

Bidding Document for National Competitive Bidding (NCB)

(Procurement of Goods)

Website : www.brbnmpl.co.in

Email: salbonipress@brbnmpl.co.in

TENDER ENQUIRY No. 06/SAL/CIVIL/2016-17

(NOT TRANSFERABLE)

By Speed post / Courier service/Downloaded from website

| | | |
|---|--|---------------------------|
| BNM No.: / (S) 16.02.01/2016-17 | Last Date & Time for submission of tender: | 04/10/2016 up to 11.30 AM |
| Dated: 02/09/2016 | Tender opening Date & Time: | 04/10/2016 at 11.30 AM |
| Cost of Tender form: Rs. 500/- (if directly downloaded from website), Rs. 750/- (if obtained from the address given below) | Earnest Money Deposit (EMD) | N/A |

SUB: TENDER FOR RATE CONTRACT FOR REPAIR AND MAINTENANCE WORKS IN TOWNSHIP & PLANT AREA OF BRBNMPL, SALBONI (WB).

This tender document contains: 61 Pages

The tender document is sold to/downloaded by [Name of bidder]:

| |
|---------------|
| M/s. _____ |
| Address _____ |

Details of Contact person in BRBNMPL regarding this tender:

Name: - Shri S. K. Chaurasia

Designation: - Asst. General Manager

Address:

The General Manager,

Bharatiya Reserve Bank

Note Mudran Private Limited

Salboni, Dist.- Midnapore (West)

Pin- 721 132, West Bengal

Phone No. 03227-280212/213/214, Extn- 4044/4057/4083; Fax: 03227-280744 & 280222

Email: skchaurasia@brbnmpl.co.in

CONTENTS OF THIS TENDER ENQUIRY:

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| Section I | Notice Inviting Tender (NIT) | Enclosed |
| Section II | General Instructions for Tenderer (GIT) | Enclosed |
| Section III | Special Instructions to Tenderers (SIT) | Enclosed |
| Section IV | General Conditions of Contract (GCC) | Enclosed |
| Section V | Special Conditions of Contract (SCC) | Enclosed |
| Section VI | List of Requirements | Enclosed |
| Section VII | Technical Specifications | Enclosed |
| Section VIII | Quality Control Requirements/Declaration by Tenderer | Enclosed |
| Section IX | Qualification/Eligibility Criteria | Enclosed |
| Section X | Tender Form | Enclosed |
| Section XI | Price Schedule | Enclosed |
| Section XII | Questionnaire | Enclosed |
| Section XIII | Bank Guarantee Form for EMD | Not Applicable for this Tender |
| Section XIV | Manufacturer's Authorization Form | Not Applicable for this Tender |
| Section XV | Bank Guarantee Form for Performance Security | To be downloaded from website: www.brbnmpl.co.in under 'Downloads' Section. |
| Section XVI | Contract Form | Enclosed |
| Section XVII | Letter of Authority for attending a Bid Opening | Enclosed |
| Section XVIII | Shipping Arrangements for Liner Cargoes | Not Applicable for this Tender |
| Section XIX | Proforma of Bills for Payments | Enclosed |
| Section XX | Proforma for Pre contract integrity Pact- | Not applicable to this tender |
| Checklist | Checklist for Tenderers | Enclosed |
| Annexure - A | Performa of Financial Turnover Certificate | Enclosed |
| Annexure - B | Details of Work Experience | Enclosed |
| Annexure - C | R&M Schedule for the items not included in PWD Schedule of Rates | Included in Section: VI |

Section I: Notice Inviting Tender (NIT)

TENDER ENQUIRY No. 06/SAL/CIVIL/2016-17
(NOT TRANSFERABLE)

Sub: Tender for Rate Contract for Repair and Maintenance Works in Township & Plant Area of BRBNMPL, Salboni (WB).

Dear Sirs,

The General Manager, BRBNMPL, Salboni, invites sealed tenders **in the enclosed formats under two bid system (Techno- commercial bid and Price bid) for Repair and Maintenance Works in Township & Plant Area of BRBNMPL, Salboni (WB)** under Annual Rate Contract as per details given below:

| Schedule No. | Brief Description of Goods / Services | Quantity (with unit) | EMD | Estimated Annual Value (Indicative Only) |
|---------------------|---|-----------------------------|-----------------------|---|
| 1 | Rate Contract for Repair and Maintenance Works in Township Areas at BRBNMPL, Salboni (WB). As per Schedule of Rates of PWD (w.e.f. 01.12.2015) and Annexure-C: R&M Schedule for the items not included in PWD Schedule of Rates.– Section-VI , VII & XI | As per requirement | <i>Not applicable</i> | Rs 1,00,00,000/- (Rupees One Crore only) per Annum |
| 2 | Rate Contract for Repair and Maintenance Works in Plant Areas at BRBNMPL, Salboni (WB). As per Schedule of Rates of PWD (w.e.f. 01.12.2015) and Annexure-C: R&M Schedule for the items not included in PWD Schedule of Rates.–Section-VI , VII & XI | As per requirement | <i>Not applicable</i> | Rs 40,00,000/- (Rupees Forty Lakh only) per Annum |

| | |
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| Type of Tender (Two Bid / PQB / EOI/ RC / Development / Indigenization / Disposal of Scrap / Security item etc. | Open Tender - Two Bid System |
| Date of Sale of tender documents | From 02/09/2016 onwards. |
| Price of the Tender Document | Rs.500/- (if directly downloaded from website), Rs. 750/- (if obtained from the address given below) |
| Place of sale of tender documents | Civil Section, Bharatiya Reserve Bank Note Mudran Private Limited, RBNML (PO), Salboni -721 132, West Midnapore (Dist). (OR) Can be downloaded from our website www.brbnmpl.co.in , in which case Price of tender document should be enclosed along with your offer. |

| | |
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| Closing date and time for receipt of tenders | 04/10/2016 up to 11.30 hrs. |
| Place of receipt of tenders | Administrative Building, Bharatiya Reserve Bank Note Mudran Private Limited, RBNML (PO), Salboni -721 132, West Midnapore (Dist.). |
| Time and date of opening of tenders | 04/10/2016 at 11.30 hrs. |
| Place of opening of tenders | Administrative Building, Bharatiya Reserve Bank Note Mudran Private Limited, RBNML (PO), Salboni -721 132, West Midnapore (Dist.). |
| Nominated Person / Designation to Receive Bulky Tender | Mr. S. K. Chaurasia, AGM (Civil) or Mr. T. R. Gururaj, DGM-PP (Civil) |

1. The quantity mentioned above is a tentative requirement. The quantity may be increased / decreased as per the actual requirement.
2. Tender documents may be purchased on payment of non-refundable fee of Rs.500/- (if directly downloaded from website), in the form of Demand Draft/Banker's Cheque drawn in favour of Bharatiya Reserve Bank Note Mudran Pvt. Ltd., payable at par at State Bank of India, Salboni (Code No: 3558) drawn from any branch of SBI in India. If drawn from any Associate Banks of SBI or any other scheduled Commercial Bank in India, it should be payable at par at Midnapore, West Bengal.
3. If requested, the tender documents will be mailed by registered post/ speed post/Courier to the tenderers for which extra charge per set will be Rs. 250/- for domestic post, i.e., Rs. 750/- (if obtained from the address given below).
4. Interested tenderers may obtain further information about this requirement from the above office selling the documents. They may also visit our website: www.brbnmpl.co.in for further details.
5. Tenderer may also download the tender documents from the web site and submit its tender by utilizing the downloaded document, along with the required non-refundable fee as mentioned in Para 2 above.
6. Tenderers shall ensure that their tenders, duly sealed and signed, complete in all respects as per instructions contained in the Tender Documents, are received by the inward section of the BRBNMPL SALBONI located at the address given below on or before the closing date and time indicated in the Para 2 above, failing which the tenders will be treated as late and rejected.
7. In the event of any of the above mentioned dates being declared as a holiday/ closed day for the purchase organization, the tenders will be sold / received / opened on the next working day at the appointed time.
8. The tender documents are not transferable.

Yours faithfully,

For & on behalf of BRBNMPL,

(S. K. Chaurasia)

Asst. General Manager

Bharatiya Reserve Bank Note Mudran Private Limited

Salboni, Dist. - Midnapore (West); Pin- 721 132, West Bengal

Telephone: 03227-280176; Fax: 03227- 280222/280744

IMPORTANT POINTS AT A GLANCE FOR ATTENTION OF BIDDERS

1. Please send your competitive bidding in sealed cover superscribed as **“Tender for Rate Contract for Repair and Maintenance Works in Township & Plant Area of BRBNMPL, Salboni (WB).”** against **Tender Enquiry No. 06/SAL/CIVIL/2016-17 dated 02/09/2016 to reach us on or before 11.30 Hrs on 04/10/2016** with the following **separate two sealed covers inside:**
 - a) The **first sealed cover** (Techno-commercial bid) should have technical & other details offered by the tenderer as per the proforma at **Section VIII - Quality Control Requirements/Compliance statement by Tenderer, documents in support of Qualification/Eligibility criteria (Section IX), Section X: Tender Form, Section XII: Questionnaire, Annexure: A & B and All pages of Tender Documents duly signed including GIT, SIT, GCC & SCC. No information regarding price should be mentioned in this part.**
 - b) The **second sealed cover** (Price bid) should have Price details offered by the tenderer as per the proforma at **'Section XI - Price Schedule'** with superscription **'PRICE BID against Tender Enquiry No. 06/SAL/CIVIL/2016-17 - Rate Contract for Repair and Maintenance Works in Township & Plant Area of BRBNMPL, Salboni (WB).'**
 - c) *BIDS submitted not in accordance with the above guidelines will be liable to be rejected.*
2. **Tender Rate:** Bidder has to quote their offer as percentage (**in %**) at par / below / above the scheduled rates in the enclosed format **“Section-XI: Price Schedule”**. **The Schedule of Rates of PWD (w.e.f. 01.12.2015) and Rates as per Annexure-C for the items not included in PWD Schedule of Rates shall be considered as base rate and valid for a period of Three (03) years from the date of placing work order.**
3. **Tender Validity:** The tenders shall remain valid for acceptance for a period of 120 days after the date of tender opening prescribed in the tender document.
4. **Placing of Job Cards and Commencement of Work:-** Job cards shall be issued on requirement basis. Work should commence within one week from the date of issue of Job Card. In case contractor's performance not found satisfactory, subsequent job cards shall not be issued.
5. **Period of Contract:** Initially the **Annual Rate Contract** shall be valid for one year from the date of LOI (Letter of Intent) & it may be subsequently renewed on yearly basis for further two years subject to satisfactory performance. Total contract period will be for 03 years from the issue of first contract date. However, BRBNMPL reserves the right to terminate the contract by giving a notice of 30 days. Contractor should apply for any valid extension/renewal of contract well in advance of minimum 90 days before expiry of the contract. Failure to execute the assigned Annual Rate Contract due to reason whatsoever will result in forfeiture of Security Deposit.
6. **EMD: Not Applicable**
7. The Techno-commercial part (part I) tenders will be opened at **11.30 Hrs on 04/10/2016** in the presence of available tenderers or their authorized representatives. In the second stage, the financial bids of only the technically acceptable offers shall be opened for further scrutiny and evaluation. The date of opening of Price bids will be intimated to qualified bidders. Other financial bids would be returned unopened to the respective bidders under Registered AD/ Reliable Courier or any other mode with proof of delivery.
8. **Payment Terms:** Payment will be released on completion of each job cards. Statutory deductions as applicable will be deducted from the gross bill amount.
9. **Security Deposit:** Within twenty-one (21) days after the issue of notification of award by BRBNMPL, the supplier shall furnish Security Deposit to BRBNMPL for an amount equal to 10% of the Annual Estimated Value till the complete execution of ARC. *[Please refer GCC Clause 6 under Section IV].*

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| SD for Both The Schedule 1 & 2: Rs.14,00,000.00 |
| SD for Schedule 1: Rs.10,00,000.00 |
| SD for Schedule 2: Rs.4,00,000.00 |
10. **Liquidated Damages:** At the rate of 0.5% (half percent) of the Total contract value per week of delay or up to maximum of 10% (Ten percent) of the incomplete contract value after which the contract stands rescinded.

11. **Defects Liability Period:** 12 months from the date of work completion of individual job card work.
12. Parties who have been black listed /Debarred by BRBNMPL are not eligible for submission of this tender.
13. BRBNMPL does not pledge itself to accept the lowest or any tender and reserves to itself the right of accepting/rejecting the whole or any part of the tender or portion of the quantity tendered without assigning any reason thereof.
14. During the currency of the Rate Contract, **in case of emergency**, BRBNMPL may procure the same works through ad hoc contract with a new contract.
15. **Fall Clause:** If the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods/services, following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price will be automatically reduced with effect from that date for all the subsequent works under the rate contract and the rate contract amended accordingly. Any violation of the fall clause would be considered a serious misdemeanor under clause 44 of the GIT and action, as appropriate, would be taken as per provision of that clause.
16. If the tenderer is registered under DGS&D/NSIC, they have to clearly mention and submit a copy of supporting documents. In absence of any such declaration, tenderer shall be considered as not registered under DGS&D/NSIC.
17. Copies of Certificates / Documents related to VAT/CST Registration, PAN, Service Tax and Professional Tax Registration Certificate etc., to be provided along with the Techno - Commercial Bid.
18. No Counter condition shall be accepted.

Section II: General Instructions to Tenderer (GIT)

Part I: General Instructions Applicable to all Types of Tenders

A PREAMBLE

1. Introduction

1.1 Definitions and abbreviations, which have been used in these documents, shall have the meanings as indicated in GCC.

1.2 For sake of convenience, whole of this Standard Bidding Document (including all sections) is written in reference to Procurement of Goods Tenders. However this SBD would be utilized for all types of Tenders e.g. EOI, PQB, Rate Contract, Tenders involving Samples, Sale / Disposal of Scrap Material and Development / indigenization etc, Procurement of Services etc. Therefore the construction of all clauses are to be interpreted in the context of particular type of tender beyond the letter of the clause, read with the additional clauses for the specific type of tenders in Part II GIT/ GCC.

1.3 These tender documents have been issued for the requirements mentioned in Section - VI - "List of Requirements", which also indicates, inter-alia, the required delivery schedule and terms & place (i.e. destination) of delivery.

1.4 This section (Section II - "General Instruction to Tenderers" - GIT) provides the relevant information as well as instructions to assist the prospective tenderers in preparation and submission of tenders. It also includes the mode and procedure to be adopted for receipt and opening as well as scrutiny and evaluation of tenders and subsequent placement of contract. With this limited objective, GIT is not intended to be complete by itself and the rest of this document - SIT, GCC and SCC in particular may also be thoroughly studied before filling up the Tender Document. There would be certain topics covered in GIT/SIT as well as in GCC/ SCC from different perspectives. In case of any conflict between these, provisions of GCC/ SCC would prevail.

1.5 The tenderers shall also read the Special Instructions to Tenderers (SIT) related to this purchase, as contained in Section III of these documents and follow the same accordingly. Whenever there is a conflict between the GIT and the SIT, the provisions contained in the SIT shall prevail over those in the GIT.

2. Language of Tender

The tender submitted by the tenderer and all subsequent correspondence and documents relating to the tender exchanged between the tenderer and BRBNMPL, shall be written in English or Hindi language, unless otherwise specified in the Tender. However, the language of any printed literature furnished by the tenderer in connection with its tender may be written in any other language provided the same is accompanied by Hindi or English translation. For purposes of interpretation of the tender, the English translation shall prevail.

3. Eligible Tenderers

This invitation for tenders is open to all suppliers who fulfill the eligibility criteria specified in these documents. Please refer to Section IX: Qualification/ Eligibility Criteria

4. Eligible Goods and Services

All goods and related services to be supplied under the contract shall have their origin in India or other countries, subject to any restriction imposed in this regard in Section III (SIT). The term "origin" used in this clause means the place where the goods are mined, grown, produced or manufactured or from where the related services are arranged and supplied.

5. Tendering Expense

The tenderer shall bear all costs and expenditure incurred and/ or to be incurred by it in connection with its tender including preparation, mailing and submission of its tender and for subsequent processing the same. BRBNMPL will, in no case be responsible or liable for any such cost, expenditure etc regardless of the conduct or outcome of the tendering process.

B TENDER DOCUMENTS

6. Content of Tender Documents

6.1 The tender documents includes:

1. Section I - Notice Inviting Tender (NIT)
2. Section II - General Instructions to Tenderers (GIT)
3. Section III - Special Instructions to Tenderers (SIT)

4. Section IV -General Conditions of Contract (GCC)
5. Section V - Special Conditions of Contract (SCC)
6. Section VI - List of Requirements
7. Section VII - Technical Specifications
8. Section VIII - Quality Control Requirements
9. Section IX – Qualification/ Eligibility Criteria
10. Section X - Tender Form
11. Section XI - Price Schedule
12. Section XII - Questionnaire
13. Section XIII - Bank Guarantee Form for EMD
14. Section XIV - Manufacturer's Authorization Form
15. Section XV - Bank Guarantee Form for Performance Security
16. Section XVI - Contract Form
17. Section XVI I: Letter of Authority for attending a Bid Opening
18. Section XVIII: Shipping Arrangements for Liner Cargoes
19. Section XIX: Proforma of Bills for Payments

6.2 The relevant details of the required goods and services, the terms, conditions and procedure for tendering, tender evaluation, placement of contract, the applicable contract terms and, also, the standard formats to be used for this purpose are incorporated in the above-mentioned documents. The interested tenderers before formulating the tender and submitting the same to BRBNMPL, should read and examine all the terms, conditions, instructions etc. contained in the tender documents. Failure to provide and/ or comply with the required information, instructions etc. incorporated in these tender documents may result in rejection of its tender.

7. Amendments to Tender Documents

7.1 At any time prior to the deadline for submission of tenders, BRBNMPL may, for any reason deemed fit by it, modify the tender documents by issuing suitable amendments) to it.

7.2 Such an amendment will be notified in writing by registered/ speed post or by fax / telex / e-mail, followed by copy of the same by suitable recorded post to all prospective tenderers, which have received the tender documents and will be binding on them.

7.3 In order to provide reasonable time to the prospective tenderers to take necessary action in preparing their tenders as per the amendment, BRBNMPL may, at its discretion extend the deadline for the submission of tenders and other allied time frames, which are linked with that deadline.

8. Pre-Bid conference

If found necessary, a pre-bid conference may be stipulated in the SIT, for clarification/ amendment to Technical specifications/techno-commercial conditions in two bid tender.

9. Clarification of Tender Documents

A Tenderer requiring any clarification or elucidation on any issue of the tender documents may take up the same with BRBNMPL in writing or by fax ! e-mail! telex. BRBNMPL will respond in writing to such request provided the same is received by BRBNMPL not later than twenty one days (unless otherwise specified in the SIT) prior to the prescribed date of submission of tender. Copies of the query and clarification shall be sent to all prospective bidders who have received the bidding documents.

C PREPARATION OF TENDERS

10. Documents Comprising the Tender

10.1 The tender to be submitted by Tenderer shall contain the following documents, duly filled in, as required:

- a) Tender Form and Price Schedule along with list of deviations (ref Clause 19.19.4) from the clauses of this SBD, if any.
- b) Documentary evidence, as necessary in terms of GIT clauses 3 and 16 establishing that the tenderer is eligible to submit the tender and, also, qualified to perform the contract if its tender is accepted.
- c) Documents and relevant details to establish in accordance with GIT clause 17 that the goods and the allied services to be supplied by the tenderer conform to the requirement of the tender documents along with list of deviations if any (ref clause 17.17.3 of GIT).
- d) Earnest money furnished in accordance with GIT clause 18.18.1 alternatively, documentary evidence as per GIT clause 18.18.2 for claiming exemption from payment of earnest money. and
- e) Questionnaire as per Section XII.
- f) Manufacturer's Authorization Form (ref Section XIV, if applicable)

NB: The tenderers may also enclose in their tenders, technical literature and other documents as and if considered necessary by them.

10.2 A tender, that does not fulfill any of the above requirements and / or gives evasive information / reply against any such requirement, shall be liable to be ignored and rejected.

10.3 Tender sent by fax/email/ telex/ cable shall be ignored.

11. Tender currencies

11.1 Unless otherwise specified, the tenderer shall quote only in Indian rupees.

11.2 Where the tender condition specifies acceptance of quotations in different currencies, then, for domestic goods, prices shall be quoted in Indian rupees only and for imported goods, prices shall be quoted either in Indian rupees or in the currency stipulated in the SIT, mentioning, inter-alia, the exchange rate adopted for converting foreign currency into Indian Rupees. As regards price(s) for allied services, if any required with the goods, the same shall be quoted in Indian Rupees if such services are to be performed / undertaken in India. Commission for Indian Agent, if any and if payable shall be indicated in the space provided for in the price schedule and quoted in Indian Rupees only.

11.3 Tenders, where prices are quoted in any other way shall be treated as unresponsive and rejected.

12. Tender Prices

12.1 The Tenderer shall indicate on the Price Schedule provided under Section XI all the specified components of prices shown therein including the unit prices and total tender prices of the goods and services it proposes to supply against the requirement. All the columns shown in the price schedule should be filled up as required. If any column does not apply to a tenderer, same should be clarified accordingly by the tenderer.

12.2 If there is more than one schedule in the List of Requirements, the tenderer has the option to submit its quotation for any one or more schedules and, also, to offer special discount for combined schedules. However, while quoting for a schedule, the tenderer shall quote for the complete requirement of goods and services as specified in that particular schedule.

12.3 The quoted prices for goods offered from within India and that for goods offered from abroad are to be indicated separately in the applicable Price Schedules attached under Section XI.

12.4 While filling up the columns of the price schedule, the following aspects should be noted for compliance:

12.5 For goods offered from within India, the prices in the corresponding price schedule shall be entered separately in the following manner:

a) The price of the goods, quoted ex-factory, ex-showroom, ex-warehouse or off-the-shelf, as applicable, including all taxes and duties like sales tax, VAT, custom duty, excise duty etc. already paid or payable on the components and raw material used in the manufacture or assembly of the goods quoted ex-factory etc or on the previously imported goods of foreign origin quoted ex-showroom etc.

b) Any sales or other taxes and any duties including excise duty, which will be payable on the goods in India if the contract is awarded.

c) Charges towards inland transportation, insurance and other local costs incidental to delivery of the goods to their final destination as specified in the List of Requirements and

d) The price of incidental services, as and if mentioned in List of Requirements.

12.6 For goods offered from abroad, the prices in the corresponding price schedule shall be entered separately in the following manner:

a) The price of goods quoted FAS / FOB port of shipment, CIF port of entry in India or CIF specified place of destination in India as indicated in the List of Requirements,

b) Wherever applicable, the amount of custom duty and import duty on the goods to be imported.

c) The charges for inland transportation, insurance and other local costs incidental to delivery of the goods from the port of entry in India to their final destination, as specified in the List of Requirements. and

d) The charges for incidental services, as and if mentioned in the List of Requirements.

12.7 Additional information and instruction on Duties and Taxes:

If the Tenderer desires to ask for excise duty, sales tax, custom duty etc. to be paid extra, the same must be specifically stated. In the absence of any such stipulation the price will be taken inclusive of such duties and taxes and no claim for the same will be entertained later.

12.8 Excise Duty:

a) If reimbursement of excise duty is intended as extra over the quoted prices, the supplier must specifically say so also indicating the rate, quantum and nature of the duty applicable. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim on account of excise duty will be entertained after the opening of tenders.

b) If a Tenderer chooses to quote a price inclusive of excise duty and also desires to be reimbursed for variation, if any, in the excise duty during the time of supply, the tenderer must clearly mention the same and also indicate the rate and quantum of excise duty included in its price. Failure to indicate all such details in clear terms may result in statutory variations being denied to the tenderer.

c) Subject to sub clauses 12.8 (a) & (b) above, any change in excise duty upward/ downward as a result of any statutory variation in excise duty taking place within original Delivery Period shall be allowed to the extent of actual quantum of excise duty paid by the supplier. In case of downward revision in excise duty, the actual quantum of reduction of excise duty shall be reimbursed to BRBNMPL by the supplier. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any obtained by the supplier.

12.9 Sales Tax/VAT/ CST/ GST:

If a tenderer asks for sales tax/ VAT/ CST/ GST to be paid extra, the rate and nature of such taxes applicable should be shown separately. Such taxes will be paid as per the rate at which it is liable to be assessed or has actually been assessed provided the transaction of sale is legally liable to such taxes and is payable as per the terms of the contract.

12.10 Wherever Value Added Tax is applicable, the following may be noted :

i) The tenderer should quote the exact percentage of VAT that they will be charging extra.

ii) While quoting the rates, tenderer should pass on (by way of reduction in prices) the set off/input tax credit that would become available to them by switching over to the system of VAT from the existing system of sales tax, duly stating the quantum of such credit per unit of the item quoted for.

iii) The tenderer while quoting for tenders should give the following declaration:

"We agree to pass on such additional set off/input tax credit as may become available in future in respect of all the inputs used in the manufacture of the final product on the date of supply under the VAT scheme by way of reduction in price and advise the purchaser accordingly."

iv) The supplier while claiming the payment shall furnish the following certificate to the paying authorities: We hereby declare that additional set offs / input tax credit to the tune of Rs..... has accrued and accordingly the same is being passed on to the purchaser and to that effect the payable amount may be adjusted .

12.11 Octroi and Local Taxes:

Unless otherwise stated in the SIT, the goods supplied against contracts placed by BRBNMPL are not exempted from levy of Town Duty, Octroi Duty, Terminal Tax and other Levies of local bodies. In such cases, the supplier should make the payment to avoid delay in supplies and forward the receipt of the same to the purchasing department for reimbursement and, also, for further necessary action.

In cases where exemption is available, suppliers should obtain the exemption certificate from the purchasing department to avoid payment of such levies and taxes.

12.12 Duties/ Taxes on Raw Materials

BRBNMPL is not liable for any claim from the supplier on account of fresh imposition and / or increase (including statutory increase) of excise duty, custom duty, sales tax etc. on raw materials and/or components used directly in the manufacture of the contracted goods taking place during the pendency of the contract, unless such liability is specifically agreed to in terms of the contract.

12.13 Imported Stores not liable to Above-mentioned Taxes and Duties:

Above mentioned Taxes and Duties are not leviable on imported Goods and hence would not be reimbursed.

12.14 Customs Duty:

In respect of imported stores offered from abroad, the tenderer shall specify the rate as well as the total amount of customs duty payable. The tenderer shall also indicate the corresponding Indian Customs Tariff Number applicable for the goods in question.

12.14.1. For transportation of imported goods offered from abroad, relevant instructions as incorporated under GCC Clause 11 shall be followed.

12.14.2. For insurance of goods to be supplied, relevant instructions as provided under GCC Clause 12 shall be followed.

12.14.3. Unless otherwise specifically indicated in this tender document, the terms FOB, FAS, CIF etc. for imported goods offered from abroad, shall be governed by the rules & regulations prescribed in the current edition of INCOTERMS, published by the International Chamber of Commerce, Paris

12.14.4. The need for indication of all such price components by the tenderers, as required in this clause (viz., GIT clause 12) is for the purpose of comparison of the tenders by BRBNMPL and will no way restrict BRBNMPL's right to award the contract on the selected tenderer on any of the terms offered.

13. Indian Agent

If a foreign tenderer has engaged an agent in India in connection with its tender, the foreign tenderer, in addition to indicating Indian agent's commission, if any, in a manner described under GIT sub clause 11.2 above, shall also furnish the following information:

a) The complete name and address of the Indian Agent and its permanent income tax account number as allotted by the Indian Income Tax authority.

b) The details of the services to be rendered by the agent for the subject requirement

One manufacturer can authorize only one agent/ dealer. Also one agent cannot represent more than one supplier or quote on their behalf in a particular tender enquiry. Such quote is likely to be rejected. There can be only one bid from

a) The principal manufacturer directly or one Indian agent on his behalf

b) The foreign principal or any of its branch/ division

c) Indian/ Foreign Agent on behalf of only one Principal.

14. Firm Price/ Variable Price

14.1 Unless otherwise specified in the SIT, prices quoted by the tenderer shall remain firm and fixed during the currency of the contract and not subject to variation on any account.

14.2 In case the tender documents require offers on variable price basis, the price quoted by the tenderers will be subject to adjustment during original Delivery Period to take care of the changes in the cost of labour and material components in accordance with the price variation formula to be specified in the SIT. If a tenderer submits firm price quotation against the requirement of variable price quotation, that tender will be prima-facie acceptable and considered further, taking price variation asked for by the tenderer as zero.

14.3 However, as regards taxes and duties, if any, chargeable on the goods and payable, the conditions stipulated in GIT clause 12 will apply for both firm price tender and variable price tender.

14.4 Subject to provisions of Clause 11 above, where prices are quoted in foreign currencies, involving imports - Foreign Exchange Rate Variation (ERV) would be borne by the Purchaser within the original Delivery Period. The offer of the Tenderer should indicate import content and the currency used for calculating import content.

14.5 Base Exchange rate of each major currency used for calculating FE content of the contract should be indicated. The base date of ERV would be contract date and variation on the base date can be given up to the midpoint manufacture, unless firm has already indicated the time schedule within which material will be imported by the firm.

14.6 In case delivery period is refixed/ extended, ERV will not be admissible, if this is due to default of the supplier.

14.7 Documents for claiming ERV:

- i. A bill of ERV claim enclosing working sheet
- ii. Banker's Certificate/debit advice detailing F.E. paid and exchange rate
- iii. Copies of import order placed on supplier
- iv. Invoice of supplier for the relevant import order

15. Alternative Tenders

Unless otherwise specified in the Schedule of Requirements, alternative tenders shall not be considered.

16. Documents Establishing Tenderer's Eligibility and Qualifications

16.1 Pursuant to GIT clause 10, the tenderer shall furnish, as part of its tender, relevant details and documents establishing its eligibility to quote and its qualifications to perform the contract if its tender is accepted.

16.2 The documentary evidence needed to establish the tenderer's qualifications shall fulfill the following requirements:

a) In case the tenderer offers to supply goods, which are manufactured by some other firm, the tenderer has been duly authorized by the goods manufacturer to quote for and supply the goods to BRBNMPL. The tenderer shall submit the manufacturer's authorization letter to this effect as per the standard form provided under Section XIV in this document.

b) The tenderer has the required financial, technical and production capability necessary to perform the contract and, further, it meets the qualification criteria incorporated in the Section IX in these documents.

c) In case the tenderer is not doing business in India, it is/ will be duly represented by an agent stationed in India fully equipped and able to carry out the required contractual functions and duties of the supplier including after sale service, maintenance & repair etc. of the goods in question, stocking of spare parts and fast moving components and other obligations, if any, specified in the conditions of contract and/ or technical specifications.

d) In case the tenderer is an Indian agent quoting on behalf of a foreign manufacturer, the Indian agent is already enlisted under the Compulsory Enlistment Scheme of Ministry of Finance, Govt. of India, operated through Directorate General of Supplies & Disposals (DGS&D), New Delhi.

17. Documents establishing Good's Conformity to Tender document

17.1 The tenderer shall provide in its tender the required as well as the relevant documents like technical data, literature, drawings etc. to establish that the goods and services offered in the tender fully conform to the goods and services specified by BRBNMPL in the tender documents. For this purpose the tenderer shall also provide a clause-by-clause commentary on the technical specifications and other technical details incorporated by BRBNMPL in the tender documents to establish technical responsiveness of the goods and services offered in its tender.

17.2 In case there is any variation and/ or deviation between the goods & services prescribed by BRBNMPL and that offered by the tenderer, the tenderer shall list out the same in a chart form without ambiguity along with justification, and provide the same along with its tender.

17.3 If a tenderer furnishes wrong and/ or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to BRBNMPL in this regard.

18. Earnest Money Deposit (EMD)

18.1 Pursuant to GIT clause 10.1(d) the tenderer shall furnish along with its tender, earnest money for amount as shown in the List of Requirements. The earnest money is required to protect BRBNMPL against the risk of the Tenderers unwarranted conduct as amplified under sub-clause 23.23.2 below.

18.2 The tenderers who are currently registered and, also, will continue to remain registered during the tender validity period with DGS&D or with National Small Industries Corporation, New Delhi are exempted from payment of earnest money. In case the tenderer falls in these categories, it should furnish certified copy of its valid registration details (with DGS&D or NSIC as the case may be).

18.3 The earnest money shall be denominated in Indian Rupees.

18.4 The earnest money shall be furnished in one of the following forms:

- a) Account Payee Demand Draft or
- b) Fixed Deposit Receipt or
- c) Banker's cheque or
- d) Bank Guarantee, only in the case of Global Tender

The demand draft, fixed deposit receipt or banker's cheque shall be drawn on any scheduled commercial bank in India, in favour of Account specified in the Clause 3 of NIT. In case of bank guarantee, the same is to be provided from/confirmed by any scheduled commercial bank in India as per the format specified under Section XIII in these documents.

18.5 The earnest money shall be valid for a period of forty five days beyond the validity period of the tender.

18.6 Unsuccessful tenderers' earnest monies will be returned to them without any interest, after expiry of the tender validity period, but not later than thirty days after conclusion of the resultant contract. Successful Tenderer's earnest money will be returned without any interest, after receipt of performance security from that tenderer.

18.7 Earnest money of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender. The successful tenderer's earnest money will be forfeited if it fails to furnish the required performance security within the specified period.

19. Tender Validity

19.1 If not mentioned otherwise in the SIT, the tenders shall remain valid for acceptance for a period of 90 days (Ninety days) in case of single bid tender system and 120 days in case of two-bid system after the date of tender opening prescribed in the tender document. Any tender valid for a shorter period shall be treated as unresponsive and rejected.

19.2 In exceptional cases, the tenderers may be requested by BRBNMPL to extend the validity of their tenders upto a specified period. Such request(s) and responses thereto shall be conveyed by surface mail or by fax /email /telex /cable followed by surface mail. The tenderers, who agree to extend the tender validity, are to extend the same without any change or modification of their original tender and they are also to extend the validity period of the EMD accordingly.

19.3 In case the day upto which the tenders are to remain valid falls on/ subsequently declared a holiday or closed day for BRBNMPL, the tender validity shall automatically be extended upto the next working day.

19.4 Compliance with the Clauses of this Tender Document: Tenderer must comply with all the clauses of this Tender Document. In case there are any deviations, these should be listed in a chart form without any ambiguity along with justification.

20. Signing and Sealing of Tender

20.1 An authenticated copy of the document which authorizes the signatory to commit on behalf of the firm shall accompany the offer. The individual signing the tender or any other documents connected therewith should clearly indicate his full name and designation and also specify whether he is signing,

(a) As Sole Proprietor of the concern or as attorney of the Sole Proprietor;

(b) As Partner (s) of the firm;

(c) as Director, Manager or Secretary in case the of Limited Company duly authorized by a resolution passed by the Board of Directors or in pursuance of the Authority conferred by Memorandum of Association.

20.2 The authorized signatory of the tenderer must sign the tender at appropriate places and initial the remaining pages of the tender.

20.3 The tenderers shall submit their tenders as per the instructions contained in GIT Clause

20.4 Unless otherwise mentioned in the SIT, a tenderer shall submit two copies of its tender marking them as "Original" and "Duplicate".

20.5 The original and other copies of the tender shall either be typed or written in indelible ink and the same shall be signed by the tenderer or by a person(s) who has been duly authorized to bind the tenderer to the contract. The letter of authorization shall be by a written power of attorney, which shall also be furnished along with the tender.

20.6 All the copies of the tender shall be duly signed at the appropriate places as indicated in the tender documents and all other pages of the tender including printed literature, if any shall be initialed by the same person(s) signing the tender. The tender shall not contain any erasure or overwriting, except as necessary to correct any error made by the tenderer and, if there is any such correction; the same shall be initialed by the person(s) signing the tender.

20.7 The tenderer is to seal the original and each copy of the tender in separate envelopes, duly marking the same as "Original", "Duplicate" and so on and writing the address of BRBNMPL and the tender reference number on the envelopes. The sentence "NOT TO BE OPENED" before (The tenderer is to put the date & time of tender opening) are to be written on these envelopes. The inner envelopes are then to be put in a bigger outer envelope, which will also be duly sealed, marked etc. as above. If the outer envelope is not sealed and marked properly as above, BRBNMPL will not assume any

responsibility for its misplacement, premature opening, late opening etc.

20.8 For purchasing capital equipment, high value plant, machinery etc. of complex and technical nature, tender document will seek quotation in two parts (Two Bid System)- first part containing the relevant technical details of the equipment / machinery etc., and in the second part, price quotation along with other allied issues. First part will be known as 'Technical Bid', and the second part 'Financial bid'. Tenderer shall seal separately 'Technical Bid' and 'Financial bid' and covers will be suitably super scribed. Both these sealed covers shall be put in a bigger cover and sealed and evaluation would be done as described in clause 25.24.4 below. Further details would be given in SIT, if considered necessary.

20.9 If permitted in the SIT, the tenderer may submit its tender through e-tendering procedure.

D SUBMISSION OF TENDERS

21. Submission of Tenders

21.1 Unless otherwise specified, the tenderers are to deposit the tenders in the tender box kept for this purpose at a place as indicated in para 1 of NIT. In case of bulky tender, which cannot be put into tender box, the same shall be submitted by the tenderer by hand to the designated officers of BRBNMPL, as indicated in clause 1 of NIT. The officer receiving the tender will give the tenderer an official receipt duly signed with date and time.

21.2 The tenderers must ensure that they deposit their tenders not later than the closing time and date specified for submission of tenders. In the event of the specified date for submission of tender falls on / is subsequently declared a holiday or closed day for BRBNMPL, the tenders will be received upto the appointed time on the next working day.

22. Late Tender

A tender, which is received after the specified date and time for receipt of tenders will be treated as "late" tender and will be ignored.

23. Alteration and Withdrawal of Tender

23.1 The tenderer, after submitting its tender, is permitted to alter / modify its tender so long as such alterations / modifications are received duly signed, sealed and marked like the original tender, within the deadline for submission of tenders. Alterations / modifications to tenders received after the prescribed deadline will not be considered.

23.2 No tender should be withdrawn after the deadline for submission of tender and before expiry of the tender validity period. If a tenderer withdraws the tender during this period, it will result in forfeiture of the earnest money furnished by the tenderer in its tender besides other sanctions by BRBNMPL.

E TENDER OPENING

24. Opening of Tenders

24.1 BRBNMPL will open the tenders at the specified date and time and at the specified place as indicated in clause 1 of NIT. In case the specified date of tender opening falls on / is subsequently declared a holiday or closed day for BRBNMPL, the tenders will be opened at the appointed time and place on the next working day.

24.2 Authorized representatives of the tenderers, who have submitted tenders on time may attend the tender opening, provided they bring with them letters of authority as per the format in SBD XVII from the corresponding tenderers. The tender opening official(s) will prepare a list of the representatives attending the tender opening. The list will contain the representatives' names & signatures and corresponding tenderers' names and addresses.

24.3 During the tender opening, the tender opening official(s) will read the salient features of the tenders like description of the goods offered, price, special discount if any, delivery period, whether earnest money furnished or not and any other special features of the tenders, as deemed fit by the tender opening official(s).

24.4 In the case of two bid system mentioned in clause 20.8 above, the technical bids are to be opened in the first instance, at the prescribed time and date. These bids shall be scrutinized and evaluated by the competent committee / authority with reference to parameters prescribed in the tender document. Thereafter, in the second stage, the financial bids of only the technically acceptable offers (as decided in the first stage) shall be opened for further scrutiny and evaluation. Other financial bids would be returned unopened to the respective bidders under Registered AD/ Reliable Courier or any other mode with proof of delivery.

F SCRUTINY AND EVALUATION OF TENDERS

25. Basic Principle

Tenders will be evaluated on the basis of the terms & conditions already incorporated in the tender document, based on which tenders have been received and the terms, conditions etc. mentioned by the tenderers in their tenders. No new condition will be brought in while scrutinizing and evaluating the tenders.

26. Preliminary Scrutiny of Tenders

26.1 The tenders will first be scrutinized to determine whether they are complete and meet the essential and important requirements, conditions etc. as prescribed in the tender document, The tenders, that do not meet the basic requirements, are liable to be treated as unresponsive and ignored.

26.2 The following are some of the important aspects, for which a tender may be declared unresponsive and ignored;

- a) Tender is unsigned.
- b) Tenderer is not eligible.
- c) Tender validity is shorter than the required period.
- d) Required EMD has not been provided.
- e) Tenderer has quoted for goods manufactured by a different firm without the required authority letter from that manufacturer.
- f) Tenderer has not agreed to give the required performance security.
- g) Goods offered are sub-standard, not meeting the required specification etc.
- h) Tenderer has not agreed to essential condition(s) specially incorporated in the tender enquiry.
- i) Against a schedule in the List of Requirement (incorporated in the tender enquiry), the Tenderer has not quoted for the entire requirement as specified in that schedule. (Example: In a schedule, it has been stipulated that the Tenderer will supply the equipment, install and commission it and also train BRBNMPL 's operators for operating the equipment. The Tenderer has however, quoted only for supply of the equipment).

27. Minor Infirmary / Irregularity / Non-Conformity

If during the preliminary examination, BRBNMPL find any minor infirmity and/ or irregularity and/ or non-conformity in a tender, BRBNMPL may waive the same provided it does not constitute any material deviation and financial impact and, also, does not prejudice or affect the ranking order of the tenderers. Wherever necessary, BRBNMPL will convey its observation on such 'minor' issues to the tenderer by registered/ speed post etc. asking the tenderer to respond by a specified date. If the tenderer does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that tender will be liable to be ignored.

28. Discrepancy in Prices

28.1 If, in the price structure quoted by a tenderer, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless BRBNMPL feels that the tenderer has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.

28.2 If there is an error in a total price, which has been worked out through addition and / or subtraction of subtotals, the subtotals shall prevail and the total corrected; and

28.3 If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail, subject to sub clause 28.1 and 28.2 above.

28.4 If, as per the judgment of BRBNMPL, there is any such arithmetical discrepancy in a tender, the same will be suitably conveyed to the tenderer by registered / speed post. If the tenderer does not agree to the observation of BRBNMPL, the tender is liable to be ignored.

29. Discrepancy between original and copies of Tender

In case any discrepancy is observed between the text etc. of the original copy and that in the other copies of the same tender set, the text etc. of the original copy shall prevail. Here also, BRBNMPL will convey its observation suitably to the tenderer by register! Speed post and, if the tenderer does not accept BRBNMPL's observation, that tender will be liable to be ignored.

30. Clarification of Bids

During evaluation and comparison of bids, purchaser may, at its discretion ask the bidder or clarification of its bid. The clarification should be received within 7 days from the bidder from date of receipt of such request. The request for clarification shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted. No post bid clarification at the initiative of the bidder shall be entertained.

31. Qualification / Eligibility Criteria

Tenders of the tenderers, who do not meet the required qualification/ eligibility criteria prescribed in Section IX, will be treated as unresponsive and will not be considered further.

32. Conversion of tender currencies to Indian Rupees

In case the tender document permits the tenderers to quote their prices in different currencies, all such quoted prices of the responsive tenderers will be converted to a single currency viz., Indian Rupees for the purpose of equitable comparison and evaluation, as per the B.C. selling exchange rates established by the State Bank of India for similar transactions, as on the date of tender opening.

33. Schedule-wise Evaluation

In case the List of Requirements contains more than one schedule, the responsive tenders will be evaluated and compared separately for each schedule. The tender for a schedule will not be considered if the complete requirements prescribed in that schedule are not included in the tender. However, as already mentioned in GIT sub clause 12.2, tenderers have the option to quote for any one or more schedules and offer discounts for combined schedules. Such discounts, wherever applicable, will be taken into account to determine the tender or combination of tenders offering the lowest evaluated cost for BRBNMPL in deciding the successful tenderer for each schedule, subject to that tenderer(s) being responsive.

34. Comparison on CIF Destination Basis

Unless mentioned otherwise in Section-III – Special Instructions to Tenderers and Section-VI – List of Requirements, the comparison of the responsive tenders shall be on CIF destination basis, duly delivered, commissioned, etc. as the case may be.

35. Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders

35.1 Further to GIT Clause 33 above, BRBNMPL 's evaluation of a tender will include and take into account the following:

- a) in the case of goods manufactured in India or goods of foreign origin already located in India, sales tax & other similar taxes and excise duty & other similar duties, which will be contractually payable (to the tenderer), on the goods if a contract is awarded on the tenderer; and
- b) In the case of goods of foreign origin offered from abroad, customs duty and other similar import duties/ taxes, which will be contractually payable (to the tenderer) on the goods if the contract is awarded on the tenderer.

35.2 BRBNMPL's evaluation of tender will also take into account the additional factors, if any, incorporated in SIT in the manner and to the extent indicated therein.

35.3 As per policies of the Government from time to time, the purchaser reserves its option to give price preference to Small Scale Industries in comparison to the large scale Industries. This price preference cannot however be taken for granted and every endeavor need to be made by such firms to bring down cost and achieve competitiveness.

35.4 If the tenders have been invited on variable price basis, the tenders will be evaluated, compared and ranked on the basis of the position as prevailing on the day of tender opening and not on the basis of any future date.

36. Tenderer's capability to perform the contract

36.1 BRBNMPL, through the above process of tender scrutiny and tender evaluation will determine to its satisfaction whether the tenderer, whose tender has been determined as the lowest evaluated responsive tender is eligible, qualified and capable in all respects to perform the contract satisfactorily. If, there is more than one schedule in the List of Requirements, then, such determination will be made separately for each schedule.

36.2 The above mentioned determination will, inter-alia, take into account the tenderer's financial, technical and production capabilities for satisfying all the requirements of BRBNMPL as incorporated in the tender document. Such determination will be based upon scrutiny and

examination of all relevant data and details submitted by the tenderer in its tender as well as such other allied information as deemed appropriate by BRBNMPL.

37. Cartel Formation / Pool Rates

Cartel formation or quotation of Pool/ Co-ordinated rates, leading to 'Appreciable Adverse Effect on Competition' (AAEC) as identified in Competition Act, 2002, as amended by Competition (Amendment) Act, 2007, would be considered as a serious misdemeanor and would be dealt accordingly as per Clause 44 below.

38. Negotiations

Normally there would be no price negotiations. But BRBNMPL reserves its right to negotiate with the lowest acceptable bidder (L1), who is technically cleared/ approved for supply of bulk quantity and on whom the contract would have been placed but for the decision to negotiate, under special circumstances in accordance with CVC guidelines. i.e. Normally there should be no negotiation. Selection of contractors by negotiations should be a rare exception rather than the rule and may be resorted to only in the exceptional circumstances under the following circumstances:-

- i. Where the procurement is done on proprietary basis
- ii. Items to be procured are supplied by only a limited sources of supply
- iii. Items where there is suspicion of cartel formation.

39. Contacting BRBNMPL

39.1. From the time of submission of tender to the time of awarding the contract, if a tenderer needs to contact BRBNMPL for any reason relating to this tender enquiry and / or its tender, it should do so only in writing.

39.2. It will be treated as a serious misdemeanor in case a tenderer attempts to influence BRBNMPL's decision on scrutiny, comparison, evaluation and award of the contracts. In such a case the tender of the tenderer shall be liable for rejection in addition to appropriate administrative actions being taken against that tenderer, as deemed fit by BRBNMPL, in terms of clause 44 of GIT.

G AWARD OF CONTRACT

40. BRBNMPL's Right to Accept any Tender and to Reject any or All Tenders BRBNMPL reserves the right to accept in part or in full any tender or reject any tender without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected tenderer or tenderers.

41. Award Criteria

Subject to GIT clause 36 above, the contract will be awarded to the lowest evaluated responsive tenderer decided by BRBNMPL in terms of GIT Clause 34.

42. Variation of Quantities at the Time of Award

No variation of quantities at the time of awarding the contract.

43. Parallel Contracts

BRBNMPL reserves its right to conclude Parallel contracts, with more than one bidder (for the same tender). If this is foreseen at the time of Tendering, a clause would be included in SIT giving further details.

44. Serious Misdemeanors

44.1. Following would be considered serious misdemeanors:

- i. Submission of misleading / false/ fraudulent information/ documents by the bidder in their bid
- ii. Submission of fraudulent / unencashable Financial Instruments stipulated under Tender or Contract Condition.
- iii. Violation of Code of Ethics laid down in Clause 32 of the GCC.
- iv. Cartel formation or quotation of Pool / coordinated rates leading to "Appreciable Adverse Effect on Competition" (AAEC) as identified under the Competition Act, 2002.
- v. Deliberate attempts to pass off inferior goods or short quantities.
- vi. Violation of Fall Clause by Rate Contract holding Firms.
- vii. Attempts to influence BRBNMPL's Decisions on scrutiny, comparison, evaluation and award of Tender.

44.2. Besides, suitable administrative actions, like rejecting the offers or delisting of registered firms, BRBNMPL would ban/ blacklist Tenderers committing such misdemeanor, including declaring them ineligible to be awarded BRBNMPL contracts for indefinite or for a stated period.

45. Notification of Award

45.1 Before expiry of the tender validity period, BRBNMPL will notify the successful tenderer(s) in writing, by registered / speed post or by fax/email / telex/ cable (to be confirmed by registered / speed post) that its tender for goods & services, which have been selected by BRBNMPL, has been accepted, also briefly indicating therein the essential details like description, specification and quantity of the goods & services and corresponding prices accepted. The successful tenderer must furnish to BRBNMPL the required performance security within twenty one days from the date of this notification. Relevant details about the performance security have been provided under GCC Clause 6 under Section IV.

45.2 The notification of award shall constitute the conclusion of the contract.

46. Issue of Contract

46.1 Within seven working days of receipt of performance security, BRBNMPL will send the contract form (as per Section XVI) duly completed and signed, in duplicate, to the successful tenderer by registered / speed post.

46.2 Within seven days from the date of issue of the contract, the successful tenderer will return the original copy of the contract, duly signed and dated, to BRBNMPL by registered / speed post.

47. Non-receipt of Performance Security and Contract by BRBNMPL

Failure of the successful tenderer in providing performance security within 21 days of receipt of notification of award and / or returning contract copy duly signed in terms of GIT clauses 45 and 46 above shall make the tenderer liable for forfeiture of its EMD and, also, for further sanctions by BRBNMPL against it.

48. Return of EMD

The earnest money of the successful tenderer and the unsuccessful tenderers will be returned to them without any interest, whatsoever, in terms of GIT Clause 18.6.

49. Publication of Tender Result

The name and address of the successful tenderer(s) receiving the contract(s) will be mentioned in the notice board/ bulletin/ web site of BRBNMPL.

Part II: Additional General Instructions Applicable to Specific Types of Tenders:

50. Rate Contract Tenders

50.1 In addition to GIT in Part I above, following GIT will be applicable to rate contract Tenders:

- i. Earnest Money Deposit (EMD) is not applicable.
- ii. In the Schedule of Requirement, no commitment of quantity is mentioned; only the anticipated requirement is mentioned without any commitment.
- iii. BRBNMPL reserves the right to conclude more than one rate contract for the same item.
- iv. Unless otherwise specified in SIT, the currency of a Rate Contract would normally be for one year.
- v. During the currency of the Rate Contract, BRBNMPL may withdraw the rate contract by serving suitable notice. The prescribed notice period is generally thirty days.
- vi. During the currency of the Rate Contract, BRBNMPL would have the option to renegotiate the price with the rate contract holders.
- vii. During the currency of the Rate Contract, in case of emergency, BRBNMPL may purchase the same item through ad hoc contract with a new supplier.
- viii. Usually, the terms of delivery in rate contracts are FOR dispatching station.
- ix. Supply orders, incorporating definite quantity of goods to be supplied along with all other required conditions following the rate contract terms, will be issued by nominated Direct Demanding Officers (DDO) for obtaining supplies through the rate contract.
- x. BRBNMPL is entitled to place supply orders up to the last day of the validity of the rate contract and, though supplies against such supply orders will be affected beyond the validity period of the rate contract, all such supply will be guided by the terms & conditions of the rate contract.
- xi. The rate contract will be guided by "Fall Clause" as described below.

50.2 Fall Clause

If the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods, following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price will be automatically reduced with effect from that date for all the subsequent supplies under the rate contract and the rate contract amended accordingly. Any violation of the fall clause would be considered a serious misdemeanor under clause 44 of the GIT and action, as appropriate, would be taken as per provision of that clause.

50.3 Performance Security

Value of Performance Security would be stipulated in the SIT. Performance Security shall, however, not be demanded again in the individual supply orders issued subsequently against rate contracts.

50.4 Renewal of Rate Contracts

In case it is not possible to conclude new rate contracts before the expiry of existing ones, due to some special reasons, the existing rate contracts would be extended with same terms, conditions etc for a suitable period, with the consent of the rate contract holders. Rate contracts of the firms, who do not agree to such extension, will be left out, Period of such extension would generally not be more than three months.

51. Prequalification Bidding

51.1 Prequalification Bidding is for short listing of qualified Bidders who fulfill the Prequalification criteria as laid down in SIT or in Section IX of SBD – "Qualification Criteria" for procurement of Goods or Services as listed in Section VI of SBD – "List of Requirements". Short listed Bidders would be informed of their qualification and short listing in accordance with the stipulations laid down in the SIT. Unless otherwise stipulated in the SIT the PQB short listing would be valid only till the next procurement tender. Further conditions will be elaborated in the SIT.

51.2 If stipulated in the SIT, only these short listed qualified bidders would be invited to participate in the Procurement of the requirements. Otherwise SIT may also indicate that instead of floating a separate PQB tender, it may be combined with the Procurement Tender, as a three bid tender. Initially the first Packet containing PQB would be opened and evaluation would be done. Thereafter the rest of tender would be handled as a two bid system for only those bidders who succeed in PQB.

52. Tenders involving Samples

52.1 Normally no sample would be called along with the offer for evaluation.

52.2 Purchaser's Samples: If indicated in the SIT, A Purchaser's sample may be displayed to indicate required characteristics over and above the Specifications for perusal of the bidders. Name and Designation of the Custodian, Place, Dates and Time of inspection of Purchaser's sample will be indicated in the SIT. The supplies in the contract will have to meet the indicated required characteristics for which the Purchaser's sample was displayed, besides meeting the specification listed in Section VII – "Technical Specifications" of the SBD. He would be issued a sealed Purchaser's sample for the purpose at the time of award of the contract.

52.3 Pre-Production Samples: If stipulated in SIT, successful contractor would be required to submit a Pre-Production sample(s) to the Inspecting Officer/ or the nominated authority mentioned in the contract within the time specified therein. If the Contractor is unable to do so, he must apply immediately to the Office issuing the acceptance of tender for extension of time stating the reasons for the delay. If the Purchaser is satisfied that a reasonable ground for an extension of time exists, he may allow such additional time as he considers to be justified (and his decision shall be final) with or without alteration in the delivery period stipulated in the contract and on such conditions as he deems fit. In the event of the failure of the Contractor to deliver the pre-production sample by the date specified in the acceptance of tender or any other date to which the time may be extended as aforesaid by the Purchaser or of the rejection of the sample, the Purchaser shall be entitled to cancel the contract and, if so desired, purchase or authorize the purchase of the stores at the risk and cost of the Contractor (unless specified otherwise in the SIT). In such an event, in case of Security Items where urgency develops due to such delays, BRBNMPL reserves its right to procure not more than one year's requirement against this "Risk & Cost" tender from existing pre-qualified and security cleared firms. Bulk production and supply will only be allowed if this sample(s) pass the Tests laid down in the Section VIII "Quality Control Requirements" in the SBD.

52.4 Testing of Samples: Tests, procedures and testing laboratories for testing samples would be detailed in the Section VIII – "Quality Control Requirements" in the SBD.

52.5 Validation/ Prolonged Trials: If specified in SIT or in the Section VIII – "Quality Control Requirements" in the SBD, pre-production samples may have to undergo validation or extended trial before their performance can be declared satisfactory.

52.6 Parameters Settings and duration of Validation Tests would be indicated in the Section VIII – "Quality Control Requirements" in the SBD. It would also stipulate the period or event marking end of validation trials. It would also be indicated therein whether the Permission to start bulk production will have to wait full validation or it can go on in parallel.

53. Expression of Interest (EOI) Tenders:

53.1 EOI tenders are floated for short listing firms who are willing and qualified for: -

i. Registration of Vendors for Supply of particular Stores or certain categories of Stores.

ii. Development of new items or Indigenization of Imported stores

53.2 The qualification / eligibility criteria required and the format of submission of such Data would be indicated in the Section IX - "Qualification Criteria" in the SBD.

53.3 Objectives and scope of requirement would be indicated in the Section VI -"List of Requirements" in the SBD. Indicative quantity required yearly and its future requirements would also be indicated.

53.4 In case of EOI for Development of new Items or for Indigenization, prospective firms would be given opportunity to inspect the Machine/ Item at the place of installation at the place, dates and Time mentioned in SIT.

53.5 In case EOI is for registration of vendors, Registration Fees and validity period of registration would be detailed in the SIT.

53.6 Short List of Suppliers: The suppliers shall be evaluated for short listing, inter-alia, based on their past experience of supplying goods in similar context, financial strength, technical capabilities etc. Each supplier will be assigned scores based on weightages assigned to each of the criteria mentioned in the Section IX – "Qualification Criteria" in the SBD.

53.7 If stipulated in the SIT, the Firm's capacity and Capability may be assessed by a nominated Committee or by a third party nominated by BRBNMPL.

53.8 All suppliers who secure the minimum required marks (normally 50% unless otherwise specified in the Section IX) would be short listed. Section IX may alternatively specify minimum qualifying requirement for each of the criteria i.e. minimum years of experience, minimum number of assignments executed, minimum turnover etc. Under such circumstances, all suppliers who meet the minimum requirement, as specified, will be short listed.

53.9 In case of EOI for registration of vendors, registration letters would be issued to the short listed tenderers.

53.10 In case of EOI for development/ indigenization, these shortlisted tenderers would only be allowed to participate in the subsequent development/ indigenization tenders.

54. Tenders for Disposal of Scrap

54.1 Introduction: The tender is for Sale of Scrap material lying at various locations. Details of scrap for sale including Description, Present Condition, Lot Size and its Location would be given in the Section VI – "List of Requirements".

54.2 "As Is; Where Is; Whatever Is" Basis of This Sale:

54.2.1 This sale of Scrap is strictly on "As Is; Where Is; Whatever Is" basis. Tenderer must satisfy himself on all matters with regard to quality, quantity; nature of stores etc., before tendering as no complaint or representation of any kind shall be entertained after the safe contract is concluded.

54.2.2 The description of lot in the particulars of sale has been given for the purpose of identification thereof only and the use of such description shall not constitute the sale thereof to be sale by description and no sale shall be invalid by reason of any defect or deviation or variation in any lot or on account of any lot not being exactly described and the purchaser shall not be entitled to claim any damage or compensation whatsoever on account of such fault, error in description, weight or the like.

54.2.3 All quantities of scrap whether by weight or measurement mentioned in the Tender notice are only approximate and should the quantity, on actual weight or measurement basis as the case may be and whenever delivered on such basis, works out less than the advertised

and for projected quantity, the BRBNMPL shall not under any circumstances be liable to make good any such deficiency

54.2.4 BRBNMPL reserves right to increase or decrease the quantity of any item or items or terminate the contract at any stage by giving one week's notice. No claim whatsoever shall lie against the BRBNMPL on account of such termination of the contract or variation in the quantity.

54.2.5 BRBNMPL shall have the right to remove certain items which it feels were not intended for sale but were inadvertently made a part of the scrap material or of the lot offered for sale lying at the premises or were joined or attached to the material offered for sale.

54.2.6 Tenderers desirous of purchasing and participating in the tender must visit the site before submitting the offer, after taking due permission from the concerned Stock Holders. The Tenderers submitting the offers shall be deemed to have visited the site and acquainted themselves thoroughly with materials intended for sale in all respect.

54.2.7 Any person giving offer shall be deemed to have made himself fully conversant with the Terms and Conditions of the Tender Sale, as well as the location and condition of the materials being sold and shall be deemed to have agreed to all the stated terms and conditions herein under.

54.3 Submission of Offer:

54.3.1 Unless specified otherwise in the SIT, tenders shall hold good for acceptance for a minimum period of 90 days (ninety days) from the date of opening of the tenders. The offers of the tenderers shall be irrevocable.

54.3.2 The BRBNMPL reserves right to reject any offer without assigning any reason there for.

54.3.3 Unless otherwise stated in the SIT, the amount of EMD in such tenders would be 5% of the value of the tender. The Earnest Money shall be forfeited if the tenderer unilaterally withdraws amends, impairs or derogates from his offer in any respect within the period of validity of his offer.

54.3.4 If the offer of the tenderer is not accepted by the BRBNMPL, the Earnest Money deposit made by the tenderer shall be refunded to him. No interest shall be payable on such refunds. The EMD deposited by the successful tenderer shall remain with the BRBNMPL till payment of the security deposit (SD) money, as stipulated in relevant Clause, has been made. It may be adjusted as part of the total SD money at the discretion of the BRBNMPL.

54.3.5 Commercial tax / terminal tax, Octroi, municipal tax or any other taxes / duties etc. whatever in force shall be payable extra by the purchaser as per rules applicable to BRBNMPL. Current and valid PAN and sales / commercial tax registration number wherever applicable must be provided in the Bid of the Tenderer.

54.3.6 All arrangement for lifting and transportation of scrap material, including manpower, crane, transport vehicle and trolley etc, if required shall be made by the purchaser concerned only and the BRBNMPL shall not provide or help in providing any such arrangements and the rate quoted by the purchaser must include such and all incidental charges.

54.3.7 Registered dealers who are exempted from payment of Sales Tax must submit copies of their Registration certificate of concerned authority and shall be required to submit necessary form duly completed in all respect to BRBNMPL or its representatives before obtaining delivery order, duly signed by the partner of the firm or the person authorized to do so.

54.3.8 Evaluation of tenders for Disposal of scrap will be done on similar basis as Tenders for Procurement of Goods, except that the selection of the bidders shall be on the basis of the highest responsive Bidder (Hi). In case full quantity is not offered to be taken by the Highest Bidder, parallel contracts would be placed.

54.4 Notification of Acceptance and Award of Contract:

54.4.1 The successful tenderer, herein after referred to as purchasers, shall have to submit security deposit (SD) @ 10% of the total sale value of the contract within 5 working days of issue of the sale contract (excluding the date of issue of sale contract). The SD shall be deposited in the form of bank draft/pay order, drawn on any nationalized or recognized bank in favour of same officer as mentioned in clause 3 of NIT in connection with EMD.

54.4.2 The purchaser has to pay balance payment within 20 days from the date of notification of acceptance, which is to be issued by BRBNMPL or his authorized representative, in form of Bank draft drawn on any nationalized or recognized bank in favor of same authority as mentioned above. In case of any, default to deposit balance

payment, BRBNMPL reserves right to terminate the contract and forfeit the security deposit.

54.5 Disposal Tenders for Security and Sensitive Machinery and Items:

54.5.1 Non-Misuse Declaration: The bidder is required to give an undertaking that he or his employees or legal heirs will ensure that such items purchased from BRBNMPL, will be utilized only for scrap recovery and will not be misused for any other purpose. He will also ensure that this undertaking is honoured and it got underwritten from further down the line scrap processors/ re-purchasers, if any. In case his firm changes hands, it will be his responsibility to ensure that the new owners honour and underwrite this undertaking.

54.5.2 If stipulated in SIT delivery would be given only in dismantled / cut-up condition.

55. Development and Indigenization Tenders:

55.1 Already developed firms or firms who have already received development orders for the item (with whatever results) would not be considered in such tenders.

55.2 If specified in SIT the contract documents may be issued free of cost, and submission of earnest money deposit and security deposit may be relaxed.

55.3 If specified in SIT, The Tenderers may quote separately for
i. Price / rate for bulk supply of item in development / indigenization supplies and

ii. Separately, cost of development including cost of pre-production samples. Firms would be paid only for the number of samples specified in the Tender. If he has to manufacture more samples due to failure of earlier one, he would not be paid for it.

55.4 L1 would be determined on the basis of rate of item quoted including reference to total cost of the development cost (including the cost of prototype) plus the notional total cost of quantities that will be required over next three years, wherever applicable.

55.5 Development contracts may, as far as feasible, be concluded with two or more contractors in parallel.

55.6 The ratio of splitting of the supply order between various development agencies / firms in cases of parallel development, including criteria thereof, would be specified in the SIT.

55.7 However, in case the requirement is meager and complex technology is involved, or quantity of the equipment/ spares is limited/small/ uneconomic if distributed between two vendors, the entire order could be placed upon the L1 vendor only.

55.8 If specified in SIT, Advance and Intermediate Payment to Suppliers may be allowed.

55.9 Quantity for Development Commitment
In Next three years, after the newly developed firm is able to successfully complete Development orders with $\pm 5\%$ tolerances, 20% of annual quantity requirement may be reserved for Newly Developed firms.

55.10 Period of Development Commitment
A newly developed firm would be granted this facility till only three years after completing the initial Development order. However this facility is not a bar to the firm from competing with already established firms for quantities larger than 20% provided their prices and performance so warrant. Thereafter they would have to compete on equal terms with other already developed firms.

Yours faithfully,

()

Seal

Signature with date.

Name:

Section III: Special Instructions to Tenderers (SIT)

The following Special Instructions to Tenderers will apply for this tender. These special instructions will modify/ substitute/ supplement the corresponding General Instructions to Tenderers (GIT) incorporated in Section II. The corresponding GIT clause numbers have also been indicated in the text below:

In case of any conflict between the provision in the GIT and that in the SIT, the provision contained in the SIT shall prevail.

(Clauses of GIT listed below include a possibility for variation in their provisions through SIT. There could be other clauses in SIT as deemed fit.)

| SI. No. | GIT Clause No. | Topic | SIT Provision |
|---------|----------------|--|---|
| 1 | 3 | Eligible Tenderers | Applicable |
| 2 | 8 | Pre-bid Conference | Not applicable |
| 3 | 9 | Time Limit for receiving request for clarification of Tender Documents | As specified |
| 4 | 11 | Tender Currency | INR |
| 5 | 12 | Tender Prices | See Note A. |
| 6 | 14 | PVC Clause & Formula | Applicable |
| 7 | 19 | Tender Validity | 120 Days |
| 8 | 20.4 | Number of Copies of Tenders to be submitted | One Copy |
| 9 | 20.9 | E-Procurement | Not applicable |
| 10 | 33 | Schedule-wise Evaluation | See Note B. |
| 11 | 35.2 | Additional Factors for Evaluation of Offers | As specified. Prospective bidders should meet our tender conditions as well as the proposed material should meet our required specifications. |
| 12 | 43 | Parallel Contracts | See Note C. |
| 13 | 50 | Tender For rate Contracts | Applicable, Clause 50.3 SD shall be 10% of the Annual Estimated Value. |
| 14 | 51 | PQB Tenders | Not applicable |
| 15 | 52 | Tenders involving Purchaser's and Pre-Production Samples | Not Applicable |
| 16 | 53 | EOI Tenders | Not applicable |
| 17 | 54 | Tenders for Disposal of Scrap | Not applicable |
| 18 | 55 | Development / Indigenization Tenders | Not applicable |

Note A: The rates indicated against each item in Schedule of Rates of PWD (w.e.f. 01.12.2015) and Annexure-C: R&M Schedule for the items not included in PWD Schedule of Rates are

inclusive of all charges towards materials, labour, transportation, insurance, loading/unloading, contractor's profit, applicable taxes other than Service Tax or any other input unless mentioned otherwise. Bidder has to quote their offer **as percentage at par / below / above the eligibility scheduled rates** in the Section: XI Price Schedule.

After quoting rates, any claim due to ignorance of site condition or on any other account shall not at all be considered.

Note B: The bidder shall have to Quote for both the Schedules, else the tender shall be liable for rejection. Lowest Bidder L1 shall be decided on the basis of Lowest average quoted rate for the 03 years **schedule-wise**. However, the work shall be awarded on individual year quote basis to L1 bidder.

Note C: BRBNMPL reserves its right to conclude Parallel contracts, the contract may be awarded to the more than one contractor at lowest quoted rates decided by BRBNMPL. Consent of the Contractors other than L1 contractor may be obtained before placing work order to contractors other than Lowest quoted Contractor.

Section IV: General Conditions of Contract (GCC)

Part I: General Conditions of Contract applicable to all types of Tenders

1. **Definitions; Interpretation and Abbreviations:** In the contract, unless the context otherwise requires:

1.1 Definitions and Interpretation:

- (i) "Contract" means the letter or memorandum communicating to the Contractor the acceptance of this tender and includes "Intimation of Award" of his tender; "Contract" includes and Bid Invitation, Instructions to Tenderers, Tender, Acceptance of Tender, General Conditions of Contract, Schedule of Requirements, particulars and the other conditions specified in the acceptance of tender and includes a repeat order which has been accepted or acted upon by the Contractor and a formal agreement, if executed;
- (ii) "Contractor" or "Supplier" means the individual or the firm supplying the goods and services. The term includes his employees, agents, successors, authorized dealers, stockists and distributors. Other homologous terms are: Vendor, Firm, Manufacturer, OEM etc.;
- (iii) "Drawing" means the drawing or drawings specified in or annexed to the Specifications;
- (iv) "Government" means the Central Government or a State Government as the case may be;
- (v) The "Inspecting Officer" means the person, or organisation specified in the contract for the purpose of inspection of stores of work under the contract and includes his / their authorised representative;
- (vi) "Purchase Officer" means the officer signing the acceptance of tender and includes any officer who has authority to execute the relevant contract on behalf of the Purchaser;
- (vii) The "Purchaser" means BRBNMPL – the organization purchasing goods and services as incorporated in the documents;
- (viii) "Signed" includes stamped, except in the case of an acceptance of tender or any amendment thereof;
- (ix) "Test" means such test as is prescribed by the particulars or considered necessary by the Inspecting Officer whether performed or made by the Inspecting Officer or any agency acting under the direction of the Inspecting Officer;
- (x) The delivery of the stores shall be deemed to take place on delivery of the stores in accordance with the terms of the contract, after approval by the Inspecting Officer if so provided in the contract –
- The consignee at his premises; or
 - Where so provided, the interim consignee at his premises; or
 - A carrier or other person named in the contract for the purpose of transmission to the consignee; or
 - The consignee at the destination station in case of contract stipulating for delivery of stores at destination station.
- (xi) "Writing" or "Written" includes matter either in whole or in part, in manuscript, typewritten, lithographed, cyclostyled, photographed or printed under or over signature or seal, as the case may be.
- (xii) Words in the singular include the plural and vice-versa.
- (xiii) Words importing the masculine gender shall be taken to include the feminine gender and words importing persons shall include any company or association or body of individuals, whether incorporated or not.
- (xiv) The heading of these conditions shall not affect the interpretation or construction thereof.

- (xv) Terms and expression not herein defined shall have the meanings assigned to them in the Indian Sale of Goods Act, 1930 (as amended) or the Indian Contract Act, 1872 (as amended) or the General Clauses Act, 1897 (as amended) as the case may be.
- (xvi) PARTIES: The parties to the contract are the "Contractor" and the "Purchaser", as defined above;
- (xvii) "Tender" means quotation / bid received from a firm / supplier.
- (xviii) "Goods" means the articles, material, commodities, livestock, furniture, fixtures, raw material, spares, instruments, machinery, equipment, industrial plant etc. which the supplier is required to supply to BRBNMPL under the contract. Other homologous terms are: Stores, Materials etc.
- (xix) "Services" means services allied and incidental to the supply of goods, such as transportation, installation, commissioning, provision of technical assistance, training, after sales service, maintenance service and other such obligations of the supplier covered under the contract.
- (xx) "Earnest Money Deposit" (EMD) means monetary guarantee to be furnished by a Tenderer along with its tender.
- (xxi) "Performance Security" means monetary guarantee to be furnished by the successful Tenderer for due performance of the contract placed on it. Performance Security is also known as Security Deposit or Performance Bank Guarantee.
- (xxii) "Consignee" means the person to whom the goods are required to be delivered as specified in the Contract. If the goods are required to be delivered to a person as an interim consignee for the purpose of dispatch to another person as provided in the Contract then that "another" person is the consignee, also known as ultimate consignee.
- (xxiii) "Specification" or "Technical Specification" means the drawing / document/ standard that prescribes the requirement to which product or service has to conform.
- (xxiv) "Inspection" means activities such as measuring, examining, testing, analyzing, gauging one or more characteristics of the product or service and comparing the same with the specified requirement to determine conformity.
- "Day" means calendar day.

1.2 Abbreviations:

| | |
|-------------|--|
| "AAEC" | means "Appreciable Adverse Effect on Competition" as per Competition Act |
| "BG" | means Bank Guarantee |
| "BL or B/L" | means Bill of Lading |
| "CD" | means Custom Duty |
| "CIF" | means Cost, Insurance and Freight Included |
| "CMD" | means Chairman and Managing Director |
| "CPSU" | means Central Public Sector Undertaking |
| "CST" | means Central Sales Tax |
| "DDO" | means Direct Demanding Officer in Rate Contracts |
| "DGS&D" | means Directorate General of Supplies and Disposals |
| "DP" | means Delivery Period |
| "ECS" | means Electronic clearing system |
| "ED" | means Excise Duty |
| EMD | means Earnest money deposit |
| "EOI" | means Expression of Interest (Tendering System) |
| "ERV" | means Exchange rate variations |
| "FAS" | means Free alongside shipment |

| | | |
|----------------|--|-------|
| "FOB" | means Freight on Board | |
| "FOR" | means Free on Rail | viii. |
| "GCC" | means General Conditions of Contract | ix. |
| GIT | means General Instructions to Tenderers | |
| GST | means Goods and Services Tax which will replace Sales Tax | |
| "H1, H2 etc" | means First Highest, Second Highest Offers etc in Disposal Tenders | |
| Incoterms | means International Commercial Terms, 2000 (of ICC) | |
| "L1, L2 etc" | means First or second Lowest Offer etc. | |
| "LC" | means Letter of Credit | |
| "LD or L/D" | means Liquidated Damages | |
| "LSI" | means Large Scale Industry | |
| "NIT" | means Notice Inviting Tenders. | |
| "NSIC" | means National small industries corporation | |
| "PQB" | means Pre qualification bidding | |
| "PSU" | means Public Sector Undertaking | |
| "PVC" | means Price variation clause | |
| "RC" | means Rate contract | |
| "RR or R/R" | means Railway Receipt | |
| "SBD" or "T D" | means Standard Bid Document / Tender Document | |
| "SCC" | means Special Conditions of Contract | |
| "SIT" | means Special Instructions to Tenderers | |
| "BRBNMPL" | means Bharatiya Reserve Bank Note Mudran Private Limited | |
| "SSI" | means Small Scale Industry | |
| "ST" | means Sales Tax | |
| "VAT" | means Value Added Tax | |

Finalization

Notification of award and Contract Documents
Subsequent Amendments to the Contract

3. Use of contract documents and information

- 3.1. The supplier shall not, without BRBNMPL's prior written consent, disclose the contract or any provision thereof including any specification, drawing, sample or any information furnished by or on behalf of BRBNMPL in connection therewith, to any person other than the person(s) employed by the supplier in the performance of the contract emanating from this tender document. Further, any such disclosure to any such employed person shall be made in confidence and only so far as necessary for the purposes of such performance for this contract.
- 3.2. During the process of procurement of Security or Sensitive Machinery and Items, Tender Documents and the specifications/ drawings of such items would be issued only to Vendors having security clearance within the validity of such clearance and he shall maintain absolute secrecy and strictly control the number of copies and access to the documents and copies thereof, in addition to safeguards mentioned in sub-para above.
- 3.3. Further, the supplier shall not, without BRBNMPL's prior written consent, make use of any document or information mentioned in GCC sub-clause 3.1 above except for the sole purpose of performing this contract.
- 3.4. Except the contract issued to the supplier, each and every other document mentioned in GCC sub-clause 3.1 above shall remain the property of BRBNMPL and, if advised by BRBNMPL, all copies of all such documents shall be returned to BRBNMPL on completion of the supplier's performance and obligations under this contract.

4. Patent Rights

- 4.1. The supplier shall, at all times, indemnify BRBNMPL, free of cost, against all claims which may arise in respect of goods & services to be provided by the supplier under the contract for infringement of any right protected by patent, registration of designs or trademarks. In the event of any such claim in respect of alleged breach of patent, registered designs, trademarks etc. being made against BRBNMPL, BRBNMPL shall notify the supplier of the same and the supplier shall, at his own expenses take care of the same for settlement without any liability to BRBNMPL.

5. Country of Origin

- 5.1. All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations.
- 5.2. The word "origin" incorporated in this clause means the place from where the goods are mined, cultivated, grown, manufactured, produced or processed or from where the services are arranged.

6. Performance Bond / Security

- 6.1. Within twenty-one days after the issue of notification of award by BRBNMPL, the supplier shall furnish performance security to BRBNMPL for an amount equal to ten per cent of the total value of the contract, valid up to sixty days after the date of completion of all contractual obligations by the supplier, including the warranty obligations.

2. Application

2.1. The General Conditions of Contract incorporated in this section shall be applicable for this purchase to the extent the same are not superseded by the Special Conditions of Contract (SCC) prescribed under Section V of this document.

2.2. General Conditions of the contract shall not be changed from one tender to other.

2.3. Other Laws and Conditions that will govern the Contract:

Besides GCC and SCC following conditions and Laws will also be applicable and would be considered as part of the contract:

- i. Indian Contracts Act, 1872
- ii. Sale of Goods Act, 1930
- iii. Arbitration and Conciliation Act, 1996
- iv. Competition Act, 2002 as amended by Competition (Amendment Act), 2007
- v. Contractor's Tender Submissions including Revised Offer during Negotiations if any
- vi. Conditions in other parts of the Tender Documents
- vii. Correspondence including counter-offers if any; between the Contactor and BRBNMPL during the Tender

- 6.2. The Performance security shall be denominated in Indian Rupees or in the currency of the contract and shall be in one of the following forms:
- | | | | |
|----|---|----|---|
| a. | Account Payee Demand Draft or Fixed Deposit Receipt drawn on any commercial bank in India, in favour of the same official of BRBNMPL as indicated in the clause 3 of NIT in reference to EMD. | a) | contract number and date |
| | | b) | brief description of goods including quantity |
| | | c) | packing list reference number |
| | | d) | country of origin of goods |
| | | e) | consignee's name and full address and |
| | | f) | supplier's name and address |

- b. Bank Guarantee issued by a commercial bank in India, in the prescribed form as provided in section XV of this document.
- 6.3. In the event of any loss due to supplier's failure to fulfill its obligations in terms of the contract, the amount of the performance security shall be payable to BRBNMPL to compensate BRBNMPL for the same.
- 6.4. In the event of any amendment issued to the contract, the supplier shall, within twenty-one days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.
- 6.5. Subject to GCC sub-clause 6.3 above, BRBNMPL will release the performance security without any interest to the supplier on completion of the supplier's all contractual obligations including the warranty obligations.

7. Technical Specifications and Standards

- 7.1. The Goods & Services to be provided by the supplier under this contract shall conform to the technical specifications and quality control parameters mentioned in 'Technical Specification' and 'Quality Control Requirements' under Sections VII and VIII of this document.

8. Packing and Marking

- 8.1. The packing for the goods to be provided by the supplier should be strong and durable enough to withstand, without limitation, the entire journey during transit including transshipment (if any), rough handling, open storage etc. without any damage, deterioration etc. As and if necessary, the size, weights and volumes of the packing cases shall also take into consideration, the remoteness of the final destination of the goods and availability or otherwise of transport and handling facilities at all points during transit upto final destination as per the contract.
- 8.2. The quality of packing, the manner of marking within & outside the packages and provision of accompanying documentation shall strictly comply with the requirements as provided in Technical Specifications and Quality Control Requirements under Sections V11 and VIII and in SCC under Section V. in case the packing requirements are amended due to issue of any amendment to the contract, the same shall also be taken care of by the supplier accordingly.

8.3. Packing instructions:

Unless otherwise mentioned in the Technical Specification and Quality Control Requirements under Sections VII and VIII and in SCC under Section V, the supplier shall make separate packages for each consignee (in case there is more than one consignee mentioned in the contract) and mark each package on three sides with the following with indelible paint of proper quality:

9. Inspection and Quality Control

- 9.1. BRBNMPL and / or its nominated representative(s) will, without any extra cost to BRBNMPL, inspect and/ or test the ordered goods and the related services to confirm their conformity to the contract specifications and other quality control details incorporated in the contract. BRBNMPL shall inform the supplier in advance, in writing, BRBNMPL's programme for such inspection and, also the identity of the officials to be deputed for this purpose.
- 9.2. The Technical Specification and Quality Control Requirements incorporated in the contract shall specify what inspections and tests are to be carried out and, also, where and how they are to be conducted. If such inspections and tests are conducted in the premises of the supplier or its subcontractor(s), all reasonable facilities and assistance, including access to relevant drawings, design details and production data, shall be furnished by the supplier to BRBNMPL's inspector at no charge to BRBNMPL.
- 9.3. If during such inspections and tests the contracted goods fail to conform to the required specifications and standards, BRBNMPL's inspector may reject them and the supplier shall either replace the rejected goods or make all alterations necessary to meet the specifications and standards, as required, free of cost to BRBNMPL and resubmit the same to BRBNMPL's inspector for conducting the inspections and tests again.
- 9.4. In case the contract stipulates pre-despatch inspection of the ordered goods at suppliers' premises, the supplier shall put up the goods for such inspection to BRBNMPL's inspector well ahead of the contractual delivery period, so that BRBNMPL's inspector is able to complete the inspection within the contractual delivery period.
- 9.5. If the supplier tenders the goods to BRBNMPL's inspector for inspection at the last moment without providing reasonable time to the inspector for completing the inspection within the contractual delivery period, the inspector may carry out the inspection and complete the formality beyond the contractual delivery period at the risk and expense of the supplier. The fact that the goods have been inspected after the contractual delivery period will not have the effect of keeping the contract alive and this will be without any prejudice to the legal rights and remedies available to BRBNMPL under the terms & conditions of the contract.
- 9.6. BRBNMPL's contractual right to inspect, test and, if necessary, reject the goods after the goods' arrival at the final destination shall have no bearing of the fact that the goods have previously been inspected and cleared by BRBNMPL's inspector during pre-despatch inspection mentioned above.
- 9.7. Goods accepted by BRBNMPL and/ or its inspector at initial inspection and in final inspection in terms of the contract shall in no way dilute BRBNMPL's right to reject the same later, if found deficient in terms of the warranty clause of the contract, as incorporated under GCC Clause.

following materials, information etc. pertaining to spare parts manufactured and/ or supplied by the supplier:

10. Terms of Delivery

- 10.1. Goods shall be delivered by the supplier in accordance with the terms of delivery specified in the contract.

11. Transportation of Goods

- 11.1. The supplier shall not arrange part-shipments and/ or transshipment without the express / prior written consent of BRBNMPL.
- 11.2. Instructions for transportation of domestic goods including goods already imported by the supplier under its own arrangement: In case no instruction is provided in this regard in the SCC, the supplier will arrange transportation of the ordered goods as per its own procedure.
- 11.3. Shipping Arrangement for Foreign Contracts: In the case of FOB/FAS contracts, shipping arrangements shall be made by the Ministry of Shipping & Transport (Chartering Wing), New Delhi, INDIA, in accordance with details given in SBD Section XVIII. The Contractor shall give adequate notice to the Forwarding Agents/Nominees about the readiness of the cargo from time to time and at least six weeks' notice in advance of the required position for finalising the shipping arrangements. In the case of C&F contracts, the Contractor shall arrange shipment in accordance with the requirements of the Ministry of Shipping & Transport, New Delhi, INDIA, indicated in the same SBD section (as applicable).

12. Insurance:

- 12.1. Unless otherwise instructed in the SCC, the supplier shall make arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the following manner.
- 12.2. In case of supply of domestic goods on CIF destination basis, the supplier shall be responsible till the entire stores contracted for arrive in good condition at destination. The transit risk in this respect shall be covered by the Supplier by getting the stores duly insured. The insurance cover shall be obtained by the Supplier in its own name and not in the name of BRBNMPL or its Consignee.
- 12.3. In the case of FOB and C&F offers for import of Goods, insurance shall be arranged by the Purchaser. However, the supplier must give sufficient notice to the Purchaser prior to the date of shipment, so that the Insurance Cover for the shipment can be activated. The Supplier must co-ordinate so as to ensure that the Shipment sails only with Insurance cover in place.
- 12.4. In case of Import of Goods, even in case where the insurance is paid by the Purchaser, and loss or damage shall be made good by the Contractor free of cost, without waiting for the settlement of insurance claim. The payment after settlement of insurance claim shall be reimbursed by the Purchaser to the Contractor. It will be entirely the responsibility of the Contractor to make good loss/damage without waiting for settlement of insurance claim so that machine is commissioned within the time specified in the contract.

13. Spare parts

- 13.1. If specified in the List of Requirements and in the resultant contract, the supplier shall supply / provide any or all of the

- a) The spare parts as selected by BRBNMPL to be purchased from the supplier, subject to the condition that such purchase of the spare parts shall not relieve the supplier of any contractual obligation including warranty obligations; and
- b) In case the production of the spare parts is discontinued:
- i. sufficient advance notice to BRBNMPL before such discontinuation to provide adequate time to BRBNMPL to purchase the required spare parts etc., and
- ii. immediately following such discontinuation, providing BRBNMPL, free of cost, the designs, drawings, layouts and specifications of the spare parts, as and if requested by BRBNMPL.
- 13.2. Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the goods so that the same are supplied to BRBNMPL promptly on receipt of order from BRBNMPL.

14. Incidental services

- 14.1. Subject to the stipulation, if any, in the SCC (Section-V) and the Technical Specification (Section – VII), the supplier shall be required to perform any or all of the following services:
- a) Providing required jigs and tools for assembly, start-up and maintenance of the goods
- b) Supplying required number of operation & maintenance manual for the goods
- c) Installation and commissioning of the goods
- d) Training of BRBNMPL's operators for operating and maintaining the goods
- e) Providing after sales service during the tenure of the contract
- f) Providing maintenance service after expiry of the warranty period of the goods if so incorporated in the contract
- 14.2. Prices to be paid to the supplier by BRBNMPL for any of the required incidental services, if not already included in the contract price during the placement of the contract, shall be settled and decided in advance by BRBNMPL and the supplier. However, such prices shall not exceed the contemporary rates charged by the supplier to other customers for similar services.

15. Distribution of Despatch Documents for Clearance/ Receipt of Goods

- 15.1. The supplier shall send all the relevant despatch documents well in time to BRBNMPL to enable BRBNMPL to clear or receive (as the case may be) the goods in terms of the contract. Unless otherwise specified in the SCC, the usual documents involved and the drill to be followed in general for this purpose are as follows:
- 15.2. For Domestic Goods, including goods already imported by the supplier under its own arrangement Within 24 hours of despatch, the supplier shall notify BRBNMPL, consignee, and others concerned if mentioned in the contract, the complete details of despatch and also supply the following documents to them by registered post / speed post (or as instructed in the contract):

- (a) Supplier's Invoice indicating, inter alia description

- and specification of the goods, quantity, unit price, total value;
- (b) Packing list;
 - (c) Insurance certificate;
 - (d) Railway receipt / Consignment note;
 - (e) Manufacturer's guarantee certificate and in-house inspection certificate;
 - (f) Inspection certificate issued by BRBNMPL's inspector
 - (g) Expected date of arrival of goods at destination and
 - (h) Any other document(s), as and if specifically mentioned in the contract.

15.3. For Imported Goods, within 3 days of dispatch, the supplier will Notify BRBNMPL, consignee and other concerned if mentioned in the contract, the complete details of dispatch and also supply the following documents to them by Courier (or as instructed in the Contract), besides advance intimation by Fax/ email:

- (a) Clean on Board Airway Bill/Bill of Lading (B/L)
- (b) Original Invoice
- (c) Packing List
- (d) Certificate of Origin from Seller's Chamber of Commerce
- (e) Certificate of Quality and current manufacture from OEM
- (f) Dangerous Cargo Certificate, if any.
- (g) Insurance Policy of 110% if CIF/CIF contract.
- (h) Performance Bond / Warranty Certificate

16. Warranty

- 16.1** The supplier warrants that the goods supplied under the contract is new, unused and incorporate all recent improvements in design and materials unless prescribed otherwise by BRBNMPL in the contract. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design, materials (except when the design adopted and / or the material used are as per BRBNMPL's specifications) or workmanship or from any act or omission of the supplier, that may develop under normal use of the supplied goods under the conditions prevailing in India.
- 16.2** This warranty shall remain valid for twelve months after the goods or any portion thereof as the case may be, have been delivered to the final destination and installed and commissioned at the final destination and accepted by BRBNMPL in terms of the contract or for fifteen months from the date of despatch from the supplier's premises for domestic goods (including goods already imported by the supplier under its own arrangement) or for eighteen months after the date of shipment from the port of loading in the source country for imported goods offered from abroad, whichever is earlier, unless specified otherwise in the SCC.
- 16.3.** In case of any claim arising out of this warranty, BRBNMPL shall promptly notify the same in writing to the supplier.
- 16.4.** Upon receipt of such notice, the supplier shall, with all reasonable speed (or within the period, if specified in the SCC), repair or replace the defective goods or parts thereof, free of cost, at the ultimate destination. The supplier shall take over the replaced parts/ goods after providing their replacements and no claim, whatsoever shall lie on BRBNMPL for such replaced parts/ goods thereafter.

16.5. In the event of any rectification of a defect or replacement of any defective goods during the warranty period, the warranty for the rectified/ replaced goods shall be extended to a further period of twelve months from the date such rectified / replaced goods starts functioning to the satisfaction of BRBNMPL.

16.6. If the supplier, having been notified, fails to rectify / replace the defect(s) within a reasonable period (or within the period, if specified in the SCC), BRBNMPL may proceed to take such remedial action(s) as deemed fit by BRBNMPL, at the risk and expense of the supplier and without prejudice to other contractual rights and remedies, which BRBNMPL may have against the supplier.

17. Assignment

17.1. The Supplier shall not assign, either in whole or in part, its contractual duties, responsibilities and obligations to perform the contract, except with BRBNMPL's prior written permission.

18. Sub Contracts

18.1. The Supplier shall notify BRBNMPL in writing of all sub contracts awarded under the contract if not already specified in its tender. Such notification, in its original tender or later, shall not relieve the Supplier from any of its liability or obligation under the terms and conditions of the contract.

18.2. Sub contract shall be only for bought out items and sub-assemblies.

18.3. Sub contracts shall also comply with the provisions of GCC Clause 5 ("Country of Origin").

19. Modification of contract

19.1. Once a contract has been concluded, the terms and conditions thereof will generally not be varied. However if necessary, BRBNMPL may, by a written order given to the supplier at any time during the currency of the contract, amend the contract by making alterations and modifications within the general scope of contract in any one or more of the following:

- (a) Specifications, drawings, designs etc. where goods to be supplied under the contract are to be specially manufactured for BRBNMPL,
- (b) mode of packing,
- (c) incidental services to be provided by the supplier
- (d) mode of despatch,
- (e) place of delivery, and
- (f) any other area(s) of the contract, as felt necessary by BRBNMPL depending on the merits of the case.

19.2. In the event of any such modification/ alteration causing increase or decrease in the cost of goods and services to be supplied and provided, or in the time required by the supplier to perform any obligation under the contract, an equitable adjustment shall be made in the contract price and/ or contract delivery schedule, as the case may be, and the contract amended accordingly. If the supplier doesn't agree to the adjustment made by BRBNMPL, the supplier shall convey its views to BRBNMPL within twenty one days from the date of the supplier's receipt of BRBNMPL's amendment / modification of the contract.

19.3. Option Clause: By a suitable provision in the SCC, the Purchaser may reserve the right to increase the ordered quantity by 25% at

any time, till final delivery date of the contract, by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of Delivery Period.

20. Prices

20.1. Prices to be charged by the supplier for supply of goods and provision of services in terms of the contract shall not vary from the corresponding prices quoted by the supplier in its tender or during negotiations, if any, and incorporated in the contract except for any price adjustment authorized in the SCC.

21. Taxes and Duties

21.1. Supplier shall be entirely responsible for all taxes, duties, fees, levies etc. incurred until delivery of the contracted goods to BRBNMPL.

21.2. Further instruction, if any, shall be as provided in the SCC.

22. **Terms and Mode of Payment:** Unless specified otherwise in SCC, the terms of payments would be as follows:

22.1. Unless otherwise specified in SCC, usual payment term is 100% on receipt and acceptance of goods by the Purchaser and on production of all required documents by the supplier.

22.2. For Domestic Goods: Unless otherwise specified in the SCC, payments to suppliers are usually made by account payee cheque or through ECS only.

22.2.1. Where the terms of delivery is FOR dispatching Station, the payment terms, depending on the value and nature of the goods, mode of transportation etc. maybe 60% to 90% (as specified in SIT) on proof of dispatch and other related documents and balance on receipt at site and acceptance by the consignee.

22.2.2. Where the terms of delivery is CIF destination / delivery at site/FOR destination, usual payment term is 100% on receipt and acceptance of goods by the consignee and on production of all required documents by the supplier. c)

22.2.3. Where goods to be supplied also need installation and commissioning by the supplier, the payment terms are generally as under: e)

(a) For a contract with terms of delivery as FOR dispatching station f) g) h)

- i. 60% on proof of dispatch along with other specified documents
- ii. 30% on receipt of the goods at site by the consignee and balance
- iii. 10% on successful installation and commissioning and acceptance by the user department i)

(b) For a contract with terms of delivery as CIF destination/ Delivery at site/FOR destination j) k)

- i. 90% on receipt and acceptance of goods by the consignee at destination and on production of all required documents by the supplier
- ii. 10% on successful installation and commissioning and acceptance by the consignee.

22.3. **For Imported Goods:** Unless otherwise specified in SCC, payments are made through an irrevocable Letter of Credit (LC).

(a) Cases where Installation, Erection and

Commissioning (if applicable) are not the responsibility of the Supplier – 100 % net FOB/FAS price is to be paid against invoice, shipping documents, inspection certificate (where applicable), manufacturers' test certificate, etc.

(b) Cases where Installation, Erection and Commissioning are the responsibility of the Supplier – 80% to 90% net FOB/FAS price (as specified in the SCC) will be paid against invoice, inspection certificate (where applicable), shipping documents etc. and balance within 21-30 days of successful installation and commissioning at the consignee's premises and acceptance by the consignee.

(c) Payment of Agency Commission against FOB/FAS Contract – Entire 100% agency commission is generally paid in Indian Rupees after all other payments have been made to the supplier in terms of the contract.

22.4. Unless specified otherwise in the SCC, the following general conditions will apply for payment to the supplier.

22.5. The payment shall be made in the currency / currencies authorized in the contract.

22.6. The supplier shall send its claim for payment in writing as per Section XIX - "Proforma for Bill for Payments", when contractually due, along with relevant documents etc., duly signed with date, as specified in SCC and in a manner as also specified therein.

22.7. While claiming payment, the supplier is also to certify in the bill that the payment being claimed is strictly in terms of the contract and all the obligations on the part of the supplier for claiming that payment has been fulfilled as required under the contract.

22.8. The important documents which the supplier is to furnish while claiming payment are:

- Original Invoice
- Packing List
- Certificate of country of origin of the goods from seller's Chamber of Commerce.
- Certificate of pre-dispatch inspection by BRBNMPL's representative/ nominee
- Manufacturer's test certificate
- Performance/ Warrantee Bond
- Certificate of insurance
- Clean on Bill of lading/ Airway bill/ Rail receipt or any other dispatch document, issued by a government agency (like postal department) or an agency duly authorized by the concerned ministry/ department
- Consignee's Certificate confirming receipt and acceptance of goods
- Dangerous Cargo Certificate, if any, in case of imported goods.
- Any other document specified.

22.9. While claiming reimbursement of duties, taxes etc. (like sales tax, excise duty, custom duty) from BRBNMPL, as and if permitted under the contract, the supplier shall also certify that, in case it gets any refund out of such taxes and duties from the concerned authorities at a later date, it (the supplier) shall refund to BRBNMPL, BRBNMPL's share out of such refund received by the supplier. The supplier shall also refund the applicable amount to BRBNMPL immediately on receiving the same from the concerned authorities.

22.10. In case where the supplier is not in a position to submit its bill for the balance payment for want of receipted copies of Inspection Note from the consignee and the consignee has not complained about the non-receipt, shortage, or defects in the supplies made, balance amount will be paid by the paying authority without consignee's receipt certificate after three months from the date of the preceding part payment for the goods in question, subject to the following conditions:

- (a) The supplier will make good any defect or deficiency that the consignee (s) may report within six months from the date of despatch of goods.
- (b) Delay in supplies, if any, has been regularized.
- (c) The contract price where it is subject to variation has been finalized.
- (d) The supplier furnishes the following undertakings:

"I/We, _____ certify that It We have not received back the Inspection Note duly receipted by the consignee or any communication from BRBNMPL or the consignee about non-receipt, shortage or defects in the goods supplied. I / We agree to make good any defect or deficiency that the consignee may report within three months from the date of receipt of this balance payment or six months from the date of dispatch whichever is later.

23. Delay in the supplier's performance

23.1. The time for and the date specified in the contract or as extended for the delivery of the stores shall be deemed to be the essence of the contract and the supplier shall deliver the goods and perform the services under the contract within the time schedule specified by BRBNMPL in the List of Requirements and as incorporated in the contract.

23.2. Subject to the provision under GCC clause 28, any unexcused delay by the supplier in maintaining its contractual obligations towards delivery of goods and performance of services shall render the supplier liable to any or all of the following sanctions besides any administrative action:

- a) imposition of liquidated damages,
- b) forfeiture of its performance security and
- c) Termination of the contract for default.

23.3. If at any time during the currency of the contract, the supplier encounters conditions hindering timely delivery of the goods and performance of services, the supplier shall promptly inform BRBNMPL in writing about the same and its likely duration and make a request to BRBNMPL for extension of the delivery schedule accordingly. On receiving the supplier's communication, BRBNMPL shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of supplier's contractual obligations by issuing an amendment to the contract.

23.4. When the period of delivery is extended due to unexcused delay by the supplier, the amendment letter extending the delivery period shall, inter alia contain the following conditions:

- a) BRBNMPL shall recover from the supplier, under the provisions of the clause 24 of the General Conditions of Contract, liquidated damages on the goods and services, which the Supplier has failed to deliver within the delivery period stipulated in the contract

b) That no increase in price on account of any ground, whatsoever, including any stipulation in the contract for increase in price on any other ground and, also including statutory increase in or fresh imposition of customs duty, excise duty, sales tax or on account of any other tax or duty which may be levied in respect of the goods and services specified in the contract, which takes place after the date of delivery stipulated in the contract shall be admissible on such of the said goods and services as are delivered and performed after the date of the delivery stipulated in the contract.

c) But nevertheless, BRBNMPL shall be entitled to the benefit of any decrease in price on account of reduction in or remission of customs duty, excise duty, sales tax or any other duty or tax or levy or on account of any other grounds, which takes place after the expiry of the date of delivery stipulated in the contract.

23.5. The supplier shall not despatch the goods after expiry of the delivery period. The supplier is required to apply to BRBNMPL for extension of delivery period and obtain the same before despatch. In case the supplier despatches the goods without obtaining an extension, it would be doing so at its own risk and no claim for payment for such supply and / or any other expense related to such supply shall lie against BRBNMPL.

24. Liquidated damages

24.1. Subject to GCC clause 28, if the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, BRBNMPL shall, without prejudice to other rights and remedies available to BRBNMPL under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5% percent (or any other percentage if prescribed in the SCC) of the delivered price of the delayed goods and/ or services for each week of delay or part thereof until actual delivery or performance, subject to a maximum deduction of the 10% (or any other percentage if prescribed in the SCC) of the delayed goods' or services' contract price(s). During the above mentioned delayed period of supply and / or performance, the conditions incorporated under GCC sub-clause 23.4 above shall also apply.

25. Custody and Return of BRBNMPL's Materials/ Equipment/ Documents loaned to Contractor

25.1. Whenever stores are required to be issued to the firm/contractor for fabrication or prototypes or sub-assemblies are issued for guidance in fabrication, these would be issued against appropriate Bank Guarantee as specified in SCC. In addition to the Bank Guarantee, appropriate insurance may be asked if specified in the SCC.

25.2. All drawings and samples issued to the contractor in connection with the contract must be returned by him. Final payment will be withheld if this is not done, besides any other sanction deemed fit by BRBNMPL.

26. Termination for default

26.1. BRBNMPL, without prejudice to any other contractual rights and remedies available to it (BRBNMPL), may, by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof

granted by BRBNMPL pursuant to GCC sub-clauses 23.3 and 23.4.

- 26.2. In the event of BRBNMPL terminates the contract in whole or in part, pursuant to GCC sub-clause 26.1 above, BRBNMPL may procure goods and/ or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit at the "Risk and Cost" of the supplier and the supplier shall be liable to BRBNMPL for the extra expenditure, if any, incurred by BRBNMPL for arranging such procurement.
- 26.3. Unless otherwise instructed by BRBNMPL, the supplier shall continue to perform the contract to the extent not terminated.

27. Termination for insolvency

- 27.1. If the supplier becomes bankrupt or otherwise insolvent, BRBNMPL reserves the right to terminate the contract at any time, by serving written notice to the supplier without any compensation, whatsoever, to the supplier, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and / or will accrue thereafter to BRBNMPL.

28. Force Majeure

- 28.1. In the event of any unforeseen event directly interfering with the supply of stores arising during the currency of the contract, such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Contractor shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Unless otherwise directed by BRBNMPL in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. If the force majeure condition(s) mentioned above be in force for a period of 90 days or more at any time, either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days' notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other, save and except those which had occurred under any other clause of this contract prior to such termination.
- 28.2. Notwithstanding the provisions contained in GCC clauses 23, 24 and 26, the supplier shall not be liable for imposition of any such sanction so long the delay and/ or failure of the supplier in fulfilling its obligations under the contract is the result of an event of Force Majeure.
- 28.3. In case due to a Force Majeure event BRBNMPL is unable to fulfill its contractual commitment and responsibility, BRBNMPL will notify the supplier accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

29. Termination for convenience

- 29.1. BRBNMPL reserves the right to terminate the contract, in whole or In part for its (BRBNMPL's) convenience, by serving written notice on the supplier at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of BRBNMPL. The notice shall also indicate inter-alia, the extent to which the supplier's performance under the

contract is terminated, and the date with effect from which such termination will become effective.

- 29.2. The goods and services which are complete and ready in terms of the contract for delivery and performance within thirty days after the supplier's receipt of the notice of termination shall be accepted by BRBNMPL following the contract terms, conditions and prices. For the remaining goods and services, BRBNMPL may decide:

a. to get any portion of the balance completed and delivered at the contract terms, conditions and prices; and / or

b. to cancel the remaining portion of the goods and services and compensate the supplier by paying an agreed amount for the cost incurred by the supplier towards the remaining portion of the goods and services.

30. Governing language

- 30.1. The contract shall be written in Hindi or English language following the provision as contained in GIT clause 2. All correspondence and other documents pertaining to the contract, which the parties exchange, shall also be written accordingly in that language.

31. Notices

- 31.1. Notice, if any, relating to the contract given by one party to the other, shall be sent in writing or by cable or telex or facsimile and confirmed in writing, The procedure will also provide the sender of the notice, the proof of receipt of the notice by the receiver. The addresses of the parties for exchanging such notices will be the addresses as incorporated in the contract.
- 31.2. The effective date of a notice shall be either the date when delivered to the recipient or the effective date specifically mentioned in the notice, whichever is later.

32. Code of Ethics

BRBNMPL as well as Bidders, Suppliers, Contractors, and Consultants under BRBNMPL contracts shall observe the highest standard of ethics during the procurement or execution of such contracts. In pursuit of this policy, for the purposes of this provision, the terms set forth below are defined as follows:

- (a) "Corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
- (b) "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
- (c) "Collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Purchaser, designed to establish bid prices at artificial, non competitive levels; and
- (d) "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.
- (e) A particular violation of ethics may span more than one

of above mentioned unethical practices.

- 32.1. The following policies will be adopted in order to maintain the standards of ethics during procurement:
- (a) A proposal for award will be rejected if it is determined that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.
 - (b) A contract will be cancelled if it is determined at any time that BRBNMPL representatives/ officials have directly or indirectly, engaged in corrupt, fraudulent, collusive or coercive practices during the procurement or the execution of that contract
 - (c) In case any individual staff is found responsible, suitable disciplinary proceedings should be initiated against such staff under the applicable government conduct rules. The existing provisions under the Indian law including the instructions of Central Vigilance Commission should be followed in this regard.
 - (d) Firms or individuals shall be banned/ blacklisted after following due process, including declaring them ineligible, either indefinitely or for a stated period of time, to be awarded a BRBNMPL contract, if it at any time determines that they have, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, a BRBNMPL contract.

33. Resolution of disputes

- 33.1. If dispute or difference of any kind shall arise between BRBNMPL and the supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations. If the parties fail to resolve their dispute or difference by such mutual consultation within twenty one days of its occurrence, then, unless otherwise provided in the SCC, either BRBNMPL or the supplier may seek recourse to settlement of disputes through arbitration as per The Arbitration and conciliation Act 1996 as per following clause.
- 33.2. **Arbitration Clause:-** If both parties fail to reach such amicable settlement, then either party (the Purchaser or Seller) may within 21 days of such failure give a written notice to the other party requiring that all matters in dispute or difference be arbitrated upon. Such written notice shall specify the matters which are in difference or of difference of which such written notice has been given and no other matter shall be referred to the arbitration in accordance with the conciliation and arbitration rules of International Chamber of Commerce {ICC}/United National Commission on International Trade Law (UNCITRL) by three arbitrators appointed in accordance with the procedure set out in clause below. The arbitration proceeding shall be held in New Delhi and shall be conducted in English language. All documentation to be reviewed by the arbitrators and/ or submitted by the parties shall be written or translated into English. Venue of arbitration shall be New Delhi. The arbitrator or arbitrators appointed under this article shall have the power to extend time to make the award with the consent of the parties. Pending reference to arbitration the parties shall make all endeavours to complete the contract/work in all respects and all disputes, if any, will finally be settled in the arbitration.

34. Applicable Law

- 34.1. The contract shall be interpreted in accordance with the laws of India.
- 34.2. Irrespective of the place of delivery, or the place of performance or the place of Payments under the contract, the contract shall be deemed to have been made at the place from which the notification of acceptance of the tender has been issued.

35. Secrecy

- 35.1. The Contractor shall take all reasonable steps necessary to ensure that all persons employed in any work in connection with the contract, have full knowledge of the Official Secrets Act and any regulations framed thereunder.
- 35.2. Any information obtained in the course of the execution of the contract by the Contractor,; his servants or agents or any person so employed, as to any matter whatsoever, which would or might be directly or indirectly, of use to any enemy of India, must be treated secret and shall not at any time be communicated to any person.
- 35.3. Any breach of the aforesaid conditions shall entitle the Purchaser to cancel the contract and to purchase or authorise the purchase of the stores at the risk and cost of the Contractor, In the event of such cancellation, the stores or parts manufactured in the execution of the contract shall be taken by the Purchaser at such price as he considers fair and reasonable and the decision of the Purchaser as to such price shall be final and binding on the Contractor.

Yours faithfully,
()
Signature with date.

Seal

Name:

Section V: Special Conditions of Contract (SCC)

The following Special Conditions of Contract (SCC) will apply for this Contract. The corresponding clauses of General Conditions of Contract (GCC) relating to the SCC stipulations have also been incorporated below. These Special Conditions will modify / substitute / supplement the corresponding (GCC) clauses.

Whenever there is any conflict between the provision in the GGC and that in the SCC, the provision contained in the SCC shall prevail.

(Clauses of GCC listed below include a possibility for variation in their provisions through SCC. There could be other clauses in SCC as deemed fit)

| S. No | GCC Clause No. | Topic | SCC Provision |
|-------|----------------|---|---|
| 1. | 10 | Terms of Delivery | See Note A |
| 2. | 12 | Insurance | As applicable. |
| 3. | 14 | Incidental Services | Not applicable |
| 4. | 15 | Distribution of Dispatch Documents for clearance / Receipt of Goods | As applicable |
| 5. | 16.2 | Warranty Clause | 60 months in place of 12 months |
| 6. | 19.3 | Option Clause | Not Applicable |
| 7. | 20.1 | Price Adjustment Clause | Not applicable |
| 8. | 21.2 | Taxes and Duties | As applicable |
| 9. | 22 | Terms and Mode of Payments | Measurement for the work done shall be taken jointly with BRBNMPL in the prescribed format. |
| 10. | 23 | Delay in the supplier's performance | In addition to GCC Clause no. 23, Add Note B. |
| 11. | 24 | Quantum of LD | As specified |
| 12. | 25 | Bank Guarantee and Insurance for Material loaned to Contractor | Not applicable |
| 13. | 33 | Resolution of Disputes | Clause 33.2 Place of arbitration proceeding shall be Kolkata in place of New Delhi. |
| 14. | 36 | Disposal / Sale of Scrap by Tender | Not applicable |

Note A: A.1 Site Clearance: Proper site clearance including cleaning of the site, removal of debris on day to day basis, & disposal of unwanted materials at site shall be made by the contractor during execution of the work up to the satisfaction of the Engineer - in - Charge. Without proper site clearance up to the satisfaction of Engineer - in - Charge, payment cannot be released.

A.2: Refusal of works: If the bidder fails or refuses to take up the job after opening the quotation and becoming successful bidder, due to any reason whatsoever or left the work in incomplete condition after starting the work, Security Deposit will be forfeited and the party is liable for not being allowed for any tendering for a period as decided by the company/ any other action as deemed fit.

A.3: Responsibility against Damage Caused: The contractor shall be responsible for any damage caused to the existing system/ property due to (i) Negligent Act (ii) Wrong Operation (iii) Mishandling by contractor's employees and contractor has to pay entire amount / charges for repair / replacement.

Note B: Delay and Extension of time: If in the opinion of the BRBNMPL, the works be delayed (a) by force majeure or (b) by reason of any exceptionally inclement weather or (c) by reason of proceedings taken or threatened by or dispute with adjoining or neighbouring or public authorities arising otherwise than through the Contractor's own default or (d) by the works or delays of other Contractors or Tradesmen engaged or nominated by the Owner and not referred to in the schedule of quantities and/or specification or (e) by reason of Owner's instructions as per relevant clause hereof or (f) by reason of civil commotion (g) by reason beyond control of the Contractor in the opinion of the owner.

If the Contractor needs an extension of time for completion of the work, the contractor shall apply at least 2(Two) weeks before the expiry of schedule date of completion furnishing the reasons in detail with complete justification. The contract shall remain in force even for the period beyond due date of completion irrespective of whether the contractor has applied for extension of time for completion unless the owner decides to terminate the contract. The delay for completion of work for any reason will not entitle the contractor to claim any compensation.

Section VI: List of Requirements

| Schedule No. | Brief Description of Goods / Services | Quantity (with unit) | Estimated Annual Value (Indicative Only) |
|--------------|--|----------------------|--|
| 1 | Rate Contract for Repair and Maintenance Works in Township Areas at BRBNMPL, Salboni (WB). As per Schedule of Rates of PWD (w.e.f. 01.12.2015) and Annexure-C: R&M Schedule for the items not included in PWD Schedule of Rates.– Section-VI , VII & XI | As per requirement | Rs 1,00,00,000/- (Rupees One Crore only) per Annum |
| 2 | Rate Contract for Repair and Maintenance Works in Plant Areas at BRBNMPL, Salboni (WB). As per Schedule of Rates of PWD (w.e.f. 01.12.2015) and Annexure-C: R&M Schedule for the items not included in PWD Schedule of Rates.– Section-VI , VII & XI | As per requirement | Rs 40,00,000/- (Rupees Forty Lakh only) per Annum |

Annexure-C: R&M Schedule

01. Sanitary Works [SW]

SW-01. Supplying and fixing **SCI rain water pipe** (lighter variety) of approved make with cement joints including 2 coats of synthetic enamel paint over a coat of primer as per direction & satisfaction of Engineer-In-Charge.

| | | |
|-----------------|-------|---------|
| a) 80 mm. dia. | Metre | 627.82 |
| b) 100 mm. dia. | Metre | 732.46 |
| c) 150 mm. dia. | Metre | 1174.86 |

SW-02. a) Supplying, fixing of bolts or rubber gasket of **Inspection doors** of soil/waste pipes/HCI bend junction any size.

| | | |
|-------------|-------|-------|
| i) Bolts | Each. | 9.61 |
| ii) Gaskets | Each | 19.31 |

SW-03. Dismantling & refixing existing H.C.I./S.C.I. pipes and specials including melting out lead caulked joints with new lead caulking, excavating, backfilling and mending good all damages, labours, materials, etc. all complete.

e) Floor Trap Each 209.11

SW-04. a) **Re-fixing of existing/supplied by BRBNML fittings** in a leak proof & seepage-free condition including necessary excavation, backfilling, flooring, concrete with all bye-works and mending good all the damages providing all materials, labours including water proofing compound all complete as per satisfaction of the Engineer in charge.

b) Under ground **S.C.I. pipe** line of

i) 75 mm. dia. Rm. 28.73

ii) 100 mm. dia. Rm. 35.12

iii) 150 mm. dia. Rm. 43.09

SW-05. a) **Supplying & fixing** fixtures including cost of all accessories, excavation, backfilling, concrete, flooring, mending good all the damages, labours, materials, etc. complete with all bye-works.

b) **Gratings** made of

i) **Steel** over floor trap (100 mm.) Each 96.58

c) **W.G.V.C. 'P' trap** of approved make for I.W.C. with proper jointing etc. complete.

Each 621.92

d) **W.G.V.C. 'S' trap** of approved make for I.W.C. with proper jointing etc. complete.

Each 757.14

e) **C.I. high level Cistern** for I.W.C

Each 1888.97

f) **W.G.V.C. Cover for Commode**

Each 1143.00

g) **P.V.C. coupling** of any size for Fitting Flush pipe & waste pipe.

Each 23.95

h) **Porcelain soap tray** of approved make.

i) Soap and sponge dish with grab bar of size 300 mm x 150 mm Each 1572.34

SW-06. **Squatting Plate** with integral flashings in white vitreous chinaware of approved make supplied fitted and fixed in cement concrete (6:3:1) with jhama chips complete.

(i) 600 mm X 350 mm Each 1448.62

| | | |
|---|------|---------|
| (iii) Corner Squatting Plate 430 mm X 3760 mm X340 mm | Each | 1186.04 |
|---|------|---------|

02. PLUMBING WORKS [LW].

LW-01. Renewing brass spindle and valve of Stop cock/Bib cock/Pillar cock/Push cock etc.

| | | | |
|---------------|------------------|------|--------|
| (15 mm. dia.) | ii) Long Spindle | Each | 370.00 |
|---------------|------------------|------|--------|

LW-02. Soldering & repairing shower rose. Each 9.58

LW-03. Supplying & fixing of following fittings (approved brand) of existing cisterns

a) High/low level Cistern :

| | | |
|-------------------|-------|--------|
| i) Ceramic Syphon | Each. | 424.62 |
|-------------------|-------|--------|

ii) Ceramic syphon with plunger plate complete with

| | | |
|---------------|------|--------|
| brass spindle | Each | 622.55 |
|---------------|------|--------|

| | | |
|--------------------------------|------|--------|
| iii) Brass spindle for plunger | Each | 199.54 |
|--------------------------------|------|--------|

| | | |
|-------------------|------|-------|
| iv) Plunger plate | Each | 84.60 |
|-------------------|------|-------|

| | | |
|---------------------------------|------|-------|
| v) Rubber diaphragm with washer | Each | 44.69 |
|---------------------------------|------|-------|

| | | |
|-------------------|------|------|
| vi) Bullet washer | Each | 9.58 |
|-------------------|------|------|

b) High level CI Cistern :

| | | |
|----------|------|--------|
| i) Shell | Each | 494.84 |
|----------|------|--------|

| | | |
|-----------|------|--------|
| ii) Cover | Each | 257.00 |
|-----------|------|--------|

| | | |
|------------------------|------|--------|
| iii) Dhapa (Displacer) | Each | 158.03 |
|------------------------|------|--------|

| | | |
|---------------------------|------|--------|
| iv) Chonga (Staqqnd pipe) | Each | 129.30 |
|---------------------------|------|--------|

| | | |
|----------|------|-------|
| v) Lever | Each | 65.46 |
|----------|------|-------|

| | | |
|-----------|------|-------|
| vi) Cleat | Each | 23.95 |
|-----------|------|-------|

| | | |
|------------------------|------|--------|
| vii) Ball-Cock (Brass) | Each | 119.72 |
|------------------------|------|--------|

| | | |
|---------------------------|------|------|
| viii) Polythene over flow | Each | 6.38 |
|---------------------------|------|------|

| | | |
|--|------|------|
| ix) GI Pull Chain (2.00' long) with handle | Each | 7.99 |
|--|------|------|

| | | |
|------------------------|------|--------|
| x) 32 mm Copper Syphon | Each | 186.76 |
|------------------------|------|--------|

LW-04 **Supplying and fixing** following fixtures of approved brand complete with all bye works :

a) **Low level Porcelain cistern** :

| | | |
|---|------|--------|
| ii) CP brass handle complete with bush and rod best quality | Each | 257.00 |
|---|------|--------|

| | | |
|--|------|--------|
| iii) CP lever arm complete with brass lifting link with brass spindle & sleeves | Each | 140.47 |
|--|------|--------|

| | | |
|--------------|------|-------|
| iv) CP lever | Each | 97.38 |
|--------------|------|-------|

| | | |
|---|------|--------|
| v) Brass telescopic link complete with S-link | Each | 100.56 |
|---|------|--------|

| | | |
|--|------|--------|
| vi) Gunmetal tail piece complete with, screw, ring washer etc. | Each | 150.06 |
|--|------|--------|

| | | |
|--|------|---------|
| vii) Internal fitting for cistern complete (all brass parts) | Each | 2056.01 |
|--|------|---------|

b) **Low level PVC Cistern** :

| | | |
|---|-------|--------|
| i) PVC Button Push with lever (existing type) | Each. | 115.88 |
|---|-------|--------|

| | | |
|-------------------------------------|------|--------|
| ii) PVC float valve (existing type) | Each | 231.78 |
|-------------------------------------|------|--------|

| | | |
|-------------------------------------|------|--------|
| iii) PVC syphon set (existing type) | Each | 801.53 |
|-------------------------------------|------|--------|

c) **Cl automatic Cistern** :

| | | |
|-------------------------------|------|--------|
| i) Copper syphon (20 mm. dia) | Each | 106.94 |
|-------------------------------|------|--------|

| | | |
|--------------------------------|----------|-------|
| ii) Brass screws / Bolt & Nut. | Each set | 14.36 |
|--------------------------------|----------|-------|

| | | |
|--|----------|-------|
| iii) Leather of syphon with taking out & refixing necessary parts | Each set | 30.34 |
|--|----------|-------|

| | | |
|--|------|-------|
| d) Stainless steel <u>Soap dish</u> of approved quality | Each | 95.77 |
|--|------|-------|

LW-05. Supplying and fixing following approved brand fixtures complete with all bye works (Approved make/model given in brackets; approved equivalent may be offered.)

| | | |
|--|-------|--------|
| a) <u>P.V.C. water tank Cover</u> | Each. | 450.60 |
|--|-------|--------|

LW-06.A) Supplying & fixing 15 mm. dia. **Sand cast brass bib cock/ stop cock** (Deluxe heavy type) of superior quality (weighing minimum 400 gms.) polished bright with screwed male/female ends respectively conforming to I.S. with all bye works complete as per direction & satisfaction of the E-I-C

| | | |
|--|-------|--------|
| | Each. | 386.40 |
|--|-------|--------|

B) Supplying & fixing of cap for stop cock Each. 38.63

LW-07. Supplying & fixing of brass ball valve of high pressure with polythene floats (Horizontal plunger type) conforming to IS 1703 of the following nominal bores along with necessary socket/back nut etc. complete with all bye works complete as per direction & satisfaction of the E-I-C.

| | | |
|----------------|-------|--------|
| a) 40 mm. dia. | Each. | 869.18 |
| b) 32 mm. dia. | Each. | 724.27 |
| c) 25 mm. dia. | Each | 579.44 |
| d) 20 mm. dia. | Each | 531.12 |
| e) 15 mm. dia. | Each | 357.29 |

LW-08. A. Supplying & fixing **polythene ball** of approved quality for float valve/ ball cock

| | | |
|----------------|-------|--------|
| e) 40 mm. dia. | Each. | 270.00 |
|----------------|-------|--------|

B. Supplying & fixing of approved quality **Brass rod** for float valve/ ball cock to fit with the following pipes.

| | | |
|---------------------|-------|--------|
| a) 15 mm. dia pipe | Each | 96.58 |
| b) 20 mm. dia pipe | Each | 144.82 |
| c) 25 mm. dia. pipe | Each | 193.15 |
| d) 32 mm. dia. pipe | Each. | 241.39 |
| e) 40 mm. dia. pipe | Each. | 288.91 |

LW-09 Supplying & fixing **brass valve** only for ball cock with dismantling & making good the damage

| | | |
|---------------------------------------|------|--------|
| a) 15 mm. dia pipe | Each | 83.00 |
| b) 20 mm. to 25 mm. dia pipe | Each | 134.08 |
| c) 25 mm dia. Pipe. | Each | 193.15 |
| d) Alloy Iron Bib cock/Stop cock etc. | Each | 252.00 |

LW-10. Supplying, fitting & fixing following items conforming to IS with all bye works complete as per direction & satisfaction of the E-I-C.

a) **Concealed Flush Valve** with 32mm Control Cock and Elbow Set complete with adjustable

| | | |
|---|------|---------|
| Wall Flange Sleeve and (Jaquar – Allied – Catalogue No. – 1015) | Each | 4761.00 |
|---|------|---------|

LW-11. Supplying & fixing of polythene float valve of high pressure with polythene floats (Horizontal plunger type) Make: Sparsh or equivalent of the following nominal bores along with necessary socket/back nut etc. complete with all bye works complete as per direction & satisfaction of the E-I-C.

| | | |
|----------------|------|--------|
| a) 25 mm. dia. | Each | 475.00 |
| b) 20 mm. dia. | Each | 265.00 |

c) 15 mm. dia. Each 170.00

03. GLAZING WORKS(GW)

GW-01. **Supplying & fixing crystal/colour approved quality Acrylic sheet**, fitting with C.P/Brass Screws etc. if required at any floor. (Payment shall be made as per the size actually fitted).

| | | |
|---|------|---------|
| a) 3 mm Thick Crystal | Sqm. | 969.61 |
| b) 3 mm Thick approved shade | Sqm. | 869.18 |
| c) 4 mm Thick Crystal | Sqm. | 1321.15 |
| d) 4 mm Thick approved shade | Sqm. | 1158.90 |
| e) 5 mm thick Crystal | Sqm. | 1583.83 |
| f) 5 mm thick approved shade | Sqm. | 1448.63 |
| g) 12 mm thick clear bubble free float glass | Sqm | 2181.00 |
| h) 12 mm thick clear toughened glass conforming to IS 2553-1992 | Sqm | 5763.66 |

04. WOOD WORKS [WW].

WW-01. **Reassembling the various parts (Rails, Styles, Panels, etc.)** after replacing damaged parts of existing wooden shutter of any size and at any location including all consumables required, with 2 coats of synthetic enamel painting over a coat of primer on new portion complete..

a) Wooden parts supplied by BRBNML Sqm. 193.15

WW-02. **Labour charges** for taking out & repairing/servicing if required & refixing of hardware fittings with new oil, plugs, screws, nails etc. on walls/shutters etc.

a) **Hydraulic floor spring** complete set of door including mending good

damages complete in all respect Each. 513.13

WW-03. **Supplying fitting fixing dove tailed wooden blocks as curtain braket of 150x100x75 mm. with nails & screws.**

a) **Sa1** Each 96.58

b) **C . P . Teak** Each 193.15

WW-04. **Fixing hardware fittings** with screws, rawl plug etc. in wall or other surface and necessary carpentry involved. (cost of hardware fittings excluded).

b) **Hydraulic door closer** (concealed) of any brand. Each. 67.56

c) **Mortice lock** Each. 38.63

d) **Multipurpose lock** Each. 19.22

e) **Night Latch** Each. 48.25

- | | | |
|---|-------|-------|
| f) Tower bolt of any size & make. | Each. | 13.38 |
| g) Aldrops of any size & make. | Each. | 15.40 |
| h) Door handle of any size & make. | Each. | 11.54 |

WW-05. **Dismantling worn out drawer and repairing the same** with old & new teak planks and scantling 12.5 mm. thk. Including dove-tail joints at corners (payment to be made on floor area of drawer)

| | | |
|--|------|--------|
| | Sqm. | 154.51 |
|--|------|--------|

WW-06. **Taking out and refixing wired netted frames or shutters** by providing new wire net, screws etc.
all complete

- | | | |
|--|------|--------|
| a) With approved brass wire net . | Sqm. | 502.20 |
| b) With approved Steel wire net . | Sqm. | 307.38 |

WW-07. **Supplying & fixing** of all concerned items.

- | | | |
|--|-------|-------|
| a) Approved quality rubber buffer of size 40 mm. to shutters or walls with MS screws. | Each. | 11.02 |
|--|-------|-------|

b) **Hasp & staple**

- | | | |
|------------------------|------|--------|
| ii) Aluminium (125 mm) | Each | 115.88 |
| iii) M.S. (125 mm) | Each | 57.94 |

c) **Curtain rod** including approved design & quality wooden bracket

and complete with two coats of synthetic enamel paint over & above one coat of primer or polishing of the bracket as directed by the E-I-G.

- | | | |
|---|----|--------|
| i) Using 15 mm dia light quality G.I. pipe | RM | 251.09 |
| ii) Using 20 mm dia light quality G.I. pipe | RM | 270.41 |
| iii) Using 20 mm dia medium quality hollow anodised aluminium pipe. | RM | 289.73 |

d) Light quality **Pipe for curtain rod**.

- | | | |
|---|----|--------|
| iii) 20 mm dia and 1.50 mm th. anodised aluminium pipe. | RM | 112.69 |
|---|----|--------|

- | | | |
|--|--|--|
| e) Approved quality 30 mm high Brass Numerical for Flat No. 1to 4 on main | | |
|--|--|--|

wooden shutter Each 48.25

f) Approved quality 200 mm high chromium plated Brass Letter/Numerical/
slash/dash for **Block No.** on masonry surface. Each 386.29

g) Approved quality **rubber shoes** with screws

i) For **Single type Al. Door Stopper** Each. 11.54

ii) For **Double type Al. Door Stopper** Each. 19.22

iii) For **Double type Brass Door Stopper** Each. 19.22

WW-08. Supplying, fitting and fixing **Netlon Insect's Screen** to the wooden frames for door and window frame complete with Velcro stitching with Netlon Net in all four sides (complete detachable system) on Door / Window frame including stitching and nailing and providing nails, Screws, and hinge as required should be fixed to the wooden frame as per satisfaction & direction of Engineer-in-Charge.

i) Without Velcro Sq. M 250.00

ii) With Velcro (both male and female) Sq. M 275.00

WW-09. **Labour charges** for re-fixing the following with nuts & bolts complete.

a) **C.P. window Stay bar.** Each. 7.69

b) **C.P. window Handle.** Each. 7.69

WW-10. Supplying & fixing in position approved quality **teak wood Medicine Chest** of approx. size 400 X 325 X 160 mm made out of approved quality teak wood planks of 12 mm thick, shelves & shutter with 12 mm thick and rear with 6 mm thick teak veneered ply including arrangements for hanging/fixing to walls, fittings such as piano type hinges, ball catchers, brass knob etc. as per drawing, complete with all bye works. This include inside painting and outside polishing as per the direction & satisfaction of the E.I.G.

Each. 1545.20

WW-11. Providing & fixing moulded thermosetting heavy type **acrylic medicine chest** of approx. size 450 mm (height) X 250 MM (width) X 200 mm (depth) with door, adjustable shelf, stainless steel magnetic lock, chrome plated brass hinges etc. conforming to IS : 2126 (brand name Polymer / Syntex / Suriya) with all bye-works complete at any heights as per approved shade & type and satisfaction of the E.I.G.

Each. 3511.82

WW-12 **Partition of Commercial ply** as per design fitted and fixed complete (excluding the supporting framework but including necessary teak wood battens) of approved make as per design and as per approval and direction of Engineer – in- charge.

(iii) 19 mm Sq. M. 1518.00

WW-13 Supplying & fixing **C.P. brass coat hooks** of approved design and quality, (with two hooks) fixed on sal wood frame inside toilet wall / glazed tiles, complete with all bye works as per specification and direction of Engineer – in – charge

Set 100.34

WW-14 Supplying and fixing of **swivelling rollers** of IS specified quality including fitting and fixing to the cot/bed

Each 96.58

WW-15 Supplying & fixing **brass ball catcher** double spring of approved manufacturer and superior quality with brass screws with all bye works complete as per specification and direction of Engineer – in charge

Each 38.46

WW-16 Providing and fixing of **G.I. picture hook** (Standard type) of approved size in masonry / concrete wall with all bye works complete at all locations as per direction of Engineer – in – charge.

Each 11.54

WW-17 Providing & fixing of **brass knob to the medicine box**, including fixing, all bye works and as per the direction of Engineer – in – charge.

Each 38.46

WW- 18 Supplying, fitting & fixing **wooden decorative bead** with approved adhesive and nails.

(a) 12 mm wide bead RM 31.92

(b) 18 mm wide bead RM 55.87

WW- 19 Supplying, fitting & fixing **Door Ring** (75mm dia.) complete with all accessories as per direction.

a) Brass Ring Each 128.70

WW- 20 Supplying & fixing **Lock** complete with all accessories as per direction.

(a) Spring lock for Aluminium Sliding Window Pair 102.96

(b) Drawer Lock Each 300.30

(c) Wardrobe Lock Each 386.10

05. CIVIL WORKS.(CW)

CW-01. Base preparation for P.V.C. flooring with 25 mm. thick IPS flooring : Chipping of damaged weak floor base upto a thickness 25 mm. and removing dust, dirt etc. and cleaning with water and applying proper bond coat to create bonding with existing PCC and providing 1:1.5:3 cement concrete using 6 mm. down stone aggregate levelling the surface with existing level, smoothening the surface and curing it upto appropriate time, all complete.

Sqm. 84.95

CW-02. Removing of P.V.C. sheets of any thickness, brushing/ cleaning of the back from dust, dirt, old adhesive etc. and refixing the same on smooth cleaned and strong base approved quality rubber based adhesive (e.g. Fevicol, SR 998) including rolling with light wooden roller and seam welding including all consumables, labour, tools and tackles etc. all complete.

a) Removing & re-fixing of PVC sheets. Sqm. 289.68

b) Including supplying & fixing 3.00 mm thick PVC sheet. Sq.m. 1143.90

c) Fixing charge with all consumable, labour, tools & tackles etc. Sqm. 146.54

d) Seam welding including supply of welding cord up to 5mm dia. RM. 58.58

CW-03. Supplying **water proofing compound** conforming to I.S. 2645-1964 including labour for mixing with cement thoroughly in proportion decided by the E-I-C. Kg. 52.68

CW-04. **Dismantling of the following items** including disposal of rubbish at designated locations as direction.

a) B.F.S. Sqm. 5.92

CW-05. Supplying and laying **Polythene sheet** (150 gm/Sq.m) over damp proof course or below flooring of roof terracing or in foundation trenches. Sqm. 14.36

CW-06. **Renewing galvanised J or L hook with 8 mm dia. bolt** with nut and with necessary and bitumen washers, putty etc. fitted and fixed complete (total length of bolt upto 225 mm.) Each 15.65

CW-07. **Cleaning roof/terrace** of buildings from moss, algaeas, silt etc. and vegetation from roof & mouth of R.W.P. and walls including disposal of debris at a place shown by E-I-C. Sqm. 4.01

CW-08. Earthwork in cutting & filling for **surface dressing** not exceeding 300 mm. Avg. in depth. Earth to be neatly levelled & dressed as directed by the E-I-C.

b) In Hard soil Sqm. 30.80

CW-09. **Chipping** of masonry surface in 3" gapping over concrete/IPS floor or any other surface. Sqm. 9.61

CW-10. Supplying & fixing 20 mm th. **Kota Stone Soap Rack** of size (200X200) mm including cutting of 50 mm deep groove and mending good of the wall complete with all bye-works. Each. 96.53

CW-33 Charges for cleaning & polishing marble/mosaic or stone flooring and dado both by Hand & Machine including removing of stains including consumables (Oxalic acid powder using 33 grams/sq.m/wax. detergent, Oil etc.) and disposal of Garbage all complete. Sqm. 72.49

07. FABRICATION WORKS [FW]

FW- 01. **Special type tack welding** including all complete.

a) Cast iron welding Point. 28.93

b) Brass welding / brazing Point. 23.16

FW-02. Cutting, fitting fabricating & fixing **M.S. items** including 2 coats of synthetic enamel painting over a coat of red oxide primer complete as per the direction of E-I-C.

a) Excluding supply of M.S. materials Kg. 19.31

c) Chequered plates of M.S. material Kg 98.00

FW-03. Providing, fabricating and fixing various items or partition using MS Angle, Flat etc. and **weld mesh** of different gauge & shape(10swg of 25mmx25mm / 25mmx50mm/ 25mmx75mm) complete with 2 coats of Synthetic enamel over a coat of red oxide primer complete in all respect and all bye-works. Kg. 100.06

FW-04 Repairing/replacing **inside lock of rolling shutter** sleeves. Each 91.91

FW-05. Supplying, fitting & fixing GI hexagonal **Bird Wire Mesh** (using 26 SWG GI wire 12mm opening) to form partition, fencing, cage, ventilator etc. with Masonry, wood or MS works including screws, Nut-bolts. Cost of Masonry works, wood works & MS items shall be paid separately as per the relevant item of R&M schedule. Sqm. 239.45

FW-06 Supplying and fixing of **MS linked chain** of 25 mm pitch and 6mm dia. including 2 coats of synthetic enamel painting over a coat of red oxide primer complete as per the direction of E-I-C. RM 143.66

FW-07 Removing, Cutting, fitting, fabricating & re-fixing of **M.S. Roller with Pin of sliding door** for proper hanging and easy movement of sliding door as per the direction of E-I-C. Each 319.26

FW-08 Supplying and fixing of MS flat **Cloth Line** (35mm X 6mm) including welding and two coats synthetic Enamel paint over one coat of primer. Each 157.50

FW-09. Providing, supplying, laying and fixing of **PPGL (pre-painted on hot dip galvanised substrate)**

"HIPSON TM" roofing sheets having width of 1060mm approximately of CRIL (Colour R India Limited)

or TATA Blue Scope equivalent standard make of approved shade and colour of thickness 0.5mm (TCT).

The sheets should have been marked on every meter of length for the trade mark for the authenticity. The sheet shall be fixed with self drilling self tapping screw with EPDM washers of best quality etc., complete. Rate includes all tools, tackles, labour levies, etc., all complete. Sqm. 660.00

08. MISCELLANEOUS WORKS [MW]

MW-01. Supplying & fixing (with adhesive) approved quality & shade **synthetic carpet** at any location & any floor with all bye works, complete. The rate is inclusive of materials, labours, all taxes, duties, transportation, handling charges etc. all complete. No extra measurement shall be paid for any wastage. Only laid quantity shall be paid.

Sq. M. 386.29

MW-02.(a) Repairing of pot holes, damages in existing road surfaces with supply & laying **Water bound maca- dam** of required depth in suitable layers using 50 mm and down approved quality stone aggregates, stone screening, sorting, laid to proper camber and gradient with templates, binding with approved quality stone dust or morrum, compaction in dry & wet condition as per instruction & satisfaction of Engineer – in – charge

Cu. M. 3515.34

MW- 03 Repair to roof cracks with **bitumen** (VG-40) including cutting groves and cleaning cracks, heating bitumen as directed and finished with sand blinding. (Bitumen 1.687 kg/sqm, medium sand 0.6 cum/100sqm) (Bitumen to be supplied by contractor) finish at top including all necessary bye works like necessary base surface preparation, rounding the corners / ends / sides of dissimilar materials, tucking the end of felt in corner/ masonry sealing the joints/end etc. complete all as per specification as shown in the drawing, as per standard practices and as directed by the Engineer – in – charge at all locations. Sq. M. 261.71

MW-04. Providing, Supplying and installing **fixed Aluminium partitions with 5.5 mm thick Acrylic sheet** of best quality Sunrise or equivalent made with natural colour anodized.

Aluminium sections made out of approved extruded hollow rectangular/ square/ tubular Aluminium sections with powder coated Aluminium sections to a minimum of 60-70 microns made out of {Indal Sections 9219 (50 mm x 45mm 2.5 mm thick @1.292 Kg/m) & 9218 (47.5 mm x 45mm 2.5 mm thick @1.22 Kg/m)} and with fixed by means of clips, gaskets, screws, polysulphide sealant in between frame-wall gap, wherever necessary etc. complete as direction of BRBNMPL Officers.

Sq. m 3100.00

MW-05. Providing, Supplying and installing at site **partly glazed and partly pre-laminated particle Board fixed Aluminium partitions with natural colour anodized Aluminium sections made out of approved extruded hollow rectangular/ square/ tubular Aluminium sections with powder coated Aluminium sections to a minimum of 60-70 microns made out of {Indal Sections 9219 (50 mm x 45mm 2.5 mm thick @1.292 Kg/m) & 9218 (47.5 mm x 45mm 2.5 mm thick @1.22 Kg/m)} and with 5.00 mm thick transparent float glass of Saint Gobain/ Modiguard etc.** and partly with 12mm thick both sided pre-laminated particle boards of best quality of Novopan/ Bhutan Board/ Green lam etc. fixed by means of clips, gaskets, screws, polysulphide sealant in between frame-wall gap, wherever necessary etc. complete as direction of BRBNMPL Officers.

Sq. m 3100.00

MW-06. **Providing, Supplying and installing at site partly glazed and partly pre-laminated particle Board Aluminium Door shutter with natural colour anodized** Aluminium sections made out of approved extruded hollow rectangular/ square/ tubular Aluminium sections with powder coated Aluminium sections to a minimum of 60-70 microns made out of {Indal Sections 9240 (100 mmx 44.5mm 2.00mm thick @1.594 Kg/m), 9241 (85 mmx 44.45mm 2.00mm thick @1.418 Kg/m) & 9473 (100 mm x 44.5mm 2.5 mm thick @2.098 Kg/m)} and with 5.50 mm thick transparent float glass of Saint Gobain/ Modiguard etc. and partly with 12mm thick both sided pre-laminated particle boards of best quality of Novopan/ Bhutan Board/ Green lam etc. fixed by means of clips, gaskets, screws, hinges, locking arrangement, door closer of Garnish make, door stoppers (Double type), 200 mm Aluminium handles and other necessary fittings and fixtures along with wherever necessary etc. complete as direction of BRBNMPL Officers.

Sq. m 4000.00

MW-07. **Providing, Supplying and installing at site fully glazed Three Track with 02 Shutter glass and 01 shutter with Mosquito proof net shutter of stain less steel Aluminium Sliding windows with clear float glass** made out of approved extruded hollow rectangular/ square/ tubular Aluminium sections with powder coated Aluminium sections to a minimum of 60-70 microns made out of {Hindalco Sections 6215,6219,6968,6222 and 6221 and with 5.0 mm thick transparent float glass of Saint Gobain/ Modiguard etc. with complete with all fittings and fixtures etc. fixed by means of clips, gaskets, screws, polysulphide sealant in between frame-wall gap, wherever necessary etc. complete as direction of BRBNMPL Officers.

Sq. m 3150.00

MW-08. **Removing and re-fixing at site fully or partly glazed natural colour anodized Aluminium framed partition / door** made out of approved extruded hollow rectangular/ square/

- tubular Aluminium sections made out of (Indal Sections) and re-fixed by means of clips, gaskets, screws, poly-sulphide sealant in between frame-wall gap, wherever necessary etc. at any lead and location.
- (i) For all type fixed glazing. Sq. M. 691.13
- (ii) For all type swing door. Sq. M. 1433.20
- MW-09. Supplying, fitting & fixing approved quality **125 mm. dia. acrylic handle** of natural colour for aluminium door at any location as per direction of Engineer in charge. Each Set 256.03
- MW-10. Supplying, fitting and fixing **iron butt hinges** of approved quality of size 100 mm x 58 mm x 1.9 mm fitted & fixed with steel screws, with ISI mark all bye works as per the direction of Engineer in charge. Each 68.59
- MW-11. Supplying, fitting & fixing of 20 mm wide **plastic bead at the side top of the table** including providing adhesive, nails, etc all bye works as per the direction of Engineer in charge. RM 42.80
- MW-12. Supplying fitting & fixing **decorative laminate (Sunmaica)** of approved materials for topping over wooden platform with approved adhesive complete as per direction (cost of Plywood / wooden platform as required will be paid separately) 1 mm thick at any location. Sq. M. 630.53
- MW-13. Providing **rice straw thatching** in roof including ridges and hips etc all complete.
- (i) For 150mm (Pressed) thick Sq. M. 265.90
- (ii) For 225 mm (Pressed) thick Sq. M. 321.18
- MW-14. Supplying fitting and fixing **Eucalyptus post** of dia. above 100 mm including fixing as per the direction of Engineer in charge. RM 50.60
- MW-15. Supplying, & installing in position 25 mm wide **Aluminium Venetian Blinds** of thickness 0.21 mm to 0.23 mm of approved shade and brand (VISTA LEVELOR) fitted with Aluminium top frame and with best quality fixtures like Cord, Tilting system, Gear mechanism, Cap etc. complete in all manner. The rates shall include all the components i.e. Labourers, Materials, Carriage, Handling charges, Taxes, Insurance coverage, installation at designated locations etc. all complete Standard Economy variety. Sq. M. 1422.77
- MW-16. Supplying, fitting and fixing **wall paper** of approved design and brand (BIRLA) as per manufacturers specification and satisfaction of Engineer in charge. Sq. M. 263.39
- MW-17. Providing **Heritage surface Texture** including removal of existing plaster / heritage surface and preparation of surface as per manufacturers specification. Sq. M. 570.67
- MW-18. Supplying, fitting & fixing approved decorative type “Aditya” or “Raunak” or “Supreme” make or equivalent **vinyl roof sheet** of 1.00 mm thick, on MS bolts and nuts, limpet of bitumen washers and putty with minimum 100 mm lapping of vinyl sheet all complete as per direction and satisfaction of Engineer in charge. Sq. M. 718.33
- MW-19. **Hiring of Truck / Tractor** along with driver for 8 hours in a day as per instruction and direction of Engineer in Charge. Rate is all inclusive of taxes, duty, levy, labour, insurance, fuel, repair of vehicles and service tax etc.
- | | | |
|--|-------------------|---------|
| (i) For Truck | Per day (8 hours) | 2075.17 |
| (ii) For Tractor | Per day (8 hours) | 1436.65 |
| (iii) For J.C. Hydraulic excavator(3D) | Per day (8 hours) | 8000.00 |
| (iv) Tipper | Per day (8 hours) | 1700.00 |
| (v) Road Roller 8-10 Tonnes | Per day (8 hours) | 1500.00 |
- MW-20 Supply & operation of Petrol driven Bush / Grass Cutting M/c capacity of 32 to 52cc, 04-Stroke Honda or equivalent. The quoted rates should be inclusive of cost of machine, fuel, consumables, maintenance costs & Misc. Exclusive of labour cost. (Labour shall be utilised from ACCM Contract) Charges if any. Hour 60.00

Note: In case of any item matching or any conflict with Schedule of Rates of PWD (w.e.f. 01.12.2015) and Annexure-C: R&M Schedule the rates as per Schedule of Rates of PWD (w.e.f. 01.12.2015) shall be applicable.

.....

Section VII: Technical Specifications

Scope of Work:

1. Day-to-day Repair & Maintenance Works in both Township and Plant area will be carried out by placing Job Cards as and when required based on rates finalized as per enclosed tender and Service Tax is payable extra as applicable. The Job Cards will include items in relation with Sanitary, Plumbing, Glazing, Woodworks, Civil, Painting, Fabrication and Miscellaneous Works depending on job to be carried out.
2. The schedule of Items provided is indicative one. Any / all item(s) may / may not be operated. Contractor shall not have any claim for the same.
3. Any additional work required to be carried out with items not appearing either in above R&M schedule or in Schedule of Rates of PWD (w.e.f. 01.12.2015) shall be done with rates worked out as per negotiated reasonable rate.
4. One experienced supervisor who knows the job must be deputed for supervision on the repair works. In case of non-compliance suitable deductions will be made from the bill.

Tenure of Contract:

1. Initially the contract shall be valid for one year from the date of LOI (Letter of Intent) & it may be subsequently renewed on yearly basis for further two years subject to satisfactory performance. Total contract period will be for 03 years from the issue of first contract date. However, BRBNMPL reserves the right to terminate the contract by giving a notice of 30 days. Contractor should apply for any valid extension/renewal of contract well in advance of minimum 90 days before expiry of the contract.

Payment Terms and Conditions:

- a) Contractor after satisfactory completion of work has to submit measurement sheet and compliance report from the complainer along with the bill. Contractor also has to return back the damaged / items to the section. Failing which processing of bill will be delayed. In absence of return of damaged part, the payment for the rectification will be denied.
- b) Before submission of Bill contractor should ensure the complete site clearance.
- c) Total quantity of work will be reflected only after completion of the job in total, as offered through the "Job-card" and the bill shall be produced based on the actual work done. Payment will be done as per actual work certified by Maintenance Section/BRBNMPL.
- d) Bill for jobs carried out during any specified month shall be claimed within first week of the next month along with copy of measurement sheet and original job card issued during the month.
- e) Service Tax liability should be billed and will be payable as per rule.
- f) Statutory deductions of taxes shall be made at source.

g) Bill shall be released within 30 working days from submission of bill subject to fulfilling the criteria as mentioned in clause (a) and (b) as above.

h) Payment will be made through A/C payee Cheque.

Measurement of Works:

BRBNMPL shall intimate to the contractor about joint measurement of the completed works and the contractor shall attend or send the authorized qualified representative to assist BRBNMPL in taking such measurements jointly at site to. In case contractor do not attend or neglects or omits to send such authorized representative, then the measurement shall be taken by BRBNMPL for completed portion of works alone only. Such measurements shall be taken in accordance with the mode of measurements and Indian Standard Code and will be binding on the contractor.

Liquidated Damage:

For any delay beyond the specified time without any valid reason, compensation for @ 0.5% per week of delay, subject to a maximum of 10% of total Bill value shall be levied upon the contractor. Contractor is advised to submit his application for any extension of time having valid reasons before scheduled completion date

Material:

BRBNMPL shall reserve the right to reject any materials if it is found not in conformity with specification and terms and conditions. The materials should be as per BIS specification. The materials and Spares used shall be of ISI marked and standard as recommended by the competent authority, unless otherwise specified and directed. Contractor has to submit bill / invoice of each purchased material on demand. In case any item is not covered by this list or in case of non-availability of listed brands, the best quality material shall be used with prior approval from the Engineer-in-charge.

Security Norms, Rules and regulations:

BRBNMPL is a security organisation and the premise is declared as 'Prohibited Area' by the Govt. Of West Bengal. Hence the contractor has to abide by the security rules of the Company. The contractor has to ensure the character and antecedent of the persons deployed. The contractor must be in a position to produce such documents whenever he is asked to do so. Any employee of the contractor, if found by the Company as unsuitable or having doubtful integrity, shall be removed from the premises at the risk and cost of the contractor. The contractor shall vouch for the integrity of the employees engaged by the contractor.

STATUTORY COMPLIANCES

1. Compliance of all statutory obligations, as applicable from time to time, as per West Bengal Co-operative Society Act and/or any other relevant Act(s) besides Contract Labour (Regulation & Abolition) Act and EPF Act, Workman's Compensation Act, Contractor's All Risk (CAR Policy), Minimum Wages Act, Bonus, Gratuity, leave will be deemed to be part of this contract and the contractor shall be directly responsible to the authorities there under for compliance of the provisions under the aforesaid Acts. In case of any breach of any law, rules, notifications applicable to the employees of the Contractor, the contractor alone shall be responsible and liable for any act(s) of omission and/or commission committed by any employee, agent, representative, attorney, person(s) engaged/employed by him for discharging the obligations under this Agreement.
2. The Contractor shall obtain appropriate license under the Contract Labour (Regulation and Abolition) Act, 1970 and the Rules as amended up to date and shall comply with all terms and conditions thereof strictly, and shall keep such license duly validated and/or renewed from time to time throughout the currency of this Agreement.
3. The Contractor shall not appoint any child labour or Women labour.

4. **Provident Fund:** The Contractor should comply with all the provisions under Employees' Provident Fund Act and Miscellaneous Provision Act 1952 as may be amended time to time. Therefore, The Contractor shall have a valid PF Account for making PF Contribution for its workmen.
5. **ESI / Workmen Compensation and suitable Medical Insurance Policy:** The Contractor should cover its employees/workmen under the ESI. In the absence of ESI for non-implemented area the contractor should undertake Workmen Compensation Insurance to take all the liability under the Workmen Compensation Act. 1923. The total premium shall be borne by the contractor. The Contractor will submit the relevant document pertaining to the payment of premium along with a copy of insurance policy to us within fifteen days from the placement of our work order.
6. **Bonus:** The Contractor has to pay bonus and / or dividends to deployed members as per the extant rule / statue and to comply with the provision of Payment of Bonus Act1965.
7. **Jurisdiction:** The court of West Bengal state only shall have jurisdiction to deal and decide any legal matter of dispute whatsoever arising out of this tender/contract
8. **Arbitration:** All other disputes/differences except as to any matters the decision of which specially provided for by these conditions or an/other special conditions of the order whatsoever arising between the parties out of or relating to the contract meaning and operation or effect of the contract or relating to the contract meaning and operation or effect of the contract or the breach thereof shall be settled by Arbitration in accordance with the provisions of the Arbitration & Conciliation Act 1996 and any modification thereof shall be applicable. The award made in pursuance thereof shall be binding on the parties.
9. **RESPONSIBILITIES OF THE CONTRACTOR**
 - a) The Contractor shall obtain all registration(s)/permission(s)/license(s), etc. which are/may be required under any labour or other legislation(s) for providing the services under this Agreement.
 - b) The Contractor undertakes to comply with the applicable provision of all welfare legislations and more particularly with the Contract Labour (Regulation and Abolition) Act, 1970, if applicable, for carrying out the purpose of this Agreement. The Contractor shall further observe and comply with all Government Laws concerning pay all sums of money to such staff as may be required to be paid under such laws. It is expressly understood that the Contractor is fully responsible to ascertain and understand the applicability of various Acts, and take necessary action to comply with the requirements of Law.
 - c) The Contractor shall at all times indemnify and keep indemnified the company against any/all claims of/by its employees including but not restricted to the claims under the Workmen's Compensation Act, 1923; Payment of Wages Act; Payment of Bonus Act; Employees' Provident Funds & Miscellaneous Provisions Act; Payment of Gratuity Act, Minimum Wages Act, Employees' State Insurance Act or any other Act(s) or statutory modifications thereof or otherwise for or in respect of any claim for damage or compensation payable in consequence of any accident or injury sustained by any worker or other personnel of the Contractor or in or any other laws or rules made there under, by any person whether in the employment of the Contractor or not, who provided or provides the said services under the Agreement.

- d) It is clearly understood by the Contractor that the persons employed by the Contractor for providing services as mentioned herein, shall be the employees of the Contractor and not of the company. The number of persons to be employed and the individual person to be employed for providing the said services shall be decided by the Contractor who shall be liable to make payments to its said employees towards their monthly wages/salaries and other statutory dues like EPF, ESI, minimum wages, bonus, gratuity, uniform, PPE, etc.
- e) That the employees/personnel of Contractor rendering the services under this Agreement, shall never be deemed to be the employees of the company in any manner whatsoever and shall not be entitled for employment, salary/wages, damages, compensation or anything arising from their deployment by Contractor for rendering the said services.
- f) The services to be rendered by the Contractor under the Agreement will be under close supervision, co-ordination & guidance of the company. The Contractor shall frame appropriate procedure for taking immediate action as may be advised by the company from time to time.
- g) The company shall always have the right to conduct a search of the Contractor's employees/agents and/or any of their vehicles used for transportation of materials while entering/going out of the factory premises or inside the premises.
- h) If the company notices that the personnel of the Contractor has/have been negligent, careless in rendering the said services, the same shall be communicated immediately to the Contractor who will devise corrective steps immediately to avoid recurrence of such incidents and report to the company its action plan.
- i) If any of the personnel of the Contractor indulges in theft or any illegal/irregular activities, misconduct, the Contractor will take appropriate action against its erring personnel and intimate accordingly to the company.
- j) The employees/agents of the Contractor shall never be considered to enjoy any right to enter the premises of the company by virtue of this Agreement or otherwise at any time except with the permission of the company.
- k) In the event of failure of the Contractor to provide the services or part thereof, as mentioned in this Agreement for any reasons whatsoever, the company shall be entitled to procure services from other sources and the Contractor shall be liable to pay forthwith to the company the difference of payments made to such other sources, besides damages at double the rate of payment for the period of failure in providing the services or part thereof.
- l) If, at any time, during the operation of this Agreement or thereafter the company is made liable in any manner whatsoever by any order, direction or otherwise of any Court, Authority or Tribunal, to pay any amounts whatsoever in respect of or to any of the present or ex-personnel of the Contractor or to any third party, the Contractor shall immediately pay to the company all such amounts and costs also and in all such cases/events the opinion of the company shall be final and binding upon the Contractor. The Company shall be entitled to deduct any such amounts as aforesaid, from the security deposit and/or from any pending bills of the Contractor and if such amount is not fully recovered, the company shall be entitled to recover the balance amount through legal recourse.
- m) The Contractor should agree to absolve the company from all the liabilities in regard to any statutory enactments to the extent applicable to the service provided by the Contractor. It is clearly understood that should the company be called upon to make

any payment to any authority, the Contractor shall reimburse such amounts to the company whether such liability arises during the currency of this agreement or after expiry of the period of this agreement. If there would be any claim on the company for any default of the Contractor or its employees committed during the operation of this Agreement, the Contractor shall pay such amount on demand without protest.

- n) If Contractor commits breach of any covenant or any clause of this agreement, the company may send a written notice to the Contractor to rectify such breach within the time limit specified in such notice. In the event the Contractor fails to rectify such breach within the stipulated time, the Agreement shall forthwith stand terminated and the Contractor shall be liable to the company for losses or damages on account of such breach.
- o) The Contractor shall give the services on all days during the period of contract as per the Company's requirement.
- p) All the above services and any other work of similar nature, which will be entrusted to the Contractor from time to time by the Company, are to be rendered without causing any hindrance or disturbance to any staff member of the Company working during the normal working hours. The work shall be carried out efficiently, in consonance and in conformity with the standards of neatly and hygienically maintained premises.

Accommodation / Office :

On specific request from the Contractor, subject to the availability Company may provide space at a prescribed rent & other charges like Electricity, garbage cleaning etc. in accordance with the prevailing rules of the Company to allot such accommodation. A separate agreement has to be executed in this regard. The contractor must always be in a position that whenever any directive for vacating of said premise is issued, he shall, without raising any objection, peacefully vacate the same. Contractor is liable for any misconduct by residing persons, cleanliness and damage of the property

Cleanliness :

Contractor is required to ensure complete cleanliness at the site. Debris and residue generated during the day's work should be disposed off immediately to the satisfaction of BRBNMPL.

Terms and Conditions Accepted.

[Signature with Name & date]

Duly authorized to sign tender for and on behalf of

Company Seal

Section VIII: Quality Control Requirements/Declaration by the tenderer

[Contractor/Bidders shall fill the following format and submit along with bid]

1. It is confirmed that I/We shall carry out the works as per Technical specification and tender conditions. Necessary warranty and test certificates for desired materials shall be submitted along with bills.
2. I /we, also confirm that No material without conforming to the Specifications in the Contract will be used for the Works without prior written approval and instruction of the BRBNMPL Officers in charge.
3. Price BID has been submitted as per given format *_(Section XI: Price Schedule Bid)_* in separate sealed envelope.
4. Payment terms are accepted as per tender conditions.
5. It is also confirmed that our firm is not black listed /debarred from tendering process from BRBNMPL or any PSU/Govt. departments.

Date: / / 2016

Place:

For and on behalf of

[Signature with Name & date]

Duly authorized to sign tender for and on behalf of

Company Seal

Section IX: Qualification/ Eligibility Criteria

Part-I: Pre-qualification Bid Criteria:

1. **Minimum qualification:** The bidder /contractor should have work experience and in the business of Civil Construction/ repair and maintenance works of Buildings. Also the bidder should be currently in business and in sound financial condition.

2. **Eligibility Criteria:**

The prospective bidders should have the following eligibility criteria and should submit the documents as mentioned below (in Part-I):

- i) DD for cost of Tender document.
 - ii) Status of the Firm with copy of Registration / deed (Proprietorship / Partnership / Limited etc.).
 - iii) Copy of EPF Registration.
 - iv) Proof of VAT Registration No. (If not registered WC Tax (STDC) will be deducted from total contract value)
 - v) Copy of Service Tax Registration.
 - vi) Copy of Income Tax PAN.
 - vii) Financial Turnover Certified by Chartered Accountant for the last 03(three) Financial Years as per format enclosed at Annexure-A.
 - viii) Profit and Loss account Certified by CA for last 03 (three) Financial Years i.e. for the FY: 2012-13, 2013-14 & 2014-15,
 - ix) Audited Balance sheet of last 03 (three) Financial Years i.e. for the FY: 2012-13, 2013-14 & 2014-15.
 - x) Income Tax Return of last 03 (three) Financial Years i.e. for the FY: 2012-13, 2013-14 & 2014-15.
 - xi) Work experience details to be filled in the form of Annexure-B enclosed. The works submitted may be verified during Technical bid evaluation as per requirement.
 - xii) The Average annual financial turnover of the tenderer during the last 03 (three) Financial Years ending 31st March 2015 should be 30 % of estimated value i.e. **Rs.42.00 lakhs** or more. However, bidder should not have suffered any financial loss for more than one year during the last three years. The net worth of the firm should not have eroded by more than 30% in the last three years.
3. Copy of Credentials for compliance as proof of having successfully completed similar works along with the work orders / performance Certificate / Completion Certificate indicating a) Name of Work, b) Name of Client, c)Value of work, d)Scheduled date of completion, e) Actual Value of works on completion f) Actual date of completion g)Any other information. This should be of last 7 years ending last day of the month previous to the one in which tenders are invited as per either of the following: -

Three similarly completed works each costing not less than the amount of **Rs. 20.00 lakhs** in the last 7 years up to **30/06/2016**.

OR

Two similarly completed works each costing not less than the amount of **Rs. 25.00 lakhs** in the last 7 years up to **30/06/2016**.

OR

One similarly completed works costing not less than the amount of **Rs. 40.00 lakhs** in the last 7 years up to **30/06/2016**.

The completion certificates of works shall be issued by Executive Engineer or equivalent in case of CPWD / PWD or Asst. General Manager or equivalent level in case of Government Department / PSU or any commercial Bank. Any deviation in the certificates may not be accepted.

4.
 - a) All the copies of above certificates / documents shall be duly signed with seal by the Authorized person of the firm.
 - b) Power of Attorney / Authorization with the seal of the company in the name of the person signing the Tender Documents.
 - c) Details of the contact person/ (s) with mobile number, email address, fax numbers etc.
 - d) A set of Complete Tender document duly signed by authorised bidder.**
5. The bidder should submit credentials in compliance with the above eligibility criteria. These are the essential qualifying criteria for evaluation. The bidders are also advised to produce all the original documents as mentioned above, if requested, for our verification. The originals of all the above-mentioned documents will be returned back after verification

Important:

1. Please note that the contractors who have worked earlier with BRBNMPL, Salboni and their performance was not found satisfactory for any of the jobs awarded to them, their tenders shall not be opened during technical bid stage and their offers shall be considered as invalid and shall be rejected.

Section X: Tender Form
Pro forma of Technical Bid (Part-I)

Company Name,.....

Date:

.....

To:
The General Manger
BRBNMPL, Note Mudran Nagar
Salboni.

Dear Sir,

Subject: Proforma of Technical bid (Part-I) for Rate Contract for Repair and Maintenance Works Both in Township & Plant Area of BRBNMPL, Salboni (WB).

Reference: Your Tender No.:06/SAL/CIVIL/2016-17, Dated: 00.07.2016

With reference to your Tender enquiry cited above, we are pleased to enclose the following as our technical bid for your kind consideration.

1. Our company's profile
 - a. Status of the Firm with copy of Registration as proof,
 - b. Proof of EPF Account Number,
 - c. Proof of VAT Registration No.,
 - d. Proof of Service Tax Registration No.
 - e. Proof of PAN No.
2. We confirm that we have fulfilled eligibility criteria required by BRBNMPL and supported documents are enclosed herewith.
 - a. Proof of Eligibility criteria & Experience.
 - b. List of customers where similar kind of work has been done. Contact person name, designation & telephone no. work completion certificates etc. The works submitted may be verified during Technical bid evaluation as per requirement.
 - c. Authorized Applicator Certificate from the Manufacturer.
 - d. Audited balance sheet for previous 03 (three) Financial Years i.e. FY: 2012-13, 2013-14 & 2014-15.
3. Cost of Tender form, shall be Rs.750/- (Rupees Seven hundred & Fifty only) incase tender documents being taken from Civil Section, else Rs.500/- (Rupees Five hundred only) incase downloaded from website (Non-Refundable) is also enclosed as per details DD No.Dated
4. We confirm that the Price bid is quoted exactly as per your format and is inclusive of material, labour and all statutory levies, duties, service tax & all other charges as per Scope of work. Price break up is given as per the format of BOQ (Bill of Quantities). It is separately sealed in envelop-2 and attached herewith.
5. We confirm that we will abide by all the tender terms & conditions and we do not have any counter conditions. In case any counter condition is put the tender is liable to be rejected. As required, we enclose herewith the complete set of copy of tender documents (including terms & conditions) duly signed by us as a token of our acceptance along with tender form cost.
6. We also confirm that the undersigned is duly authorized and have the competence to sign the contract for and on behalf of the firm.
7. We further confirm that, if our tender is accepted, we shall provide you with a performance security of required amount in an acceptable form in terms of GCC.
8. If our tender is accepted, we undertake to supply the goods and perform the services as mentioned above, in accordance with the delivery schedule specified in the tender document.

9. We agree to keep our tender valid for acceptance for a period up to **120 days** extendable up to another 30 days as per tender conditions.

We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

Dated this _____ day of _____

For & on behalf of

(Signature with date)
(Name and designation)

Duly authorized to sign tender for and on behalf of

Thanking you,
Yours faithfully,

Seal

Signature with date.
Name:

Note: Tender document without signature & essential document is liable for rejection at any stage.

Section XI: Price Bid- Schedule –Part-II Bid

From:.....

To:
The General Manager
BRBNMPL,
Salboni (WB) – 721132.

Dear Sir,
SUB: SUBMISSION OF PRICE BID-Part-II
REF: Your Tender No: 06/SAL/CIVIL/2016-17

With reference to your Tender enquiry cited above, we are pleased to enclose the following as our Price Bid (Part-II) in separate sealed cover for your kind consideration.

| Schedule No. | Brief Description of Goods / Services | Estimated Value (Indicative Only) | Rate quoted as percentage at par / below / above the scheduled rates & Rates mentioned at Annexure - C | |
|--------------|--|--|--|--|
| | | | (a)1 st year | |
| 1 | Rate Contract for Repair and Maintenance Works in Township Areas at BRBNMPL, Salboni (WB). As per Schedule of Rates of PWD (w.e.f. 01.12.2015) and Annexure-C: R&M Schedule for the items not included in PWD Schedule of Rates.–Section-VI , VII & XI | Rs 1,00,00,000/- (Rupees One Crore only) per Annum | (b)2 nd year | |
| | | | (c)3 rd year | |
| | | | Average for 3years: (a+b+c)/3 | |
| | | | (a)1 st year | |
| 2 | Rate Contract for Repair and Maintenance Works in Plant Areas at BRBNMPL, Salboni (WB). As per Schedule of Rates of PWD (w.e.f. 01.12.2015) and Annexure-C: R&M Schedule for the items not included in PWD Schedule of Rates.–Section-VI , VII & XI | Rs 40,00,000/- (Rupees Forty Lakh only) per Annum | (b)2 nd year | |
| | | | (c)3 rd year | |
| | | | Average for 3years: (a+b+c)/3 | |
| | | | (a)1 st year | |

Note : The Schedule of Rates of PWD, W.B. (w.e.f. 01.12.2015) and Rates as per Annexure-C for the items not included in PWD Schedule of Rates shall be considered as base rate rates and valid for a period of Three (03) years from the date of placing work order.

- Note :**
01. The Percentage Quoted is applicable to all Schedules of items.
 02. The bidder shall have to Quote for both the Schedules, else the tender shall be liable for rejection.
 03. The bidder has to quote % rate correctly, precisely & distinctly in figures as well as In words i.e. above or below or at par on the schedule of rates entered in the Bid. The quoted percentage rate in words shall prevail over rates quoted in figures. The computation of amounts shall be accurate & in line of your % rate offer. The Bid value in words shall prevail & will be treated as conclusive offer.

1. *The quoted rates are inclusive of all the materials, labour, transportation, insurance, loading/unloading, all applicable taxes like VAT/WCT (including the service tax as per prevailing rules), Contractors profit or any other inputs.*
2. *Lowest Bidder L1 shall be decided on the basis of Lowest average quoted rated for the 03 years schedule-wise. However, the work shall be awarded on individual year quote basis.*
3. *There shall be no change in rates even if the Schedule of Rates of PWD are revised.*
4. *The rates are quoted with all awareness of the site conditions and after going through the tender documents in details.*
5. *In addition to above in case any additional statutory tax liability arises on contractor side during the currency of contract, the same will be accepted by the contractor.*

We confirm that we will abide by all the tender terms& conditions of tender, above scope of work and we do not have any counter conditions

Thanking you
Yours faithfully,

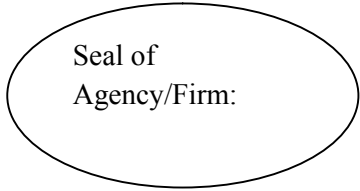
For & on behalf of

(Signature with date)
(Name and designation)

Duly authorized to sign tender for and on behalf of

Signature with date.

Name:



Seal of
Agency/Firm:

Note : Tender document without signature & essential document is liable for rejection at any stage.

Section XII: Questionnaire /Checklist

The Tenderer should furnish specific answers to all the questions/ issues mentioned below. In case a question / issue do not apply to a tenderer, the same should be answered with the remark "not applicable". Wherever necessary and applicable, the tenderer shall enclose certified copy as documentary proof/ evidence to substantiate the corresponding statement.

In case a tenderer furnishes a wrong or evasive answer against any of the under mentioned question / issues, its tender will be liable to be ignored.

| Sl. No. | Particulars | Information to be furnished by the bidder |
|----------------|---|--|
| 01 | Name of the Firm | |
| 02 | Name of Contact person | |
| 03 | Mobile No. | |
| 04 | Email ID | |
| 05 | Address for all correspondence with Telephone / Fax. No. | |
| 06 | DD for cost of Tender document to be enclosed with Technical bid (Part-I) | Rs. DD No.: Date: |
| 07 | Type of Organization (Partnership / Sole Proprietorship / Private Limited / Limited) | |
| 08 | Copy of Registration / Affidavit to be enclosed. | |
| 09 | Income Tax PAN Card Number (Copy of PAN Card to be enclosed) | |
| 10 | Service Tax Registration No. (Copy of Registration & last Challan to be enclosed) | |
| 11 | VAT Registration Number (Copy of Registration & last Challan to be enclosed) | |
| 12 | Provident Fund Registration Number (Copy of Registration & last Challan to be enclosed) | |
| 13 | Turn over for last three Financial Years (Copy of CA certified Profit & Loss Account, Balance Sheet to be enclosed) | FY: 2012-13 FY: 2013-14 FY: 2014-15 |
| 14 | Income Tax return for last three Financial Years (copy of IT returns to be enclosed) | FY: 2012-13 FY: 2013-14 FY: 2014-15 |

| Sl. No. | Particulars | Information to be furnished by the bidder |
|---------|---|---|
| 15 | Experience in the field of Similar Nature of Works (<i>Annexure- B</i>). (Copy of Work Order with PRICE SCHEDULE & Completion Certificate / Payment Certificate to be enclosed). | |
| 16 | Undertaking for submission of CAR (Contractors' All Risk Policy) and Workman's Compensation Insurance Policy <i>on award of work</i> | |
| 17 | Any Civil Suit / Litigation arisen/ pending in any contract undertaken. (if yes, please furnish the details) | |
| 18 | Whether the Company / Firm was banned or de-listed by any Department of Govt. or quasi Govt. Agencies or PSUs in last 05(five) years (declaration on your <i>letter head to be enclosed</i>) | |
| 19 | Any other relevant information, the bidder would like to furnish in connection with its credentials. (Details in separate sheet) | |
| 20 | Are you currently registered with the (DGS&D), and/ or (NSIC), New Delhi | |
| 21 | Complete set of tender document with all supporting documents duly filled, signed and stamped <i>attached</i> . | |

It is certified that the information furnished in the above are true. I / We undertake that in the event of any information found to be false and / or inadequate, our tender shall summarily be rejected and the Security deposit amount shall be forfeited without any reference to us.

Date:

Signature of the Bidder with Date

Place:

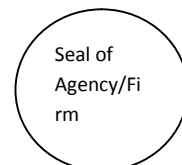
Seal of the firm

.....
(Signature with date)

(Full name, designation & address of the person duly authorized sign on behalf of the tenderer)

For and on behalf of

.....
(Name, address and stamp of the tendering firm)



Section XVI: Contract Form

(Address of BRBNMPL's office issuing the contract)

Contract No dated

This is in continuation to this office' Notification of Award No. dated

1. Name & address of the Supplier:
2. BRBNMPL's Tender document No. dated and subsequent Amendment No. dated (if any), issued by BRBNMPL
3. Supplier's Tender No. dated and subsequent communication(s) No..... dated (If any), exchanged between the supplier and BRBNMPL in connection with this tender
4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as part of this contract:
 - a) General Conditions of Contract;
 - b) Special Conditions of Contract;
 - c) List of Requirements;
 - d) Technical Specifications;
 - e) Quality Control Requirements;
 - f) Tender Form furnished by the supplier;
 - g) Price Schedule(s) furnished by the supplier in its tender;
 - h) Manufacturers' Authorization Form (if applicable for this tender);
 - i) BRBNMPL's Notification of Award

Note: The words and expressions used in this contract shall have the same meanings as are respectively assigned to them in the conditions of contract referred to above. Further, the definitions and abbreviations incorporated under Section - V - 'General Conditions of Contract' of BRBNMPL's Tender document shall also apply to this contract.

5. Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below for ready reference:

- a) Brief particulars of the goods and services which shall be supplied / provided by the supplier are as under:

b)

| Schedule No. | Brief description of goods / services | Accounting unit | Quantity to be supplied | Unit Price (in Rs.) | Total price (in Rs.) |
|--------------|---------------------------------------|-----------------|-------------------------|---------------------|----------------------|
|--------------|---------------------------------------|-----------------|-------------------------|---------------------|----------------------|

Any other additional services (if applicable) and cost thereof:

Total value (in figure) (In words)

(ii) Delivery schedule

(iii) Details of Performance Security

- (iv) Quality Control
 - (a) Mode(s), stage(s) and place(s) of conducting inspections and tests
- (vi) Consignee, including port consignee, if any
- (vii) Warranty clause
- (viii) Payment terms
- (ix) Paying authority

.....
 (Signature, name and address of BRBNMPL's authorized official)
 For and on behalf of

Received and accepted this contract
 (Signature, name and address of the supplier's executive duly authorized to sign on behalf of the supplier)

For and on behalf of

(Name and address of the supplier)

.....

(Seal of the supplier)

Date:

Place:



Section XVII: Letter of Authority for attending a Bid Opening

(Refer to clause 24.2 of GIT)

The General Manager

Unit Address

Subject: Authorization for attending bid opening on _____ (date) in the Tender of _____

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of _____ (Bidder) in order of preference given below:

| Order of Preference | Name | Specimen Signatures |
|---|------|---------------------|
| I. | | |
| II. | | |
| Alternate Representative | | |
| Signature of Bidder or Officer authorized to sign the bid Documents on behalf of the bidder | | |

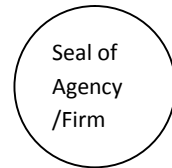
Note:

1. Maximum of two representatives will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not produced.

For and on behalf of

(Name and address of the supplier)

 (Seal of the supplier)



Date:

Place:

Section XIX: Proforma of Bills for Payment
(To be submitted by contractor's on their letter Head)

Name and Address of the Firm:

Bill No: Dated:.....

To
The General Manager,
B.R.B.N.M. (P) Limited,
Salboni - 721132.

| | |
|---------------------------|--|
| Invoice / Bill No. & Date | |
| PAN No. | |
| TIN No. | |
| VAT No. | |

Subject: Submission of Bill for payment.

| | | | | | |
|-----------------|---|------|----------|------------|--------------|
| 1. | Work Order No & Date : | | | | |
| 2. | Work order amount: Rs. | | | | |
| 3. | Type of bill:(R/A / Final) Bill: | | | | |
| 4. | Area of work: | | | | |
| 5. | Starting date of work : | | | | |
| 6. | Schedule date of completion: | | | | |
| 7. | Actual date of completion : | | | | |
| 8. | Reasons for delay : | | | | |
| 9. | Liquidated damage (if any) : (For any delay beyond specified schedule time period) | | | | |
| 10. | DLP Period: | | | | |
| 11. | Security Deposit: Rs | | | | |
| 12. | Any other details/Remarks: | | | | |
| 13. | Abstract of Cost | | | | |
| Sl. No. | Item Description | Unit | Quantity | Rate (Rs.) | Amount (Rs.) |
| | | | | | |
| | Total amount: (A) | | | | |
| | Service Tax @ 14% on 70% of (A): (B) | | | | |
| | Total Bill Value (A+B)= (C) | | | | |
| (In words.....) | | | | | |

Note: Separate Detailed measurement sheet in LBD format to be attached along with this bill.
(Strike off not applicable items)

I hereby certify that the payment being claimed is strictly in terms of the contract and all the obligations on the part of the supplier for claiming that payment has been fulfilled as required under the contract.

Signature with name and Stamp of Contractor / Agency



Checklist: Checklist for Tenderers

| Check List for Tenderers | |
|---------------------------------|--|
| Please ensure that | |
| 1 | <p>The First sealed cover should contain :-</p> <ul style="list-style-type: none">a) Section: VI - List of Requirements and Section: VII - Technical Specifications signed and stamped on each page.b) Section VIII - Quality Control Requirements/Compliance statement by Tenderer to be filled & signed.c) Proforma of (Section X: Tender Form), Section: XII: Questionnaire is to be completely Filled & signed.d) Documents in support of Qualification/Eligibility criteria (Section IX) etc.e) Copies of Professional Tax, Service Tax, PF Registration etc. to be submitted.f) Copies of Entire Set of Tender Documents (Including GIT, SIT, GCC and SCC) duly signed and stamped to be submitted in token of acceptance of Tender Conditions.g) Cost of Tender form: Rs.500/- (if directly downloaded from website), Rs.750/- (if obtained from Purchase Section, BRBNMPL, Salboni) |
| 2 | <p>The Second sealed cover should contain :</p> <p>Price bid as per Section - XI - Price schedule, to be filled, stamped and signed.</p> |
| 3 | <p>The above two sealed covers should be kept in a separate envelope super scribing <u>Tender for "RATE CONTRACT FOR REPAIR AND MAINTENANCE WORKS IN TOWNSHIP & PLANT AREA OF BRBNMPL, SALBONI (WB)."</u> against</p> <p>TE-06/SAL/CIVIL/2016-17 dated 02/09/2016,</p> <p>Due on 04/10/2016 and submitted.</p> |
| 4 | <p>All Correspondences should be addressed to:</p> <p>The General Manager, Bharatiya Reserve Bank Note Mudran (P) Ltd, PO: RBNML, Salboni - 721 132 Dist.: Midnapore (West) West Bengal</p> |

Performa of Financial Turnover Certificate

Certificate

(To be issued by practising Chartered Accountant with membership No. on the letter head)

TO WHOM SO EVER CONCERN

Dear Sir,

Sub: Certificate for turnover and others as per tender conditions.

This is to certify that M/s. _____ (Agency Name & Address) are in the business of contracts execution for last 03 completed years (considered upto 31st March 2014 of last financial year). Their performance report as required under tender conditions for the last 3 years is as follows.

| Years | Turnover | Profit / (-loss) for the year | Net worth as on year end |
|--------------|-----------------|--------------------------------------|---------------------------------|
| 2012-13 | | | |
| 2013-14 | | | |
| 2014-15 | | | |
| Total | | | |

The above information is based on the audited accounts.

Place:

Date:

Seal

Signature of CA with membership No.

Annexure-B


DETAIL OF WORK EXPERIENCE

(Use separate sheet if space is found inadequate)

NOTE : To substantiate the following contents and for consideration of same **as per eligibility criterion**, authenticated copy of Work Order /Completion Certificate/Performance Certificate to be furnished during last seven years.

| Sl. No. | Name of Work | Name of the Principal Employer/Owner | Work order/ LOI No and date & value of work | Scheduled date of completion | Actual value of work on completion | Actual date of completion | Any other information |
|---------|--------------|--------------------------------------|---|------------------------------|------------------------------------|---------------------------|-----------------------|
| 01 | | | | | | | |
| 02 | | | | | | | |
| 03 | | | | | | | |
| 04 | | | | | | | |

It is certified that the information furnished in the above are true. We undertake that in the event of any information found to be false and/or inadequate; our tender shall summarily be rejected.

| | |
|---|-----------------------------------|
|  <p>SEAL OF THE FIRM</p> | Signature of the Bidder with Date |
| | |