contractor service charges for manpower services for item mentioned in SOR Part-A.
- Bidder (s) is required to select "Excess (+)" from drop down menu and then they have to quote rate in percentage up to two decimals only. Contractor Service charges in % on manpower services for item mentioned in each part of SOR Part-A shall be same as quoted percentage rate by the bidder for each individual part of SOR part-A in price bid.

BOQ 2 Format

For SOR Part-B, Price bid(s) of the bidder(s) shall be evaluated on the basis of Item rate basis (sum of Total) of bidder's quote for all the items as quoted by bidder in BOQ2 excluding GST amount.

Sl. No.	Item Description	Quantity	Unit	BASIC RATE In Figure To be entered by the Bidder Rs. P	TOTAL AMOUNT Without Tax in Rs. P	TOTAL AMOUNT In Words
1	SOR PART A					
1.01	Toilet Cleaner (1ltr)	372	nOS		0.00	INR Zero Only
1.02	Floor Cleaner (5ltr)	72	nOS		0.00	INR Zero Only
1.03	Phenyl for toilet, drain (500ml)	420	nOS		0.00	INR Zero Only
1.04	Cocunut broom with Gluire binding	420	nar		0.00	INR Zero Only
1.05	Grass broom	240	nar		0.00	INR Zero Only
1.06	Dry Map	240	nar		0.00	INR Zero Only
1.07	Duster	300	nar		0.00	INR Zero Only
1.08	Gedrej Air Packet (10gms)/Odoril (10gms)	720	nar		0.00	INR Zero Only
1.09	Washing Powder (1Kg)	72	nar		0.00	INR Zero Only
1.1	Naphthalin Balls	24	Kg		0.00	INR Zero Only
1.11	Hand Wash Pump Dispenser (200ml)	480	nar		0.00	INR Zero Only
1.12	HCL Acid for Toilet Cleaning (5Ltr)	12	nar		0.00	INR Zero Only
1.13	Carbolic Acid (400gm)	24	Nar		0.00	INR Zero Only
1.14	Bleaching Powder	120	Kg		0.00	INR Zero Only
1.15	Room Freshner (220ml)	72	nar		0.00	INR Zero Only
1.16	Calin (500ml)	48	nar		0.00	INR Zero Only
1.17	Toilet Paper Roll (06nar)	36	nar		0.00	INR Zero Only
1.18	Phenyl gadzermoll (Sented Phenyl) - 500ml	72	nar		0.00	INR Zero Only
1.19	Supplying Harpic Cubical Urinal Cubes Deorizer Black (6pack) (6X100g)	12	Nar		0.00	INR Zero Only
1.2	Bamboo	120	nar		0.00	INR Zero Only
1.21	Bucket (25ltr)	20	nar		0.00	INR Zero Only
1.22	Mug (1ml)	20	nar		0.00	INR Zero Only
1.23	PVC Hare Garden Pipe for Road Cleaning	50	Mtr		0.00	INR Zero Only
1.24	Wiper	24	Nar		0.00	INR Zero Only
1.25	Rat Killer (25g)	5	Packet		0.00	INR Zero Only
1.26	Room Oak web Brush	20	nar		0.00	INR Zero Only
1.27	Toilet Brush	25	nar		0.00	INR Zero Only
1.28	Scapper	20	Nar		0.00	INR Zero Only
1.29	D Shaped with wooden handel length of blade 250mm	6	nar		0.00	INR Zero Only
1.3	D shaped handle with wooden handel tempered steel	6	Nar		0.00	INR Zero Only
1.31	Protail Garden Spade/Shovel (Bolcha)	6	nar		0.00	INR Zero Only
Total in Figure					0.00	INR Zero Only
Quoted Rate in Words					INR Zero Only	

NOTE :

- 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 Part-A and Part-B after arithmetical correction of errors (if any). The aggregate amount will be worked out as total derived price of all items of BOQ, shall be considered for evaluation and award.
- The subject work is indivisible and complete work shall be awarded to successful overall lowest bidder.

SECTION – VII : FORMS AND PROCEDURES (NIT)

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**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/22-23/631 Dated 27-06-2022 , 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:

- q) Power of Attorney as per requirement mentioned in NIT.
- r) Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate for exemption.
- s) Similar work experience Documents as required in accordance with Clause 1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document
- t) Audited Annual Statements (Balance Sheet and Profit & Loss account statements) in accordance with Clause 2 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document

- u) Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card, EPF Registration and other documents in accordance with Clause 3 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document
- v) Signed, Stamped and Scanned copy of last three financial year ITR
- w) Signed, Stamped and Completely filled with required details in Annexure-1 and Annexure-2 in Forms and Procedures i.e., Section VII.
- x) Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VII)
- y) Signed, Stamped and Scanned copy of Declaration on company letter head as specified in Annexure-4 in Forms and Procedures i.e., Section VII.
- z) Signed, Stamped and Scanned copy of Tender Acceptance Letter as as specified in Annexure-5 in Forms and Procedures i.e., Section VII.
- aa) Signed, Stamped and Scanned copy of No deviation Certificate as specified in Annexure-6 in Forms and Procedures i.e., Section VII.
- bb) 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.
- cc) 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).
- dd) 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).
- ee) Documents in compliance to Scope of Work and Technical Specifications Any other document asked for in the Bidding Documents.
- ff) 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, Tender Committee, HURL Sindri Project. Sindri, Dhanbad, Jharkhand – 828122		Date:					
Tender No:		Tender No.: HURL/Sindri/C&M/22-23/631 Dated 27-06-2022					
Work of the subject tender		General house Keeping works at HURL, Sindri					
Bidder's Name							
In order to meet the Qualifying Requirement of above tender No., we submit as under:							
Summary of Details & Documents in Support of PQC							
PQC 5	GST/PAN/EPF Details	GSTIN Number					
		PAN Number					
		EPF Number					
	Type of Firm	(Proprietorship/ partnership/ limited companies)					
PQC 2	Details of Annual Turn Over for the preceding three years.	Financial Year	Turnover (Rs.)				
		Average Annual Turnover for the preceding three (3) financial years					
PQC 3	Working capital as per audited financial result of last FY.	Financial Year :	Working Capital :				
PQC 4	Net worth as per audited financial result of last FY	Financial Year :	Net Worth :				
PQC 1 – Details of Similar Work Experiences							
S.N	Description of Work	Work Order No. & Date	Work Order Value	Completion Certificate No.	Completion Certificate Date	Actual Date of Completion	Actual Executed Value

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 "General House keeping works at HURL, Sindri." against Tender Notice Number HURL/Sindri/C&M/22-23/631 Dated 27.06.2022 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)

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 “General Housekeeping Works at HURL, Sindri ” against Tender Notice Number HURL/Sindri/C&M/22-23/631 Dated 27.06.2022. , 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

Name & Designation.....

Place

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 Instruction 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.

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 thisday 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 :

Printed Name of Authorized Person having Power of

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, imp leader claims or counter claims against the Government of India arising out of this Contract and covenants not to sue the Government of India as to any manner, claim, cause of action or thing whatsoever arising 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 writ-
ten.

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

ANNEXURE-15

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

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 & Designation-----

Name of the Company-----

Seal of the Company