

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 CPPP 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

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INSTRUCTION TO BIDDERS

1. Online bids are invited on two bid system for “**Mechanical operation & maintenance of water services at HURL, Sindri project**” **Tender No.: HURL/Sindri/C&M/20-21/166**”. 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
4. **Critical Date Sheet:**

Published Date	24.06.2020 (11.00AM)
Bid Document Download / Sale Start Date	24.06.2020 (11.00AM)
Bid Submission Start Date	24.06.2020 (11.00AM)
Bid Document Download / Sale End Date	09.07.2020 (03.00PM)
Bid Submission End Date	09.07.2020 (3.00 PM)
Bid Opening Date	10.07.2020 (03.00 PM)

5. **Technical Qualification:**

5.1 BIDDER must have satisfactorily completed the similar works* mentioned below during last 07 (Seven) years ending on 30.05.2020 with minimum work order (s) as per below :

One completed work with contract value not less than INR 110.15 Lakhs

OR

Two completed works each with contract value not less than INR 68.85 Lakhs

OR

Three completed works each with contract value not less than INR 41.30 Lakhs

As a documentary proof, the bidder shall submit signed and stamped copies of the following Documents-

- I. Copy of Work Orders performed in last 7 years with full technical details including detailed Scope of the Work and Completion Period.

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- II. Completion/Acceptance Certificate from End User/OWNER regarding satisfactory completion indicating the period of completion. The Completion / Acceptance Certificate shall clearly indicate the LOI / Work Order no., Name of Work, Contract Value, Scope of Work, Contract period and actual Date of Completion.

*Similar Works means: The bidder must have successfully completed operation and maintenance services of water supply networking system in large process industry. 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.

5.2 Bidder has to mention make/model and specifications of consumable items as mentioned in Annexure A. Technical department will review make/model and specifications as per given criteria mentioned in S.N. 28, Terms & condition/ special condition of contract (SCC). Technical department may reject the bid if make/model and specifications is not found as per said criteria.

5.3 Average Annual financial turnover during last three (03) financial years of the bidder should be at least INR 41.30 Lakhs. For evaluation of same, Bidder shall submit Audited Annual Statements (Balance Sheet and Profit & Loss account) of the company for three (3) financial years. Last three (03) financial years will be considered as i.e. FY 2019-20, 2018-19 & 2017-18. In case, the bidder has not obtained audited balance sheet and Profit & Loss statement of FY2019-20, then they shall mention the same in writing on their letter head and submit audited balance sheet and Profit & Loss statement of Financial year 2018-19, 2017-18 & 2016-17. The same will be considered for evaluation of average financial turnover. Audited annual statement shall be certified by CA with membership number.

5.4 The Bidder shall submit Solvency certificate not more than six months old from the date of issue of NIT from their Banker for a value not less than INR 41.30 Lakhs or minimum credit ratings of "A" from ICRA/CRISIL etc OR equivalent reputed institutions, OR financing / unutilized credit limits from bank of value not less than INR 41.30 Lakhs valid as on date of issue of NIT.

5.5 The bidder must sign in each page of tender documents as a token of acceptance indicating read, understood and accepted the Terms & Conditions mentioned in tender documents.

5.6 The bidder shall have valid company registration, PAN card issued by Income Tax department, registration with EPF Organization and Valid GSTIN registration. As a

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documentary proof of same, the bidder shall submit signed, stamped and scanned copy of Certificates like Registration certificate, registration with EPF Organization, GSTIN Registration certificates, PAN card issued by Income Tax Department.

6 Evaluation of Bids:

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

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

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

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

- (a) "Deviation" is departure from the requirement specified in the tender documents.
- (b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirement in the tender documents.
- (c) "Omission" is the failure to submit part or all of the information or documentation required in the tender document.

6.5 The financial comparison for selection of Lowest (L-1) Bidder / Contractor shall be done based on the total derived price. The aggregate of quoted amount for all items of BOQ (Items as mentioned in SOR part-A and SOR part-B) will be worked out as total derived price, shall be considered for evaluation and award.

6.6 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.

6.7 The unit price of each item mentioned in BOQ/SOR Part-A shall be derived after multiplying a factor (calculated as per below calculation) with estimated amount of unit rate for each item indicated in BOQ/SOR Part-A.

Multiplying factor = $1 \pm \{(\text{Quoted amount by bidder in price bid for items mentioned in SOR Part-A} - \text{Total Cost Estimate of SOR Part-A (c)}) / (\text{Total Estimated cost of SOR Part-A (c)})\}$

6.8 Bidder service charges in % on manpower services for item mentioned in SOR Part-B shall be derived as per followings-

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{ (Quoted amount by bidder in price bid for item mentioned in SOR Part-B– Total Cost Estimate of SOR Part-B (i)) X100 / (Total Cost Estimate of SOR Part-B (i)) }.

Bidder shall not quote negative service charges on item mentioned in SOR Part-B. If it is found negative then the bidder will be asked to submit the differential amount of quoted rate and estimated cost for SOR Part-B as security deposit against manpower services before award of contract.

6.9 The selected Agency shall have to execute an Agreement on Non-judicial stamp paper of worth ₹100/- (Rupees one hundred only) at their own cost, within a period of 7 days from the date of receipt of the Work Order.

7 Bid Submission:

Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>. Tenderer/Contractor is advised to follow the instructions provided for online submission of bids. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

- 8 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.
- 9 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.
- 10 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.
- 11 EMD Payment: Earnest Money Deposit is to be deposited **electronically by ECS/RTGS/NEFT/DD/BANKERS CHEQUE** in the account of “**Hindustan Urvarak and Rasayan Limited, payable at Sindri**” 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:

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Bank Name – State Bank of India
IFS CODE: SBIN0000185, Account No: 37238881938.

- 12 EMD value: **Rs. 1,00,000.00** (Rupees One Lakh only).
- 13 Price Bid Validity date 120 days.
- 14 All NSIC / SSI / MSME registered vendors are exempted from submission of tender fee & EMD. **NSIC/SSI/MSME certificate must be submitted online to avail the exemption from furnishing the EMD.**

The Hard Copy of original instruments in respect of earnest money like DD etc must be delivered to the Manager/Deputy Manager (Contract & Materials), Hindustan Urvarak & Rasayan Limited, Sindri Project, Old FCIL office complex, Sindri, Dhanbad -828122 on or before bid closing date/time as mentioned in critical date. Tenderer shall likely to be liable for rejection for non-submission of original payment instrument like DD,etc., against the submitted bid.

- 15 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.
- 16 HURL Sindri shall not be responsible for any postal /courier delay for submission of EMD and/or other original documents, if applicable.

17 **LOCAL CONDITIONS**

17.1 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.

17.2 Bidders must before submission of their Bids, acquaint themselves with all applicable regulatory and other legal requirements pertaining to insurance and health,
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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 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.

- 18 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.

19 Guideline for submission of bid :

19.1 Technical Bid:

The following documents are to be furnished by the Contractor along with Technical Bid as per the tender document:

- Signed, Stamped and Scanned copy of payment proof for Earnest Money Deposit (EMD).
- Signed, Stamped and Scanned copy of Work Orders along with Completion/Acceptance Certificate from End User/OWNER performed in last 7 years with full technical details including detailed Scope of the Work, Contract value and Completion Period as mentioned in Tender document, Instruction to Bidder, clause 5.1 of Technical Qualification. The Completion / Acceptance Certificate shall clearly indicate the LOI / Work Order no., Name of Work, Contract Value, Scope of Work, Contract period and actual Date of Completion.
- Signed, Stamped and Scan copy of duly filled details of consumable items, **Annexure-A** as mentioned in Tender document, Instruction to Bidder, clause 5.2 of Technical Qualification
- Signed, Stamped and Scanned copy of Certificates like Company Registration certificate, GSTIN Registration, PAN Card, EPF Registration, last three financial year ITR, audited balance sheet and profit loss statement certified by CA. with membership number etc. as mentioned in Tender document, Instruction to Bidder, clause 5.3 and 5.6 of Technical Qualification
- Signed, Stamped and Scanned copy of Solvency certificate as mentioned in Tender document, Instruction to Bidder clause 5.4 of Technical qualification
- Signed, Stamped and Scanned copy of each page of Tender Documents as mentioned in Tender document, Instruction to Bidder, clause 5.5 of Technical Qualification

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- Signed, Stamped and Scanned copy of affidavit on non-judicial stamp paper of Rs. Ten only, as specified in **Annexure B** of tender document.
- Signed, Stamped and Scanned copy of Tender Acceptance Letter as per **Annexure-C** & Letter of authorization to submit bid.
- Signed, Stamped and Scanned copy of No deviation Certificate as per **Annexure-D**.
- Signed, Stamped and Scanned copy of Certificate from CEO or Managing Director, in the format as enclosed as **Annexure- E** of Tender Document.
- Signed, Stamped & Scanned copy of format For Electronics Payment as per **Annexure-F**
- MSMEs seeking exemption and benefits should enclose an attested/self-certified and stamped copy of valid registration certificate, giving details such as validity, stores/services etc. failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSMEs.
- 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. The Power Of Attorney of such person needs to be furnished along with bid.

Note: Bidders are requested to upload the clearly visible documents only other wise if not clearly visible than offer shall be liable for rejection without any further communication.

19.2 Price Bid:

Schedule of price bid in the form of BOQ_XXXX .xls

The below mentioned Financial Proposal/Commercial bid format is provided as BOQ_XXXX.xls along with this tender document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to upload the same in the commercial bid. Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered / modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with HURL.

19.3 Checklist of documents to be submitted:

S.No	Item	Yes / No	Bid Ref.
I	Signed, Stamped and Scanned copy of Earnest Money Deposit(EMD) Enclosed or EMD exemption Certificate Enclosed.		
II	Signed, Stamped and Scanned copy of Certificates like Company Registration certificate, GSTIN Registration, PAN Card, EPF Registration, last three financial year ITR, audited balance sheet and profit loss statement certified by CA. with membership number etc. as mentioned		

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	in Tender document, Instruction to Bidder, clause 5.3 and 5.6 of Technical Qualification		
III	Signed, Stamped and Scanned copy of Work Orders along with Completion/Acceptance Certificate from End User/OWNER performed in last 7 years with full technical details including detailed Scope of the Work, Contract value and Completion Period		
IV	Signed, Stamped and Scanned copy of Solvency certificate as mentioned in Instruction to Bidder clause 5.4 of Technical qualification		
V	Signed, Stamped and Scan copy of duly filled details of consumable items, Annexure-A as mentioned in Tender document, Instruction to Bidder, clause 5.2 of Technical Qualification		
VI	Signed, Stamped and Scanned copy of affidavit on non-judicial stamp paper of Rs. Ten only, as specified in Annexure B of tender document.		
VII	Signed, Stamped and Scanned copy of Tender Acceptance Letter as per Annexure-C & Letter of authorization to submit bid		
VIII	Signed, Stamped and Scanned copy of No deviation Certificate as per Annexure-D		
IX	Signed, Stamped and Scanned copy of Certificate from CEO or Managing Director, in the format as enclosed as Annexure- E of Tender Document		
X	Signed, Stamped and Scanned copy of each page of Tender Documents as mentioned in Tender document, Instruction to Bidder, clause 5.5 of Technical Qualification		
XI	Signed, Stamped & Scanned copy of format For Electronics Payment as per Annexure-F		
XII	MSEs seeking exemption and benefits should enclose Signed, Stamped and Scanned copy of valid registration certificate, giving details such as validity, stores/services etc.		
XIII	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. The Power Of Attorney of such person needs to be furnished along with bid.		

Note: Failure to Upload Authentic and Corrects Documents as mentioned at S.No I, II, III, IV,V,VI, VII, VIII, IX, X, XI and XIII of clause 19.3 (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.

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- 20.0 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.
- 21.0 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.
- 22.0 **SITE VISIT:** If needed, the bidder and his authorized personnel will be granted permission by General manager (Project), HURL Sindri Project to enter upon HURL Sindri project premises and may visit the site before quoting their rates.
- 23.0 HURL reserves the rights to assess bidder's capability and capacity to perform the contract.
- 24.0 To know more about HURL, please visit our website www.hurl.net.in
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Instructions for Online Bid Submission:

The bidders are required to submit soft copies of 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 bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

1.0 REGISTRATION

- 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.
- 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.
- 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.
- 1.4 Upon enrollment, the bidders will be required to register their valid Digital Signature Certificate (Class II or 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.
- 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.
- 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.

2.0 SEARCHING FOR TENDER DOCUMENTS

- 2.1 There are various search options built in the CPP Portal, to facilitate bidders to search active 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.
- 2.2 Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e- mail in case there is any corrigendum issued to the tender document.

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- 2.3 The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

3.0 PREPARATION OF BIDS

- 3.1 Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 3.2 Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3.3 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 3.4 To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

4.0 SUBMISSION OF BIDS:

- 4.1 Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 4.2 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 4.3 Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4.4 Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the

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DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

- 4.5 Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- 4.6 The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 4.7 All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology.
- 4.8 Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 4.9 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 4.10 Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 4.11 The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.
- 4.12 Shortfall documents: After evaluation of the uploaded documents, shortfall documents, if required, shall be sought from the bidder. For this purpose, maximum 1 chance, of 7x24
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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.

5.0 ASSISTANCE TO BIDDERS

- 5.1 Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 5.2 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.

0120-4001 062

0120-4001 002

0120-4001 005

0120-6277 787

**E-mail
support:**

For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority

Technical - [support-eproc\(at\)nic\(dot\)in](mailto:support-eproc(at)nic(dot)in)

Policy Related - [cphp-doe\(at\)nic\(dot\)in](mailto:cphp-doe(at)nic(dot)in)

Or

Mr. Deepak Kumar, Manager (C&M) / Mr. Mukesh Bhinchar, Dy. Manager (E&M)
HURL- Sindri Project,

Mobile No.- 9031000943 / 9414255204

Email id : deepakkumar@hurl.net.in mukeshbhinchar@hurl.net.in

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GENERAL CONDITIONS OF CONTRACT (GCC)

1. Scope of Contract

The Scope of Contract shall be as per 'Technical Specification' as mentioned in tender document and scope of work.

2. Firm Price

Price to be quoted shall be firm and subject to no escalation whatsoever during the contractual completion period including extended period, if any, except for any statutory variations i.e. change in the rate of minimum wages, taxes & duty and/or inclusion of any new tax & duty. Bid with variable price will not be accepted.

3. Price Basis

Duly executed at following location:
Old FCIL Office Complex, HURL, Sindri (Jharkhand)

4. Taxes and duties

4.1 The Bidder shall include all the taxes, duties/ levies etc. (except GST) in their quoted rates/ prices. GST charges shall be paid extra at actual by the owner as applicable.

4.2 Please note that the responsibility of timely payment of above taxes to statutory authorities thereupon lies with the Service Provider only.

4.3 Statutory variation in taxes and duties including imposition of any new tax & duty, within the scheduled Completion period, as per Contract/PO, shall be paid at actual on submission of documentary evidence.

4.3.1 In case of delay in execution, if there is any increase in the rate of tax & duty and/or there is imposition of any new tax/ duty by statutory authorities, HURL shall restrict the payment of taxes & duties, as prevalent on the scheduled delivery/ completion period only, as mentioned in the P.O and amendment(s) there to.

4.3.2 If there is any decrease in applicable rate of taxes & duties &/or there is any withdrawal of any tax & duty by statutory authorities, during the completion period including extended/ amended period of P.O, shall accrue to HURL's a/c.

4.4 The Contractor has to submit / furnish all necessary documents / information to enable HURL claim the input credit benefit, if any, under GST rules.

5. Effective date of Contract/ P.O: Shall be the date of issuance of Letter of Award (LOA).

6. Completion Period/ Time Schedule

Sl.No.	Particulars	Time Schedule/ Contract Period
1.	Completion of Total Work	12 months from date of LOA

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7. Payment Terms

- 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 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 on monthly basis. Payment shall be released within 30 days of submission of invoice by the party.
- The agency shall pay applicable GST and claim it along with RA Bills.

8.0 EARNEST MONEY DEPOSIT (EMD)

8.1 EMD of successful bidder will be converted to part of Security Deposit after award of contract. Successful Bidders who are exempted from submission of EMD on account of MSME/NSIC/SSI, shall have to deposit security deposit of Rs. 1,00,000 after award of contract and before start of execution of work..

8.2 The EMD of unsuccessful Bidders will be returned by HURL without any interest to the unsuccessful Bidders as promptly as possible on acceptance of Bid of the successful Bidder or when the Bidding process is cancelled by HURL, whichever is later. Where EMD has been paid by demand draft, the refund thereof shall be in the form of demand draft in favor of the unsuccessful Bidder(s). Bidders may indicate the name and address in whose favor the said demand draft shall be drawn by HURL for refund failing which it shall be drawn in the name of the Bidder and shall be mailed to the address given on the Transmittal Letter.

9.0 SECURITY DEPOSIT:

- The Agency has to deposit security deposit of rupees one lakhs before start the work. In addition, the security deposit at the rate of 2% shall be recovered from the subsequent monthly bills. The security deposit shall be kept as performance guarantee and shall not bear any interest. It will be refunded to the Agency after satisfactory completion of contract period however, the contractor will have to apply inwriting, along with original cash receipt for refund of security deposit

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- The HURL reserves the right to forfeit the security deposit if the Agency 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

9.0 Quantity variation

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

10.0 Insurance

10.1 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.

10.2 All contractors' equipment shall be at the sole risk of the contractor.

10.3 The contractor will insure all his personnel employed for the execution of the work against any personal injury that may be sustained by them as a result of the execution of the work and present satisfactory evidence to the owner/consultant that such insurance is in force.

10.4 The contractor shall be responsible for workman's compensation insurance and all other statutory requirements in regard to the personnel in the contractor's employment.

11.0 Termination

In the event of unsatisfactory performance, HURL Sindri reserves right to cancel part or whole of the order / contract and make alternate arrangement at any time during contract period on risk & costs of contractor and / or forfeit security deposit

12.0 Force Majeure

The act of God, epidemic, wars, revolution, and official strike shall be treated as force majeure condition. In event of occurrence of such condition neither party shall be responsible for delay in performance provided that it is notified within 07 days of its occurrence. The Contractor shall provide justification by documentation countersigned by the local chamber of commerce.

13.0 SETTLEMENT OF DISPUTE:

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13.1 Amicable efforts should be made to settle the claim, if any by direct negotiation with the concerned Engineer-in-charge of HURL, Sindri Project. In case the same is not settled, all disputes and differences whatsoever arising between the parties out of or relating to the meaning and operation of effect of this contract or the breach thereof shall be referred to the Unit Head/Incharge of the HURL, Sindri Project for arbitration and the award made in pursuance thereof shall be binding on the parties.

13.2 Subject to as aforesaid the provision of Arbitration & Conciliation Act, 1996 or any statutory modification or re-enactment or rules made there under shall apply to the Arbitration proceeding under this clause.

13.3 No objection shall be made to the appointment of the above arbitration on the ground of any of them being an officer of the HURL and/or had at any time dealt the matter in dispute or difference and/or expressed any views thereon.

14.0 Governing laws:- This Contract shall be governed by the Indian Laws for the time being in force and the Dhanbad Courts alone shall have the exclusive jurisdiction on all matters arising under the contract.

15.0 INTERPRETATION OF CONTRACT

15.1 The several contract documents forming the contracts are to be read together as a whole and are to be taken as mutually explanatory.

15.2 Should there be any doubt or ambiguity in the interpretation of the contract documents or error, omission or contradiction therein or in any of them, the contractor shall prior to commencing the relative work, apply in writing to the owner for his decision in resolution of the doubt, ambiguity or contradiction or correction of the error or omission, as the case may be. Should the contractor fail to apply to the owner for his decision, as aforesaid prior to commencing the relative work, the contractor shall perform said work as per interpretation of owner whose decision shall be final and binding on contractor.

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Scope of Work for “Mechanical operation & maintenance of water services at HURL, Sindri project.”

The scope of work includes operation and maintenance works as per direction of Engineer in charge of following major units-

- Intake pump house (sindri pump house)
 - New & old Settling tank
 - Permutit or old filter
 - Candy filter
 - Treated water tank or underground reservoir
 - settling tank pump house
 - All pipe lines, gates, valves associated with above system
 - Colony water pumps
 - backwash pump
 - backwash blower
 - Over Head Back Wash Tank
 - All Types of Valves and Mechanical Fittings.
 - All Mechanical Gates.
 - All water towers
 - Distribution piping network & associated valves
- ❖ The scope of work of the contractor shall cover Operation & Maintenance of existing Drinking Water Treatment Plant, round-the-clock, complete from “Intake from damodar river means sindri pump house’ to ‘operation of water towers installed at different location within territory ” including providing & deployment of skilled, semi-skilled and unskilled Manpower, dosing all type of Coagulants, Chemicals, Consumables, Bleaching powder for disinfection, Water Sampling & Testing ,maintenance of all installed mechanical equipment, distribution piping network(aboveground and underground) from sindri pump house to water storage towers etc. The Operation & Maintenance of Drinking Water Treatment Plant shall be continuous, round-the-clock throughout the year, including all Week days, Sundays & Holidays.
- ❖ This is a Comprehensive Operation & Maintenance contract. The scope of work of the Contractor shall also cover preventive maintenance and any required repair and replacement of mechanical & electrical installations, bridge & paddle rotating drive mechanism, pumps, blowers, lifting hoists, chain-pulley blocks, pipelines, valves, gear boxes, oil & lubricants, gauges & weighing machine including providing & fixing spare parts & components, tools & tackles, bolts & nuts, hardware, safety items, oil & lubricants etc.
- ❖ The existing Drinking Water Treatment Plant has been commissioned and put on regular operation. All the existing mechanical & electrical installations, bridge & paddle rotating drive mechanism, pumps, blowers, lifting hoists, chain-pulley blocks, pipelines, valves, gauges & instruments, weighing machines etc. are in working condition. The Tenderer / Contractor, prior to submission of his tender, must visit the existing installation at Drinking Water Treatment Plant at his own cost and satisfy himself about the type and nature of

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work. After award of work order to the Contractor, no extra claim what so ever will be entertained.

- ❖ Accommodation of contractor's personnel is in contractor scope
- ❖ It is the responsibility of the Contractor to hand over the entire system to the Engineer in charge, HURL on completion of the contract period in its initial working condition. Any damages / replacement etc. should be done at free of cost with the knowledge of the Engineer I/c. of treatment plant-HURL. The final taking over will be done after detailed joint inspection by the Engineer I/c. of Plant HURL / or his authorized representative and the contractor on completion of the contract period.
- ❖ **CONTRACT PERIOD:** The contract shall be operative for a period of one year with effect from the 00:00 hrs from the date specified in the Work Order and date of taking hand over of total O&M services of site at first instance which may further be extended for six months as needed by HURL and subject to Agency'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.

If the Agency is not competent to execute the job as per the requirements or is not capable to comply with the statutory requirements, its contract shall be terminated. The decisions in this regard by the HURL shall be binding and cannot be disputed.

❖ **Job Description:**

- Annual Operation and Maintenance of drinking water Treatment Plant including providing & deployment of all required including skilled ,semi-skilled and unskilled manpower etc., Providing, solution preparation and dosing of all chemicals & coagulants viz. Alum, Hydrated Lime for treatment purpose, Bleaching Powder for disinfection purpose, Water Sampling & Testing etc. throughout the year or as per instruction of EIC.
- All tools tackles are in contractor scope including different sizes of spanners, welding machine, grinding machine, cutting set, heating equipment, lifting tools & tackles etc.
- All activity required for pipe line maintenance i.e. excavation of underground line, dewatering arrangement, back filling, area cleaning from wild vegetation etc are in contractors' scope.
- Any special tools required for maintenance of pumps/pipe lines are in owner scope.
- All consumables to be procured by contractor as per list and same to be submitted/deposited to store and cost of which is claimed against the items listed in workorder. Required consumables to be issued from store as per requirement with issue slip duly signed from job in charge/ EIC.
- All equipment's spares are in owner scope and same to be issued from store.
- Housekeeping of operational areas are in contractor scope of work. Contractor shall ensure proper housekeeping of operated area and its surroundings.
- Contractor shall maintain daily operation & maintenance log book. This to be updated on daily basis or shift basis.

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- Contractor shall maintain daily attendance of workmen present at designated location.
- Contractor shall maintain daily chemical consumption record and stock to be maintained at settling tank pump house before it gets exhausted.
- Proper House Keeping (excluding gardening) of various units, interior & exterior of treatment plant buildings, filter house and premises as well as surrounding area within the boundary wall shall be under the scope of work of the contractor. The contractor shall take care to maintain the building and premises neat and tidy manner.
- The contractor should periodically clean the treatment plant premises viz. uprooting of rank vegetation, grass bush wood trees and sapling of girth etc. as per direction of engineer I/c
- Inspection will be carried out by department as and when required. The log book of the water treatment plants shall be submitted to department before submission of RA bill of every month for check and certification by the department.
- In case of any shortage of manpower found during the surprise check, recovery shall be made from the payment due to the contractor for the affected category at double the rates prevailing or decided by the Concerned Authority of Water Treatment Plant HURL. In case of absence of any manpower the recovery proportionate to the quoted amount shall be made from the bill.

❖ **Mechanical Operation and maintenance works of treatment plant**

1. Daily Maintenance and Operation:

- Deployment of required number of manpower for testing, treatment, filtration, disinfection of water round-the-clock throughout the contract period as per requirement and instruction of Engineer- I/c.
- To operate all the Valves and Gates in Treatment Plant while the Treatment Processes of water is continuing in plant throughout the Contract Period.
- To Prepare the Chemical solution for Dosing Purpose (Like Alum, Lime, PAC etc.) For Treatment of Raw Water for Round the Clock throughout the Contract Period.
- Dosing of Prepared Chemical Solutions at instructed Points whenever the treatment Processes is Going on or Round the clock Throughout the Contract Period.
- The Water channels from Aerator up to Primary clarifier should be cleaned by Contractor Especially in rainy Season or whenever the medium is dirty by deploying a labour Throughout the Contract Period.
- Back Wash All the Filter Beds In a regular Interval of time as instructed By Engineer I/c. So as there should not any abrasive Head loss in Filter Bed throughout the Contract Period.
- Filling the Back-Wash Tank on Daily Basis for Back Wash the Filter Bed throughout the Contract Period.
- Proper Safety Measure should be given to the worker at treatment plant by the contractor. Care should be taken that any kind of accidental circumstance should be avoided.
- The Bridges at Both the clarifier should run for cleaning of sludge from the Clarifier tank.

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- Proper Record of all the data of Treatment plant operation and maintenance by the Contractor Personnel's as instructed by the Engineer I/c.
- Leakages rectification in CI pipe, GI Pipe, MS pipe line network at Water Treatment Plant on Urgent Basis.

2. Weekly Operation and Maintenance:

- Proper care should be Taken for the Pumps and Motor by checking weekly all the parts.
- Required lubricants should be applied at all the bearings and pumps and at all nuts and Bolt joints.
- The surface of wall at filter bed and pipes, drain and siphon should be cleaned regularly.
- All the Water channels should be cleaned by the Contractor regularly and as instructed by Engineer I/c.

3. Monthly Operation and Maintenance:

- Preventive maintenance every month or as per instruction given by Engineer I/c. for pumps, gates and valves.
- Every month water samples from clear water storage sumps or from any user point at Campus Area is collected for testing a) Physical b) Bacteriological c) Chemical at government approved testing Laboratory.

4. Yearly Maintenance:

- The Contactor shall desilt, wash and clean the internals & externals of all the Plant Units such as Cascade Aerator, Flume, Flash Mixer, Primary Clarifier, Clariflocculator, Under Ground Clear Water Reservoir, all Water Channels, Stand Wells, Valve Pits, etc.
- once every year preferable in winter or summer season or as per direction of Engineer I/c. Muck and debris shall dispose outside the Plant.
- All the Mechanical Devices installed at treatment plant unit which are in direct contact with water should be cleaned from rusting by wire brushing and cleaned. All structural steel, bridge, walk way, hand railing etc. shall be cleaned and painted once in year during summer season.

5. Maintenance of pumps (including providing all spear parts & components), blowers, motors, overhead cranes & pipe gallery etc.:

- Alignment of pump sets to be checked & is required rectification to be carried out and readings to be recorded.
- Coupling brushes, pins, rubber parts will be checked & replaced if required.
- Gland packing should be checked & replaced if it is worn-out.
- Oil level & grease in bearings will be checked & replenished if necessary.
- Current, Voltage, Speed, Pressure, should be measured & recorded.
- Noise, vibration & temperature levels should be checked.

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- Overhauling of above machines should be done as per the OEM's recommendations of OEM operating manual.
- Dismantling of pumps should be done only with approval of Engineer I/c.
- Total tool, tackles, chain pulley, try pad lifting materials, assisting manpower and complete job is under the contractor's scope.
- Minor machining job or repairing job which to be carried out in local workshop are in the scope of contractor.

6. Tools & tackles

For proper execution of work sufficient numbers of tools & tackles are to be provided by the agency at their own cost, nothing shall be paid extra for this. The contractor shall keep the followings minimum tools, tackles, furniture and calibrated instruments at site for carrying – out the, operation maintenance and other jobs as required.

- Welding machine along with power & welding cable
- Grinding machine
- Cutting set
- Pipe wrenches to handle GI pipe sizes of 12mm to 100mm – 2nos
- Pipe wrenches to handle GI pipe sizes for above 100mm – 1no
- Thread die set for above GI pipe sizes – 1no
- Ring spanner set – 1no (up to 42 mm)
- De spanner set – 1no (up to 42 mm)
- Cutting plier – 2nos
- Screw drivers – 4nos
- Allen key set – 1no (inch & mm size)
- Spirit level indicator – 1 no.
- Measuring tape 3 mtr, 5 mtr, 15 mtr, 30 mtr – 1 each
- Hand Drill machine – 1nos
- Industrial Knives – 3nos
- Torch light -4 Batteries type: - 10 no.
- Electrical board of single phase with 100 mtr electrical cable-2 no.
- Electrically operated dewatering pump
- Diesel operated dewatering pump (to be arranged as per requirement)
- Any other tools and tackles required for smooth operation of AMC contract from time to time provided items should be in working condition & latest calibrated.

7. Deployment of man power

- Required no. of personnel (i.e. including leave reserve) should be deployed on 365days x 24Hrs. basis including Sundays & Holidays.
- All the Seven Days (Monday to Sunday) including Holidays There will be three Shifts: Morning shift, Days Shift+ Night Shift + Daily Maintenance Shift (gen shift or instructed by EIC).

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- Depending on the supply of raw water contractor may adjust the time of shift. (Normally shift timing is as follows Morning shift – 0600 hrs. to 1400 hrs., Day shift – 1400 hrs. to 2200 hrs., Night shift – 2200 hrs. to 0600 hrs., Gen shift 0830 hrs. to 1800 hrs.)
- During the operation of raw water from intake well for treatment purpose minimum required man power per shift is-1.0 no. of pump operator(SSW) + 1.0 nos. of helper(USW)
- During the operation of settling tank i.e. water treatment purpose minimum required of man power is-1.0 no. of plant operator (SSW) (Only day shift) +1.0 number of pump operator (SSW) per shift + 3.0 nos. of helper (USW) per shift
- There is minimum of 1.0 tower operator(USW) in each shift at all water towers.
- Apart from operational manpower, there shall be one maintenance team consisting of two technician (SSW), one welder (SSW), one rigger (SSW) and three helper (USW). For supervision and co-ordination of maintenance and repairing works, one supervisor (SW) shall be available to supervise maintenance team.

8. Qualification of manpower to be deployed for operation and maintenance services of water treatment plant by the contractor:

- The following are the qualification criteria of personnel to be employed by the contractor for efficient operation and maintenance of the Water Treatment Plant.
 - (i) Skilled worker –ITI with minimum 10 years of work experience in Industrial mechanical works or Diploma in mechanical with minimum 4 years of work experience in Industrial mechanical works
 - (ii) Semiskilled worker (Technician/welder/operator/Rigger)– 10th pass with 5 years of work experience in Industrial mechanical works
 - (iii) Unskilled worker – 8th Standard pass or 5 years of work experience in Industrial mechanical works
- The contractor shall employ only certificate holders as mentioned above proof of documentary evidence for experience, qualification and antecedents should be submitted for approval of the Engineer I/c.
- Whenever there is any urgent situation arise in treatment plant extra labours or expertise if required should be deployed on emergency basis as per direction of engineer I/c. No extra claim shall be entitled against the work of deployment of man power.
- There is no any provision of overtime and if any in emergency situation to be borne by contractor up to 50 hrs. in a month. if it exceeds to be reviewed with management.
- The operating personnel shall have thorough knowledge on safety precautions during emergency cases and also conversant with state electricity rules, regulations and Indian factory act rules and Indian explosive rules & regulations.
- The contractor shall provide and maintain first Aid box in each installation complete with necessary medicines etc.

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Terms and Condition / Special Condition of Contract (SCC)

1. The work will be executed as per above mentioned work.
2. The quantity of any item of above mentioned work may vary to any extent for which no revision of rate will be applicable. However overall deviation limit shall be within 10% of contract value.
3. The personnel engaged by the Agency shall draw their remuneration from their Agency and will not claim any employment benefit from HURL at any time. The agency shall also be responsible for the statutory obligations of such personnel and shall indemnify HURL in the matter.
4. Engineer in Charge (EIC) or an Officer explicitly authorized by him will represent HURL Sindri project in all dealings with the Firm/ Agency for execution of work.
5. The contractor shall abide by all statutory rules and regulations of Local authority , State and Central Govt. as the case may be with regard to statutory benefits and non-statutory benefits prevailing at HURL-Sindri as applicable, at his own cost and hence the agency has to quote their rate accordingly by taking care of all these.
6. The Agency/ Firm shall be directly responsible for payment of minimum wages as per central government orders and circulars (including other benefits like E.P.F. & E.S.I) to his man power engaged under this contract at his own cost. When the contract terminates there shall be no physical or moral pressure on HURL, on grounds of "person/ resources displace from job".
7. The contractor shall have to comply with the provision of payment of wages Act,1936 minimum wages Act, 1948, Employee liabilities 1938, Workers compensation Act,1923. Industrial dispute Act, 1947, contract labour (Regulation and abolition) Act,1970 with latest modification thereof or any other related law and rules made time to time. No extra claim shall be entertained by HURL on this account.
8. The Agency shall have to get itself registered with the E.P.F. Organization under Employees' Provident Fund and Misc. Provision Act, 1952 and produce a copy of certificate of the same. The Agency shall recover the EPF contribution as prescribed under the EPF & Misc. Provision Act, 1952 from the wages of its personnel 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 Agency.
9. The Agency shall have a valid labour license under section 7 of the contract labour (R&A) act, 1970 and contract labour (R&A central Govt. rules, 1971) and produce a copy of certificate of the same to Engineer in charge (EIC).
10. All employees of agency are to be covered under the ESI Scheme. The Agency 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.

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11. Month wise detailed statement of wages paid to the employees including E.P.F/E.S.I deduction should be enclosed along with the monthly bill by the Firm/ Agency and submitted to the designated Engineer in charge, HURL.
12. The price shall be firm and no variation shall be allowed on any account till execution of complete work.
13. 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 contractor profit and GST as applicable.
14. The firm/Agency shall comply the regulatory clauses of labours Act and shall not engage any minor under this contract.
15. All safety measures must be taken care of, in order to avoid any accident, fire and other safety hazards. Any type of loss of assets due to any such incident is the sole responsibility of the Firm/Agency. HURL shall in no way be liable for any such incident.
16. If there is any damage to HURL property or any other financial burden on the institute because of willful or negligent action by the Firm or its personnel, the institute shall be entitled to recover the same by means of compensation from the Firm/ Agency.
17. The payment shall be released as per monthly R A Bills with all statutory deduction.
18. GST will be extra and reimbursed to the agency after submission of the documentary evidence.
19. Day to day/ Shift Wise manpower distribution to perform scope of work shall be in agreement with HURL Engineer in Charge (EIC). Any absenteeism of manpower with respect to said agreement shall be fined with Rs. 300.00 per manpower per shift and shall be deducted from contractor's RA Bill.
20. The contract shall be executed under the Agency's own supervision. The Agency shall have to be present at the work place either personally or through their authorized representative for the supervision and co-ordination of operation and maintenance works every day during working hours to supervise and control his work force as per the requirement and taking instruction of EIC for which no extra payment shall be made by HURL.
21. The contractor shall have to complete the work or early completion of emergency maintenance work within short notice as desired by HURL Engineer in Charge (EIC) by increasing of manpower, material, T&P etc. for which no extra cost will be paid.
22. For proper execution of work sufficient numbers of tools & tackles are to be provided by the agency at their own cost, nothing shall be paid extra for this.
23. Agency shall provide Tractor or other required vehicle for transportation/ movement of their manpower (to attend breakdown or any exigency), materials, water treatment chemicals from plant to pump house site as and when required.
24. Agency shall provide mobiles for communication among operators for smooth operation of water supplies.

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25. All boarding/ lodging/ Transportation/ Local conveyance of workman engaged shall be in the scope of contractor.
26. 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.
27. The contractor has to complete the work of any item of work within short notice as desired by HURL Engineer in Charge by increasing of manpower, material , T&P etc. for which no extra cost will be paid.
28. Consumable items make/model and specifications shall be ISI certified or equivalent certification which is valid in India as applicable for mechanical items.
29. Chemical testing and water quality testing as mentioned in SOR part-A shall be performed whenever required or instructed by EIC. The required testing shall be done in consultation with EIC at Government approved test lab only.
30. None of the personnel employed by contractor shall be a member of Trade Union/political outfit and/or take any interest in trade union/political outfit activities.
31. The contractor shall be responsible for providing their personnel with proper uniform and shall ensure that the personnel on duty should always appear in smart outfits, wearing full prescribed uniform with proper photo identity card. The contractor shall take agreement of EIC on uniform and its color coding before start of the work.
32. HURL reserve the right to terminate the contract at any time during the contract period in case performance is not found satisfactory and work not carried as per instruction of HURL Officer-in-charge.
33. Submission of Invoice: All invoices to be raised in the name of Hindustan Urvarak & Rasayan Limited and will be submitted to Engineer In charge, HURL Sindri Dhanbad (Jharkhand).
34. Price reduction/LD/Penalty Clause: In the event of delay in completion beyond contract completion period, price reduction@0.5% per week of part there of subject to maximum 5% of total P.O. value shall be recovered from contractor's bill(s).
35. Any other deviation, exceptions, observations, if any of your offers and any subsequent corresponding which are contrary to the provision of the bidding document any amendments referred above. Shall stand with drawn without any extra financial implication to owner.
36. The quoted rates/Prices shall include all the cost of materials, labours, taxes duties/levies except GST and other incidental expenses to complete the work as per the specification of Summary of work.

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BOQ/SOR (Schedule of Rate) Part A – Consumable and quality testing Items Cost Estimate for Mechanical Operation and Maintenance of water services

S.N.	Consumable Item Description	UOM	QTY Required	RATE per Unit	TOTAL Cost
1	Rustolene	Nos	60	220	₹ 13,200.00
2	wire brush 18x5 cm	Nos	30	35	₹ 1,050.00
3	M seal	KG	10	200	₹ 2,000.00
4	Holdite	KG	5	240	₹ 1,200.00
5	Teflon Tape	Nos	250	15	₹ 3,750.00
6	Emery cloth 60	Nos	100	10	₹ 1,000.00
7	Emry cloth 100	Nos	100	10	₹ 1,000.00
8	Silicon Carbide valve grinding grease Coarse	Pack	25	285	₹ 7,125.00
9	Silicon Carbide valve grinding grease Medium	Pack	25	285	₹ 7,125.00
10	Silicon Carbide valve grinding grease Fine	Pack	25	285	₹ 7,125.00
11	Hand Gloves Leather	Pair	50	140	₹ 7,000.00
12	Cotton waste	KG	200	55	₹ 11,000.00
13	Hacksaw Blade Hi speed hsx 1/2 x 23 gauge	Dozen	24	45	₹ 1,080.00
14	Gaket Non metallic 1/8" 3.15 mm	KG	200	155	₹ 31,000.00
15	Gaket Non metallic 1/16" 1.58 mm	KG	100	155	₹ 15,500.00
16	Gaket Non metallic 1/32" 0.79 mm	KG	100	155	₹ 15,500.00
17	Rubber gasket (neoprine),3mm thk.	KG	150	100	₹ 15,000.00
18	Rubber gasket (neoprine),2mm thk.	KG	150	100	₹ 15,000.00
19	Servo System 46	Liter	500	195	₹ 97,500.00
20	Gland packing for pump & valve (size-19mm,16mm,12.5mm)	kg	200	350	₹ 70,000.00
21	Jute spun yarn	kg	250	90	₹ 22,500.00
22	Nut bolt 12 mm,100 mm length,B.8.8 GRADE	Nos	250	90	₹ 22,500.00
23	Nut bolt 16 mm,100 mm length,B.8.8 GRADE	Nos	250	100	₹ 25,000.00
24	Nut bolt 20 mm,100 mm length,B.8.8 GRADE	Nos	250	130	₹ 32,500.00
25	Nut bolt 22 mm,100 mm length,B.8.8 GRADE	Nos	250	150	₹ 37,500.00
26	Welding electrode (E 7018),(ESAB,WOHLER,ETC)	kg	100	250	₹ 25,000.00
27	Welding electrode (E 6013)(ESAB,WOHLER,ETC)	KG	100	150	₹ 15,000.00
28	Welding electrode (cast iron)(ESAB,WOHLER,ETC)	KG	25	2200	₹ 55,000.00
29	Brazing rode ,3 mm	kg	30	1000	₹ 30,000.00
30	WD40 surface cleaner	Nos	30	400	₹ 12,000.00
31	Oxygen cyclinder(refilling)	Nos	24	245	₹ 5,880.00
32	DA cyclinder (refilling)	Nos	24	2100	₹ 50,400.00
33	oxygen regulator	set	5	2500	₹ 12,500.00
34	cutting torch	set	2	3000	₹ 6,000.00

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35	DA regulator	set	5	2500	₹ 12,500.00
36	3/8" rubber hose	mtr.	150	70	₹ 10,500.00
Total Cost Estimate of Consumable Items (a)					₹ 6,97,935.00
37	Drinking water quality testing	nos	48	4500	₹ 2,16,000.00
38	Sample testing of ferric alum	nos	12	2400	₹ 28,800.00
39	Sample testing of bleaching powder	nos	12	2000	₹ 24,000.00
40	Sample testing of slaked lime	nos	12	1500	₹ 18,000.00
41	Sample testing of Copper Sulphate	nos	2	2600	₹ 5,200.00
Total Cost Estimate of quality testing (b)					₹ 2,92,000.00
Total Cost Estimate of SOR Part-A {(a)+(b)= (c)}					₹ 9,89,935.00
Contractor Profit estimate {10% on (c)} on SOR Part-A (d)					₹ 98,993.50
Total Cost Estimate of SOR Part-A including contractor profit (c)+(d)					₹ 10,88,928.50

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BOQ/SOR (Schedule of Rate) Part B - Manpower Cost Estimate for Mechanical Operation and Maintenance of water services

S.N	MANPOWER	per shift	Man-days per day (all 3 shift)	Total man-days for 1 year (365 days)	Grade	Minimum wages rate (*)	TOTAL Estimate
1	OPERATION						
1.1	<i>Operation of settling tank pump house & treatment plant (All three shifts)</i>						
1.1.1	Pump operator	1	3	1095	semi skilled (SSW)	782.68	₹ 8,57,034.60
1.1.2	Helper	1	3	1095	Unskilled (USW)	691.9	₹ 7,57,630.50
1.2	<i>Operation of sindri pump house (All three shifts)</i>						
1.2.1	Operator	1	3	1095	semi skilled (SSW)	782.68	₹ 8,57,034.60
1.2.2	Helper	3	9	3285	Unskilled (USW)	691.9	₹ 22,72,891.50
1.3	<i>Operation of all 7 nos water tower(All three shifts)</i>						
1.3.1	Helper	6	18	6570	Unskilled (USW)	691.9	₹ 45,45,783.00
2	MAINTENANCE						
2.1	Maintenance supervisor	1	1	365	Skilled (SW)	916.11	₹ 3,34,380.15
2.2	Technician	2	2	730	semi skilled (SSW)	782.68	₹ 5,71,356.40
2.3	Welder	1	1	365	semi skilled (SSW)	782.68	₹ 2,85,678.20
2.4	Rigger	1	1	365	semi skilled (SSW)	782.68	₹ 2,85,678.20
2.5	Helper	3	3	1095	Unskilled (USW)	691.9	₹ 7,57,630.50
Total Cost Estimate of SOR Part -B (i)							₹ 1,15,25,097.65
Contractor Profit Estimate (10% on (i)) on SOR Part-B (ii)							₹ 11,52,509.77
Total Cost Estimate of SOR PART -B including contractor profit (i)+(ii)							₹ 1,26,77,607.42

(*) - Cost Break-up of Rate of Wages (as per minimum wages w.e.f 01.10.2019)

Components	B Area		
	USW	SSW	SW
Basic (a)	₹ 503.00	₹ 569.00	₹ 666.00
PF @ 13% of (a)	₹ 65.39	₹ 73.97	₹ 86.58
Bonus @ 8.33% of (a)	₹ 41.90	₹ 47.40	₹ 55.48
ESI @ 3.25% of {(a)+EL+NH)}	₹ 17.32	₹ 19.59	₹ 22.94
EL @ 5% of (a)	₹ 25.15	₹ 28.45	₹ 33.30
NH @ 0.96% of (a)	₹ 4.83	₹ 5.46	₹ 6.39
Retrenchment benefit @ 4.82% of (a)	₹ 24.24	₹ 27.43	₹ 32.10
Safety @ 2% of (a)	₹ 10.06	₹ 11.38	₹ 13.32
Total (b)	₹ 691.90	₹ 782.68	₹ 916.11

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Format of Price Bid (BOQ)/ Financial Bid

<div> <div>Validate</div> <div>Print</div> <div>Help</div> </div> <div>Item Rate BoQ</div>							
Tender Inviting Authority: GM (Projects), HURL Sindri Project							
Name of Work: Mechanical operation and maintenance of water services at HURL Sindri Project							
Contract No:							
Name of the Bidder/ Bidding Firm /							
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 #	TEXT #
Sl. No.	Item Description	Quantity	Units	Estimated Rate in Rs. P	BASIC RATE In Figures To be entered by the Bidder Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT In Words
1	2	4	5	6	13	53	55
1	Mechanical operation and						
1.01	Items mentioned in SOR (Schedule of Rate) Part-A - Consumable items and quality testing for Mechanical O&M of water services	1.000	Nos	1088928.50		0.00	INR Zero Only
1.02	Items mentioned in SOR (Schedule of rate) Part-B - Manpower for Mechanical O&M of water services	1.000	Nos	12677607.42		0.00	INR Zero Only
Total in Figures						0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only					

BoQ1

+

Note: - GST as applicable shall be extra to the above prices.

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Annexure-A**Details of Consumable Items to be filled by bidder**

S.N.	Description of items	Make	specification	Remarks
1	Rustolene			
2	wire brush 18x5 cm			
3	M seal			
4	Holdite			
5	Teflon Tape			
6	Emery cloth 60			
7	Emery cloth 100			
8	Silicon Carbide valve grinding grease Coarse			
9	Silicon Carbide valve grinding grease Medium			
10	Silicon Carbide valve grinding grease Fine			
11	Hand Gloves Leather			
12	Cotton waste			
13	Hacksaw Blade Hi speed hsx 1/2 x 23 gauge			
14	Gasket Non metallic 1/8" 3.15 mm			
15	Gasket Non metallic 1/16" 1.58 mm			
16	Gasket Non metallic 1/32" 0.79 mm			
17	Rubber gasket (neoprine),3mm thk.			
18	Rubber gasket (neoprine),2mm thk.			
19	Servo System 46			
20	Gland packing for pump & valve (size - 19mm,16mm,12.5mm)			
21	Jute Spun Yarn			
22	Nut bolt 12 mm,100 mm length,B.8.8 GRADE			
23	Nut bolt 16 mm,100 mm length,B.8.8 GRADE			
24	Nut bolt 20 mm,100 mm length,B.8.8 GRADE			
25	Nut bolt 22 mm,100 mm length,B.8.8 GRADE			
26	Welding electrode (E 7018) (ESAB,WOHLER ETC.)			
27	Welding electrode (E 6013) (ESAB,WOHLER ETC.)			
28	Welding electrode (cast iron) (ESAB,WOHLER ETC.)			
29	Brazing rode ,3 mm			
30	WD40 surface cleaner			
31	Oxygen cylinder(refilling)			
32	DA cylinder (refilling)			
33	oxygen regulator			
34	cutting torch			
35	DA regulator			
36	3/8" rubber hose			

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Annexure-B

ON NON- JUDICIAL STAMP PAPER OF Rs. 10 DULY ATTESTED

AFFIDAVIT

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 providing Mechanical Operation & Maintenance of water services at HURL Sindri Project against Tender Notice Number _____ dated_____.
2. That I/ we/ our partners/ directors do not have any relative working in Hindustan Urvarak & Rasayan Limited.
3. 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.
4. 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.
5. That all documents / credentials submitting along with this tender are genuine, authentic, true and valid.
6. That the price bid is unconditional.
7. 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.
8. I/We indemnify hereby HURL against all repercussions arising out of non- compliance of the foregoing in any case.
9. 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.

Deponent

Verification

I, deponent, above named do hereby verify that contents of the above affidavit are true and correct to the best of my knowledge and belief.

Deponent

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Annexure-C

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,
Tender Committee, Sindri Project, HURL

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)

`Sign & Stamp of Bidder

Annexure-D**NO DEVIATION CERTIFICATE**

Bidder's Name & Address :	To, GM-Projects, HURL(Sindri Project) Old FCIL Office Complex, Sindri Project, HURL Sindri, Dhanbad, Jharkhand, 828122
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1. With reference to our Bid (Reference No. dated) for Mechanical Operation & Maintenance of water services at HURL Sindri Project, 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 & Price Bid and we declare that we have not taken any deviation / exceptions in this regards.
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 price Bid, implicit or explicit, shall stand unconditionally withdrawn, without any cost implication whatsoever to the Owner, failing which the Bid Security shall be forfeited.

For and on behalf of :

Stamp & Signature :

Name :

Designation :

Date :

`Sign & Stamp of Bidder

Annexure-E

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

Ref. :

Date:

To
GM-Project, HURL Sindri Project,
Hindustan Urvarak & Rasayan Limited,
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)
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)

`Sign & Stamp of Bidder

Annexure-F**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

`Sign & Stamp of Bidder