

**TENDER DOCUMENTS / TERMS AND CONDITIONS OF ELECTRICAL WORKS TENDERS**

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**Sant Longowal Institute of Engineering and Technology, Longowal, Distt. Sangrur  
(Deemed to be University) (Established by Govt. of India)**

**e-Tender Notice**

e-Tenders in two bid system i.e. technical bid and financial bid for the works (at Sr. No. 1) are invited from Electrical Contractors registered in appropriate class with CPWD, State PWD, MES, PUDA, BSNL, MTNL, PSPCL & any other Central/ State Govt. Department. For work at Sr. No. 2 & 3 manufacturers, distributors, dealers & suppliers having ST/ CST/VAT number etc. are eligible. For all the work i.e. work at Sr. No.1, Contractor/ firm/ agencies should be registered with EPFO & should have valid license under Contractor Labour (Regulation & Abolition) Act, 1970 or should produce the same (Labour Licence only) within one month from the date of letter of intent. The bidders should have completed at least three similar work each costing not less than 40% or two similar works not costing less than 60% or one similar work not costing less than 80% of the estimated cost of work of this tender in the last 10 years of the similar work and the Contractors must possess 05 years experience of similar work for work at Sr.No.1. The similar work means "Electrical Work".

Sr. No.	Name of Work	DNIT Amount (Rs.)	Earnest Money Deposit (Rs.)	Cost of Tender Documents in Rs. (Non-refundable)	Time Period (Months)
1	Annual Repair & Maintenance of Internal & External Electrification in SLIET Campus for the F/Y 2015-16 (Labour Part)	51,80,000.00	1,03,600.00	1,000.00	12
2	Annual Maintenance of Air-Conditioning & Refrigeration for the F/Y 2015-16 at SLIET, Longowal (Material Part)	8,00,000.00	16,000.00	1,000.00	12
3	Supply of Electrical Material for Annual Repair & Maintenance for F/Y 2015-16	50,62,000.00	1,01,240.00	1,000.00	12

The tender documents will be available online only on the Institute's e-tendering website ([www.tenderwizard.com/SLIET](http://www.tenderwizard.com/SLIET)) and should also be submitted **ONLINE** through e-tendering along with tender fee of Rs.1000/- (non-refundable) and Earnest Money Deposit in favour of Director, SLIET through e-payment (IPG (Direct debit) NEFT/ OTC and Internet banking only). The tender processing fee (Non Refundable) should be paid through e-payment (debit or credit cards and internet banking). Separate Tender is required to be submitted for each work.

It is mandatory for the Bidders/ Contractors to get themselves registered with [www.tenderwizard.com/SLIET](http://www.tenderwizard.com/SLIET) & get User Id, password & Class-3 Digital signatures for participating in the e-Tendering process. For more details Mr. Pavitar Singh on behalf of M/s ITI Limited on mobile No.8146699866 or e-mail: [pavitar.s@tenderwizard.com](mailto:pavitar.s@tenderwizard.com) can be contacted.

**Schedule of Tenders**

Availability of Tenders online for Bidding		Last date of Submission for Online Bids	Date, time & venue of opening of Technical Bid	Date, time and venue of opening of Commercial bid
From	To			
28.02.2015	11.03.2015 Upto 01:00PM	11.03.2015 Upto 05:00PM	18.03.2015 at 11:00 AM in the Electrical Wing, ESS-II, Near Mechanical Block, SLIET, Longowal	19.03.2015 at 03:00 PM in the Electrical Wing, ESS-II, Near Mechanical Block, SLIET, Longowal

Tenders received without earnest money, incomplete, conditional, telephonically or telegraphic shall not be entertained. The undersigned reserves the right to reject any or all the tenders without assigning any reasons thereof. In case Tenderer fails to upload some documents online, he can submit the same by hand in a sealed envelope before **10:50AM on 18.03.2015** i.e. before opening the Technical Bid.

**For work at Sr. No.1:** - The tenderer should attach online, the copies as proofs of the following documents (i) Registered in appropriate Class Electrical Contractor Certificate (ii) Official and Residential address of the Tenderer on an affidavit duly attested by competent authority or any other statutory document containing

Contractor's sig.

photograph and Official & Residential address (iii) Valid license under the Contract Labour (Regulation & Abolition) Act.1970 or should produced the same (Labour Licence only) within one month from the date of letter of intent. (iv) Proof of registration with EPFO & E.P.F. Account No. (v) PAN/ TAN number (vi) Minimum Experience Certificate as mentioned in para 1 above (vii) Service Tax No. (viii) Last three years consecutive Income Tax Returns (ix) Earnest Money Deposit and Tender fee

**For work at Sr. No.2 & 3:** - The tenderer should attach online, the copies as proofs of the following documents (i) Official and Residential address of the Tenderer on an affidavit duly attested by competent authority or any other statutory document containing photograph and Official & Residential address (ii) PAN/ TAN number (iii) VAT/ ST No. (iv) Earnest Money Deposit and Tender fee

Proof of Tender Fee and Earnest Money in the form of demand drafts/ online through RTGS/ NEFT should reach the office of Electrical Wing, in front of Mechanical Block of the Institute before 10.30AM on 18.03.2015.

1. All rates must be quoted on the proper form as per Tender Document.
2. The tenderers should the rates and amount tendered by them quote in figures as well as in word. The amount for each item should be worked out the requisite totals given.
3. i) An item rate tender containing percentage below/above will be summarily rejected. However where a tendered voluntarily offers a rebate, this may be considered.  
ii) Tender shall be strictly as per the condition of contract, conditional tenders are liable to be rejected.
4. i) Special care should be taken to write the rate and amounts in figures as well as in words in such a way that interpolation is not possible. The total amount should be written before the figure of Rupees and word paisa should be written at the end (unless the rates in whole rupees) and followed by the word only. It should invariably to upto two decimal places. While quoting the rates in schedule of quantities, the word only should be written closely following the amount and it should not be written in the next line.  
ii) In case of any discrepancy between the rates quoted in figures and words that rate on which the amount has been worked out shall be taken as correct. In case of any discrepancy between the rate quoted and the amount worked out the rate quoted in figures and words shall be taken as correct.
5. The tender for works shall remain open for acceptance for a period of ninety days from date of opening of tenders. If any tenderer withdraws his tender before the said period or makes any modification in the terms and conditions of the tender which are not acceptable to the Institute, then the Institute shall without prejudice to any right or remedy, be at liberty to forfeit the said earnest money absolutely.
6. The acceptance of a tender will rest with the Director, SLIET who does not bind himself to accept the lowest tender, and reserves to himself the authority to reject any or all of the tenders received without the assignment of any reason. ***The decision of Tender Opening Committee will be final in case of any dispute during Tender Opening Process.*** All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
7. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Engineer-in-charge shall be intimated to the undersigned.
8. Canvassing in connection with tenders is strictly prohibited and the tender submitted by the contractors who resort to canvassing will be liable to rejection.
9. The tenderer shall not be permitted to tender for work in the SLIET responsible for award and execution of contractors in which his near relative is posted as Accountant or as an Officer in any capacity between the grades of Estate Officer and Assistant Engineer (both inclusive). He shall also intimate the names of persons who are working with in any capacity or are subsequently employed by him and who are near relatives to any of the officers in the Institute. Any breach of this condition by the tenderer would render him liable to be removed from the approved list of contractors of this Institute.
10. Sales tax or any other tax on material in respect of the contract shall be payable by the contractor and Institute will not entertain any claim whatsoever.
11. ***The bidder should take into consideration sales tax, VAT and any other Govt. levy's while quoting the rate of material.***
12. The tender for the composite work include electrical works.
13. In case the last date for opening Technical & Financial Bid is holiday then these will be opened on the next working day at same time & venue.
14. The existing/ working contractor with SLIET, Longowal has to submit behavior certificate duly issued by F.I. (E)/ A.E. (E), SLIET, Longowal alongwith tender document.
15. ***In case the rates of minimum wages of Government are increased during the applicability of this contract, the amount of Contract will not be revised to pay the increased wages to the workers as and when revised by the Government. However, the contractor is bound to pay revised wages to the workers within the amount of contract. However, in case of any other Govt. Levy increased the contract amount will be increased accordingly.***
16. ***It is the sole responsibility of contractor to deposit EPF, ESI and Gratuity & any govt. levy's etc. to the Government authorities revised from time to time.***
17. In case of non-availability of ESIC Scheme in the region, the same shall be covered under the Workman Compensation Act (WCA) or Group Insurance Scheme by the Contractor.

**Special Instructions for Contractor: -**

- 1 **The Contractor or representative of contractor of the level of Supervisor should be present on full time basis in the Institute Campus and the cost of salary of the same will be borne by the contractor. The Type-I accommodation will be provided to the contractor/representative @ rent/ license fee (to be paid by the Contractor) double the normal rent/ license fee applicable from time to time, subject to availability of quarters. The Electricity connection will be taken by the contractor/representative from PSPCL at his own cost.**

**Qualification in the work “Annual Repair & Maintenance of Internal & External Electrification in SLIET Campus for the F/Y 2015-16 (Labour Part)”:-**

**Supervisor:** - The candidate should have Diploma in Electrical Engg. having 02 years experience or ITI/ Certificate Course in Electrical Engg. or equivalent with at least 04 years experience in the relevant field.

**Skilled worker for driving TATA 407 vehicle having hydraulic platform:** - Should have valid Medium/Heavy Driving License with adequate experience in driving. Preference will be given to the candidate having knowledge electrical maintenance work.

**NOTE: - In case the candidates with above qualifications are not available then Eng. In-charge may relax eligibility criteria based on intensive technical or professional training or practical work experience for certain reasonable period.**

- 2 No Up gradation, replacement, retrenchment etc. of workers can be done without the consent of Engineer Incharge.
- 3 Duty chart should reach in the office of the Engineer In-charge at least two days before the beginning of every month.
- 4 All tools like plier, screw drivers, drill machine, air blower, crimping tool, spray gun for painting, knife, wooden saw, axe, etc., safety guards like insulated gloves, gum boots, safety belts and rain coats (at least 05 pairs each) required for the repair and maintenance as per scope of agreement, are required to be provided by the Contractor on his own cost.
- 5 Dress of Colour as approved by Engineer In-charge of branded cloth along with safety shoes and identity cards are required to be provided by the Contractor. All the work force of contractor shall be in proper uniform when on duty. The Engineer In-charge will inspect the quality of the same. (The detail of the same is as under).
  - a Two sets of uniforms (Pent & Shirt) including Turban/ cap & belt.
  - b One Pullover for winter
  - c One pair of safety shoes alongwith 02 pair of socks.
  - d Dress Specifications:-
    - i. Pent & Shirt duly stitched – cloth should be of branded make (3 meters for single dress)
    - ii. Woolen Pullover – full sleeve
    - iii. Safety shoes – Anti-slippery, adequate Electrical Resistance, PU sole, extra foot comfort of good quality as approved by Engineer In-charge.
- 6 The Supervisor and other workers will be selected by the Contractor in the presence of Engineer In-charge. This must be carried out within 02 days of the award of contract.
- 7 Any of the workmen deployed by the Contractor for carrying out the Annual works can only be allowed to work in other new works in the Institute with the prior permission of the Engineer In-charge.
- 8 Skilled worker deputed on driving duty can be assigned any duty in or outside the Institute campus by the Engineer In-charge.
- 9 In case the payment of monthly bill of the contractor was delayed for any reason, the contractor will make the payment to workmen latest by 7<sup>th</sup> of subsequent month from his own resources.
- 10 In case contractor fails to repair/ maintain any equipment within the scope of his work through his manpower, if desired so by Engineer In-charge, the same will be carried out through any outside agency and the labour charges incurred on the same will be borne by the contractor.
- 11 The Contractor should ensure payment of monthly wages, to each and every worker hired by it for the works awarded at SLIET Longowal, through Bank. The Contractor is to ensure the submission of the bank statement in this regard for the preceding month with every bill submitted in the office of Electrical Wing, otherwise, the bill shall not be processed.
- 12 The Supervisor of Annual Repair & Maintenance Works at Sr. No.1 will stay in the Institute Campus and will leave the Campus only with the prior permission of Engineer In-charge.