

**TWO-BID Open e –TENDER**

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

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

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

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

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

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

**Manager, Contracts**

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

1. Online bids are invited on two bid system for “ **Hiring of Agency for operation and Maintenance of Fire Tender/Fire Fighting Services at HURL,Sindri ”** **Tender No.: HURL/Sindri/C&M/22-23/997 Dated 04/08/2022 ”**. Manual bids shall not be accepted.
2. Tender documents may be downloaded from HURL web site [www.hurl.net.in](http://www.hurl.net.in) (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE as in Point no. 4 of NIT.
3. Type of Tender: Open Tender – Two bid – 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
Bid Document Download / Sale End Date	Refer CPP Portal
Bid Submission End Date	Refer CPP Portal
Bid Opening Date	Refer CPP Portal

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

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

- 5.1 BIDDER must have satisfactorily completed the similar works\* mentioned below during last 07 (Seven) years ending last day of the month previous to the one on which NIT is invited i.e. 31-07-2022 and shall meet either of followings work order criteria (Value excluding GST) mentioned below,:

One completed work with executed value (Exclusive of GST) not less than INR 51.51 Lakhs  
OR

Two completed works each with executed value (Exclusive of GST) not less than INR 32.20 Lakhs

OR

Three completed works each with executed value (Exclusive of GST) not less than INR 25.76 Lakhs

**\*Similar nature of works means:** The bidder shall have successfully provided Fire Tender operation/maintenance service inside the plant area in the field of Fertilizers/ Oil & Gas / Refinery / Power Plant / Petrochemicals / Steel / Cement Plant etc. in the Government Sector or large reputed Private Sector Enterprises.

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

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

**Note 3** - In case of running contracts, if the contract value executed till last day of the month previous to the one on which NIT is invited i.e. 31-07-2022 is equal to or more than minimum prescribed value as mentioned above, such experience will also be taken into consideration provided that the bidder has submitted satisfactory work execution certificate to this effect issued by end user/owner.

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

- 5.1.1 Copy of Work Orders performed in last 7 years with full technical details including detailed Scope of the Work, **BOQ**, Contract value and Completion Period.
- 5.1.2 Completion/Acceptance Certificate from End User/OWNER regarding satisfactory completion indicating the period of completion. The Completion / Acceptance Certificate shall clearly indicate LOI / Work Order no., Name of Work, Executed work value, Service Tax/GST, Contract period and actual Date of Completion. In case of any ambiguity, HURL may ask for Form 26AS/TDS Certificates to be accompanied with completion certificates.
- 5.1.2.1 Wherever executed value is not mentioned in the completion certificate, the copy of certified bills with service tax/GST details as applicable / Separate certificate from respective client (WO issuing company /Engineer In Charge) regarding executed value with service tax/GST details, date of completion etc., shall also be accepted towards fulfillment of Pre-Qualification criteria (PQC) 5.1, if same is submitted along with completion certificate.

- 5.1.2.2 Completion certificate submitted by the bidders shall have clarity with respect to whether service tax/GST is included/excluded in the executed value of the completed job, towards fulfillment of PQC 5.1 and same shall be ensured by the bidders by submitting proper and relevant documents as required (e.g. separate certificate from respective client regarding service tax/GST) along with completion certificate.
- 5.1.2.3 If no clear documents as mentioned above regarding service tax/GST component included/extra/not applicable with respect to the executed value of the job mentioned in completion certificate is submitted by the bidder & In case Service tax/GST amount / component is also not specified in the submitted completion certificate, then the amount equivalent to rate of applicable service tax/GST as considered by HURL for the subject tender shall be deducted from the value of completed job mentioned in the completion certificate to arrive at the value of the completed job without service tax/GST.
- 5.1.2.4 Similar ARC (Annual Rate Contract) Jobs that has been successfully completed by the bidder for the originally awarded period shall be considered as completed works even though such ARC is under execution on account of extension. However original term completion should be within the period as indicated in above PQC. Bidder to submit the relevant document along with bid certifying satisfactory completion of the job, executed value of the job and completion date for original period of contract, along with letter of extension of contract, certified by WO issuing company /Engineer In Charge.
- 5.1.2.5 In case of sub contract orders, credential as sub-contractor for above PQC shall be considered only when such work orders for sub contract has been issued with approval or written permission of end user/owner/consultant of the owner of the contract from the scope of work of which contractor under the contract has sub contracted a part of or entire work under such work order. In this regard, the bidder has to submit a certificate from the end user/owner/consultant of the owner stating that the main contractor has intimated them about the engagement of sub-contracting OR have been allowed/ permitted as a sub-contractor. Based on such Sub contracted portion of the job actually executed by the bidder as subcontractor, PQC evaluation shall be done i.e. In case only part job is subcontracted, similar job & executed value etc for the part job only shall be considered for PQC and not the full job.
- 5.1.3 Similar work experience documents submitted in technical bid shall only be considered for technical bid evaluation. Any shortfall document related to submitted similar work experience in technical bid, if asked by HURL (As per clause 25 of ITB, Section -II of tender document) and submitted by the bidder as per given timeline shall be considered as part of technical bid.

**Note-**

- (1) Any other/new reference of work experience documents submitted by the bidder through mail / hard copy submission / by post / added through shortfall document submission shall not be considered for evaluation.
- (2) The shortfall information/documents related to the past work experience(s) list

submitted in the bid at the time of the tender opening shall be sought from the bidder as per clause 25.0 "Clarification on Bids", Section-II : Instructions To Bidders (ITB) of tender document. Bidder shall not be permitted to submit document related to new reference of work experience if not mentioned in the list (past experience) submitted along with the bid at the time of the tender opening and any such submission shall not be considered for evaluation.

**5.2** Average Annual financial turnover during last three (03) financial years of the bidder should be at least INR 19.32 Lakhs. For evaluation of same, Bidder shall submit followings,

- Audited Annual Statements (Balance Sheet and Profit & Loss account) of the company for last three (3) financial years i.e. FY 2019-20, FY 2020-21 & FY 2021-22. Audited annual statement shall be certified by CA with membership number.
- Or,
- Certificate issued by Chartered Accountants or statutory auditors of the bidding entity certifying the Annual Turnover for the Three preceding financial years i.e., FY 2019-20, FY 2020-21 & FY 2021-22.

**Note –**

**(1)** If audited financial results of the immediate preceding financial year is not available, the bidder has an option to submit the audited financial results of the three (03) financial years immediately prior to that financial year i.e. FY 2018-19, FY 2019-20 & FY 2020-21. The same will be considered for evaluation of average financial turnover. In this case, The bidder shall submit followings in techno-commercial bid,

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

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

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

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

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

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

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

**6.0 Bid Submission:**

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

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

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

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

**Bank Name – State Bank of India**

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

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.

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

15.0 **LOCAL CONDITIONS :**

15.1 It will be imperative on each Bidder to fully make aware himself of all local conditions and factors which may have any effect on the execution of the works covered under these specifications and documents. Bidder shall inspect the site, examine and obtain at its cost and responsibility, all information required and satisfy himself regarding all matters and things such as access to site, communications, transport, right of way, the type and number of equipment and facilities required for the work, availability of local labor, materials and their rates, local working conditions, weather, flood levels, sub-soil conditions, natural drainage, and all information that

may be necessary for preparing its Bid, performance of work and other obligations and related matters. By submitting the Bid the Bidder shall be deemed to have acknowledged and agreed that ignorance of the site and other said conditions shall not be basis for any claim for compensation or extension of time or loss of profits etc. and the OWNER shall not be liable on account thereof in any manner whatsoever to the Bidder or any person claiming through or under the Bidder.

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

- 16.0 Bidders are required to carefully go through the entire tender document including scope of work, GCC, SCC and SOR before quote. Bidders should contact HURL in case of any query in tender document before bid submission. Once the bid submitted, HURL will assume that the bidder has understood all the aspects of tender document works and submitted bid accordingly.
- 17.0 HURL reserves the right to reject any or all the bids without assigning any reason whatsoever and does not bind itself to accept the lowest or any other bid. The bids which are incomplete in any respect are liable to be rejected. HURL is at liberty to take any of the following actions in case of this NIT:
- a) To cancel the tender without reference to the bidders.
  - b) To postpone the due date and time.
- 18.0 Bidders shall not be entitled to claim any costs, charges, expenses or incidentals for or in connection with the preparation and submission of their bids even though HURL may withdraw the enquiry/tender or reject all bids.
- 19.0 **SITE VISIT:** If needed, the bidder and his authorized personnel will be granted permission by BUH / General manager, HURL Sindri Project to enter upon HURL Sindri project premises and may visit the site before quoting their rates.
- 20.0 HURL reserves the rights to assess bidder's capability and capacity to perform the contract.
- 21.0 To know more about HURL, please visit our website [www.hurl.net.in](http://www.hurl.net.in)

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1.0	Introduction	<p>Hindustan Urvarak &amp; 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 &amp; related Services or Services as per specifications, Scope of Work as detailed in the Bidding documents.</p>														
2.0	General Information	<p>The prospective Bidders are invited to submit a “Technical &amp; Commercial Bid” and “Price Bid” for the package. Methodology for submission of Bid has been detailed hereunder in this document.</p> <p>Applicability of Reverse Auction may be seen on the CPP website / NIT.</p>														
3.0	Content of Bidding Documents	<p>The items and/or services required, bidding procedures, order/contract terms and technical requirements are prescribed in the bidding documents/Bidding Documents.</p> <p>The bidding documents include the following sections:</p> <table><tr><td>Section-I</td><td>Notice Inviting Tender (NIT)/Tender Enquiry/Invitation for Bid (IFB)</td></tr><tr><td>Section-II</td><td>Instruction to bidder (ITB)</td></tr><tr><td>Section-III</td><td>General Conditions of Contract (GCC)</td></tr><tr><td>Section-IV</td><td>Standard Conditions of Contract (SCC)</td></tr><tr><td>Section-V</td><td>Scope of work, Technical specifications and Other Terms and Conditions</td></tr><tr><td>Section-VI</td><td>SCHEDULE OF RATES (SOR) AND BOQ</td></tr><tr><td>Section-VII</td><td>Forms and Procedures</td></tr></table> <p>The Bidder is expected to examine all instructions, forms, terms, conditions, specifications and other information in the bidding documents. Failure to furnish all information required as per the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder’s risk and may result in rejection of its bid.</p>	Section-I	Notice Inviting Tender (NIT)/Tender Enquiry/Invitation for Bid (IFB)	Section-II	Instruction to bidder (ITB)	Section-III	General Conditions of Contract (GCC)	Section-IV	Standard Conditions of Contract (SCC)	Section-V	Scope of work, Technical specifications and Other Terms and Conditions	Section-VI	SCHEDULE OF RATES (SOR) AND BOQ	Section-VII	Forms and Procedures
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4.0	Benefits To MSEs	<p>Micro and Small Enterprises (MSEs) shall be exempted from paying Earnest Money Deposit.</p> <p><del>Further, in case of tenders where splitting of quantity is possible,</del></p>														

		<p><del>participating MSEs quoting price within price band of L1 + 15 percent shall also be allowed to supply a portion of requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprise and such Micro and Small Enterprise shall be allowed to supply up to 25 percent of total tendered value. In case of more than one such MSE, the supply will be shared proportionately (to tendered quantity).</del></p> <p><b>The benefit as above to MSEs shall be available only for Goods/Services produced &amp; provided by MSEs.</b></p> <p><del>MSEs seeking exemption and benefits should enclose/upload in e tender portal an attested/self certified copy of registration certificate as a part of his bid, failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.</del></p>
5.0	<b>Cost of Bidding</b>	<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	<b>Clarification on Bidding Documents</b>	<p>A prospective Bidder requiring any clarification of the Bidding Document shall put the query under Clarification tab of the on-line bid at least three days prior to the clarification end date. OWNER will respond to any request for clarification or modification of the bidding documents that it receives within the time line specified.</p> <p>OWNER will post the Clarifications under Clarification tab at e-tender i.e., CPP website. Bidders can view these clarifications.</p> <p>Bidders are advised to regularly check under Clarification tab regarding posting of clarification, if any.</p> <p>Bidders must check the Clarifications issued before submission of Bid. Should the Owner deem it necessary to amend the Bidding Document as a result of a clarification, it shall do so and upload the amendments in the tender on the e-tender portal.</p>
7.0	<b>Corrigendum / Amendment to Bidding Documents</b>	<p>At any time prior to the deadline for submission of bids, OWNER may, for any reason, whether at its own initiative, or in response to a clarification requested by a prospective Bidder, amend the bidding documents.</p> <p>The corrigendum's/amendment's will be posted in the tender on the e-tender portal for viewing by the Bidder. The amendments will be binding on Bidders and it will be assumed that the information contained therein will have been taken into account by the Bidder in its bid. Bidders are advised to regularly check the tender regarding posting of Amendments, if any.</p> <p>To give prospective Bidders reasonable time to take the corrigendum/amendment into account in preparing their bid, OWNER may, at its discretion, extend the deadline for the submission of bids.</p>

8.0	<b>Language of Bid</b>	The Bid, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Owner, shall be written in English language. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages in English. In such case for purposes of interpretation of the Bid such translation shall govern.
9.0	<b>Bid Proposal</b>	<p>Bid shall be complete in all respects and shall be submitted with requisite information and Attachments. It shall be free from any ambiguity.</p> <p>For preparation of Bids, Bidders are expected to go through the complete bidding documents carefully. Material deficiencies in providing the information requested may result in rejection of the Bid.</p>
10	<b>Documents Comprising the Bid</b>	<p>The Bid shall comprise of following components:</p> <p><b>Technical Bid:</b></p> <p>The following documents are to be furnished by the Bidder as part of the Technical Bid:</p> <ol style="list-style-type: none"> <li>I. Power of Attorney as per requirement mentioned in NIT.</li> <li>II. Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate for exemption.</li> <li>III. Similar work experience Documents as required in accordance with Clause 5.1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>IV. Audited Annual Statements (Balance Sheet and Profit &amp; Loss account statements) in accordance with Clause 5.2 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>V. Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card and other documents in accordance with Clause 5.3 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>VI. Signed, Stamped and Scanned copy of last three financial year ITR</li> <li>VII. Signed, Stamped and Completely filled with required details in Annexure-1 and Annexure-2 in Forms and Procedures i.e., Section VII.</li> <li>VIII. Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VII)</li> <li>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.</li> <li>X. Signed, Stamped and Scanned copy of Tender Acceptance Letter as as specified in Annexure-5 in Forms and Procedures i.e., Section VII.</li> </ol>

		<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><b>Price Bid:</b></p> <p>The Price bid is to be submitted in the BOQ provided in the Tender at <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>.</p> <p>Bidders are advised to fill the BOQ and upload the same on the portal. Bidder should not tamper/modify download price bid template. In case if the same is found to be tampered / modified in any manner, bid will be rejected and EMD would be forfeited and Bidder is liable to be banned from doing business with HURL for a period of 2 years.</p>
<b>11</b>	<b>Bid Prices</b>	<p>Bidders shall quote such that the bid price covers all the Supplier's obligations mentioned in or to be reasonably inferred from the bidding documents including all requirements in accordance with the requirements of the Technical Specifications &amp; Scope of Work. Bidders are required to quote the price for the commercial, contractual and technical obligations outlined in the bidding documents.</p> <p>Bidders shall give a breakdown of the prices in the manner and detail called for in the Bill of Quantity (BOQ).</p>

<b>12</b>	<b>Price Basis</b>	Bidders are required to quote price on the price basis as per Scope of Work / stipulated in the SCC.
<b>13</b>	<b>Bid Currencies</b>	All prices to be quoted by the bidders will be in Indian Rupees only, unless otherwise mentioned in the Special Conditions of Contract, on <b>FIRM</b> price basis and to remain valid during the currency of the Contract.
<b>14</b>	<p><b>EARNEST MONEY DEPOSIT (EMD) / BID SECURITY / GUARANTEE:</b></p> <p>The Bidder shall furnish, as part of his bid, a Earnest Money Deposit in the amount as stipulated in NIT/IFB/Tender Enquiry. Bidders are required to upload Signed, Stamped and Scanned copy of the Certificate as part of Technical Bid, failing to which their bids are liable for rejection.</p> <p>i. The Earnest Money Deposit (EMD) shall, at Bidders option, be submitted in the following forms:</p> <p>a) electronically by RTGS / NEFT / ECS in the account of HURL details as given in subsequent paragraphs</p> <p 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 recognised by Reserve Bank of India. The Bank Guarantee Verification Checklist duly filled in as per format given in the Bidding Documents is also to be submitted. Bidder shall ensure that all the points of check list are replied in "Yes".</p> <p>ii. Wherever Bids under Joint Venture route are permitted as per Qualifying Requirement in the Bidding Documents, the Earnest Money Deposit of the Joint Venture must be on behalf of all the partners of the Joint Venture.</p> <p>iii. Any bid not accompanied by an acceptable Earnest Money Deposit in accordance with the aforesaid provisions shall be rejected by the Employer as being non-responsive and shall be rejected without being opened.</p> <p>iv. 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> <ul style="list-style-type: none"> <li>(i) to sign the Contract Agreement</li> <li>(ii) to furnish the required Security Deposit</li> </ul> <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>v. No interest will be payable by the Employer on the said amount covered under Earnest Money Deposit.</p> <p>vi. EMD shall be refunded to all the unsuccessful Bidder within thirty days of acceptance of work order by the successful Bidders and no interest shall be payable thereon. EMD of the bidders whose price are not considered to be opened, shall be released/refunded at the earliest but not later than thirty days beyond the award of the subject work.</p> <p>EMD of successful bidder shall be converted into security deposit. The same will be part of security deposit amount as mentioned in next clause 15.0 "Security Deposit / Performance Security / Performance Bank Guarantee (PBG)" and no interest shall be payable thereon.</p> <p>vii. RTGS / NEFT /ECS details of HURL as under:</p> <p style="margin-left: 40px;">Account Name: Hindustan Urvarak &amp; Rasayan Limited</p> <p style="margin-left: 40px;">Account no: 00000038387231141.</p> <p style="margin-left: 40px;">IFSC code: SBIN0004803.</p> <p>Price Bids shall be opened only of those bidder(s) whose EMD shall be found as per the requirement of the bidding documents.</p> <p><b>Exemption from submission of EMD:</b></p> <p>Micro and Small Enterprises (MSEs) bidders are exempted from submission of EMD as per provisions at clause 4.0 above.</p>		
15	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; vertical-align: top;"> <b>Security Deposit / Performance Security / Performance Bank Guarantee (PBG)</b> </td><td style="vertical-align: top;"> <ol style="list-style-type: none"> <li>1. EMD of successful bidder will be converted to Security Deposit after award of contract. Successful Bidders who are exempted from submission of EMD on account of MSME, shall have to deposit security deposit equivalent to EMD amount i.e. Rs. 1,00,000.00 (Rupees One Lakh only) before award of contract/Work Order.</li> <li>2. Within thirty (30) days of the receipt of Purchase Order/Service Order from the Owner, the contractor shall furnish the Contract Performance Guarantee (CPG), if applicable, for the due performance of the Contract for the amount equivalent to "ten percent (10%) of the Contract Price less security deposit amount as submitted against</li> </ol> </td></tr> </table>	<b>Security Deposit / Performance Security / Performance Bank Guarantee (PBG)</b>	<ol style="list-style-type: none"> <li>1. EMD of successful bidder will be converted to Security Deposit after award of contract. Successful Bidders who are exempted from submission of EMD on account of MSME, shall have to deposit security deposit equivalent to EMD amount i.e. Rs. 1,00,000.00 (Rupees One Lakh only) before award of contract/Work Order.</li> <li>2. Within thirty (30) days of the receipt of Purchase Order/Service Order from the Owner, the contractor shall furnish the Contract Performance Guarantee (CPG), if applicable, for the due performance of the Contract for the amount equivalent to "ten percent (10%) of the Contract Price less security deposit amount as submitted against</li> </ol>
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		<p>above point 1" i.e. in this case, it will be "10% of contract price – (minus) Rs. 1,00,000.00" with an initial validity up to ninety (90) days beyond the completion date for work plus defect liability period (if any), for due performance of the Contract(s)/Order(s) in any form acceptable to the Owner as mentioned below.</p> <p>Performance Security / Performance Bank Guarantee (PBG) may be submitted in any of the following forms:</p> <ul style="list-style-type: none"> <li>electronically by RTGS in the account of HURL details of which are given in bidding document</li> <li>or</li> <li>in the form of Demand Draft in favour of Hindustan Urvarak &amp; Rasayan Limited, Payable at New Delhi.</li> <li>or</li> <li>in the form of an irrevocable bank guarantee in accordance with the form of included in the bidding documents (Annexure 9 of Section VI (Forms and Procedures)) from any Nationalized bank / Scheduled Bank recognised by Reserve Bank of India.</li> </ul> <p>Failure of the supplier to submit the above-mentioned Performance Security / Performance Bank Guarantee (PBG) shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security / Security deposit submitted before award of work.</p> <p>No interest shall be payable by the Owner to the Contractor against the Security Deposit furnished.</p> <p>Performance Security shall be returned after Certification of completion of work and Defect Liability period (if any) by EIC. However, the contractor will have to apply in writing, for refund of the same.</p> <p>3. HURL reserves the right to forfeit the security deposit/PBG if the Contractor fails or neglects to take up the job, abide by to fulfil the terms and conditions of the contract and/or to execute the work satisfactorily.</p>
16	<p><b>Confirmation of BGs through Structured Financial Messaging System (SFMS)/SWIFT</b></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><b>Bidders are advised to ensure that the message is sent by their Bankers and the Bidders must submit the reference details as part of the bid with the EMD.</b></p> <p><u>Name of Beneficiary of Bank Guarantee:</u>  Name of the Bank: <b>State Bank of India</b>  Account Name-Hindustan Urvarak &amp; Rasayan Limited  Account no-000000<b>38387231141</b>.</p>

		<p>IFSC code- SBIN0004803.</p> <p>Secured Message Type-SBININBB102</p> <p>In case of submission of EMD in the form of Bank Guarantee, bidders are requested to provide the Details like Bank Name, Branch address, IFSC code and Branch E-mail Id of BG issuing Branch on EMD submission covering letter</p>
17	<b>Ineligibility For Future Tenders</b>	<p>Notwithstanding the provisions regarding forfeiture of Earnest Money Deposit specified above, if a bidder after having been issued the Purchase Order/Contract, either does not accept the Purchase Order/Contract or does not submit an acceptable Performance Security and which results in tender being annulled then such bidder shall be treated ineligible for participation in 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 &amp; 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>
18	<b>Period of Validity of Bids (Techno-Commercial Bid and Price Bid)</b>	<p>Bids shall remain valid for a period of 120 days from the closing date prescribed by OWNER for the receipt of bids, unless otherwise specified in Special Conditions of Contract (SCC). A bid valid for a shorter period shall be rejected by OWNER as being non-responsive.</p> <p>In exceptional circumstances, OWNER may solicit the Bidder's consent to an extension of the bid validity period. The request and responses thereto shall be made in writing by post or email or by telefax followed by post confirmation. If a Bidder accepts to extend the period of bid validity, the validity of Earnest Money Deposit shall also be suitably extended. A Bidder may refuse the request without forfeiting its Earnest Money Deposit. A</p>

		Bidder granting the request will not be required nor permitted to modify its bid.
19	<b>Nil Deviation</b>	<p><b>No deviation, whatsoever, is permitted by OWNER to any provision of Bidding Documents.</b> The Bidders are advised that while making their Bids and quoting prices, all conditions are appropriately taken into consideration. Bidders shall certify their compliance to the complete Bidding Documents as per Certificate at Annexure-6 of Section VII (Forms and Procedures).</p> <p>In case the Products and/or Services offered do not meet the Technical requirements, the bid shall be rejected as Technically non-responsive.</p> <p>Bidders may note that in case the Bidder refuses to withdraw additional conditions/deviations/exceptions/implicit or explicit, found anywhere in the techno-commercial bid, the bid shall be rejected as Technically non-responsive.</p> <p>Bidders may also note that any deviation/variation in any form in the Price Bid shall result in forfeiture of EMD.</p>
20	<b>Format and Signing of Bid</b>	<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>
21.0	<b>Submission of Bids</b>	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	<b>PHYSICAL BID</b>	No Physical Bid Submission is required.
21.2	<b>ON-LINE</b>	<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	<b>Techno-Commercial Bid</b>	
(A)	<b>COVER TYPE – FEE</b>	MSEs seeking exemption and benefits should enclose/upload in e-tender portal a attested/self-certified copy of registration certificate as a part of

		his bid, failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.
(B)	<b>COVER TYPE – TECHNICAL</b>	<p>The bidders shall upload documents in compliance to the Bidding Documents.</p> <p>The following documents are to be furnished by the Bidder as part of the Technical Bid:</p> <ul style="list-style-type: none"> <li>a) Power of Attorney as per requirement mentioned in NIT.</li> <li>b) Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate for exemption.</li> <li>c) Similar work experience Documents as required in accordance with Clause 5.1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>d) Audited Annual Statements (Balance Sheet and Profit &amp; Loss account statements) in accordance with Clause 5.2 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>e) Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card and other documents in accordance with Clause 5.3 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document</li> <li>f) Signed, Stamped and Scanned copy of last three financial year ITR</li> <li>g) Signed, Stamped and Completely filled with required details in Annexure-1 and Annexure-2 in Forms and Procedures i.e., Section VII.</li> <li>h) Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VII)</li> <li>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.</li> <li>j) Signed, Stamped and Scanned copy of Tender Acceptance Letter as as specified in Annexure-5 in Forms and Procedures i.e., Section VII.</li> <li>k) Signed, Stamped and Scanned copy of No deviation Certificate as specified in Annexure-6 in Forms and Procedures i.e., Section VII.</li> <li>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</li> </ul>

		<p>any action as per provisions of contract including forfeiture of EMD/Security Deposit.</p> <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><b>Note: -</b></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. <b>The Techno-Commercial Bid should not contain any price content entry. In case, the Techno-Commercial Bid is found to contain any price content, such bid shall be liable for rejection.</b></p> <p>Checklist of documents to be submitted is enclosed as Annexure-1 to ITB.</p>
21. 2.2	<b>Price Bid</b> <b>(COVER TYPE –</b> <b>FINANCE)</b>	<p>The Price bid is to be submitted in the BOQ provided in the Tender at <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>.</p> <p>Bidders are advised to fill the BOQ and upload the same on the portal. Bidder should not tamper/modify download price bid template. In case if the same is found to be tampered / modified in any manner, bid will be rejected and EMD would be forfeited and Bidder is liable to be banned from doing business with HURL for a period of 2 years.</p> <p><b>Bidders shall necessarily submit the prices on-line in the Bill of Quantity (BOQ) only.</b></p> <p>For preparation of the "Price Bid", Bidders are expected to take into account the requirements and conditions of the bidding documents. The Price Bid shall be made in the 'BOQ' (excel file) only of Bidding Documents.</p> <p>The rate quoted by the bidder shall be inclusive of all provisions for incidental expenses necessary for proper execution and completion of the work in accordance with the terms &amp; condition of the bidding document.</p>

		<p>All prices to be quoted by the bidders will be in Indian Rupees only, unless otherwise mentioned in the Special Conditions of Contract, on FIRM price basis and to remain valid during the currency of the Contract.</p> <p>Bidder shall quote for all the items of "SOR" after careful analysis of cost involved for the performance of the complete items considering all parts of the Bidding Document. In case any activity though specifically not covered in description of item under "SOR" but is required to complete the works as per Specifications, Scope of Work/ Service, Standards, General Conditions of Contract ("GCC"), Special Conditions of Contract ("SCC") or any other part of Bidding Document, the prices quoted shall deemed to be inclusive of cost incurred for such activity.</p> <p>The bidder shall quote followings in price bid,</p> <ul style="list-style-type: none"> <li>(i) Additional allowance in Rs. per manday against each manpower category in price bid. The same will be part of wages.</li> <li>(ii) The bidder shall quote their contractor service charge in percentage rate over total estimated cost of all items of BOQ portion up to two decimals only in price bid. Tenderers to note that only first two decimals shall be considered for evaluation if quotation is having more than two decimals. Bidder to go through Preamble to SOR mentioned in the tender document before quoting.</li> </ul> <p>For items mentioned in SOR , Bidder shall not quote "nil" or negative Contractor service charges for item mentioned in BOQ. Against Quoted Rate in Figures, Bidder is required to select "Excess(+)" from drop down menu and then they have to quote service charge in percentage up to two decimals.</p> <p>The quoted rate/amount shall be inclusive of all taxes and duties etc. as per tender but exclusive of the GST. Bidder must quote their rates exclusive of GST. The GST shall be paid extra as per applicable rates.</p>
	<b>Documents to be uploaded in the format stipulated in the tender (online).</b>	
	<b>Note:</b>	In case of Single Stage Two envelope bidding, Price Bid of those bidders whose bids are found to be qualified and technically & commercially responsive shall be opened at a later date under intimation to such bidders.

22	<b>Deadline for Submission of Bids</b>	<p>Bids must be submitted online no later than the time and date stated in the Tender Enquiry/NIT/ on line Tender details.</p> <p>The Off-line bid specified in the tender must be submitted to the Owner at the address given in the Special Conditions of Contract <b>before</b> the last date &amp; Time for submission of Bid as specified in the NIT / Tender. Owner shall not be liable for loss/non-receipt/late receipt of above documents in postal transit.</p> <p>The on-line Bid must be submitted on the system well before the expiry of time and the schedule specified in the tender notifications, and may note that there is a time lag between the actual placing the bid on the local computer of the bidder and the refreshing of the data on the server.</p> <p>The processing time for data exchange depends on the internet speed of the bidder, therefore bidder should avoid the last minute hosting of their bid. The bids visible to the Owner will be final for the purpose of acceptance.</p> <p>OWNER may, at its discretion, extend this deadline for submission of bids, in which case all rights and obligations of Owner and Bidders will thereafter be subject to the deadline as extended.</p>
23	<b>Modification and Withdrawal of Bids</b>	<p>The Bidder may modify or withdraw its bid after submission prior to the deadline prescribed for bid submission. In case of withdrawal a letter giving the reason for withdrawal is to be uploaded. Once a bid is withdrawn, the bid cannot be re-submitted.</p> <p>No bid may be withdrawn / modified in the interval between the bid submission deadline and the expiration of the bid validity period. Withdrawal/Modification of a bid during this interval may result in the Bidder's forfeiture of its Earnest Money Deposit, pursuant to ITB Clause 14 above.</p>
24	<b>Opening of Bids</b>	
	<b>Techno-Commercial Bid Opening</b>	<p>The Owner will first open the Techno-Commercial Bid on the date and at the place specified in the tender enquiry/NIT. In the event of the specified date for the opening of bids being declared a holiday for OWNER, the bids will be opened at the appointed time on the next working day. All important information and other such details as OWNER, at its discretion, may consider appropriate, will be announced at the opening.</p> <p>Technical Bid shall be opened for evaluation.</p> <p>In case of Single Stage Two Envelope bidding, the Price Bid will remain unopened and the date and time for opening of price bids shall be intimated separately on the CPP website by OWNER after completion of evaluation of Techno-Commercial Bids.</p>

	<b>Price Bid Opening</b>	<p>In case of Single Stage Single Envelope bidding, the Price Bid will be opened on the date and time for opening of bids specified after opening of Techno-commercial bids as specified above.</p> <p>In case of Single Stage Two Envelope bidding, after the evaluation process of Techno-Commercial bid is completed, the date and time for opening of price bids shall be intimated separately by Owner. Bidders, whose Techno-Commercial Bid is not substantially responsive, their Technical Bid shall be rejected and their Price bid will also be rejected &amp; shall not be opened and their Earnest Money Deposit shall be returned.</p> <p>Price bids of those Bidders, who have been considered qualified and whose Techno-commercial Bid is found to be responsive, will be opened online in presence of the Bidder's authorised representatives who choose to attend.</p> <p><b>The participating bidders will be able to view the bid prices of all the bidders after online opening of Price Bids by Owner on the e-tender portal.</b></p>
25	<b>Clarification on Bids</b>	<p>During bid evaluation, OWNER may, at its discretion, ask the Bidder for a clarification of its bid including documentary evidence pertaining to the Purchase Orders/Contracts executed declared in the bid for the purpose of meeting Qualifying Requirement specified in NIT/IFB. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid including substitution of Purchase Orders/Contracts executed in the bid by new/additional Purchase Orders/Contracts executed for conforming to Qualifying Requirement shall be sought, offered or permitted.</p> <p>After evaluation of the uploaded documents, shortfall documents, if required, shall be sought from the bidder. For this purpose, maximum 1 chance, of 7x24 hours duration shall be given. If the techno-commercial acceptability of bidder is established upon verification of uploaded documents and shortfall documents if any, the case shall be considered for further processing. If the bidder happens to be defaulter upon verification of the documents or has not uploaded the required document within the mentioned time frame his bid would be analyzed based on the uploaded documents and if found not in order as per requirement, would be outrightly rejected.</p>
26	<b>Preliminary Examination Of Techno-Commercial Bids</b>	<p>OWNER will examine the bids to determine whether they are complete, whether required securities have been furnished, whether the documents have been properly signed and whether the bids are generally in order.</p> <p>Prior to the detailed evaluation, the Owner will determine whether the bid is of acceptable quality, is generally complete and is substantially responsive to the bidding document. For purpose of this determination, a substantially responsive bid is one that conforms to all the terms,</p>



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

		<p>a) In case of discrepancy between unit price in figures and words, the unit price words will be considered as correct.</p> <p>b) In case of discrepancy between unit price and total price, the unit price will be considered as correct.</p> <p>d) In case of discrepancy between unit price and total price, which is obtained by multiplying the unit price and quantity, or between sub-totals and the total price, the unit or subtotal price shall prevail, and the total price shall be corrected accordingly.</p>
<b>30</b>	<b>Evaluation Criteria</b>	<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>
<b>31</b>	<b>Evaluation Of Bids</b>	<p>a) The Owner shall evaluate each Bid that has been determined, up to this stage of the evaluation, to be substantially responsive.</p> <p>b) To evaluate a Bid, HURL shall only use all the criteria and methodologies defined in this document.</p> <p>c) To evaluate a Bid, HURL shall consider the following:</p> <ul style="list-style-type: none"> <li>• The bid price as quoted as per Bill of Quantity (BOQ)</li> <li>• Price adjustment for correction of discrepancy.</li> <li>• Price adjustment due to discounts offered;</li> <li>• Price adjustment due to Price Preference due to any other condition specified in Special Purchase Condition;</li> <li>• Price adjustment due to application of the evaluation criteria.</li> </ul>
<b>32</b>	<b>Contacting The Owner</b>	<p>Subject to ITB clause 25.0 above, no Bidder shall contact the Owner on any matter relating to its bid, from the time of the opening of Bids to the time the contract is awarded.</p> <p>Any effort by a Bidder to influence the Owner in the Owner's bid evaluation, bid comparison or contract award decisions may result in rejection of the Bidder's bid.</p>
<b>33</b>	<b>Owner's Right To Accept Any Bid And To Reject Any Or All Bids</b>	<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>
<b>34</b>	<b>Award Criteria</b>	<p>Subject to ITB Clause 33, the Owner will award the contract to the successful Bidder whose bid has been determined to be substantially</p>

		<p>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>
<b>35</b>	<b>Construction of Contract</b>	<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 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>
<b>36</b>	<b>Notification of Award</b>	<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>
<b>37</b>	<b>Corrupt or Fraudulent Practices</b>	<p>Owner requires that Bidders, Contractors and Suppliers observe the highest standard of ethics during the procurement and execution of the contracts. In pursuance of this policy, Owner:</p> <p>(a) defines, for the purposes of this provision, the terms set forth below as follows:</p> <p>(i) "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and</p> <p>(ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Owner, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Owner of the benefits of free and open competition;</p> <p>(b) will reject a bid for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;</p> <p>(c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for or in executing a contract of the Owner.</p>

38	<b>Fraud Prevention Policy</b>	<p>The Bidders/ Service Providers/ Vendors/ Consultants etc. shall strictly adhere to the Fraud Prevention Policy of HURL displayed on its website <a href="http://www.hurl.net.in">http://www.hurl.net.in</a> and shall not indulge or allow anybody else working in their organization to indulge in fraudulent activities and immediately apprise HURL of the fraud/suspected fraud as soon as it comes to their notice. A certificate to this effect shall be furnished by the bidder along with his bid, in relevant attachment as per format enclosed (Annexure 8 of Section VII (Forms and Procedures)) with the Bidding Document.</p> <p>If in terms of above policy, it is established that the bidder/his representatives have committed any fraud while competing for this contract then the Earnest Money Deposit shall be forfeited.</p>
39	<b>Indian Agents</b>	<p>In a tender, either the Indian Agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product.</p> <p>If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit bid on behalf of another Principal/OEM in the same tender for the item/product.</p>
40	<b>Transfer of Bid Documents</b>	<p>a. Transfer of Bidding documents is not permissible.</p> <p>b. Documents purchased / downloaded by the intending bidders cannot be transferred.</p>
41.0	<b>Restrictions on procurement from a Bidder of a country which shares a land border with India</b>	<p>i. Any Bidder (including its Collaborator/Associate/DJU Partner/JV partner/Consortium Member/Assignee, wherever applicable) from a country which shares a land border with India will be eligible to bid in this tender only if bidder is registered with the Competent Authority.</p> <p>Such registration should be valid for the entire period of bid validity or any extension thereof. However, in case the validity period of registration is less than bid validity period, the Bidder shall be required to submit the extension of the validity period of registration before the opening of price bids, failing which the bid shall be rejected.</p> <p>Further the successful bidder shall not be allowed to sub-contract works to any “Sub-contractor” from a country which shares a land border with India unless such Sub-contractor is registered with the competent Authority as mentioned in SCC.</p> <p>However, the said requirement of registration will not apply to bidders/sub-contractors from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects. Bidders may apprise themselves</p>

		<p>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>
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42.	<b>HURL right to assess the capabilities and capacity of Bidder</b>	HURL reserves the right to assess the capabilities and capacity of the Bidder to perform the contract, should the circumstances warrant such assessment in the overall interest of HURL.
	Important Note	<b>The Special Conditions of Contract (SCC) will supersede any other related conditions anywhere else in the Bidding Documents and will prevail for evaluation / finalization of the tender.</b>

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

S.N	Item	Yes / No	Bid Ref
I	Power of Attorney as per requirement mentioned in NIT.		
II	Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate for exemption.		
III	Similar work experience Documents as required in accordance with Clause 5.1 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document		
IV	Audited Annual Statements (Balance Sheet and Profit & Loss account statements) in accordance with Clause 5.2 of Qualifying Requirements / Pre-Qualification Criteria (PQC) of tender document		
V	Signed, Stamped and Scanned copy of Company Registration certificate, GSTIN Registration, PAN Card, EPF and other documents in accordance with Clause 5.3 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.		
X	Signed, Stamped and Scanned copy of Tender Acceptance Letter as as specified in Annexure-5 in Forms and Procedures i.e., Section VII.		
XI	Signed, Stamped and Scanned copy of No deviation Certificate as specified in Annexure-6 in Forms and Procedures i.e., Section VII.		
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.		
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).		
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).		

XV	Documents in compliance to Scope of Work and Technical Specifications Any other document asked for in the Bidding Documents.		
XVI	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	<b>Instructions for Online Bid Submission</b>	<p>The bidders are required to submit their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bidsonline on the CPP Portal.</p> <p>More information useful for submitting online bids on the CPP Portal may be obtained at: <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>.</p> <p><b>1.0 REGISTRATION</b></p> <p><b>1.1</b> Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.</p> <p><b>1.2</b> As part of the enrollment process, the bidders will be required to choose a unique username and assign a password for their accounts.</p> <p><b>1.3</b> Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.</p> <p><b>1.4</b> Upon enrollment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g., Sify / nCode / eMudhra etc.), with their profile.</p> <p><b>1.5</b> Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.</p> <p><b>1.6</b> Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.</p> <p><b>2.0 SEARCHING FOR BIDDING DOCUMENTS</b></p> <p><b>2.1</b> There are various search options built in the CPP Portal, to facilitate bidders to searchactive tenders by several parameters. These parameters could include Tender ID,Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.</p>
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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><b>4.6</b> 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><b>4.7</b> 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><b>4.8</b> 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><b>4.9</b> 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 &amp; a bid summary will be displayed with the bid no. and the date &amp; time of submission of the bid withall other relevant details.</p> <p><b>4.10</b>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.</p> <p><b>4.11</b>The 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><b>4.12</b>The Bidder is permitted to withdraw his Bid before the last date of Bid submission and time through the CPP Portal. The bidder should provide the supporting reasons for bid withdrawal and</p>
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		<p>attach the supporting letter to the Purchaser.</p> <p><b>4.13</b> 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.	<b>ASSISTANCE TO BIDDERS</b>	<p>1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.</p> <p>2 Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be call directed to the 24x7 CPP Portal Helpdesk.</p> <p><b>0120-4001 062</b>  <b>0120-4001 002</b>  <b>0120-4001 005</b>  <b>0120-6277 787</b>  <b>E-mail support:</b>  <b>Technical - support-eproc(at)nic(dot)in</b>  <b>Policy Related - cppp-doe(at)nic(dot)in</b>  Or  For any Issues or Clarifications relating to the published tenders, bidders are requested to write on below email id,</p> <p>Mr. Deepak Kumar, Manager (C&amp;M), HURL- Sindri Project, Email id : <a href="mailto:deepakkumar@hurl.net.in">deepakkumar@hurl.net.in</a>  Miss. Moupiya Mallick, Officer (C&amp;M), HURL- Sindri Project, Email id : <a href="mailto:moupiyamallick@hurl.net.in">moupiyamallick@hurl.net.in</a></p>
		<p><b>Bidders must apprise themselves of the applicable guidelines for submission of and uploading of bids etc. on CPP website.</b></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	<b>Definitions &amp; Terminology</b>	<p>Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:</p> <p><b>“HURL” / “Owner” / “Client”</b> means the Hindustan Urvarak &amp; Rasayan Limited (HURL), Sindri Project having its registered office Core-4, 9th Floor, Scope Minar, Laxmi Nagar District Centre, Delhi-110092 and shall include their legal representatives, successors and permitted assigns.</p> <p><b>“Contract”</b> means the Contract Agreement entered into between the Owner and the Contractor, together with the Contract Documents referred to therein; they shall constitute the Contract, and the term “the Contract” shall in all such documents be construed accordingly.</p> <p><b>“Contract Documents”</b> mean the following documents that constitute the Contract between the Owner and the Contractor:</p> <ul style="list-style-type: none"> <li>(i) The Contract Agreement along with its appendices</li> <li>(ii) Letter of Award/Service Purchase Order along with its appendices including agreed variations annexed.</li> <li>(iii) Amendment to Tender/Bidding Documents</li> <li>(iv) Special Conditions of Contract</li> <li>(v) Technical Specifications</li> <li>(vi) General Conditions of Contract</li> <li>(vii) The Bid and Bill of Quantities submitted by the Contractor</li> <li>(viii) Instructions to Bidders</li> </ul> <p><b>“GCC”</b> means the General Conditions of Contract hereof.</p> <p><b>“SCC”</b> means the Special Conditions of Contract.</p> <p><b>“Day”</b> means calendar day of the Gregorian Calendar.</p> <p><b>“Week”</b> means a continuous period of seven (7) calendar days.</p> <p><b>“Month”</b> means calendar month of the Gregorian Calendar.</p> <p><b>“Completion”</b> means the fulfilment of the Services by the Contractor in accordance with the terms and conditions set forth in the Contract.</p> <p><b>“Contractor”</b> shall mean the successful Sole Bidder or Consortium whose bid has been accepted by the OWNER and who has been selected by the OWNER for the award of Works and shall include his heirs, legal representatives, successors and permitted assigns.</p>
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		<p><b>“Contract Price”</b> means the price to be paid for the performance of the Services, exclusive of GST.</p>
		<p><b>Effective Date</b> means the date on which this Contract comes into force pursuant to GCC Clause 15.</p>
		<p><b>Foreign Currency</b> means any currency other than the currency of the Owner’s country.</p>
		<p><b>“Local Currency”</b> means the currency of the Government of India.</p>
		<p><b>“Government”</b> means the Government of the Owner’s country i.e. INDIA.</p>
		<p><b>Party</b> means the Owner or the Contractor, as the case may be, and <b>“Parties”</b> means both of them. Third party means any party other than Owner and Contractor.</p>
		<p><b>Personnel</b> means professionals and support staff provided by the Contractor or by any Sub-Contractor and assigned to perform the Services or any part thereof;</p>
		<p><b>“Funds”</b> means any funds allocated to the Owner under Company budget, or loan, grants and credits placed at the disposal of the Owner.</p>
		<p><b>Services</b> means the work to be performed by the Contractor pursuant to this Contract</p>
		<p><b>Sub-Contractor</b> means any person or entity to whom/which part of the Services is sub-consulted.</p>
		<p><b>"Engineer" or "Engineer-in-Charge" or "E.I.C."</b> shall mean the officer appointed in writing by the Owner to act as <b>“Coordinator”</b> from time to time on behalf of Owner in all matters pertaining to this Contract. <b>“Engineer-in-Charge”</b> shall be authorized by the Client for supervision, inspection, scrutiny and approval of some or all of the services rendered by the Contractor under the Contract.</p>
		<p><b>“Bill Of Quantity”</b> shall mean the priced and completed Bill of Quantity (BOQ) forming the part of the bid or such Bill of Quantity (BOQ) forming the part of the Contract, as the case may be, with amendments, if any, thereto.</p>
		<p>Throughout these Bidding Documents, the term <b>“Bid”</b> and <b>“Tender”</b> 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	<b>Order of the precedence of the Documents</b>	<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"> <li>i.Contract Agreement and the Appendices</li> <li>ii.Purchase Order/Service Order along with its annexures.</li> <li>iii.Amendment to Bidding Documents</li> <li>iv.Special Conditions of Contract</li> <li>v.Technical Specifications including Scope of Work</li> <li>vi.General Purchase Conditions</li> <li>vii.The Bid and BOQ submitted by the Supplier</li> <li>viii.Instructions to bidders</li> </ul> <p>An amendment issued after issue of Contract shall take precedent over the formal Contract and all other contract documents.</p> <p>In the event of any ambiguity or conflict between the Contract Documents listed above, the order of precedence shall be the order in which the Documents are listed above.</p> <p>Any error in description, quantity or rate in Bill of Quantity (BOQ) or any omission therefrom shall not vitiate the Contract or release the Contractor from the execution of the whole or any part of the Works comprised therein according to drawings and specifications or from any of his obligations under the Contract.</p>
3	<b>Singular and Plural</b>	<p>The singular shall include the plural and the plural the singular, except where the context otherwise requires.</p>
4	<b>Headings</b>	<p>The headings and marginal notes in the General Conditions of Contract are included for ease of reference, and shall neither constitute a part of the Contract nor affect its interpretation.</p> <p>Heading and marginal notes to these General Conditions of Contract shall not be deemed to form part thereof or be taken into consideration in the interpretation or construction thereof or of the Contract.</p>
5	<b>Communications and Notices</b>	<p>Communications between Parties (notice, request or consent required or permitted to be given or made by one party to the other) pursuant to the Contract shall be in writing to the Authorized Representatives named in the Contract.</p> <p>A notice shall be effective when delivered or on the notice's effective date, whichever is later.</p>

		A Party may change its address for notice hereunder by giving the other Party notice of such change to the address.
6	<b>Governing Laws</b>	The Contract shall be governed by and interpreted in accordance with laws in force in India. The Courts of Dhanbad shall have exclusive jurisdiction in all matters arising under the Contract, unless otherwise stated in the SCC.
7	<b>Governing Language</b>	<p>The Contract shall be written in English. All correspondences and documents relating to the Contract shall be written in English. Supporting documents and printed literature that are part of the Contract may be in another language, as long as such literature is accompanied by a translation of its pertinent passages in English language in which case, for purposes of interpretation, the translation shall govern.</p> <p>The English Translation of the documents shall be carried out by professional translators and the translator shall certify that he is proficient in both languages in order to translate the document and that the translation is complete and accurate. Further, translation shall be authenticated by the Indian Consulate located in the Country where the documents have been issued or the Embassy of that Country in India.</p> <p>The Contractor shall bear all costs of translation to the governing language and all risks of the accuracy of such translation.</p>
8	<b>Assignment</b>	Neither the Owner nor the Contractor shall assign, in whole or in part, their obligations under this Contract; except with prior written approval of the Owner.
9	<b>Authorized Representatives</b>	<p><b>Engineer-in-Charge</b></p> <p>If the Engineer-in-Charge is not named in the Contract, then within fourteen (14) days of the Effective Date, the Owner shall appoint and notify the Contractor in writing of the name of the Engineer-in-Charge. The Owner may from time to time appoint some other person as the Engineer-in-Charge in place of the person previously so appointed, and shall give a notice of the name of such other person to the Contractor without delay. The Owner shall take reasonable care to see that no such appointment is made at such a time or in such a manner as to impede the progress of work. The Engineer-in-Charge shall represent and act for the Owner at all times during the currency of the Contract. All notices, instructions, orders, certificates, approvals and all other communications under the Contract shall be given by the Engineer-in-Charge, except as herein otherwise provided. All notices, instructions, information and other communications given by the Contractor to the Owner under the Contract shall be given to the Engineer-in-Charge, except as herein otherwise provided.</p>
10	<b>Contractor's Authorised Representative</b>	<p><b>Contractor's Representative</b></p> <p>If the Contractor's Representative is not named in the Contract, then within fourteen (14) days of the Effective Date, the Contractor shall appoint the</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	<b>Relation between the Parties</b>	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	<b>Location</b>	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	<b>Taxes &amp; Duties</b>	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	<b>Effectiveness of Contract</b>	The Contract shall come into force and effect on the date, called the “Effective Date”, of the Owner’s notice to the Contractor instructing the Contractor to commence carrying out the Services. This notice shall confirm that the effectiveness conditions, if any, as specified in the SCC have been met or as mentioned elsewhere in the tender document.
15	<b>Effective Date</b>	The date the Contract comes into effect shall be as specified in the SCC.
16	<b>Commencement of Services</b>	The Contractor shall commence carrying out the Services not later than the number of days after the Effective Date as specified in the SCC.
17	<b>Modifications or Changes or Amendment</b>	No Modifications or changes or amendment or other variation of the Contract (Purchase Order / Work Order/ Service Purchase) shall be effective unless it is in writing, is dated, expressly refers to the Purchase Order / Work Order / Service Order, and is signed by a duly authorized representative of Owner and accepted by the Contractor.
18	<b>Contract Price</b>	The Contract price, other than GST, shall remain FIRM throughout the contract period and will be NOT be subject to adjustment for price escalation during the performance of the Contract until unless specified otherwise in the SCC.
19	<b>Severability</b>	If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.
20	<b>Standard of Performance</b>	The Contractor shall perform the Work / Services and carry out its obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Owner, and shall at all times support and safeguard the Owner’s legitimate interests in any dealings with Sub Contractors or Third Parties.
21	<b>Conflict of Interests</b>	The Contractor shall hold the Owner’s interest’s paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.
22	<b>Confidentiality</b>	The Owner and the Contractor shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following termination of the Contract. Notwithstanding the above, the Contractor may furnish to its Subcontractor(s) such documents, data and other information it receives from the Owner to the extent required for the Subcontractor(s) to perform its

		work under the Contract, in which event the Contractor shall obtain from such Subcontractor(s) an undertaking of confidentiality similar to that imposed on the Contractor under this clause of GCC.
23	<b>Limitation of Liability</b>	<p>HURL shall in no way be responsible for any liabilities arising out of the Contractor's Contractual obligations with the Contractor's personnel, experts, engineers, sub-Contractors, licensors, collaborators, vendors, or subsidiaries. Similarly, the Contractor shall in no way be responsible for any liabilities arising out of HURL's personnel, sub-Contractors, licensors, collaborators, vendors or subsidiaries.</p> <p>The Contractor and HURL both agree that each shall assume full risk of damages or injury to its own properties, employees and representatives caused by any act or omission to act by their respective employees or representatives, during the performance of this Contract.</p> <p>Except in cases of criminal negligence or willful misconduct,</p> <p>(a) Neither Party shall be liable to the other Party, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, which may be suffered by the other Party in connection with the Contract, provided that this exclusion shall not apply to any obligation of the Contractor to pay liquidated damages to the Owner and</p> <p>(b) The aggregate liability of the either party to the other party, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to any obligation of the Contractor to indemnify the Owner with respect to patent infringement.</p> <p>Notwithstanding anything contained hereinabove, the aggregate liability of the Owner to the Contractor shall not exceed the Total Contract Price, less payments already released to the Contractor, if any.</p>
24	<b>Liability of the Contractor</b>	<p>The Contractor, shall be, liable to and required to indemnify, the Owner as stated under for due performance of the Contract.</p> <p>The Contractor shall indemnify the Owner from and against any and all claims, liabilities, obligations, losses, damages, penalties, actions, judgment, suits, proceedings, demands, costs, expenses and disbursements of whatsoever nature that may be imposed on, incurred by or asserted against the Owner during or in connection with the Services by reason of:</p> <p>(a) infringement or alleged infringement by the Contractor of any patent or other protected right; or</p> <p>(b) plagiarism or alleged plagiarism by the Contractor.</p> <p>The Contractor shall ensure that all goods and services (including without limitation all computer hardware, software and systems) procured by the Contractor out of funds provided or reimbursed by the Owner or used by the</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	<b>Insurance to be taken out by the Contractor</b>	<p>The Contractor</p> <p>(a) shall take out and maintain, and shall cause any Sub-Contractors to take out and maintain, at their (or the Sub-Contractors', as the case may be) own cost, but on terms and conditions approved by the Owner, during the performance of the Contract, the insurance against the risks, and for the coverage as specified in the SCC; and</p> <p>(b) at the Owner's request, shall provide evidence to the Owner showing that such insurance has been taken out and maintained and that the current premiums therefore have been paid.</p>
26	<b>Contractor's Actions Requiring Owner's Prior Approval</b>	<p>The Contractor shall obtain the Owner's prior approval in writing before taking any of the following actions:</p> <p>(a) any subcontract relating to the Services to an extent and, with such specialists and entities as may be approved as</p> <p>(b) any other action that may be specified in the SCC.</p> <p>Notwithstanding any approval as above, the Contractor shall remain fully liable for the performance of Services by the Sub-Contractor and its Personnel and retain full responsibility for the Services.</p>
27	<b>Assistance and Exemptions</b>	<p>The Owner shall use its best efforts to ensure the following:</p> <p>(a) To ensure the accuracy of all information and/or data to be supplied by the Owner to the Contractor necessary for performance of the Contract, except when otherwise expressly stated in the Contract.</p> <p>(b) issue to officials, agents and representatives of the Owner all such instructions as may be necessary or appropriate for the prompt and effective implementation of the Services;</p> <p>(c) provide to the Contractor, Sub-Contractors and Personnel any such other assistance as may be specified in the SCC.</p>
28	<b>Payment Terms</b>	<p><b>General</b></p> <p>In consideration of the Work / Services performed by the Contractor under this Contract, the Owner shall make to the Contractor such payments and in such manner as stated below:</p> <p>Payments will be made in the currency or currencies in which the Contract Price has been stated in the Contractor's bid i.e., INR.</p> <p>No payment made by the Owner herein shall be deemed to constitute acceptance of the Services nor relieve the Contractor of any obligations.</p> <p><b>Modes of Billing and Payment</b></p> <p>All the invoices of payment shall be supported by necessary Documents</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 &amp; Owner shall not be liable for any direct, indirect or consequential loss or damage sustained by the Contractor on account of any error in the information or change in Bank details provided to the Owner in the prescribed form without intimation to Owner duly acknowledged.</p>
29	<b>Early Warning</b>	<p>If at any time during performance of the Contract, the Contractor or its Sub-Contractors should encounter events, circumstances conditions that may adversely affect the quality of the work, increase the cost of Services or delay the execution of the Services, the Contractor shall promptly notify the Owner in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Contractor's notice, the Owner shall evaluate the situation, and the Contractor shall cooperate with the Owner in making and considering proposals for how the effect of such an event or circumstance can be avoided or reduced.</p>
30	<b>Extension of the Intended Completion Date</b>	<p>In the event the Contractor is unable to complete the assignment by the Intended Completion Date it may request the Owner to extend the Intended Completion Date giving reasons. The Owner may extend the Intended Completion Date if the reasons given by the Contractor, including prior review where necessary, are found acceptable. The Owner shall, however, decide by how much to extend the Intended Completion Date.</p>
31	<b>Good Faith</b>	<p>The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.</p>
32	<b>Liquidated Damage (LD) for Delay</b>	<p>If the Contractor fails to complete the Work on or before the scheduled or extended date of completion, he shall, without prejudice to any other right or remedy of the Owner, arising out of the Contract on account of such delay, be liable for payment of liquidated damages @ ½ percent per week, not as penalty, on the Contract Value of the Work for every week that the progress remains below the required progress or that the Work remains incomplete subject to a maximum of 5% of the Contract Value.</p> <p>In case of amendment in the contract value, the limiting value of the Liquidated damages shall be 5% of the amended Contract Value.</p>

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

lockouts (lasting more than 7 consecutive calendar DAYS), sabotage, blockade, war, riots, invasion, act of foreign enemies, hostilities (whether war be declared or not), civil war, rebellion, revolution, terrorist acts, insurrection or military or usurped power of confiscation or trade embargoes or destruction or requisition by order of any Government or any Public Authority or for reasons or cause beyond the reasonable control of the affected party provided notice of any such cause is given forthwith and in any event not later than one week (7) DAYS of the happening of the event by the party claiming the benefit of this Clause to the other specifying the matter constituting FORCE MAJEURE explaining to what extent contractual obligations will thereby be prevented or delayed and the further period for which it is estimated that such prevention or delay will continue. CONTRACTOR shall provide justificatory documents countersigned by the local Chamber of Commerce. Notwithstanding the forgoing, FORCE MAJEURE shall not include (a) weather conditions reasonably to be expected for the climate in the geographic area of the SITE including but not limited to the monsoon season, (b) the occurrence of any manpower or material shortages unless such a shortage is itself caused by an event of force majeure, or (c) any delay, default or failure (direct or indirect) in obtaining materials, or in any SUB-CONTRACTOR/VENDOR or worker performing any WORK or any other delay, default or failure (financial or otherwise) attributable to SUB-CONTRACTOR/Vendor/worker, unless such delay, default or failure results from any act, event or condition which would, with respect to such SUBCONTRACTOR/ VENDOR/ worker, constitute an event of force majeure.

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

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

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

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

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



		<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	<b>No Breach of Contract</b>	<p>The failure of a Party to fulfil any of its obligations hereunder shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract.</p>
37	<b>Measures to be Taken on Force Majeure</b>	<p>A Party affected by an event of Force Majeure shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.</p> <p>A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.</p> <p>Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.</p> <p>During the period of their inability to perform the Services as a result of an event of Force Majeure, the Contractor, upon instructions by the Owner, shall either:</p>

		<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	<b>Suspension</b>	<p>The Contractor shall, on receipt of the order in writing of the Engineer-in-Charge, suspend the progress of the Works or any part thereof for such time and in such manner as the Engineer-in-Charge may consider necessary for any of the following reasons:</p> <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	<b>Termination for Default</b>	<p>The Owner or the Contractor, without prejudice to any other remedy for breach of Contract, by notice of default sent to the other party, may terminate the Contract in whole or in part if the other party causes a fundamental breach of contract. In such an occurrence one party shall give not less than thirty (30) days' written notice of termination to the other party.</p> <p>Fundamental breaches of the Contract shall include but shall not be limited to, the following:</p>

		<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	<b>Termination for Insolvency</b>	<p>The Owner and the Contractor may at any time terminate the Contract by giving notice to the other party if:</p> <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	<b>Termination for Convenience</b>	<p>The Owner, by notice sent to the Contractor, may in its sole discretion and for any reason whatsoever, terminates the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Owner's convenience, the extent to which performance of the Contractor under the Contract is terminated, and the date upon which such termination becomes effective.</p> <p>In event of termination of Order/Contract, the Owner shall pay to the Supplier/Contractor the Contract Price, properly attributable to the works/supplies executed by the Supplier/Contractor as on the date of termination. However, any sums due to the Owner from the Contractor</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	<b>Termination because of Force Majeure</b>	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 <b>(60)</b> days.
43	<b>Cessation of Services</b>	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	<b>Payment upon Termination</b>	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	<b>Disputes about Events of Termination</b>	<p>If either Party disputes whether an event specified in GCC Clause 39, 40 or 41 has occurred, such Party may, within forty-five <b>(45)</b> days after receipt of notice of termination from the other Party, refer the matter to arbitration pursuant to GCC Clause 46, and this Contract shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.</p> <p>In the case of disagreement between the Parties as to the existence or extent of Force Majeure, the matter shall be settled according to GCC Clause 46.</p>
46	<b>Settlement of Disputes</b>	<p><b>of Adjudicator</b></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) At Dhanbad, Jharkhand, India (Place for Arbitration)</p> <p>(iii) In the language in which this Contract has been executed.</p> <p>The decision of a majority of the arbitrators (or of the third arbitrator chairing the arbitration, if there is no such majority) shall be final and binding and shall be enforceable in any court of competent jurisdiction as decree of the court. The parties thereby waive any objections to or claims of immunity from such enforcement.</p>
47	<b>Fraud Prevention Policy</b>	<p>The Supplier along with their associate / collaborator / subcontractors / sub-vendors / consultants / service providers shall strictly adhere to the Fraud Prevention policy of the Owner displayed on its tender website <a href="http://www.hurl.net.in">http://www.hurl.net.in</a>.</p> <p>The Supplier along with their associate / collaborator / subcontractors / sub-vendors / consultants / service providers shall observe the highest standard of ethics and shall not indulge or allow anybody else working in their organization to indulge in fraudulent activities during execution of the Contract (Purchase Order/Service Order).</p> <p>The Supplier shall immediately apprise the Owner about any fraud or suspected fraud as soon as it comes to their notice.</p>
48	<b>Risk purchase</b>	<p>In the event Contractor fails to execute the services in scheduled completion period, HURL reserves the right to get the job executed from any other source</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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<b>IMPORTANT NOTE</b>	<b>The Special Conditions of Contract will supersede any other related conditions anywhere in the tender documents and will prevail for evaluation / finalization of the tender.</b>
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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 1 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 <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>.</p> <p>The bidder shall quote followings in price bid,</p> <p>(i) In the price bid , the bidders shall quote additional allowance in Rs. per man day if applicable against wages of each category manpower. The same will be part of wages. If there is no additional allowance applicable for any categorized manpower then bidder shall quote “0” (zero) in price bid. The bidder shall not quote negative additional allowance in price bid.</p> <p>(ii) The bidder shall quote their contractor profit / service charge in percentage rate over man wages part {shown as “Gross as sum of S.N. 1 to 6 - (B)” in S.N. 7 of Schedule of rates (SOR) } up to two decimals only in price bid. Against Quoted Rate in Figures, Bidder is required to <b>select “Excess(+)”</b> from drop down menu and then they have to quote contractor profit / service charge in percentage up to two decimals. After filling up the contractor profit / service charges in percentage in price bid, Contractor profit / service charges in Rs./ man day will be shown against each manpower category in price bid.</p> <p>Tenderers to note that only first two decimals shall be considered for evaluation if quotation is having more than two decimals. Bidder to go through Preamble to SOR mentioned in the tender document before quoting. For items mentioned in SOR , Bidder shall not quote “nil” or negative Contractor service charges for item mentioned in BOQ.</p> <p>After filling up the additional allowance in Rs. /man day against each manpower category and contractor profit/service charges in percentage by the bidder in price bid, It will show the total quoted derived price in the row of “Quoted rate</p>



		<p>in figures” and “Quoted rate in words”. Before submitting price bid, The bidder is advised to check their filled details before submitting the 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. The GST shall be paid extra as per applicable rates.</p> <p>For GST, clause related to Taxes and Duties of SCC may please be referred.</p> <p><b>Note: -</b></p> <ol style="list-style-type: none"> <li>1. 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.</li> <li>2. The quoted rate/amount by the bidder shall be inclusive of all taxes and duties etc. but exclusive of the GST. Bidder must quote their rates exclusive of GST. The GST shall be paid extra as per applicable rates.</li> </ol>
3	<b><u>Bid Evaluation</u></b>	<p>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.</p> <p>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.</p> <p><b><u>Pre-Qualification Evaluation</u></b></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><b><u>Technical Bid Evaluation</u></b></p> <p>Bids shall be scrutinized on Techno-Commercial parameters based on the</p>

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

#### **Price Bid Evaluation**

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

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

- (a) "Deviation" is departure from the requirement specified in the tender documents.
- (b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirement in the tender documents.
- (c) "Omission" is the failure to submit part or all of the information or documentation required in the tender document.
- The subject work is indivisible / non-splitable and complete work shall be awarded to successful overall lowest bidder. The financial comparison for selection of Lowest (L-1) Bidder / Contractor shall be done based on the total derived price of all the items mentioned in BOQ/SOR after arithmetical correction of errors (if any). The aggregate of quoted amount for all items of BOQ (Items as mentioned in SOR ) will be worked out as total derived price, shall be considered for evaluation and award
- In case tie between two or more bidders at L-1 position, the sole criterion for determining the L1 bidder among them shall be on the basis of evaluated Average Annual financial Turn Over of last three (03) financial years as per Pre-Qualification criteria (PQC) 5.2 of tender document. Bidder having the highest average annual financial turnover as per evaluation of Pre-Qualification criteria (PQC) 5.2 will be considered as L1 bidder.
- 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.
4	<b>Award Criteria</b>	<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><b>Note: Quantity mentioned in the SOR are non-splitable under the tender.</b></p>
5	<b>Contract Price GCC CLAUSE 18</b>	<p><b>As per GCC</b></p> <p>Contract Price shall be total amount excluding GST . 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 &amp; EL etc. along with GST as applicable. However, contractor profit/ Service Charges and Additional Allowance will not increase on escalated wages.</p>
6	<b>Taxes and Duties GCC CLAUSE 13</b>	The Contractor has to submit / furnish all necessary documents / information to enable HURL claim the input credit benefit, if any, under GST rules. After award of contract, The contractor has to ensure that invoices raised on HURL must be properly uploaded in GST portal and ensure of prompt filing of returns. GST amount will be released upon reflection of invoices under GSTR-2B.
7	<b>Payment Terms &amp; Documents required for Payment GCC CLAUSE 28</b>	<ul style="list-style-type: none"> <li>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.</li> <li>The Agency shall submit bills in triplicate on monthly basis to the concerned officer in- charge of the HURL, Sindri Project. It shall have to furnish Labours Payment Certificate along with copy of the EPF deposit challan and the deposit details duly receipted by the concerned EPFO to HURL, Sindri Project by 7<sup>th</sup> of every succeeding month irrespective of submission of bills, failing which its payment will be withheld.</li> <li>In-come Tax as applicable as per IT Rules shall be recovered at source and other taxes as applicable will be deducted from the Running/final bill.</li> <li>The 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.</li> <li>The agency shall pay applicable GST and claim it along with RA Bills. The</li> </ul>

		<p>vendor have to ensure that invoices raised on HURL be properly uploaded in GST portal and ensuring of prompt filing of returns.</p> <ul style="list-style-type: none"> <li>• The initial cost of the contract shall be valid for a period of six months. No price escalation, other than minimum wages revision, shall be entertained by the client during the period.</li> <li>• After expiry of the initial period of the contract of six months 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.</li> <li>• All payments shall be made in Indian currency by means of Electronic Clearance Service (ECS) or Cheque only.</li> <li>• 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.</li> <li>• Successful bidder shall also be liable for depositing all taxes, levies, cess etc. on account of service rendered by it to HURL to concerned tax collection authorities from time to time as per extant rules and regulations on the matter.</li> <li>• The successful bidder shall maintain all statutory registers under the applicable Law. The bidder shall produce the same, on demand, to the EIC of HURL nominated for this work.</li> <li>• The 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.</li> <li>• The Tax deduction at Source (T.D.S) shall be deducted as per the provisions of Income Tax Department, as amended from time to time and a certificate to this effect shall be provided to the agency by HURL.</li> <li>• In case, the successful bidder fails to comply with any statutory/taxation liability under appropriate law, and as a result there of HURL is put to 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.</li> <li>• No demand certificate, gate pass clearance certificate and other certificates regarding completion of statutory compliance and undertakings as asked by EIC have to be submitted by the contractor at the time of submission of Final bill.</li> <li>• No demand certificate, gate pass clearance certificate and other</li> </ul>
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		<p>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.</p> <ul style="list-style-type: none"> <li>• No payment shall be made in advance nor any loan from any bank or financial institution recommended on the basis of the order of award of work.</li> <li>• Contractor shall furnish the details of Bank Account in the prescribed format along with Bid in order to facilitate the Owner to release Payments electronically through Electronic Fund Transfer system wherever technically feasible. The Contractor shall hold the Owner harmless &amp; Owner shall not be liable for any direct, indirect or consequential loss or damage sustained by the Contractor on account of any error in the information or change in Bank details provided to the Owner in the prescribed form without intimation to Owner duly acknowledged.</li> </ul>
9	<b>Effective Date</b> <b>GCC CLAUSE 14 &amp; 15</b>	The contract shall be operative from the start date of work as certified by Engineer-in-charge (EIC).
10	<b>Commencement of Services</b> <b>GCC CLAUSE 16</b>	The contractor has to mobilize their manpower within 15 days from date of acceptance of Letter of Award (LOA).
11	<b>Insurance to be taken out by the Contractor</b>  <b>GCC CLAUSE 25</b>	<p><b>The contractor is required to take insurance cover for all risks involved in the execution of the scope of work including the following coverage</b></p> <p>The risks and the coverage shall be as follows:</p> <ul style="list-style-type: none"> <li>(i) Necessary insurance(s) to cover accident risk for his employee's loss of life, material etc. to crew or the third party to be arranged by Contractor at his cost.</li> <li>(ii) All contractors' equipment shall be at the sole risk of the contractor.</li> <li>(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.</li> <li>(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.</li> </ul> <p>Any other insurance required during the execution of work.</p>
12	<b>Contractor's Actions Requiring</b>	

	<b>Owner's Prior Approval</b> <b>GCC CLAUSE 26</b>	The contractor shall provide direct service to HURL and shall not offload the work to any Sub- Contractors under any circumstances.
<b>13</b>	<b>Contract Period</b>	<p>The contract period shall be valid for Six (06) months (Including Holiday) from the effective date of contract.</p> <p>The contract period may further be extended for three 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.</p>
<b>14</b>	<b>Signing of Contract Agreement</b>	<p>The successful tenderer / bidder shall be required to execute a contract agreement on non-judicial stamp paper of Rs.500 in the prescribed proforma (enclosed as Annexure-11 to Section VI i.e., Forms and Procedures) with the Company within 30 (thirty) days of the issue of the work order of the same for carrying out the work according to the general and special conditions of contract specified in the Tender Document.</p> <p>Cost of non-judicial stamp paper shall be borne by successful bidder. The contract shall be presumed to be effective from the effective date contract. The Tender Document, Letter of Acceptance and other correspondence between the Company and the tenderers shall form part of the contract.</p> <p>Failure of the successful tenderer / bidder to execute the above-mentioned Contract Agreement shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.</p>
<b>15</b>	<b>Performance Security</b> <b>GCC Clause 34</b>	<ol style="list-style-type: none"> <li>1. EMD of successful bidder will be converted to Security Deposit after award of contract. Successful Bidders who are exempted from submission of EMD on account of MSME, shall have to deposit security deposit equivalent to EMD amount i.e. Rs. <b>1,00,000.00</b> (Rupees One Lakh only) before award of contract/Work Order.</li> <li>2. Within thirty (30) days of the receipt of Purchase Order/Service Order from the Owner, the contractor shall furnish the Contract Performance Guarantee (CPG), if applicable, for the due performance of the Contract for the amount equivalent to "ten percent (10%) of the Contract Price less security deposit amount as submitted against above point 1" i.e. in this case, it will be "10% of contract price – (minus) Rs. <b>1,00,000.00</b>" with an initial validity up to ninety (90) days beyond the completion date for work plus defect liability period (if any), for due performance of the Contract(s)/Order(s) in any form acceptable to the Owner as mentioned below.</li> </ol> <p>Performance Security / Performance Bank Guarantee (PBG) may be submitted in any of the following forms:</p>

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

		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.
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## **SECTION – V : SCOPE OF WORK AND OTHER TERMS & CONDITIONS**

### **SCOPE OF WORK OF “HIRING OF AGENCY FOR OPERATION AND MAINTENANCE OF FIRE TENDER/FIRE FIGHTING SERVICES AT HURL,SINDRI”**

- a) Immediate Action on every Fire or Emergency calls and to conduct Fire Fighting operations.
- b) To attend emergency, call for, Fire emergency, Toxic gas release, medical emergency/help etc. Control the incident as quickly as possible and contain it within minimum damage.
- c) To conduct Rescue Work in case of Emergency or Hazardous condition.
- d) Cleaning and Maintenance of Fire station, Fire Vehicle, fire Equipment's and report to EIC daily.
- e) Testing and Maintenance of Fire and Safety Equipment's, Fire Extinguishers.
- f) Conduction Mock Fire Drill as per the organization Directions.
- g) Attending Daily routine Training Program including Parade/ Fire Drill etc inside or outside HURL.
- h) Only First Aid facilities for fire service employees will be provided by HURL.
- i) Contractor shall be responsible for any damage caused to the property of HURL due to the negligence of personnel deployed by him for the job. In case of any such damage he will be charged on account of expenditure arising for repair / replacement of the same.
- j) The contractor shall at all times or when required, submit their records, registers or books to duly authorized representative of Company for inspection.
- k) A designated Senior Officer of contractor shall visit Company plant site frequently or takes report in routine and check satisfactory performance of the activities as per the contract.
- l) Muster roll making and implementation will be the responsibility of Fire Officer/Shift Supervisor under the direction of Safety officer of HURL.
- m) All the Fire personnel will be responsible for entire fire protection. During attending actual emergency call, entire staff on duty should deploy themselves to suppress the fire, under the guidance of HURL Fire & Safety In charge / Factory Manager.
- n) Watering / Dewatering in case of Emergency.
- o) Checking of Fire Water Pumps daily as per defined by HURL Safety Team.
- p) Arrangement of Fire extinguishers near Hot jobs/ Welding Jobs/ carried out in the Plant after taking approval from EIC.

- q) Inspection and Maintenance of Fire Fighting equipment's at HURL site and Fire Tender on regular basis.
- r) Daily rounds of the Company premises for surveillance.
- s) Work with Maintenance Team at the Time of requirement.
- t) Checking for Housekeeping in the company premises and to report the Fire Hazard if it occurs.
- u) Fire Crew Over Time (OT) not allowed by HURL and will not paid by the HURL.
- v) Standby duties at various work sites as per the directions of HURL official.
- w) Contractor shall ensure that the entire firefighting system(Fire Tender etc.) is fully operational and functional at all times, to achieve this objective periodic testing and checking of the system is essential. Where necessary, O&M services for fire system shall be carried out as per pre-defined schedule and as specified by COMPANY Engineer In-charge.
- x) Contractor shall carryout Operations & Maintenance of Fire Fighting facilities like (but not limited to)
  - Conduct search to locate and rescue life involved with an incident.
  - Provide correct handling of casualties involved with an incident.
  - Support people involved in rescue operations.
  - Control and extinguish fires.
  - Fire water hydrants
  - Fire water monitors
  - Fire Hose boxes including hoses
  - Fire Extinguishers maintenance, refilling and pressurization.
  - Fire Hose reels
  - Water spray system of building and compressor area
  - Sand buckets
  - Foam Pourer.
  - Wind Socks.

**y) Log Books:**

The following log books are to be maintained at fire control room:

- ❖ Daily occurrence book.

- ❖ Fire equipment's maintenance record. (First Aid, Fire Fighting equipment's, Hydrant and wet riser system, hose reels, daily pump performance reports ,HPT records etc).
- ❖ Manual Alarm Call point and Detection system record.
- ❖ Incidental work record.
- ❖ Various fire drills/ demonstration record.
- ❖ Visitor record regarding equipment's and manpower performance.
- ❖ Training Records.

The log books will generally contain status of equipment's and systems and maintenance carried out daily signed by contractor's personnel/ supervisor certified/ verified by the Officer in charge-HSE time to time.

**The above mention condition/Jobs are indicative only and non-exhaustive**

**1. Required Education qualification, experience and minimum number of required Man-Power**

**1.1 Fire Officer (Highly Skilled category)**

- i) Qualification & Experience: BE/B.TECH in Fire Engineering or equivalent with min. 2 years' experience, or, Sub-officer Course from NFSC Nagpur or any govt. recognized institute with minimum 5 years of experience in Refinery/ Petrochemical/ fertilizer/ chemical industry. Max. Age- 45 Yrs.
- ii) **Qty: 01 Fire Officer (For General Shift)**
- iii) Vendor to ensure that quoted basic wage of Fire Officer should not be less than the minimum wage of Highly Skilled category. Vendor to also ensure that statutory compliances, like PF, ESI, etc deposited at head of Fire Officer should not be less than that applicable to highly skilled category.

**1.2 Fire Supervisor: (Highly Skilled category)**

- i) Qualification & Experience: Candidate should be at least qualified the Sub Officers Course from recognize  
  
Institute with minimum 3 years of relevant experience in Oil & Gas / Petrochemical / Chemical / Petroleum refinery / fertilizers industry. Max. Age- 45 Yrs  
  
**Note: Having Heavy Geared Vehicle (HGV I HMV) driving license would be advantage.**
- ii) **Total Manpower required for Fire Supervisor – 04**  
  
01 Supervisor/shift (Duration of shift – 8hrs) in all the shifts including Sundays : The contractor is required to make their duty roaster in such a way that one fire supervisor shall be must present in each shift including Sunday and each fire

supervisor shall get one day weekly off. The Contractor has to release monthly shift schedule after approval of HURL Fire & Safety Department. As per the work requirement, any supervisor may be called in general shift or any other shift by HURL.

**1.3 Driver cum Pump Operator (DCPO): (Skilled Category)**

- i) Qualification & Experience: Candidate should be at least having six month Fireman Course from reputed institute and should possess **Heavy Geared Vehicle (HGV I HMV) driving license** with minimum 3 years of relevant experience in Oil & Gas / Petrochemical / Chemical / petroleum refinery /fertilizers industry regarding driving and operation of the fire tender. Minimum age of DCPO should be 25 years & Max. Age- 45 Yrs.

**ii) Total Manpower required for DCPO – 12**

Three (03) DCPO/shift (Duration of shift – 8hrs) in all the shifts including Sundays : The contractor is required to make their duty roaster in such a way that three DCPO shall be must present in each shift including Sunday and each DCPO shall get one day weekly off. The Contractor has to release monthly shift schedule after approval of HURL Fire & Safety Department. As per the work requirement, any DCPO may be called in general shift or any other shift by HURL.

**1.4 Fireman (Skilled category)**

- i) Qualification & Experience: Candidate should have at least six months Fireman Course from reputed institute and should have minimum 3 years of relevant experience in Oil & Gas / Petrochemical / Chemical / Petroleum refinery / Fertilizers industry. Max. Age- 45 Yrs

**Note: Having Heavy Geared Vehicle (HGV I HMV) driving license would be advantage.**

**ii) Total Manpower required for Fireman – 20**

Five (05) Fireman/shift (Duration of shift – 8hrs) in all the shifts including Sundays : The contractor is required to make their duty roaster in such a way that five fireman shall be must present in each shift including Sunday and each Fireman shall get one day weekly off. The Contractor has to release monthly shift schedule after approval of HURL Fire & Safety Department. As per the work requirement, any Fireman may be called in general shift or any other shift by HURL.

**The above mention condition/Jobs are indicative only and non-exhaustive.**

**2. Man-Power Mobilization:**

Mobilization of manpower shall be done within 15 days from the placement of

contract. Contractor shall meet the HURL management with the copy of service contract for manpower mobilization for preparation of gate pass. All gate passes shall be arranged by contractor from HURL Admin dept. The contractor should train their manpower in fire and safety drills from a recognized institute.

Contractor should arrange to provide proper identification card for his employees to be deputed by him for the work duly signed by the authorized officers. The personnel to be deputed by the contractor shall be fit to attend duties of fire service. The personnel should be medically fit to work at height and contractor has to produce their medical fitness certificates at time of joining. It is the responsibility of the contractor to get the personnel medically examined once in a year or as per nature of work, State/Central government regulation or HURL Management requirement.

**The physical standard of fire service personnel shall be as listed below:**

a.	Height	165 cms Minimum
b.	Weight	50 Kgs Minimum
c.	Chest	80 cms Minimum

All of the Fire Officer, Fire Supervisor, DCPO, Firemen has to follow instructions given time to time by HURL Fire & Safety officials.

**Probable Shift timings: First shift – 06.00 hrs. to 14.00 hrs., Second shift – 14.00 hrs. to 22.00 hrs., Third shift – 22.00 hrs. to 06.00 hrs, General Shift 09:00 hrs. to 18:00 hrs.(Including Lunch & Tea Break).**

**Detailed Conditions:**

- a) The identified fire staff should have undergone training in First aid, Fire & Safety drills, rescue operations etc. from recognized institute. Documentary proof shall be submitted in this regard for the proposed candidates.
- b) Contractor has to ensure statutory provisions w. r. t. Weekly off.
- c) **Contractor has to release monthly shift schedule** and to be **approved by HURL Fire & Safety Department**. Fireman crew shall attend the duties as per approved schedule. Any change in the Approved shift schedule, for valid reasons, in exceptional cases shall be approved by HURL Fire & Safety Department.
- d) **In any case, same fireman shall not continue his duty in the next immediate shift.**
- e) The personnel to be deputed by contractor shall be medically fit to work to attend duties of fire service and from the age group of 21 – 45 years.
- g) Medical fitness certificate issued by Government Authorized medical practitioner shall be produced at the time of joining for every personnel.

- h) Working hours of Fire Fighting System and related System/ Services etc. will be round the clock, seven days a week
- i) Contractor shall at all times or whenever required, submit their records, registers or books to duly authorized representative of HURL for inspection.
- j) **Employee details:** For security reasons the successful bidder shall submit the following documents of all his employees before deploying at works for review & acceptance by HURL:
- Bio-data with two passport size photos.
  - Proof of qualification / experience.
  - Proof of residential address issued by State Govt./ Govt. of India.
  - Character & Antecedent report from the Police authorities nearest to the respective native place.
  - Appointment order/ employment wage card (Form –XIV) as per Contract Labour (R&A) Act.
- k) The contractor shall not engage or remove or change any person without the knowledge and concurrence of the HURL Fire & Safety in-Charge HURL shall have the right to advise the contractor to terminate the services of any employee for any violation of security provisions and / or indiscipline / violent behaviour, agitation, instigating other peaceful works. In case of such advice, contractor shall comply with the same with immediate effect with or without assigning any reason.
- l) Resignation of contract employees shall be informed to department in advance and also copy of relieving order shall be sent to HURL Fire & Safety In Charge. The Contractor will be responsible for deployment of new employee as replacement who is fulfilling above mentioned qualification & Other criteria with approval of Fire & Safety In Charge, prior to relieving the old one. In case of failing to maintain required manpower penal action against the contractor may be taken from HURL.
- m) **Gate Pass System:**
- i) The contractor shall submit the list of personnel along with their address proof. It is the responsibility of the contractor to return / surrender the passes after expiry and in case of non-compliance in this regard, HURL reserves its right to withhold the payment till such time the passes are returned.
  - ii) **Transportation, Accommodation and Canteen facility:** The contractor shall make own arrangements for total transportation, accommodation and canteen facility of the persons engaged in the works. Hostel or any other mode of accommodation and transportation will not be provided by HURL. **Entry permit to two wheelers/three wheelers will not be issued due to security reasons.** They may be parked at identified parking area at outside of the plant.

- n) 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. For Any damages occurred due to faulty workmanship / negligence of contractor or their manpower, The contractor shall replace/repair the damage system at free of cost with the knowledge of the Engineer I/c. (EIC) of HURL. The final taking over will be done after detailed joint inspection by the Engineer I/c. of HURL / or his authorized representative and the contractor on completion of the contract period.

#### **4.0 CONTRACT PERIOD**

This contract is valid for a period of Six Months from the contract effective date as certified by EIC and Billing period will be considered accordingly. The contract period may further be extended for three 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.

#### **BRIEF DESCRIPTION OF AREAS COVERED UNDER THIS CONTRACT:**

Total area of HURL Plant, HURL Township and outside (if necessary) with permission of EIC.

#### **5.0 Payment Terms**

5.1 The payment shall be made on monthly pro-rata basis.

5.1.1 Invoice to be submitted by supplier before 7<sup>th</sup> of every month along with copies of work completion certificate, A p p r o v e d muster rolls of his employees, Approved/verified attendance register copy , Bank statement for contract employees previous (Exp : claim January month bill December is the previous month) month.

5.1.2 Contractor has to pay salary to his employees before 10<sup>th</sup> of every month through bank on their account. The party should pay wages to his employees as per the minimum wages fixed by State / Central Govt. of India or as approved by HURL whichever is higher.

5.1.3 **Monthly wages for the first two months may** have to be borne by the supplier from his own resources if there are procedural delays expected during streamlining of the procedures in the initial bill settlements, work execution, facility allocation and bills

verification by accounts etc.

5.1.4 It is the responsibility of the contractor to pay wages to their employees even if minor delays in clearance of bills by department due to invalid bills/delay in submission of bills without proper supporting documents, in case of any delay in releasing of payment from the department, contractor shall pay his employees salary before 10<sup>th</sup> of every month from his own resources.

5.1.5 In case of disputes for non-payment of wages to the supplied manpower or any other disputes, the payment due to the party can be withheld till settlement of the disputes by Department or on the orders of the court of law.

5.2 **Income Tax:** The party shall have certificate from Income Tax Officer of tax exemption otherwise, Income Tax at the prevailing rate as applicable from time to time shall be deducted from the successful Bidders bill as per the Income Tax Act, 1961 and the rules there- under or any re-enactment or Modifications thereof.

5.3 **Absent of duty and Penalty for non-execution of works:** The contractor has to meet the minimum manpower as mentioned above and penalty is applicable for absence as indicated in 3.3.1.

5.3.1 Fire Crew support services is 24 x 7 emergency services, so all minimum manpower has to present and should be ensured by the contractor responsibility.

5.3.2 If any fire crew found absent or not arranged by the contractor than Penalty will be applicable as given bellow: -

1<sup>st</sup> Incident:

Deduction: Rs. 500/- per person per incident @Submitted bill amount

2<sup>nd</sup> Incident:

Deduction: Rs. 1500/- per person per incident @Submitted bill amount

3<sup>rd</sup> Incident:

Contract Termination

5.4 Copies of labour licence, insurance policy cover/premium receipt/ P.F. code no.(along with 1st. RAB.)

5.5 Monthly P.F. deposit challan receipts & statement certifying that PF contributions of all eligible employee/ worker working under this contract has been deposited with the regional PF commissioner.



## **6.0 EMPLOYEE STATE INSURANCE & LABOUR LAWS, WORKERS' COMPENSATION ACT, EMPLOYEES PROVIDENT FUND & MISC. PROVISIONS ACT**

- 6.1 The contractor shall submit along with the 1st. RAB the relevant documents as proof for labour insurance cover taken by him and/or the premium payment receipts for all the insurance policies referred to above for keeping such policies alive till the expiry of this contract without which the first RAB will not be accepted for processing.
- 6.2 The contractor shall submit the copy of the Provident Fund Code Number allotted by the concerned RPFC along with the first RA Bill to the HURL Fire & Safety. The contractor shall also comply with all the provisions of the Employees Provident Fund & Misc. Provisions Act.1952 including Employees Pension Scheme-1995 & indemnify HURL.
- 6.3 The contractor shall deposit the employees' as well as his own contribution with the concerned RPFC every month & submit the copies of the challan form along with statement to the HURL Fire & Safety along with a certificate that no eligible employee has been excluded from this list.
- 6.4 The contractor shall within seven days of the close of every month submit to the HURL Fire & Safety copies of wage payment sheets indicating the recoveries of PF contributions in respect of employees employed by or through him.
- 6.5 The contractor shall prepare contribution cards in Form-3 or Form-3A as may be appropriate in respect of contract labour deployed by him in or in connection with the work of establishment & submit the copies of such contribution cards to the HURL Fire & Safety regularly on quarterly basis.
- 6.6 The contractor shall undertake a Employee State insurance policy to cover the employees deployed by him at site in or in connection with the work of establishment under the provision of the Workmen Compensation Act. 1923 & submit a copy of the same to the HURL Fire & Safety for records.
- 6.7 The contractor shall ensure coverage of their workers under Prime Minister Jeevan Jyoti Bima Yojana (PMJJBY ) and Pradhan Mantri Suraksha Bima Yojana ( PMSBY) at the earliest and shall claim the reimbursement of the total Premium amount paid in their subsequent RA bills on submission of proof of deposit of the premium with as per HURL/ central govt. policy.

## **7.0 Other Terms & Conditions of the Contract**

- i) Every workers required to effectively execute the works under this contract is mentioned on Scope of work.
- ii) No minor, sick, old or medically unfit manpower will be deployed for the work.

- iii) The contractor shall deploy skilled staff for the works under this contract as mentioned in Role & Responsivity & anyone found lacking in required competence at any point of time, shall be immediately withdrawn and replaced.
- iv) It shall be contractor's responsibility to keep his manpower /staff in specified work as covered under this contract. Strict action (suspension/termination) would be taken against the contractor and/or his persons if found in places other than the specified work and/or indulging in unlawful activities.
- v) The contractor may be terminated giving 15 day's notice if the performance of the contractor is not found satisfactory or any other technical reasons.
- vi) **Uniform & Safety shoes per year:** Boiler Suit /Uniform (two Sets/pairs per person), safety shoes (one pair per person), industrial safety helmet, Gum boot with steel toe (one pair per person), Rain Coat, Winter Jacket, Safety Whistle, Eye Protection, Ear Protection, Water Bottle with sling, Gloves, etc. in the scope of contractor.**(PPE'S should be BIS Marked and confirming to ANSI/BIS Standards.)**
- vii) The Contractor will have to pay at least minimum rates of wage, fixed from time to time under the Minimum wages Act, to the personnel deployed by him at HURL. Payment to the workers shall be paid directly in their bank account through Bank as per latest guidelines of Labor Department.
- viii) The Contractor shall be liable for indemnifying the HURL from any liability on account of his employees and/or meeting any Statutory Obligations required under labor Laws of the Central/State Government(s). HURL will therefore not assume any responsibility thereto.
- ix) HURL reserves the right to reject any of the offers at technical/financial stage, if the same is not meeting the specifications without any future communication.
- x) The employee of Contractor shall ensure strict discipline and behaviour and diligent performance of their duties and the employees of Contractor shall not in any manner cause any interference, disturbance etc. to HURL staff or working and will be liable for immediately replacing the individual employee if the services rendered by him are not found to be satisfactory.
- xi) HURL will not be responsible for any injury/death caused to the employees provided by Contractor at HURL. It will be the responsibility of Contractor to abide with the all the provisions of the Workmen Compensation Act, 1923 and no compensation, whatsoever shall be paid by HURL in this regard.
- xii) Thorough checking of staff during entry/exit would be made by HURL's security guards.
- xiii) Mobilization time: Mobilization of manpower shall be done within 15 days from

the placement of contract. Contractor shall meet the HURL management with the copy of service contract for manpower mobilization for preparation of gate pass. All gate passes shall be arranged by contractor from HURL Admin dept.

- xiv) **Validity:** This contract is valid for a period of Six Months from 100% manpower mobilization date at HURL and Billing period will be considered accordingly. In case services are found satisfactory at the end of contract period, HURL may extend the contract for another three/six months or part thereof.
- xv) **Labour laws and regulations:** Contractor shall obtain necessary labour license from licensing authority under the “Contract labour (Regulation & Abolition) Act 1970” and central rules made there under.
- xvi) **Provident fund:** The provisions of the EPF Act 1952 & rules/ scheme framed there under shall be applicable to the eligible contractor and his eligible employees to be engaged for this job. The contractor shall furnish the code no. allotted by RPFC authority to the HURL management. For this purpose, the contractor is liable to submit copy of each wage sheet and challan showing PF deposited with each bill to the Officer in-charge duly signed. Upon failure of the contractor to do so, the HURL shall be entitled to deduct applicable labour emolument as indemnity amount and shall be released only upon submission of related documents as a proof of PF compliance in respect of the employees to be engaged by contractor for this job.
- xvii) **ESI scheme:** Contractor shall also comply with the provisions of the ESI Act, 1948 & rules framed there under, in respect of their workers to be engaged for this job.
- xviii) Contractor shall obtain ESI code No. from the local ESI authorities for the said purpose and furnish the code no. allotted by ESI authorities to the officer In-charge HURL before starting the job.
- xix) **Insurance cover for workmen:** The contractor shall obtain adequate insurance policy in respect of his workmen to be engaged towards compensation as admissible under ‘The Workmen’s Compensation Act 1923’ & rules framed there under upon death/disablement of a worker and the same has to be produced to the HURL management before commencement of the work.
- xx) In case any person deployed by contractor or by agencies who have been engaged by contractor for execution of this contract suffers work injury or complaints of illness within the plant or in the presence of other HURL personnel on duty, the concerned person may be treated by the available medical/para medical personnel who have been appointed by the company. Subsequently subject to the decision and guidance of the company’s medical officer the concerned person may be hospitalized, in such cases and in the absence of contractor’s

authorized representatives or of the concerned agencies, all expenses related to the initial treatment and/or hospitalization expenses shall be borne by HURL management and may be subsequently recovered from contractor's bills. Once you or your agency takes charge all the relevant medical documents related to the case shall be handed over to you to enable you to claim insurance benefits, if any. In such events all decisions taken by the HURL Medical officer, related to the treatment and/or hospitalization of the patient may be considered to be final and binding on all concerned.

- xxi) HURL reserves the right to terminate the contract without assigning any reasons whatsoever giving 15 days notice to the Contractor. Similarly, the Contractor will also have to give three months' notice in case Contractor wants to discontinue the contract.
- xxii) The contractors personal shall follow Company's HSE manual, Drug and alcohol policy, Road and safety policy and security policy.
- xxiii) The contractor personnel shall abide by all the safety and other rules and regulations of company while working at site.
- xxiv) The above mention condition/Jobs are indicative only and non-exhaustive.

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

**SOR (Schedule of Rates)/BOQ: Estimate for “Hiring of Agency for operation and Maintenance of Fire Tender/Fire Fighting Services at HURL, Sindri” at HURL, Sindri Project**

S.N.	Category	FIRE OFFICER	SHIFT SUPERVISOR	DCPO	FIREMEN
	Components	Highly Skilled	Highly Skilled	Skilled	Skilled
1	Basic + VDA - (A)	806	806	734	734
2	EPF @ 13% of (A)	104.78	104.78	95.42	95.42
3	Bonus @ 8.33% of (A)	67.14	67.14	61.14	61.14
4	Leave benefit @ 5% of (A)	40.30	40.30	36.70	36.70
5	Retrenchment benefit @ 4.82% of (A)	38.85	38.85	35.38	35.38
6	ESI- 3.25% of (A)	26.20	26.20	23.86	23.86
7	<b>Gross as sum of S.N. 1 to 6 - (B)</b>	<b>1083.26</b>	<b>1083.26</b>	<b>986.50</b>	<b>986.50</b>
8	Safety for plant job-2% of (A)	16.12	16.12	14.68	14.68
9	PMJJY/PMSBY	1.1	1.1	1.1	1.1
10	Wages estimate in Rs. per Manday excluding contractor profit <b>(C)</b> = Sum of S.N. 7 to 9	1100.48	1100.48	1002.28	1002.28
11	Estimated Contractor profit per manday @ 10% on (B) = <b>(D)</b>	108.33	108.33	98.65	98.65
12	Estimated wages in Rs. per Manday including estimated contractor profit <b>(E)</b> = (C) + (D)	1208.81	1208.81	1100.93	1100.93
13	No of Estimated Manpower	1	4	12	20
14	Total Mandays for 6 months (26 days/month)	156	624	1872	3120
15	<b>Cost estimate including estimated contractor profit for 6 months</b>	188574.36	754297.44	2060940.96	3434901.60
16	<b>Total Cost Estimate for 6 months</b>	<b>64,38,714.36</b>			

### #Note:

- For cost estimate of mandays calculation, 26 working days are considered per month.
- 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.
- Reimbursement towards PMSBY & PMJJY is subject to payment & submission of proof by the contractor.
- 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.
- Reimbursement of perks such as PF, ESI, Bonus, Leave Benefits, Retrenchment benefits,

insurance, Additional allowance if applicable etc. will be made up on submission of documentary proofs.

### **Special Note for filling Price Bid against SOR Items**

- In the price bid, Bidders are required to quote on following parts,
  - (1) Bidder is required to quote Additional allowance in Rs./ Manday for each manpower category if applicable for their quote. The same will be considered as part of wages in deriving contract price. If there is no additional allowance applicable as per their quote for any categorized manpower then bidder shall quote "0" (zero) in price bid. The bidder shall not quote negative additional allowance in price bid.
  - (2) After filling the additional allowance, Bidder is required to quote contractor profit in percentage up to two decimals only in BOQ for each line item (i.e. for supply of skilled manpower and Highly Skilled manpower). Bidder shall not quote negative contractor service charge for SOR items.
- In the cost estimate as shown in Section -VI, Schedule of Rates (SOR), Contractor profit/Service Charges is estimated as 10% on minimum wages part and it is considered only for cost estimation part. In price bid, estimated contractor profit is not the part of price bid and the bidder is required to quote their contractor profit/services charges over man wages part shown as "Gross as sum of S.N. 1 to 6 - (B)" in S.N. 7 of Schedule of rates (SOR). The same will be considered for total derived price of their quoted rate.

**# 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**

A	B	D	E	F	G	M	O	P	BB	BC
Contract No:										
Name of the Bidder/ Bidding Firm / Company :										
<b>PRICE SCHEDULE</b> (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	NUMBER #	TEXT #
Sl. No.	Item Description	(X) Quantity	Units	(A) Minimum wages Part as shown in S.N.7 of SOR, Section-VI of tender document Rs. Per manday	(B) Wages Estimate excluding contractor profit (As per S.N. 10 of SOR) in Rs. Per manday	(C) Additional allowance if any To be entered by the Bidder Rs./manday	(D)=(A) X Quoted contractor profit % Contractor's Profit in Rs./manday	(E) = (B)+(C)+(D) Quoted Manday rate with Contractor profit in Rs. P	(F)= (E) * (X) TOTAL AMOUNT Without Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	7	13	15	16	54	7
1	Manpower Cost Estimates									
1.01	Fire Officer High Skilled manpower	156.000	Mandays	1083.26	1100.48		0.00	1100.48	171674.88	INR One Lakh Seventy One Thousand Six Hundred & Seventy Four and Paise Eighty Eight Only
1.02	Shift Supervisor High Skilled manpower	624.000	Mandays	1083.26	1100.48		0.00	1100.48	686699.52	INR Six Lakh Eighty Six Thousand Six Hundred & Ninety Nine and Paise Fifty Two Only
1.03	DCPO Skilled manpower	1872.000	Mandays	986.50	1002.28		0.00	1002.28	1876268.16	INR Eighteen Lakh Seventy Six Thousand Two Hundred & Sixty Eight and Paise Sixteen Only
1.04	Fire Men Skilled manpower	3120.000	Mandays	986.50	1002.28		0.00	1002.28	3127113.60	INR Thirty One Lakh Twenty Seven Thousand One Hundred & Thirteen and Paise Sixty Only
Quoted Rate in Figures			Select						5861756.16	INR Fifty Eight Lakh Sixty One Thousand Seven Hundred & Fifty Six and Paise Sixteen Only
Quoted Rate in Words		INR Fifty Eight Lakh Sixty One Thousand Seven Hundred & Fifty Six and Paise Sixteen Only								

**## Note: -**

- For items mentioned in SOR Part, the bidder has to quote in BOQ1 of price bid.
- Bidder is required to quote Additional allowance in Rs./ Manday in column (C) of price bid if applicable against wages of each category manpower in price bid. The same will be part of wages in contract price. If there is no additional allowance applicable for any categorized manpower then bidder shall quote "0" (zero) in price bid. The bidder shall not quote negative additional allowance in price bid.
- Against Quoted Rate in Figures, Bidder is required to **select "Excess(+)"** from drop down menu and then they have to quote contractor profit / service charge in percentage up to two decimals. Bidder shall not quote negative contractor service charge for SOR items.
- The quoted rate/amount by the bidder shall be inclusive of all taxes and duties etc. but exclusive of the GST. Bidder must quote their rates exclusive of GST. The GST shall be paid extra as per applicable rates.

## SECTION – VII : FORMS AND PROCEDURES (NIT)

### INDEX

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12	BANK GUARANTEE VERIFICATION CHECKLIST
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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/22-23/997 Dated 04-08-2022 , 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 5.1 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 5.2 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 5.3 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/22-23/997 Dated 04-08-2022					
Work of the subject tender		Hiring of Agency for operation and Maintenance of Fire Tender/Fire Fighting Services at HURL,Sindri					
Bidder's Name							
In order to meet the Qualifying Requirement of above tender No., we submit as under:							
<b>Summary of Details &amp; Documents in Support of PQC</b>							
<b>PQC 5.3</b>	<b>GST/PAN/EPF Details</b>	GSTIN Number					
		PAN Number					
		EPF Number					
	<b>Type of Firm</b>	(Proprietorship/ partnership/ limited companies)					
<b>PQC 5.2</b>	<b>Details of Annual Turn Over for the preceding three years.</b>	Financial Year	Turnover (Rs.)				
		Average Annual Turnover for the preceding three (3) financial years					
<b>PQC 5.1 – Details of Similar Work Experiences</b>							
<b>S.N</b>	<b>Description of Work</b>	<b>Work Order No. &amp; Date</b>	<b>Work Order Value</b>	<b>Completion Certificate No.</b>	<b>Completion Certificate Date</b>	<b>Actual Date of Completion</b>	<b>Actual Executed Value</b>

**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

**TO BE SUBMITTED ON COMPANY LETTER HEAD****DECLARATION**

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

1. I, am submitting the tender for the work of "Hiring of Agency for operation and Maintenance of Fire Tender/Fire Fighting Services at HURL,Sindri" against Tender Notice Number HURL/Sindri/C&M/22-23/997 Dated 04.08.2022 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 &amp; 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
---------------------------	--

1. With reference to our Bid Proposal No. .... dated ..... for the work of “Hiring of Agency for operation and Maintenance of Fire Tender/Fire Fighting Services at HURL,Sindri” against Tender Notice Number HURL/Sindri/C&M/22-23/997 Dated 04.08.2022. , 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 &amp; 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 this .....day of.....20..... at.....

**WITNESS :**

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

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

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

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

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

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

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

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

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

**BANK GUARANTEE VERIFICATION CHECKLIST**

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

**CHECK LIST**

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



whether changes are of minor/clerical nature  
(which in no way limits the right of HURL in  
any manner)?

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

-----  
Date : Signature.....

Place :

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, impleader claims or counter claims against the Government of India arising out of this Contract and covenants not to sue the Government of India in any manner, claim, cause of action or thing whatsoever arising out of or under this Contract.

### **ARTICLE 6. Appendices**

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

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

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

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

### **ARTICLE 8. WAIVER**

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

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

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

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

Signed by for and on behalf of the Owner

[Signature]

[Title]

in the presence of

Signed by for and on behalf of the Bidder

[Signature]

[Title]

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

#### CONTRACT AGREEMENT

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

BETWEEN

["the Owner"]

and

["the Bidder"]

#### ANNEXURE-14

#### PROFORMA OF CERTIFICATE FROM THE CEO/CFO OF THE COMPANY IN ACCORDANCE WITH FINANCIAL

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

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

Ref.: -----

Date: -----

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

Dear Sir / Madam;

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

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

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

Yours faithfully

Signature-----

Name & Designation-----

Name of the Company-----

Seal of the Company

**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

**ANNEXURE-16**

**PROOF OF PAYMENT OF EMD.**

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

Ref.: -----

Date: -----

To

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

Dear Sir / Madam;

Sub: PROOF OF PAYMENT OF EMD.

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

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

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

Yours faithfully

Signature-----

Name &amp; Designation-----

Name of the Company-----

Seal of the Company