

**E- TENDER DOCUMENT  
FOR  
MAINTENANCE OF GENERAL POWER  
SUPPLY (E&M) FOR DFCCIL STATIONS,  
IMD, IMSD & STAFF QUARTERS AND  
OTHER RELATED WORK BETWEEN  
NEW BHAUPUR – NEW KHURJA UNDER  
CGM/TUNDLA.**



**DEDICATED FREIGHT CORRIDOR  
CORPORATION OF INDIA LIMITED  
(A Government of India Undertaking)  
MINISTRY OF RAILWAYS**

CGM/TDL/DFCCIL OFFICE  
3/20, KPS Tower, Mayur Complex, 3rd Floor,  
Near Tulsi Cinema, NH-02, Nagla Padi, Agra-282002

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**Total Pages: 77 (Seventy Seven Pages)**

## CHECK LIST OF DOCUMENTS TO BE ATTACHED WITH THE E-TENDER

1. Details of similar works completed in last three years. (Format –I)
2. Annual Turnover for the last three years with supporting documents (Format-II).
3. Registration of Company in case of company.
4. Partnership deed/Memorandum and Articles of Association of the firm or company.
5. GST Registration Certificate.
6. Performa for affidavit in Annexure A.
7. Solvency certificate from Bank of the value 10% of advertised tender value of work.
8. Scanned copy of proof of money deposit against Earnest Money Deposit at DFCCIL account mentioned in appendix to tender. (Earnest money in the prescribed form along with Transaction detail).

*MSEs registered with a body specified by Ministry of MSME for the item tendered are exempted from submission of **Earnest Money Deposit**, for which, the tenderers will have to **upload the exemption certificate** on the E-Tender Portal.*

9. Details of on-going works (Format –III).
10. Scanned copy proof of money deposit against of the cost of tender documents at DFCCIL account mentioned in appendix to tender. (Cost of Tender document in the prescribed form along with Transaction detail).
11. Complete Tender documents including Form of Bid, annexure etc. (Part-I) digitally signed by the bidders on each page.
12. Financial/Commercial offer (Part-II) with rates duly filled in, digitally signed on each page by the bidders.
13. Pre-Integrated pact signed as token of acceptance of implementation of integrity pact in DFCCIL, as & when Independent External Monitor appointed.
14. Corrigendum(s), if any, duly digitally signed by the bidders on each page.

# **TECHNICAL DETAIL**

**(TOP SHEET)**

**&**

**(FORM OF BID)**

## TOP SHEET

Tender No. DFCCIL/EL/ TDL/ General Power Supply (E&M)/Maintenance/ 2019,  
Date 15.10.2019

Name of work   
डेफेसिवेस डीएल सीएलसी

**MAINTENANCE OF GENERAL POWER SUPPLY (E&M) FOR DFCCIL STATIONS, IMD,IMSD & STAFF QUARTERS AND OTHER RELATED WORK BETWEEN NEW-BHAUPUR TO NEW KHURJA UNDER CGM/TUNDLA**

**Approx. Cost**

Rs. 1,01,62,800/- (Rs. One Crore One Lakh Sixty Two Thousand Eight Hundred Only).

**Earnest Money**

Rs 2,03,256/- (Rupees Two Lakh, Three Thousand, Two Hundred & Fifty Six Only). (To be submitted in DFCCIL account. Account Detail Mentioned in Appendix to tender).

Or

**MSEs registered with a body specified by Ministry of MSME for the item tendered are exempted from submission of Earnest Money Deposit, for which, the tenderers will have to upload the exemption Certificate on the E-Tender Portal.**

**Completion Period**

Total 12 (Twelve) Months from the date of issue of letter of acceptance.

**Date of Opening**

19.11.2019 at 15:30 hrs

**Tender Issued to: -**

M/s

**For and on behalf of**

**CGM/TDL. DFCCIL Office.**

**FORM OF BID**

Place:.....

Date: .....

**Chief General Manager,  
Dedicated Freight Corridor Corporation of India Limited,  
3/20, KPS Tower, Mayur Complex,, 3rd Floor,  
Near Tulsi cinema, NH-02, Nagla Padi,  
Agra-282002, U.P.**

I / We ..... have read the various conditions of tender attached hereto and hereby agree to abide by the said conditions. I / We also agree to keep this tender open for your acceptance for a period of 90 days from the date fixed as last date for receipt of completed tender in your office. In the event of my/our default, I/We will be liable for forfeiture of my/our earnest money.

1. I / We offer to do **“MAINTENANCE OF GENERAL POWER SUPPLY (E&M) FOR DFCCIL STATIONS, IMD,IMSD & STAFF QUARTERS AND OTHER RELATED WORK BETWEEN NEW-BHAUPUR TO NEW KHURJA UNDER CGM/TUNDLA”** and the percentage/rate quoted by me/us in the BOQ bind myself/ourselves to complete the work in 12 (**Twelve**) months. I / We also hereby agree to abide by all the Conditions mentioned in the tender and to carry out the services according to essential qualification/skills/experience and the tentative number of outsourced personnel and scope of services is given at **Annexure III, IV, V** respectively of the Annexure section of Bid document.
2. The full value of the earnest money deposited shall stand forfeited without prejudice to any other rights or remedies if:
  - a) I / We do not execute the contract document within Seven days after receipt of notice issued by DFCCIL that such documents are ready.

OR

  - b) I / We do not commence the work within 15 days after receipt of LOA issued.
3. Until a formal agreement is prepared and executed, acceptance of this tender shall constitute a binding contract between us subject to modifications, as may be mutually agreed to between us and indicated in the letter of acceptance of my/our offer for this work.
4. Payment of stamp duty on the agreement to be executed in pursuance of this tender will be borne by DFCCIL.

Signature of witnesses: Signature of Tenderer (s) & Date

Tenderer(s) address

1.

2.

# **(NOTICE INVITING E- TENDER)**

**Dedicated Freight Corridor Corporation of India Limited  
(A Government of India Undertaking)  
MINISTRY OF RAILWAY**

Tender No.

Date: 15.10 .2019

M/s \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTICE INVITING E- TENDER**

- 1 The Chief General Manager/TDL, DFCCIL, 3/20, KPS Tower, Mayur Complex,3rd Floor, Near Tulsi cinema, NH-02, Nagla Padi, Agra-282002, U.P., invites sealed **open E - Tenders in single packet system** on prescribed forms from firms/companies meeting qualifying requirements and having requisite experience and financial capacity for the following works: -

<b>Tender No.</b>	<b>DFCCIL/EL/TDL/General Power Supply (E&amp;M)/ Maintenance-2019</b>
<b>Name of Work</b>	<b>MAINTENANCE OF GENERAL POWER SUPPLY (E&amp;M) FOR DFCCIL STATIONS, IMD,IMSD &amp; STAFF QUARTERS AND OTHER RELATED WORK BETWEEN NEW-BHAUPUR TO NEW KHURJA UNDER CGM/TUNDLA</b>
<b>Estimated Cost</b>	<b>Rs. 1,01,62,800/- (Rs. One Crore One Lakh Sixty Two Thousand Eight Hundred Only).</b>
<b>Period of Contract</b>	<b>Total 12 (Twelve) Months</b>
<b>Earnest Money Deposit</b>	<b>Rs 2,03,256/- (Rupees Two Lakh, Three Thousand, Two Hundred &amp; Fifty Six Only). (To be submitted in DFCCIL account). Account Detail Mentioned in Appendix to tender</b>
	<b>OR</b>
	<i>MSEs registered with a body specified by Ministry of MSME for the item tendered are exempted from submission of Earnest Money Deposit, for which, the tenderers will have to upload the exemption certificate on the E-Tender Portal .</i>
<b>Cost of Document</b>	<b>Rs 5900/- (inclusive of all taxes and duties) to be Submitted in DFCCIL account. Detail of Bank account mentioned in Appendix to Tender.</b>
	<b>OR</b>
	<i>MSEs registered with a body specified by Ministry of MSME for the item tendered are exempted from submission of Cost of Document, for which, the tenderers will have to upload the exemption certificate on the E-Tender Portal .</i>
<b>Tender Processing Fee</b>	<b>Rs 8550/- inclusive of all taxes and duties (Non- refundable) through e-payment while uploading of Tender.</b>
<b>Date of Sale (Online)</b>	<b>From Date 15.10.2019</b>
<b>Issue of Corrigendum, if any</b>	<b>On or after Date 15.10.2019 (on <a href="http://www.tenderwizard.com/DFCCIL">www.tenderwizard.com/DFCCIL</a>, <a href="http://www.dfccil.gov.in">www.dfccil.gov.in</a> )</b>
<b>Date &amp; Time of submission of tender</b>	<b>On or before Date 19.11.2019 and time 15:00 hrs</b>
<b>Date &amp; Time of opening of tender</b>	<b>Date 19.11.2019 and time 15:30 hrs</b>
<b>Defect Liability Period :-</b>	<b>60 days after successful completion of this contract.</b>



2 **ELIGIBILITY CRITERIA**

Eligibility of the applicants shall be assessed based on the “**Eligibility Criteria**”, “**Essential Qualifying Criteria**” and “**Other Qualifying Criteria**” as given in **Annexure-I of Notice Inviting E-Tender.**

The Tender document can be downloaded from DFCCIL’s website [www.dfccil.gov.in](http://www.dfccil.gov.in), [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) or Central Procurement Portal, [eprocure.gov.in](http://eprocure.gov.in). Tenderers are advised not to make any corrections, additions or alterations in the downloaded tender documents. In case, any corrections, additions or alterations in the downloaded tender documents are made, such tender shall summarily rejected.

3. The cost of tender documents & EMD shall be deposited in DFCCIL account mentioned in Appendix to tender.
4. DFCCIL may issue addendum(s)/corrigendum(s) to the tender documents. In such case, the addendum(s)/corrigendum(s) shall be issued and placed on DFCCIL’s website **at least three days in advance** of date fixed for opening of tenders. The tenderers who have downloaded the tender documents from website must visit the website and ensure that such addendum(s)/corrigendum(s) (if any) is also downloaded by them. Such addendum(s)/corrigendum(s) (if any) shall also be submitted, duly stamped and signed, along with the submission of the tenders. Any tender submitted without addendum(s)/corrigendum(s) (if any) shall be summarily rejected.
5. The tender documents shall be submitted in online mode through website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) in single bids only. Single offer viz. containing Technical offer and financial offer along with necessary documents like scanned copy of EMD & scanned copy of Demand Draft/Pay order drawn in favour of DFCCIL, payable at Agra towards the cost of one set of the tender documents (Non-refundable) to be uploaded. Detailed credentials as per the requirement of eligibility criteria and all tender papers except Bill of Quantities are to be uploaded in “**Technical offer**”. Bill of Quantities with rates duly filled in are to be uploaded in “**Financial offer**”. **Bids are required to be submitted only by online mode. The prices must be filled after downloading the financial bid document in the prescribed format issued through online e-tendering website. The financial bid should be saved and dully filled up and uploaded on the e-tendering web site using Digital Signature for signing the documents.**
6. To participate in the E-Bid submission, it is mandatory for the bidders to have user ID & password which has to be obtained by submitting an annual registration charges of INR 2000/- + GST @ 18% to M/s ITI through e-payment. Bidders have to pay the Tender Processing Fee to ITI through e-payment at the time of submission of bid. Already registered vendors with M/S ITI need not to pay registration charges.
7. Tenders shall be opened at **the address given below** at 15:30 hours on the same day in the presence of the tenderer(s) or their authorized representatives intending to attend the opening.

**Address of Office of the Chief General Manager/ TDL (for Opening of E-tenders):**

**Chief General Manager/TDL, DFCCIL, 3/20, KPS Tower, Mayur Complex, 3rd Floor, Near Tulsi cinema, NH-02, Nagla Padi, Agra-282005, U.P.**

All the Bids received shall be opened on the date and time mentioned above in the tender notice, through process of e-tendering. The sequence of opening shall be:

- i) Earnest Money Deposit(EMD)
  - ii) Technical offer.
  - iii) Financial offer.
8. Tender shall be submitted as per “Instructions to Tenderers” forming a part of the tender document.
  9. Any tender received without Earnest Money in the form as specified in tender documents shall not be considered and shall be summarily rejected.
  10. DFCCIL reserves the right to cancel the tenders before submission/opening of tenders, postpone the tender submission/opening date and to accept / reject any or all tenders without assigning any reasons thereof. DFCCIL’s assessment of suitability as per eligibility criteria shall be final and binding.
  11. Tenderers may note that they are liable to be disqualified at any time during tendering process in case any of the information furnished by them is not found to be true. EMD of such tenderer shall be forfeited. The decision of DFCCIL in this regard shall be final and binding.
  12. DFCCIL reserves the right to pre-qualify the bidder(s) provisionally based on the documents submitted by them and open financial bid(s), subject to their final verification. In the event of any document being found false, the provisional qualification shall stand withdrawn, and the next lower bidder shall automatically come to the position of such disqualified bidder. Action against such disqualified tenderers shall be taken as per above Clause No. 10.0 of Notice Inviting Tender.
  13. The validity of the offer shall be 120 days.
  14. The transfer of tender documents purchased by one intending tenderer to another tenderer is not admissible. Tenderer can submit tenders only on the documents purchased/downloaded from website mentioned above.

We look forward for your active participation.

For & on behalf of **DFCCIL**  
**Chief General Manager/TDL**

ANNEXURE – I

**1.0 ELIGIBILITY CRITERIA**

The tenderer shall satisfy the following eligibility criteria to qualify for this tender:

**I. Essential Qualifying Criteria**

**A. Firms/companies**

(i) The tenderer should have a registered office anywhere in India.

*The documentary proof regarding A. above should be submitted as part of the tender document.*

**Note:** For the purpose of documentary proof of “registered office” as mentioned in (i) above any address of office as mentioned in any of the following documents submitted along with the original offer by tenderer(s) may be considered as registered office of the tenderer(s).

1. Address mentioned in the article of association of company duly registered under Companies Act, 1956.
2. Address mentioned in Partnership Deed
3. Address mentioned in Trade License obtained by the individual from Govt. body.
4. Address mentioned in any tax departments.
5. Address mentioned in P.F. Registration documents.

**B. Technical capability:**

1. In support of their credentials, the Tenderer(s) should have to submit documents as stipulated in tender document along with their tenders.
2. The tenderer(s) should satisfy the following minimum eligibility criteria as under

S.N	Technical capability	Requirement
1	The Tenderer(s) should have physically completed at the time of opening of tender in the last Three financial years (i.e current year and three previous financial years).	At least one <b>similar single</b> work in Government Organization/ Public sector undertaking (PSU)/ Autonomous body/Public Limited Company/ Private Limited Company/ Reputed Educational Institutions / Reputed Commercial Institution for a minimum value of 35% of advertised tender value of work. The work should be physically completed on or before the date of opening of tender.

The Tenderer(s) will produce/attach the certificate of Work completion with the Tender Document as per above and such certificate should clearly supported by following details: -

- a) Name of Agency issuing a certificate.
- b) Date of issue of certificate.
- c) The name of Work.
- d) The Acceptance letter no.

- e) The date of issue of Acceptance letter.
- f) Agreement no.
- g) Date of execution of Agreement.
- h) Date of original Completion of Work as per Acceptance Letter.
- i) Date of Actual completion of Work.
- j) The Amount of Work done as per Agreement (in Rupees).
- k) The Final Amount of Work at the time of Completion of Work (in Rupees).
- l) Whether the Work is completed satisfactory or not satisfactory.

**Notes:**

**Following will be considered as similar work:**

**“Satisfactory execution/maintenance of any electrical work related to HT/LT installation at Station Buildings/Staff Quarters/Service Buildings.”**

**C Financial capability**

S.N	Financial capability	Requirement
1	The Tenderer(s) should have received a total contractual amount during the last three Financial years and in the current financial year up to last date of submission of tender.	Should be a minimum of 150 % of advertised tender value of work. Certified true copy of audited annual account are to be submitted as a proof along with the Bid Document. In case the annual accounts are not audited, the contract sum received for the required period should be duly certified by Chartered Accountant.

- 1.1 Each tenderer has to satisfy the eligibility criteria for technical capability, competence as well as for financial capacity and organizational resources as specified in the tender documents to qualify for consideration of bid submitted by tenderer(s).
- 1.2 There should not be any unsatisfactory performance report of the Contractor from any source.
- 1.3 Tenderer(s) may please note that their offers will be evaluated as per the credentials/ documents attached by the tenderer(s) along with the tender.

<b>GENERAL INFORMATION</b>	
<b>Tender No.</b>	<b>DFCCIL/EL/TDL/General Power Supply (E&amp;M)/ Maintenance-2019</b>
<b>Name of Work</b>	<b>MAINTENANCE OF GENERAL POWER SUPPLY (E&amp;M) FOR DFCCIL STATIONS, IMD, IMSD &amp; STAFF QUARTERS AND OTHER RELATED WORK BETWEEN NEW-BHAUPUR TO NEW KHURJA UNDER CGM/TUNDLA</b>
<b>Estimated Cost</b>	<b>Rs. 1,01,62,800/- (Rs. One Crore One Lakh Sixty Two Thousand Eight Hundred Only).</b>
<b>Period of Contract</b>	<b>Total 12 (Twelve) Months</b>
<b>Earnest Money Deposit</b>	Rs 2,03,256/- (Rupees Two Lakh, Three Thousand, Two Hundred & Fifty Six Only) Submitted in DFCCIL account. Detail of Bank account mentioned in Appendix to Tender. <b>Or</b> <i>MSEs registered with a body specified by Ministry of MSME for the item tendered are exempted from submission of Earnest Money Deposit, for which, the tenderers will have to upload the exemption certificate on the E-Tender Portal .</i>
<b>Cost of Document</b>	Rs 5900/- (inclusive of all taxes and duties) to be Submitted in DFCCIL account. Detail of Bank account mentioned in Appendix to Tender. <b>Or</b> <i>MSEs registered with a body specified by Ministry of MSME for the item tendered are exempted from submission of Cost of Documents, for which, the tenderers will have to upload the exemption certificate on the E-Tender Portal .</i>
<b>Tender Processing Fee</b>	Rs 8550/- inclusive of all taxes and duties (Non- refundable) through e-payment while uploading of Tender.
<b>Date of Sale (Online)</b>	<b>From Date 15.10.2019</b>
<b>Issue of Corrigendum, if any</b>	<b>On or after Date 15.10.2019</b> (on <a href="http://www.tenderwizard.com/DFCCIL">www.tenderwizard.com/DFCCIL</a> , <a href="http://www.dfccil.gov.in">www.dfccil.gov.in</a> )
<b>Date &amp; Time of submission of tender</b>	<b>On or before Date 19.11.2019 and time 15:00 hrs</b>
<b>Date &amp; Time of opening of tender</b>	<b>Date 19.11.2019 and time 15:30 hrs</b>
<b>Validity of Offer</b>	<b>120 days</b>
<b>Retention Money/ Security Deposit</b>	<b>Earnest Money deposit of the successful tenderer shall be converted into security deposit. Balance security deposit shall be recovered @10% through running account bills till it reaches 5% of the contract value.</b>
<b>Performance Guarantee (PG) in the form of Bank Guarantee or Fixed Deposit Receipt (FDR)</b>	<b>To be submitted within 30 days from the date of issue Letter of acceptance by DFCCIL; an irrevocable Bank Guarantee or Fixed Deposit receipt (FDR) for the amount 5% of the contract value. Detail of PG in Clause no 33.0 of General terms and condition of contract.</b>
<b>Defect Liability Period :-</b>	<b>60 days after successful completion of this contract.</b>

# (APPENDIX TO TENDER)

**APPENDIX TO TENDER**

<b>Description</b>	<b>Reference Clause</b>
<b>Name of work</b>	
<b>MAINTENANCE OF GENERAL POWER SUPPLY (E&amp;M) FOR DFCCIL STATIONS, IMD,IMSD &amp; STAFF QUARTERS AND OTHER RELATED WORK BETWEEN NEW-BHAUPUR TO NEW KHURJA UNDER CGM/TUNDLA</b>	<b>2.1 of Instruction to Tender</b>
<b>Employer</b>	
CGM/TDL, DFCCIL,3/20, KPS Tower, Mayur Complex , 3rd Floor, Near Tulsi Cinema , NH-2 Nagla Padi Agra-282002	<b>2.3 of Instruction to Tender</b>
<b><u>Scope of Work:-</u> As indicated at Clause 1.0 of Special conditions of contract</b>	<b>2.5 of Instruction to Tender</b>
<b>Approximate Tender Cost of the work Rs. 1,01,62,800/- (Rs. One Crore One Lakh Sixty Two Thousand Eight Hundred Only).</b>	<b>2.6 of Instruction to Tender</b>
<b>Amount of Earnest Money Deposit, to be submitted deposit to DFCCIL account (Bank Detail mentioned below) Rs 2,03,256/- (Rupees Two Lakh, Three Thousand, Two Hundred &amp; Fifty Six Only).</b>	<b>10.1 of Instruction to Tender</b>
<b>Period of Validity of Tender 120 days</b>	<b>11.1 of Instruction to Tender</b>
<b>Period of completion 12 (Twelve) months from the date of issue of LOA</b>	<b>2.0 of Special Condition of Contract</b>
<b>Retention money</b>	<b>27.0 of General Term &amp; Conditions of Contract</b>
<b>Performance Bank Guarantee</b>	<b>29.0 of General Term &amp; Conditions of Contract</b>
<b>Defect Liability Period 60 Days</b>	<b>30.0 of General Term &amp; Conditions of Contract</b>
<b>Bank Detail of DFCCIL</b>	<b>Name of Account DEDICATED FREIGHT CORRIDOR CORPORATION OF INDIA LTD KANPUR (PAYMENT)</b>
<b>Name of Bank : Union Bank Of India Branch: Kamla Nagar, Agra</b>	<b>Account Number 302601010780193 Type of account: -Current Account. IFCS code :-UBIN0561657</b>

# **(INSTRUCTIONS TO TENDERER)**



## Instructions to Tenderer

### 1.0 General (for on line tendering system)

Submission of Online Bids is mandatory for this Notice Inviting Tender. E-Tendering is a new methodology for conducting Public Procurement in a transparent and secured manner. Suppliers/ Vendors will be the biggest beneficiaries of this new system of procurement. For conducting electronic tendering, DFCCIL, Delhi has decided to use the portal (<https://www.tenderwizard.com/DFCCIL>) of M/s ITI a Government of India Undertaking. Benefits to Suppliers/service providers are outlined on the Home-page of the portal.

### 1.1 Instructions

#### a. Online E-Bidding Methodology:

Online E- Bid System – Financial bids & Technical bids shall be submitted by the bidder at the same time in single Packet

#### b. Broad outline of activities from Bidders perspective:

- i. Procure a Digital Signing Certificate (DSC)
- ii. Register on Electronic Tendering System (ETS)
- iii. Create Users and assign roles on ETS
- iv. View Notice Inviting Tender (NIT) on ETS
- v. Download Official Copy of Tender Documents from ETS
- vi. Clarification to Tender Documents on ETS – Query to DFCCIL (Optional)  
- view response to queries posted by DFCCIL, through addenda.
- vii. Bid-Submission on ETS: Prepare & arrange all document/paper for submission of bid online and tender fees & EMD deposit on offline.
- viii. Attend Public Online Tender Opening Event (TOE) on ETS
- ix. Post-TOE Clarification on ETS (Optional)-Respond to DFCCIL's Post-TOE queries
- x. Attend Public Online Tender Opening Event (TOE) on ETS

For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the ETS.

**Note 1:** It is advised that all the documents to be submitted are kept scanned and converted to PDF format in a separate folder on your computer before starting online submission. The Price bid (Excel Format) may be downloaded and rates may be filled appropriately. This file may also be saved in a secret folder on your computer.

**Note 2:** While uploading the documents, it should be ensured that the file name should be the name of the document itself.

#### c. Digital Certificates

For integrity of data and its authenticity/non-repudiation of electronic records and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC), of Class-III

issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

**d. Registration**

The Tender document can be downloaded from the website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) and to be submitted in the e-format. Cost of the Tender Document (in the form of DD) and Bid Security (in the form of DD - in original) have to be submitted to concern DFCCIL office as per address given in bid document before the scheduled date and time of submission of the tender otherwise the Bid will not be considered. Amendments, if any, to the tender document will be notified in the above website as and when such amendments are notified. It is the responsibility of the bidders who have downloaded the tender document from the website to keep themselves abreast of such amendments before submitting the tender document.

Intending bidders are requested to register themselves with M/s. ITI through [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) for obtaining user-id, Digital Signature etc. by paying Vendor registration fee and processing fee for participating in the above mentioned tender.

- e. DFCCIL, has decided to use process of e-tendering for inviting this tender and thus the physical copy of the tender would not be sold.

- 1.2. After successful submission of Registration details and Vendor registration fee and processing fee (as applicable), please contact ITI Helpdesk (as given below) to get your registration accepted/activated.

2.0 **General (for tender)**

- 2.1 **Name of the Work:** As indicated in “Appendix to Tender”.

- 2.2 “A bidder in the capacity of Individual or Sole Proprietor, Partnership Firm, or Company can participate in the tender and the bidder must forward attested copies of the constitution of its firm such as partnership deed, Memorandum & Articles of Association, etc. along with original Power of Attorney of authorized signatory”.

- 2.3 The work is proposed to be executed under the following relationship.

A) **Employer:** DFCCIL address as given in “Appendix to Tender”.

B) **Contractor:** The successful tenderer to whom the work is awarded shall become the contractor for the execution of this work.

- 2.4 Throughout these bidding documents, the terms “bid” and “tender” and their derivatives (“bidder”/“tenderer”), “bid/tendered”, “bidding”/“tendering”, etc.) are synonymous. Day means calendar day. Singular also means plural.

- 2.5 Scope of Work as indicated in “Appendix to Tender”

**MAINTENANCE OF GENERAL POWER SUPPLY (E&M) FOR DFCCIL STATIONS, IMD, IMSD & STAFF QUARTERS AND OTHER RELATED WORK BETWEEN NEW BHAUPUR–NEW KHURJA UNDER CGM/TUNDLA**

The scope given above is only indicative. The detailed scope has been described in the tender documents (Special condition of contract at clause no 1.0).

- 2.6 Approximate Estimated cost of the work is as indicated in the “Appendix to Tender”.
- 2.7 Tenderer(s) may carefully note that they are liable to be disqualified at any time during tendering process in case any of the information furnished by them is not found to be true. In addition, the EMD of such tenderer shall be forfeited. The decision of Employer in this respect shall be final and binding.
- 2.8 A bidder shall submit only one bid in the capacity of an Individual or Sole Proprietor, Partnership firm or Company. Violation of this condition is liable to disqualify the tenders in which such bidder has participated and EMD of all such tenderer(s) shall stand forfeited.

### **3.0 Cost of Bidding**

- 3.1 The bidder shall bear all costs associated with the preparation and submission of the bid and the Employer will in no case be responsible or liable for these costs regardless of the conduct or the outcome of the bidding process.

## **B. The Bidding Documents**

### **4.0 Content of bidding documents submitted through online mode only**

- 4.1 The bidding documents include the following:

1. Notice Inviting Tender
2. Instructions to tenderer(s)
3. Appendix to Tender
4. Form of Bid
5. Special Conditions of Contract
6. General Terms and Conditions of Contract
7. Financial bid and Bill of Quantities

- 4.2 The bidder is expected to examine all instructions, terms, conditions, forms, specifications and other information in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the bidders’ risk and may result in rejection of his bid.

### **5.0 Understanding and Amendment of Tender Documents**

- 5.1 The bidder must obtain for itself on its own responsibility and its own cost all the information including risks, contingencies & other circumstances in execution of the work. It shall also carefully read and understand all its obligations & liabilities given in tender documents.
- 5.2 The bidder is advised to visit and examine the site where the work is to be executed and its surroundings or other areas as deemed fit by the bidder and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and execution of the contract. The cost of visiting the site and collecting relevant data shall be at the bidder’s own expenses. It is a condition of the tender that the tenderer is deemed to have visited the site and satisfied himself with all the conditions prevailing including any difficulties for executing the work.
- 5.3 At any time prior to the deadline for submission of bids, Employer may for any reason whether at its own initiative or in response to any request by any prospective bidder

amend the bidding documents by issuing Corrigendum, which shall be part of the Tender documents.

- 5.4 Employer may at its discretion extend the deadline for submission of the bids at any time before the time of submission of the bids.

**C. Preparation of the Bids**

**6.0 Language of Bid**

- 6.1 The bid prepared by the bidder and all documents related to the bid shall be written in English.

**7.0 Signing of All Bid papers and Completing Bill of Quantities**

- 7.1 All the pages of the tender documents and Bill of Quantities submitted by tenderer shall be digitally signed by the tenderer or his representative holding the Power of Attorney.
- 7.2 While filling up the rates in the Bill of Quantities, tenderer shall ensure that there is no discrepancy in the rates mentioned in figures. In case of any discrepancy, the unit rate mentioned in the words shall be taken as final and binding.

The prices must be filled after downloading the financial bid document in the prescribed format issued through online e-tendering website. The financial bid should be saved and dully filled up and uploaded on the e-tendering web site using Digital Signature for signing the documents.

- 7.3 The tenderer must fill and submit the prices as per instructions given in schedule of rates. He shall not make any addition or alteration in the tender documents. The requisite details should be filled in by the tenderer wherever required in the documents. Incomplete tender or tender not submitted as per instructions is liable to be rejected. If a tenderer does not quote a price/rate as per instructions, his tender shall be summarily rejected.
- 7.4 The tenderer must ensure that tender documents shall be submitted on line through class 3 Digital Signature only. To participate in the E-Bid submission, it is mandatory for the bidders to have user ID & password which has to be obtained by submitting an annual registration charges of INR 2000/- + GST @ 18% to M/s ITI through e-payment. Already registered bidder to M/S ITI need not to pay any registration charges. Bidders have to pay the Tender Processing Fee to ITI through e-payment at the time of submission of bid.

**8.0 Deviations**

The tenderer should clearly read and understand all the terms and conditions, specifications, etc. mentioned in the original tender documents. If the tenderer has any observations, the same may be indicated in his forwarding letter along with the tender. Tenderers are advised not to make any corrections, additions or alterations in the in his own entries the same shall be initialed and stamped by him. If this condition is not complied with, tender is liable to be rejected.

**9.0 Transfer of tender documents**

Transfer of tender documents purchased by one intending tenderer to another tenderer is not permissible. Tenderer can submit tender only on the documents purchased by him.

## 10.0 Earnest Money

10.1 The tenderer must furnish the Earnest Money as indicated in “Appendix to Tender” for the work as specified, failing which the tender shall be summarily rejected. **The Earnest Money shall be deposited in DFCCIL account only. Bank Detail are mentioned in Appendix to Tender.**

or

*MSEs registered with a body specified by Ministry of MSME for the item tendered are exempted from submission of **Earnest Money Deposit**, for which, the tenderer(s) will have to **upload the exemption certificate** on the E-Tender Portal.*

No interest shall be allowed on Earnest Money Deposit.

## 10.2 Forfeiture of Earnest Money:

10.2.1 The Earnest Money of the tenderer shall be forfeited if he withdraws his tender during the period of tender validity specified in the “Appendix to Tender” or extended validity period as agreed to in writing by the tenderer.

10.2.2 The Earnest Money of the successful tenderer is liable to be forfeited if he fails to:

- i) sign the Contract Agreement in accordance with the terms of the tender, or
- ii) furnish Performance Guarantee in accordance with the terms of the tender, or
- iii) Commence the work within the time period stipulated in the tender.

10.2.3 In case of forfeiture of EMD, the tenderer shall be debarred from bidding in case of re-invitation of the tenders.

## 10.3 Return of Earnest Money:

10.3.1 The Earnest Money of the unsuccessful tenderer(s) shall be discharged and returned as promptly as possible.

10.3.2 The Earnest Money Deposit of the successful tenderer shall be dealt as under:

- i) If the Earnest Money Deposit (EMD) the same shall be retained towards retention money and further deduction of retention money from the bills shall commence after adjusting this EMD amount.

## 11.0 Period of validity of the tender:

11.1 The tender shall remain valid for the period indicated in “Appendix to Tender” after the date of the opening of the tender. If the Tenderer gives validity period less than that fixed/prescribed by Employer, the tender shall be liable to be rejected.

11.2 Notwithstanding the above clause, Employer may solicit the tenderer’s consent to an extension of the validity period of the tender. The request and the response shall be made in writing.

## Submission of Bids

### 12.0 Deadline for submission of tender

12.1 The tender documents shall be submitted in online mode through website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) in single bids only. Single offer viz. containing Technical offer and financial offer along with necessary documents like scanned copy of EMD & scanned copy of Demand Draft/Pay order drawn in favour of DFCCIL, payable at Agra towards the cost of one set of the tender documents (Non-refundable)

to be uploaded. Detailed credentials as per the requirement of eligibility criteria and all tender papers except Bill of Quantities are to be uploaded in “**Technical offer**”. Bill of Quantities with rates duly filled in are to be uploaded in “**Financial offer**”. **Bids are required to be submitted only by online mode. The prices must be filled after downloading the financial bid document in the prescribed format issued through online e-tendering website. The financial bid should be saved and dully filled up and uploaded on the e-tendering web site using Digital Signature class 3 for signing the documents.**

- 12.2 A tender received without on line to Employer is liable to be rejected.
- 12.3 Bidder cannot see uploaded/ quoted rate once saved. Bidder can anytime change quoted rated before date & time of closing of tender.
- 12.4 Original EMD & tender document fees received after opening of the tender shall be rejected.

### **13.0 Withdrawal of tender**

No tender can be withdrawn after submission and during tender validity period.

- 14.0 Submission of a tender by a tenderer implies that he had read all the tender documents including amendments if any, visited the site and has made himself aware of the scope and specifications of the work to be done, local conditions and other factors having any bearing on the execution of the work.

### **15.0 Submission of tender/bid:-**

- 15.1 The tenders shall be submitted on or before the due date and time with all the relevant documents as mentioned in **Para 4.1** of Notice Inviting E-tender and the following:
- Forwarding letter of the tenderer.
  - Documents to be submitted as per checklist of documents
  - Scanned copy of Earnest Money Deposit & tender document fees.
  - The Bill of Quantities with prices quoted as mentioned.
- 15.2 Earnest Money and tender document fees shall be deposited in DFCCIL account & proof of transition along with transaction ID to be scanned & uploaded along with Tender document.

### **Bid opening and Evaluation**

#### **16.0 Opening of the Tender**

- 16.1 Tenders will be opened on line at the address mentioned in “Notice Inviting Tender” in presence of tenderer(s) or authorized representatives of tenderer(s) who wish to attend the opening of tenders.

The sequence of opening shall be:

- Earnest Money Deposit(EMD)
- Technical offer.
- Financial offer.

- 16.2 Tenderer(s) or their authorized representatives who are present shall sign register in evidence of their attendance.

16.3 Tenderer's name, presence or absence of requisite Earnest Money, total cost of work quoted or any other details as Employer may consider appropriate will be announced and recorded at the time of bid opening.

**17.0 Clarification of the tenders**

17.1 To assist the examination, evaluation and comparison of the tenders, Employer may at his discretion ask the tenderers for any clarifications as considered essential. All such correspondence shall be in writing and no change in price or substance of the tender shall be sought or permitted. The above clarification for submission of the details shall form part of the tender and shall be binding on tenderer.

**18.0 Preliminary examination of bids**

18.1 The Employer shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed and whether the bids are generally in order.

18.2 Arithmetical errors shall be rectified on the following basis if found. If there is a discrepancy between the unit price and the total price, which is obtained by multiplying the unit price and quantity, or between subtotals and the total price, the unit or subtotal price shall prevail, and the total price shall be corrected. If there is a discrepancy between words and figures, the rate in words shall prevail.

18.3 Prior to the detailed evaluation, Employer shall determine whether each bid is of acceptable quality, is generally complete and is substantially responsive to the bidding documents. For purposes of this determination, a substantially responsive bid is one that conforms to all the terms, conditions and specifications of the bidding documents without material deviations, objections, conditionality or reservation. A material deviation, objections, conditionality or reservation is one:

- i) That affects in any substantial way the scope, quality or performance of the contract.
- ii) That limits in any substantial way, inconsistent with the bidding documents, the Employers' rights or the successful Bidder's obligations under the contracts; or
- iii) Whose rectification would unfairly affect the competitive position of other Bidders who are presenting substantially responsive bids.

18.4 If a bid is not substantially responsive, it shall be rejected by the Employer.

18.5 In case of tenders containing any conditions or deviations or reservations about contents of tender document, Employer may ask for withdrawal of such conditions/deviations/reservations. If the tenderer does not withdraw such conditions/deviations/ reservations, the tender shall be treated as non-responsive. Employer's decision regarding responsiveness or non-responsiveness of a tender shall be final and binding.

**19.0 Evaluation and comparison of tenders**

19.1 In case of open tenders, bids, which are determined as substantially responsive, shall be evaluated based on criteria as given in "**Eligibility Criteria**" and as given In **Annexure-I of Notice Inviting E-Tender**. The tenderer must submit all necessary authentic data with necessary supporting certificates of the various items of evaluation criteria failing which his tender is liable to be rejected.

- 19.2** The Employer reserves the right to negotiate the offer submitted by the tenderer to withdraw certain conditions or to bring down the rates to a reasonable level. The tenderer must note that during negotiations of rates of items of BOQ can only be reduced and not increased by the tenderer. In case the tenderer introduces any new condition or increases rates of any item of BOQ, his negotiated offer is liable to be rejected and the original offer shall remain valid and binding on him.
- 20.0** **Canvassing**  
No tenderer is permitted to canvass to Employer on any matter relating to this tender. Any tenderer found doing so may be disqualified and his bid may be rejected.
- 21.0** **Right to accept any tender or reject all tenders**  
Employer reserves the right to accept, split, divide, negotiate, cancel or reject any tender or to annul and reject all tenders at any time prior to the award of the contract without incurring any liability to the affected tenderers or any obligation to inform affected tenderer, the grounds of such action.
- 22.0.** If the tenderer, as individual or as a partner of partnership firm, expires after the submission of his tender but before award of work, the Employer shall deem such tender as invalid.
- 23.0.** **Award of Contract**
- 23.1** Employer shall notify the successful tenderer in writing by a Registered Letter /Courier /Speed Post or per bearer that his tender has been accepted.
- 23.2** Letter of Acceptance after it is signed by the Contractor in token of his acceptance shall constitute a legal and binding contract between Employer and the contractor till such time the contract agreement is signed.
- 24.0** **Help desk for E-Tendering**
- 24.1** For any difficulty in downloading & submission of tender document at website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL), please contact at [tenderwizard.com](http://tenderwizard.com) help desk no. 011-49424365 or cell no. 9599653865.
- 24.2** Bidder manual & system requirement is available on web site [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) for necessary help.



FORMAT-I

DETAILS OF SIMILAR WORKS COMPLETED IN LAST THREE YEARS

S.N.	Description of the work	Contract No. and date	Date of award of work	Stipulated date of completion	Date of actual completion	Value of completed work (In Lakhs of Rs)	Reasons of delays, if any	Penalty. If any, imposed for delay	Any other relevant information	Remarks
1										
2										
3										
4										
5										

**Note:**

1. Please attach copies of the certificates issued by the client.
2. Only those works shall be considered for evaluation for which copies of the Certificates issued by the client are attached.

## FORMAT- II

ANNUAL TURNOVERS FOR THE LAST 3 YEARS				
S. No.	YEAR	Turnover from similar nature of works (In lacs of Rs)	Turnover from all sources (In lacs of Rs)	Remarks
1	2018-19			
2	2017-18			
3	2016-17			

Note :

- 1 Please attach certified/attested copies in support of which, the attested certificate from Employer/Client, TDS certificate/Audited Balance Sheet/ P&L Account duly certified by Chartered Accountant etc.

FORMAT-III

DETAILS OF ONGOING WORKS

S.N.	Description of the work	Name and address of Employer	Contract No. and date	Date of award of work	Stipulated date of completion	Value of work as per order (In Lakhs of Rs)	Value of work completed so far (In Lakhs of Rs)	Anticipated date of completion of work	Any other relevant information	Remarks
1										
2										
3										
4										
5										
6										
7										
8										
9										

**Note: 1. In case of joint venture, the information is to be furnished by both the partners – *Not applicable for this tender.***

# **(SPECIAL CONDITIONS OF CONTRACT)**

## **SPECIAL CONDITIONS OF CONTRACT**

### 1.0 **SCOPE OF WORK:-**

**MAINTENANCE OF GENERAL POWER SUPPLY (E&M) FOR DFCCIL STATIONS, IMD, IMSD & STAFF QUARTERS AND OTHER RELATED WORK BETWEEN NEW BHAUPUR–NEW KHURJA UNDER CGM/TUNDLA**

#### 1.1 **The detailed scope of work is as under: -**

1.1.1 The Service provider shall, if and when so requested by DFCCIL, will provide the manpower with all necessary working tools at the Location between DFCCIL station from New Bhaupur to New Khurja, or any other office of DFCCIL, as may be required by DFCCIL, at the agreed rates and terms & conditions. The detailed scope of services, skills/experience and the tentative number of outsourced personnel and their tentative deployment is given at **Annexure III, IV, V** respectively of the Bid document.

1.1.2 It shall be the responsibility of the Service Provider to verify the qualification and experience of the manpower deployed for the job as per Annexure-III

1.1.3 **Confidentiality Clauses:** - The service provider and his personnel shall not, either during the term or after the expiration of this contract, disclose any proprietary or confidential information relating to the project, the services, this contract, or the DFCCIL's business or operations without the prior written consent of the DFCCIL.

1.1.4 If the performance of the outsourced personnel is unsatisfactory, DFCCIL shall give a notice of 15 days to the Service Provider to take necessary action to improve the performance of outsourced personnel and the performance does not improve even after 15 days of such communication, the Service Provider shall provide additional list of eligible/ Suitable candidates for replacement to DFCCIL within 05 days' time failing which the remuneration for delayed period in respect of such person will be deducted from amount due to firm/ agency.

1.1.5 The Service Provider shall make actual disbursement of salary to the outsourced person in various categories as agreed with DFCCIL. The copy of the payment scroll/ bank statement shall be submitted to DFCCIL with next bill as proof of such compliance.

1.1.6 The age of manpower deployed by the agency shall not exceed 55 year at any time throughout the contractual period, except up to 65 years in case when retired General Power Supply (E&M) Personnel from Railways is engaged.

1.1.7 Police verification for background check of outsource staff is required to be done by the agency and same should be submitted to DFCCIL.

### 2.0 **TIME SCHEDULE: -**

2.1.1 The period of engaging of outsource staff will be for the period of 12 (Twelve) months.

2.1.2 The Contractor shall be expected to mobilize and engage outsourcing staff immediately after receipt of “**Letter of Acceptance**”.

3.0 **MODUS OPERANDI FOR ENGAGEMENT:** -

3.1 The Service Provider shall provide the list of shortlisted eligible/ suitable candidates to DFCCIL. Screening of candidate will be carried out by DFCCIL for suitability of works as prescribed in Annexure-III and only suitable candidates will be allowed for deployment.

3.2 Working experience must be of working in Government Organization/ Public sector undertaking (PSU)/ Autonomous body/Public Limited Company/ Private Limited Company/ Reputed Educational Institutions / Reputed Commercial Institution.

3.3 In no way what so ever the relationship of employer and employee shall be established and entertained between the DFCCIL and the outsourced personnel engaged by the Service Provider. The Service Provider shall ensure that all persons employed by them shall be efficient, skilled, honest and conversant with the nature of work as required.

3.4 The Service Provider alone shall have the right to take disciplinary action against any person(s) engaged/employed by them; while no right whatsoever shall vest in any such person(s) to raise any dispute and/or claim whatsoever against the DFCCIL. The DFCCIL shall, under no circumstances be deemed or treated as the employer in respect of any person(s) engaged/employed by the Service Provider for any purpose whatsoever nor would the DFCCIL be liable for any claim(s) whatsoever of any person(s) of the Service Provider and Service Provider shall keep DFCCIL totally and completely indemnified against any such claim(s).

3.5 The Service Provider shall maintain all registers required under various Acts, which may be inspected by the DFCCIL as well as the appropriate authorities at any time.

3.6 The attendance rolls for the personnel deployed by the Service Provider at the premises of DFCCIL shall be provided by the Service Provider and it shall be monitored by the Service Provider. These attendance rolls shall be signed by the authorised representative of Service Provider who shall get it verified by the designated officer of DFCCIL.

3.7 Notwithstanding anything herein contained, the Service Provider will be liable to adequately compensate DFCCIL for any loss or damage occasioned by any act, omission or lapse on the part of the Service Provider or of any persons deployed by it pursuant to the Contract.

3.8 The Service Provider must also be able to arrange for the replacement of the existing outsourced person, as per the instructions of DFCCIL.

3.9 The engagement of outsourced person shall be purely on temporary basis. The Service Provider shall at all times make it absolutely clear to the outsourced personnel hired through them in DFCCIL that such deputed do not have any

claim whatsoever for any regular employment in DFCCIL. Any outsourced personnel deputed in DFCCIL can be removed any time by giving notice to the Service Provider and the staff in the circumstances provided herein above. The Service Provider will have to provide suitable replacement acceptable to DFCCIL within 05 days time.

4.0 **PAYMENT TERMS:-**

4.1 The lump sum amount payable by DFCCIL to the Service Provider shall include the remuneration payable to the outsourced person besides the commission payable to the Service Provider and applicable GST. However commission is not entitled for GST & different allowances.

4.2 The consideration aforesaid will be paid by DFCCIL to the Service Provider, against monthly invoices raised at the end of each month, by the Service Provider in duplicate within 15 days.

4.3 The Service Provider shall make actual disbursement of salary to the outsourced person in various categories as per terms & conditions of bid.

4.4 The Service Provider will ensure that before raising the bill on DFCCIL for the service rendered by outsourced persons, the fee payable to outsourced person is paid on or before the 10<sup>th</sup> day of the following month and a proof of payment shall be annexed to the monthly bill.

4.5 In case the Service Provider fails to pay the outsourced person within the above time frame the rate of penalty shall be imposed on payment of Agency's monthly commissions are as under: -

- i) For payment to the outsourced person within 10<sup>th</sup> of the following month – Nil
- ii) For payment to the outsourced person after 10<sup>th</sup> and up to 20<sup>th</sup> of the following month – 25% of the delayed payment or Rs. 2500/-whichever is higher.
- iii) For payment to the outsourced person after 20<sup>th</sup> and up to 30<sup>th</sup> of the following month – 50% of the delayed payment or Rs.5000/- whichever is higher.

5.0 **RATES: -**

5.1 The rates quoted and accepted by DFCCIL shall be firm and final during the currency of contract.

5.2 All statutory taxes (**Except GST**) and liabilities levied/may be levied in future by the Central & State Government or any other governing authority/agency from time to time shall be borne by the contractor and the rate shall be inclusive of all such liabilities.

5.3 GST, as admissible shall be paid extra as applicable on submission of proof of depositing the same to the concerned Govt. Authority. Any modification in tax provision in future by Govt. will be binding on the contractor and DFCCIL with immediate effect.

- 5.4 Service Provider shall ensure complete compliance (in respect of the personnel provided to DFCCIL) of all the prevailing provisions of the Payment of Wages Act 1936, Minimum Wages Act 1948, Workmen Compensation Act 1923, Contract Labour Act 1970, Employees Provident Fund, ESI Act and Miscellaneous Provisions Act 1952 under labour laws, etc, and any other act, rules or regulations as may be enacted by the government or any modifications thereof or any other law relating thereto and rules made there under from time to time. In the event of non-compliance of the same, the Service Provider would undertake to indemnify DFCCIL on any cost or liability it may incur on account of such non-compliance.
- 5.5 In case of any statutory increases in the wages of labour in accordance with the Minimum wages notification issued by the appropriate authority under the Minimum Wages Act from time to time after submission of the tender, payment of minimum wages to the personnel deployed should be revised accordingly and claimed from DFCCIL with the monthly bill. As on date the prevailing notification of Government of India, Ministry of Labour & Employment, Office of the Chief labour Commissioner (C) New Delhi for minimum wages (for various category of workers) is effective from April 2019 and this will be treated as the reference rate for calculating the proportionate increase over the tendered rates.
- 5.5 The Service Provider will, for the purpose, aforesaid continuously monitor the Services being rendered by it to ensure that these are up to the standards required by DFCCIL.
- 5.6 The Service Provider would comply with the statutory requirements; rules and regulations applicable to outsourced persons engaged by Contractor and shall obtain all necessary registrations, licenses, approvals and sanctions under the laws applicable. The Service Provider 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 Contract.
- 6.0 The Service Provider shall provide adequate cover to the outsourced persons for death, disability, sickness etc. DFCCIL shall not be liable to pay or bear any premium / compensation at any stage in respect of Insurance made by Service Provider to cover the risk (death, disability, sickness) etc. Service Provider shall submit the copies of such policies and their renewal receipts as well as documentary evidence of payment of premiums to DFCCIL and shall act all times keep the requisite policies enforce.
- 7.0 The outsourced person shall at all-time maintain absolute integrity and devotion to duty and conduct himself/herself in a manner conducive to the best interests, credits and prestige of DFCCIL.



- 8.0 The Service Provider shall indemnify and keep DFCCIL indemnified and harmless from and against all disputes, claims, fines, penalties, litigations criminal as well as civil that may be initiated against the DFCCIL on account of and/or arising out of the failure of the Service Provider to adhere to any statutory requirement, or to follow such rules regulations, guidelines or procedures as may be required under any statute or directive.
- 9.0 In case the outsourced personnel deployed by the Service Provider is found to be suffering from any disease which renders him unsuitable for the job he should be immediately replaced.
- 10.0 The outsourced persons should be in proper Safety PPE Kit. The Service Provider will provide at least one set of PPE Kit to each staff.
- 11.0 In case the outsourced personnel deployed by the Service Provider is found to be involved in any illegal activities, he will be immediately replaced.
- 12.0 Service Provider shall provide identity cards bearing the photographs to the all outsourced persons deployed in DFCCIL at its own cost.

13.0 **WORKING HOURS OF HIRED STAFF:-**

Service provider shall provide the staff on all days of the months. The working hours of workman shall be 8 hrs in 24 hours, However, timings may be advised without any overall impact on the period of duty as per DFCCIL requirement.

14.0 **PENALTY –**

Penalty for an amount of Rs. 500/- to Rs.2000/- depending on the nature of unsatisfactory service, will be deducted from the due amount in the following conditions:

1. Any undisciplined behavior by the staff;
2. Discourteous behavior towards any officer or staff of DFCCIL;
3. Not wearing proper Safety PPE Kit;
4. Not carrying out the duties listed in the scope of work in a satisfactory Manner;
5. Damage or stealing of any asset or property of DFCCIL or officers and staff of DFCCIL;

Penalty for some of the breaches in services will be as follows: -

S.No.	Type of breaches	Amount of Penalty
1	Staff not in proper PPE Kit.	Rs.50/- per staff per day
2	Staff turn up late	Rs.50/- per staff per Hour
3	Failure to provide replacement in time	Rs.100/- per staff per day

15.0 **QUANTITY VARIATION: -**

Rates quoted in the schedule of items shall be valid for a variation of the quantity up to maximum of ( $\pm$ ) 25% for each item. In case of variation in quantities beyond  $\pm 25\%$ , the rates for the additional quantities beyond  $\pm 25\%$  variation shall be negotiated/decided on mutually acceptable terms, provided the rate so arrived does not exceed the originally accepted rate as per agreement.

16.0 **TERMINATION OF CONTRACT: -**

In case the services of the Service Provider are not found satisfactory, or there is a breach of any of the terms & conditions of the contract and/or fails/neglects to carry out any instruction issued to it by DFCCIL from time to time the same can be terminated by DFCCIL on giving of a notice of one month. In case of unsatisfactory performance of the contract, a warning letter will be issued to the Service Provider. In case corrective action is not taken, DFCCIL shall have the right to terminate the agreement without any further notice. Unsatisfactory service in this case would be frequent absence or poor attendance of workman, inability to provide replacement, lackadaisical work in maintaining cleanliness, indiscipline in the premises (which includes taking alcohol, using foul language, getting involved in objectionable activities, etc.) or any other non-compliance of the provisions of the Agreement.

The Service Provider shall not terminate the services of hired staff unilaterally. In case any hired staff is proposed to be replaced/ terminated by the Service Provider, such action should be taken only with approval of DFCCIL.

17.0 **IMPLEMENTATION OF INTEGRITY PACT IN DFCCIL :-**

As per office memorandum no F.No DPE/13(12)/11-Fin Dated 09.09.2011 issued by Ministry of Heavy Industries (DPE) all PSU should enter into Integrity pact in the required Performa in their procurement transaction/ Contracts with suitable changes specific to the situation in which the pact is to be used. The pact, entering into which would be a preliminary qualification for any bidder, essentially envisages an agreement between the prospective vendors / bidders and the DFCCIL, committing the persons/ officials on both sides not to resort to any corrupt practices in any aspect / stage of the contract.

The pact has to be implemented through a panel of independent external monitor who will review independently and objectively the compliance of the obligations by both the parties. As these IEM's are to be appointed by the CVC in consultation with the CVO and are being processed separately.

A copy of pre contract integrity pact is enclosed at annexure XII for signature of bidder as acceptance, as and when Independent External monitor is appointed.

18.0 **ORDER OF PRIORITY OF CONTRACT DOCUMENTS:-**

The documents forming the Contract are to be taken as mutually explanatory of one another. For the purposes of interpretation, the priority of the documents shall be in accordance with the following sequence:

- i) The Contract Agreement.
- ii) Letter of Acceptance.
- iii) Form of bid
- iv) General Information

- v) Notice Inviting Tender ( with Annexes )
- vi) Instructions to Tenderers
- vii) Special Conditions of Contract
- viii) Annexures
- ix) Bill of Quantities (BOQ)
- x) General Terms and Conditions of Contract

**19.0 JURISDICTION OF COURTS:-**

In case of any disputes/differences between contractor & DFCCIL the jurisdiction shall be of Agra Courts only.

**20.0** In case of any deviation in downloaded copy of the tender documents, the Master Copy kept in the office of Chief General Manager/TDL/ DFCCIL, will prevail and the interpretation of CGM/ TDL will prevail.

**21.0 RISK PURCHASE:-** During execution of this Tender, if any delay is observed due to reasons attributable to tenderer other than force majeure conditions which may cause delay in completion of the work, DFCCIL shall be at liberty to cancel the contract, totally or partially, at any point of time without assigning any reason, whatsoever, and take alternative measures at your risk and cost.

**22.0** Tax Deduction at source (TDS):- TDS shall be deducted as applicable.

**23.0** Inspection- Fields Quality Assurance: -As per the requirement of Site Engineer of DFCCIL

**24.0** Other Facilities / Requirements:-If any, Contractor's Scope.

**25.0 SAFETY REQUIREMENTS:-** Uncompromising Quality and Safety standards are considered as part of work carried out at all Work Sites at DFCCIL and therefore Zero Tolerance towards non-compliance. Site activities require total compliance to safety procedures and guidelines as provided on IE Rules 1956. Accordingly, at all work sites where your personnel deployed, shall comply to Safety Procedures, Norms. All Contractor Staff/ Labour shall use PPE kit during working at site or travelling on DFCC vehicle for work.

**26.0** Penalties for Safety Lapses: -Any violation in adhering to the terms and conditions stipulated in I.R GCC July-2014 would also attract to penalties payable by you as per IR GCC July-2014 Provisions.

**27.0 RETENTION MONEY:**

Retention money for all contracts shall be recovered from on account/ final bills of the Contractor at 10% of gross value of each bill after adjusting EMD amount till the amount so recovered including EMD amount adds up to 5% of the contract value of the work etc. variation and extra work. No interest shall be payable to the Contractor on the amount towards retention money.

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**28.0 RELEASE OF RETENTION MONEY:**

**28.1** The Retention Money shall be returned to the contractor after the expiry of the Defect Liability Period after passing the final bill based on the No Claim Certificate with the approval of Competent Authority. The competent authority shall normally be the authority who is competent to sign the Contract Before releasing the Retention Money/ Security Deposit, an unconditional and unequivocal 'No Claim Certificate' from the contractor concerned should be obtained.

**28.2** If requested by the Contractor, 50% of the Retention money may be released on deduction of retention money reaching 5% of the contract value against submission of Bank Guarantee for an equivalent amount by the Contractor in the prescribed Performs from any scheduled Bank. This Bank Guarantee shall be kept valid till the period of three months beyond the expiry of Defect Liability Period. Fixed Deposit Receipt (FDR) from a scheduled bank endorsed in favour of the Employer can be submitted by the Contractor in lieu of the Bank Guarantee for release of 50% Retention Money. In case of the requirement, the Bank Guarantee/FDR shall be extended by the contractor, for the period as directed by the Engineer/Employer.

**29.0 PERFORMANCE BANK GAURENTEE**

- a) The successful bidder shall have to submit a Performance Guarantee (PG) within 30 (thirty) days from the date of issue of Letter of Acceptance (LOA). Extension of time for submission of PG beyond 30 (Thirty) days and up to 60 (sixty) days from the date of issue of LOA may be given by the Authority who is competent to sign the contract agreement. However, a penal interest of 15% (Fifteen) per annum shall be charged for the delay beyond 30 (thirty) days, i.e. from 31st day after the date of issue of LOA. In case the contractor fails to submit the requisite PG even after 60 (sixty) days from the date of issue of LOA, the contract shall be terminated duly forfeiting EMD and other dues, if any payable against that contract. The failed contractor shall be debarred from participating in re-tender for that work. First on A/C bill will be released after submission of PBG and signing of contract agreement.
- b) The successful bidder shall submit a Performance Guarantee (PG) in the form of Irrevocable Bank Guarantee or Fixed Deposit Receipt (FDR) (free from any encumbrance) endorsed/ pledged in favour of DFCCIL amounting to 5% of the contract value.
- c) The Performance Guarantee shall be submitted by the successful bidder after the signing of the agreement. This PG shall be initially valid up to the stipulated date of completion plus 60 days beyond that. In case the time for completion of work gets extended, the contractor shall get the validity of Performance Guarantee extended to cover such extended time for completion of work plus 60 days.
- d) The value of PG to be submitted by the Contractor will not change for variation up to 25% (either increase or decrease). In case during the course of execution, value of contract increases by more than 25% of the original contract value, an additional Performance Guarantee amount to 5% (five percent) for the excess value over the original contract value should be deposited by the contractor.
- e) The Performance Guarantee (PG) shall be released after the physical completion of the work based on the "Completion Certificate" issued by the competent authority

stating that the contractor has completed the work in all respects satisfactorily. The Security Deposit shall however, be released only after expiry of the Defect Liability Period and after passing the final bill based on 'No Claim Certificate' from the contractor.

- f) Wherever the contract is rescinded, the security deposit shall be forfeited and the Performance Guarantee shall be encashed and the balance work shall be got done independently without risk and cost of the failed contractor. The failed contractor shall be debarred from participating in the tender for executing the balance work.
- g) The Engineer shall not make a claim under the Performance Guarantee except for amounts to which DFCCIL is entitled under the contract (not withstanding and /or without prejudice to any other provisions in the contract agreement) in the event of:
  - i. Failure by the contractor to extend the validity of the Performance Guarantee as described herein above, in which event the Engineer may claim the full amount of the Performance Guarantee.
  - ii. Failure by the contractor to pay DFCCIL any amount due, either as agreed by the contractor or determined under any of the Clauses/Conditions of the agreement, within 30 days of the service of notice to this effect by Engineer.
  - iii. The contract being determined or rescinded under provision of the GCC /SCC the Performance Guarantee shall be forfeited in full and shall be absolutely at the disposal of DFCCIL.

### **30.0 DEFECT LIABILITY PERIOD**

The Defect Liability Period for this work will be as 60 days after successful Completion of the Contract.

### **31.0 GUARANTEE BOND FOR INDEMNIFICATION OF DFCCIL MATERIALS:**

- (a) The materials supplied as per requirement under "Scope of the work and Special conditions" shall be covered by the **Guarantee Bond For Indemnification of DFCCIL Materials of sufficient requisite amount** on stamp paper of requisite value of the material supplied by DFCCIL to be submitted by the contractor before lifting the material from Railway depots.
- (b) **Reconciliation of Materials supplied by the Railway:** All the material supplied by the purchaser and also released from the existing General Power Supply (E&M) shall be correctly accounted for and quantities reconciled on completion of the work by the contractor.
- (c) On completion of work, all surplus materials supplied by the purchaser together with the ones found defective or that have become defective or broken on account of defective materials, the surplus DFCCIL supplied material to be handed over to concerned depot. For the purpose of measurement of General Power Supply (E&M), the length of the conductor will be taken from termination to termination and erection tolerance of 0.5% will be allowed.
- (d) **Release of the Guarantee Bond for Indemnification:** After according approval to the "Materials Reconciliation Statement" "Guarantee Bond for Indemnification will be released with approval of CGM/TDL of respective unit.

### **32.0 ELECTRICAL CONTRACTOR LICENSE:**

Contractor must have valid Electrical Contractor License issued from appropriate government authority to execute HT & LT works.

**GENERAL CONDITIONS OF CONTRACT**

The General Conditions of Contract July 2014 (Part-II) of the Indian Railways shall be followed with latest correction slips and amendments issued from Indian Railways.

The General Conditions of Contract July 2014 (Part-II) of the Indian Railways, along with latest correction slips and amendments, will form part of the tender/contract documents.

In case, there is an ambiguity in any definition, the decision of DFCCIL regarding the interpretation shall be final and binding.

Wherever there is conflict in any condition between GCC and special condition mentioned in tender documents. The condition mentioned in special condition of contract will prevail. However Engineer-in-charge decision in this connection shall be final and binding.

# (ANNEXURES)

**Annexure-I**

**Performa for Experience Certificate. {on the letter head of the issuing department}**

M/s..... has provided Outsourcing of Manpower proving services to this department and has completed the work/service successfully. The details are as under:

1. Name of work/ service:
2. Agreement/contract number:
3. Nature of service provided:
4. Date of start of service/work:
5. Date of completion of work/service:
6. Total value of work/service during the contract period (if completed):
7. In case of on-going work/service, please indicate the annual payment for
  - a) F.Y. 2019 -20
  - b) F.Y.2018-19
  - c) F.Y.2017-18
  - d) F.Y.2016-17

(Name & Signature of the officer with seal of the department and phone no.)



**Annexure-II**

**Performa for Affidavit. {on the letterhead of the bidder}**

I \_\_\_\_\_ Proprietor/Director/Partner of the firm M/s.\_\_\_\_\_ do hereby solemnly affirm that the firm M/s.\_\_\_\_\_ has never been black listed/debarred by any organization/office and there has not been any work cancelled against them for poor performance in the last three years reckoned from the date of invitation of Tender.

**Signature of  
Proprietor/Director/Partner**

**SCOPE OF SERVICES:**

**Detailed Scope of Work: -**

The scope of work under this tender: – Service Provider has to provide outsourced persons in various categories (As mentioned in schedule of offer) to carry out the following works.

**A. MAINTENANCE SCHEDULE FOR DISTRIBUTION TRANSFORMER**

**1. 0 MAINTENANCE SCHEDULE**

**Recommended Maintenance Schedule for Transformer of Capacities less than 1000 KVA (630 kVA 11/0.433 kV Transformer)**

- A) Monthly Inspection of Oil level in transformer (Check tightness of connections), All connections tightness and Dehydrating breather (Check that air passages are clear & check colour of active agent).
- B) Quarterly Inspection of Bushing and Examine for cracks & dirt deposits.
- C) Half yearly Inspection of Non Conservator transformer (Check for moisture under cover), Cable boxes, gasketed joints, gauges and general paintwork (Inspect for leaks & cracks etc.).
- D) Yearly Inspection of Transformer oil (Check di-electric strength and water content, Check for acidity and sludge), Check values of Earth resistance & Relay, alarms and their circuits etc (Examination relay and alarm contacts, their operation, fuses etc, Check relay accuracy.
- E) In addition to above, also to be checked Foundation of transformer, Termination of HT/LT cable and visual inspection of transformer.

Note:

- 1. The silica gel may be reactivated by heating to 150-200<sup>0</sup>C.
- 2. Every time when the oil is changed, oil seal should also be changed.
- 3. No work should be done on any transformer unless it is disconnected from all external circuits and the tank and all windings have been solidly earthed.

In case of anything abnormal occurring during service, maker's advice should be obtained giving him complete particulars regarding the nature and extent of occurrence, together with the nameplate particulars.

The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

**B. MAINTENANCE SCHEDULE FOR SUB-STATION**

**1.0 Monthly Maintenance Proforma**

STATION:

LOCATION:

DATE:

Items	Work to be done	Work done/ Remark if any
<b>Switch yard</b>		
Earth pits	Cleaning	
	Watering	
Earth connections	Check all connections both at earth pits and metal parts	
Yard	Growth of unwanted shrubs etc. Keep the yard free from shrubs, garbage etc.	
<b>Transformer</b>		
Buchholz Relay	Check gas collection	
Oil level	Check oil level in conservator	
Connections	Open terminal box cover and Check connections visually for flash/spark marks	
Dehydrating breather	Check all passages	
	Check colour of silica gel	
Cleaning	Clean entire transformer externally	
<b>Control Panel Room</b>		
Load (amp.)	Check load balancing, If found unbalance; dispute the load equally on all phases.	
MCCB/Fuse	Provide proper size of MCCB/Fuse according to load condition	

**1.1 Quarterly Maintenance Proforma**

STATION:

LOCATION:

DATE:

Note: In addition to monthly maintenance, carry out following works:

Items	Work to be done	Work done/Remark if any	
<b>Switch yard</b>			
Support Insulators	Clean and examine for cracks		
<b>Transformer</b>		TR-1	TR-2
Bushing	Clean and examine for cracks		
	Check for oil seepage		
<b>Control Panel Room</b>			
LT Bus Bars	Clean and check visually for overheating, flash/spark marks. Tighten all connections.		

### 1.2 Half Yearly Maintenance Proforma

STATION:

LOCATION:

DATE:

Note: In addition to quarterly maintenance, carry out following works:

Items		Work to be done	Work done/Remark if any				
Transformer			TR-1		TR-2		
	Oil	Check BDV, if BDV<30 KV/cm, do filtration to restore quality of oil					
	Cable box, gasketed joints and gauges	Inspect for leakage and cracks					
Control Panel Room							
	ACB		ACB1	ACB2	ACB3	ACB4	ACB5
		Clean with lint free cloth					
		Clean fixed and moving contact					
		Clean and lubricate operating					

### 1.3 Yearly Maintenance Proforma

STATION:

LOCATION:

DATE:

Note: In addition to half yearly maintenance, carry out following works:

Items	Work to be done	Work done / Remark if any
Switch yard		
Concreting/coping of the supports	Take preventive action, if there are cracks or the coping of concreting is coming off.	
Gravel/crushed rock	Check leveling, oil stain and dust accumulation. Spray water to remove oil stain and accumulated dust. Maintain leveling to avoid formation of water pools.	
Earth resistance	Measure the earth resistance of individual equipment earth pit	
	1. Major sub-station :1.0 ohms 2. Small sub-station : 2.0 ohms	
Earth connection of metal parts	Check the earth connection of metal parts is properly connected to the earth.	
AB switches	Check the line and earth connections	
	Lubricate and check proper operation	
HT lighting arresters	Measure IR value between HV terminal and earth, if low, replace it. Check the line and earth connection.	
Bus bars	Tightness the connections properly from the bus bars and bars to the lines.	
Insulators	Clean and check all insulators for any crack or damage, Change if required.	

Transformer		
Winding	Measure IR value between HV-Earth } HV-LV } min. 2 M ohm/kV LV-Earth }	
Oil	Check BDV, if <30KV/cm, do filtration to restore quality of oil.	
	Perform dissolve gas analysis (DGA) as per annexure-B to check for incipient faults	
Buchholz relay	Clean and check components of floats, alarm contact and their operation. Replace if necessary.	
	Check accuracy of relay. Change the setting, if necessary	
Earth resistance	Check earth resistance of neutral and body. If high, take corrective action	
Body	Check for peelings/rusting/damage. Repaint, as required.	

The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

### C. MAINTENANCE SCHEDULE FOR DIESEL GENERATOR SET (180 KVA DG Set)

#### 1. GENERAL CHECKS BEFORE STARTING THE ENGINE

- a) Check and correct cooling water level.
- b) Check belt tensions.
- c) Clean radiator fins by blowing air in the opposite direction
- d) Check lube oil level, top up if required with same brand and grade of oil.
- e) Check oil level of oil bath filter and clean air cleaner as required.
- f) Check clamping, tighten if required.
- g) Drain once 200ml. of diesel from bottom of fuel tank to remove sediments.
- h) Check and ensure sufficient quantity of fuel in tank.
- i) Check battery terminals and connections for proper tightness – top up electrolyte, if required
- j) Clean engine and premises.

#### 2. A - CHECK MAINTENANCE OF DIESEL ENGINE

##### Proposal of Daily preventive maintenance –

- a) Lubrication- Check engine oil level.
- b) Check & record parameter of DG set
- c) Check battery voltage
- d) Air System - Check pre-cleanse dust pan weekly.
- e) Cooling System- Check coolant level.
- f) Fuel System- Drain sediments from fuel tanks.
- g) Drain air tank.
- h) Check and correct leaks.
- i) Drain fuel filter/Water separator daily.

**Proposal of Weekly preventive maintenance –**

- a) Lubrication- Check engine oil level.
- b) Fuel System- Drain sediments from fuel tanks.
- c) Air System - Check pre-cleanse dust pan weekly.
- d) Check air clearance restriction cleaner, change air cleaner element if required.
- e) Cooling System- Check coolant level.
- f) Other Maintenance- Drain air tank. Check and correct leaks. Drain fuel filter/Water separator daily. Check battery status and maintain properly.
- g) No load testing

**3. B - CHECK (EVERY 225-250 HRS. OR 6 MONTHS WHICHEVER IS EARLIER) MAINTENANCE OF DIESEL ENGINE**

SN.	Proposed Maintenance	Work Involved	Remarks
1.	Cleaning lubrication oil	<ol style="list-style-type: none"> <li>1. Warm up the engine and stop.</li> <li>2. Remove drain plug and drain engine oil in a pan of 20 ltrs. Capacity.</li> <li>3. Refit drain plug.</li> <li>4. Fill the recommended new engine oil to H mark on dipstick.</li> </ol>	
2.	Changing of lube oil filter	<ol style="list-style-type: none"> <li>1. Clean filter head and its surroundings before removing it.</li> <li>2. Remove the filter and clean the gasket surface.</li> <li>3. Fill the new filter with clean lubricating oil and apply a light film of lube oil to the gasket sealing surface.</li> <li>4. Fit the filter manually.</li> </ol>	
3.	Checking of cooling system	<ol style="list-style-type: none"> <li>1. Repeat all A-checks</li> <li>2. Check fan hub and fan drive arrangement.</li> <li>3. Check seal of radiator cap.</li> </ol>	
4.	Changing of fuel filter and water separator	<ol style="list-style-type: none"> <li>1. Repeat all A-checks</li> <li>2. Remove the two filters from the dual filter adapter.</li> <li>3. Fill the new filters with clean fuel and apply a light film of lube oil to the seal.</li> <li>4. Fit the filters manually.</li> <li>5. Drain sediments from fuel tank.</li> </ol>	
5.	Checking of air filter/ system	<ol style="list-style-type: none"> <li>1. Repeat all A-checks</li> <li>2. Clean air filter in reverse direction using dry air with maximum pressure 0.5kg/sq.cm.</li> </ol>	
6.	Other checks	<ol style="list-style-type: none"> <li>1. Repeat all A-checks.</li> <li>2. Check electrolyte level and specific gravity of battery.</li> <li>3. Add distilled water if required.</li> <li>4. Check terminals tightness and clean the battery.</li> <li>5. Secure all connectors in engine electrical system.</li> </ol>	

**4. C - CHECK (EVERY 475-500 HRS. OR 12 MONTHS WHICHEVER IS EARLIER)  
MAINTENANCE OF DIESEL ENGINE**

S.N.	Proposed	Work Involved	Remarks
1.	Checking of lubrication system	1. Repeat all A & B checks. 2. Clean breather.	
2.	Checking of cooling system	1. Repeat all A & B checks. 2. Check coolant conditions. 3. Check recovery bottle and seal. 4. Check connections and sealing of radiator. 5. Clean radiator externally by blowing pressurized air in the reverse direction of the flow of radiator fan.	Do not spill water on radiator fans
3.	Checking of fuel system	1. Repeat all A & B checks. 2. Check all joints in fuel lines and tighten 3. Check feed pump and clean baby filter.	
4.	Checking of air filter/ system	1. Repeat all A & B checks.	
5.	Other checks	1. Repeat all A & B checks. 2. Check AVMs (anti-vibration mountings) and replace if required.	

The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

**D. MAINTENANCE SCHEDULE FOR C & R Panel & DISTRIBUTION BOARD**

**[MDB, APFC Panel, Emergency Panel, Sub Distribution Boards, Residential quarters Distribution Boards, Pump Panel, Fire Alarm Control Panel, Feeder Pillar and DBs(TPN/SPN) ]**

Following activates shall be monitored at C&R panels

1. CB ON
2. CB OFF
3. Spring Charge
4. L/R Switch Position on C&R Panel
5. Protection Operated by Trial Tripping from Relay
6. Common trip circuit healthy
7. Trip Circuit Healthy
8. Trip Circuit Healthy
9. DC /AC Failure Indication
10. Operating of DC fail relay

- I. Daily Maintenance for checking all indication lamps working, illumination lamp/ power socket working.
- II. Monthly Maintenance for proper opening / interlocking of panels, checking of fuse / MCB rating, check and ensure that L/R switch is at remote position.

- III. Half yearly Maintenance for Control Panel interior & external surface, Relay/Contractors with air blower. All control connections, Earthing connections wherever provided, inter panel coupling, Multi-core Cable Glands, Dressing of wiring, Check door bidding for dust proofing, checking and ensure that relay healthy indication is glowing, check that all unused wires are insulated.
- IV. Check the condensation to ensure the specified insulating level in the Circuit Breaker (CB), if condensation is detected, clean the circuit-breaker.
- V. Check all protection (Like DMCR, WTI trip, O/C & E/F etc.) and communication connections as and when required.
- VI. Check any damage to the paint, scratches and other damage regularly to avoid corrosion
- VII. Check insulation resistance of multi-core cables.
- VIII. Check wiring continuity, Armoured connections and continuity to earth.
- IX. Checking of Earthing of equipment, Doors, Panel to main grid and its continuity.
- X. Checking of all internal equipment i.e. Space Heater/ Light/ MCB/ Door Switch/ Thermostat etc.
- XI. The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

#### **E. MAINTENANCE OF CABLE AND END TERMINATION**

Repairs of cables as and when required on discretion of Engineer in-charge involve replacement of a section of the defective cable by a length of new cable and insertion of two straight joints. All repairs and new joints in connection with repairs should be made in the same manner as joints on new cables. In some cases where the insulation has not been damaged severely, or where moisture has not obtained ingress into the insulation; it may only be necessary to install a joint at the point of cable failure.

In case of cable termination filled with liquid insulating compound, it is necessary to check periodically on discretion of Engineer in-charge the compound level in the termination boxes and to add compound if required.

All new cables should be tested for insulation resistance before jointing and after satisfactory results are obtained cable jointing and termination work should commence on discretion of Engineer in-charge.

The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

#### **F. MAINTENANCE FOR FIRE EXTINGUISHER**

Check periodically to ensure that they are ready to operate properly and safely and give reasonable assurance that the fire extinguisher is fully charged. Verify the same to Engineer in-charge that it is in its designated place, that it has not been actuated or tampered with, and that there is no obvious physical damage or condition to prevent its operation.

Clean extinguisher to remove dirt, grease or foreign material. Check to make sure that the instruction nameplate is securely attached and legible. Inspect the cylinders for corrosion, abrasion, dents or weld damage.

**Note:** When cleaning, avoid use of solvents around the pressure gauge. They could seriously damage the plastic gauge face



1. Remove and check ring (safety) pin for freedom of movement. Replacement if bent or if removal appears difficult.
2. Visually inspect the pressure gauge :
  - a. If bent, damaged or improper gauge, depressurize and replace.
  - b. If pressure is low or high and temperature/pressure relationship has been ruled out
  - c. If pressure is low, check for leaks.
  - d. If over pressurized (overcharged), depressurize the extinguisher and follow recharge instructions.
3. Inspect discharge lever for any dirt or corrosion which might impair freedom of movement. Inspect carrying handle for proper installation. If lever, handle or rivets are damaged, replace with proper part(s).
4. Check weight of extinguisher and compare to proper weight specified on extinguisher nameplate. If discrepancy is noted, remove nozzle or hose assembly and follow Complete Maintenance/Recharge Procedure for recharging.
5. Replace the extinguisher on the wall hanger making sure that it fits the bracket properly – replace the bracket if necessary.

The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

**G. Maintenance of internal & external wiring including street lighting - light fitting, fixtures, wiring, earthings & switches and erection of the items as and when required or on discretion of Engineer in-charge at the mentioned locations.**

<b>A</b>	<b>At Station Building (10 No)</b>
1	LED Light fixtures
a)	Internal lighting
i	40W 4ft. light fitting
ii	43W 4ft. light fitting
iii	30W 4ft. light fitting
iv	45W Circular Light fitting
v	50W Circular Light fitting
vi	40W square fitting
vii	20W 2ft. fitting
viii	10W Bulkhead fitting
ix	Emergency Light fitting with battery backup
b)	External lighting
2	Ceiling fan/wall mounted fan/exhaust fan
3	5/6A modular type switch with indicator
4	5/6A 5 pin modular type socket outlet with switch
5	15/16A 6 pin modular type socket outlet with switch
6	25A modular type socket outlet with Isolator
7	32A modular type socket outlet with Isolator
<b>B</b>	<b>IMD (2 No)</b>
8	LED Light fixtures
a)	Internal lighting
i	40W 4ft. light fitting

iii	30W 4ft. light fitting
iv	40W Circular Light fitting
v	20W Circular Light fitting
vi	30W square fitting
ix	Emergency Light fitting with battery backup
b)	External lighting-69watt
9	Ceiling fan/wall mounted fan/exhaust fan
10	5/6A modular type switch with indicator
11	5/6A 5 pin modular type socket outlet with switch
12	15/16A 6 pin modular type socket outlet with switch
<b>C</b>	<b>IMSD (8 No)</b>
13	LED Light fixtures
<b>a)</b>	<b>Internal lighting</b>
i	40W 4ft. light fitting
ii	10W Bulkhead fitting
iii	Emergency Light fitting with battery backup
<b>b)</b>	<b>External lighting-69 watt</b>
14	Ceiling fan/wall mounted fan/exhaust fan
15	5/6A modular type switch with indicator
16	5/6A 5 pin modular type socket outlet with switch
17	15/16A 6 pin modular type socket outlet with switch
18	25A modular type socket outlet with Isolator
<b>D</b>	<b>Staff Quarter Type-1 (81 No)</b>
19	18W 4ft. light fitting
20	Ceiling fan
21	Exhaust fan
22	5/6A modular type switch with indicator
23	5/6A 5 pin modular type socket outlet with switch
24	15/16A 6 pin modular type socket outlet with switch
25	AC Socket outlet with Isolator
26	Geyser Socket outlet with Isolator
27	Bell Push with Buzzer
28	TV Point
	<b>Common for Each Block</b>
29	10W Bulkhead fitting
<b>E</b>	<b>Staff Quarter Type-2 (40 No)</b>
30	18W 4ft. light fitting
31	Ceiling fan
32	Exhaust fan
33	5/6A modular type switch with indicator
34	5/6A 5 pin modular type socket outlet with switch
35	15/16A 6 pin modular type socket outlet with switch
36	AC Socket outlet with Isolator
37	Geyser Socket outlet with Isolator
38	Bell Push with Buzzer

39	TV Point
	<b>Common for Each Block</b>
40	10W Bulkhead fitting
<b>F</b>	<b>Staff Quarter Type-3 (40 No)</b>
41	18W 4ft. light fitting
42	Ceiling fan
43	Exhaust fan
44	5/6A modular type switch with indicator
45	5/6A 5 pin modular type socket outlet with switch
46	15/16A 6 pin modular type socket outlet with switch
47	AC Socket outlet with Isolator
48	Geyser Socket outlet with Isolator
49	Bell Push with Buzzer
50	TV Point
	<b>Common for Each Block</b>
51	10W Bulkhead fitting
	<b>Common for Staff quarter at Each Location</b>
52	External lighting-70watt
53	<b>Street Light</b>

**Maintenance procedure:**

Cleaning of the luminaire to be carried out periodically to optimize light output due to fumes, smoke and dust. Cleaning frequency depends on the environment in which the fixture operates and as per requirement on discretion of Engineer in-charge. Remove the main plug before cleaning in order to avoid electrical shock.

1. Use a soft cloth to wipe down the outside casing.
2. Do not use harsh liquids or chemicals for cleaning the diffuser. The diffuser can lose its transparency after reacting with the cleaning chemical.
3. Always be sure to dry all parts completely before plugging the unit back
4. Always check broken wires, switches etc. in order to avoid damage to the luminaire as well as possible electric shock or fire.

The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

**H. AC Maintenance**

1. Half yearly maintenance of 1.5 Ton split type AC of different make & models including replacement of defective parts/spares as and when required.
2. Half yearly maintenance of 2 Ton split type AC of different make & models including replacement of defective parts/spares as and when required.

The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

## **I. OPERATION & MAINTENANCE OF SUBMERSIBLE PUMPS**

### **1.0 Testing:**

**Following tests are to be conducted as and when required or on discretion of Engineer in-charge.**

#### **1.1 INSULATION TEST:**

Connect one lead of a megger tester to the rising main and the other lead to the read core of the motor cable. A reading of 2 Mega ohms or more indicates that the motor winding, cable and cable joints are sound. If the reading is less than 2 Mega ohms, the fault is either in the wiring or the pump is locked by sand or other foreign substances.

#### **1.2 DIRECTION OF ROTATION TEST:**

Check the above-ground wiring against the wiring diagram. Test the operation of all the above ground electrical equipment's, with the motor cable disconnected. If the operation of the equipment is normal, reconnect the motor cable, close the gate valve and reopen it three quarters of a turn only. Switch on the motor. If the overload release device trips or other fault occurs, it is an indication that cable connections are wrong or the pump is sand blocked. Try to reverse the direction of rotation for about three seconds only. If the pump still does not start, it must be raised to the surface to be cleared of obstruction.

If the pump is sand locked, recheck the level at which the pump suction is set. The pump suction and motor base must be in the solid casing (pump housing) and not opposite the well screen.

#### **1.3 OPERATING HEAD TEST:**

Close the gate valve at the surface completely. Check the pressure gauge reading, ammeter reading and the distance gauge from the center of the pressure gauge dial to the water level in the well.

Compute the total head by adding the pressure gauge reading and the distance dial to the water level in the well.

The total head obtained should be approximately the same as expected.

#### **1.4 AIR LOCKED TEST:**

Close the gate valve at the surface completely. Check the pressure gauge and ammeter reading. Check the line voltage in all the phases while the pump is in operation. If the discharge from the pump is into an elevated reservoir or tank separate the pipe system at the ground level immediately after the gate valve at the ground surface, and check the meter current and discharge rate obtained at this point.

A lower than normal reading of line current without any discharge at all will show the air locked pump.

An increase in discharge and motor current will prove that the trouble is in the system beyond the gate valve and not in the pump or system below ground level.

#### **1.5 LOW DISCHARGE TEST:**

Close the gate valve at ground surface for a sufficient long time, to check the ammeter and pressure gauge reading. Check the water level in the well. Calculate the closed valve head developed by the pump. If this value is considerably less than the design total head, while the ammeter reading is higher than that specified by the manufacturer on the test sheet, the existence of following faults confirm.

1. Mechanical friction in pump or motor
2. Riser pipe developing a hole or leak developing in the system below the ground level.
3. The pump being worn by sand, there is an increase in mechanical friction.

### **1.6 PUMPING RATE TEST:**

A. The test procedure to test whether the pumping rate greater than the rate of recuperation of well will include closing of the gate valve at the surface completely and then opening on turn only. If the trouble is corrected this proves that the pump discharge is too high for the yield of the well.

B. If the trouble persists; close the gate valve further, a small part of a turn at a time, until the trouble ceases. Leave the gate valve stem. Remove the gate valve handle to prevent authorized interference.

### **2.0 OPERATION OF SUBMERSIBLE PUMPS**

Before operating the pump, the direction of rotation is checked. To ascertain the correct direction of rotation, let the motor run in both directions with the stop valve closed. The direction of rotation is changed by interchanging two of the phases. The pressure gauge will show different readings for the two directions. The direction which gives the higher pressure is correct one. When running freely, the correct direction of rotation can also be judged from the amount of water pumped.

### **2.1 STARTING AND INITIAL RUN:**

The pump is started with sluice valve closed or slightly open. During the initial run, it is checked as to whether the pumped water is clear or muddy and whether any impurity is being pumped. If the water contains sandy or gritty particles or the impurities, care is taken not to stop pumping, otherwise the particles will settle inside the pump and on top of the non-return valve (if fitted), and may choke or seize the pump. The pump must be run with valve fully open (at not more than 40% discharge), until the sand content falls. The valve is then opened slowly to its full extent. Pumping is continued in this manner until it is possible to pump with a fully-open valve, without pumping excess sand. Generally, the permissible limit is up to 25 grains of sand per cubic meter of water (0.001 per cent, on volume basis, or 0.0025 per cent by weight). When the pumped water is clear, the pump may be stopped and restarted as required.

### **2.2 SHUT-DOWN PERIODS**

The pump should not be allowed to remain stationary for more than 14 days at a stretch as, otherwise, lime, iron and other substances tend to settle in the bearings and impeller gaps, and block the pump rotor. If operating conditions require the pump to remain stopped for a longer period, it should be started and allowed to run for at least 5 minutes once every 14 days and preferably once every 8 days. Only then the pump will be ready for instant resumption of service at anytime.

### **3.0 COMMON CAUSES OF BREAKDOWN OF SUBMERSIBLE PUMPS**

The most common cause of breakdown of submersible pumps is the burning of motors. The following are the common causes of burning of the motor.

#### **3.1 Uniform Burning of Motor Winding Due to Formation of Insulating Layer:**

If the temperature of the winding exceeds the maximum allowable limit, it may result in the burning of the motor. This is generally caused by formation of an insulating layer around the motor surface, due to silt or grit gathered on the motor frame. The burning in this case is uniform. Whenever the motor is taken out, the surface should be cleaned and repainted before lowering.

#### **3.2 BURNING OF MOTOR DUE TO OVERLOADING**

A power overload occurs when the pump requires more power from the motor than the rated motor. Such a situation could lead to the overloading of winding, thus burning the motor. Power overloads can occur if the pump is run far away from the duty point specified on the pump and

motor. In the field, such conditions normally happen if the assessment of total head to be developed by the pump is not made properly. To avoid this, the motor selected should have adequate output.

### **3.3 BURNING OF MOTOR DUE TO VOLTAGE FLUCTUATION**

Submersible motors are designed to function without any problem, in the voltage range of  $\pm 10\%$  of the rated voltage. When the voltage exceeds the limit, the output of the motor increases, leading to overheating and burning of the winding. It is always advisable to have a voltmeter and an ammeter fixed on the switchboard as near the motor as possible. Necessary action could then be taken, in case the variation in voltage is more than the permissible limit. It is safer to have a motor of horse power about 10 to 15 per cent more than the rated power for the pump, so that some overload can be sustained. In case of fluctuating voltage conditions, a 3 phase voltage stabilizer should be provided.

### **3.4 BURNING OF MOTOR DUE TO SINGLE PHASING**

Single phasing of the motor is frequent in the field. In most cases, the missing of phase can also be due to malfunctioning of the switch gear. Inadequate capacity of fuses can also lead to this hazard. Further, single phasing can occur due to damage of the power cable. This can happen at the time of pump installation. Great care must be taken to avoid any damage or bending of the cable at the time of installation of the pump set.

It is recommended that economy should not be considered in the choice of switch gear for quality and capacity. It is always advisable to have a single-phasing presenter installed with the pump set.

### **3.5 BURNING OF MOTOR DUE TO EXCESSIVE NUMBER OF STARTS**

The starting current of all motors is much higher than the current required for normal running. Consequently, if the number of times the pump is started is high and in quick succession, the winding will not have time to dissipate the heat developed in starting and will overheat. This will weaken the insulation and result in the winding burning. The permissible switching frequency depends on the motor horse power. The maximum switching allowed is 20 times and 15 times an hour for motors upto 5 hp, and 7.5 to 100 hp, respectively. If the motor does not start to run and build up to full speed as soon as it is switched on, it must be switched off immediately and should not be started again until about 5 minutes have elapsed.

### **3.6 BURNING OF MOTORS DUE TO ELECTRICAL DISCHARGE**

Electrical discharge can occur between winding and earth or between turns. The cause can be direct sparking or accidental jumping of current from one conductor to another. The contact between winding and earth, due to defect in insulation of the wire or puncture of the wire at the time of winding, could also cause the damage.

### **3.7 WRONG REPAIR AND REPLACEMENT**

The spare parts used in the repair of motor, starter and pump may be improper quality and capacity, which may cause burning of motor due to non-matching of characteristics. The parts replaced should be genuine, purchased from authorized dealers of reputed manufacturers.

In addition to burning of submersible motor, the following are the other causes responsible for breakdown of submersible pumps:

#### **a) Damage to motor and pump:**

The submersible pump and motor until is aligned by manufacturer or in repair workshop. Rough handling in transportation and carriage to the site of installation may cause misalignment which will be noticed only after lowering of the unit. Misalignment may cause vibrations leading to damage to motor and pump parts, and overloading of motor resulting in the burning of the windings.

The motor and pumps should be assembled and checked for free movement in the shop, and packed in wooden containers of six matching the equipment. The box should be carried carefully to the site and should be opened only at the time of lowering.

**b) Heavy fine-Sand Pumping:**

Submersible pump will provide long service life if the sand content of the water is limited to 28-40 ppm. With sand pumping, the service life of the pump is reduced drastically. Sand in water damaged the rubbing surface of the neck ring and impeller and cause more clearance. Too high a clearance result in high vibrations which reduce the discharge and overload the motor. Vibrations disturb the motor alignment and ultimately burn the motor.

**c) Loose and Electrical Column pipe:**

A loosely bolted and non-rigid column pipe to which a submersible pump is attached can cause vibrations in the whole system. These vibrations will ultimately damage the pump due to misalignment and lead to the breaking of motor or its burning.

Flanges and other types of joints must be properly matched and tightened with an ordinary nut and a check nut. The pipe should be kept at the center of the housing and on one side.

**d) Fallen Pumps and Motors:**

The falling down of pumps and motors is due to vibrations, and faulty repair, i.e. non-replacement of worn studs and water hammer. Fishing is easier with a fallen pump than a detached motor. For fishing the fallen motor, the manufacturer should be asked to provide a mechanical clamp from the bottom of the motor to the discharge nipple over the non-return valve, which can be attached to a wire rope. This wire rope should be brought up to the top of the well so that in case of an accidental fall, the motor can be easily pulled out. This will not only save the motor but well itself because, many a time, the well is abandoned because of the failure to fish out the motor.

**e) Seizure of Pump or Motor Bearing**

Seizure of the pump bearing can result when the pump runs dry. This can happen due to a fall in water level during summer or over pumping of the tube well. The pump can be safeguarded from dry running by installing a pneumatic water level indicator, observing it periodically and extending the column pipes to cater to situation of falling water, if required.

### 3.0 DO'S AND DONT'S FOR SUBMERSIBLE PUMP

**DO'S:**

1. Do ensure that motor is filled with adequate quantity of clear, cold water before coupling to the pump.
2. Do ensure that no air is trapped while filling water in the motor.
3. Do avoid sharp bend to cable.
4. Do ensure that pump set never touches the bore well bottom.
5. Do ensure that the pump set is at least 3m above the mud accumulated in well.
6. Do ensure that in case of extreme urgencies, disassembly should be carried out only by trained mechanic with proper tools.

**DONT'S:**

1. Do not fill distilled water in the pump.
2. Do not connect water filling plug to tap.
3. Do not run motor without water even for short time.
4. Do not pull power cable.
5. Do not use any gasket between pump and motor.
6. Do not tamper with important assembly setting like axial play of pump and motor.
7. Do not use vice to hold the motor, use 'V' shaped wooden hooks.

The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

**J. Maintenance of RO with water cooler**

**R.O. System 25 LPH output capacity** - All in all repair & maintenance of Reverse Osmosis system including replacement of all components/parts e.g. Pump, Membrane, Filters, Power Supply, S.V., F.R., Housings, PVC connecting pipes, Water sensors, UV lamps and any other parts of Machine etc. as required. The job includes servicing of all the machines quarterly and also as and when required on receiving the complaints or as directed by Engineer in charge.

1. Daily check & operation of water cooler.
2. Cleaning of water tank once in a month.
3. Checking of water leakage from water cooler & if there is water leakage rectify the same.
4. Check & ensure proper working of water cooler daily.
5. Maintain record & submit to concern Engineer In charge.

The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

**K. Maintenance of Solar panels**

Once a fortnight the surface of the panels should be wiped clean with wet rag to remove dust, fallen leaves & bird dropping etc. Only water to be used and no other cleaning agent for cleaning. In addition maintenance of Secondary battery of Solar Panel is required on discretion of Engineer in-charge. Still general periodical maintenance of battery should be carried out. For efficient working of SPV system certain precautions are to be observed as given below.

1. Precautions and Preventive Steps Please ensure that:
  - a) SPV Modules are connected in parallel and SPV Panel output voltage is less than 25 Volts under normal sunshine condition (for 12 V System/Module).
  - b) All connections are properly made tight and neat using the crimped Red (for +ve) and Black (for -ve) wires supplied by the manufacturer in order to avoid reverse connection.
  - c) The rating of the fuse in the charge controller is not changed.
  - d) The SPV Panel is installed facing SOUTH and with the correct 'Angle of tilt'.
  - e) There is no shadow on any part of the SPV Panel at any time of the day, to get maximum power.
  - e) SPV Modules are protected against any act of vandalism and accidental strike or hit by heavy objects, like stone, hammer etc. If the SPV Panel is installed on ground, it



must be fenced properly to protect it from cattle and to prevent from any damage/theft. Fencing should be made in such a way that no shadow should fall on SPV Panel at any time of the day.

- f) Battery Bank is placed on a rack or platform insulated from ground and located in a well-ventilated room and also sufficient clearance is there over the battery.
- g) First the Battery Bank, then SPV Panel and then Load is connected to SPV Charge Control Unit and for disconnection reverse sequence is adopted.
- h) Battery terminals are never shorted even momentarily as shorting will result in heavy spark and fire. (To avoid the same connect the cable at Charge Controller end 'First' and then Battery end.)
- i) Never connect the Load directly to the SPV Panel as SPV Panel may give higher/lower voltage than required by the Load Equipment and hence the equipment may be damaged permanently.
- j) Blocking diode is provided at the array output for protection against reverse polarity.
- k) Make sure that the Solar PV module gets direct sunlight throughout the day where you install it.
- l) The Green indicator on Charge controller is only an indication for charging. It will glow even at small amount of charging. So to ensure efficient charging, the availability of direct sunlight over the Solar PV module for the maximum hours of the day should be ensured.
- m) It is not heat but light that produces energy. So let direct sunlight to fall on the module surface without shades.

The Checking and maintenance against this item shall be carried out in line with Maintenance Manual/Approved drawings/Specifications of DFCCILs with its latest correction slips if any as per instruction of DFCCIL representative.

#### **L. Maintenance of other E&M items:**

In addition to above listed items, any other E&M Electrical items required for maintenance as and when required or on discretion of Engineer in-charge at the mentioned locations.

**Signature of Tenderer**

**Annexure-IV**

**Eligibility Condition for various categories of Workmen**

1. **E&M Maintenance Party** with all necessary working tools for attending maintenance work –
  - a) Highly skilled / overall in-charge for supervising in day shift at every station for different E&M activities.
  - b) Skilled Person for executing different E&M activities (one person in night shift at every station).
  - c) Semi-Skilled Person for executing different E&M activities (one person in day shift at every station).
  - d) Unskilled Person for executing different E&M activities (two person in day shift and one in night at every station).
  
2. A skilled person and semi-skilled person who have requisite knowledge of execution/maintenance of any electrical work related to HT/LT installation for executing different E&M activities.

**Note:**

- A) Besides the categories mentioned above, DFCCIL may asked the Service Provider to provide other categories of staff also on hiring basis. The essential qualifications/pay structure for such categories shall be decided by mutual agreement and the services will be provided at the agreed commission.
  
- B) Police verification for background check of outsource staff is required to be done by the agency and same should be submitted to DFCCIL.

**CERTIFICATION OF FAMILIARISATION**

**A.** I/We hereby solemnly declare that I/We have visited the site of work and have familiarized myself/ourselves of the working conditions there in all respects and in particular, the following:

- a) Topography of the Area.
- b) Climatic condition and law & order situation in project area.

**B.** I/We have kept myself/ourselves fully informed of the provisions of this tender document comprising Instructions to the Tenderers, General Conditions of the Contract, Special Conditions, special terms and conditions apart from information conveyed to me/us through various other provisions in this tender document.

**C. Tentative Deployment of Workmen: -**

**List of station (New Bhaupur – New Khurja)**

1. New Bhaupur Junction Station
  2. New Kanchausi Crossing Station
  3. New Achalda Crossing Station
  4. New Ekdil Crossing Station
  5. New Bhadan Crossing Station
  6. New Makhanpur Crossing Station
  7. New Tundla Junction Station
  8. New Hathras Crossing Station
  9. New Daudkhan Junction Station
  10. New Khurja Junction Station
- a) Highly skilled / overall in-charge for supervising in day shift at every station for different E&M activities.
  - b) Skilled Person for executing different E&M activities (one person in night shift at every station).
  - c) Semi-Skilled Person for executing different E&M activities (one person in day shift at every station).
  - d) Unskilled Person for executing different E&M activities (two person in day shift and one in night at every station).

**D.** I/We have quoted my / our rates as “Percentage above / below / at par” of costs as per Schedule of items Rates **in Offer Sheet**, taking into account all the factors given above.

**(Signature of Tenderer/s)**

ANNEXURE – VI

**SUPPLEMENTARY AGREEMENT**

Articles of Agreement made on this ..... in the year ..... and between DFCCIL acting through the Chief General Manager hereinafter called as one party and ..... of the second part.

Where the party hereto of the second part executed an agreement with the party hereto of the first part being agreement No. .... dated ..... for the performance of ..... herein called the principal agreement.

And whereas it was agreed by and between the parties hereto that the works would be completed by the party hereto of the second part on ..... “date last extended” and whereas the party hereto of the second part has executed the work to the entire satisfaction of the party hereto of the first part and whereas the party hereto of the first part already made payments to the party hereto of the second part diverse sums from time to time aggregating to **Rs.** ..... including the final bill bearing voucher No. .... dated..... (the receipt of which is hereby acknowledged by the party hereto of the second part) in full and final settlement of all his claim under the principal agreement.

Now it is hereby agreed by and between the parties in the consideration of sums already paid by the party hereto of the first part to the party hereto of the second part against all outstanding dues and claims for all works done under the aforesaid principal agreement including / excluding security deposit, the party hereto of the second part have no further dues / claims against the party hereto of the first part under the said principal agreement.

It is further agreed by and between the parties that they party hereto of the second part has accepted the said sums mentioned above in full and final satisfaction of all its dues and claims under the said principal agreement.

It is further agreed and understood by and between the party that in consideration of the payment already made under the agreement the said principle agreement shall finally discharged and rescinded all the terms and conditions including the arbitration clause.

It is further agreed and understood by and between the parties that the arbitration clause contained in the said principal agreement shall cease to have any effect and / or shall seems to be nonexistent for all purposes.

Signature of the Tenderer/s

For & on behalf of

Witness of the signatures

Witness .....

1.

2.

ANNEXURE-VII

**UNDERTAKING BY TENDERER**

1. Being duly authorized to represent and act on behalf of ..... and having fully understood all the tender conditions and requirements for fulfilling eligibility criteria including residual / available bid capacity, the undersigned hereby declare that:
  - i) The information / statements given in support of technical and financial capability as per para 1.0 A, 1.0B and 1.0 C of Annexure-I of NIT of tender document are true and correct in every detail.
  - ii) This tender offer is made in the full understanding that:
    - a) All information / documents submitted along with tender offers by tenderer/s will be subject to verification by DFCCIL or its any authorized representative who may conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with the tender offer and to seek clarification from our bankers, clients regarding any financial & technical aspects;
    - (b) In the event that the information/document submitted is found to be false or misleading, the tender shall be disqualified and the earnest money deposited shall be forfeited.
2. The client reserves the right to:
  - (i) Reject or accept any application, cancel the tender and reject all applications.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Name

\_\_\_\_\_  
For & on behalf of  
Name of Firm/Company/JV

ANNEXURE-VIII

(Guarantee –Bond offered by bank to DFCC in connection with the execution of Contracts)  
(SD)

GUARANTEE BOND FORMAT  
(To be used by approved Schedule Banks)

1. In consideration of the Employer DFCCIL (herewith called “ The Employer”) having agreed to exempt \_\_\_\_\_ (hereinafter called “The said Contractor(s)”) from the demand, under the terms and conditions of an Agreement No..... dated \_\_\_\_\_ made between \_\_\_\_\_ and \_\_\_\_\_ for \_\_\_\_\_ (hereinafter called the “The Said Agreement”) of **security deposit** for the due fulfillment by the said contractor(s) of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only), we, \_\_\_\_\_ (indicate the name of the bank) (hereinafter referred to as “ The Bank”) at the request of contractor(s) do hereby undertake to pay to the Employer an amount not exceeding Rs. \_\_\_\_\_ against any loss or damage caused to or suffered or would be caused to or suffered by the Employer by reason of any breach by the said contractor(s) of any of the terms and conditions contained in the said Agreement.
2. We \_\_\_\_\_ (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this Guarantee without any demur merely on a demand from the DFCCIL stating that the amount claimed is due by way of loss or damages caused to or would be caused to or suffered by the DFCCIL by reason of any breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the Contractor(s) failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_.
3. We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s)/ Supplier(s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present is being absolute and unequivocal. The payment so made by us under this Bond shall be valid discharges of our liability for payment hereunder the Contractor(S)/Supplier(s) shall have no claim against us for making such payment.
4. We \_\_\_\_\_ (indicate the name of Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Employer under or by virtue of the said Agreement have been fully paid and its claims satisfied

or discharged or till \_\_\_\_\_ the Employer/DFCCIL certify that terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges the Guarantee. Unless a demand or claim under this Guarantee is made on us in writing on or before the \_\_\_\_\_, we shall be discharged from all liability under this Guarantee thereafter.

5. At any time during the period in which this guarantee is valid the Employer may request for its extension and the Bank will extend this guarantee under the same condition for the required time at the cost of the Contractor.
6. We \_\_\_\_\_ (indicate the name of Bank) further agree with the DFCC that the DFCC shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extent time of performance by the said Contractor(s) from time to time any of the powers exercisable by the DFCCIL against the said Contractor(s) and to forbear or enforce any of terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part of the DFCCIL or any indulgence by the DFCCIL to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties for the said reservation would relieve us from the liability.
7. This Guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s)/Supplier(s).
8. We \_\_\_\_\_, (indicate the name of Bank) lastly undertake not to revoke this Bank Guarantee during its currency except with the previous consent of the DFCCIL in writing.

IN WITNESS WHEREOF we of the Bank have signed and stamped this guarantee on this day of..... being herewith duly authorized.

Bank Seal Signature of Bank Authorize Official with Seal

Name: -----

Designation: -----

Address:

Witness:

1. Name:.....

Designation:.....

Address:

2. Name:.....

Designation:.....

Address:.....



ANNEXURE-IX

**Format of Bank Guarantee for Performance Security**

Bank Guarantee No. : ..... Dated : .....

To,  
Dedicated Freight Corridor Corporation of India Limited  
Metro Station Building Complex 5<sup>th</sup> Floor,  
Pragati Maidan, New Delhi

Reference: - Contract No. -----, Awarded on -----

This deed of guarantee made this day of \_\_\_\_\_ Between \_\_\_\_\_ (Name of Bank) having registered office at \_\_\_\_\_ (hereinafter referred to as “Bank”) of the one part, and Dedicated Freight Corridor Corporation of India Limited (hereinafter called the “Client”) of the other part.

Whereas Dedicated Freight Corridor Corporation of India Limited has awarded the contract no. \_\_\_\_\_ for \_\_\_\_\_ (hereinafter called “the Contract”) to \_\_\_\_\_ (Name of the Firm/ Consultant) having its registered office at \_\_\_\_\_ (hereinafter called the Firm/ Consultant).

AND WHEREAS the Firm/ Consultant is bound by the said Contract to submit to the Client an irrevocable performance security guarantee bond for a total amount of Rs. \_\_\_\_\_ (Rupees Amount in words).

Now, we the undersigned (name of the Bank official), of the Bank being fully authorized to sign and to incur obligations for and on behalf of the Bank hereby declare that the said Bank will guarantee the Employer the full amount of Rs. ----- (Rs. In words) as stated above.

After the Contractor has signed the aforesaid contract with the Employer, the Bank further agrees and promise to pay the amount due and payable under this guarantee without any demure merely on a demand from the Employer stating that the amount claimed is due by way of loss or damage cause to or would be caused or suffered by the Employer by reason of any breach by the said contractor of any of the terms or conditions contained in the said agreement or by reason of the contractor failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However our liability under this guarantee shall be restricted to an amount not exceeding Rs. ----- (in words) only.

We ----- (indicate the name of Bank), further undertake to pay to the Employer any money so demanded not withstanding any dispute or dispute raised by the contractor in any suit or proceeding pending before any court or Tribunal relating to liability under this present being absolute and unequivocal.

The Payment so made by us (name of Bank) under this bond shall be a valid discharges of our liability for payment there under and the Contractor shall have no claim against us for making such payment.



We------(indicate the name of bank), to further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till at all the dues of the Employer under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged by -----

(Designation & address of contract signing authority) on behalf of Employer certify that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor and accordingly discharges this guarantee.

Not with standing anything to the contrary contained herein the liability of the bank under this guarantee will remain in force and effect until such time as this guarantee is discharged in writing by the Employer or until (date of validity/extended validity) whichever is earlier and no claim shall be valid under the guarantee unless notice in writing , thereof is given by the Employer within validity/extended validity period of guarantee from the date aforesaid.

Provided always that we .....(name of bank) un conditionally undertakes to renew this guarantee or to extend the period of guarantee from year to year before the expiry of the period or the extended period of guarantee, as the case may be on being called upon to do so by the Employer. If the guarantee is not renewed or the period extended on demand, we ----- (name of bank) shall pay the Employer the full amount of the guarantee on demand without demur.

We------(indicate the name of Bank), to further agree with the Employer that the Employer shall have the fullest liberty without our consent and without effecting in any manner out of obligation hereunder to vary any of the terms and conditions of the said contract from time to time or to postpone for any time or from time to time any to power exercisable by the Employer against the said contractor and to forbear or enforce any of the terms and conditions of the said agreement and we shall not be relieved from our liabilities by reason of such variation, or extension being granted to the said contractor for any forbearance act or omission on the part of the Employer or any indulgence by the Employer to the said contractor or by any such matter or thing whatsoever which under the law relating to sureties for the said reservation would relieve us from the liability.

The Guarantee hereinbefore contained shall not be affected by any change in the constitution of Bank or of the Contractor.

The expression “The Employer” ,”The Bank” and “The Contractor” hereinbefore used shall include their respective successors and assigns.

We----- (name of the bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing. Notwithstanding anything to the contrary contained hereinbefore:

- i) Our liability under this Bank Guarantee shall not exceed and restricted to Rs. ---  
----- (in words).

- ii) This Bank Guarantee shall be valid up to -----, unless extended on demand by Employer.
- iii) The Bank is liable to pay the Guaranteed amount or any part thereof under this Bank Guarantee only if Employer serve a written claim or demand on or before---  
-----

IN WITNESS WHEREOF we of the Bank have signed and stamped this guarantee on this day of ----- being herewith duly authorized.

Bank Seal

Signature of Bank Authorize Official with Seal

Name :-----

Designation:-----

Address :

Witness:

1. Name :.....  
Designation :.....  
Address :

2. Name  
:.....  
Designation:.....  
Address :.....

## ANNEXURE-X

**FORM OF AGREEMENT**

(To be executed on requisite value of stamp Papers)

**AGREEMENT**

**THIS AGREEMENT made on \_\_\_\_\_ day of \_\_\_\_\_ (Month/year) between, DFCCIL , \_\_\_\_\_ (address). (Hereinafter called “the Employer”) of the one part and \_\_\_\_\_ (name and address of the Contractor) (hereinafter called “the Contractor”) of the other part.**

WHEREAS the Employer is desirous that certain works should be executed by the Contractor viz. **Contract No.** \_\_\_\_\_ (hereinafter called “the works, and has accepted a Bid by the Contractor for the execution and completion of such works and the remedying of any defects therein.

**NOW THIS AGREEMENT WITNESSETH as follows:**

- 1.0 In this Agreement, words and expressions shall have the same meaning as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
- 2.0 The following documents shall be deemed to form and be read and construed as part of this Agreement: -
  - i) The Contract Agreement.
  - ii) Letter of Acceptance.
  - iii) Form of bid
  - iv) General Information
  - v) Notice Inviting Tender ( with Annexes )
  - vi) Instructions to Tenderers
  - vii) Special Conditions of Contract
  - viii) Annexures
  - ix) Bill of Quantities (BOQ)
  - x) General Terms and Conditions of Contract
- 3.0 In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the works and remedy any defects therein in conformity in all respects with the provisions of the Contract.
- 4.0 The Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the works and the remedying of defects therein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement executed the day and year first before written.

(Name, Designation and address of the  
authorized signatory)

Signed for and on behalf of the  
Contractor in the presence of:

*Witness:*

- 1.
- 2.

(Name, Designation and address of  
the authorized signatory)

Signed for and on behalf of the  
Employer in the presence of:

*Witness:*

- 1.
- 2.

**PRE CONTRACT INTEGRITY PACT****General**

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on----- day of the month of----- 20xx, between, on one hand, the DFCCIL acting through Shri ----- Designation of the officer, (hereinafter called the CLIENT, which expression shall mean and include, unless the context otherwise requires, his successors in office and assigns) of the First Part and M/s----- represented by Shri -----Chief Executive Officer (hereinafter called the "BIDDER/SELLER" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second part.

WHEREAS the CLIENT proposes to procure (Name of the Stores/Equipment/Item, Name of the Consultancy Service, Name of Works Contract, Name of Services) and the [A] is willing to Offer/has offered for stores or works.

WHEREAS the [A] is a private company/ public company/ Government undertaking/ partnership/ registered export agency, constituted in accordance with the relevant law in the matter and the CLIENT is a PSU performing its functions or behalf of the President of India.

NOW, THEREFOR,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:-

Enabling the CLIENT to obtain the desired said (Name of the Stores/Equipment/Item, Name of the Consultancy Service, Name of Works Contract, Name of Services) at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure [B] by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the CLIENT will commit to prevent corruption, in any form, by its Officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

**Commitments of the CLIENT**

- 1.1 The CLIENT undertakes that no official of the CLIENT, connected directly or indirectly with the [B], will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the [A] either for themselves or for any person, organization or third party related to the [B], in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the [B].

- 1.2 The CLIENT will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular [A] in comparison to other BIDDERS.
- 1.3 All the officials of the CLIENT will report to the appropriate Government office any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.
2. In case any such preceding misconduct on the part of such official(s) is reported by the [A] to the CLIENT with full, and verifiable facts and the same is prima facie found to be correct by the CLIENT, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the CLIENT and such a person shall be debarred from further dealings related to the [B] process. In such a case while an enquiry is being conducted by the CLIENT the proceedings under the [B] would not be stalled.

### **Commitments of BIDDERS**

3. The [A] commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage) in order to secure the [B] contract or in furtherance to secure it and in particular commit itself to the following:-
  - 3.1 The [A] will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission fees, brokerage or inducement to any official of the CLIENT, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the (B) in exchange for any advantage in the bidding, evaluation, contracting and implementation of the [B].
  - 3.2 The (A) further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any Material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the CLIENT or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the [B] or any other [B] with the Government for showing or forbearing to show favour or disfavor to any person in relation to the [B] or any other [B] with the Government.
  - 3.3 \* [A] shall disclose the name and address of agents and representatives and Indian [A] shall disclose their foreign principals or associates.
  - 3.4 \* [A] shall disclose the payments to be made by them to agents/brokers or any other intermediary, in connection with this bid/contract.
  - 3.5 The [A] further confirms and declares to the CLIENT that the [A] is the original manufacturer/integrator/authorized government sponsored export entity of the defense stores and has not engaged any individual or firm or

company whether Indian or foreign to intercede, facilitate or in any way to recommend to the CLIENT or any of its functionaries, whether officially or unofficially to the award of the [B] to the [A] nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.

- 3.6 The [A] either while presenting the bid or during pre-contract negotiations or before signing the [B] shall disclose any payments he has made, is committed to or intends to make to officials of the CLIENT or their family members, agents, brokers or any other intermediaries in connection with the [B] and the details of services agreed upon for such payments.
- 3.7 The [A] will not collude with other parties interested in the [B] to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the [B].
- 3.8 The [A] will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
- 3.9 The [A] shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the CLIENT as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The [A] also undertakes to exercise due and adequate care lest any such information is divulged.
- 3.10 The [A] commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.
- 3.11 The [A] shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.
- 3.12 If the, [A] or any employee of the [A] or any person acting on behalf of the [A], either directly or Indirectly, is a relative of any of the officers of the CLIENT, or alternatively, if any relative of an officer of the CLIENT has financial. Interest/stake in the Bidder's firm, the same shall be disclosed by the [A] at the time of filling of tender.

The term „relative“ for this purpose would be as defined in section 6 of the companies act 1956.

- 3.13 The [A] shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the CLIENT.

#### **4. Previous Transaction**

- 4.1 The [A] declares that no previous transgression occurred in the last three years immediately before signing of this integrity Pact, with any other company in any country in respect of any corrupt practices envisage hereunder or with any public sector enterprise in India or any Government department in India that could justify BIDDER's from the tender process.

- 4.2 The [A] agrees that if it makes incorrect statement on this subject, [A] can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

**5. Earnest Money (Security Deposit)**

5.1 While submitting commercial bid, the [A] shall deposit an amount \_\_\_ (to be specified in RFP) as Earnest Money/Security Deposit, with the CLIENT through any of the following instruments:-

- i. Bank draft or a pay order in favor of \_\_\_\_\_.
- ii. A confirmed guarantee by an Indian nationalized bank, promising payment of the guaranteed sum to the CLIENT on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the CLIENT shall be treated as conclusive proof or payment.
- iii. Any other mode or through any other instrument (to be specified in the RFP).

5.2 The earnest money/Security deposit shall be valid up to a period of five years or the contractual obligations to the complete satisfaction of both the BIDDER and the CLIENT, including warranty period, whichever is later.

5.3 In case of the successful [A] a clause would also be incorporated in the article pertaining to performance Guarantee in the [B] that the provisions of sanctions for violation shall be applicable for forfeiture of performance bond in case of a decision by client to forfeit the same without assigning any reason for imposing sanction for violation of this pact.

5.4 No interest shall be payable by CLIENT to the [A] on earnest Money/Security Deposit for the period of its currency.

**6. Sanctions for Violations**

6.1 Any breach of the aforesaid provisions by the [A] or any one employed by it or acting on its behalf (whether with or without the knowledge of the [A]) shall entitle the CLIENT to take all or any one of the following actions, wherever required :-

- (i) To immediately call off the pre-contract negotiations without assigning any reason or giving any compensation to the [A]. However, the proceedings with the other BIDDER(s) would continue.
- (ii) The earnest money deposit (in pre-contract stage) and/or security Deposit/performance Bond (after the [B] is signed) shall stand forfeited fully and the CLIENT shall not be required to assign any reason therefore.

- (iii) To immediately cancel the [B], if already signed, without giving any compensation to the [A].
- (iv) To recover all sums already paid by the CLIENT, and in case of an Indian [A] with interest thereon at 2% higher than the prevailing prime lending rate of state bank of India, while in case of a [A] from the country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to [A] from the CLIENT in connection with any other [B], such outstanding payment could also be utilized to recover the aforesaid sum and interest.
- (v) To encash the advance bank guarantee and performance bond, if furnished by the [A], in order to recover the payments, already made by CLIENT, along with interest.
- (vi) To cancel all or any other contracts with the [A]. The [A] shall be liable to pay compensation for any loss or damage to the Client resulting from such cancellation/rescission and the client shall be entitled to deduct the amount so payable from the money(s) due to the [A].
- (vii) To debar the [A] from participating in future bidding processes of the Government of India for a minimum period of five years, which may be further extended at the discretion of the CLIENT.
- (viii) To recover all sums paid in violation of this pact by [A] to any middleman or agent or broker with a view to securing [B] the contract.
- (ix) In cases where irrevocable letters of credit have been received in respect of any [B] signed by the client with the [A], the same shall not be opened.
- (x) Forfeiture of Performance Bond in case of a decision by the client to forfeit the same without assigning any reason for imposing sanction for violation of this pact.

6.2 The client will be entitled to take all or any of the actions mentioned at para 6.1(i) to (x) of this pact also on the commission by the [A] or any one employed by it or acting on its behalf (whether with or without the knowledge of the [A], of an offence as defined in chapter IX of the Indian penal code, 1860 or prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

6.3 The decision of the CLIENT to the effect that a breach of the provisions of this pact has been committed by the [A] shall be final and conclusive on the [A]. However, the [A] can approach the Independent Monitor(s) appointed for the purposes of this Pact.



## 7. Fall Clause

- 7.1 The [A] undertakes that it has not supplied/is not supplying similar product/systems or subsystems at a price lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU and if it is found at any stage that similar product/system or sub systems way supplied by [A] to any other Ministry/Department of the Government of India or a PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the [A] to the CLIENT, if the [B] has already been concluded

## 8. Independent Monitors

- 8.1 The CLIENT has appointed Independent Monitors (hereinafter referred to as Monitors) for this pact in consultant with the central vigilance commission (Names and addresses of the Monitors to be given)
- 8.2 the task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this pact.
- 8.3 The monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.
- 8.4 Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.
- 8.5 As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the CLIENT.
- 8.6 The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the CLIENT including that provided by the BIDDER. The [A] will also grant the Monitor, upon his request and demonstration of a valid Interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the [A] with confidentiality.
- 8.7 The client will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.
- 8.8 The monitor will submit a written report to the MD/DFCCIL within 8 to 10 weeks from the date of reference or intimation to him by the CLIENT/BIDDER and, should the occasion arise, submit proposal for correcting problematic situations.

9. **Facilitation of Investigation**

In case of any allegation of violation of any provisions of this Pact or payment of commission, the CLIENT or its agencies shall be entitled to examine all the documents including the Books of Accounts of the [A] and the [A] shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

10. **Law and Place of Jurisdiction**

This pact is subject to Indian law. The place of performance and jurisdiction is the seat of the CLIENT.

11. **Other Legal Actions**

The actions stipulated in this integrity pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

12. **Validity**

12.1 The validity of this integrity pact shall be from date of its signing and extend upto 5 years or the complete execution of the [B] to the satisfaction of both the CLIENT and the [A] including warranty period, whichever is later. In case [A] is unsuccessful, this integrity pact shall expire after six months from the date of the signing of the [B].

12.2 Should one or several provisions of this pact turn out to be invalid; the remainder of this pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

13. The parties hereby sign this integrity pact at ..... on .....

CLIENT  
Name of the officer  
Designation  
Deptt./Ministry/PSU

BIDDER  
CHIEF EXECUTIVE OFFICER

Witness  
1. .... 2. ....

Note:

[A]- To be replaced by BIDDER/Seller/Consultant/Consultancy firm/Service provider as the case was may be

[B]- To be replaced by contract/supply contract/consultancy contract/works contract as the case was may be.

# **FINANCIAL OFFER**

## **(SCHEDULE OF RATES)**

**Schedule of Rates:**

**Maintenance of General Power Supply (E&M) items for DFCCIL Stations, IMD, IMSD & Staff quarters and other related works between New Bhaupur - New Khurja under CGM/TDL for the period of 12 months.**

S.N.	Description of work	Qty	Unit	Rate	Amount
1	Providing <b>Highly skilled</b> / Overall in-charge for supervising in day shift at every station for different E&M activities.	3600	Man days	645	2322000
2	Providing <b>Skilled Person</b> for executing different E&M activities (one person in night shift at every station).	3600	Man days	551	1983600
3	Providing <b>Semi-Skilled Person</b> for executing different E&M activities (one person in day shift at every station).	3600	Man days	457	1645200
4	Providing <b>Unskilled Person</b> for executing different E&M activities (two person in day shift and one in night at every station).	10800	Man days	390	4212000
<b>Total Estimated value</b>					<b>10162800</b>
<b>Total Estimated value without GST is Rs.1,01,62,800.00 (Rs. One Crore one lakh sixty two thousand eight hundred rupees only)</b>					
<b>GST/other statutory taxes as applicable shall be paid extra.</b>					
<b>Note: 1. Every month is taken as 30 days</b>					
<b>2. Contractor shall not change any description rate as published in tender.</b>					

Signature of tenderer with seal

<b>Offer Sheet</b>			
<b>Offer to be filled by tenderer(s) in below table</b>			
<b>Maintenance of General Power Supply (E&amp;M) items for DFCCIL Stations, IMD, IMSD &amp; Staff quarters and other related works between New Bhaupur - New Khurja under CGM/TDL for the period of 12 months.</b>			
S.N.	Description of work	Estimated Rate	Offered rate in % Below, Above & At Par on Estimated Rate
Column 1	Column 2	Column 3	Column 4
1	Providing <b>Highly skilled</b> / Overall in-charge for supervising in day shift at every station for different E&M activities.	2322000	
2	Providing <b>Skilled Person</b> for executing different E&M activities (one person in night shift at every station).	1983600	
3	Providing <b>Semi-Skilled Person</b> for executing different E&M activities (one person in day shift at every station).	1645200	
4	Providing <b>Unskilled Person</b> for executing different E&M activities (two person in day shift and one in night at every station).	4212000	
<b>Note: 1. Offered rate shall be quoted in Column 4 of above table in % below, above &amp; at par in figures as well as in words.</b>			
<b>2. GST as applicable shall be paid at actual on production of challan by contractor.</b>			

**Quoting of rates**

1. Tenderer should quote for each item(s) in above table.
2. Tenderer must sign the following certificate.

I/We offer and agree to execute the above work at rate uploaded online at [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) through digital Signature.

Signature of tenderer with seal