

Government eProcurement System		eProcurement System Government of India	
Tender Details			
Date : 14-Oct-2024 04:02 PM			
Print			
Basic Details			
Organisation Chain	Indian Institute of Technology Ropar		
Tender Reference Number	IITRPR/ENM/T/24/9		
Tender ID	2024_IITRP_830590_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Item Rate
Tender Category	Works	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No
Payment Instruments		Cover Details, No. Of Covers - 2	
Offline	S.No Instrument Type	Cover No	Cover Document Type Description
	1 R-T-G-S	1	Fee/PreQual/Technical .pdf Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar
	2 NEFT	2	Finance .xls Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar
Tender Fee Details, [Total Fee in ₹ * - 590]		EMD Fee Details	
Tender Fee in ₹	590	EMD Amount in ₹	13,456
Fee Payable To	Payable To IIT Ropar Revenue Account	EMD Exemption Allowed	No
Fee Payable At	Payable At Rupnagar	EMD Fee Type	fixed
Tender Fee Exemption Allowed	No	EMD Percentage	NA
		EMD Payable To	Payable To IIT Ropar Revenue Account
		EMD Payable At	Payable At Rupnagar
Click to view modification history			
Work / Item(s)			
Title	Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar		
Work Description	Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar		
Pre Qualification Details	Please refer Tender documents.		
Independent External Monitor/Remarks	NA		
Show Tender Value in Public Domain	Yes		

Tender Value in ₹	6,72,800	Product Category	Electrical Works	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	90	Period Of Work (Days)	365
Location	IIT Ropar	Pincode	140001	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	IIT Ropar
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	14-Oct-2024 12:00 PM	Bid Opening Date	22-Oct-2024 11:05 AM
Document Download / Sale Start Date	14-Oct-2024 12:00 PM	Document Download / Sale End Date	21-Oct-2024 11:00 AM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	14-Oct-2024 12:00 PM	Bid Submission End Date	21-Oct-2024 11:00 AM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar	1341.75

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	HMP.pdf	Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar	1325.73
	2	BOQ	BOQ_872783.xls	Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar	251.50

Auto Extension Corrigendum Properties for Tender

Iteration	No. of bids required for bid opening a tender	Tender gets extended to No. of days
1.	3	7

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	bhatia.saurabh@iitrpr.ac.in	Saurabh Bhatia	SAURABH BHATIA
2.	jasdeep.singh@iitrpr.ac.in	Jasdeep Singh	JASDEEP SINGH
3.	staff.jagjit.singh@iitrpr.ac.in	Jagjit Singh	JAGJIT SINGH
4.	sanjeev.bharadwaj@iitrpr.ac.in	Sanjiv Kumar Bhardwaj	SANJEEV KUMAR BHARDWAJ

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	Normal	BoQ Comparative chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No

TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

Tender Inviting Authority

Name	Registrar
Address	Registrar IIT Ropar

Tender Creator Details

Created By	Sanjiv Kumar Bhardwaj
Designation	JE Civil
Created Date	14-Oct-2024 11:33 AM



भारतीयप्रौद्योगिकीसंस्थानरोपड़

INDIAN INSTITUTE OF TECHNOLOGY ROPAR

रूपनगर, पंजाब-140001/ Rupnagar, Punjab-140001

Ph. 01881-235104, e-mail: enm.office@iitrpr.ac.in

File No. IITRPR/ENM/T/24/9

Dated: 10/10/2024

भारतीय प्रौद्योगिकी संस्थान रोपड़ हाई मास्ट खंभों के रख रखाव प्रक्रिया में है।

Indian Institute of Technology Ropar is in the process of Annual Maintenance Contract of Lights on high mast poles at IIT Ropar.

कार्यकानाम Name of work	Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar
अनुमानतलागत Estimated Cost	Rs. 6,72,800/-
बयानाजमाकरनकालएजमाराश Earnest Money Deposit to be submitted	Rs. 13,456/-
समय-सारणी Time allowed	365 Days

निविदा दस्तावेज केंद्रीय सार्वजनिक खरीद पोर्टल <http://eprocure.gov.in/eprocure/app> से डाउनलोड हो सकते हैं। ई-प्रोक्योरमेंट में पंजीकृत नहीं होने वाले इच्छुक बोलीदाताओं को वेबसाइट <http://eprocure.gov.in/eprocure/app> के माध्यम से भाग लेने से पहले पंजीकरण करना चाहिए। पोर्टल नामांकन मुफ्त है बोलीदाताओं को सलाह दी जाती है 'आनलाइन बोली के निर्देश' पर दिए गए निर्देशों के माध्यम से जाने की सलाह दी जाए।

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at 'Instructions for online Bid Submission'.

निविदा कर्ता वेबसाइट पर निविदा दस्तावेज का उपयोग कर सकते हैं (एनआईसी साइट में खोज के लिए, कृपया निविदा खोज विकल्प और 'आईआईटी' टाइप करें। उसके बाद, सभी आईआईटी रोपड़ निविदाओं को देखने के लिए 'गो' बटन पर क्लिक करें) उपयुक्त निविदा का चयन करें और उन्हें सभी प्रासंगिक सूचनाओं से भरें और वेबसाइट पर <http://eprocure.gov.in/eprocure/app> पूरा निविदा दस्तावेज अगले पृष्ठ में दिए गए कार्यक्रम के अनुसार आनलाइन जमा करें।

Tenderers can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type 'IIT'. Thereafter, Click on "GO" button to view all IIT Ropar tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page.

कोई मैनुअल बोली स्वीकार नहीं की जाएगी। सभी कोटेशन (दरसूची) (तकनीकी और वित्तीय दोनों) ई-प्रोक्योरमेंट पोर्टल में जमा करनी चाहिए।

No manual bids will be accepted. All quotations (both Technical and Financial should be submitted in the E-procurement portal).

(कुलसचिव / Registrar)

SCHEDULE		
Name of Organization	Indian Institute of Technology Ropar	
Quotation Type (Open/Limited/EOI/Auction/Single/Global)	Open	
Quotation Category (Services/Goods/works)	Works	
Type/Form of Contract (Work/Supply//Service/Buy/Empanelment)	Works	
Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems/Lab Equipment)	Electrical Works	
Date of Issue/Publishing	14/10/2024 (12:00 Hrs)	
Document Download/Sale Start Date	14/10/2024 (12:00 Hrs)	
Document Download/Sale End Date	21/10/2024 (11:00 Hrs)	
Last Date and Time for Uploading of Bids	21/10/2024 (11:00 Hrs)	
Date and Time of Opening of Technical Bids	22/10/2024 (11:05 Hrs)	
Tender Fee/EMD	Rs. 590/- (For Tender Fees) Rs. <u>13,456/-</u> (For EMD)	
	(To be paid through RTGS/NEFT. IIT Ropar Revenue Account Bank details are as under:	
	Name of the Bank A/C	: IIT Ropar Revenue Account
	SBI A/C No.	: 37360100716
	Name of the Bank	: State Bank of India
	IFSC Code	: SBIN0013181
	MICR Code	: 140002008
	(This is mandatory that UTR Number is provided in the on- line quotation/bid. (Kindly refer to the UTR Column of the Declaration Sheet at Annexure-II)	
No. of Covers (1/2/3/4)	2	

Bid Validity days (180/120/90/60/30)	90 days (From last date of opening of tender)
Address for Communication	Estate and Maintenance Section, 2nd Floor, East Wing, M. Visvesvaraya Building, Indian Institute of Technology Ropar, Rupnagar – 140001
Contact No.	01881-235102,5104
Email Address	enmoffice@iitrpr.ac.in,

Registrar

आनलाइन बोली (बिड) के लिए निर्देश / Instructions for Online Bid Submission:

व्यय विभाग के निर्देशों के अनुसार, यह निविदा दस्तावेज केंद्रीय सार्वजनिक प्रापण पोर्टल (यूआरएल:[URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) पर प्रकाशित किया गया है। बोलीदाताओं को मान्य डिजिटल हस्ताक्षर प्रमाण पत्र का उपयोग करते हुए सीपीपी पोर्टल पर इलेक्ट्रॉनिक रूप से अपनी बोलियों की सॉफ्ट प्रतियां जमा करना आवश्यक है। सीपीपी पोर्टल पर पंजीकरण करने के लिए निविदाकर्ताओं की सहायता करने के लिए नीचे दिए गए निर्देशों तात्पर्य है, सीपीपी पोर्टल पर आवश्यकताओं के अनुसार अपनी बोलियां तैयार करें और अपनी बोलियां आनलाइन जमा करें।

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

अधिक जानकारी सीपीपी पोर्टल पर आनलाइन बोलियां जमा करने के लिए उपयोगी हो सकती है।

More information useful for submitting online bids on the CPP Portal may be obtained at:

<http://eprocure.gov.in/eprocure/app>

पंजीकरण / REGISTRATION

- 1) बोलीदाताओं को “नामांकन के लिए यहां क्लिक करें” लिंक पर क्लिक कर के सेंट्रल पब्लिक प्रोक्योरमेंट पोर्टल (यूआरएल:<http://eprocure.gov.in/eprocure/app>) के ई-प्रोक्योरमेंट मॉड्यूल पर भर्ती करना आवश्यक है। सीपीपी पोर्टल पर नामांकन नि:शुल्क है।

Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.

- 2) नामांकन प्रक्रिया के भाग के रूप में, बोलीदाताओं को अपने खाते के लिए एक अद्वितीय उपयोगकर्ता नाम चुनना होगा और एक पासवर्ड प्रदान करना होगा।

As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

- 3) बोलीदाताओं को सलाह दी जाती है कि पंजीकरण प्रक्रिया के भाग के रूप में अपना वैध ईमेल पता और मोबाइल नंबर पंजीकृत करें। इनका उपयोग सीपीपी पोर्टल से किसी भी संचार के लिए किया जाएगा।

Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

- 4) नामांकन पर, बोलीदाताओं को सीसीए इंडिया द्वारा मान्यता प्राप्त किसी प्रमाणन प्राधिकरण द्वारा जारी किए गए अपने मान्य डिजिटल हस्ताक्षर प्रमाणपत्र (कक्षा द्वितीय या कक्षा III प्रमाणपत्र के साथ महत्वपूर्ण उपयोग पर हस्ताक्षर करने) की आवश्यकता होगी। (जेसेसीपी/टीसीएस/एनकोड/ई-मुद्रा आदि), इनके प्रोफाइल के साथ

Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.

- 5) केवल एक मान्य डीएससी एक बोलीदाता द्वारा पंजीकृत होना चाहिए। कृपया ध्यान दें कि निविदाकर्ता यह सुनिश्चित करने के लिए जिम्मेदार है कि वे अपने डीएससी को दूसरों को उधार नहीं देते हैं जिससे दुरुपयोग हो सकता है।

Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.

- 6) बोलीदाता फिर अपने यूजरआईडी / पासवर्ड और डीएससी/ईटीकेन के पासवर्ड को दर्ज करके सुरक्षित लॉग-इन के माध्यम से साइट पर लॉगआन करता है।

Bidder then logs in to the site through the secured log-in by entering their userID / password and the password of the DSC / eToken.

निविदा दस्तावेजों के लिए खोजना / **SEARCHING FOR TENDER DOCUMENTS/**

- 1) सीपीपी पोर्टल में निर्मित विभिन्न खोज विकल्प है, ताकि बोलीदाओं को कई मापदंडों से सक्रिय निविदाएं खोज सकें। इन मापदंडों में निविदा आईडी, संगठन का नाम, स्थान, तिथि, मूल्य आदि शामिल हो सकते हैं। निविदाओं के लिए उन्नत खोज का एक विकल्प भी है, जिसमें बोलीदाता कई नामों को जोड़ सकते हैं जैसे संगठन का नाम, अनुबंध का स्थान, स्थान, सीपीपी पोर्टल पर प्रकाशित निविदा की खोज के लिए तारीख, अन्य की वर्ड आदि।

There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.

- 2) बोलीदाताओं ने एक बार निविदाएं चुनी हैं जिसमें वे रुचि रखते हैं, उसका वे आवश्यक दस्तावेज / निविदा कार्यक्रम डाउनलोड कर सकते हैं। ये निविदाएं “मेरीनिविदाएं” फोल्डर में ले जाई जा सकती हैं। इससे सीपीपी पोर्टल को बोलीदाताओं को एसएमएस / ई-मेल के माध्यम से सूचित किया जा सकता है, यदि निविदा दस्तावेज में कोई शुद्धि जारी की गई है।

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

- 3) बोलीदाता को प्रत्येक निविदा को निर्दिष्ट अद्वितीय निविदा आईडी का नोट बनाना चाहिए, अगर वे हेल्पडेस्क से कोई स्पष्टीकरण / सहायता प्राप्त करना चाहते हैं।

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

बोली की तैयारी / **PREPARATION OF BIDS**

- 1) बोलीदाता को अपनी बोलियां जमा करने से पहले निविदा दस्तावेज पर प्रकाशित किसी भी शुद्धि को ध्यान में रखना चाहिए।

Bidder should take into account any corrigendum published on the tender document before submitting their bids.

- 2) कृपया बोली के भाग के रूप में जमा किए जाने वाले दस्तावेजों को समझन के लिए निविदा विज्ञापन और निविदा दस्तावेज ध्यान से देखें। कृपया उन अंकों की संख्या पर ध्यान दें जिनमें बोली दस्तावेज जमा करना है, दस्तावेजों की संख्या- जिसमें प्रत्येक दस्तावेज के नाम और सामग्री शामिल हैं, जिन्हें प्रस्तुत करने की आवश्यकता है। इनमें से कोई भी विचलन बोली को अस्वीकार कर सकता है।

Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) बोलीदाता, अग्रिम में, निविदा दस्तावेज/ अनुसूची में बताए अनुसार प्रस्तुत करने के लिए बोली दस्तावेज तैयार करना चाहिए और आमतौर पर, वेपीडीएफ/एक्सएलएस/आरएआर/डीडब्ल्यूएफ स्वरूपों में हो सकते हैं। बोली दस्तावेजों को 100 डीपीआई के साथ काले और सफेद विकल्प स्कैन किया जा सकता है।

Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.

- 4) मानक दस्तावेजों के एक ही सेट को अपलोड करने के लिए आवश्यक समय और प्रयास से बचने के लिए जो प्रत्येक बोली के भाग के रूप में जमा करने के लिए आवश्यक हैं, ऐसे मानक दस्तावेज अपलोड करने का प्रावधान (जैसे पैन कार्ड कॉपी, वार्षिक रिपोर्ट, लेखा परीक्षक प्रमाण पत्र आदि) बोलीदाताओं को प्रदान किया गया है। ऐसे दस्तावेजों को अपलोड करने के लिए बोलीकर्ता उनके लिए उपलब्ध “मेरास्पेस” क्षेत्र उपयोग कर सकते हैं। बोली जमा करते समय ये दस्तावेज सीधे “मेरास्पेस” क्षेत्र में जमा किए जा सकते हैं, और उन्हें बार-बार अपलोड करने की आवश्यकता नहीं है इससे बोली जमा प्रक्रिया के लिए आवश्यक समय में कमी आएगी।

To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

बोलीजमाकरना / SUBMISSION OF BIDS

- 1) बोलीदाता को बोली प्रस्तुति के लिए अच्छी तरह से साइट पर लॉग इन करना चाहिए ताकि वह समय पर बोली अपलोड कर सके अथवा फिर बोली प्रस्तुत करने के समय से पहले। अन्य मुद्दों के कारण किसी भी देरी के लिए बोली दाता जिम्मेदार होगा।

Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

- 2) बोलीदाता को निविदा दस्तावेज में दर्शाए अनुसार एक-एक करके आवश्यक बोली दस्तावेजों को डिजिटल हस्ताक्षर और अपलोड करना होगा।

The bidder has to digitally sign the bid document and upload the required bid documents one by one as indicated in the tender document.

- 3) बोलीदाता को निविदा शुल्क/ ईएमडी को भुगतान के लिए “आनलाइन” के रूप में भुगतान विकल्प चुनना होगा और उपकरण का विवरण दर्ज करना होगा। जब भी, ईएमडी / निविदा शुल्क की मांग की जाती है, बोलीदाताओं को टेंडर शुल्क और ईएमडी अलग-अलग आरटीजीएस के माध्यम से आनलाइन पर भुगतान करने की आवश्यकता होती है।

Bidder has to select the payment option as “on-line” to pay the tender fee / EMD as applicable and enter details of the instrument. Whenever, an EMD / Tender fee is sought, bidders need to pay the tender fee and EMD separately on-line through RTGS.

- 4) एक मानक BoQ प्रारूप को सभी बोलीदाताओं द्वारा भरने के लिए निविदादस्तावेज प्रदान किया गया है। बोलीदाताओं को इस बात का ध्यान रखना चाहिए कि उन्हें आवश्यक प्रारूप में अपनी वित्तीय बोली जमा करनी चाहिए और कोई अन्य प्रारूप स्वीकार्य नहीं है। बोलीकर्ताओं को BoQ फाइल को डाउनलोड करने, इसे खोलने और अपने संबंधित वित्तीय उद्धरण और अन्य विवरण (जैसे बोलीदाता का नाम) के साथ सफेद रंगीन (असुरक्षित) कोशिकाओं को पूरा करना आवश्यक है। कोई भी अन्य कक्ष नहीं बदला जाना चाहिए। एक बार विवरण पूरा हो जाने पर, बोलीदाता को इसे सहेजना होगा और इसे आनलाइन जमा करना होगा, बिना फाइल नाम बदलें। यदि BoQ फाइल को बोलीदाता द्वारा संशोधित किया गया है, तो बोली को खारिज कर दिया जाएगा।

A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

- 5) सर्वर का समय (जो बोलीदाताओं के डैश बोर्ड पर प्रदर्शित होता है) बोलीदाताओं द्वारा बोलियों को खोलने के लिए समय सीमा को संदर्भित करने के लिए मानक समय के रूप में माना जाएगा। बोलीदाताओं को खोलना आदि। बोलीदाताओं को बोली प्रस्तुत करने के दौरान इस समय का पालन करना चाहिए।

The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

- 6) बोलीदाताओं द्वारा प्रस्तुत सभी दस्तावेज पीकेआई एन्क्रिप्शन तकनीकों का उपयोग कर के एन्क्रिप्ट किया जाएगा जिससे डेटा की गोपनीयता सुनिश्चित हो सके। दर्ज किए गए डेटा को अनाधिकृत तथ्यवक्तियों द्वारा बोली खोलने के समय तक नहीं देखा जा सकता है। बोलियों की गोपनीयता को सुरक्षित सॉफ्टवेयर 128 बिट एन्क्रिप्शन तकनीक का उपयोग कर रखा जाता है। संवेदनशील क्षेत्रों का डेटा संग्रहण एन्क्रिप्शन किया जाता है।

All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.

- 7) अपलोड किए गए निविदा दस्तावेज केवल अधिकृत बोली दाता द्वारा निविदा खोलने के बाद ही पठनीय हो सकते हैं।

The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 8) बोलियों के सफल और समय पर जमा होने पर, पोर्टल सभी प्रासंगिक विवरणों के साथ बोली संख्या, बोली जमा करने की तारीख और समय के साथ बोली सफलतापूर्वक जमा करने का संदेश एवं बोली सारांश प्रदर्शित करेगा।

Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

- 9) कृपया अनुपालन पत्रक की एक पीडीएफ फाइल में सभी प्रासंगिक दस्तावेजों के स्कैन किए गए पीडीएफ को जोड़ दें।

Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

बोलीदाताओं को सहायता / ASSISTANCE TO BIDDERS

- 1) निविदा दस्तावेज से संबंधित कोई भी प्रश्न और इसमें निहित नियमों और शर्तों को निविदा आमंत्रण प्राधिकरण को निविदा के लिए अथवा निविदा में वर्णित प्रासंगिक संपर्क व्यक्ति से संबोधित किया जाना चाहिए।

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

- 2) आनलाइन बोली प्रस्तुत करने अथवा सामान्य में सीपीपी पोर्टल से संबंधित प्रश्नों की प्रक्रिया से संबंधित कोई भी प्रश्न 24x7 सीपीपी पोर्टल हैल्पडेस्क पर निर्देशित किया जा सकता है। हैल्पडेस्क के लिए संपर्क संख्या 1800 233 7315 हैं।

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

बोलीदाताओं के लिए सामान्य निर्देश / General Instructions to the Bidders

- 1) निविदाएं पोर्टल <http://eprocure.gov.in/eprocure/app> के माध्यम से आनलाइन प्राप्त होगी। तकनीकी बोलियों में, बोलीदाताओं को सभी दस्तावेजों को पीडीएफ प्रारूप में अपलोड करना होगा।

The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.

- 2) कंपनी के नाम में स्मार्ट कार्ड/ई-टोकन के रूप में मान्य क्लास II/III डिजिटल हस्ताक्षर प्रमाणपत्र (डीएससी) के पंजीकरण के लिए एक शर्त है और <https://eprocure.gov.in/eprocure/app> के माध्यम से बोली प्रस्तुत करने की गतिविधियों में भाग ले सकते हैं। डिजिटल हस्ताक्षर प्रमाण पत्र पर अधिकृत प्रमाणित एजेंसियों से प्राप्त की जा सकती है, जिनमें से जानकारी “डीएससी के बारे में सूचना” लिंक के तहत वेबसाइट <https://eprocure.gov.in/eprocure/app> पर उपलब्ध है।

Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link “Information about DSC”.

- 3) निविदाकर्ता को सलाह दी जाती है कि <https://eprocure.gov.in/eprocure/app> पर ई-प्रोक्योरमेंट के लिए सेंट्रल पब्लिक प्रोक्योरमेंट पोर्टल माध्यम से आनलाइन बोली के जमा करते समय निविदा कार हेतु निर्देशों में उपलब्ध निर्देशों का अनुगमन करें।

Tenderer are advised to follow the instructions provided in the ‘Instructions to the Tenderer the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.

INDIAN INSTITUTE OF TECHNOLOGY ROPAR



Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar

NIT NUMBER : IITRPR/ENM/T/24/
Issued to :

TO BE SUBMITTED TO:

**The Registrar
IIT Ropar
Rupnagar, Punjab**

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Name of Work : Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar.

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NIT Amounting to **Rs. 6,72,800/- (Rupees Six Lac Seventy Two Thousand Eight Hundred Only)** [Certified that this NIT contains (49 only) Pages + BOQ Sample contains (1 only) Pages. Total 50 (Fifty only) pages only.

Note: Price bid should be uploaded in given BOQ_XXXX.xls format online and not in the technical bid failing which your bid shall stand rejected. However, the price bid is as follows for your reference.

PART – A

**INDIAN INSTITUTE OF TECHNOLOGY ROPAR
WORKS AND ESTATE OFFICE**

**TENDER
DOCUMENT**

Name of Work: Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar.

S. NO.	DESCRIPTION	PAGE
1	PART-A (NIT, Form 6 & 8, Performa of schedules etc.)	11-36
2	PART-B (Special conditions, Acceptable List of Makes, etc.)	37-48
3	PART-C (BOQ Sample format)	49-50

Notes: The following will be the part of Contract Agreement:

1. CPWD General Conditions of Contract of 2023
2. Modified upto date for details refer to :

https://cpwd.gov.in/Publication/GCC_Constructions_works_2023.pdf

Estimated Cost Rs. 6,72,800/- (Rupees Six Lac Seventy Two Thousand Eight Hundred Only)

Assistant Engineer (E)

Joint Registrar

INDIAN INSTITUTE OF TECHNOLOGY ROPAR
ESTATE & MAINTENANCE

NOTICE INVITING TENDER

The Registrar, IIT Ropar invites on behalf of Board of Governors of IIT Ropar sealed Item rate tender from for the following work:-

NIT No. IITRPR/ENM/T/24/

Name of work: Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar

-
- 1. Estimated Cost:** 6,72,800/-
 - 2. Tender Fee:** Rs. 500+18%- 590/- **(Non Refundable)**
 - 3. EMD :** Rs. 13,456/-
 - 4. Time of completion:** 365 days.

The bid form and other details can be downloaded from the website www.iitrpr.ac.in/tenders and

<https://eprocure.gov.in/eprocure/app>

Registrar

INFORMATION AND INSTRUCTIONS FOR CONTRACTORS FOR TENDRING FORMING PART OF NIT AND TO BE POSTED ON WEBSITE

The Registrar, on behalf of Board of Governors of IIT ROPAR, invites item rate tenders from registered contractors in appropriate class in CPWD/ MES/ BSNL /Railways/ State PWDs/ Central/State Autonomous Departments and Central PSUs for the following work:

S.no	Name of work and location	Estimated cost put to tender	Tender Fee	Earnest Money Deposit	Period of Completion	Last date for submitting of Bid	Time & date of opening of Tender
1	Annual Maintenance Contract of lights on high mast poles at IIT Ropar	Rs.6,72,800/-	Rs. 590/-	Rs. 13,456/-	365 days	Refer Page no. 2 (Schedule)	Refer Page no. 2 (Schedule)

A. ELIGIBILITY CRITERIA :

1) Contractors who fulfill the following requirements shall be eligible to apply:-

- a) Should have completed the works during last seven years ending on previous day of last day of submission of tender out of which at least one should have been executed in Government Departments/Autonomous as mentioned below:

3 (three) “**similar works**” each of value not less than 40% of the estimated cost put to tender.

OR

2 (two) “**similar works**” each of value not less than 60% of the estimated cost put to tender.

OR

1 (one) similar work of value not less than 80% of the estimated cost put to tender.

***Similar works means “ Maintenance of Lights on High Mast Poles”**

- b) Enlistment contractors of appropriate class in CPWD/MES/ BSNL/ Railways/ PSU/ State PWDs/Central/State Autonomous Departments and Central PSUs
- c) Joint ventures are not accepted:

B. Documents to be submitted with tender :

- a) Enlistment order of the contractor.
- b) Required experience/completion certificate of works.
- c) Certificate of registration for EPF and ESIC.
- d) Copy of GST Registration.
- e) Tender Fees of Rs. 590/- (NEFT/RTGS in favour of IIT Ropar Revenue Account payable at Ropar/Rupnagar) (Refer Page no.2 (Schedule)) **(Mandatory and Non Refundable)**
(Please attach the payment proof)
- f) Earnest Money Deposit (NEFT/RTGS in favour of IIT Ropar Revenue Account payable at Ropar/Rupnagar) (Refer Page no.2 (Schedule)) **(Mandatory)** **(Please attach the payment proof)**
- g) PAN registration with Income Tax Department.
- h) Price quoted in the attached format (xls).
- i) Form-8 duly filled and signed by the contractor.
- j) Certificate for works contract, including turnkey contract duly filled by the contractor on the company letterhead.
- k) Declaration of Local contents duly filled by the contractor on company letterhead.
- l) Declaration of country of origin of goods duly filled by contractor on the company letterhead

Note: Non submission Tender fees and EMD of the tender may lead to disqualification from the tender process.

Price bid submitted by intending tenderers shall be opened only to those tenderers, whose Earnest Money Deposit and other documents placed are found in order.

The tender submitted shall become invalid if:

- a) The tenderers if found ineligible.
- b) The tenderers does not submit all the documents as stipulated in the tender document.
- c) If any discrepancy is noticed in the documents submitted physically in the office of tender opening authority.

OTHER CONDITIONS :

- 1) The intending bidder must read the terms and conditions of Form-6 carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
- 2) Information and Instructions for bidders posted on the website shall form part of the bid document.
- 3) The agreement shall be drawn with the successful tenderer on prescribed Form No. Form-8 as modified and corrected upto date which is available as a Govt. of India Publication.
Tenderer shall quote his rates as per various terms and conditions of the said form which will form part of the agreement
- 4) The time allowed for carryout the work will be 365 days(**Three Hundred Sixty Five days**) from the date of start as defined in schedule "F" or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender document.

- 5) The site for the work is available.
- 6) The bid document consisting of plans, specifications the schedule of quantities of various types of items to be executed and set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website www.iitrpr.ac.in/tenders and eprocure.gov.in
- 7) The contractor whose tender is accepted will be required to furnish a **performance guarantee** of **5% (Five Percent)** of the tendered amount within the period specified in Schedule F. This guarantee shall be Deposit at Call receipt of any scheduled bank / Banker's cheque of any scheduled bank / Demand Draft of any scheduled bank / Pay order of any Scheduled Bank of any scheduled bank or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form.

In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F', including the extended period if any, The EMD will be forfeit.

- 8) The Institute reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed to be suitable by it, if too many bids are received satisfying the laid down criterion.
- 9) The description of the work is as follows:

Copies of other drawings and documents pertaining to the works will be open for inspection by the tenderers at the office of the above mentioned officer.

Tenderers, are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to the risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.

- 10) The competent authority on behalf of the Director, IIT ROPAR does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all of the tenders received without the assignment of any reason.
- 11) All tenders, in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, shall be summarily rejected.
- 12) Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
- 13) The competent authority on behalf of the Director, IIT ROPAR reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.

- 14) The contractor shall not be permitted to tender for works in the IIT ROPAR responsible for award and execution of contracts in which his near relative is posted as Executive Engineer or as an officer in any capacity between the grade of Registrar and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer in the IIT ROPAR. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of the concerned Department / termination of the contract from this institute.
- 15) No Engineer of gazetted rank or other gazetted officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of two years after his retirement from government service, without the previous permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor's service.
- 16) The tender for the works shall remain open for acceptance for a period of **Ninety days** from the date of opening of tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at a liberty to forfeit 50% of the said earnest money as aforesaid. Further, the tenderer shall not be allowed to participate in the re-tendering process of the work.
- 17) This Notice Inviting Tender shall form a part of the contract document. The successful tenderer/contractor, on acceptance of his tender by the Accepting Authority, shall within **15 days** from the stipulated date of start of the work sign the contract consisting of:-
- a) The notice inviting tender, all the documents including additional conditions, specifications and drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
 - b) Standard CPWD Form-8 as modified and corrected.
- 18) Tenders with any condition including conditional rebates shall be rejected forthwith. However, tenders with unconditional rebates will be acceptable.
- 19) Tenderers must associate himself, with agencies of the appropriate class eligible to tender for each of the minor components of work.
- 20) The eligible bidders shall quote rates for all items of major components as well as for all items of minor components of work.
- 21) Entire work under the scope of composite tender including major and all minor components shall be executed under one agreement.

- 22) Security Deposit will be worked out separately for each component corresponding to the estimated cost of the respective component of works. The Earnest Money will become part of the security deposit of the major components of work.
- 23) The acceptance of the tender shall be conveyed by the **Joint Registrar (E&M), IIT Ropar** on behalf of the Director, IIT ROPAR.

Registrar
For & on behalf of the Board of Governors, IIT Ropar

ITEM RATE TENDER AND FOR WORKS CONTRACT

Tender for work of “ **Annual Maintenance Contract of Lights on high mast poles at IIT Ropar** ”

- (i) To be submitted by **refer page no.2**
- (ii) To be opened **refer page no.2**

Issued to : _____

Joint Registrar (E&M), IIT Ropar

TENDER

I/We have read and examined the Notice Inviting tender, schedule, A,B,C,D,E & F. Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions, Schedule of Rate & other documents and rules referred to in the conditions of contract and all other contents in the tender document for the work.

A sum of Rs.13,456/- is hereby forwarded in cash/Receipt Treasury Challan/Deposit at call receipt of a Scheduled Bank/Fixed deposit receipt of Scheduled bank/demand draft of scheduled bank/bank guarantee issued by scheduled bank as earnest money. If I/we fail to furnish the prescribed performance guarantee or fail to commence the work within the prescribed period. . I/we agree that the said Director, IIT, Ropar or his successors in office shall without prejudice to any other right or remedy be at liberty to forfeit the said earnest money absolutely. Further, if I/we fail of commence work as specified, I/we agree that Director, IIT, Ropar or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and carry out such deviations as may be ordered, up to maximum of the percentage mentioned in Schedule ‘F’ and those in excess of that limit at the rates to be determined in accordance with the provision contained in clause 12 of the tender form. Further, I/We agree that in case of forfeiture of earnest money or both Earnest Money & Performance Guarantee as aforesaid, I/We shall be debarred for participation in the tendering process of the work.

I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information derived therefrom to any person other than a person to whom I/we am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the Institute

I/We undertake and confirm that eligible similar work(s) has/ have not been executed through another contractor on a back to back basis. Further that, if such a violation comes to the notice of the Department, then I/we shall be debarred for tendering in IIT Ropar in future forever. Also, if such a violation comes to the notice of the Department before the date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

Dated

Witness:
Occupation:

Address:

Signature of contractor
Postal Address: _____
Email : _____

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Board of Governors, IIT Ropar for a sum of Rs. _(Rupees _____ only), The letter referred to below shall form part of this contact Agreement:-i)

- ii)
- iii)

Dated:

For on the behalf of Board of Governors, IIT ROPAR
Signature _____

PERFORMA OF SCHEDULES

SCHEDULE 'A'

Schedule of Quantities.

SCHEDULE 'B'

Schedule of materials to be issued to the contractor:

S.N.	Description of item	Quantity	Rates in figures & words at which the material will be charged to the contractor	Place of issue
1	2	3	4	5
-NIL-				

SCHEDULE 'C'

Schedule of Tools and Plants to be hired to the contractor

S.N.	Description of item	Hire charges per day	Place of issue
1	2	3	4
-NIL-			

SCHEDULE 'D'

Extra schedule for specific requirements / document work if any

As attached in for the tender form

SCHEDULE 'E'

Reference to General Conditions of contract.

Name of Work:	Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar
Estimated cost of the work:	Rs. 6,72,800/-
Earnest Money Deposit	Rs. 13,456/-
Performance Guarantee	5% of the tendered value of the work
Security Deposit	2.5% shall be deducted from the running bills.

SCHEDULE 'F'

General rules and direction:

Officer inviting tender

**Joint Registrar (E&M),
IIT ROPAR**

Definitions:

2(i) **Engineer-in-Charge**

Joint Registrar (E&M),
IIT Ropar

2(ii) Accepting Authority

Registrar, IIT Ropar

2(iii) Standard Schedule of Rates

Delhi Schedule of Rates 2023

2(iv) Department:

Estate & Maintenance, Indian
Institute of Technology, Ropar

2(v) Standard contract Form:

GCC 2023, **Form-8** as modified & corrected
up to date

Clause 1

- | | | |
|---|--------|------|
| i) Time allowed for submission of performance guarantee from the date of letter of acceptance. | 7 days | |
| ii) Maximum allowable extension with fee @ 0.1% per day of performance guarantee amount beyond the period as provided in (i) above. | 3 days | late |

Clause 2

Authority for fixing compensation under clause 2

Registrar, IIT Ropar

Clause 5

Number of days from the date of issue of letter of acceptance for reckoning date of start

3 days

Time allowed for execution of work

365 days

Authority to decide

i) Extension of time

Registrar ,IIT Ropar

ii) Rescheduling of milestones

Registrar, IIT Ropar

Clause 7

Gross work to be done together with net payment/Adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment

30%

**RECOVERY RATES FOR QUANTITIES BEYOND PERMISSIBLE
VARIATION**

TABLE OF MILE STONE(S)

S.No	Financial Progress	Time allowed (from date of start)	Amount to be withheld in case of no achievement of milestone
1	1/8 th (of whole work)	1/4 th (of whole work)	In the event of not achieving the necessary progress as assessed from the running payments 1% of the tendered value of work will be withheld for failure of each milestone.
2	3/8 th (of whole work)	1/2 th (of whole work)	
3	3/4 th (of whole work)	3/4 th (of whole work)	
4	Full	Full	

SALIENT/MANDATORY REQUIREMENTS FOR THE TENDER

Name of Work: **Annual Maintenance Contract of Lights on High Mast Poles at IIT Ropar**

- 1 The tenderer is advised to read and examine the tender documents for the work and the set of drawings available with Engineer-in-charge. He should inspect and examine the site and its surroundings by himself before submitting his tender.
- 2 Separate schedule of quantity is included in this tender for civil items of work. The contractor shall quote the item rates in figures and words accurately so that
There is no discrepancy in rates written in figures and words.
- 3 Time allowed for the execution of work is **365 days**.
- 4 The contractor(s) shall submit a detailed program of execution in accordance with the master programme / milestone within **7 days** from the date of issue of award letter.
- 5 Quality of the project is of utmost importance. This shall be adhered to in accordance with the provisions of CPWD specifications and guidelines given in the relevant paras.
- 6 The contractor(s) shall make his own arrangements for water required for the execution of work. For electricity a temporary electric connection at suitable place shall be provided by the Institute if possible, on request of the contractor. The required cable and electrical meter shall be arranged by the contractor. The monthly consumption of electricity shall be recovered from the running bills of the contractors on the approved rates of the Institute.
- 7 License Fee @ Rs. 12 per sqft for the Store/ office (to be provided by IIT Ropar) shall be deducted per month from the monthly bills/ security deposit.
- 8 The Contractor shall provide tools and tackles and PPEs has required for the work. NO extra payment will be made on account of tools and tackles and PPEs.
9. The penalty amount for not adhering to early resolution of faults per complaint will be as follow :
 - i. Minor faults not rectified within 24 hours @ Rs 50/- per hour.
 - ii. Major faults not rectified within 48 hours @ Rs 1000/- per day.
 - iii. Any delay beyond 5 days in rectifying major faults, the penalty will be enhanced to Rs. 5000/- per day.
 - iv. Beyond 15 days, the equipment will be repaired in the open market at the risk of the contractor and the actual cost of the repairs shall be recovered from the contractor.
In addition to the penalty levied in extreme cases, the action of forfeiture of security money/pending bill/blacklisting of the firm can be resorted to at the discretion of the competent authority if the contractor fails to provide satisfactory service in a time bound manners.
10. Contractor has to do quarterly service of the unit by trained personnel. The service includes the following:-
 - i. Rectification of defects observed during inspection.
 - ii. Checking of electrical parts including motors , MCCB , MCB's
 - iii. Checking & adjustment of controls and lubricating of moving parts.
 - iv. As per as mentioned in Scope of work .

11. The rates of AMC shall be inclusive of all taxes, duties octroi, works contract tax, cartage loading, GST and any other statutory taxes complete in all respects, valid for a period of one years from the date of award of contract.
12. The safety of the maintenance of high mast poles shall be the responsibility of the AMC contractor.
13. Work may be inspected during working hours on any day if required by the bidders.
14. The Contractor will maintain all records of the complaints in a register and get it counter signed by IIT Ropar on quarterly basis.
15. Bid security of the unsuccessful bidders will be returned to them.
16. In the event of any breach of the terms of the contract, the contractor shall have to bear the penalty specified in the present terms. However, upon a material breach of the contract terms which is not remedied by the contractor within 7 days, IIT Ropar shall be entitled to terminate the present contract without any notice. The contractor shall be required to make good any damage incurred by IIT Ropar.
17. The contractor will be liable to handover the High mast poles in running condition with all the equipment serviceable at the end of contract of termination of contract.
18. During the process of overhauling or routine maintenance if any modification / improvement of the system is required, it has to be cleared by the Engineer in-charge in writing.
19. The agreement will be valid for Comprehensive AMC of High mast Poles incorporated in the contract document. This should be strictly adhered to. The AMC contract shall remain valid for a period of one Year and it may be further extended/ renewed annually up to 1 year on the same terms and conditions. The contract once awarded can be terminated by the IIT Ropar after serving one month's notice to the contractor.
20. The service provider shall at his own risk and cost ensure that their employees deployed to carry out the work of IIT Ropar are insured against all risks that may be associated with the job.
21. Labour Laws: The contractor will follow all labour laws / acts of Central Govt., Local Govt. applicable from time to time. He should maintain proper attendance register and record of wages paid to the workers and these documents should be submitted to IIT Ropar on demand along with a record of complaints and whenever asked. He will obtain the necessary Labour license required for engaging labour at site. The bidder should note that wages paid to the workers by the contractor should not be less than minimum wages notified by the Chief Labour Commissioner (Central) from time to time for their respective category. The agency shall comply with all Acts, Laws and Regulations applicable to the area with regard to performance of the work and including, Minimum Wages Act, 1948, Contract Labour (R&A) Act, 1970, Workmen's Compensation Act, 1923 Industrial Dispute Act, 1947 and take such steps as may be deemed necessary in this regard. It will be solely contractor's responsibility to face any consequences arising out of non compliance of various labour laws. The contractor shall keep IIT Ropar indemnified and if IIT Ropar has to incur some expenditure due to nonpayment of wages to the labour or non compliance of various labour

laws by contractor, the same will be recovered from contractor's bill or from performance security or any other amount due, along with 10% on account of departmental charges.

22. Force Majeure: Neither party shall bear responsibility for the complete or partial Non performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods under the provisions of the present contract), if the non- performance results from such Force Majeure circumstances as Flood, Fire, EarthQuake, Pandemic and other acts of God as well as War, Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after signing of the present contract. In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences.
23. In the event of any minor issues like settings change the contractor should arrange technical support over phone to rectify the issues.
24. Arbitration: In the unfortunate situation if any all disputes, disagreement and controversies arising in any manner, which cannot be settled by mutual agreement between the two parties, shall be resolved through arbitration. The number of arbitrator shall be ONE, shall be appointed by Director, IIT Ropar. The decision of sole arbitrator shall be final and binding to both the parties. All provisions of Arbitration and Conciliation Act 1996 (with amendments) shall apply and the legal place of arbitration shall be IIT Ropar, Rupnagar, Punjab. The language of arbitration proceedings shall be English. The Court which have jurisdiction in the matter is District Court, Rupnagar, Punjab.

INTEGRITY AGREEMENT

This Integrity Agreement is made at on this day of 20.....

BETWEEN

IIT ROPAR represented through its Registrar, (Hereinafter referred as the 'Principal/ Owner', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

..... (Name and Address of the Individual/ firm/ Company) through (Hereinafter referred to as the (Details of duly authorized signatory) "Bidder/Contractor" and which expression shall unless repugnant to the meaning or context here of include its successors and permitted assigns)

Preamble

WHEREAS the Principal / Owner has floated the Tender (NIT No.) (hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract for(Name of work) hereinafter referred to as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal/Owner

1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

(a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

(b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.

(c) The Principal/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.

2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/Contractor(s)

1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.

2) The Bidder(s)/Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:

a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.

- b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
- c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contract(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on Behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a Subsequent/parallel tender for the same item.
- e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/ forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
- 5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

1. If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/ determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.
2. Forfeiture of EMD/ Guarantee/ Security Deposit: If the Principal/ Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/ Contractor.
3. Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/ Owner will inform the same to law enforcing agencies for further investigation.

4) Article 4: Previous Transgression

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country conforming to the anti corruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statements on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/ sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6- Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority.

Article 7- Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is an agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

Article 8- LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....
(For and on behalf of Principal/Owner)

.....
(For and on behalf of Bidder/Contractor)

WITNESSES:

1.

(signature, name and address)

2.

(signature, name and address)

Place:

Dated :

CONTRACT AGREEMENT

(ON RS.100 NON JUDICIAL STAMP PAPER*)

(*= To be purchased and submitted by the Contractor.)

THIS AGREEMENT is made on _____ **2024**..... Between **Joint Registrar (E&M), Indian Institute of Technology Ropar, Punjab** (hereinafter referred to as “Client” which expression shall include his successors and assigns), and whose principal place of office is at IIT Ropar, Rupnagar Punjab India 140001 of the One Part,

AND

M/s.....having its registered office at.....(Hereinafter referred to as “the Contractor”) which expression shall unless excluded by or repugnant to the context be deemed to include his successors, heirs, executors, administrators, representatives and assigns) of the other part for

I. WHEREAS the Client invited bids through open tender, vide Notice Inviting Tender datedfor the work of “ Maintenance work of high mast poles at IIT Ropar ” under **Tender No.**

II. AND WHEREAS the Contractor submitted his bid vide..... in accordance with the bid documents and represented therein that it fulfills all the requirements and has resources and competence to provide requisite services to the Client

III. AND WHEREAS the Client has selected **M/s**.....as the successful bidder (“the Contractor”) pursuant to the bidding process and negotiation of contract prices, awarded the **Letter of Acceptance (LoA) No.**, to the Contractor on for a total sum of [Rupees Only].

IV. AND WHEREAS the Client desires that the “Maintenance work of high mast poles at IIT Ropar ” as defined in the Bidding Document) be provided, performed, executed and completed by the Contractor, and wishes to appoint the Contractor for providing requisite services to the Client.

V. AND WHEREAS the Contractor acknowledges that the Client shall enter into contracts with other contractors / parties for Maintenance work of high mast poles at IIT Ropar for its office in cases the Contractor falls into breach of the terms and conditions as stipulated in the Tender Document and shall waive its claim whatsoever in this regard.

VI. AND WHEREAS the terms and conditions of this Contract have been fully negotiated between the Client and the Contractor as parties of competent capacity and equal standing.

VII AND WHEREAS the Contractor has fully read, understood and shall abide by all the terms and conditions as stipulated in the Tender Documents for Maintenance work of high mast poles at IIT Ropar for Client’s office, failing which the Contract is liable to be terminated at any time, without assigning any reasons by the Client.

VIII. The Client and the Contractor agree as follows:

1. In this Agreement (including the recitals) capitalized words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement. This Agreement shall prevail over all other Contract documents.
 - (a) Notice Inviting Tender Form 6, Form No. 7, Performa of Schedules.
 - (b) The Letter of Intent /Acceptance (LoI/A) issued by the Client.
 - (c) Price Schedule
 - (d) Performance Bank Guarantee.
 - (e) Integrity Pact.
 - (f) The Addenda, if any, issued by the Client.
 - (g) Any other documents forming part of this Contract Agreement till date.
 - (h) Charges – Schedule annexed to this Article of Agreement
 - (i) Supplementary Agreements executed from time to time.
3. Any changes/modifications/amendments required to be incorporated in the Contract Agreement at a later stage shall be discussed and mutually agreed by both the parties and such supplementary agreements shall be binding on both the parties and shall form the part of this contract agreement.
4. This Contract shall be governed by and construed in accordance with the laws of India. Each Party hereby submits to the jurisdiction as set out in the Dispute Resolution Procedure in the Conditions of Contract.

IX. **IN WITNESS WHEREOF** the parties hereto have caused this Agreement to be executed in accordance with the laws of India on the day, month and year indicated above.

Signed on behalf of the Contractor

Signed on Behalf of the Institute

(Authorized Signatory)

**(Joint Registrar (E&M),
IIT ROPAR**

PART - B

SPECIAL CONDITIONS

1. In the Contract (as hereinafter defined) the following definitions words and expressions shall have the meaning hereby assigned to them except where the context otherwise required.
- i) “Institute/Department” shall mean the Indian Institute of Technology, Ropar (IIT Ropar)
 - ii) The “President” shall mean the Board of Governors, IIT ROPAR.
 - iii) The term “Director General of Works” shall mean the Director, IIT Ropar.
 - iv) “Superintending Engineer” shall mean the Registrar of the Institute, who as overall In charge and head of the administration shall direct the contract.
 - v) The “Engineer-in-charge”, who shall administer the work, shall mean the Joint Registrar (E&M), IIT Ropar.
 - vi) “Accepting authority” shall mean the Registrar, IIT ROPAR on behalf of the Director.
 - vii) “Site Engineers” shall mean the AEE (Civil)/ AE (E) / Junior Engineer (Civil)/Junior Engineer (Electrical) appointed by the Works & Estate department.
 - viii) No labour huts/ Jhuggies shall be allowed to construct in the campus except for the security persons at work site with proper sanitation arrangements after due approval of the Registrar.
 - ix) Any damage caused to the existing roads, power cables, telephone cables, water lines and structures by the contractor’s equipment, shall have to be made good by the contractor at his own cost.
 - xv) Existing drains, pipes, cables, over-head wires, sewer lines, water lines and similar services encountered in the course of the execution of work shall be protected against the damage by the contractor at his own expense. The contractor shall not store materials or otherwise occupy any part of the site in a manner likely to hinder the operation of such services.
 - xvi) No payment shall be made to the contractor for any damage caused by rain, snowfall, floods, earthquake or any other natural causes whatsoever during execution of work. The damages of the work will be made good by the contractor at his own cost and no claim on this account shall be entertained.

- xvii) For construction works which are likely to generate malba/rubbish to the tune of more than a tempo/truck load, contractor shall dispose of malba, rubbish & other unserviceable materials and wastes at their own cost to the notified/specified dumping. The malba / rubbish shall required to be removed from site of work on daily basis, if the same is not removed a token penalty of Rs. 250/- per day shall be levied till the removal of malba. This shall be recovered from the bill. The contractor should not throw the malba from higher floors directly on the ground. It should be brought down through the staircase by the workers or proper chute should be installed for this purpose.

2. DUTIES & POWERS:

- (i) The duties of the Site Engineer(s) are to watch and supervise the works and the workmanship employed in connection with the works, and to test and examine any materials to be used. He shall have no authority to relieve the contractor of any of his duties or obligations under the contract nor, except as expressly provided here under, to order any work involving delay or any extra payment by the Institute, nor to make any variation in the works.
- (ii) The Engineer-in-charge, from time to time in writing, delegates to the Site Engineer(s) any of the powers and authorities vested in them. Any written instruction or written approval given by the Site Engineer(s) to the contractor within the terms of such delegation (but not otherwise) shall bind the contractor and the Institute as though it had been given by the Engineer-in-charge provided always as follows:
 - a) Failure of the Site Engineer(s) to disapprove any work or materials shall not prejudice the power of the Engineer In-charge to subsequently disapprove such work or materials and to order the pulling down, removal or breaking up thereof.
 - b) If the contractor is dissatisfied by reason of any decision of the Site Engineer(s), he shall be entitled to refer the matter to the Engineer- in-charge, who shall thereupon confirm reverse or vary such decision.

3. ASSIGNMENT & SUBLETTING:

The contractor shall not assign the contract or any part thereof or any benefit or interest therein or thereunder without the written consent of the Engineer In- charge. The whole of the works included in the contract shall be executed by the contractor except where otherwise provided in the contract. The contractor shall not sublet any part of the works without the written consent of the Engineer In- charge and such consent, if given, shall not relieve the contractor from any liability or obligation under the contract, and he shall be responsible for the acts, defaults and neglects of sub-contractor, his agents, servants or workmen, as if they were the acts, defaults or neglects of the contractor provided always that the provision of labour contracts on a piece work basis shall not be deemed to be a subletting under this clause.

4. **PROPOSED ACTION IN CASE OF AN ACCIDENT AT SITE:**

i. In case of any serious accident at work site, the Institute may cause an enquiry / investigation into the accident and depending on the outcome of such enquiry / investigation, the institute may take such action against the contractor as may be deemed fit and appropriate in the discretion of the Director, IIT Ropar which may also lead to termination of the contract, and / or forfeiture of the security deposit made by the contractor, and / or the contractor may be may be debarred from applying for future works in the campus for a specified period.

5. **SCOPE OF WORK:**

The institute has facilities with High Mast Pole in Cricket Ground, Football Ground, Main Gate and lawn area. This needs to be maintained on a quarterly/half/annual basis (4 Visits in one year). The party does not bring necessary equipment and accessories for maintenance of high mast poles the items at the place. The party does not bring sufficient manpower for carrying out the work as directed by the Engineer-in-charge/ as per contract. The schedule of maintenance must be shared before one week prior to the concerned Engineer incharge. The Contractor shall provide proper PPEs and tools & tackles for carryout work. Proof of completion of the jobs has to be obtained from the concerned supervisor / AE(E) and submitted along with the bill.

The details of Scope of work are

- The Replacement of Flood light and drivers in case it is non-functioning.
- Proper greasing of Motor, Man rider, Trolley and wire Rope.
- Proper operation of the pole both automatic and manually.
- Inspection of pole shaft, Brackets and arms, base plates, welds and anchor bolt.
- To test the lighting.
- Inspection of structural integrity (e.g., rust, cracks).
- Cleaning (e.g., removal of debris, dirt).
- Lubrication of moving parts (if applicable).
- Compliance checks with local regulations and safety standards.
- Checking winch oil levels and to filling,
- Checking status of cables and wire ropes.
- Lux level and glance of light fittings, junction boxes, winch and motor etc
- Test and calibrate electrical instruments and devices.
- Check grounding and bonding systems for proper function and connection.
- Test and replace worn or damaged electrical cords and cables.
- Check for loose connections, short circuits, and signs of burning.
- Ensure grounding conductors are working properly with installed equipment.
- Check that all labels are correct and in place.
- Check to see if power sources and feeder capacities are adequate and review load calculations for essential systems.
- Check all Protection devices (MCCB, MCBs) for continued integrity of mechanical and electrical components.
- Ensure the “all clear” after work is completed, but before fitting covers.
- Painting of poles

- Repair or replace other devices as required
- Note any structural issues and report to the Engineer in charge.
- Remove any unwanted elements such as Birds nests , remove debris from around and inside the pole , remove critter guard and remove any debris and restore critter guard.
- Remove any soil build up from around the pole.
- Check the transitional Yoke & cable for corrosion.

6. CONTRACT DOCUMENT:

- 6.1 The several documents, forming the contract, are to be taken as mutually explanatory of one another and in case of ambiguities or discrepancies the same shall be explained and adjusted by the Engineer-in-Charge who shall thereupon issue to the contractor its interpretation directing in what manner the work is to be carried out. In case the contractor feels aggrieved by the interpretation of the Engineer-in-Charge then the matter shall be referred to the Registrar and his decision shall be final, conclusive and binding on both parties to the contract.
- 6.2 The successful tenderer shall be required to enter into an agreement with the Institute. The Bill of Quantities & rates filled by the successful tenderer there in, the General Conditions of Contract for CPWD Works with upto date corrections slip incorporating corrections, CPWD specifications for Civil, the Special conditions, additional specifications, negotiation letter and the award letter etc. shall form part of the agreement to be signed by the successful tenderer. The cost of stamp paper and stamp duty, required for the agreement, shall be borne by the contractor.
- 6.3 TDS & CESS as per prevailing Government notification shall be recovered from the contractor's bills.
- 6.4 EPF & ESI contribution paid to the contract workers shall be reimbursed by the Engineer-in-charge on actual basis after satisfying that it has been actually & genuinely paid by the contractor. The contractor should furnish documentary proof for the contribution made.
- 6.5 **The price quoted by the bidder should be inclusive of all taxes, including GST and labour cess as applicable on the last date of submission of bid. The Institute shall not be responsible or hold liable to any tax which is applicable on the last date of submission.**

7. CONTRACT AGREEMENT:

- 7.1 The contract agreement, inclusive of its enclosures, shall remain in the custody of the Joint Registrar, Estate & Maintenance, IIT ROPAR and be made available by him as and when required. Contractor shall however be supplied, an attested copy thereof, free of cost.
- 7.2 Canvassing in connection with tenders is prohibited and the tenders, submitted by the tenderers who resort to canvassing, are liable for rejection.

- 7.3 **Tenderers are not allowed to make additions and alternations in the tender document. Any additions and alterations, if incorporated in the tender, shall be at the tenderer's risk since the modified tender is liable for rejection. Conditional tenders violate of the spirit and the scope or the terms & conditions of the tender, are liable to be rejected without assigning any reason. Tenders with conditional rebate are liable for rejection at the sole discretion of the institute.**
- 7.4 The contractor shall have to make his own arrangement of water. The withdrawal of water from the network of the Institute shall not be allowed. No charges shall be recovered if the contractor develops tube well at site and pumping arrangement at his own cost. The contractor shall have to seek permission of digging tube well etc. for water arrangements from Engineer-in-charge.
- 7.5 Temporary electrical connection (single / three phase) shall be provided by the Institute from its distribution network and the charges shall be realized at the prevalent commercial tariff of the institute, presently recovery rate is Rs. **10.00** per unit on the basis of actual consumption thro' a separate sub-meter under the control of the Engineer-in-charge. If the rates are revised in future the same shall be applicable to the contractor. The contractor at his own cost shall arrange the cable for service connection and the sub meter.
- 7.6 Material for the work shall be arranged by the contractor on his own.
No material shall be supplied by the Institute except where specifically mentioned in Schedule 'C'.
8. Liquidated Damages: Compensation for delay of work with maximum rate @ 1% (one percent) per week of delay to be computed on per day basis based on quantum of damage suffered due to stated delay on the part of Contractor
9. Defect Liability Period and Warranty: The Defect Liability Period for the work is 12 (Twelve) months from the date of completion of work. The performance guarantee will be returned after completion of the defect liability period.
10. **ARBITRATION:**

In the unfortunate situation if any all disputes, disagreement and controversies arising in any manner, which cannot be settled by mutual agreement between the two parties, shall be resolved through arbitration. The number of arbitrators shall be ONE, shall be appointed by Director, IIT Ropar. The decision of the sole arbitrator shall be final and binding to both the parties. All provisions of Arbitration and Conciliation Act 1996 (with amendments) shall apply and the legal place of arbitration shall be Rupnagar, Punjab. The language of arbitration proceedings shall be English. The Court which has jurisdiction in the matter is District Court, Rupnagar, Punjab.

11. **LOCATION**

The location of the work is at sport zone, main gate and in front of the administrative block.

12. General security restrictions are given as under:

- a. No inflammable materials including P.O.L. shall generally be stored at site of work.
- b. The movement of trucks and vehicles will be regulated in accordance with rules and regulations as approved by competent authorities.
- c. The contractor shall inform in advance, the truck registration number
- d. Ownership of the trucks, names and address of the drivers and labour for necessary action by the security agency.
- e. Due to the site conditions, no space for construction of go down and stay of site staff may be allowed.
- f. Names and addresses of labourers/staff along with identity proof and residence address proof etc. working at site shall be furnished in advance for security verification for issue of passes.
- g. The labourers/staff should not be changed too frequently once the verification of the character and antecedents is done.
- h. As and when there will be security requirements, certain additional restrictions can be proposed as per the requirement of the situation.
- i. **IDENTITY CARDS:-** The identity cards will be issued to the workmen employed by the contractor after proper police verification for which Contractor shall submit a list of worker's to be deployed on site of work. The cost of photos would be borne by the contractor. They will be required to carry the identity- cards with them during their working inside the building.
- j. Due to security constraints, all the working personal may not be allowed to carry the mobile phone or any other electronic gadgets. The instruction of security personal in this regard shall be followed religiously.
- k. Therefore in view of the situation explained under above paragraphs the bidder must visit the site and must get himself acquainted with the proposed site of work, study specifications and conditions carefully before tendering rates. Nothing extra shall be paid on account of compliance of any of these clauses. The hindrance due to security constraints shall be not be accounted towards adjustment of completion time mentioned in the tender document.

13. Works to be arranged by the department Unless otherwise specified in the tender documents: Space for accommodating all the equipment and components involved in the works, shall be arranged by the Department However, arrangement to make it lockable and its watch & ward shall be made by the contractor himself.

14. Rates The rate quoted by bidder, shall be firm and inclusive of all taxes including GST, duties and levies and all charges for packing, forwarding insurance, freight and delivery, installation, testing, commissioning etc. at site including temporary constructional storage, risks, overhead charges, general liabilities / obligation etc. No separate reimbursement shall be made on this account. However, statutory deductions shall be made from the bills, as per rule. The contractor has to carry out maintenance of the entire installation for a period of 1 years from the date of handing over of the site for carrying out comprehensive AMC. The rates quoted by the bidder shall also be inclusive of all this, nothing extra shall be paid on this account. Quoted Rates should be inclusive of all taxes & levies including EPF/ ESIC. Nothing extra shall be payable. It will be the responsibilities of the contractor to provide EPF / ESIC and other facilities to their employees as per current labour laws.

15. Taxes and duties The tender is for entering into an item rate works contract. The rates quoted shall be inclusive of all manpower, materials, prevailing taxes, duties, levies, Cess, freight and delivery, labour for installation, testing, commissioning etc. at site including temporary constructional storage, risks, overhead charges, general liabilities / obligation etc. No separate reimbursement shall be made on this account. Statutory deduction on account of GST, Income Tax, Labour Welfare Cess etc, as applicable on Original work, (Except credit items) shall be made at source from each running /final bill payment. A certificate of TDS shall be issued by the department to the contractor.
16. Terms of payments: Following payment terms shall be applicable.
 - a. No advance payment shall be made.
 - b. Quarterly payment will be made against running bills.
 - c. The Poles nos. may be increased or decreased and AMC charges will be paid accordingly.
17. Special condition for safety at the work site The contractor will identify one of the supervisors for taking care of implementation of Safety systems. The Contractor should follow the following General Guidelines governing the safety rules as laid down under:
 - a. Smoking is strictly prohibited at the workplace.
 - b. Nobody is allowed to work without wearing a safety helmet. Chinstrap of the safety helmet shall be always on. Drivers, helpers and operators are no exception.
 - c. No one is allowed to work at or more than three meters height without wearing safety belt and anchoring the lanyard of safety belt to firm support preferably at shoulder level.
 - d. No one is allowed to work without adequate foot protection. Usage of eye protection equipment shall be ensured when workmen are engaged for grinding, chipping, welding and gas-cutting. For other jobs as and when site safety co-coordinator insists eye protection has to be provided.
 - e. All safety appliances like Safety shoes, Safety gloves, Safety helmet, Safety belt, Safety goggles etc. shall be arranged before starting the job.
 - f. All excavated pits shall be barricaded & barricading to be maintained till the backfilling is done. Safe approach is to be ensured into every excavation.
 - g. Adequate illumination at the workplace shall be ensured before starting the job at night.
 - h. All the dangerous moving parts of the portable / fixed machinery being used shall be adequately guarded.
 - i. Ladders being used at site shall be adequately secured at bottom and top. Ladders shall not be used as work platforms.
 - j. Material shall not be thrown from the height. If required, the area shall be barricaded and one person shall be posted outside the barricading for preventing the trespassers from entering the area.
 - k. Other than electricians no one is allowed to carry out electrical connections, repairs on electrical equipment or other jobs related thereto.
 - l. All electrical connections shall be made using 3 or 5 core cables, having an earth wire.
 - m. Inserting of bare wires for tapping the power from electrical sockets is completely prohibited. n. A tools and tackles inspection register must be maintained and updated regularly.
 - o. Debris, scrap and other materials to be cleared from time to time from the workplace and at the time of closing of work every day.
 - p. All the unsafe conditions, unsafe acts identified by contractors, reported by site supervisors and / or safety personnel to be corrected on priority basis.
 - q. No children shall be allowed to enter the workplace. r. All the lifting tools and tackles shall be stored properly when not in use.

- r. lamps shall be used on Return cables to ensure proper earthing for welding works.
- s. Return cables shall be used for earthing.
- t. All the pressure gauges used in gas cutting apparatus shall be in good working condition.
- u. proper eye washing facilities shall be made in areas where chemicals are handled.
- v. Connectors and hose clamps are used for making welding hose connections.
- w. All underground cables for supplying construction power shall be routed using conduit pipes.
- x. Spill trays shall be used to contain the oil spills while transferring / storing them.
- y. Tapping of power by cutting electric cables in between must be avoided. Proper junction boxes must be used.

ACCEPTABLE LIST OF MATERIALS
LIST OF APPROVED MAKES/AGENCIES
FOR WORKS COVERED UNDER THIS CONTRACT

- 1) All materials and products used in the work shall conform to the relevant standards/ specifications and shall be of approved make and design. Lists of approved manufacturers/ vendors for Civil works, Plumbing works, Fire fighting & Fire Alarm works, Electrical works etc. is given herein below. The approval of a manufacturer/ vendor shall be given only after review of the sample/specimen by the Engineer-in-charge. The complete system and installation shall also be in conformity with the "Applicable Codes Standards and Publications".
- 2) List of Approved makes for Products, Materials and specialist agencies is given below. Other equivalent manufacturers may be considered with prior approval; however the decision of the Engineer-in-charge shall be final.

S. No.	ITEM	MAKE
1.	GREY CEMENT	J.P., ACC, LARSEN & TOUBRO, GUJARAT AMBUJA, VIKRAM, BINANI J.K, BIRLA, SHREE OR ANY OTHER BRAND WITH APPROVAL OF ENGINEER-IN-CHARGE.
2.	WHITE CEMENT	JK WHITE, BIRLA WHITE OR EQUIVALENT
3.	REINFORCEMENT/STRUCTURAL STEEL	SAIL, TISCO, RINL, JINDAL
4.	NON STRUCTURAL STEEL	SAIL, TATA, RINL, JINDAL
5.	ANTI-TERMITE TREATMENT	PEST CONTROL INDIA LTD, PEST CON INDIA, PEST CONTROL INCORPORATED, OR ANY OTHER AGENCY TO BE APPROVED BY THE ENGINEER-IN-CHARGE.
6.	CONCRETE ADDITIVE	FOSROC CICO-TL, SIKA, PIDILITE
7.	FLUSH DOORS, SHUTTERS	KUTTY FLUSHDOOR, KITPLY INDUSTRIES (SWASTIK), CENTURY, ANCHOR, MERINO.
8.	PLYWOOD / BLOCK BOARD / SOFT BOARD	ANCHOR, DURO, GREEN LAM, CENTURY, ARCHID PLY,
9.	PRELAMINATED PARTICLE BOARD	ACTION TESA, NOVAPAN, ANCHOR, MERINO, GREEN LAM, CENTURY, ARCHID PLY
10.	VENEERED PARTICLE BOARD	KITPLY, ACTION TESA, GREENLAM MERINO.
11	LAMINATED PARTICLE BOARD/	KITPLY, ACTION TESA, GREENLAM, CENTURY

	LAMINATES	PLY, MERINO, SUNMICA, FORMICA,GVK
12.	LAMINATES	CENTURY, MERINO, GREEN LAMP, ARCHID LAM
13.	ADHESIVE FOR WOOD WORK	DUNLOP, FEVICOL, VAMICOL, PIDILITE
14.	POLYURETHANE SEALANT	MBT, CHOKSEY, PIDILITE
15.	SILICON SEALANT	DOWN CORNING, ALSTONE OR EQUIVALENT
16	FALSE CEILING- GYPSUM	SAINT GOBAIN, LAFARAGE, VANS GYPSUM, INDIAGYPSUM, BERAL GYPSUM, ARMSTRONG
17	FALSE CEILING- METAL	SAINT GOBAIN, ARMSTRONG, DEXURE, SAS, AURA, LINDNER
18.	POLYETHELENE BOARD	SUPREME OR EQUIVALENT
19.	ALUMINIUM EXTRUSIONS	JINDAL, HINDALCO, INDALCO OR EQUIVALENT
20.	STAINLESS STEEL	SALEM, JINDAL OR EQUIVALENT
21.	EXPANSION, FASTENERS	FISCHER, HILTI, ANCHORS, AXEL
22.	FLOAT GLASS	MODI GUARD, SAINT GOBAIN, ASAHI, ATUL
23.	CERAMIC TILES	NITCO, KAJARIA, SOMANY, JOHNSON, VARMORA
24.	VITRIFIED PORCELINE TILES	NAVEEN DIAMOND TILES, NITCO, JOHNSON, MARBITO BRAND, RAK, KAJARIA, VARMORA, CT TILES
25.	INTERLOCK TILES/GRASS PAVER BLOCKS/ KERB STONE	DALAL TILES, UNISTONE, MODERN OR EQUIVALENT
26.	TERRAZZO TILES	NITCO, MODERN, A-1, NTC, DALAL TILES OR EQUIVALENT AS PER ISI SPECIFICATION
27.	CEMENT CONCRETE TILES	UNISTONE, ULTRA, DALAL TILES OR EQUIVALENT
28.	HANDMADE CERAMIC TILES	RAJA, ARIHANT, JAIN
29.	ROOF WATER PROOFING	NINA CONCRETE SYSTEM PVT. LTD, C R S ASSOCIATES AND ENGINEERS PVT.LTD, CREATIONS, PIDILITE
30.	PAINT	NEROLAC, JOHNSON & NICHOLSON, BERGER, ASIAN PAINTS, SHALIMAR

31.	TEXTURED COATING	UNITILE, SPECTRUM, HERITAGE OR EQUIVALENT
32.	DOOR FITTINGS	GODREJ, DOORSET, OZONE, INDOBRASS
33.	LOCKS AND HANDLES	EVERITE, GODREJ, HARRISON, INDOBRASS
34.	NON METALLIC COMPOUND	HARDENER FOSROC, S TP, PIDILITE, CICO
35.	ROLLING SHUTTER	RAMA, PRAKASH, SANJEEV OR EQUIVALENT AS PER CPWD SPECIFICATIONS.
36.	DOOR CLOSER	DOORSET, EVERITE, GREEZ, GODREJ
37.	FLOOR DOOR SPRING	D-LINE, OZONE, DOORSET, EVERITE, INDOBRASS
38.	HDF LAMINATED BOARD	ARMSTRONG, BVG, EGO FLOORS, SQUARE FOOT, ACTION TESA
39.	EXPANSION FASTENERS	HILTI, FIHSER, GKW, AXEL
40.	FASTENERS	HILTI, FIHSER, GKW, AXEL
41.	GYPSUM CEILING	INDIA GYPSUM, LAFARGE
42.	CALCIUM SILICATE BOARD FALSE CEILING	AEROLITE, HYLUX
43.	PATCH FITTING	DORMA, GEZE, OZONE OR AS APPROVED
44.	WORK STATION AND MODULAR FURNITURE	GODREJ, BP ERGO, FEATHERLIGHT, WIPRO
45.	BLINDS	VISTA, MAX, ARMSTRONG
46.	ADHESIVE	FEVICOL, VEMICOL OR EQUIVALENT
47.	FURNITURE HARDWARE	HATTICH INDIA, EBCO, EARL BEHARI
48.	LACQUERED GLASS	SAINT GOBIN, ASAHI, ATUL
49.	MELAMINE POLISH	ASIAN PAINT, BERGER, TIMBER STONE OF ICI DOLEXZ, WUDFINE OF PIDILITE
50.	Sandwich PUF Panel	SINTEX, JINDAL, SYNERGY THYRISLINGTON

PART – C

Note: Price bid should be uploaded in given BOQ_XXXX.xls format online and not in the technical bid failing which your bid shall stand rejected. However, the price bid is as follows for your reference.

Validate

Print

Help

Item Wise BoQTender Inviting Authority: **Indian Institute of Technology Ropar**

Name of Work: Annual Maintenance Contract of high mast poles at IIT Ropar

Tender No: IITRPR/ENM/T/24/

Name of the Bidder/ Bidding Firm / Company :								
PRICE SCHEDULE (DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY) (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)								
NUMBER #	TEXT #	TEXT #	NUMBER #	TEXT #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	Quoted Currency in INR / Other Currency	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT col (14) = sum (8) to (13) in Rs. P	TOTAL AMOUNT In Words
1.01	Routine maintenance of lights installed on high mast poles along with its wiring, panels(capacitor) at Cricket field (4 Poles 25 mtr) which includes four visit in one year and emergency visit as and when required to attend the complaints for smooth functioning of high mast pole lights as required.							
1.02	Quarterly Service charges	item1	4.00	Each Pole	INR		0.00	INR Zero Only
1.03	Routine maintenance of lights installed on high mast poles along with its wiring, panels (capacitor) at Football field (4 Poles 30 mtr) which include four visit in one year and emergency visit as and when required to attend the complaints for smooth functioning of high mast pole lights as required.							
1.04	Quarterly Service charges	item2	4.00	Each Pole	INR		0.00	INR Zero Only
1.05	Routine maintenance of lights installed on high mast poles along with its wiring, panels (capacitor) at main gate of IIT Ropar (2 Poles 20 mtr) which include four visit in one year and emergency visit as and when attend the complaints for smooth functioning of high mast pole lights as required.							
1.06	Quarterly Service charges	item3	2.00	Each Pole	INR		0.00	INR Zero Only
1.07	Routine maintenance of lights installed on high mast poles along with its wiring, panels (capacitor) at Lawn area in front of Admin Block of IIT Ropar (1 Pole 30 mtr) which include four visit in one year and emergency visit as and when attend the complaints for smooth functioning of high mast pole lights as required.							
1.08	Quarterly Service charges	item4	1.00	Each Pole	INR		0.00	INR Zero Only
	Note: 1. Rates are inclusive of all tool, tackles working at all heights, maintaining trolley including shifting, all statutory clearance, insurance, Personal protective equipment i.e. Safety belt, helmet, shoes etc. 2. Spares to be provided by IIT as per requirement.							
Total in Figures							0.00	INR Zero Only
Quoted Rate in Figures			Select		Item rate		0	Zero Only
Quoted Rate in Words	INR Zero Only							