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OFFICE OF THE SUPERINTENDING ENGINEER  
T & C CIRCLE  
MP POWER TRANSMISSION CO. LTD. UJJAIN  
Regd Office:- Block no.2, Shakti Bhawan , Rampur Jabalpur: 482008



TENDER SPECIFICATION NO.TS-07/2018

**Supply & installation of Office Furniture at New 400KV S/S Badnawar Distt.  
Dhar under Testing Division Ujjain.**

\*\*\*\*\*

LAST DATE OF SALE (UP TO) 22.10.2018 (ON ALL WORKING DAYS/HRS.)  
LAST DATE OF SUBMISSION : 23.10.2018 UPTO 15:00 HRS  
DUE DATE OF OPENING : 23.10.2018 AT 16.00 HRS

SUPERINTENDING ENGINEER  
T & C CIRCLE  
MP POWER TRANSMISSION CO. LTD. UJJAIN

Price: Rs.500/- + Rs. 60 GST@12% + 150/- (Postal charges, If required by post).

**OFFICE OF THE SUPERINTENDING ENGINEER (T&C) CIRCLE  
M.P. POWER TRANSMISSION CO. LTD. UJJAIN**

Regd Office:- Block no.2,Shakti Bhavan , Rampur Jabalpur: 482008

**TENDER SPECIFICATION NO.TS-07/2018**

**Supply & installation of Office Furniture at New 400KV S/S Badnawar,distt.  
Dhar under Testing Division Ujjain.**

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**M.P.POWER TRANSMISSION COMPANY LIMITED: (T&C) CIRCLE  
GDC Road Jyotinagar Ujjain**

**TENDER NOTICE**

**PHONE: 0734-2588296**

**Email:-setujjn@ yahoo.co.in**

Sealed tenders are invited against Tender Specification No.TS-07/2018  
**for Supply & Installation of Office Furniture at New 400KV S/S Badnawar,Distt.  
Dhar under Testing Dn. Ujjain.**

**COST OF TENDER DOCUMENTS: Rs.500/- + Rs. 60 GST@12% + Postal Charges Rs.  
150/-** For one set of tender. If required by post.

**QUALIFYING REQUIREMENTS:**

(i) A bidder should **have the green manufacturing certification and Member of BIFMA**,(should submit the copy of certificate otherwise will not be entertained ) PAN number, GST Registration No and all other valid & legal registrations required as per rules, in the name of firm/ proprietor from competent authority and adequate experience of supply & installation of furniture in MPPTCL or any other Govt/Semi-Govt/Govt-undertaking/Organisation/Corporations/Companies etc.

(ii) The company reserves the right to ignore such offers having poor performance , record of inadequate financial capacity(Should have to submit Income tax Return for last three years) or large unexecuted past works or where unjustified and substantial delay occurred in execution of past works .

(iii) While deciding award of contract/supply against any tender apart from the prices quoted and compliance to terms and conditions of the tender specifications, MPPTCL will also take into account such factors as performance against earlier contracts/supply in terms of quality of works done and adherence to prescribed time schedules. Offers of such contractors/ supplier who have poor track record of performance in earlier contracts are liable to be rejected.

**PURCHASE OF TENDER DOCUMENTS:**

The tender documents can be obtained from the office of the undersigned on payment by sending DEMAND DRAFT/Banker's Cheque only drawn in favour of **R.A.O, MPPTCL, Indore**, payable at Indore The tender documents shall be issued on any working day during office hours up to **22.10.2018** (last date of sale). It is obligatory for the bidders to purchase & submit offers within time limits as mentioned, otherwise offer(s) received from them will not be opened / accepted.

**TENDER RECEIPT AND OPENING:** The offers against above tender should reach this office by **15:00 HRS on 23.10.2018** & which shall be opened on the same day at **16.00 HRS**.

**SAVE ELECTRICITY**

**SUPERINTENDING ENGINEER  
T & C CIRCLE  
MPPTCL : UJJAIN**

## TENDER FORM

TENDER SPECIFICATION NO.TS-07/2018

**Supply & installation of Office Furniture at New 400KV S/S Badnawar,Distt. Dhar under Testing Division Ujjain.**

Tender document Sl. No. -----

Issued to -----

Cost of Tender document Rs. -----

Received vide DD/BC No. -----

Drawn on Bank -----

**Signature & Seal of  
Issuing officer.**

**MADHYA PRADESH POWER TRANSMISSION CO. LTD.  
UJJAIN M.P. (INDIA)**

**Regd Office:- Block no.2,Shakti Bhavan , Rampur Jabalpur: 482008**

The undersigned hereby tender and offer (subject to Company's conditions of tendering) the **M.P. POWER TRANSMISSION COMPANY LIMITED (hereinafter referred to as 'Company')** to supply & installation of office furniture, and do the several works and things which are described or referred to in the enclosures and schedules to the specification ..... copies of which are annexed hereto and which under the terms thereof are to be supplied, executed and done by the supplier in a thoroughly good and workman like manner and to perform and observe the provisions and agreements or the part of the Contract contained in or reasonably to be inferred from the said tender documents for the sums and at the rates set out in schedules annexed hereto.

It is confirmed that (i) Questionnaire for Commercial terms and conditions (ii) Questionnaire for technical specification of furniture/ material and (iii) All other conditions-whenever described in the tender document have been replied in full giving clear details. It has been noted that in case any reply is not given or any reply is incomplete/ambiguous, the Company will have the right to take the same to be advantageous for the Company. Company's decision in this regard will be final. The tenderer will have no right to furnish any technical or commercial clarifications after opening of the bid, which may in any way alter the offered prices.

Signed this -----day of -----2018.

**Bidders Signature with  
Seal of the Company:  
Bidders Address:**

(Note: This form must be returned at the time of submitting tender form duly signed on each page of tender documents).

**TENDER CONDITIONS & INSTRUCTIONS TO TENDERER**

**SECTION-I**

<b>Clause No.</b>	<b>TITLE</b>
1.03	Earnest Money
1.04	Tender Procedure
1.05	Qualifying Requirements
1.20	Due date for receipt and Opening of tender.

**SECTION-I**

**"TENDER CONDITIONS AND INSTRUCTIONS TO TENDERERS"**

**1.01** Tender complete with all prescribed particulars, schedules and tender forms duly filled-in, enclosed in sealed cover and addressed to the Superintending Engineer (T&C) CIRCLE, M.P. Power Transmission Company Ltd, Ujjain-456010 shall be delivered in this office on or before the due date and within specified timings as per the tender notice.

**1.2 The tender should be submitted in four envelopes as under :-**

**Envelope-1** : Earnest Money (Schedule -1), check list (Schedule -6) shall be kept in this envelope

**Envelope-2** : Qualifying requirement (Schedule 2), Ongoing work (Schedule-7), completion schedule (Schedule no 8)

**Envelope-3** : Questionnaire (Schedule 3), Deviations of specification (Schedule -05) shall be kept in this envelope.

**Envelope-4** : Price-bid (Part-IV) **Schedule-4**, shall be kept in this envelope.

These envelopes shall further be placed in a separate cover. The tender cover and each envelope shall be prominently super scribed as "Tender Specification **No. TS-07/2018**

**Supply & installation of Office Furniture at New 400KV S/S Badnawar, distt. Dhar under Testing Division Ujjain.**

**1.3 EARNEST MONEY**

The Bidder shall deposit the Earnest Money of **Rs. 9,000/- (Rs. Nine Thousand only)**.

**1.03.1** The required earnest money in the proper form should be deposited by the bidders in a separate cover (envelope-1) duly super scribed "Earnest money against Tender enquiry specification **TS-07/2018** due on " **23.10.2018.**"

**1.03.2** The earnest money can be deposited in following forms only:

**(a)** By Bank Draft/Banker's cheque payable at Bhopal which shall be drawn in favour of **Regional Accounts Officer, MPPTCL, Indore**

No offer will be accepted without Earnest Money Deposit. If on opening of offer, it is revealed that EMD amount is inadequate or any discrepancy is noticed, the offer shall be rejected and returned to the bidder & inadequate amount of earnest money will not be returned to bidder.

**1.03.3** It may please be noted that in no case whatsoever the condition of submitting the earnest money will be waived or relaxed.

**1.03.4** Price bid covers will not be opened if on opening of the earnest money cover, it is revealed that the same is not furnished in proper form and in such cases, the enquiry covers will be returned un-opened.

**1.03.5** If, Earnest money amount is not submitted or the same is inadequate than the required for corresponding value of the offer, the offer shall be summarily rejected and shall not be read out.

**1.03.6** If the bidder obtains the earnest money, bank draft etc. prior to the due date but submits the same after the specified time, his offer will not be eligible for consideration even if the earnest money, bank draft etc. has been delayed in post. It will therefore be observed that both earnest money as-well-as offers should be submitted before the specified time, otherwise offer will not be considered.

**1.03.7** The offer shall be valid for a period of **Five Months** from the date of opening. The Company reserves the rights to forfeit the earnest money in case offer is withdrawn after the opening date or in the event of refusal to accept the letter of intent placed by the Company within the validity period. The earnest money deposit will be refunded to the unsuccessful bidders.

#### **1.4 TENDER PROCEDURE :**

The tender shall be submitted in following four separate envelopes. These four envelopes may further be placed in a separate cover. The offers shall be opened in following manner :-

- Part-I Earnest Money(schedule1), Check list ( Schedule -6)  
(Envelope-I)
- Part-II Qualifying Requirement(Schedule no-2),Ongoing work ( Schedule no -7),  
Completion Schedule ( schedule no-08)  
(Envelope-II)
- Part-III Questionare ( Schedule no-3), Deviation from specification(Schedule no -5)  
(Envelope-III)

Part-IV Price Bid - This part shall comprise the schedule of quoted price `**Schedule-4** and any other relevant information which the tenderer may deem fit and may affect the financial commitment ( Envelope no -4).

The Part-I, II and III of the tender shall be opened on due date (indicated in the tender notice) in the chronological order. If Part-I "Earnest Money" is found satisfactory, Part-II "Qualifying Requirement" of the tender shall be opened. If part-II "Qualifying Requirement" is found satisfactory, Part-III Questionnaire for commercial/tech feasibility of tender shall be opened. However, in case of any dispute regarding Part-II, if instantaneous decision can not be taken, Part-III of the tender shall be provisionally opened on the same day. Consequent upon the final decision in this regard, the Part-IV `Price bid' of such of the tenderers as found technically acceptable and who accept all our commercial terms & conditions as per the tender, shall be opened on a date & time which shall be intimated to all the participants separately. Price-bid of the tenderers who do not qualify terms & conditions in regard to experience shall be returned unopened. The opening date of the tender could, however, be extended at the discretion of the Company and will be duly notified to the concerned. The discretion in this respect shall entirely be with the Company and binding on all the tenderers.

#### **1.5 QUALIFYING REQUIREMENT :**

**1.05.01** The tenders are invited from reputed parties only having adequate experience in the field of supply, placing and installation of costimized office furniture, should have financial and technical resources and infrastructure backed with qualified agencies to execute the work properly and expeditiously within specified time frame. The evidence shall consist of written details of capacities and present commitments (excluding the work under this specification) of the Bidder and shall be mentioned in **Schedule-2** (Details of past experience work).

**1.05.02** (i) A bidder should have valid licence for undertaking above work MP and also should have PAN number, GST Registration No and all other valid & legal registrations required as per rules, in the name of firm / proprietor from competent authority and adequate experience of above work in MPPTCL or any other Govt / Semi - Govt / Govt - undertaking/Organisation/Corporations/Companies... etc.

**1.05.03** The company reserves the right to ignore such offers having inadequate financial capacity or large unexecuted past works or where unjustified and substantial delay has already occurred in execution of past works.

**1.05.04** While deciding award of contract against any tender apart from the prices quoted and compliance to terms and conditions of the tender specifications, MPPTCL will also take into account such factors as performance against earlier contracts in terms of quality of works done

and adherence to prescribed time schedules. Offers of such contractors who have poor track record of performance in earlier contracts are liable to be rejected.

**1.05.05** The experience of the bidder, who has worked as a sub dealer to the main will also be considered provided the experience certificate is issued by the ordering authority/ supervising authority of the competent level (under whose jurisdiction the work had been carried out) of the power utility of the main contractor. The certificate from the main supplier or copy of the order placed on the main supplier will not be considered. This may please be specifically noted. **It is reiterated that experience certificate in respect of sub- dealer shall be valid only if the same is issued by the order placing authority/ supervising authority of power utility for whom the work had been executed.**

**1.05.06** The bidder shall submit the required details in Part-II of the tender in respect of the above requirement with the documentary evidence. The bidder shall indicate clearly order-wise list of works completed with quantum of each type of work done so far. If against some order, work is yet to be completed the present position of work shall be indicated. **This may please be noted that bidders who do not submit the photo copies of orders executed by them in past (in support of past experience) may not be considered.**

**1.06** While submitting the tender, it shall be ensured that the schedules are strictly in the prescribed form. The bidders may use the original forms of schedules supplied with the tender specification or may use separate sheets.

In any case, the tender form bearing the seal of this office should be filled in and submitted in original. The tender should be complete with all schedules attached to the specification including the questionnaire etc.

**1.07** The tenderer is requested to go through the specification, schedules, notes and all enclosures carefully. Doubts, if any, should be got clarified well in time by writing to the Superintending Engineer T & C CIRCLE, MPPTCL, UJJAIN. Responsibility of submitting the tender in time shall rest with the bidders.

**1.8** The Company reserves the right to the following:  
(i) To reject any or all tenders or to accept any tender considered advantageous to the Company whether it is the lowest tender or not and  
(ii) To split the quantities against the tender on more than one form for the same items/works. No reasons will be assigned by the Company for above and it will be binding on the bidders.

**1.9** Tender will not be considered unless it is accompanied by the income tax payment certificate in the form prescribed for the purpose by the Income Tax Deptt.

**1.10** In case the date of opening of the tender is declared a holiday, the tender will be received and opened on the following working day at the specified timings.

**1.11** When tenders are delivered by special messenger, they should be deposited in the tender box kept in the Office of the Superintending Engineer T & C CIRCLE, MPPTCL, Ujjain on working days. Nobody is authorized to receive or grant receipt for tender delivered by hand.

**1.12** Telegraphic offers or offer on mail will not be considered/ accepted. Tender received after specified hours and date will not be considered and will be returned unopened.

**1.13** The Company will not be responsible for the postal delay in delivery of the tender.

**1.14** The bidders or his authorized representative (having documentary evidence for such representation) may be present at the time of opening tender if they so desire.

**1.15** The price paid for buying the tender specification shall not be refunded under any circumstances whatsoever.



**1.16** The tender of those tenderers who have not purchased tender specification shall not be considered.

**1.17** Satisfactory evidence (in the form of power of attorney) of authority of the person signing on behalf of the tenderer shall be furnished with the tender.

**1.18** Correction/ changes made in the offer (bid) by the bidder shall bear the initial of the person signing the tender.

**1.19 MODIFICATION & WITHDRAWAL OF BIDS:**

**1.19.1** Under no circumstances, the bidders are allowed to modify their prices once their price offer is submitted.

**1.19.2** No bid may be withdrawn in the interval between the dead line for submission of bids and the expiration of period of bid validity specified. Withdrawal of bid during this interval shall result in the forfeiture of bidder's Earnest Money.

**1.20 DUE DATE FOR RECEIPT AND OPENING OF TENDER :**

**(i)** Tender and earnest money shall reach the O/o SE T & C CIRCLE, MPPTCL, Ujjain on or before **15.00 Hrs** on specified date of tender opening.

It is the responsibility of the tenderer to ensure that the tender and the earnest money are delivered in the above office before the specified time.

**(ii)** The tenders will be opened in the O/o SE T & C CIRCLE, MPPTCL, Jyotinagar G.D.C.Road Ujjain at **16.00 Hrs** on specified date.

**1.21** The quantities indicated in **Schedule-4** are tentative and may vary during actual execution of works or while placing detailed order. While submitting their offer, the tenderer shall take note of the same.

**1.22** As per the requirement, the Company may reduce or increase the quantum of work as the case may be. Additional works up to 50% of ordered value, if required, shall have to be executed on accepted rates, terms & conditions at the same location.

**1.23** The offer made for part of individual work will not be accepted and rejected summarily.

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## SECTION-II

### GENERAL CONDITIONS OF CONTRACT

#### CONTENTS:

<b>Clause No.</b>	<b>Name of the Clause</b>
2.1	DEFINITION OF TERMS
2.2	CONTRACTOR TO INFORM HIMSELF FULLY
2.3	CONTRACT, AGREEMENT AND SECURITY DEPOSIT
2.4	NEGLIGENCE
2.5	DEATH, BANKRUPTCY ETC.
2.6	INSPECTION
2.7	WORK ON SITE
2.8	ENGINEERS SUPERVISION
2.9	ENGINEER'S DECISION
2.10	CONTRACTOR'S REPRESENTATIVE AND WORKMEN
2.11	LIABILITY FOR ACCIDENTS AND DAMAGE
2.12	REPLACEMENT OF DEFECTIVE WORK
2.13	DEDUCTIONS FROM CONTRACT PRICE
2.14	CERTIFICATE OF ENGINEER
2.15	CERTIFICATE NOT TO AFFECT RIGHTS OF THE COMPANY OR CONTRACTOR
2.16	RESPONSIBILITY OF CONTRACTOR
2.17	RESPONSIBILITY FOR PROPER HANDLING OF EQUIPS.
2.18	EXTENSION OF TIME FOR COMPLETION
2.19	DAMAGES FOR DELAY IN COMPLETION
2.20	TESTS ON COMPLETION
2.21	REJECTION OF DEFECTIVE PLANT
2.22	TAKING OVER
2.23	REGULATIONS OF LOCAL AUTHORITIES
2.24	ARBITRATION
2.25	CONTRACT
2.26	HEADINGS

**GENERAL CONDITIONS OF CONTRACT**

**2.1 DEFINITION OF TERMS:**

In construing these general conditions and the annexed specification, the following words shall have the meanings herein assigned to them unless there is something in the subject or context inconsistent with such construction:-

**(i)** The 'Company' shall mean the Madhya Pradesh Power Transmission Company Ltd., Bhopal and include his successor in office and permitted assigns/ authorized representative.

**(ii)** The 'Contractor'/ Supplier shall mean the tenderer whose tender shall be accepted by the Company and shall include the tenderer, heirs, executors, administrators, representative and assigns.

**(iii)** The 'Sub-contractor'/ sub dealer shall mean the person names in the contract for any part of the work or any person to whom any part of the contract has been sublet with the consent in writing with the consent in writing heirs, executors, administrators, representative and assigns of such person.

**(iv)** The 'Engineer' shall mean the Superintending Engineer, Madhya Pradesh Power Transmission Company Ltd. or such other officer as may be duly authorized and appointed in writing by the Company to act as Engineer for the purpose of the contract. In cases where no such Engineer has been so appointed, the work "Engineer" shall mean the Company or his duly authorized representatives.

**(v)** Plant, work or works shall mean and include plant and materials to be provided and work to be done by the contractor under the contract.

**(vi)** The 'Contract' shall mean and include the general conditions, specification, schedules, drawings, form of tender, covering letters schedule of prices or the final general condition, any special conditions applying the particulars contract specification, and drawings and the agreement to be entered into under clause 3 of these general conditions.

**(vii)** The 'Specification' shall mean the specification annexed to these general conditions and the schedules there to (if any).

**(viii)** The 'Site' shall mean the site of the proposed plant/line/sub-station where work is to be executed under the contract.

**(ix)** 'Test of Completion' shall mean such tests as prescribed by the specification to be made by the contractor before the work is taken over by the Company.

**(x)** 'Commercial Use' shall mean that use of the work which the contract contemplates or of which it is to be commercially capable.

**(xi)** 'Month' shall mean calendar month.

**(xii)** 'Writing' shall include any manuscript, typewritten or printed statement, under or over signature or seal as the case may be.

**(xiii)** 'EHV Sub-station' shall mean Extra High voltage sub-station.

**(xiv)** 'Approved' or 'To approval' shall mean as approved by or approval of the Engineer or Company.

(xv) 'Contract price' shall mean, if there is a formal agreement, the prices referred to in the agreement or if there is no formal agreement, the price agreed to be the value of the 'contract'.

(xvi) 'Date of Contract' shall mean the calendar date on which the Company and Contractor have signed the 'Contract Agreement'. The period of completion of the project shall be counted from the date on which project site is handed over to the contractor.

(xvii) 'Contract period' shall mean the period during which the 'Contract' shall be executed as agreed between the contractor and Company in the 'Contract Agreement'. The contract shall be counted from the date on which the project site is given to contractor by 'Engineer' for commencement of work.

(xviii) 'Performance tests' shall mean such tests as are prescribed in the 'Specification' to be carried out by the contractor before the material is taken over by the Company.

(xix) 'Minor Modification' shall mean the modification work required to be done on the 'material' as per requirement of work site.

(xx) 'Major Modification' shall mean the modification work required to be done only after written consent of "Engineer-in Charge" and the contractor/firm

(xxi) 'Drawings' shall mean all :-

(a) Drawings furnished by the COMPANY as a basis for proposals.

(b) Supplementary drawings furnished by the COMPANY to clarify and to define in greater details the intent of the 'Contract'.

(c) Drawings submitted by the CONTRACTOR with his proposal provided such drawings are acceptable to the COMPANY.

(d) Drawings furnished by the COMPANY to the CONTRACTOR during the progress of the work, and engineering data and drawings submitted by the CONTRACTOR during the progress of the work provided such drawings are acceptable to the COMPANY.

(xxii) Word 'importing persons' shall include firms, companies, corporations, and other bodies whether incorporated or not.

(xxiii) Words importing the singular only shall also include the plural and vice versa when the context requires.

## **2.2 CONTRACTOR TO INFORM HIMSELF FULLY :**

The contractor shall be deemed to have carefully examined the general conditions of specification, schedules and drawings. If he has any doubt as regard to the meaning of any portion of these general conditions or of the specification he shall before signing the contract set forth the particulars thereof, and submit them to the Engineer in writing, in order that such doubt may be removed.

## **2.3 PERFORMANCE GAURANTEE**

**2.03.01** The supplier has to give performance guarantee of furniture supplied for any manufacturing defects, workmanship & he has to replace free of cost or rectify defect free of cost. 10 % amount will be kept as security for performance guarantee & will be released after one year of satisfactory performance of furniture.

**2.03.03** The earnest money amount deposited in the form of D.D. shall be retained towards initial security deposit and tenderer will have to give balance amount of initial security deposit. Interest will not be allowed on cash deposit. The security deposit shall be returned to the successful tenderer only after expiry of the guarantee period, if any, faithful performance of terms and conditions of the order, satisfactory completion of contract and, if, there is no claim for recovery against the tenderer.

In case, if successful tenderer is having the facility of permanent security deposit of Rs. 3 lacs, they are not required to deposit any additional security amount.

## **2.4 NEGLIGENCE :**

If the supplier shall neglect to execute the work with due diligence and expedition, or shall refuse or neglect to comply with any reasonable orders given to him in writing by the Engineer in connection with the work, or shall contravene the provisions of the contract, the Company may give seven days notice in writing, to the supplier to make good the failure, neglect, or contravention complained of and should the contractor fail to comply with the notice within a reasonable time from the date of service thereof in the case of a failure, neglect, or contravention capable of being made good within that time, or otherwise within such time as may be reasonably necessary for making it good, then and in such case the Company shall be at liberty to employ other workmen and forthwith perform such work as the contractor may have neglected to or if the Company shall think fit, it shall be lawful for him to take the work wholly, or in part, out of contractor's hands and re-contract at a reasonable price with any other persons, or provide any other materials, tools, tackle or labour for the purpose of completing the work or any part thereof and in that event the Company shall without being responsible to the contractor for fair wear and tear of the same, have the free use of all the materials, tools, tackle, construction plant or other things which may be on the site, for use at any time in connection with the work, to the exclusion of any right of the contractor over the same and the Company shall be entitled to retain and apply and balance which may be otherwise due on the contract by him to the contractor or such part thereof as may be necessary, to the payment of the cost of executing such work as aforesaid.

In case work is not completed by the contractor within the completion period or extended period if any, or any failure to complete the work or neglect the work etc. noticed, Company may at its option can get the work done through some other agency at the cost and risk of the contractor or complete the balance work done departmentally and recover the expenditure so incurred from the contractor or terminate the order without any liability on Company side.

If the cost of executing the work as aforesaid shall exceed the balance due to the contractor, and the contractor fails to make good the deficit, the said materials, tools, tackle, construction plant or other things, the property of the contractor may be sold by the Company and proceeds applied towards the payment of such difference and the cost of any incidental to such sale. Any outstanding balance existing after crediting the proceeds of such sale shall be paid by the contractor on the certificate of the Engineer but when all expenses cost and charges incurred in the completion of the work are paid by the contractor all such materials, tools, construction plant or other things remaining unsold shall be removed by the contractor.

## **2.5 DEATH BANKRUPTCY, etc.**

If the contractor shall die or commit any act of bankruptcy or being a corporation, commerce to be wound-up for reconstruction purposes or carry on its business under a receiver, the executors, successors, or representatives in law of the estate of the contractor any such receiver, liquidator or any person in whom the contract may become vested, shall forthwith give notice thereof in writing to the Company and shall for one month during which he shall take all responsible steps to prevent a stoppage of the works have to option of carrying out the contract subject to his or their providing such guarantee as may be required by the Company but not exceeding the value of the work for the time being remaining unexecuted. In the event of stoppage of the works, the period of the option under this clause shall be fourteen days only, provided that should be above option not be exercised, the contract may be terminated by the Company by notice in writing to the contractor, and the same power and provisions reserved to the Company in the last proceedings clause on the taking of the work out of the contractor's hands shall immediately become operative.

## **2.06 INSPECTION :**

The Engineer and his duly authorized representatives, shall have at all reasonable times access to the suppliers premises or works, and shall have the power at all reasonable times, to inspect and examine the materials and workmanship of the work during erection.

The Engineer shall on giving seven days notice in writing to the contractor setting out any grounds of objection which he may have in respect of the work, be at liberty to reject all or any part of the work, workmanship connected with such work, which in his opinion are not in accordance with the contract or are in his opinion defective for any reason whatever.

## **2.7 WORK ON SITE :**

In the execution of the work, no persons other than the contractor, or his duly appointed representatives, approved sub-contractors and workmen shall be allowed to do works on the site

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except by the special permission, in writing of the Engineer or his representative. The access to the works at all times shall be accorded to the Engineer and his representative and other authorized officials or representatives of the Company.

Nevertheless, the contractor shall permit the execution of work by other contractors or tradesmen whose names shall have been previously communicated in writing to the contractor by the Engineer and afford them every facility for the executions of their several works, simultaneously with his own. The contractor shall provide all the skilled and unskilled labour necessary for the erection of work included in the contract.

## **2.8 ENGINEER'S SUPERVISION :**

All the works shall be carried out under the direction and to the reasonable satisfaction of the Engine-in-charge. If any mistake, poor quality, poor workmanship is observed during supervision of work the contractor shall be responsible for the correctness of the quality, position, workmanship and dimensions of the works according to the specifications/drawings, notwithstanding that he may have been assisted by the Engineer in setting out the same.

## **2.9 ENGINEER'S DECISION :**

In respect of all matters which are let to the decision of the Engineer, including the granting of or with-holding of certificates, the Engineer shall, if required so to do by the contractor, give in writing decision thereon and his reasons for such decision. All decisions of the Engineer shall be subject to the right of arbitration reserved by these general conditions.

## **2.10 CONTRACTOR'S REPRESENTATIVE AND WORKMEN :**

The contractor shall employ at least one competent representative, whose name or names shall have previously been communicated in writing to the Engineer by the contractor, to supervise the work. The said representative, or if more than one shall be employed then one of such representatives, shall be present on the site during working hours, and any written order or instructions which the Engineer or his duly authorized representative whose name shall have been previously communicated in writing to the contractor, may give to the said representative of the contractor shall be deemed to have been given to the contractor.

The Engineer shall be at liberty to object to any representative or person employed by the contractor in the execution of or otherwise about the works who shall misconduct himself or be incompetent or negligent and the contractor shall remove the person so objected upon receipt from the Engineer of notice in writing required him so to do and shall provide in his place a competent representative at the contractor's expense.

## **2.11 LIABILITY FOR ACCIDENTS AND DAMAGE:**

The contractor shall be entirely responsible for all loss, damage or depreciation of sub-station equipment/any other material etc. until the work-site is taken over in accordance with the relevant clause of the specification.

The contractor shall, during the progress of the work, properly protect the substation from injury which also include theft and shall take every reasonable, proper, timely, and useful precaution against accident or injury to the same from any cause and shall be and remain answerable and liable for all accidents or injury to the same from any cause and shall be and remain answerable and liable for all accidents or injuries thereto which until the same be or be deemed to be taken over under clause of this specification may arise or be occasioned by the acts or omission of the contractor or his workmen or sub-contractor, and all losses and damages to the substation arising from such accidents and injuries as aforesaid shall be made good in the most complete and substantial manner by and at the sole cost of the contractor and to the reasonable satisfaction of the Engineer.

Until the work shall be or be deemed to be taken over as aforesaid, the contractor shall also be liable to indemnify the Company in respect of all damage or injury to any person or to any property of the Company or of others occasioned by the negligence of the contractor or workmen or sub-contractors or by defective work but no otherwise.

Provided that the contractor shall not be liable under the contract for any loss or profit or loss of contract or any claims made against the Company not already provided for in the contract, nor for any damage or injury caused by or arising from the acts of the Company or due to circumstances over which the contractor has no control, nor shall his total liability for loss, damage or injury exceed the total value of the contract.

The contractor shall be deemed to have indemnified and saved harmless the Company against all actions, suits, claims, demands, cost or expenses arising in connection with injuries

suffered prior to the date when the plan shall have been taken over under clause of this specification herein by persons employed by the contractor or his sub-contractor on the works whether under the General Law or under the Workmen's Compensation Act, 1923 or any other statute in force at the date of the contract dealing with the question of the liability of employers for injuries suffered by employees and to have taken steps properly to insure against any claim there under.

On the occurrence of an accident which results in the death of any of the workmen employees by the contractor or which is so serious as to be likely to result in the death of any such workmen, the contractor shall, within 24 hours of the happening of such accident intimate in writing to the concerned Engineer of the Electricity Company the fact of such accident.

In the event of any claim being made or action brought against the Company involving the contractor and arising out of the matters referred to and in respect of which the contractor is liable, under this clause, the contractor shall be immediately notified thereof and he shall, with the assistance if he so require of the Company, at the sole expense of the contractor, conduct all negotiations for the sole settlement of the same or of any litigation that may arise there from. In such case the Company shall, at the expense of the contractor, afford all available assistance for any such purpose.

#### **2.12 REPLACEMENT OF DEFECTIVE WORK:**

If during the progress of the work the Engineer shall decide and notify in writing to the contractor that the contractor has executed any unsound or imperfect work, the contractor on receiving details of such defects or deficiency shall at his own expense within seven days of his receiving the notice, or otherwise within such time as may be reasonably necessary for making it good, proceed to alter, reconstruct or remove such work and in case the contractor shall fail to do the Company may on giving the contractor seven days notice in writing of his intention so to do, proceed to remove the work provided that nothing in this clause shall be deemed to deprive the Company of or effect any right under the contract which he may otherwise have in respect of such defects or deficiencies.

#### **2.13 DEDUCTIONS FROM CONTRACT PRICE :**

All costs, damages or expenses which the Company may have paid for which under the contract the contractor is liable may be deducted by the Company from any money due or becoming due by him to the contractor under the contract or may be recovered by action at law or otherwise from the contractor as an arrear of land revenue.

#### **2.14 CERTIFICATE OF ENGINEER :**

Every application to the Engineer for a certificate must be accompanied by a detailed invoice (in duplicate) setting forth in the order of the schedule of prices, particulars of the work executed and the certificate as to such work is in the reasonable opinion of the Engineer in accordance with the contract, shall be issued within fourteen days if possible or within such time of the application for the same as is reasonably necessary for communication with the site.

The Engineer may by any certificate, make any correction or modification in any previous certificate which shall have been issued by him and payments shall be regulated and adjusted accordingly.

#### **2.15 CERTIFICATE NOT TO AFFECT RIGHTS OF THE COMPANY OR CONTRACTOR**

No certificate of the Engineer on account, nor any sum paid on account by the Company, nor any extension of time for the execution of the works by the contractor under prejudice the rights of the Company against the contractor or relieve the contractor of his obligations for the due performance of the contract, or be interpreted as approval of the work done and no certificate shall or liability in the Company to pay for alterations, amendments, variations or additional work not ordered in writing by the Engineer or discharge the liability of the contractor for the payment of damages whether due, ascertained, or certified or not, or of

any sum against the payment of which he is bound to indemnify the Company, nor shall any such certificate nor the acceptance by him of any such paid on account of otherwise affect or prejudice the rights of the contractor against the Company.

**2.16 RESPONSIBILITY OF CONTRACTOR :**

The contractor shall be responsible for carrying out the works covered under the scope of the contract according to the specifications/order Deviations, if any, from the approved/specified conditions shall be brought to the notice of the SE T & C CIRCLE, MPPTCL, UJJAIN his decision shall be final and communicated through site Engineer. If at a later date, it is found that the contractor has carried out some work, not according to the specifications and without taking specific approval then in that case, all the payments made to the contractor for carrying out such works shall be recovered and the contractor will have to rectify the same at rate indicated in the order for carrying out such work without extension of time.

**2.17 RESPONSIBILITY FOR PROPER HANDLING OF EQUIPMENTS:**

The contractor shall pay compensation or bear the expenses towards replacement/repair of the equipment/materials arising out of improper handling of the equipment/material of company by the contractor.

**2.18 EXTENSION OF TIME FOR COMPLETION:**

The time for complete erection/ supply starts from receipt of the order by the contractor, together with all necessary information and drawings to enable the work to be put in hand. If the work delayed at any time during the term or extended terms of this contract by strikes, lockouts, fire, accident or any cause whatsoever beyond the control of the contractors a reasonable extension of time shall be granted as may be mutually agreed upon. The request for such extensions should be made in writing to the Company immediately after the occurrence along with the cause of delay supported by documentary proofs. In absence of such details, the case for extension in completion period shall not be considered.

**2.19 DAMAGES FOR DELAY IN COMPLETION:**

**If the contractor/ supplier fails to complete the works/ supply & installation of material or any part of works in the contract within the time therein specified or any extension of such time granted hereunder, then and in any such event the Company in its discretion may deduct compensation at the rate of half percent (1/2%) per week or part thereof of contract value of the work but shall not in any case exceed 10 (Ten) percent of the value of the unexecuted portion of work.**

**2.20 TESTS ON COMPLETION:**

Wherever possible, all tests shall be carried out in presence of the contractor's representative within one month of the completion of work. Should the results of these tests not come within the margin specified, the tests shall, if required be repeated within one month from the date the work is ready for retests and the contractor shall reply to the Company all reasonable expenses to which he may be put by such tests.

**2.21 REJECTION OF DEFECTIVE WORK:**

If the complete work or any portion thereof before it is taken over under clause of this specification be defective, or fails to fulfill the requirements of the contract, the Engineer shall give the contractor notice setting forth particulars of such defects or failure, and the contractor shall forthwith make the defective work good, or later the same to make it comply with the requirements of the contract. Should he fails to do so within a reasonable time, the Company may reject and replace at the cost of the contractor, the whole or any portion of the work as the case may be, which is defective or fails to fulfill the requirements of the contract, such replacement shall be carried out by the Company within a reasonable time, and at a reasonable price and where reasonable possible, to the same specification and under competitive conditions. The contractor's full and extreme liability under this clause shall be satisfied by the payment to the Company of the extra cost, if any, of such replacement delivered and/or erected as provided for in the original contract, such extra cost being the ascertained difference between the price paid by the Company under the provisions above mentioned for such replacement and the contract price for the work so replaced and the replacement of any sum paid by the Company to the contractor in respect of such defective work should the Company



not so replace the rejected plant within a reasonable time the contractor's full and extreme liability under this clause shall be satisfied by the repayment of all money paid by the Company to him in respect of such plant.

**2.22 TAKING OVER:**

The completed work shall be accepted and taken over when it has been satisfactorily completed including due testing or within one month of its being ready to be put into operation, whichever shall be the earlier.

**2.23 REGULATIONS OF LOCAL AUTHORITIES :**

The Company shall through-out the continuance of the contract and in respect of all matters arising in the performance thereof serve all notices and obtain consents, way leaves, approvals and permissions required in connection with the regulations and byelaws of the local or other authority which shall be applicable to the works.

All works shall be executed in accordance with the Indian Electricity Rules, 1956 and any statutory modifications thereof, wherever they are applicable, unless otherwise agreed to in writing by the Engineer.

**2.24 ARBITRATION:**

If at any time any question, dispute or difference whatsoever shall arise between the purchaser/ Company the engineer and the contractor upon or in relation to, or in connection with the contract, either party may forthwith give to the other notice in writing of the existence of such question, dispute or difference and the same shall be referred to the adjudication to the MD, MPPTCL or to any other person nominated by him in his behalf and his decision in writing shall be final and binding on the contractor / Engineer and conclusive. This submission shall be deemed to be a submission to arbitration within the meaning of the Indian Arbitration Act, 1940 or any statutory modification thereof. Upon every or any such reference, the cost of an incidental to the reference and award respectively shall be in the discretion of the arbitrator who may determine the amount thereof, or direct the same to be taxed as between solicitor and client or as between party and shall direct by whom and in what manner the same shall be borne and paid.

Work under the contract shall be continued by the contractor during the arbitration proceedings unless otherwise directed in writing by the purchaser or the engineer or unless the matter is such that the work can not possibly be continued until the decision of the arbitrator is obtained and except as those which are otherwise expressly provided in the contract no payment due or payable by the purchaser shall be withheld on account of such arbitration proceeding unless it is the subject matter or one of the subject matter thereof.

In case of any dispute the law applicable shall be the law in force in India. The Courts of Bhopal/Jabalpur shall have exclusive jurisdiction in all matters of disputes.

**2.25 CONTRACT:**

The contract shall in all respects be construed and operated as a contract as defined in the Indian Contract Act, 1972 and all payments there under shall be made in rupees unless otherwise specified.

**2.26 HEADINGS:**

The subject heading of any clause hereof shall not in any manner whatsoever, affect the interpretation of such clause.

## **SCOPE OF WORK AND COMMERCIAL CONDITIONS OF CONTRACT**

### **SECTION-III**

#### **CONTENTS:-**

<b>CLAUSE NO.</b>	<b>NAME OF THE CLAUSE</b>
3.01	SCOPE
3.02	GENERAL CONDITIONS OF CONTRACT
3.03	PRICES AND QUANTITIES
3.04	RATES
3.05	IDLING CHARGES
3.05	COMPLETENESS OF TENDER
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3.10	PAST EXPERIENCE AND TECHNICAL/FINANCIAL RESOURCES
3.11	TECHNICAL RESOURCES
3.12	RESPONSIBILITY FOR OBTAINING INFORMATION & TAKING ACTION IN TIME
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3.15	TRANSIT & STORAGE-CUM ERECTION INSURANCE/ WORKMEN INSURANCE
3.16	EXTRA WORKS
3.17	ACCEPTANCE OF OFFER
3.18	COMPLETION PERIOD

### SECTION-III

#### SCOPE OF WORK AND COMMERCIAL CONDITIONS OF CONTRACT

##### 3.1 SCOPE :

3.01.1 This specification covers following works **Supply & installation of Office Furniture at New 400KV S/S Badnawar Distt. Dhar**

~~3.01.02~~ The extent of Supply/placing/installation works covered under this contract include all items shown in the drawings schedules annexed with the Tender, notwithstanding the fact that such items may have been omitted from the specification or schedules. Such of the items not specifically indicated in the specifications or drawings but which are required to complete the work shall also be deemed to be within the scope of work of the contractor.

~~3.01.03~~ Contractor shall carry-out and complete the work in every respect in accordance with the contract and to the satisfaction of the Company and the manufacturer representative where their services have been provided by the Company.

##### 3.2 GENERAL CONDITIONS OF CONTRACT :

All works covered under this specification will be carried out in accordance with "General conditions of contract" with such modifications as are applicable to the respective types of works covered in the specification.

##### 3.3 PRICES AND QUANTITIES :

~~3.03.01~~ The estimated scope of work under each item of work has been indicated in **Schedule-4**. The rates are to be quoted for different items.

~~3.03.02~~ Contractor shall furnish unit rates as required in **Schedule-4** (enclosed). The unit quoted price by the contractor shall include salaries of skilled, semi-skilled and un-skilled laborers, Technical staff, and storekeeper, watch & ward, the cost of all the required tools and tackles and various consumable items all taxes and charges etc. complete to carry-out the work.

~~3.03.03~~ Contract price shall also include all traveling expenses to and from the site, allowances, living expenses, wages, salaries, overtime, benefits and all compensations for his skilled and unskilled workmen, supervisors, engineers, staff, watch and ward staff, storekeepers etc. Insurance carried by contractor for his workers, workmen's compensation, third party liability and any other insurance required by the specification, cost of all licenses and permits, loading, transport and unloading of all his material, tools and tackles, instruments and construction aids to and from the site, cost of providing office, tools room, quarters, canteen, workshops and all facilities at site as may be required, under the contract and satisfactorily executing the complete work under the contract.

##### 3.4 RATES :

The quoted rates should be FIRM FOR at destination, basis and valid for entire contractual completion period or extended period if any and no increase in these rates shall be allowed under any circumstances. The payment in respect of work done against each item of work will be released at the rates accepted in our order.

### **3.5 IDLING CHARGES :**

No idle charges will be payable by Company for any reason whatsoever to the contractor for stoppage of work. This may please be noted.

### **3.6 COMPLETENESS OF TENDER :**

Each section of the tender should be complete and include all associated works not specifically mentioned in the Schedule / Specification etc. but essential for the completeness of the work. The contractor shall not be eligible for any extra charges in respect of such minor works though not specifically included in the tender or contract.

### **3.7 DEPARTURES FROM SPECIFICATION :**

**3.07.01** No deviation / departure from the tender specification in any respect is allowed. In **questionnaire (schedule-3)**, tenderer must confirm that all the terms & conditions of this tender specification are agreeable to them in to. In case of any departure the price-bid will not be opened and will be returned unopened.

**3.07.02** Tenderer or his representative shall be deemed to have inspected and examined the site and surroundings before submitting his tender and shall obtain necessary information as to risks, contingencies and other circumstances which may influence/ effect his tender.

### **3.8 COMPLIANCE WITH REGULATIONS :**

Unless otherwise specified, all works shall be carried-out in accordance with the Indian Electricity Act-1910, Indian Electricity Rules 1956 with any amendments or revision thereof which may be issued during the currency of the contract and the requirement of any other Regulations and Acts in India which the Company may be subjected to.

### **3.9 TAXES, DUTIES AND LEVIES:-**

The contract covers all royalties, octroi, levy, duties or taxes as per statutory requirements on such contract shall be borne by contractor:

i. The deduction of **Income Tax** as per statutory requirement of this contract shall be made from the bill.

### **3.10 PAYMENT TERMS :**

Subject to any deduction which the Company may be authorized to make under the contract, the contractor shall on the certificate of the Engineer, be entitled to payments as follows :

(I) As per practice in vogue, the payment shall be released generally within 45 days after passing of bill.

### **3.11 PAST EXPERIENCE AND TECHNICAL/FINANCIAL RESOURCES :**

Past experience of the tenderer in the **supply,placing & fixing of office furniture** is absolutely essential and will be taken into account while deciding the tender. The tenderer shall give a list of such execution of works carried-out by him in the past in relevant schedules.

### **3.12 TECHNICAL RESOURCES :**

The tenderer shall furnish full details of technical manpower of head office and field organization to check the adequacy of the tenderer to carry-out the proposed work. The qualification and experience of such manpower shall be furnished in relevant schedule.

### **3.13 RESPONSIBILITY FOR OBTAINING INFORMATION AND TAKING ACTION IN TIME:**

Whenever any information or clarifications in respect of work have to be obtained from various authorities the contractor shall be responsible for taking action well in time so that there is no delay on this account. The completion period offered in the tender shall be deemed to include the time taken for such incidental works. Requests for extension of the completion dates on such grounds will not be entertained.

### **3.14 PERMITS AND PRIORITIES / LICENCE :**

**3.14.01** Necessary permits / license, if any, required for the execution of the contract shall be arranged by the contractor himself.

**3.14.02** The Company may, however, furnish to the contractor such certificates as may be required for the necessary permits/ priorities / license for the execution of works, if Company considers the demand justified.

**3.14.03** The Company will, however, not be responsible for the delay in execution of contract, if necessary license ...etc are not produced in time.

### **3.15 SUPPLY OF TOOLS, TACKLES AND OTHER MATERIALS:**

**3.15.01** For full completion of the work, contractor shall, at his own expense ensure availability of all necessary tools, machine tools, power tools, tackles work benches, tools for welding machine, Anchores,spanners, crowbars, hooks, tummies, hammers, punches seasoar saw .... etc. and all associated protective equipment, instruments, appliances, materials and supplies required for unloading, transporting / shifting, storing, that may be required to accomplish the work under contract unless otherwise provided for. The trucks, tractors, with necessary tools & tackles for loading, unloading, handling and transportation if any fabricators to site and installation thereof shall also be arranged by contractor

**3.15.02** The Company may furnish to contractor, for use on the work any equipment, tools and tackles that could be spared by him at the time of request for the same by contractor, at his standard rental charges. Such rentals charges shall be deducted by Company from contractor's progress payments are made.

**3.15.03** Contractor shall also furnish all necessary devices and all other miscellaneous supplies of every kind required for carrying out the work under the contract.

**3.15.04** Contractor shall provide all reasonable facilities including tools, personnel, etc. and ensure co-ordination with Company and equipment supplier's supervisors to enable them to carry-out all supervision, measurements, checks etc. in a satisfactory manner.

**3.15.05** Contractor shall not dispose off or transport or withdraw any tools, tackles, equipment and material provided by him for the contract without taking prior written approval from the Company and Company at all times shall have right to refuse permission for

disposal, transport or withdrawal of tools / tackles, equipment and material if in his opinion, the same will adversely affect the efficient and expeditious completion of the work.

### **3.16 EXTRA WORKS :**

The rates for work not included in the schedule will be decided upon, when any necessity arises during the execution of the work, by negotiations between the Company and the contractor. The contractor shall perform the work on the terms and conditions as mutually agreed upon.

### **3.17 ACCEPTANCE OF OFFER :**

The Company will communicate acceptance of offer to successful tenderer through a telegram or a letter of intent and this will be followed by a detailed order or formal contract, which will be binding on the contractor within 90 days from the date of opening of offer.

TENDER/TS-05/2018

**3.18 COMPLETION PERIOD :**

**3.18.01 The work shall have to be completed within a period of Two month from date of order.**

The completion period shall be reckoned from the date of handing over of site. The time and the date of completion of work as stipulated and accepted by the tenderer shall be deemed to be the essence of the contract.

**3.18.02** The contractor shall organize the activities and commence the work in full swing soon after the award of contract, as per priority decided by Company so as to achieve completion of work within targeted period.

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## SECTION-IV

### TECHNICAL CONDITIONS OF CONTRACT

#### **CONTENTS:**

<b>CLAUSE NO.</b>	<b>NAME OF CLAUSE</b>
4.01	<b>SCOPE OF WORK</b>

#### **4.1 SCOPE OF WORK :**

The Supplier is required to carry-out works of supply & installation of Office Furniture at New 400KV S/S Badnawar, Distt. Dhar under T&C Circle Ujjain. The contractor/Supplier shall provide following for satisfactory execution of work.

- i. Supervision at all the time during execution of works covered under the contract.
- ii. Providing of skilled, semi-skilled and unskilled labours and supervisors to carryout the work.
- iii. The contractor shall also properly co-ordinate supervisory staff of the Company who may be present at site at the time of work to provide necessary guidance and supervision for execution of work.

\*\*\*

**DETAILS OF EARNEST MONEY  
(TO BE KEPT IN ENVELOPE -1)**

1. Name and Address of the bidder : -----  
-----
2. Name and Address of the Firm/  
Company etc. : -----  
a. Registered office : -----  
b. Postal Address : -----  
c. Fax No. : -----  
d. Telephone number : -----
3. Details of Earnest Money:  
i. Amount of E.M.D. - Rs. -----  
ii. D.D.No./ Banker's cheque No. - -----  
iii. Issuing bank/ drawn on bank - -----  
iv. If in cash, copy of Money Receipt  
to be enclosed. - -----

Place:

Date:

SIGNATURE OF BIDDER:

NAME IN FULL :

STATUS :

SEAL OF TENDERING COMPANY:



**SCHEDULE OF QUALIFYING REQUIREMENTS  
(TO BE KEPT IN ENVELOPE -2)**

1. Whether a firm has adequate tools & plants. Financial & technical resources and infrastructure backed with qualified agencies to execute the work with in specified time frame. - Yes/No
2. Whether firm has GST Registration / - Yes/No
3. Whether PAN No. in the Name of Bidder/ Firm is enclosed - Yes/No
4. Whether copy of Certification of green Manufacturing ,BIFMA is on the name of firm - Yes/No

**5. DETAILS OF PAST EXPERIENCE OF ERECTION WORKS:**

S. No.	Particulars of works executed	Order placing authority Name & Address	Order No. & date and quantum of work	Value of contract, contractual completion period & actual period of completion

Date :

Place :

Signature :

Name :

Seal of the tendering Co.

- Note:** 1. The tender of such bidders who are not found to fulfill aforementioned qualifying requirement shall not be considered for price bid opening and evaluation of tender.  
2. If required addl. sheets may be used to furnish above information.

**QUESTIONNAIRE ( Schedule -3) (To be kept in Envelope 3) TS-07/2018**

**NOTE:** The tenderers may please note that submission of this Questionnaire duly and properly filled-in is essential while making entries against the questions given below. No reference should be made to comments entered elsewhere in the tender. All queries should be answered and these answers should be complete in themselves. Please note that none of the column should be left blank and clear reply against all columns should be furnished. In case this is not done, the offers will be liable for rejection.

1. Name and address of tenderer. : -----
- 2.(i) Whether you are State/ Central  
Govt. Undertaking/ Unit with  
100% Government share. : (Yes/No)
- (ii) If yes whether documentary  
evidence in support of the above  
has been enclosed.(In absence of  
documentary evidence your claim  
to be State/ Central Govt.  
Undertaking shall be ignored). : (Yes/No)
3. Indicate the validity period of  
your offer (the offer should be  
valid for a minimum period of( **5 months** ) -----
4. Whether the required Earnest  
Money has been furnished  
by you as per clause- 1.03, :  
If yes, : (Yes/No)
- (i) In which form. : -----  
(ii) Amount of Earnest Money furnished. : -----
5. State whether the quoted prices are FIRM, ----- : Firm/ variable.
6. i. State whether GST is  
chargeable extra : (Yes/No)
- ii. If yes, please indicate the applicable rate  
of GST, surcharge on GST : -----

- iii. Any other tax if applicable. : -----
- iv. Indicate GST Registration No. : -----
7. Whether agreeable to company payment terms clause No.3.10 ? : (Yes/No)
8. Whether agreeable to Company's penalty clause-2.23, stipulated in the specification. : (Yes/No)
9. Are you agreeable to payment procedure defined in the tender under clause-3.11 : (Yes/No)
10. . Are you agreeable to accept the order for part work as per clause-3.29, : (Yes/No)
11. Whether agreeable to accept extension order on the same rates, terms & conditions ( at the same location), if extension order is placed within 12 months from the date of acceptance and placement of detailed order. : (Yes/No)
12. Whether agreeable to furnish security deposit as per clause-2.03.02 in the form as indicated in the tender : (Yes/No)
13. . Please refer to clause-3.31 for completion period and confirm whether the same is acceptable to you. : (Yes/No)
14. Whether a list of orders executed is enclosed with full particulars of nature of work done. : (Yes/No)
15. Whether certificate of competent authority as a proof of having successfully completed orders has been furnished. : (Yes/No).

16. Whether details of technical manpower of head office and field organisation (Schedule-2) furnished. : (Yes/No)
17. . Have you furnished the power of attorney in respect of the person signing the tender on behalf of tenderer : (Yes/No)
18. Whether details of departure / deviation (Schedule-5) from specification has been furnished. : (Yes/No)
- 19.(i) Whether your firm is partnership firm. : (Yes/No)
- (ii) If so, indicate the name(s), complete address and de : (Yes/No)

Whether photo copy of following documents (duly revalidated ) has been furnished:

- i. Certificate of Green Manufacturing : (Yes/No).
- ii. BIFMA membership : (Yes/No).
- iii. GST Registration No. : (Yes/No).

Date :

Place :

Signature of Bidder :

Name & Seal of bidder :

**NOTE:-** (i) The tenderer may use above questionnaire sheets in original for furnishing reply alongwith his offer. However, if separate sheets are used for this questionnaire it may please be ensured that the serial order and language of questions is maintained.

- (ii) The tenderer shall necessarily depute the authorised representative who should be present on due date and time of opening of tender. This representative should be authorised signatory of tenderer and should furnish reply on tenderer firm's letter head in case of clarification, if any, sought on the offer after tender opening, if requested. The offer shall be rejected in case the aforesaid instructions are not complied. The authorised representative should stay in Jabalpur for two days.

PRICE –BID ( To be Kept in envelope no 4)

**Supply, placing & Installation of Office Furniture at 400KV S/S Bdnawar  
Distt.- Dhar under Testing Division Ujjain.**

Sr	Item	Specification	Qty.	Rate	Amount
1	L SHAPE COUNTERTOP CONSIDERING TABLE L SHAPE FOR FOUR PERSON.	<p>Supply &amp; Installation of L Shape control room table suitable for 04 persons 6000mm x 1500mm Providing and placing WISH panel &amp; tile based modular workstation, with partition thickness as 52.4 mm thk and ht - 900 including powder coated aluminium trims. Tiles: Combination of top tiles are Prelam. Bottom tiles - prelam. INTERMEDIATE BLOCKS Intermediate blocks are given in DL finish. Wire Management - Wires shall be taken into the system through cable ducts from the junction boxes and it is carried upto the panels through concealed conduits inside the blocks. legs - System shall also have 120 mm high powder coated standalone panel legs to give the system an elevated look. Work surface - out of 25 mm thk prelam particle board with flat pvc liping edge banding . Pedestals - Nova pedestal flat metal front, full ht free standing central locking of size 390 mm w x 435 mm d x 646 mm ht 3dr = 2box+1file. Manufacturing Bidders should have the GREEN MANUFACTURING certification &amp; member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate</p>	<b>01 No.</b>		
2	BACK UNIT	<p>Supply &amp; Installation of Wooden storage comprising Low height to medium height wooden Hinge Door Unit Body : Body is made from 18mm PLB with all the edges sealed with 0.8 mm thick PVC Edge band. The Back panel is 9mm White PLT. The entire construction is ready to assemble unit and is assembled with suitable KD fittings. The shelves is made from 18 mm white PLT and edges are sealed with 0.8 mm edge band. The bottom shelf is fixed and other shelves have one step adjustment for optimizing the space. Doors : Door Panels are made from 18 mm PLB with 2 mm Edge band on all edges ad a flush Plastic handle is fitted vertically at the centre of the door. The hinge door has suitable hinges and HDU is fitted with an adjustable fitting for height adjustment. Locking armament: Hinge Door Unit has a three point locking system Overall Size of unit: 900mmW x 450mm D x 665mm H Manufacturing Bidders should have the GREEN MANUFACTURING certification &amp; member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate</p>	<b>07 Nos.</b>		

3	REVOLVING CHAIR MID BACK WITH ADJUSTABLE HEIGHT & PUSH BACK OPTION.	<p>Supply &amp; Installation of Mid Back Revolving Chair- SEAT/BACK: The seat and back shall be made up of 1.2 cm thick hot pressed plywood, upholstered with changeable fabric upholstery covers and moulded Polyurethane foam, together with moulded back-spine cover. The back foam shall be designed with contoured lumbar support for extra comfort having back size of 47.5 cm.(W) x 58 cm.(H) &amp; seat size 47.0 cm.(W) x 48.0 cm.(D). The Foam used in chair shall be Polyurethane foam which shall be moulded with density = 45 +/- 2 kg/m3 and Hardness = 20 +/- 2kg on Hampden machine at 25% compression. ARMRESTS (FIXED): The one-piece armrests are injected moulded from Black co-polymer polypropylene. The armrests shall be scratch and weather resistant. The armrests shall be fitted to the seat with armrest brackets made of 0.5cm. thk. HR steel. CENTRE TILT SYNCRO MECHANISM: The mechanism shall be designed with the following features:360° revolving type, Upright position locking , Seat/back tilting ratio of 1:3 &amp; Tilt tension adjustment (6 DEG SEAT TILT/18 DEG BACK TILT). PNEUMATIC HEIGHT ADJUSTMENT: The pneumatic height adjustment shall have an adjustment stroke of 12.0 cm. TELESCOPIC BELLOW ASSEMBLY: The bellow shall be 3-piece telescopic type and it is injection moulded in black Polypropylene. PEDESTAL ASSEMBLY: The pedestal is injected moulded in black 33% glass filled Nylon -66 and fitted with 5 twin wheel castors. The pedestal shall be 66.3cm. pitch-centre dia. (76.3 cm with castors). TWIN WHEEL CASTORS: The twin wheel castors are injection moulded in 30% glass filled black Nylon. Overall dimensions of Chair shall be Width- 76.3 cm, Depth- 76.3cm, Height- 85.5cm-97.5cm, Seat Height- 42.5cm-54.5cm. Manufacturing Bidders should have the GREEN MANUFACTURING certification &amp; member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate</p>	08 Nos.		
4-A	CHAIR VISITORS	<p>Supply &amp; Installation of Multipurpose chair : The seat and back should be made from 1.0cm thk. hot pressed water resistant, commercial plywood upholstered with P.U. foam and fabric. The back should be 42.0cm. (W) X 26.5cm. (H) &amp; the seat size should be 42.0cm. (W) X 42.0cm. (D). The Polyurethane foam should be moulded with density = 45 +/-2 kg/m3 and Hardness = 20 +/- 2kg. on Hampden machine at 25% compression. The understructure assembly should be cantilever type mainframe made of dia. 2.54cm.(1") x 14 BG M.S. E.R.W. tube and black powder coated. The armrests should be made in twin tube form using dia.1.58cm. (5/8") x 16 BG M.S. E.R.W. tube and black powder coated. Manufacturing Bidders should have the GREEN MANUFACTURING certification &amp; member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate</p>	09 Nos.		
4B	CHAIR VISITORS	<p>Supply &amp; Installation of Visitor Chair with arms- SEAT/BACK: The seat and back shall be made up of 1.2 cm thick hot pressed plywood, upholstered with changeable fabric upholstery covers and moulded Polyurethane foam, together with moulded back-spine cover. The back foam shall be designed with contoured lumbar support for extra comfort having back size of 47.5 cm.(W) x 58 cm.(H) &amp; seat size 47.0 cm.(W) x 48.0 cm.(D). The Foam used in chair shall be Polyurethane foam which shall be moulded with density = 45 +/- 2 kg/m3 and Hardness = 20 +/- 2kg on Hampden machine at 25% compression. ARMRESTS (FIXED): The one-piece armrests are injected moulded from Black co-polymer polypropylene. The armrests shall be scratch and weather resistant. Tubular Frame :- It shall be powder coated cantilever type and made up of dia 25.4mm x 2mm thick M.S.ERW.Tube Overall dimensions of Chair shall be Width- 61 cm, Depth- 64.5cm, Height- 89.5cm, Seat Height- 46.5cm. Manufacturing Bidders should have the GREEN MANUFACTURING certification &amp; member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate</p>	07 Nos.		

5A	EXECUTIVE TABLE	<p>Supply &amp; Installation of Executive Table having Table worksurface is to be made up of 36mm thick laminated top with 2mm lipping all around. 36mm Top shall be equaling to 18mm PLT + 18mm PLB Baton. Table Understructure shall be of MS Frame of Recta tube 40x20x1.6 thk with CRMS 3 thick plates for bolting the legs. Legs shall be made up of MS ERW round tube 50x1.6mm thick. Shall have Modesty panel made up of perforated sheet of 0.9mm thick. Table Size - 2400W x 800m D x 750mm H. Shall also contain 3 Drawer pedestal with 2 drawer + 1 File having size of 390 W x 590 D x 646H.</p> <p>Manufacturing Bidders should have the GREEN MANUFACTURING certification &amp; member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate</p>	1 No.		
5B	SIDE COUNTER	<p>Supply &amp; Installation of Executive Side unit having Table worksurface is to be made up of 36mm thick laminated top with 2mm lipping all around. 36mm Top shall be equaling to 18mm PLT + 18mm PLB Baton. Table Understructure shall be of MS Frame of Recta tube 40x20x1.6 thk with CRMS 3 thick plates for bolting the legs. Legs shall be made up of MS ERW round tube 50x1.6mm thick. Shall have Modesty panel made up of perforated sheet of 0.9mm thick. Table Size - 1675W x 600m D x 750mm H.</p> <p>Manufacturing Bidders should have the GREEN MANUFACTURING certification &amp; member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate</p>	1 No.		
6	SOFA (GALAXY 1+1)	<p>Supply &amp; Installation of sofa (Galaxy1+1) It should be made of Pine Wood and 12 mm Plywood (IS-303, Commercial Plywood) frame, upholstered with PVC upholstery (0.9 mm thickness, Weight – GSM - 575) in black color. The Slabstock foam used has to be soft for comfort seating. Seat Foam thickness to be 69, 22, 10 mm with density of 26 Kg/M3. Back Foam thickness to be 45 mm with density of 28 Kg/M3. Armrest Foam thickness to be 45 mm with density of 26 Kg/M3. Belt / Webbing material to be 68 mm and 48 mm wide. Plastic legs to be fitted along with PVC bushes. Three Seater Overall size: 175.0 cm (W)x 87.0 cm (D) x 73.0 cm (H) x 39.5.0 cm (SH) &amp; One Seater Overall size: 92.0 cm (W) x 87.0 cm (D) x 73.0 cm (H) x 39.5 cm (SH).</p> <p>Manufacturing Bidders should have the GREEN MANUFACTURING certification &amp; member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate</p>	1 No.		
7	STANDARD TABLE	<p>Supply &amp; Installation of Table ,The desk comprises of a Worktop, Side panels and Modesty panel and a freestanding pedestal. The entire desk unit is assembled with suitable KD fittings and hardware. Each side panel is provided with a cutout for laying cables for the monitor and other computer accessories. Worktop shall be Made from 25 mm Thick Pre-laminated Particle board. All the edges are sealed with 2 mm thick PVC edge band all around. Side Panels shall be Made from 25 mm Thick Pre-laminated Particle board. All the edges are sealed with 2 mm thick PVC Edge band on the user side and 0.8 mm on the Top and Bottom Side.</p> <p>The side panels have 2 glide screws each for leveling of the desk. Modesty Panel shall be Made from 18 mm Thick Pre-laminated Particle board. All the edges are sealed with 0.8 mm thick PVC edge band all around. Freestanding Pedestal: The freestanding pedestal is made from 18 mm Pre-laminated Particle board with a combination of 2mm and 0.8 mm PVC Edge band on all the exposed surfaces as per requirement. The drawers are provided with suitable slides for smooth operation.All the pedestal drawers are centrally locked with a single key.1500 x 750 x 740</p> <p>Manufacturing Bidders should have the GREEN MANUFACTURING certification &amp; member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate</p>	2 Nos.		

8	STEEL ALMIRAH BIG	Supply & Installation of Storage: It should have multi bend construction with interlocking design and full length over lapping doors and sides. It should have three way bolting mechanism. All steel components should undergo eight tank anti rust treatment and oven baked epoxy polyester powder coated with 50-60 dry film thickness. The CRCA steel sheet used for the body is of 20 SWG / guage, as per IS-513 1994. It has 5 shelves made of 22 SWG / guage CRCA steel sheet. It has six lever Mazak Zinc Plated Godrej Lock. It has scratch hardness of 3 Kgs as BS-3900 part E2 1970, IS-101. It sustains salt spray test of 1000 hrs. as per IS 101. It should have 4 shelves made of 0.8 mm thick CRCA steel sheet. It should have six lever Mazak Zinc Plated Godrej Lock. It should sustain salt spray test of 1000 hrs. as per IS 101. Overall size: 198.0 cm (H) x 91.5 cm (W) x 48.5S cm (D). Manufacturing Bidders should have the GREEN MANUFACTURING certification & member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate	4 Nos.		
9	TABLE FOR LAB	Work-Surface to be made of 25mm Thick (±1mm) thick Pre-laminated particle board with 2mm Thk PVC edge banding on straight outer edges (to be available in matching colour and contrast colour) Modesty to be made of 18mm Thick (±1mm), Base material - 16mm Plain particle board, Post-laminated with 0.6mm Top laminate on either side, 2mm Thk and 0.8mm Thk PVC edge banding of matching colour on outer edges of modesty. Legs to be made from 1.6mm Matt silver Anodized Aluminium extrusion. Legs assembled together with 8mmthick MS powder coated plate at bottom and 5mm thick MS powder coated plate at top, The Base support plate should have provision for wire entry and glide fixing, The wire carrying to be facilitated through the hollow space between two leg extrusions and the wires to be concealed between removable rigid PVC extrusion in the leg & a provision for max. 20 nos. of Dia 6 wires to be passed through the space between two leg extrusions. Table Support brackets to be powder coated support brackets made from 2mm thick MS sheet provided for overall product stability. Powder coated stopper to be made from 1.5mm thick Aluminium extrusion fixed with work-surface by powder coated stopper bracket made from 3mm thick MS sheet. Both ends of Aluminium extrusion covered with plastic moulded End cap Grommet to be made from plastic moulded components to facilitate access of Electrical/Data/Voice sockets access from Top Switch Mounting Tray Powder coated switch mounting tray made from 0.8mm and 2mm thick MS sheet fitted on modesty through which cables can be passed. Switches to be mounted on tray as per requirement. Powder coated Cable tray made from 0.6mm thick MS sheet hooked on switch mounting tray for keeping extra length Electrical/Data/Voice cables Overall Size: 2100 x 900 x 730 MM Manufacturing Bidders should have the GREEN MANUFACTURING certification & member of BIFMA - Business and Institutional Furniture Manufacturers Association with IAQ Certificate	1 No.		
10	STOOL FOR LAB	Lab Stool size 300DxSeat height 535mm made in 19mm. Dia MS CRCA tube of 50 micron powder coating. Seat made in Molded ply total height 680 mm.	6 Nos.		
		<b>Total ( in words also)</b>  RS-----			
		<b>GST (Extra) %-----</b>			
		<b>Grand Total ( in words also)</b>  Rs-----			

**Remark: Rates will be FOR at 400 KV SS Badnawar Distt( Dhar ) MP including placement, installation & fixing.**



**SCHEDULE OF  
DEPARTURE;/DEVIATION FROM SPECIFICATION  
( To be kept in envelope no3)**

We have carefully gone through the Technical specification. We have satisfied ourselves and hereby confirm that our bid conform strictly to the requirements of technical specification except for the deviations, which are given below:

S.No.	Descriptions & Clause No. of the specification & page number	Stipulation specification	Deviation offered	Remarks regarding justification of the deviation.
1	2	3	4	5

Signature of Bidder :  
Name & Seal of bidder :

CHECK-LIST  
(To be kept in envelope-1)

Sr.No.	Items enclosed	Reference	Declaration (strike- out whichever is not applicable)
1	Qualifying Requierment	Schedule -2	Yes/No
2	Earnest Money Enclosed	Schedule-1	Yes/No
3	Tenders qualifying requirement: 1. Copy of Green manufacturing certificate. 2. Copy of BIFMA membership. 3. Copy of certification of GST registration No. 4. details of past supply of furniture.	)	Yes/No Yes/No
4	Completion schedule enclosed duly filled-in.	Schudule-3	Yes/No
5	Questionnaire enclosed duly	Schedule-3	Yes/No
6	Schedule of departure/deviation	Schedule-5	Yes/No
7	Ongoing works	Schedule -7	Yes/No



Date :  
Place :

Signature of Bidder :  
Name & Seal of bidder :

**Details of ongoing works with the tenderer**  
(To be kept envelope-2)

S/N.	Particulars of works	Order No. date	Name of order placing authority	Ordered value	Value of works computed executed so far	Value of balance work

Date :  
Place :

Signature of Bidder :  
Name & Seal of bidder :

**Completion Schedule**  
To be kept in envelope no 2

( Schedule no 8)

Sr No	Description	Supply & installation of office furniture at new 400 KV /S/S Badnawar (Distt Dhar
		Period of week from date of order
1	Supply of Furniture	
2	Fixing & installation of Furniture	

Name &amp; Seal of bidder :

**TENDER SPECIFICATION NO.TS-07/2018**

**ANNEXURE – I**

**NEFT//RTGSMANDATE FORM**

**(ON THE LETTER HEAD OF THE SUPPLIER/(CONTRACTOR)**

**1. NAME OF THE BENEFICIARY :**

**2. BANEFICIARY BANK DETAILS**

**(A) BANK NAME :**

**(B) BANK ACCOUNT NUMBER :**

**(C) BRANCH NAME :**

**(D) BRANCH IFSC CODE :**

**3. MOBILE/TELEPHONE NO. :**

**4. ENCLOSE A BLANK CANCELLED CHEQUE**

**Authorized signatory for the beneficiary firm**

**Name:**

**Designation:**

**BANK CERTIFICATION**

**It is certified that above mentioned beneficiary holds abve bank account with our branch and above particulars above are correct.**

**Authorized signatory for the bank**

**Authorized No.**

**Official Stamp**