

HINDUSTAN URVARAK & RASAYAN LIMITED

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

BARAUNI UNIT

Barauni Urvarak Nagar, Begusarai

P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115

[Registered Office SCOPE Minar, Core 4, 9TH Floor, Laxmi Nagar District Center, Delhi-110092]



SECTION – I

NOTICE INVITING TENDER (NIT)

TENDER: TRACK MAINTENANCE INCLUDING MISCELLANEOUS P. WAY & OTHER
ANCILLARY WORKS IN CONNECTION WITH MAINTENANCE OF RAILWAY
SIDING OF HURL BARAUNI.

NIT NO. HURL/BR/CC/23-24/707



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT
(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

- 1.0 HURL (Hindustan Urvarak & Rasayan Limited), Barauni invites on-line bids from eligible Bidders fulfilling the Qualifying Requirements / Pre-Qualification Criteria (PQC) under Two Bid system for aforesaid package.

2.0 **Brief Details**

Published Date	Refer CPP Portal
Bid Document Download / Sale Start Date	Refer CPP Portal
Bid submission Start Date	Refer CPP Portal
Last Date and Time for Bid submission	Refer CPP Portal
Technical Bid Opening Date & Time	Refer CPP Portal
Earnest Money Deposit (EMD) in INR	INR 56,399.00
Pre-Bid Conference Date & Time (if any)	Refer CPP Portal
Last Query Date	Refer CPP Portal
Reverse Auction	Shall be intimated later

- 3.0 EMD/Bid Security shall be submitted online/ electronically by RTGS / NEFT in the account of HURL as mentioned below details by the stipulated bid submission closing date and time. The payment details of Bid security shall be submitted along with the bidding documents. Any bid without an acceptable Bid Security (if applicable) shall be treated as non-responsive by the employer and shall not be opened.

Name of the Bank	:	State Bank of India, Overseas Branch, NEW DELHI (17313)
Account Name	:	Hindustan Urvarak & Rasayan Limited
Account No.	:	00000037880422277.
IFSC Code	:	SBIN0004803.

In case of EMD payment through RTGS/NEFT, Bidder must mention "E707" in the transaction description while making the payment (Refer Clause 14 of Section II-ITB).

- 4.0 All UDYAM registered vendors -MSE Category are exempted from submission of tender fee & EMD. UDYAM REGISTRATION CERTIFICATE must be submitted online along with the bidding documents to avail the exemption from furnishing the EMD.
MSE bidders seeking benefits of MSE as specified in the Tender Documents, must submit Attested/Self attested copy of UDYAM certificates (as mentioned in clause 4.0 of ITB) failing which no benefit of MSE shall be extended.
- 5.0 A complete set of Bidding Documents may be downloaded by any interested from the e-tendering Site (<https://eprocure.gov.in/eprocure/app>). Bidder who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app>, shall not tamper/modify the tender document/form including downloaded price bid template in any manner. In case the same is found to be tampered/modified in any manner, bid will be



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

completely rejected and EMD would be forfeited and Bidder is liable to be banned from doing business with HURL for a period of two years.

Intending Bidders are advised to visit CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

Not more than one tender shall be submitted by one bidder/ bidder(s) having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e., when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

6.0 Qualifying Requirements / Pre-Qualification Criteria (PQC)

6.1 Commercial Pre- Qualification Criteria

Following is the commercial Pre-Qualification Criteria (PQC) for the subject tender:

Condition 1: Bidder should be either Partnership firm/Sole Proprietor / Limited company.

Documents required (To be Submitted along with technical bid):

- i) For Proprietorship firm - Name of the proprietor to be mentioned. Affidavit of proprietorship in original duly notarized (Latest).
- ii) For partnership firms –Affidavit in originals duly notarized, confirming the current status of the firm along with names of the partners or copy of partnership deed duly notarized (latest) to be submitted
- iii) For limited companies, notarized copy of Certificate of Incorporation, Memorandum & Articles of Association and copy of allotment of Director Identification Number (DIN) number.

Condition 2: The Average Annual financial turnover during the last 3 years financial years should be at least Rs. 8,45,980.00

Note-

- (i) In case where audited results for the last financial year as on the date of techno-commercial bid opening are not available, the financial results certified by a practicing Chartered Accountant shall be considered acceptable. In case, Bidder is not able to submit the certificate from practicing Chartered Accountant certifying its financial parameters, the audited results for the three consecutive financial years preceding the last financial year shall be considered for evaluating the financial parameters, a Certificate would be required from the CEO/CFO as per the format enclosed in the bidding documents stating that financial results of the company are under audit as on the date of techno-commercial bid opening and the certificate from a practicing chartered accountant certifying the financial parameters is not available.
- (ii) Other income shall not be considered for arriving at annual turnover.
- (iii) Bidder can either submit Annual turnover for
 - a. FY2020-21, 21-22 & 22-23 with CA certified UDIN.
 - b. FY2019-20, 20-21 & 21-22 with CA certified UDIN.
- (iv) Only ATO with UDIN shall be considered for Evaluation.

Documents required (To be Submitted along with technical bid)



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT
(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

“Proof of ATO shall be submitted in the form of Audited Balance Sheet along with statement of Profit & Loss Account certified by Chartered Accountant (CA)”. Unique Document Identification Number (UDIN) No. of CA must be clearly indicated in the above statement.
NIT Publication date shall be considered for reckoning Annual Turnover (ATO).

6.2 Technical Pre- Qualification Criteria

Following are the Technical Pre-Qualification Criteria (PQC) for the subject tender:

Condition 1: (6.2.1)

Bidder should have successfully completed **Similar Nature of Work** during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following (value excl. GST & Duties) shall be as follows:

One similar nature of successfully completed work costing not less than the amount equal to Rs. 22,55,947.00 **‘OR’**

Two similar nature of successfully completed work each costing not less than the amount equal to Rs. 14,09,967.00 **‘OR’**

Three similar nature of successfully completed work each costing not less than the amount equal to Rs. 11,27,974.00

1. Amount mentioned is exclusive of taxes and duties.
2. The Word “Similar Nature of Work” means **“Bidder Should have experience in Railway Track Maintenance in any industry.**
3. The Total Executed value of the completed order shall be considered for the PQC evaluation.

Note:

1. ~~Similar nature of Work order should contain Unit of measurement in Man-days or Man months for the respective manpower supplied. Any other items of the work order other than man-days or man months shall not be considered for evaluation. If the completion certificate value mismatches with the Work order value, then supplier shall submit the documentary evidence for the actual manpower supplied for the same contract under the manpower supplied on Man-days or Man-month basis.~~
2. Cost of completed Service order(s), single/two/three mentioned above, is exclusive of GST& Duties and accordingly executed value of the job excluding GST& Duties shall be considered for evaluation of PQC. The duration in which the job is successfully completed shall be considered for evaluation of PQC which is mentioned in 6.2.1 and shall be evaluated on submission of completion certificate with the Purchase order / agreement copy as supportive documents. The purchase order / agreement should contain complete BoQ / SoR with detailed scope of work.

Documents required (To be Submitted along with technical bid):

1. Copy of Work Order (WO)/PO/rate contract/ agreement with following details:
 - a. Work order/PO/rate contract/ agreement with number, date and value.
 - b. Name of the client and Period of contract.
 - c. Technical specifications, Complete scope of work and contract terms with SoR / BoQ.
2. Completion Certificate issued by client highlighting below:
 - a. Reference Work order/PO/Rate contract with number, date and value
 - b. Name of the client, Period of Contract
 - c. Executed value with quantity under the Work order/PO/Rate contract/ agreement for the particular financial year mentioned.
 - d. Performance of the contract.



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT
(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

e. If the executed amount is missing in the completion certificate issued by the client, the bidder shall submit the certificate issued by CA with UDIN for executed amount for the respective order. The details of the respective order should be mentioned in the same.

7.0 Documents for PQC:

- 7.1 BIDDER MUST SUBMIT ANNEXURE-12 of SECTION VI with complete details and all the terms mentioned in the form of note in annexure 12 shall be strictly followed. If the data is not provided in the same HURL reserves the right to reject the bid.
 - 7.2 The bidder shall be obligated to furnish an amended copy of the work order in the event that the executed value specified in the completion certificate surpasses the original order value. Failure to comply with this requirement shall grant HURL the right to disqualify the order, and no claims shall be entertained with respect to such occurrences.
 - 7.3 The bid Bids will be opened as per date/time as mentioned on the Date specified above or on the date specified on the e-tendering portal. The date of Price-Bid opening will be intimated later on the e-tendering portal.
- 8.0 HURL shall not be responsible for any postal /courier delay for submission of EMD and/or other original documents, if applicable.
- 9.0 HURL reserves the right to reject any or all bids or cancel/withdraw the NIT for the subject package without assigning any reason whatsoever and in such case no bidder/intending bidder shall have any claim arising out of such action.
- 10.0 Bids shall be digitally signed and uploaded by someone legally authorized and competent on behalf of his firm / company i.e., Bidder and relevant documents w.r.t. the same to be uploaded along with the bid by the bidders. **The Power of Attorney of such person needs to be furnished along with bid.** The Power of Attorney to be submitted on Rs. 100/- Non-judicial Stamp paper or on Legal Notary (Duly Notarized).
- 11.0 Bidders are required to submit detailed work orders (similar in nature as defined) along with the work completion certificate endorsed by the client, containing details such as value, quantity, GST, work order reference, actual date of completion, etc. These documents are necessary to fulfill the PQ criteria mentioned and must be submitted with the technical bid. As part of our standard bid evaluation process, HURL reserves the right to request bidders to provide supporting documents for the purpose of verifying the authenticity of bid documents, as well as the information related to quantity, value, or any other relevant details provided in the submitted bid documents. These may include TDS, GSTR forms, Form 26AS, manufacturing license, plant design capacity, production details and other relevant documents. It is important to note that failure to submit the required documents within the stipulated time frame may result in the rejection of the bid.
- 12.0 Wherever executed value is not mentioned in the completion certificate, the copy of certified bills with service tax/GST details as applicable / Separate certificate from respective client (PO issuing company /Engineer In Charge) regarding executed value with GST details, date of completion etc., shall also be accepted towards fulfillment of PQC, if same is submitted along with completion certificate.
- 13.0 Completion certificate submitted by the bidders shall have clarity with respect to whether GST is included/excluded in the supplied value, towards fulfillment of PQC and same shall be ensured by the bidders by submitting proper and relevant documents as required (e.g. separate certificate from respective client regarding GST) along with delivery completion certificate.



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT
(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

- 14.0 If no clear documents as mentioned above regarding GST / Duties component included/extra/not applicable with respect to the supplied value mentioned in delivery completion certificate is submitted by the bidder & In case GST/duties amount / component is also not specified in the submitted delivery completion certificate, then the amount equivalent to rate of applicable GST/duties as considered by HURL for the subject tender shall be deducted from the value of material supplied mentioned in the completion certificate to arrive at the value of the supplied material without GST/ duties.
- 15.0 Similar ARC and Composite orders submitted for PQC.
- 15.1 Similar ARC (Annual Rate Contract) Jobs that has been successfully completed by the bidder for the originally awarded period shall be considered as completed works even though such ARC is under execution on account of extension. However original term completion should be within the period as indicated in above PQC. Bidder to submit the relevant document along with bid certifying satisfactory completion of the job, executed value of the job and completion date for original period of contract, along with letter of extension of contract, certified by WO issuing company /Engineer In Charge.
- 15.2 If a biannual contract is successfully completed, the order will be considered as two similar types of work. Similarly, if a tri-annual contract is successfully completed, the order will be considered as three similar types of work. Multi-annual contracts will be calculated in the same way, with only the value of one, two, or three years being considered for orders of 1, 2, or 3 similar types of work, subject to the fulfillment of PQC criteria and submission of a work completion certificate. To evaluate this, bidders must submit completion certificates with yearly completion values and required details as stated in PQC criteria 6.2.1. If yearly completion values cannot be provided, bidders must submit a completion certificate with a CA certified copy indicating completion values per year and respective tenure, clearly mentioning UDIN. This is subject to the successful completion of the order within the original awarded period and the requirements outlined in clause 6.2 of Section-1. Bidders must also submit an order amendment copy in case of any extensions, deviations, or other amendments to the order. Failure to submit these documents will result in HURL's right to calculate completion values on a pro-rata basis or using an appropriate calculation method, which will be unquestionable by the bidder.
- 15.3 ~~In composite orders where different types and categories of Materials or services are included the evaluation shall be performed considering only the items and its respective values which cover under "Similar nature of work" and accordingly the bidder shall submit the supporting documents. In case of non-submission of the said documents, HURL reserves the right to evaluate as per the data provided by the bidder and the evaluation result shall be unquestionable by the bidder. Also, if the bidder does not submit the said documents may lead to rejection of the bid.~~
- 16.0 The GST part of the bill shall be paid only after confirmation of payment from the successful awarded bidder or after confirmation of the corresponding return filed by the contractor from the GST portal. The GST part of the bill shall be withheld till such confirmation.
- 17.0 In case of sub contract orders, credential as sub-contractor for above PQC shall be considered only when such work orders for sub contract have been issued with approval or written permission of end user/owner/consultant of the owner of the contract from the scope of work of which contractor under the contract has sub contracted a part of or entire work under such work order. In this regard, the bidder has to submit a certificate from the end user/owner/consultant of the owner stating that the main contractor has intimated them about the engagement of sub-contracting OR have been allowed/



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT
(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

permitted as a sub-contractor. Based on such Sub contracted portion of the job actually executed by the bidder as subcontractor, PQC evaluation shall be done i.e. In case only part job is subcontracted, similar job & executed value etc for the part job only shall be considered for PQC and not the full job.

18.0 Work completion date shall be considered for deciding the period of work experience.

19.0 Evaluation Basis:

19.1 Bidder should submit the Shortfall documents as requested in the portal. If Bidder do not respond to the shortfall, HURL reserves the right to evaluate without shortfall documents considering the available bid documents and in such case no bidder/intending bidder shall have any claim arising out of such action.

19.2 In case tie between two or more bidders at L-1 position, the sole criterion for determining the L1 bidder shall be on the basis of Average Annual Turn Over of the party calculated from ATO of either FY 20-21,21-22 & 22-23 or FY 19-20,20-21,21-22. Bidder having the highest average annual turnover shall be considered as L1 party. If bidder submits ATO for FY 19-20, 20-21, 21-22 and 22-23, then the average ATO of FY 20-21,21-22 & 22-23 and Average ATO of FY 19-20,20-21,21-22 shall be calculated, and Maximum Average ATO shall be taken in to consideration for evaluation. (Ex. Average ATO of FY 19-22 is 1Cr. and Average ATO of FY 20-23 is 1.1Cr. then Average ATO 1.1Cr. of FY 20-23 shall be taken into consideration). NO shortfall shall be raised regarding the ATO if the bidder submits either of any option i.e. FY 20-23 or FY 19-22. MSE and MII preference shall be applicable during the evaluation.

20.0 **Evaluation Criteria:** On percentage rate basis.

21.0 **Contract Duration / Delivery completion:** The contract duration is for one year from the date of site mobilization, with an option to extend for an additional three year based on satisfactory performance, at the same rate, terms, and conditions, subject to mutual consent.

22.0 **Mobilization:** Within 7 days from the date of handover of site.

23.0 **Effective date of Contract:** From the date of mobilization of site.

24.0 **Deviation:** 25% of contract value.

25.0 **Quantity Variation:** Any variation within the contract value is permissible except manpower.

26.0 **Performance Bank Guarantee:** Bidder must deposit PBG 10% of the contract value in advance. PBG will be refunded after completion of the contract. In case of PBG payment through RTGS/NEFT, Bidder must mention "P707" in the transaction description while making the payment. The SD remains valid for 3 months beyond the completion date of all contractual obligations, including warranty or guarantee or defect liability period, whichever is later. Upon the completion of the mentioned SD duration, the contractor can apply in writing for the refund of the security deposit along with the necessary supporting documents. It is important to note that HURL reserves the right to forfeit the security deposit (SD) or performance bank guarantee (PBG) if the agency fails to fulfill the contract's terms and conditions, neglects their responsibilities, or does not satisfactorily execute the work.

27.0 **Reverse Auction:** Applicable as per HURL's requirement, with decrement value in multiples of INR 10,000 subject to a maximum cap of 50%.

28.0 **Address for Communication.**

From Technical Department:	
Mr. Gopal Krishna Behera Chief Manager (Mechanical) gkbehera@hurl.net.in Ph: 9937297583	Mr. Devesh Ranjan Engineer (Civil) deveshranjan@hurl.net.in Ph: 8618071990



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT
(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

From Contracts & Materials (C&M) Purchase Department:		
Mr. Ravendran Nagaraju Manager (C&M) nagarajuravendran@hurl.net.in Ph: 07981902800	Mr. Amit Kumar Burman Officer (C&M) amitkburman@hurl.net.in, Ph.: 06243291724	
From Stores Department:		
Mr. Rakesh Kumar Tiwari Manager (Stores – C&M) <u>rakesh.tiwari@hurl.net.in</u> Ph : +91-9431725439	Mr. Raj Kumar Singh Store Assistant - C&M rajkumar@hurl.net.in Ph : 6355072875	Mr. Chandan Kr. Singh JSA-II – C&M-Stores <u>chandankumarsingh@hurl.net.in</u> 7903336415
Hindustan Urvarak & Rasayan Limited, Barauni Urvarak Nagar, Begusarai, Bihar – 851115		

29.0 Checklist of documents to be submitted:

Sr. No	Documents
1	Techno Commercial Proposal Bid Form. (Enclosed as Annexure-1 of Section VI)
2	Power of Attorney as per requirement mentioned in NIT.
3	Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate with applicable annexure form for exemption.
4	Signed, Stamped and Scanned copy of Certificates like Registration certificate, GST No, PAN No, PF, etc.
5	Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-2 to Forms and Procedures i.e., Section VI)
6	Signed, Stamped and Scanned copy of Tender Acceptance Letter (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VI)
7	Documents as required in accordance with Qualifying Requirements / Pre-Qualification Criteria (PQC) i.e., <u>Clause 6</u> of NIT
8	Signed, Stamped and Scanned copy of No deviation Certificate (Enclosed as Annexure-4 to Forms and Procedures i.e., Section VI)
9	Signed, Stamped and Scanned copy of Certificate from CEO/MD/ Legally Authorized Signatory, in the format as enclosed as Annexure-5 to Forms and Procedures i.e., Section VI.
10	Acceptance to Fraud Prevention Policy of HURL, for which the bidder has to submit Signed, Stamped and Scanned copy of Form of Acceptance of Fraud Prevention Policy of HURL. (Enclosed as Annexure-6 to Forms and Procedures i.e., Section VI).
11	Certificate related to Restrictions on procurement from a Bidder of a country which shares a land border with India” i.e. (Enclosed as Annexure-7 to Forms and Procedures i.e., Section VI).
12	Work orders subject to tender for qualification as per Annex – 12 with clearly mentioning Purchase order details relevant to tender based on which PQC can be achieved. Not to be mentioned as “As Attached”/ “mentioned in Bid”/ etc.
13	Declaration of GST (annexure -15) Signed, Stamped and Scanned copy of Declaration of GST (Enclosed as Annexure-15 to Forms and Procedures i.e., Section VI).
14	Signed, Stamped and Scanned copy of Bid Security Declaration Form (Enclosed as Annexure-13 to Forms and Procedures i.e., Section VI).
15	Signed, Stamped and Scanned copy of GCC, SCC & Scope of Work (i.e. Section-V) of tender document.
16	Any Other Document asked for in the Bidding Document



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT
(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

Note: Failure to Upload Authentic and Correct Documents as mentioned at Sr. No, 1 to 16 above would lead to Rejection of Techno- Commercial Bid. Price Bids shall be opened only of those bidders who are qualified and whose techno-commercial bids are acceptable.

HINDUSTAN URVARAK & RASAYAN LIMITED

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

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Barauni Urvarak Nagar, Begusarai

P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115

[Registered Office SCOPE Minar, Core 4, 9TH Floor, Laxmi Nagar District Center, Delhi-110092]



SECTION – II

INSTRUCTIONS TO BIDDERS (ITB)



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

Sr. no	Index
1	Introduction
2	General Information
3	Content of Bidding Documents
4	Benefits To MSEs
5	Cost of Bidding
6	Clarification on Bidding Documents
7	Corrigendum/ Amendment to Bidding Documents
8	Language of Bid
9	Bid Proposal
10	Documents Comprising the Bid
11	Bid Prices
12	Price Basis
13	Bid Currencies
14	Earnest Money Deposit (EMD) / Bid Security
15	Performance Security / Performance Bank Guarantee (PBG)
16	Confirmation of BGs through Structured Financial Messaging System (SFMS)/SWIFT
17	Ineligibility For Future Tenders
18	Period of Validity of Bids (Techno-Commercial Bid and Price Bid)
19	Nil Deviation
20	Format and Signing of Bid
21	Submission of Bids
21.1	Physical bid
21.1.1	Earnest Money Deposit etc.
21.2	on-line
21.2.1	Techno-Commercial Bid
21.2.2	Price Bid
22	Deadline for Submission of Bids
23	Modification and Withdrawal of Bids
24	Opening of Bids



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

25	Clarification on Bids
26	Preliminary Examination of Techno-Commercial Bids
27	Evaluation Of Techno-Commercial Bids
28	Preliminary Examination of Price Bid
29	Discrepancies In Bid
30	Evaluation Criteria
31	Evaluation Of Bids
32	Contacting The Employer
33	Employer's Right to Accept Any Bid and To Reject Any or All Bids
34	Award Criteria
35	Construction of Contract
36	Notification of Award
37	Corrupt or Fraudulent Practices
38	Fraud Prevention Policy
39	Banning Policy
40	Indian Agents Transfer of Bid Documents
41	Transfer of Bid documents
42	Restrictions on procurement from a Bidder of a country which shares a land border with India
43	Preference to Make In India (MII) and granting of purchase preference to local suppliers.
44	Termination of Contract
45	Blacklisting
Annexure-1	Checklist of documents to be submitted:
Annexure-2	Guidelines for online Bid Submission and Reverse Auction.



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

1.0	Introduction	<p>Hindustan Urvarak & Rasayan Limited (HURL) is a joint venture company of Coal India Limited (CIL), NTPC Limited (NTPC) and Indian Oil Corporation Limited (IOCL) as the lead promoters with Fertilizer Corporation of India Limited (FCIL) and Hindustan Fertilizer Corporation Limited (HFCL) as other two partners.</p> <p>HURL, Barauni referred to herein as ‘the Employer’, intends to engage an agency for supply of Goods & related Services or Services as per specifications, Scope of Work as detailed in the Bidding documents.</p>												
2.0	General Information	<p>The prospective Bidders are invited to submit a “Technical & Commercial Bid” and “Price Bid” for the package. Methodology for submission of Bid has been detailed hereunder in this document.</p> <p>Applicability of Reverse Auction may be seen on the CPP website / NIT.</p>												
3.0	Content of Bidding Documents	<p>The items and/or services required, bidding procedures, order/contract terms and technical requirements are prescribed in the bidding documents/Bidding Documents.</p> <p>The bidding documents include the following sections:</p> <table><tr><td>Section-I</td><td>Notice Inviting Tender (NIT)/Tender Enquiry/Invitation for Bid (IFB)</td></tr><tr><td>Section-II</td><td>Instruction to bidder (ITB)</td></tr><tr><td>Section-III</td><td>General Conditions of Contract (GCC)</td></tr><tr><td>Section-IV</td><td>Standard Conditions of Contract (SCC)</td></tr><tr><td>Section-V</td><td>Technical specifications, SOR & Scope of work and other terms & condition.</td></tr><tr><td>Section-VI</td><td>Forms and Procedures</td></tr></table> <p>The Bidder is expected to examine all instructions, forms, terms, conditions, specifications and other information in the bidding documents. Failure to furnish all information required as per the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder’s risk and may result in rejection of its bid.</p>	Section-I	Notice Inviting Tender (NIT)/Tender Enquiry/Invitation for Bid (IFB)	Section-II	Instruction to bidder (ITB)	Section-III	General Conditions of Contract (GCC)	Section-IV	Standard Conditions of Contract (SCC)	Section-V	Technical specifications, SOR & Scope of work and other terms & condition.	Section-VI	Forms and Procedures
Section-I	Notice Inviting Tender (NIT)/Tender Enquiry/Invitation for Bid (IFB)													
Section-II	Instruction to bidder (ITB)													
Section-III	General Conditions of Contract (GCC)													
Section-IV	Standard Conditions of Contract (SCC)													
Section-V	Technical specifications, SOR & Scope of work and other terms & condition.													
Section-VI	Forms and Procedures													
4.0	Benefits To MSEs	<p>Micro and Small Enterprises (MSEs) shall be exempted from paying Earnest Money Deposit.</p> <p>Further, in case of tenders where splitting of quantity is possible, participating MSEs quoting price within price band of L1 + 15 percent shall also be allowed to supply a portion of requirement by bringing</p>												



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>down their price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprise and such Micro and Small Enterprise shall be allowed to supply up to 25 percent of total tendered value. In case of more than one such MSE, the supply will be shared proportionately (to tendered quantity).</p> <p>The benefit as above to MSEs shall be available only for Goods/Services produced & provided by MSEs.</p> <p>MSEs seeking exemption and benefits should enclose/upload in e-tender portal an attested/self-certified copy of following registration certificate and BID Security declaration form (Annexure – 13) as a part of his bid, failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.</p> <p>i) Ministry of MSME vide Gazette notification no. CG-DL-E-26062020-220191 dated 26.06.2020 had notified certain criteria for classifying the enterprises as Micro, Small and Medium Enterprises and specified, form and procedure for filing the memorandum (Udyam Registration) w.e.f. 01.07.2020 (for complete details of policy refer website of Ministry of MSME i.e. https://msme.gov.in/) Accordingly, Micro and Small Enterprises (MSEs) shall be required to submit Udyam Registration Certificate for availing benefit under Public Procurement Policy for MSEs- 2012.</p> <p>ii) An enterprise registered prior to 30.06.2020 and who is not re-registered with Udyam Registration, shall continue to be valid for a period up to 31.12.2022. Such enterprise shall submit EM Part-II or Udyog Aadhaar Memorandum (UAM) for availing benefits of PPP-2012. (Ref Notification No. CG-DL-E-19012022-232763)</p>
5.0	Cost of Bidding	<p>The Bidder shall bear all costs associated with the preparation and submission of its bid and the Employer will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.</p>
6.0	Clarification on Bidding Documents	<p>A prospective Bidder requiring any clarification of the Bidding Document shall put the query under Clarification tab of the on-line bid at least three days prior to the clarification end date. EMPLOYER will respond to any request for clarification or modification of the bidding documents that it receives within the time line specified.</p> <p>EMPLOYER will post the Clarifications under Clarification tab at e-tender i.e., CPP website. Bidders can view these clarifications.</p> <p>Bidders are advised to regularly check under Clarification tab regarding posting of clarification, if any.</p> <p>Bidders must check the Clarifications issued before submission of Bid. Should the Employer deem it necessary to amend the Bidding Document as a result of a clarification, it shall do so and upload the</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		amendments in the tender on the e-tender portal.
7.0	Corrigendum/ Amendment to Bidding Documents	<p>At any time prior to the deadline for submission of bids, EMPLOYER may, for any reason, whether at its own initiative, or in response to a clarification requested by a prospective Bidder, amend the bidding documents.</p> <p>The corrigendum's/amendment's will be posted in the tender on the e-tender portal for viewing by the Bidder. The amendments will be binding on Bidders and it will be assumed that the information contained therein will have been taken into account by the Bidder in its bid. Bidders are advised to regularly check the tender regarding posting of Amendments, if any.</p> <p>To give prospective Bidders reasonable time to take the corrigendum/amendment into account in preparing their bid, EMPLOYER may, at its discretion, extend the deadline for the submission of bids.</p>
8.0	Language of Bid	<p>The Bid, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Employer, shall be written in English language. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages in English. In such case for purposes of interpretation of the Bid such translation shall govern.</p>
9.0	Bid Proposal	<p>Bid shall be complete in all respects and shall be submitted with requisite information and Attachments. It shall be free from any ambiguity.</p> <p>For preparation of Bids, Bidders are expected to go through the complete bidding documents carefully. Material deficiencies in providing the information requested may result in rejection of the Bid.</p>
10.0	Documents Comprising the Bid	<p>The Bid shall comprise of following components:</p> <p>Technical Bid:</p> <p>The following documents are to be furnished by the Bidder as part of the Technical Bid:</p> <ol style="list-style-type: none"> Techno Commercial Proposal Bid Form Power of Attorney as per requirement mentioned in NIT. proof for payment of Earnest Money Deposit (EMD)/ MSE Certificate for exemption with Annexure -13. Certificates like Registration certificate, GST No, PAN No. etc. Format for Electronic Payment Tender Acceptance Letter & Letter of authorization to submit bid. Documents as required in accordance with Eligibility Criteria. Bidder must fill all the details in Annexure-12. No deviation Certificate.



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>i) Certificate from CEO or Managing Director or Legally Authorised Signatory, in the format as enclosed with the Bidding Document certifying that the data and documents furnished by them in respect of Techno-Commercial Evaluation are true and correct including the contents thereof. However, if at any point of time the declarations given in bid are found to be incorrect, HURL shall have the full right to terminate the contract and take any action as per provisions of contract including forfeiture of EMD/Security Deposit.</p> <p>j) Acceptance of Fraud Prevention Policy of HURL,</p> <p>k) Certificate related to Restrictions on procurement from a Bidder of a country which shares a land border with India".</p> <p>l) Any other document asked for in the Bidding Documents.</p> <p>m) Signed and stamp Copy of GCC, SCC, Technical Specification/scope of work and dully filled all annexures.</p> <p>Price Bid: The Price bid is to be submitted in the BOQ provided in the Tender at https://eprocure.gov.in/eprocure/app. Bidders are advised to fill the BOQ and upload the same on the portal. Bidder should not tamper/modify download price bid template. In case if the same is found to be tampered / modified in any manner, bid will be rejected and EMD would be forfeited and Bidder is liable to be banned from doing business with HURL for a period of 2 years.</p>
11.0	Bid Prices	<p>Bidders shall quote such that the bid price covers all the Supplier's obligations mentioned in or to be reasonably inferred from the bidding documents including all requirements in accordance with the requirements of the Technical Specifications & Scope of Work. Bidders are required to quote the price for the commercial, contractual and technical obligations outlined in the bidding documents.</p> <p>Bidders shall give a breakdown of the prices in the manner and detail called for in the Bill of Quantity (BOQ).</p>
12.0	Price Basis	Bidders are required to quote price on the price basis as per Scope of Work / stipulated in the SCC.
13.0	Bid Currencies	All prices to be quoted by the bidders will be in Indian Rupees only, unless otherwise mentioned in the Special Conditions of Contract, on FIRM price basis and to remain valid during the currency of the Contract.
14.0	EARNEST MONEY DEPOSIT (EMD) / BID SECURITY / GUARANTEE:	
		<p>i. The Bidder shall furnish, as part of his bid, Earnest Money Deposit in the amount as stipulated in NIT/IFB/Tender Enquiry, in the form of online payment mode by RTGS / NEFT in the account of HURL details as given in subsequent paragraphs. The receipt of the payment shall be attached as a part of bidding documents. If the</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

EMD is paid other than online mode then the EMD shall be submitted in a separate Envelope super-scribed on the top as under:

**"ORIGINAL EARNEST MONEY DEPOSIT FOR NIT NO.DATED.....
FOR (NAME OF PACKAGE) DUE ON (DATE OF BID OPENING)
FROM.....(NAME OF THE BIDDER)."**

ii. The Earnest Money Deposit (EMD) shall, at Bidders option, be submitted in the following forms:

a) electronically by RTGS / NEFT in the account of HURL details as given in subsequent paragraphs

or

b) in the form of Demand Draft in favour of *Hindustan Urvarak & Rasayan Limited*, Payable at New Delhi.

or

c) in the form of an irrevocable bank guarantee.

The format of Bid Guarantee (BG) towards EMD shall be in accordance with the form of EMD included in the bidding documents (Annexure 8 of Section VI (Forms and Procedures)). The BG towards EMD shall remain valid for a period of forty-five (45) days beyond the original Bid validity period or beyond any extension in the period of Bid validity subsequently requested from any Scheduled / Commercial Bank recognized by Reserve Bank of India. The Bank Guarantee Verification Checklist duly filled in as per format given in the Bidding Documents is also to be submitted. Bidder shall ensure that all the points of check list are replied in "Yes".

iii. Wherever Bids under Joint Venture route are permitted as per Qualifying Requirement in the Bidding Documents, the Earnest Money Deposit of the Joint Venture must be on behalf of all the partners of the Joint Venture.

iv. Any bid not accompanied by an acceptable Earnest Money Deposit in accordance with the aforesaid provisions shall be rejected by the Employer as being non-responsive and shall be rejected without being opened.

v. The Earnest Money Deposit shall be forfeited in any of the following circumstances without any notice or proof of damage to the Employer:

a) If the Bidder withdraws or varies its bid during the period of Bid validity.

b) If the Bidder does not accept the Arithmetical correction of its Bid Price

c) If the Bidder refuses to withdraw, without any cost to the Employer, any deviation, variation, additional condition or any other mention anywhere in the bid, contrary to the provisions of bidding documents;

d) In the case of a successful Bidder, if the Bidder fails, within the time limit,

(i) to sign the Contract Agreement

(ii) to furnish the required Security Deposit

e) If the bidder / his representatives commit any fraud while competing for this contract pursuant to Fraud Prevention Policy of HURL.

f) if the Bidder withdraws/ amends, impairs and derogates from the tender.



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

	<p>vi. No interest will be payable by the Employer on the said amount covered under Earnest Money Deposit.</p> <p>vii. EMD shall be refunded to all the unsuccessful Bidder within thirty days of acceptance of work order by the successful Bidders and no interest shall be payable thereon. EMD of the bidders whose price are not considered to be opened, shall be released/refunded at the earliest but not later than thirty days beyond the award of the subject work. EMD shall be refunded to successful bidder within (30) thirty days of acceptance of LOA and on submission of PBG by the successful Bidders and no interest shall be payable thereon.</p> <p>viii. RTGS / NEFT details of HURL as under: BANK Details for EMD Payment through NEFT/RTGS: Bank Name—State Bank of India, Overseas Branch, NEW DELHI (17313) IFS CODE: SBIN0004803, Account No: 00000037880422277.</p> <p>Bidders are required to upload Signed, Stamped and Scanned copy of the Certificate as part of Technical Bid, failing to which their bids are liable for rejection. Price Bids shall be opened only of those bidder(s) whose EMD shall be found as per the requirement of the bidding documents. Employer shall not be liable for loss/non-receipt/late receipt of above documents in postal transit.</p> <p>Exemption from submission of EMD: Micro and Small Enterprises (MSEs) bidders are exempted from submission of EMD as per provisions at clause 4.0 above and shall submit Annexure – 13.</p> <p>IMPORTANT: IN CASE OF EMD PAYMENT THROUGH RTGS / NEFT, BIDDER MUST MENTION “EXXX” (As per Section I, clause 3.0) IN TRANSCATION DESCRIPTION WHILE DOING THE PAYMENT. “XXX” to be replaced with the last three digits of the tender reference number. (Example: Tender No.: HURL/BR/CC/22-23/432 then the payment description to be mentioned as “E432”)</p>		
<p style="text-align: center;">15.0</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px; vertical-align: top;"> <p>Performance Security / Performance Bank Guarantee (PBG)</p> </td><td style="padding: 5px; vertical-align: top;"> <p>Within thirty (30) days of the receipt of Purchase Order/Service Order from the Employer, the contractor shall furnish the Contract Performance Security / Guarantee, for the due performance of the Contract for the value as tabulated below with an initial validity up to ninety (90) days beyond the completion date for work plus defect liability period (if any), for due performance of the Contract(s)/Order(s) in any form acceptable to the Employer.</p> <p>PBG amount equivalent to 10% of the work order value shall be applicable.</p> <p>Performance Security / Performance Bank Guarantee (PBG) may be submitted in any of the following forms:</p> <p style="margin-left: 20px;">a) electronically by RTGS / NEFT in the account of HURL details of which are given in bidding document</p> </td></tr> </table>	<p>Performance Security / Performance Bank Guarantee (PBG)</p>	<p>Within thirty (30) days of the receipt of Purchase Order/Service Order from the Employer, the contractor shall furnish the Contract Performance Security / Guarantee, for the due performance of the Contract for the value as tabulated below with an initial validity up to ninety (90) days beyond the completion date for work plus defect liability period (if any), for due performance of the Contract(s)/Order(s) in any form acceptable to the Employer.</p> <p>PBG amount equivalent to 10% of the work order value shall be applicable.</p> <p>Performance Security / Performance Bank Guarantee (PBG) may be submitted in any of the following forms:</p> <p style="margin-left: 20px;">a) electronically by RTGS / NEFT in the account of HURL details of which are given in bidding document</p>
<p>Performance Security / Performance Bank Guarantee (PBG)</p>	<p>Within thirty (30) days of the receipt of Purchase Order/Service Order from the Employer, the contractor shall furnish the Contract Performance Security / Guarantee, for the due performance of the Contract for the value as tabulated below with an initial validity up to ninety (90) days beyond the completion date for work plus defect liability period (if any), for due performance of the Contract(s)/Order(s) in any form acceptable to the Employer.</p> <p>PBG amount equivalent to 10% of the work order value shall be applicable.</p> <p>Performance Security / Performance Bank Guarantee (PBG) may be submitted in any of the following forms:</p> <p style="margin-left: 20px;">a) electronically by RTGS / NEFT in the account of HURL details of which are given in bidding document</p>		



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p style="text-align: center;">or</p> <p>b) in the form of an irrevocable bank guarantee in accordance with the form of included in the bidding documents (Annexure 9 of Section VI (Forms and Procedures)) from any Nationalized bank / Scheduled Bank recognised by Reserve Bank of India.</p> <p>Failure of the supplier to submit the above-mentioned Performance Security / Performance Bank Guarantee (PBG) shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.</p> <p>No interest shall be payable by the Employer to the Contractor against the Security Deposit furnished.</p> <p>Performance Security shall be returned after Certification of completion of work and Defect Liability period (if any) by EIC. However, the contractor will have to apply in writing, for refund of the same.</p> <p>IMPORTANT: IN CASE OF PBG PAYMENT THROUGH RTGS / NEFT, BIDDER MUST MENTION “PXXX” IN TRANSACTION DESCRIPTION WHILE DOING THE PAYMENT. “XXX” to be replaced with the last three digits of the tender reference number. (Example: Tender No.: HURL/BR/CC/22-23/432 then the payment description to be mentioned as “P432”)</p>
16.0	<p>Confirmation of BGs through Structured Financial Messaging System (SFMS)/SWIFT</p>	<p>While issuing the physical BGs, the Bidder’s Bank shall also send electronic message through secure SFMS (in case of BGs issued from within India) or SWIFT (in case of BGs issued from outside India) to Employer’s Beneficiary Bank whose details are provided in the Special Purchase Conditions.</p> <p>Bidders are advised to ensure that the message is sent by their Bankers and the Bidders must submit the reference details as part of the bid with the EMD.</p> <p><u>Name of Beneficiary of Bank Guarantee:</u></p> <p>Name of the Bank: State Bank of India</p> <p>Account Name-Hindustan Urvarak & Rasayan Limited</p> <p>Account no-37880422277</p> <p>IFSC code- SBIN0004803.</p> <p>In case of submission of EMD in the form of Bank Guarantee, bidders are requested to provide the Details like Bank Name, Branch address, IFSC code and Branch E-mail Id of BG issuing Branch on EMD submission covering letter</p>
17.0	<p>Ineligibility For Future Tenders</p>	<p>Notwithstanding the provisions regarding forfeiture of Earnest Money Deposit specified above, if a bidder after having been issued the Purchase Order/Contract, either does not accept the Purchase</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>Order/Contract or does not submit an acceptable Performance Security and which results in tender being annulled then such bidder shall be treated ineligible for participation in the present and future tenders issued from HURL - Barauni for a period of 6 months from the date of withdrawal of the purchase order / contract or last communication date of notice issued by HURL, whichever is earlier.</p> <p>If a bidder after opening of tenders where EMD is 'NIL/Not applicable' or exempted for bidders as per policy guidelines, withdraws its offer within the validity period of the offer, then such bidder shall be treated as ineligible for participation in the present and future tenders issued from HURL - Barauni for a period of 6 months from the date of withdrawal of the bid.</p> <p>If a bidder after having been issued the Notification of Award/Purchase Order of a package where EMD is 'NIL/Not applicable' or exempted for bidder as per policy guidelines, either does not accept the Notification of Award/Purchase Order or does not submit an acceptable Performance Security pursuant to ITB Clause titled 'Performance Security', and which result in tender being annulled then such bidder shall be treated ineligible for participation in the present & future tenders issued from HURL - Barauni for a period of 6 months from the date of withdrawal of the purchase order / contract or last communication date of notice issued by HURL, whichever is earlier.</p>
18.0	Period of Validity of Bids (Techno-Commercial Bid and Price Bid)	<p>Bids shall remain valid for a period of 180 days from the closing date prescribed by EMPLOYER for the receipt of bids, unless otherwise specified in Special Conditions of Contract (SCC). A bid valid for a shorter period shall be rejected by EMPLOYER as being non-responsive.</p> <p>In exceptional circumstances, EMPLOYER may solicit the Bidder's consent to an extension of the bid validity period. The request and responses thereto shall be made in writing by post or email or by telefax followed by post confirmation. If a Bidder accepts to extend the period of bid validity, the validity of Earnest Money Deposit shall also be suitably extended. A Bidder may refuse the request without forfeiting its Earnest Money Deposit. A Bidder granting the request will not be required nor permitted to modify its bid.</p>
19.0	Nil Deviation	<p>No deviation, whatsoever, is permitted by EMPLOYER to any provision of Bidding Documents. The Bidders are advised that while making their Bids and quoting prices, all conditions are appropriately taken into consideration. Bidders shall certify their compliance to the complete Bidding Documents as per Certificate at Annexure 4 of Section VI (Forms and Procedures).</p> <p>In case the Products and/or Services offered do not meet the Technical requirements, the bid shall be rejected as Technically non-</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>responsive.</p> <p>Bidders may note that in case the Bidder refuses to withdraw additional conditions/deviations/variations/exception, implicit or explicit, found anywhere in the techno-commercial bid, the bid shall be rejected as Technically non-responsive.</p> <p>Bidders may also note that any deviation/variation in any form in the Price Bid shall result in forfeiture of EMD.</p>
20.0	Format and Signing of Bid	<p>The bid including all documents uploaded in the on-line bid shall be digitally certified by a duly authorised representative of the Bidder to bind him to the contract using Class II or Class-III digital signature (in the name of designated individual with Organisation name). The Digital Signature shall be as per Indian IT Act from the licensed Certifying Authorities (CA) operating under the Root Certifying Authority of India (RCAI) namely Controller of Certifying Authorities (CCA) of India.</p> <p>An authorisation letter/power of attorney indicating that the person signing the bid has the authority to sign the bid is to be submitted in Physical form and copy uploaded as part of the Techno-commercial Bid.</p>
21.0	Submission of Bids	Bid shall be submitted through e-tender mode in the manner specified elsewhere in bidding document. No Manual/ Hard Copy of the Bid shall be acceptable except those asked for in Physical form.
21.1	PHYSICAL BID	
	EMD	<p>The Bidder shall furnish, as part of his bid, a Earnest Money Deposit in the amount as stipulated in NIT/IFB/Tender Enquiry, in a separate envelope (in case paid in modes other than on line payment) superscribed on the top as under:</p> <p style="text-align: center;">"ORIGINAL EARNEST MONEY DEPOSIT FOR NIT NO. DATED..... FOR (NAME OF PACKAGE) DUE ON (DATE OF BID OPENING) FROM (NAME OF THE BIDDER)."</p>
21.2	ON-LINE	<p>Bid along with all the documents should be submitted in the electronic form only through e-Tendering system.</p> <p>Any revision or amendment in bid shall be possible only up to the due date and time of submission of tender.</p>
21.2.1	Techno-Commercial Bid	
(A)	COVER TYPE – FEE	MSEs seeking exemption and benefits should enclose/upload in e-tender portal a attested/self-certified copy of registration certificate as a part of his bid, failing which they run the risk of their bid being



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		passed over as ineligible for the benefits applicable to MSEs.
(B)	COVER TYPE – TECHNICAL	<p>The bidders shall upload documents in compliance to the Bidding Documents.</p> <p>The following documents are to be furnished by the Bidder as part of the Technical Bid:</p> <ul style="list-style-type: none"> a) Techno Commercial Proposal Bid Form (Enclosed as Annexure-1 to Forms and Procedures i.e., Section VI) b) Power of Attorney as per requirement mentioned in NIT. c) Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD)/ MSE Certificate. d) Signed, Stamped and Scanned copy of Certificates like Registration certificate, GST No, PAN No. etc. e) Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-2 to Forms and Procedures i.e., Section VI) f) Signed, Stamped and Scanned copy of Tender Acceptance Letter & Letter of authorization to submit bid (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VI) g) Documents as required in accordance with Eligibility Criteria i.e., <u>Clause 6</u> of NIT h) Signed, Stamped and Scanned copy of No deviation Certificate Enclosed as Annexure-4 to Forms and Procedures i.e., Section VI) i) Signed, Stamped and Scanned copy of Certificate from CEO or Managing Director or Legally Authorised Signatory, in the format as enclosed as Annexure-5 to Forms and Procedures i.e., Section VI to Bidding Document shall be furnished certifying that the data and documents furnished by them in respect of Techno-Commercial Evaluation are true and correct including the contents thereof. However, if at any point of time the declarations given in bid are found to be incorrect, HURL shall have the full right to terminate the contract and take any action as per provisions of contract including forfeiture of EMD/Security Deposit. j) Acceptance to Fraud Prevention Policy of HURL, for which the bidder has to submit Signed, Stamped and Scanned copy of Form of Acceptance of Fraud Prevention Policy of HURL.



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>(Enclosed as Annexure-6 to Forms and Procedures i.e., Section VI)</p> <p>k) Certificate related to Restrictions on procurement from a Bidder of a country which shares a land border with India". (Enclosed as Annexure-7 to Forms and Procedures i.e., Section VI)</p> <p>l) Declaration of GST</p> <p>m) Any other document asked for in the Bidding Documents.</p> <p>Note: -</p> <p>Bidders are requested to upload the clearly visible documents only otherwise if not clearly visible then offer shall be liable for rejection without any further communication. The Techno-Commercial Bid should not contain any price content entry. In case, the Techno-Commercial Bid is found to contain any price content, such bid shall be liable for rejection.</p> <p>Checklist of documents to be submitted is enclosed as Annexure-1 to ITB.</p>
21.2.2	Price Bid (COVER TYPE – FINANCE)	<p>The Price bid is to be submitted in the BOQ provided in the Tender at https://eprocure.gov.in/eprocure/app.</p> <p>Bidders are advised to fill the BOQ and upload the same on the portal. Bidder should not tamper/modify download price bid template. In case if the same is found to be tampered / modified in any manner, bid will be rejected and EMD would be forfeited and Bidder is liable to be banned from doing business with HURL for a period of 2 years.</p> <p>Bidders shall necessarily submit the prices on-line in the Bill of Quantity (BOQ) only.</p> <p>For preparation of the "Price Bid", Bidders are expected to take into account the requirements and conditions of the bidding documents. The Price Bid shall be made in the 'BOQ' (excel file) only of Bidding Documents.</p> <p>The rate quoted by the bidder shall be inclusive of all provisions for incidental expenses necessary for proper execution and completion of the work in accordance with the terms & condition of the bidding document.</p> <p>All prices to be quoted by the bidders will be in Indian Rupees only, unless otherwise mentioned in the Special Conditions of Contract, on FIRM price basis and to remain valid during the currency of the Contract.</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

	Documents to be uploaded in the format stipulated in the tender (online).	
	Note:	In case of Single Stage Two envelope bidding, Price Bid of those bidders whose bids are found to be qualified and technically & commercially responsive shall be opened at a later date under intimation to such bidders.
22.0	Deadline for Submission of Bids	<p>Bids must be submitted online no later than the time and date stated in the Tender Enquiry/NIT/ on line Tender details.</p> <p>The Off-line bid specified in the tender must be submitted to the Employer at the address given in the Special Conditions of Contract before the last date & Time for submission of Bid as specified in the NIT / Tender. Employer shall not be liable for loss/non-receipt/late receipt of above documents in postal transit.</p> <p>The on-line Bid must be submitted on the system well before the expiry of time and the schedule specified in the tender notifications, and may note that there is a time lag between the actual placing the bid on the local computer of the bidder and the refreshing of the data on the server.</p> <p>The processing time for data exchange depends on the internet speed of the bidder, therefore bidder should avoid the last-minute hosting of their bid. The bids visible to the Employer will be final for the purpose of acceptance.</p> <p>EMPLOYER may, at its discretion, extend this deadline for submission of bids, in which case all rights and obligations of Employer and Bidders will thereafter be subject to the deadline as extended.</p>
23.0	Modification and Withdrawal of Bids	<p>The Bidder may modify or withdraw its bid after submission prior to the deadline prescribed for bid submission. In case of withdrawal a letter giving the reason for withdrawal is to be uploaded. Once a bid is withdrawn, the bid cannot be re-submitted.</p> <p>No bid may be withdrawn / modified in the interval between the bid submission deadline and the expiration of the bid validity period. Withdrawal/Modification of a bid during this interval may result in the Bidder's forfeiture of its Earnest Money Deposit, pursuant to ITB Clause 14 above.</p>
24.0	Opening of Bids	
	Techno-Commercial Bid Opening	The Employer will first open the Techno-Commercial Bid on the date and at the place specified in the tender enquiry/NIT. In the event of the specified date for the opening of bids being declared a holiday for EMPLOYER, the bids will be opened at the appointed time on the next working day. All important information and other



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>such details as EMPLOYER, at its discretion, may consider appropriate, will be announced at the opening.</p> <p>Technical Bid shall be opened for evaluation.</p> <p>In case of Single Stage Two Envelope bidding, the Price Bid will remain unopened and the date and time for opening of price bids shall be intimated separately on the CPP website by EMPLOYER after completion of evaluation of Techno-Commercial Bids.</p>
	Price Opening Bid	<p>In case of Single Stage Single Envelope bidding, the Price Bid will be opened on the date and time for opening of bids specified after opening of Techno-commercial bids as specified above.</p> <p>In case of Single Stage Two Envelope bidding, after the evaluation process of Techno-Commercial bid is completed, the date and time for opening of price bids shall be intimated separately by Employer. Bidders, whose Techno-Commercial Bid is not substantially responsive, their Technical Bid shall be rejected and their Price bid will also be rejected & shall not be opened and their Earnest Money Deposit shall be returned.</p> <p>Price bids of those Bidders, who have been considered qualified and whose Techno-commercial Bid is found to be responsive, will be opened online in presence of the Bidder's authorised representatives who choose to attend.</p> <p>The participating bidders will be able to view the bid prices of all the bidders after online opening of Price Bids by Employer on the e-tender portal.</p>
25.0	Clarification on Bids	<p>During bid evaluation, EMPLOYER may, at its discretion, ask the Bidder for a clarification of its bid including documentary evidence pertaining to the Purchase Orders/Contracts executed declared in the bid for the purpose of meeting Qualifying Requirement specified in NIT/IFB. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid including substitution of Purchase Orders/Contracts executed in the bid by new/additional Purchase Orders/Contracts executed for conforming to Qualifying Requirement shall be sought, offered or permitted.</p> <p>For this purpose, only 1 chance, shall be given. If the techno-commercial acceptability of bidder is established upon verification of documents including clarifications submitted, the case shall be considered for further processing. If the bidder happens to be defaulter upon verification of the documents or has not uploaded the required document within the mentioned time frame his bid would be analyzed based on the uploaded documents and if found not in order as per requirement, would be outrightly rejected.</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

26.0	Preliminary Examination Of Techno-Commercial Bids	<p>EMPLOYER will examine the bids to determine whether they are complete, whether required securities have been furnished, whether the documents have been properly signed and whether the bids are generally in order.</p> <p>Prior to the detailed evaluation, the Employer will determine whether the bid is of acceptable quality, is generally complete and is substantially responsive to the bidding document. For purpose of this determination, a substantially responsive bid is one that conforms to all the terms, condition and specifications of the bidding documents without material deviations, objections, conditionality or reservations.</p> <p>A material deviation, objection, conditionality or reservation is</p> <ul style="list-style-type: none"> (i) that effects in any substantial way the scope quality or performance of the contract. (ii) that limits in any substantial way inconsistent with the bidding document the Employers right or the successful bidders obligation under the contract or (iii) whose rectification would unfairly affect the competitive position of other bidders who are presenting substantially responsive bids. <p>Material deficiencies in the bid may render the bid non-responsive and may lead to the rejection of the bid.</p> <p>EMPLOYER's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. If a bid is not substantially responsive, it will be rejected by EMPLOYER, and may not subsequently be made responsive by the Bidder by correction of the nonconformity.</p>
27.0	Evaluation Of Techno-Commercial Bids	<p>EMPLOYER will carry out a detailed evaluation of the Techno-Commercial bids (of the qualified bidders shortlisted as above) previously determined to be substantially responsive in order to determine whether the technical and commercial aspects are in accordance with the requirements set forth in the bidding documents. In order to reach such a determination, EMPLOYER will examine and compare the technical and commercial aspects of the bids on the basis of the information supplied by the bidders. Bidder may note that no deviation, whatsoever, is permitted by EMPLOYER to any provisions of Bidding Documents.</p> <p>In case the Bidder refuses to withdraw additional conditions/deviations/variations/exception, implicit or explicit, found anywhere in the bid in respect of techno-commercial requirements of the bidding documents, without any financial implication whatsoever to the Employer, the bid shall be rejected as technically non-responsive. Product(s) and/or service(s) not meeting</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		the specified technical requirements & scope work, shall be rejected.
28.0	Preliminary Examination Of Price Bid	<p>The Employer will examine the Price bids to determine whether they are complete, whether any computational errors have been made, and whether the bids are generally in order.</p> <p>In case any additional conditions/deviations/variations/exception, implicit or explicit, is found anywhere in the Price bid, the Earnest Money Deposit shall be forfeited.</p>
29.0	Discrepancies In Bid	<p>In case of discrepancies in the bid, the following will be adopted to correct the discrepancies for Arithmetical for the purpose of evaluation.</p> <p>a) In case of discrepancy between unit price in figures and words, the unit price words will be considered as correct.</p> <p>b) In case of discrepancy between unit price and total price, the unit price will be considered as correct.</p> <p>d) In case of discrepancy between unit price and total price, which is obtained by multiplying the unit price and quantity, or between sub-totals and the total price, the unit or subtotal price shall prevail, and the total price shall be corrected accordingly.</p>
30.0	Evaluation Criteria	<p>The evaluation criteria specified in Special Conditions of Contract (SCC) shall over-ride all other similar related clauses appearing elsewhere in the bidding documents.</p> <p>The evaluation shall be based on the evaluated cost of fulfilling the contract in compliance with all commercial, contractual and technical obligations under this Bidding Document.</p>
31.0	Evaluation Of Bids	<p>a) The Employer shall evaluate each Bid that has been determined, up to this stage of the evaluation, to be substantially responsive.</p> <p>b) To evaluate a Bid, HURL shall only use all the criteria and methodologies defined in this document.</p> <p>c) To evaluate a Bid, HURL shall consider the following:</p> <ul style="list-style-type: none"> • The bid price as quoted as per Bill of Quantity (BOQ) • Price adjustment for correction of discrepancy. • Price adjustment due to Price Preference, pursuant to ITB clause 4.0, if applicable • Price adjustment due to Price Preference due to any other condition specified in Special Purchase Condition; • Price adjustment due to application of the evaluation criteria.
32.0	Contacting The Employer	<p>Subject to ITB clause 25.0 above, no Bidder shall contact the Employer on any matter relating to its bid, from the time of the opening of Bids to the time the contract is awarded.</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		Any effort by a Bidder to influence the Employer in the Employer's bid evaluation, bid comparison or contract award decisions may result in rejection of the Bidder's bid.
33.0	Employer's Right To Accept Any Bid And To Reject Any Or All Bids	The Employer reserves the right to accept or reject any Bid, and to annul the bidding process and reject all Bids at any time prior to Contract award, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder(s) of the grounds for the Employer's action.
34.0	Award Criteria	<p>Subject to ITB Clause 33, the Employer will award the contract to the successful Bidder whose bid has been determined to be substantially responsive to the Bidding Documents and qualified to perform the contract satisfactorily, as per methodology specified in Special Conditions of Contract (SCC).</p> <p>The Bidder will be required to comply with all requirements of the Bidding Documents without any extra cost to the Employer, failing which his Earnest Money Deposit will be forfeited.</p>
35.0	Construction of Contract	<p>If required, HURL may place separate Orders for supplies and Services.</p> <p>The award of separate Purchase Orders shall not in any way dilute the responsibility of the Supplier for the successful completion of the Facilities as per Contract documents and a breach in one Purchase Order shall be construed as a breach of the other Purchase Order(s) which will confer a right on the Employer to terminate the other Contract(s) also at the risk and cost of the Supplier.</p> <p>The total value of all the orders shall be the Total Package value.</p>
36.0	Notification of Award	Prior to the expiration of the period of bid validity, the Employer will notify the successful Bidder in writing by email or letter or by telefax to be confirmed in writing by letter sent by Speed Post/Registered/courier, that its bid has been accepted. The notification of award (Purchase/Service Order) will constitute the formation of the contract and shall be effective from the date of award or the date as specified in Special Conditions of Contract (SCC).
37.0	Corrupt or Fraudulent Practices	<p>Employer requires that Bidders, Contractors and Suppliers observe the highest standard of ethics during the procurement and execution of the contracts. In pursuance of this policy, Employer:</p> <p>(a) defines, for the purposes of this provision, the terms set forth below as follows:</p> <p>(i) "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>execution; and</p> <p>(ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Employer, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Employer of the benefits of free and open competition;</p> <p>(b) will reject a bid for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;</p> <p>(c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for or in executing a contract of the Employer.</p>
38.0	Fraud Prevention Policy	<p>The Bidders/ Service Providers/ Vendors/ Consultants etc. shall strictly adhere to the Fraud Prevention Policy of HURL displayed on its website http://www.hurl.net.in and shall not indulge or allow anybody else working in their organization to indulge in fraudulent activities and immediately apprise HURL of the fraud/suspected fraud as soon as it comes to their notice. A certificate to this effect shall be furnished by the bidder along with his bid, in relevant attachment as per format enclosed (Annexure 6 of Section VI (Forms and Procedures)) with the Bidding Document.</p> <p>If in terms of above policy, it is established that the bidder/his representatives have committed any fraud while competing for this contract then the Earnest Money Deposit shall be forfeited.</p>
39.0	Banning Policy	Business dealings may be withheld or banned with the Contractor on account of any Default by the Contractor under Clause 44.
40.0	Indian Agents	<p>In a tender, either the Indian Agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product.</p> <p>If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit bid on behalf of another Principal/OEM in the same tender for the item/product.</p>
41.0	Transfer of Bid Documents	<p>a. Transfer of Bidding documents is not permissible.</p> <p>b. Documents purchased / downloaded by the intending bidders cannot be transferred.</p>
42.0	Restrictions on procurement from a Bidder	<p>i. Any Bidder (including its Collaborator/Associate/DJU Partner/JV partner/Consortium Member/Assignee, wherever applicable) from a country which shares a land border with</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

<p>of a country which shares a land border with India</p>	<p>India will be eligible to bid in this tender only if bidder is registered with the Competent Authority.</p> <p>Such registration should be valid for the entire period of bid validity or any extension thereof. However, in case the validity period of registration is less than bid validity period, the Bidder shall be required to submit the extension of the validity period of registration before the opening of price bids, failing which the bid shall be rejected.</p> <p>Further the successful bidder shall not be allowed to sub-contract works to any “Sub-contractor” from a country which shares a land border with India unless such Sub-contractor is registered with the competent Authority as mentioned in SCC.</p> <p>However, the said requirement of registration will not apply to bidders/sub-contractors from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects. Bidders may apprise themselves of the updated lists of such countries available in the website of the Ministry of External Affairs.</p> <p>ii. “Bidder” (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency, branch or office controlled by such person, participating in a procurement process.</p> <p>iii. “Sub-contractor” (including the term ‘Sub-vendor’/Sub-supplier’ in certain contexts) means any person or firm or company, every artificial juridical person not falling in any of the descriptions of Sub-contractors stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.</p> <p>iv. “Bidders from a country which shares a land border with India” / “Sub-contractor from a country which shares a land border with India” mentioned in para above means;</p> <p>a) An entity incorporated, established or registered in such a country; or</p> <p>b) A subsidiary of an entity incorporated, established or registered in such a country; or</p> <p>c) An entity substantially controlled through entities incorporated, established or registered in such a country; or</p> <p>d) An entity whose beneficial owner is situated in such a country; or</p> <p>e) An Indian (or other) agent of such an entity; or</p> <p>f) A natural person who is a citizen of such a country; or</p> <p>g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.</p> <p>v. The beneficial owner for the purpose of clause “iv” above will</p>
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HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>be as under;</p> <p>a) In case of company of Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.</p> <p>Explanation-</p> <p>i. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent of shares or capital or profits of the company;</p> <p>ii. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholdings or management rights or shareholders agreements or voting agreements;</p> <p>b) In case of a partnership firms, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more judicial person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;</p> <p>c) In case of an unincorporated associations or body of individuals, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;</p> <p>d) Where no natural person is identified under (a) or (b) or (c) above, the beneficial owner is the relevant natural person who holds the position of senior managing officials;</p> <p>e) In case of a trust, the identifications of beneficial owner(s) shall include identification of the author of trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.</p> <p>vi. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.</p> <p>vii. In regard to "Restrictions on procurement from a Bidder of a country which shares a land border with India" bidder has to submit Certificate as per Annexure 7 of Section VI (Forms and Procedures) of the bidding document.</p>
43.0	<p>Preference to Make in India (MII) and granting of purchase preference to local suppliers.</p>	<p>Preference to Make in India and Eligibility for participation/ granting of purchase preference to Class-I local suppliers.</p> <p>Preference shall be given to bidders as per the policy "Public Procurement (Preference to Make in India), Order 2017- Revision order No. 45021/2/2017-BE-II and amendments".</p> <p>Bidder must submit Annexure 14 of section VI for participating in Preference to MII.</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>For order preference, MSE guidelines mentioned above in 4.0 read in conjunction with “Preference to Make in India and granting of purchase preference to local suppliers” mentioned in</p> <p>The bidders may apprise themselves of the relevant provisions of bidding documents in this regard before submission of their bids.</p>
44.0	Termination of contract	<p>If the Contractor:</p> <ul style="list-style-type: none"> (a) at any time makes default in proceeding with the Works with due diligence and continues to do so after a notice of seven (7) days in writing from the Engineer-in-Charge; or (b) commits default in complying with any of the terms and conditions of Contract and does not remedy it or take effective steps to remedy it within seven (7) days after a notice in writing is given to him in that behalf by the Engineer-in-Charge; or (c) fails to complete the Works or items of Work with individual dates of completion, on or before the date(s) of completion, and does not complete them within the period specified in a notice given in writing in that behalf by the Engineer-in-Charge; or (d) shall offer, or give or agree to give to any person in Employer's service or to any other person on his behalf any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or having done or forborne to do any act in relation to the obtaining or execution of this or any other Contract for the Employer; or (e) shall enter into a contract with the Employer in connection with which commission has been paid or agreed to be paid by him or to his knowledge, unless the particulars of any such commission and the terms of payment thereof have been previously disclosed in writing to the Employer/ Engineer-in-Charge; or (f) shall obtain a Contract with the Employer as a result of ring bidding or other nonbonafide methods of competitive bidding; (g) In case of poor performance, the contract shall be terminated with a notice period of 15 days without any liability to HURL Barauni. IN the event of unsatisfactory performance, Hurl Barauni reserves right to cancel part or whole of the work order / contract /PO and make alternative arrangement at any time during of contract on risk & cost of contractor and / or forfeit security deposit. <p>The Employer may, without prejudice to any other right to remedy which shall have accrued or shall accrue thereafter to the Employer by written notice, cancel the Contract as a whole or only such items of work in default, from the Contract.</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

45	Blacklisting	If the contractor is terminated under clause 44 or made ineligible for tendering under clause 17 then HURL reserves the right to black list the bidder for 12 months from the date of notice.
46	Contract Agreement	On successful award of order or issue of Purchase order the bidder shall submit a non- judicial stamp paper of Rs. 1000/- with 03 bond dummy papers along with all other supporting documents as stipulated in the tender document within 30 days of receipt of Letter of Award (LOA) or Purchase order, failing which the tender is liable to be rejected.
	Important Note	The Special Conditions of Contract (SCC) will supersede any other related conditions anywhere else in the Bidding Documents and will prevail for evaluation / finalization of the tender.

Annexure-1 to ITB

Checklist of documents to be submitted:

Sr. No	Documents
1	Techno Commercial Proposal Bid Form. (Enclosed as Annexure-1 to Forms and Procedures i.e., Section VI)
2	Power of Attorney as per requirement mentioned in NIT.
3	Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate with applicable annexure form for exemption.
4	Signed, Stamped and Scanned copy of Certificates like Registration certificate, GST No, PAN No, PF, etc.
5	Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-2 to Forms and Procedures i.e., Section VI)
6	Signed, Stamped and Scanned copy of Tender Acceptance Letter (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VI)
7	Documents as required in accordance with Qualifying Requirements / Pre-Qualification Criteria (PQC) i.e., <u>Clause 6</u> of NIT
8	Signed, Stamped and Scanned copy of No deviation Certificate (Enclosed as Annexure-4 to Forms and Procedures i.e., Section VI)
9	Signed, Stamped and Scanned copy of Certificate from CEO/MD/ Legally Authorized Signatory, in the format as enclosed as Annexure-5 to Forms and Procedures i.e., Section VI) to Bidding Document shall be furnished certifying that the data and documents furnished by them in respect of Techno-Commercial Evaluation are true and correct including the contents thereof. However, if at any point of time the declarations given in bid are found to be incorrect, HURL shall have the full right to terminate the contract and take any action as per provisions of contract including forfeiture of EMD/Security Deposit.



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

10	Acceptance to Fraud Prevention Policy of HURL, for which the bidder has to submit Signed, Stamped and Scanned copy of Form of Acceptance of Fraud Prevention Policy of HURL. (Enclosed as Annexure-6 to Forms and Procedures i.e., Section VI).
11	Certificate related to Restrictions on procurement from a Bidder of a country which shares a land border with India" i.e. (Enclosed as Annexure-7 to Forms and Procedures i.e., Section VI).
12	Work orders subject to tender for qualification as per Annex – 12 with clearly mentioning Purchase order details relevant to tender based on which PQC can be achieved. Not to be mentioned as "As Attached"/ "mentioned in Bid"/ etc.
13	Declaration of GST (annexure -15) Signed, Stamped and Scanned copy of Declaration of GST (Enclosed as Annexure-15 to Forms and Procedures i.e., Section VI).
14	Signed, Stamped and Scanned copy of Bid Security Declaration Form (Enclosed as Annexure-13 to Forms and Procedures i.e., Section VI).
15	Signed, Stamped and Scanned copy of GCC, SCC & Scope of Work (i.e. Section-V) of tender document.
16	Any Other Document asked for in the Bidding Document

Note: Failure to Upload Authentic and Correct Documents as mentioned at Sr. No, 1 to 16 above would lead to Rejection of Techno- Commercial Bid. Price Bids shall be opened only of those bidders who are qualified and whose techno-commercial bids are acceptable.



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT
(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

Annexure 2 to ITB

A	<p>Instructions for Online Bid Submission</p>	<p>The bidders are required to submit their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bidsonline on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: https://eprocure.gov.in/eprocure/app.</p> <p>1.0 REGISTRATION</p> <p>1.1 Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.</p> <p>1.2 As part of the enrollment process, the bidders will be required to choose a unique username and assign a password for their accounts.</p> <p>1.3 Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.</p> <p>1.4 Upon enrollment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g., Sify / nCode / eMudhra etc.), with their profile.</p> <p>1.5 Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.</p> <p>1.6 Bidder then logs in to the site through the secured login by entering their user ID / password and the password of the DSC / e-Token.</p> <p>2.0 SEARCHING FOR BIDDING DOCUMENTS</p> <p>2.1 There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.</p> <p>2.2 Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the</p>
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HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e- mail in case there is any corrigendum issued to the Bidding Document.</p> <p>2.3 The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.</p> <p>3.0 <u>PREPARATION OF BIDS</u></p> <p>3.1 Bidder should take into account any corrigendum published on the Bidding Document before submitting their bids.</p> <p>3.2 Please go through the Bidding Document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.</p> <p>3.3 Bidder, in advance, should get ready the documents to be submitted as indicated in the Bidding Document / schedule. Generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.</p> <p>4.0 <u>SUBMISSION OF BIDS:</u></p> <p>4.1 Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. HURL shall NOT be responsible for any delay.</p> <p>4.2 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the Bidding Document.</p> <p>4.3 Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.</p> <p>4.4 Bidder should prepare the EMD as per the instructions specified in the Bidding Document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the Bidding Documents.</p> <p>4.5 Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the Bidding Document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the blue colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and</p>
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HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.</p> <p>4.6 The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.</p> <p>4.7 All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology.</p> <p>4.8 Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded Bidding Documents become readable only after the tender opening by the authorized bid openers.</p> <p>4.9 The uploaded Bidding Documents become readable only after the tender opening by the authorized bid openers. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid withall other relevant details.</p> <p>4.10The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.</p> <p>4.11The Bidder is allowed to re-submit the Bid and related Bid documents before the last date of Bid submission and time. The Bid can be re-submitted as many times as required by the Bidder, within the indicated timelines. The last version of the Bid submitted by the Bidder before the Bid submission date and time will be considered for Bid evaluation.</p> <p>4.12The Bidder is permitted to withdraw his Bid before the last date of Bid submission and time through the CPP Portal. The bidder should provide the supporting reasons for bid withdrawal and attach the supporting letter to the Purchaser.</p> <p>4.13During bid evaluation, EMPLOYER may, at its discretion, ask the Bidder for a clarification of its bid including documentary evidence pertaining to the Purchase Orders/Contracts executed declared in the bid for the purpose of meeting Qualifying Requirement specified in NIT/IFB. The request for clarification and the response shall be in writing, and no</p>
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HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>change in the price or substance of the bid including substitution of Purchase Orders/Contracts executed in the bid by new/additional Purchase Orders/Contracts executed for conforming to Qualifying Requirement shall be sought, offered or permitted.</p> <p>For this purpose, only 1 chance, shall be given. If the techno-commercial acceptability of bidder is established upon verification of documents including clarifications submitted, the case shall be considered for further processing. If the bidder happens to be defaulter upon verification of the documents or has not uploaded the required document within the mentioned time frame his bid would be analyzed based on the uploaded documents and if found not in order as per requirement, would be outrightly rejected.</p>
B.	Reverse Auction	<p>Procedure in submission of bids by the bidders during Reverse/Forward auction online.</p> <ul style="list-style-type: none"> ➤ Bidders shall login using their login ID & Password and then using DSC. ➤ Click on My Auctions button given in left side of page, to view Action details for which Techno-Commercially qualified. ➤ For participating in Live Auction, <ul style="list-style-type: none"> a) Click on Live Auction Button. b) Click on View button to participate in interested Auction. c) There is List of qualified Lots in which Bidder can participate against selected Auction. d) Click on Hammer Icon to participate in the respective lot. e) On clicking Hammer Icon, system will show Start price, Decremental (or incremental) price and Current price against lot. Current Price is appearing as Blank in case no bidder has offered price. f) Enter your Price in 'My Auction Price' in multiples of decremental (incremental) value up to above (below) Max Seal % value, and then sign it digitally by clicking on Sign Icon and Clickon submit button. g) System will show your Latest Value / Price Quoted and system will also show LeastAmount/ Rate which any Bidder would have quoted. <p>1. Tender Cum Auction is a combination of Tender Followed by Reverse Auction. It is also called as eRA.</p> <p>Subsequently, Reverse Auction will be conducted amongst techno-commercially qualified / approved bidders after Opening of Financial/Price Bids' online.</p> <p>The Reverse Auction will be normally initiated after Opening of Price Bids. There will be no participation fees for Auction. Only such bidders - who have been found techno-commercially qualified as per requirements of the tender will be permitted to participate in the Reverse Auction.</p> <p>After opening of the price (financial) bids, System displays L1</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>price based on either over all basis or item wise/lot basis automatically. Using this system provided price, which would be auction start price procuring entity will create Reverse Auction and publish the same.</p> <p>The Techno-commercially qualified bidders will receive Auction information through SMS & email. The participating bidders get an opportunity to revise their prices (reduce in case of Reverse Auction). It allows bidders multiple opportunities to offer a price.</p> <ol style="list-style-type: none"> 2. The lowest value quoted by the bidder will become the auction start price for auction and the participant bidders have to quote below the auction price. 3. The Bidder would be allowed to bid lower than the opening price of auction in multiples of the decrement value mentioned in <u>para-5</u>. However, bidder can only bid lower than the Lowest Bid. 4. The auction will be done on bid value (to be provided by bidder) which will be derived based upon cost as mentioned in para below. It is inclusive of any taxes, etc. 5. The minimum decrement value will be Rs. 10,000.00 as mentioned in clause VII below. The reduction shall have to be made as per decrement value or in multiple thereof. 6. Bidders shall be able to view the following on their screen along with the necessary fields during Online Reverse Auction: <ol style="list-style-type: none"> a) Current Bid Price in the Auction. b) Start Price. c) Decrement value. <p>At no point of time will any bidder see the names of other bidders, or the prices of bidders other than the lowest bid.</p> 7. In case of Reverse Auction, in order to displace a standing lowest bid and to become "L1", a bidder can offer a minimum bid decrement or in multiples of decremental value up to above Max Seal %. <p>For example: Current price:- Rs. 4,90,000 Decrement value: - Rs. 10000 System Defined Maximum Seal %:- 50, in this case a bidder can quote minimum decrement amount as Rs 4,90,000-10,000= Rs. 4,80,000 and maximum decrement amount is 490000-245000-10000=235000=240000*.</p> 8. A bidder can continue to revise his bid till the auction ends. However, the Bidder cannot quote/Bid equal to the Leading / Lowest Bid. He must always quote lower than the Leading/Lowest Bid site. 9. The evaluation criteria is based on Price alone in auction. The
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HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>Bidder who quotes the lowest evaluated Price is determined as the lowest bidder.</p> <p>10. System protects bid and bidder information till auction gets over and displays current L1 price to the bidder.</p> <p>11. Initial period of reverse auction will be two hours in the slot of 10 minutes. There will be auto extensions of time every time by ten minutes in case of any reduction recorded in the last ten minutes. The reverse auction will come to a close only when there is no further reduction recorded in the last ten minutes slot in any site i.e., after 1 hour 50 minutes.</p> <p>12. The log details of the entire reverse auction process will be generated by the system once the process of reverse auction is completed.</p> <p>13. If a bidder does not submit his bid in the Reverse Auction, the price quoted by him in the price bid shall be considered as the final price of that bidder.</p> <p>14. Since, reverse auction is a sequel to e-tender, the process of finalizing the tender upon completion of reverse auction will be same as the tender process without reverse auction.</p> <p>15. The bid history shall reflect only the bid value inclusive of taxes. The value will not be same for two bidders even if any bidder makes such an attempt in the bidding.</p> <p>16. Only the chronologically last price bid submitted by the bidder till the end of the auction shall be considered as the valid price bid of that bidder. Any bid submitted prior to submission of his last bid will not be considered as the valid price bid.</p> <p>17. Server time shall be the basis of Start time & Closing time for bidding and shall be binding for all. This would be visible to all concerned.</p> <p>. All electronic bids submitted during the reverse auction process shall be legally binding on the bidder. The chronologically last bid submitted by the bidder till the end of the auction will be considered as the valid price bid offered by that bidder against that site and acceptance of the same by HURL will form a binding contract between HURL and the bidder for entering into a contract.</p> <p>. If the lowest price received during reverse auction is unreasonable or it is unacceptable on ground of being too high compared with estimated price, the HURL management reserves right to seek justification of the price from lowest bidder. If the price is not considered reasonable, HURL may not accept such bid and may go for another tender process.</p> <p>20. In case of disruption of service at the service provider's end while the RAP is online, due to any technical snag or otherwise attributable to the system failure at the server end, the RAP process will start all over again. In such a situation, the last recorded lowest price of prematurely ended RAP, will be the</p>
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HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI UNIT

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>'Start Bid' price for the restarted RAP. The prices quoted in the prematurely ended RAP will be binding on all the bidders for consideration, if the restarted RAP does not trigger within the stipulated time.</p> <p>21. However, if Reverse Auction does not lead to any bid, HURL shall reserve the right to award the job based on the lowest prices quoted in online commercial bid.</p> <p>. The successful bidder needs to submit the revised BOQ in line with price quoted by him in reverse auction. The ratio of percentage decrease in cost of each item of BOQ component shall be same as the overall percentage reduction in the bid value originally quoted by successful bidder and final L1 value quoted by successful bidder.</p> <p>23. The detailed Break-up of offered cost, provided by the successful bidder shall be considered and order, if placed, shall be with the same break-up of prices. The successful bidder(s) after reverse auction will be responsible to ensure that the rate as per the breakup of prices provided by him after the reverse auction and total value offered by him in the reverse auction are in same proportion. The successful bidder will not be allowed to increase the rate of any component while submitting the breakup. While giving the break up, the successful bidder will have to consider same rate of taxes as quoted while submitting the commercial bid. In case the successful bidder(s) fail(s) to submit the final BoQ within 3 days or the break up given by bidder does not match with total offered price, the HURL will be at liberty to place order by proportionately reducing the component rates on basis of the breakup of the e-auction bid submitted by the successful bidder along with the initial offer and the same will be binding on the successful bidder.</p>
		<p>Bidders must apprise themselves of the applicable guidelines for submission of and uploading of bids etc. on CPP website.</p>
<p>The GST part of the bill shall be paid only after confirmation of payment from the successful awarded bidder or after confirmation of the corresponding return filed by the contractor from the GST portal. The GST part of the bill shall be withheld till such confirmation.</p>		

HINDUSTAN URVARAK & RASAYAN LIMITED

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

BARAUNI UNIT

Barauni Urvarak Nagar, Begusarai

P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115

[Registered Office SCOPE Minar, Core 4, 9TH Floor, Laxmi Nagar District Center, Delhi-110092]



SECTION – III

GENERAL CONDITIONS OF CONTRACTS (GCC)



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

The Special Conditions of Contracts (SCC) will supersede any related condition anywhere in the Bidding Documents and will prevail for evaluation / finalization of the tender.		
1	Definitions & Terminology	Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:
		“Employer” / “Owner” means the Hindustan Urvarak & Rasayan Limited (HURL), having its registered office Core-4, 9th Floor, Scope Minar, Laxmi Nagar District Centre, Delhi-110092 and its Project office at Barauni , Urvarak Nagar, Begusarai, Bihar – 851115 shall include their legal representatives, successors and permitted assigns.
		“Contract” means the Contract Agreement entered into between the Owner and the Contractor, together with the Contract Documents referred to therein; they shall constitute the Contract, and the term “the Contract” shall in all such documents be construed accordingly.
		“Contract Documents” mean the following documents that constitute the Contract between the Employer and the Contractor: (i) The Contract Agreement along with its appendices (ii) Letter of Award/Service Purchase Order along with its appendices including agreed variations annexed. (iii) Amendment to Tender/Bidding Documents (iv) Special Conditions of Contract (v) Technical Specifications (vi) General Conditions of Contract (vii) The Bid and Bill of Quantities submitted by the Contractor (viii) Instructions to Bidders
		“GCC” means the General Conditions of Contract hereof. “SCC” means the Special Conditions of Contract. “Day” means calendar day of the Gregorian Calendar. “Week” means a continuous period of seven (7) calendar days. “Month” means calendar month of the Gregorian Calendar.
		“Completion” means the fulfilment of the Services by the Contractor in accordance with the terms and conditions set forth in the Contract.
		“Contractor” shall mean the successful Sole Bidder or Consortium whose bid has been accepted by the OWNER and who has been selected by the OWNER for the award of Works and shall include his heirs, legal representatives, successors and permitted assigns.
		“Contract Price” means the price to be paid for the performance of the Services, exclusive of GST.



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		Effective Date means the date on which this Contract comes into force pursuant to GCC Clause 15.
		Foreign Currency means any currency other than the currency of the Owner's country.
		"Local Currency" means the currency of the Government of India.
		"Government" means the Government of the Owner's country i.e. INDIA.
		Party means the Owner or the Contractor, as the case may be, and "Parties" means both of them. Third party means any party other than Owner and Contractor.
		Personnel means professionals and support staff provided by the Contractor or by any Sub-Contractor and assigned to perform the Services or any part thereof;
		"Funds" means any funds allocated to the Owner under Company budget, or loan, grants and credits placed at the disposal of the Owner.
		Services means the work to be performed by the Contractor pursuant to this Contract
		Sub-Contractor means any person or entity to whom/which part of the Services is sub-consulted.
		"Engineer" or "Engineer-in-Charge" or "E.I.C." shall mean the officer appointed in writing by the Owner to act as "Coordinator" from time to time on behalf of Owner in all matters pertaining to this Contract. "Engineer-in-Charge" shall be authorized by the Client for supervision, inspection, scrutiny and approval of some or all of the services rendered by the Contractor under the Contract.
		"Bill Of Quantity" shall mean the priced and completed Bill of Quantity (BOQ) forming the part of the bid or such Bill of Quantity (BOQ) forming the part of the Contract, as the case may be, with amendments, if any, thereto.
2	Order of the precedence of the	Throughout these Bidding Documents, the term "Bid" and "Tender" and their derivatives (Bidder/ Tenderer, Bidding / Tendering, Bidding Document/Tender Document, etc.); Bill of Quantity / Schedule of Quantity / Schedule of Quantities/ Bill of Quantities; Owner / Employer / HURL; Bid Security / Earnest Money Deposit; Security Deposit / Performance Security/ Performance Guarantee; Engineer-in-Charge / Engineer, appearing anywhere in the Bidding Documents shall have the same meaning and are synonymous to each other.
		Subject to order of precedence listed below, all documents forming part of the Contract (and all parts thereof) are intended to be correlative,



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

	Documents	<p>complementary and mutually explanatory. The Contract shall be read as a whole.</p> <p>The order of precedence of documents shall be as under:</p> <ol style="list-style-type: none"> Contract Agreement and the Appendices Purchase Order/Service Order along with its annexures. Amendment to Bidding Documents Special Conditions of Contract Technical Specifications including Scope of Work General Purchase Conditions The Bid and BOQ submitted by the Supplier Instructions to bidders <p>An amendment issued after issue of Contract shall take precedent over the formal Contract and all other contract documents.</p> <p>In the event of any ambiguity or conflict between the Contract Documents listed above, the order of precedence shall be the order in which the Documents are listed above.</p> <p>Any error in description, quantity or rate in Bill of Quantity (BOQ) or any omission therefrom shall not vitiate the Contract or release the Contractor from the execution of the whole or any part of the Works comprised therein according to drawings and specifications or from any of his obligations under the Contract.</p>
3	Singular and Plural	The singular shall include the plural and the plural the singular, except where the context otherwise requires.
4	Headings	<p>The headings and marginal notes in the General Conditions of Contract are included for ease of reference, and shall neither constitute a part of the Contract nor affect its interpretation.</p> <p>Heading and marginal notes to these General Conditions of Contract shall not be deemed to form part thereof or be taken into consideration in the interpretation or construction thereof or of the Contract.</p>
5	Communications and Notices	<p>Communications between Parties (notice, request or consent required or permitted to be given or made by one party to the other) pursuant to the Contract shall be in writing to the Authorized Representatives named in the Contract.</p> <p>A notice shall be effective when delivered or on the notice's effective date, whichever is later.</p> <p>A Party may change its address for notice hereunder by giving the other Party notice of such change to the address.</p>
6	Governing Laws	The Contract shall be governed by and interpreted in accordance with laws in force in India.



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		The Courts of Delhi shall have exclusive jurisdiction in all matters arising under the Contract, unless otherwise stated in the SCC.
7	Governing Language	<p>The Contract shall be written in English. All correspondences and documents relating to the Contract shall be written in English. Supporting documents and printed literature that are part of the Contract may be in another language, as long as such literature is accompanied by a translation of its pertinent passages in English language in which case, for purposes of interpretation, the translation shall govern.</p> <p>The English Translation of the documents shall be carried out by professional translators and the translator shall certify that he is proficient in both languages in order to translate the document and that the translation is complete and accurate. Further, translation shall be authenticated by the Indian Consulate located in the Country where the documents have been issued or the Embassy of that Country in India.</p> <p>The Contractor shall bear all costs of translation to the governing language and all risks of the accuracy of such translation.</p>
8	Assignment	Neither the Owner nor the Contractor shall assign, in whole or in part, their obligations under this Contract; except with prior written approval of the Owner.
9	Authorized Representatives	<p>Engineer-in-Charge</p> <p>If the Engineer-in-Charge is not named in the Contract, then within fourteen (14) days of the Effective Date, the Owner shall appoint and notify the Contractor in writing of the name of the Engineer-in-Charge. The Owner may from time to time appoint some other person as the Engineer-in-Charge in place of the person previously so appointed, and shall give a notice of the name of such other person to the Contractor without delay. The Owner shall take reasonable care to see that no such appointment is made at such a time or in such a manner as to impede the progress of work. The Engineer-in-Charge shall represent and act for the Owner at all times during the currency of the Contract. All notices, instructions, orders, certificates, approvals and all other communications under the Contract shall be given by the Engineer-in-Charge, except as herein otherwise provided. All notices, instructions, information and other communications given by the Contractor to the Owner under the Contract shall be given to the Engineer-in-Charge, except as herein otherwise provided.</p>
10	Contractor's Authorised Representative	<p>Contractor's Representative</p> <p>If the Contractor's Representative is not named in the Contract, then within fourteen (14) days of the Effective Date, the Contractor shall appoint the Contractor's Representative and shall request the Owner in writing to approve the person so appointed. If the Owner makes no objection to the appointment within fourteen (14) days, the Contractor's Representative shall be deemed to have been approved. If</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>the Owner objects to the appointment within fourteen (14) days giving the reason therefore, then the Contractor shall appoint a replacement within fourteen (14) days of such objection, and the foregoing provisions of this GCC Clause shall apply thereto.</p> <p>The Contractor's Representative shall represent and act for the Contractor at all times during the currency of the Contract and shall give to the Engineer-in-Charge all the Contractor's notices, instructions, information and all other communications under the Contract.</p> <p>All notices, instructions, information and all other communications given by the Owner or the Engineer-in-Charge to the Contractor under the Contract shall be given to the Contractor's Representative or, in its absence, its deputy, except as herein otherwise provided.</p> <p>The Contractor shall not revoke the appointment of the Contractor's Representative without the Owner's prior written consent, which shall not be unreasonably withheld. If the Owner consents thereto, the Contractor shall appoint some other person as the Contractor's Representative, pursuant to the procedure set out in above GCC Clause.</p> <p>The Contractor's Representative may, subject to the approval of the Owner (which shall not be unreasonably withheld), at any time delegate to any person any of the powers, functions and authorities vested in him or her. Any such delegation may be revoked at any time. Any such delegation or revocation shall be subject to a prior notice signed by the Contractor's Representative, and shall specify the powers, functions and authorities thereby delegated or revoked. No such delegation or revocation shall take effect unless and until a copy thereof has been delivered to the Owner and the Engineer-in-Charge.</p> <p>Any act or exercise by any person of powers, functions and authorities so delegated to him or her in accordance with the above GCC Clause shall be deemed to be an act or exercise by the Contractor's Representative.</p>
11	Relation between the Parties	Nothing contained herein shall be construed as establishing a relation of master and servant or of principal and agent as between the Owner and the Contractor. The Contractor, subject to this Contract, has complete charge of Personnel and Sub-Contractors, if any, performing the Services and shall be fully responsible for the Services performed by them or on their behalf hereunder.
12	Location	The Services shall be performed at such locations as are specified in the Contract and, where the location of a Special task is not so specified, at such locations as the Owner may approve.
13	Taxes & Duties	Contractor, shall bear all tax liabilities, duties, Govt. levies etc. on account of payments made under this Contract. It shall be the responsibility of the Contractor to submit to the concerned Indian authorities the returns and all other concerned documents required for this purpose and to comply in all respects with the requirements of the



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>laws in this regard, in time.</p> <p>It shall be incumbent upon the Contractor to obtain a registration certificate as a dealer under GST Law, and other law(s) relating to levy of tax, duty, cess etc. and necessary evidence to this effect shall be furnished by the Contractor to the Owner.</p> <p>The Contract Price (of both domestic and foreign Contractor) shall also be exclusive of GST applicable on services as per the rates prevailing as on seven (7) days prior to the date of Techno-Commercial bid opening. In case the Contractor is from outside India, who does not have any fixed establishment or permanent address in India, the GST shall be paid to the concerned Tax Authorities in India by the Owner and the same shall be recovered/ deducted from the Contractor.</p> <p>In case of any variation in the rate of GST during the period of Contract, an equitable amount shall be paid/ recovered from the Contractor to fully take into account any such change.</p> <p>If a new tax, duty or levy is imposed or any rates of tax are increased or decreased under statute or law in India after the date seven (7) days prior to date of Techno-Commercial bid opening and the Contractor becomes liable there under to pay and actually pays the said new tax, duty or levy for bonafide use on the work contracted, the same shall be reimbursed/recovered to the Contractor.</p> <p>As regards Income Tax, Surcharge on Income Tax and other Corporate Taxes, including Cess wherever applicable, the Contractor shall be responsible for such payments to the concerned authorities.</p> <p>The Owner shall be entitled to make necessary tax deductions at source as per the prevalent laws. The Contractor shall be required to submit the PAN details before the submission of the first bill/invoice under the Contract.</p> <p>The GST part of the bill shall be paid only after confirmation of payment from the successful awarded bidder or after confirmation of the corresponding return filed by the contractor from the GST portal. The GST part of the bill shall be withheld till such confirmation.</p> <p>In case the Contractor is from outside India, it shall be required to either furnish (i) the certificate from Indian Tax Authority or (ii) Ruling from "the Authority for Advance Ruling (AAR)" determining the applicable rate of Income Tax in India before release of first payment.</p> <p>The Contractor shall himself be informed of all the applicable laws, notifications, rules, circulars and other communications of the State or Central or other authorities with regard to levy of any tax, duty, cess, levy or fee etc, which in any manner may impinge upon him in performance of any obligations/responsibilities under or arising out of the Contract.</p> <p>Further in case of foreign Contractor, certain benefits of Income Tax may be available to him in his country under Double Taxation Avoidance Agreement (DTAA). While quoting for the assignment, the</p>
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HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		foreign Contractors are required to consider such benefits in their proposal.
14	Effectiveness of Contract	The Contract shall come into force and effect on the date, called the “Effective Date”, of the Owner’s notice to the Contractor instructing the Contractor to commence carrying out the Services. This notice shall confirm that the effectiveness conditions, if any, as specified in the SCC have been met or as mentioned elsewhere in the tender document.
15	Effective Date	The date the Contract comes into effect shall be as specified in the SCC.
16	Commencement of Services	The Contractor shall commence carrying out the Services not later than the number of days after the Effective Date as specified in the SCC.
17	Modifications or Changes or Amendment	No Modifications or changes or amendment or other variation of the Contract (Purchase Order / Service Purchase) shall be effective unless it is in writing, is dated, expressly refers to the Purchase Order / Service Order, and is signed by a duly authorized representative of Employer and accepted by the Contractor.
18	Contract Price	The Contract price, other than GST, shall remain FIRM throughout the contract period and will be NOT be subject to adjustment for price escalation during the performance of the Contract until unless specified otherwise in the SCC.
19	Severability	If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.
20	Standard of Performance	The Contractor shall perform the Services and carry out its obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Owner, and shall at all times support and safeguard the Owner’s legitimate interests in any dealings with Sub Contractors or Third Parties.
21	Conflict of Interests	The Contractor shall hold the Owner’s interest’s paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.
22	Confidentiality	The Owner and the Contractor shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following termination of the Contract. Notwithstanding the above, the



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		Contractor may furnish to its Subcontractor(s) such documents, data and other information it receives from the Owner to the extent required for the Subcontractor(s) to perform its work under the Contract, in which event the Contractor shall obtain from such Subcontractor(s) an undertaking of confidentiality similar to that imposed on the Contractor under this clause of GCC.
23	Limitation of Liability	<p>HURL shall in no way be responsible for any liabilities arising out of the Contractor's Contractual obligations with the Contractor's personnel, experts, engineers, sub-Contractors, licensors, collaborators, vendors, or subsidiaries. Similarly, the Contractor shall in no way be responsible for any liabilities arising out of HURL's personnel, sub-Contractors, licensors, collaborators, vendors or subsidiaries.</p> <p>The Contractor and HURL both agree that each shall assume full risk of damages or injury to its own properties, employees and representatives caused by any act or omission to act by their respective employees or representatives, during the performance of this Contract.</p> <p>Except in cases of criminal negligence or willful misconduct,</p> <p>(a) Neither Party shall be liable to the other Party, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, which may be suffered by the other Party in connection with the Contract, provided that this exclusion shall not apply to any obligation of the Contractor to pay liquidated damages to the Employer and</p> <p>(b) The aggregate liability of the either party to the other party, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to any obligation of the Contractor to indemnify the Employer with respect to patent infringement.</p> <p>Notwithstanding anything contained hereinabove, the aggregate liability of the Employer to the Contractor shall not exceed the Total Contract Price, less payments already released to the Contractor, if any.</p>
24	Liability of the Contractor	<p>The Contractor, shall be, liable to and required to indemnify, the Owner as stated under for due performance of the Contract.</p> <p>The Contractor shall indemnify the Owner from and against any and all claims, liabilities, obligations, losses, damages, penalties, actions, judgment, suits, proceedings, demands, costs, expenses and disbursements of whatsoever nature that may be imposed on, incurred by or asserted against the Owner during or in connection with the Services by reason of:</p> <p>(a) infringement or alleged infringement by the Contractor of any patent or other protected right; or</p> <p>(b) plagiarism or alleged plagiarism by the Contractor.</p> <p>The Contractor shall ensure that all goods and services (including without limitation all computer hardware, software and systems) procured by the</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		Contractor out of funds provided or reimbursed by the Owner or used by the Contractor in the carrying out of the Services do not violate or infringe any industrial property or intellectual property right or claim of any third party.
25	Insurance to be taken out by the Contractor	<p>The Contractor</p> <p>(a) shall take out and maintain, and shall cause any Sub-Contractors to take out and maintain, at their (or the Sub-Contractors', as the case may be) own cost, but on terms and conditions approved by the Owner, during the performance of the Contract, the insurance against the risks, and for the coverage as specified in the SCC; and</p> <p>(b) at the Owner's request, shall provide evidence to the Owner showing that such insurance has been taken out and maintained and that the current premiums therefore have been paid.</p>
26	Contractor's Actions Requiring Owner's Prior Approval	<p>The Contractor shall obtain the Owner's prior approval in writing before taking any of the following actions:</p> <p>(a) any subcontract relating to the Services to an extent and, with such specialists and entities as may be approved as</p> <p>(b) any other action that may be specified in the SCC.</p> <p>Notwithstanding any approval as above, the Contractor shall remain fully liable for the performance of Services by the Sub-Contractor and its Personnel and retain full responsibility for the Services.</p>
27	Assistance and Exemptions	<p>The Owner shall use its best efforts to ensure the following:</p> <p>(a) To ensure the accuracy of all information and/or data to be supplied by the Owner to the Contractor necessary for performance of the Contract, except when otherwise expressly stated in the Contract.</p> <p>(b) issue to officials, agents and representatives of the Owner all such instructions as may be necessary or appropriate for the prompt and effective implementation of the Services;</p> <p>(c) provide to the Contractor, Sub-Contractors and Personnel any such other assistance as may be specified in the SCC.</p>
28	Payment Terms	<p>General</p> <p>In consideration of the Services performed by the Contractor under this Contract, the Owner shall make to the Contractor such payments and in such manner as stated below:</p> <p>Payments will be made in the currency or currencies in which the Contract Price has been stated in the Contractor's bid i.e., INR.</p> <p>No payment made by the Owner herein shall be deemed to constitute acceptance of the Services nor relieve the Contractor of any obligations.</p> <p>Modes of Billing and Payment</p> <p>All the invoices of payment shall be supported by necessary Documents and submitted in quadruplicate for the certification of Engineer-in-Charge for which he will require a maximum time of fifteen (15) days before the same are submitted for processing the payment of amount admitted.</p> <p>The Owner shall pay to the Contractor all the admissible payments within thirty (30) days of certification of the Engineer-in-Charge of the amount payable for the services.</p> <p>Contractor shall furnish the details of Bank Account in the prescribed format along with Bid in order to facilitate the Owner to release</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>Payments electronically through Electronic Fund Transfer system wherever technically feasible. The Contractor shall hold the Owner harmless & Owner shall not be liable for any direct, indirect or consequential loss or damage sustained by the Contractor on account of any error in the information or change in Bank details provided to the Owner in the prescribed form without intimation to Owner duly acknowledged.</p> <p>Vendor Registration:</p> <p>In case of awarding a contract to an unregistered vendor, the vendor registration in HURL vendor data base shall be done based on the GST, MSME, Annexure -2 for bank details etc. submitted along with the bid documents. Once the contractor is registered no changes shall be made in the vendor details till a change request on contractor's letter head is received from the contractor in sign and stamp copy (as per Power of Attorney). The change request should contain the details of the data to be changed, present data, new data and reason for the change along with the supporting documents. For example, in case of change in bank details a change request form on contractor's letter head should contain old bank Account No, New bank account number and reason for change of account number addressing to HURL finance department, along with the cancelled cheque as a supporting document. The Bill payments shall be processed as per the bank details prescribed during the registration or further change request forms if applicable.</p> <p>In case of awarding a contract to HURL registered vendor, the payment shall be processed as per the details shared during initial registration or first awarding or latest bank detail change requests. The same shall apply for other details like MSME or other statutory requirements. The contractor while bidding for the tender should ensure the bid details should match as per the initial vendor registration data or the latest change request.</p> <p>HURL shall not be held responsible for any payment issues if the bank details shared while registration (or the change request if applicable) mismatches with the invoice bank details.</p>
29	Early Warning	<p>If at any time during performance of the Contract, the Contractor or its Sub-Contractors should encounter events, circumstances conditions that may adversely affect the quality of the work, increase the cost of Services or delay the execution of the Services, the Contractor shall promptly notify the Owner in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Contractor's notice, the Owner shall evaluate the situation, and the Contractor shall cooperate with the Owner in making and considering proposals for how the effect of such an event or circumstance can be avoided or reduced.</p>
30	Extension of the Intended Completion Date	<p>In the event the Contractor is unable to complete the assignment by the Intended Completion Date it may request the Owner to extend the Intended Completion Date giving reasons. The Owner may extend the Intended Completion Date if the reasons given by the Contractor, including prior review where necessary, are found acceptable. The Owner shall, however, decide by how much to extend the Intended Completion Date.</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

31	Good Faith	The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.
32	Liquidated Damage (LD) for Delay	<p>If the Contractor fails to complete the Work on or before the scheduled or extended date of completion, he shall, without prejudice to any other right or remedy of the Employer, arising out of the Contract on account of such delay, be liable for payment of liquidated damages @ ½ percent per week, not as penalty, on the Contract Value of the Work for every week that the progress remains below the required progress or that the Work remains incomplete subject to a maximum of 5% of the Contract Value.</p> <p>In case of amendment in the contract value, the limiting value of the Liquidated damages shall be 5% of the amended Contract Value.</p> <p>The amount of Compensation may be adjusted or set-off against any sum payable to the Contractor under this or any other contract with the Owner.</p>
33	Change in laws and regulations	If, after the date seven (7) days prior to the last date of Bid submission, any law, regulation, ordinance, order or by-law having the force of law is enacted, promulgated, abrogated or changed (which shall be deemed to include any change in interpretation or application by the competent authorities) that subsequently affects the costs and expenses of the Contractor and/or the Time for Completion, the Contract Price shall be correspondingly increased or decreased, and/or the Time for Completion shall be reasonably adjusted to the extent that the Supplier has thereby been affected in the performance of any of its obligations under the Contract. However, these adjustments would be restricted to items in respect of both direct transactions between the Employer and Supplier.
34	Performance Security	<p>Within thirty (30) days of the receipt of Purchase Order/Service Order from the Employer, the contractor shall furnish the Contract Performance Guarantee (CPG), if applicable, for the due performance of the Contract for ten percent (10%) of the Contract Price with an initial validity up to ninety (90) days beyond the completion date for work plus defect liability period (if any), for due performance of the Contract(s)/Order(s) in any form acceptable to the Employer as mentioned below.</p> <p>CPG may be submitted in any of the following forms:</p> <ol style="list-style-type: none"> crossed Demand Draft / Bankers cheque drawn in favour of HURL Payable at New Delhi. An irrevocable Bank Guarantee as per the HURL standard format from any Nationalized bank / Scheduled Bank as acceptable to HURL as per list enclosed. <p>Failure of the supplier to submit the above-mentioned Contract Performance Guarantee shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.</p> <p>No interest shall be payable by the Employer to the Contractor against the Security Deposit furnished.</p> <p>Performance Security shall be returned after Certification of completion of work by EIC. However, the contractor will have to apply in writing, for refund of the same.</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p><u>IMPORTANT:</u></p> <p>In case of PBG payment through RTGS/NEFT, bidder must mention “PXXX-Bidder name” in transaction description while making the payment. “XXX” to be replaced with the last three digits of the tender reference number.</p> <p>(Example: Bidder Name: Pqrst Pvt. Ltd. , Tender No.: HURL/BR/CC/22-23/432 then the payment description to be mentioned as “P432-PqrstPvtLtd”)</p>
35	Force Majeure	<p>Neither CONTRACTOR nor OWNER shall be considered in default in the performance of their obligations under CONTRACT, as long as such performance is prevented or delayed for reasons such as, including but not limited to, whether similar or dissimilar, acts of God, earthquake, tidal wave, tsunami, hurricane, storm, typhoon or cyclone (except monsoon), floods, lightening, land slide, fire or explosions, plague or epidemic, strikes of a whole National category of workers and concerted act of workmen or other industrial disturbances (lasting more than 7 consecutive calendar DAYS), lockouts (lasting more than 7 consecutive calendar DAYS), sabotage, blockade, war, riots, invasion, act of foreign enemies, hostilities (whether war be declared or not), civil war, rebellion, revolution, terrorist acts, insurrection or military or usurped power of confiscation or trade embargoes or destruction or requisition by order of any Government or any Public Authority or for reasons or cause beyond the reasonable control of the affected party provided notice of any such cause is given forthwith and in any event not later than one week (7) DAYS of the happening of the event by the party claiming the benefit of this Clause to the other specifying the matter constituting FORCE MAJEURE explaining to what extent contractual obligations will thereby be prevented or delayed and the further period for which it is estimated that such prevention or delay will continue. CONTRACTOR shall provide justificatory documents countersigned by the local Chamber of Commerce. Notwithstanding the forgoing, FORCE MAJEURE shall not include (a) weather conditions reasonably to be expected for the climate in the geographic area of the SITE including but not limited to the monsoon season, (b) the occurrence of any manpower or material shortages unless such a shortage is itself caused by an event of force majeure, or (c) any delay, default or failure (direct or indirect) in obtaining materials, or in any SUB-CONTRACTOR/VENDOR or worker performing any WORK or any other delay, default or failure (financial or otherwise) attributable to SUB-CONTRACTOR/Vendor/worker, unless such delay, default or failure results from any act, event or condition which would, with respect to such SUBCONTRACTOR/ VENDOR/ worker, constitute an event of force majeure.</p> <p>If the CONTRACTOR suffers delay in the due execution of the contractual obligations due to delays caused by force majeure as defined above, the agreed time of completion of job covered by this CONTRACT or the obligation of the CONTRACTOR shall be extended by a period of time on account of force majeure conditions, provided that on the occurrence of any such contingency, the CONTRACTOR shall within</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>30 days reports to the OWNER in writing, the cause of delay and likely duration of cause of delay with requisite documentary evidence.</p> <p>Should one or both the parties be prevented from fulfilling the contractual obligations by a state of FORCE MAJEURE lasting continuously for a period of 6 weeks, the two parties shall consult each other regarding the future implementation of the CONTRACT. The mere shortage of labour, materials or utilities shall not constitute FORCE MAJEURE unless caused by circumstances which are themselves FORCE MAJEURE.</p> <p>CONTRACTOR and OWNER shall endeavour to prevent, overcome or remove the causes of FORCE MAJEURE.</p> <p>No ground for exemption can be invoked if CONTRACTOR has failed to give timely notice by registered letter and subsequently supported it by documentary evidence.</p> <p>Delay or non-performance by a party hereto caused by the occurrence of any event of FORCE MAJEURE shall not:</p> <p>(a) Constitute a default or breach of the CONTRACT,</p> <p>Or</p> <p>(b) Give rise to any claim for damages or additional cost or expense occasioned thereby, if such delay or non-performance is caused by the occurrence of any event of FORCE MAJEURE. FORCE MAJEURE conditions are not payable under any circumstances.</p> <p>Force Majeure is no one's fault, therefore each party should bear its own cost and a provision to terminate the CONTRACT in case of Force Majeure extending beyond six (06) month is provided. Should OWNER wish the CONTRACTOR to continue further, both parties may sit together and mutually agree on the future course failing which Parties will have the right to terminate. Such termination shall not be considered as Termination for Owner's Convenience. However, outstanding invoices, payment for supplies made and payment to the work already performed will be paid by OWNER on such termination and shall be detailed at the time of CONTRACT finalisation. CONTRACTOR shall have the right to take action to mitigate the impact of the prolonged Force Majeure event in mutual consent with Owner.</p> <p>FORCE MAJEURE shall not apply to any obligation of the OWNER to make payments to the CONTRACTOR under the contract.</p>
36	No Breach of Contract	<p>The failure of a Party to fulfil any of its obligations hereunder shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract.</p>
37	Measures to be Taken on Force Majeure	<p>A Party affected by an event of Force Majeure shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.</p> <p>A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) days following the occurrence of such event, providing evidence of</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.</p> <p>Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.</p> <p>During the period of their inability to perform the Services as a result of an event of Force Majeure, the Contractor, upon instructions by the Owner, shall either:</p> <p>(a) demobilize, in which case the Contractor shall be reimbursed for additional costs they reasonably and necessarily incurred, and, if required by the Owner, in reactivating the Services; or</p> <p>(b) continue with the Services to the extent possible, in which case the Contractor shall continue to be paid under the terms of this Contract and be reimbursed for additional costs reasonably and necessarily incurred.</p>
38	Suspension	<p>The Contractor shall, on receipt of the order in writing of the Engineer-in-Charge, suspend the progress of the Works or any part thereof for such time and in such manner as the Engineer-in-Charge may consider necessary for any of the following reasons:</p> <p>(i) On account of any default on part of the Contractor;</p> <p>or</p> <p>(ii) for proper execution of the Works or part thereof for reasons other than the default on the part of the Contractor;</p> <p>or</p> <p>(iii) for safety of the Works or part thereof, for reasons other than those attributable to the Contractor.</p> <p>The Contractor shall, during such suspension, properly protect and secure the Works to the extent necessary and carry out the instructions given in that behalf by the Engineer-in-Charge.</p> <p>The time for completion of the WORKS will be extended for a period equal to the duration of the suspension. The Contractor shall not be eligible for any other compensation whatsoever for such suspension, except as otherwise provided herein under.</p> <p>If such suspension of WORK by OWNER delays or is likely to delay the progress of WORK or the carrying out of WORK under CONTRACT resulting in additional expenses or increased liability to CONTRACTOR, the OWNER shall pay to the CONTRACTOR all reasonable expenses, mutually agreed between OWNER and CONTRACTOR, arising from suspension of the work by an order in writing of the OWNER provided that such suspensions of work is more than a cumulative period of ninety (90) days and provided that such suspension is not due to some fault on the part of the CONTRACTOR or a SUBCONTRACTOR.</p>
39	Termination for Default	<p>The Owner or the Contractor, without prejudice to any other remedy for breach of Contract, by notice of default sent to the other party, may terminate the Contract in whole or in part if the other party causes a fundamental breach of contract. In such an occurrence one party shall give not less than thirty (30) days' written notice of termination to the other party.</p> <p>Fundamental breaches of the Contract shall include but shall not be</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>limited to, the following:</p> <ul style="list-style-type: none"> (a) If the Contractor fails to remedy a failure in the performance of their obligations hereunder, within thirty (30) days of receipt of such notice of suspension or within such further period as the Owner may have subsequently approved in writing; (b) If the Contractor submits to the Owner a statement which has a material effect on the rights, obligations or interests of the Owner and which the Contractor knows to be false; (c) if the Contractor, in the judgement of the Owner has engaged in corrupt or fraudulent practices in competing for or in executing the Contract. <p>For the purpose of this Sub-Clause: "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Owner and includes collusive practice among Contractors (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Owner of the benefits of free and open competition.</p>
40	Termination for Insolvency	<p>The Owner and the Contractor may at any time terminate the Contract by giving notice to the other party if:</p> <ul style="list-style-type: none"> (a) the Owner becomes bankrupt or otherwise insolvent; (b) the Contractor becomes (or, if the Contractor consist of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary; or (c) in such event, termination will be without compensation to any party, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the other party.
41	Termination for Convenience	<p>The Owner, by notice sent to the Contractor, may in its sole discretion and for any reason whatsoever, terminates the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Owner's convenience, the extent to which performance of the Contractor under the Contract is terminated, and the date upon which such termination becomes effective.</p> <p>In event of termination of Order/Contract, the Employer shall pay to the Supplier/Contractor the Contract Price, properly attributable to the works/supplies executed by the Supplier/Contractor as on the date of termination. However, any sums due to the Employer from the Contractor accruing prior to the date of termination shall be deducted from the amount to be paid to the Supplier under this Order/Contract.</p>
42	Termination because of Force Majeure	<p>The Owner and the Contractor may at any time terminate the Contract by giving notice to the other party if, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) days.</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

43	Cessation of Services	Upon termination of the Contract by notice of either Party to the other pursuant to GCC Clauses 39 to 42, the Contractor shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum.
44	Payment upon Termination	Upon termination of this Contract pursuant to GCC Clauses to 39 to 42, the Owner shall make the payments to the Contractor for Services satisfactorily performed prior to the effective date of termination.
45	Disputes about Events of Termination	<p>If either Party disputes whether an event specified in GCC Clause 39, 40 or 41 has occurred, such Party may, within forty-five (45) days after receipt of notice of termination from the other Party, refer the matter to arbitration pursuant to GCC Clause 46, and this Contract shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.</p> <p>In the case of disagreement between the Parties as to the existence or extent of Force Majeure, the matter shall be settled according to GCC Clause 46.</p>
46	Settlement of Disputes	<p>of Adjudicator</p> <p>Managing Director (MD) of HURL shall be the Appointing Authority for Adjudicator. Adjudicator under the Contract shall be retired judge of Supreme Court/High Court of India.</p> <p>If any dispute of any kind whatsoever shall arise between the Owner and the Contractor in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the services—whether during the progress of the work or after their completion and whether before or after the termination, abandonment or breach of the Contract—the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference by mutual consultation, then the dispute shall be referred in writing by either party to the Adjudicator, with a copy to the other party.</p> <p>The Adjudicator shall give its decision in writing to both parties within twenty-eight (28) days of a dispute being referred to it. If the Adjudicator has done so, and no notice of intention to commence arbitration has been given by either the Owner or the Contractor within fifty-six (56) days of such reference, the decision shall become final and binding upon the Owner and the Contractor. Any decision that has become final and binding shall be implemented by the parties forthwith.</p> <p>Should the Adjudicator resign or die, or should the Owner and the Contractor agree that the Adjudicator is not fulfilling its functions in accordance with the provisions of the Contract, another Adjudicator shall be jointly appointed by the Owner and the Contractor. Failing agreement between the two within twenty-eight (28) days, the new Adjudicator shall be appointed at the request of either party by the Appointing Authority. Expenses incurred in the process of adjudication including the fees required to be paid to the adjudicator, if any, shall be shared equally between the Owner and the Contractor.</p>



HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>Arbitration</p> <p>If either the Owner or the Contractor is dissatisfied with the Adjudicator's decision, or if the Adjudicator fails to give a decision within twenty-eight (28) days of a dispute being referred to it, then either the Owner or the Contractor may, within fifty-six (56) days of such reference, give notice to the other party, with a copy for information to the Adjudicator, of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.</p> <p>Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with above clause, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Services.</p> <p>Any dispute submitted by a party to arbitration shall be heard by an arbitration panel composed of three arbitrators, in accordance with the provisions set forth below.</p> <p>The Owner and the Contractor shall each appoint one arbitrator, and these two arbitrators shall jointly appoint a third arbitrator, who shall chair the arbitration panel. If the two arbitrators do not succeed in appointing a third arbitrator within twenty-eight (28) days after the latter of the two arbitrators has been appointed, the third arbitrator shall, at the request of either party, be appointed by the Appointing Authority as given below:</p> <ol style="list-style-type: none"> President, Institution of Engineers in case of an Indian Contractor. President, International Chambers of Commerce, Paris in case of a Foreign Contractor. <p>If one party fails to appoint its arbitrator within forty-two (42) days after the other party has named its arbitrator, the party which has named an arbitrator may request the Appointing Authority to appoint the second arbitrator.</p> <p>If for any reason an arbitrator is unable to perform its function, the mandate of the Arbitrator shall terminate in accordance with the provisions of applicable laws as mentioned under the Clause related to Governing Law and a substitute shall be appointed in the same manner as the original arbitrator.</p> <p>Arbitration proceedings shall be conducted</p> <ol style="list-style-type: none"> in accordance with the following rules of procedure: - <ol style="list-style-type: none"> In case of a foreign Contractor, the arbitration proceeding shall be conducted in accordance with the United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules of 1976. In case of an Indian Contractor, adjudication/Arbitration proceedings shall be conducted in accordance with Indian Arbitration and Conciliation Act 1996. In case the Indian Contractor is an Indian Public Sector Enterprise/Government Department (but not a State Govt. Undertaking or Joint Sector Undertaking which is not a subsidiary of Central Govt. Undertaking), the dispute arising between the Owner and the Contractor shall be referred for resolution to a Permanent
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HINDUSTAN URVARAK & RASAYAN LIMITED, BARAUNI

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

		<p>Arbitration Machinery (PAM) of the Department of Public Enterprises, Government of India.</p> <p>c) In case of a foreign collaborator/associate of the Contractor, the arbitration proceedings shall be conducted in accordance with the United Nation Commission on International Trade Law (UNCITRAL) Arbitration Rules of 1976.</p> <p>(ii) in New Delhi, India (Place for Arbitration)</p> <p>(iii) in the language in which this Contract has been executed.</p> <p>The decision of a majority of the arbitrators (or of the third arbitrator chairing the arbitration, if there is no such majority) shall be final and binding and shall be enforceable in any court of competent jurisdiction as decree of the court. The parties thereby waive any objections to or claims of immunity from such enforcement.</p>
47	Fraud Prevention Policy	<p>The Supplier along with their associate / collaborator / subcontractors / sub-vendors / consultants / service providers shall strictly adhere to the Fraud Prevention policy of the Employer displayed on its tender website http://www.hurl.net.in.</p> <p>The Supplier along with their associate / collaborator / subcontractors / sub-vendors / consultants / service providers shall observe the highest standard of ethics and shall not indulge or allow anybody else working in their organization to indulge in fraudulent activities during execution of the Contract (Purchase Order/Service Order).</p> <p>The Supplier shall immediately apprise the Employer about any fraud or suspected fraud as soon as it comes to their notice.</p>
48	Risk purchase	<p>In the event Contractor fails to execute the services in scheduled completion period, HURL reserves the right to get the job executed from any other source at the Contractors risk and cost and the difference in cost shall be borne by the Contractor.</p> <p>Further, HURL shall retain the right of forfeiture of Performance Security and or any other action as deemed fit.</p>
49	Price Basis	<ol style="list-style-type: none"> 1. The services shall be carried out at HURL Barauni as required by EIC. 2. The contractor shall ensure that the submitted quotation shall be in line with the latest statutory compliance. 3. To & Fro, Fooding, Boarding, Lodging and Local conveyance is in the scope of contractor.

IMPORTANT NOTE	<p>The Special Conditions of Contract will supersede any other related conditions anywhere in the tender documents and will prevail for evaluation / finalization of the tender.</p>
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HINDUSTAN URVARAK & RASAYAN LIMITED

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

BARAUNI UNIT

Barauni Urvarak Nagar, Begusarai

P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115

[Registered Office SCOPE Minar, Core 4, 9TH Floor, Laxmi Nagar District Center, Delhi-110092]



SECTION – IV

SPECIAL CONDITIONS OF CONTRACTS (SCC)

The following Special Conditions of Contract (SCC) shall supplement the General Conditions of Contract (GCC). Wherever there is a conflict, the provisions herein shall prevail over those in the GCC. The corresponding clause number of the GCC is indicated.

SCC Clause	Reference Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract or additional clauses
1	Qualifying Requirements / Pre-Qualification Criteria (PQC)	As per clause 6.0 of Section 1 i.e., NIT (Notice Inviting Tender).
2	Price Bid/ BOQ	<p>Schedule of price bid / BOQ in the form of BOQ707.xls is provided along with this tender document at https://eprocure.gov.in/eprocure/app.</p> <p>Bidders are advised to upload the same in the commercial bid. Bidder shall not tamper/modify download price bid template in any manner. In case if the same is found to be tampered / modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with HURL.</p> <p>The quoted rate/amount shall be inclusive of taxes duties, levies including any other incidental charges applicable for the complete scope/supply excluding GST.</p> <p>The GST shall be paid extra as per the provisions of Clause 6 (i.e., Taxes and Duties) of SCC.</p> <p>Note: Quantity mentioned in the SOR is non-splittable under the tender.</p>
3	<u>Bid Evaluation</u>	<p><u>Pre-Qualification Evaluation</u></p> <p>HURL, by the examination of Techno-Commercial Bid, will determine to its satisfaction whether the participating bidders are qualified to satisfactorily perform the contract in terms of Pre- Qualification Criteria stipulated in clause 1 of SCC.</p> <p>An affirmative determination of meeting the Pre- Qualification Criteria will be a prerequisite for further evaluation of Techno-Commercial bid. A negative determination will result in rejection of the Bidder's Techno-Commercial Bid in which event HURL will not open the Price Bid of the concerned bidder and his EMD shall be returned.</p> <p><u>Technical Bid Evaluation</u></p> <p>Bids shall be scrutinized on Techno-Commercial parameters based on the documents as mentioned in Annexures to ITB. Bidders are required to submit fully compliant bid. The bidders are required to furnish no deviation certificate in conformity to same. The bidder who has not submitted / furnished such certificate, their price bid shall not be opened. The PRICE BID shall be opened only of those bidders whose bid would have been considered techno-commercially accepted. Conditional bid will not be accepted.</p> <p><u>Price Bid Evaluation</u></p>

		<p>Price bid(s) of the bidder(s) shall be evaluated on the basis of Percentage basis of bidder's quote for all the items as quoted by bidder in SOR excluding GST amount.</p> <p>The lowest evaluated price of the technically qualified bidder shall be considered for initiating of Reverse Auction (RA) Process and the Lowest Received Price of the bidder after the completion of Reverse auction shall be considered for award.</p> <p>Reverse Auction (RA) Process shall be conducted on the total quantity of BOQ.</p> <p>The financial comparison for selection of Lowest (L-1) Bidder after reverse auction shall be done based on the total derived price of all the items mentioned in BOQ/SOR. The aggregate amount will be worked out as total derived price of all items of BOQ, shall be considered for evaluation and award.</p> <p>The successful bidder needs to submit the revised BoQ in line with price quoted by him in reverse auction. The ratio of percentage decrease in cost of each component shall be same as the overall percentage reduction in the bid value originally quoted by successful bidder and final L1 value quoted by successful bidder after reverse auction.</p> <p>The detailed Break-up of offered cost, provided by the successful bidder shall be considered and order, if placed, shall be with the same break-up of prices. The successful bidder after reverse auction will be responsible to ensure that the rate as per the breakup of prices provided by him after the reverse auction and total value offered by him in the reverse auction are in same proportion. The successful bidder will not be allowed to increase the rate of any component while submitting the breakup. While giving the break up, the successful bidder will have to consider same rate of taxes as quoted while submitting the commercial bid. In case the successful bidder(s) fail(s) to submit the final BoQ within 3 days or the break up given by bidder does not match with total offered price, the HURL will be at liberty to place order by proportionately reducing the component rates on basis of the breakup of the e-auction bid submitted by the successful bidder along with the initial offer and the same will be binding on the successful bidder.</p> <p>However, if Reverse Auction does not lead to any bid, HURL shall reserve the right to award the job based on the lowest prices quoted in online commercial bid.</p> <p>HURL Reserves the right to cancel the reverse auction as per the requirement. The management reserves the right to accept/ reject any or all tenders at the time prior to award of contract without assigning any reasons whatsoever.</p>
4	Award Criteria	<p>HURL reserves the right to negotiate price with L1 bidder.</p> <p>HURL will award the Contract to the successful Bidder whose Technical and Commercial bid has been determined to be substantially responsive and Price Bid to be the lowest evaluated Bid.</p> <p>HURL reserves the right to negotiate with the L1 Bidder after the opening of the price bid. The L1 bidder must respond to the communication within stipulated time. Failure to respond will be considered a deliberate delay in the tendering process or a lack of interest in the tender. As a result, the L1 bid will be deemed invalid, potentially resulting in your exclusion from future tender opportunities.</p>

		If intentional non-responsiveness is determined, HURL reserves the right to blacklist the bidder.
5	Contract Price	<p>Price to be quoted shall be firm and subject to no escalation whatsoever during the contractual completion period including extended period, if any, except for any statutory variations i.e. change in the rate of tax & duty and/or inclusion of any new tax & duty. Bid with variable price will not be accepted.</p> <ol style="list-style-type: none"> 1. Material shall be delivered at HURL, Barauni plant site. 2. FOR – HURL Barauni 3. Packing, Forwarding, Freight & insurance is in the scope of supplier. 4. For installation / ARC / AMC services, the services shall be carried out at HURL Barauni plant site as required by EIC. To & Fro, Fooding, Boarding, Lodging and Local conveyance is in the scope of contractor.
6	Taxes and Duties	<p>The Bidder shall include all the taxes, duties/ levies etc. (except GST) in their quoted rates / prices. GST charges shall be paid extra at actual by the owner limited to the GST charges indicated by the bidder in the summary of SOR. Statutory variation in taxes and duties including imposition of any new tax & duty, within the scheduled Completion period, as per Contract/Work order, shall be paid by contractor.</p> <p>The Contractor has to submit / furnish all necessary documents / information to enable claim the input credit benefit, if any, under GST rules.</p> <p>The contractor shall indemnify the Company against levy of any taxes/charges etc., imposed by the Govt. or any authority which are in existence at the time of submission of tender and also future statutory levies and the Contractor failed to deposit the same. The Company shall have the right to recover the total amount of tax so assessed including litigation expenses from contractor's bills / security deposit.</p> <p>GST payment applicable at the time of awarding the contract shall be subject to any change in GST law in future.</p> <p>The GST part of the bill shall be paid only after confirmation of payment from the successful awarded bidder or after confirmation of the corresponding return filed by the contractor from the GST portal. The GST part of the bill shall be withheld till such confirmation.</p> <p>GST Registration Number of HURL Barauni is 10AADCH9368N1Z7</p> <p>Please mention GST Number & PO number in Invoice / Challan wherever applicable and HURL shall not be liable for any delay in payment if the same is not mentioned.</p>
7	Payment Terms & Documents required for Payment	<ol style="list-style-type: none"> 1. The Owner shall pay to the Contractor all the admissible payments on monthly basis for actual operated quantity within thirty (30) days of certification of the Engineer-in-Charge of the amount payable for the services. 2. Bidder must deposit PBG 10% of the contract value in advance. PBG will be refunded after completion of the contract. In case of PBG payment through RTGS/NEFT, Bidder must mention “P707” in the transaction description while making the payment. The SD remains valid for 3 months beyond the completion date of all contractual obligations, including warranty or guarantee or defect liability period, whichever is later. Upon the completion of the mentioned SD duration, the contractor can apply in writing for the refund of the security deposit along with the necessary

		<p>supporting documents. It is important to note that HURL reserves the right to forfeit the security deposit (SD) or performance bank guarantee (PBG) if the agency fails to fulfill the contract's terms and conditions, neglects their responsibilities, or does not satisfactorily execute the work.</p> <p>3. Tax deduction at source Income tax, as applicable as per income tax act, shall be deducted at source from the Contractor's bills and a certificate towards this deduction shall be issued to the Contractor.</p> <p>4. Price Basis: Shall be firm till the completion of the contract for Works.</p> <p>5. For manpower contract any increasing or decreasing in statutory minimum wage as notified by the Government with respect to minimum wage shall be reimbursed to or deducted from the contractors bills from date of said increase or decrease effected by the Govt. in respect of each worker engaged by the contractor during pendency of the contractor. Also, consequential effect of increase/decrease, minimum wages toward PF (Limited to Employer's contribution only), bonus, ESI shall also be reimbursed to the contractor or deducted from the contractor's bill as case may be subject to the production of the relevant proof. Mode of reimbursement of such differential wage will be as follows: "All difference in wage shall be reimbursed on actual labour deployment basis after completion of 12 months of contract period or final bill whichever is earlier on the written request of the contract with requisite statement and proof of documents for claim". However, the owner shall not reimburse any increase in amount thereof towards income tax and sale/trade at, any other applicable taxes etc. these liabilities are to be borne by the contractor only.</p> <p>6. There shall be no service charges / profit component payable to the contractor on account of differential amount reimbursed to the contractor towards increase in the minimum wages.</p> <p>7. TDS shall be deducted as per the statutory norms.</p> <p>8. HURL's total sales turnover has exceeded Rs. 10 crores during the FY 2022-23. Consequently, we now qualify as a buyer under section 194Q of the Income Tax Act, and it is mandatory for us to deduct tax at a rate of 0.1% on the purchase of any goods with a value exceeding fifty lacs in the financial year or the aggregate of such value. All suppliers or contractors to discontinue the collection of tax (TCS) on all sales invoices. HURL will deduct tax at a rate of 0.1% TDS under section 194Q of the Income Tax Act.</p> <p>9. LD : If the Contractor fails to mobilize the services within the stipulated time or fails to deliver the scheduled material by the scheduled delivery date, the Contractor shall be liable for liquidated damages. This liability shall not prejudice any other rights or remedies of the Employer arising from the Contract due to such delay, be liable for payment of liquidated damages @ ½ percent per week, not as penalty, on the Contract Value of the Work for every week subject to a maximum of 5% of the Contract Value. In case of amendment in the contract value, the limiting value of the Liquidated damages shall be 5% of the amended Contract Value. The amount of Compensation may be adjusted or set-off against any sum payable to the Contractor under this or any other contract with the Owner.</p>
8	Defect Liability Period	Not Applicable

9	Governing Laws GCC CLAUSE 6	As per GCC.
10	Effective Date GCC CLAUSE 14 & 15	As per Section V i.e., Scope of Work, Technical Specifications and Other Terms and Conditions.
11	Commencement of supply GCC CLAUSE 16	As per Section V i.e., Scope of Work, Technical Specifications and Other Terms and Conditions.
12	Insurance to be taken out by the Contractor GCC CLAUSE 25	<p>The contractor must provide insurance coverage for all their workers for death or bodily injury or occupational disease that may arise out of or in the course of employment, in accordance with statutory requirements and wherever applicable. The necessary insurance(s) to cover the risk of accidents resulting in the loss of life, material, etc., to the crew or third party, must also be arranged by the contractor at their cost. All contractor equipment is solely at the contractor's risk.</p> <p>The contractor must insure all their personnel employed for the execution of the work against any personal injury that may result from the execution of the work, and provide satisfactory evidence to the owner/consultant that such insurance is in force, wherever applicable.</p> <p>The contractor must take out a workers' compensation policy and an ESIC policy for the deputed manpower, and the charges are deemed to be included in the quoted price wherever applicable or as per statutory compliance. Any additional insurance required during the execution of the work is the responsibility of the contractor.</p> <p>The contractor must arrange transit insurance coverage for all risks associated with the transportation of materials from the source to the destination. Any additional insurance required during the execution of the work, such as for the supply of materials, is also the responsibility of the contractor, and the insurance charges are deemed to be included in the quoted price.</p> <p>When installation services are needed, the contractor must obtain all necessary insurance for their manpower/field service engineers and comply with all statutory requirements. HURL will not be liable for the contractor's insurance.</p> <p>The contractor must properly cover and protect any part of the work that may be susceptible to damage due to exposure to weather, and take every reasonable precaution against accidents or injury to the work from any cause. All contractor equipment will be at the sole risk of the contractor. Insurance coverage for the manpower entering the plant premises for the delivery of the item is the responsibility of the contractor.</p>
13	Contractor's Actions Requiring Owner's Prior Approval	<i>As per GCC</i>

	GCC CLAUSE 26	
14	Contract Period	The contract duration is for one year from the date of site mobilization, with an option to extend for an additional three year based on satisfactory performance, at the same rate, terms, and conditions, subject to mutual consent.
15	Signing of Contract Agreement	<p>The successful tenderer / bidder shall be required to execute a contract agreement on non-judicial stamp paper of Rs.1000 in the prescribed proforma (enclosed as Annexure-11 to Section VI i.e., Forms and Procedures) with the Company within 30 (thirty) days of the issue of the work order of the same for carrying out the work according to the general and special conditions of contract specified in the Tender Document.</p> <p>Cost of non-judicial stamp paper shall be borne by successful bidder. The contract shall be presumed to be effective from the effective date contract. The Tender Document, Letter of Acceptance and other correspondence between the Company and the tenderers shall form part of the contract.</p> <p>Failure of the successful tenderer / bidder to execute the above-mentioned Contract Agreement shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.</p>
16	NOTICE OF DEFAULT	In the event of any default by either party hereto, in respect of any of its obligations and responsibilities under the Contract, the party not in default shall give notice in writing to the other party calling upon it to rectify such default. Should the party in default does not rectify such default within a period of thirty (30) days of the receipt thereof within the said period, the other party shall be entitled to treat it as a breach of Contract and notice to that effect shall be given forth with.
17		If a tenderer resorts to any frivolous, malicious or baseless complaints/allegations with an intent to hamper or delay the tendering process or resorts to canvassing / rigging/influencing the tendering process, HURL reserves the right to debar such tenderer from participation in the future tenders up to a period of 2 years.
18		Bidders must before submission of their Bids, acquaint themselves with all applicable regulatory and other legal requirements pertaining to insurance and health, safety and environment requirement in India and rules related to work permit and visa requirements in India or in any way or manner affecting the performance of Scope of Work, the Contractor and the Plant operation and performance including social security, safety, pollution control, permits, licenses, and the other statutory requirements and regulations. The submission of a Bid by the Bidder will be construed as evidence that such an examination was made and the Bidder shall not raise at any time later any claims/disputes against the Owner and the Owner shall not be liable for the same in any manner whatsoever.
19		For proper execution of work sufficient numbers of tools & tackles are to be provided by the agency at their own cost, nothing shall be paid extra for this. The contractor shall abide by all statutory rules and regulations of Local authority, State and Central Govt. as the case may be with regard to statutory benefits and non-statutory benefits prevailing at HURL-Barauni as applicable, at his own cost and hence the agency has to quote their rate accordingly by taking care of all these. HURL reserve the right to terminate the contract at any time during the contract period in case performance is not found satisfactory and work not carried as per instruction of Officer-in-charge.

20	The Bid Specific conditions of contract mentioned In Section V shall supplement the Special Conditions of Contract (SCC) wherever applicable.
21	<p>General Note: Wherever applicable,</p> <ol style="list-style-type: none"> 1. The bidder must ensure that the transporter carries the necessary documents, including the driving license, RC book, PUC certificate, and insurance copy, during the delivery of materials along with the invoice. 2. The bidder must mention the Purchase order number on the consignment / Product package with the name of the concerned technical department and stores department mentioned in the Section -1 of tender / NIT / RFQ. 3. The bidder must share the dispatch details in advance with HURL C&M - Purchase, C&M- Stores and the indenting department as per the communication details mentioned in section 1 of the tender documents. 4. The bidder must mention the HURL Purchase Order number and material code in the invoice/Delivery challan against each line item. 5. The bidder must provide the transporter with the contact details of HURL store personnel / EIC for ease of communication as mentioned in the Section -1 of tender / NIT / RFQ. 6. Wherever applicable, the bidder must submit Security deposit and Contract agreement copy within stipulated time as mentioned in tender documents. The formats of the same are mentioned in the FORMS or in the Last section of the tender document as annexures. <p>Any delays caused by non-compliance with the above instructions may result in delayed payment, and HURL shall not be responsible for such instances.</p> <p># Note: HURL's total sales turnover has exceeded Rs. 10 crores during the FY 2022-23. Consequently, we now qualify as a buyer under section 194Q of the Income Tax Act, and it is mandatory for us to deduct tax at a rate of 0.1% on the purchase of any goods with a value exceeding fifty lacs in the financial year or the aggregate of such value. Therefore, we kindly request all our suppliers or contractors to discontinue the collection of tax (TCS) on all sales invoices. HURL will deduct tax at a rate of 0.1% TDS under section 194Q of the Income Tax Act.</p>
22	<p>MSE Seeking Exemption:</p> <ol style="list-style-type: none"> 1. MSEs seeking exemption and benefits should enclose an attested/self-certified copy of registration certificate i.e. Udyog Aadhaar Memorandum, certificate of incorporation, manufacturing license with production details (production capacity etc.) as a part of his bid, giving details such as stores/services, validity (if applicable) etc. failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs. 2. The benefit as above to MSEs shall be available only for Goods/Services produced & provided by MSEs. 3. Further, in case of tenders where splitting of quantity is possible, participating MSEs quoting price within price band of L1 + 15 percent shall also be allowed to supply a portion of requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprise and such Micro and Small Enterprise shall be allowed to supply up to 25 percent of total tendered value. In case of more than one such MSE, the supply will be shared proportionately (to tendered quantity). However, in case of tenders where splitting of quantity is not possible, participating MSEs quoting price within price band of L1 + 15 percent shall be allowed to execute the package by bringing down their price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprise. The award shall be made as follows: <ol style="list-style-type: none"> 3.1. Award shall be given to L1 bidder if L1 bidder is an MSE. 3.2. In case L1 bidder is not an MSE, then all the MSE vendor(s) who have quoted within the range of L1 + 15%, shall be given the opportunity in order of their ranking (starting with the

	<p>lowest quoted MSE bidder and so on) to bring down its price to match with L1 bidder. Award shall be placed on the MSE vendor who matches the price quoted by L1 bidder.</p> <p>3.3. If no MSE vendor who has quoted within range of L1 + 15% accepts the price of L1 bidder then the award shall be made to the L1 bidder.</p> <p>4. Note: Generally, in tenders having Item-wise evaluation, splitting is allowed unless otherwise specified in the Special Conditions of Contract (SCC). Further, in tenders having Package wise evaluation generally splitting is not allowed. Please refer Special Conditions of Contract for specific tender provisions.</p> <p>5. If the quoted products are registered under supplier category in any government site / portal then such material shall not be considered under MSE category. As per answer to FAQ no. 18 circulated vide Office Memorandum F. No. 22(1)/2012-M A dt. 24.10.2016 "Policy is meant for procurement of goods produced and services rendered by MSEs. However, traders are excluded from the purview of benefits and exemption of MSEs.</p> <p>6. In case, Bidder is not a manufacturer of all such items which are a pre-requisite for extending MSE benefits of purchase preference, but is a manufacturer of atleast one of the items(s) of the package, then benefits of EMD and Tender fee exemption only shall be extended in such cases and its bid shall be evaluated treated as Non-MSE bid.</p> <p>7. In support of above claim regarding manufacturing of each of the specified Item(s), Bidder will furnish necessary details of Stores/ Category of items etc. as mentioned in the 'Udyam Registration Certificate' along with the above Undertaking. In case, such details are not available in the Registration Certificate furnished by the Bidder for any of the above item(s), other relevant details / documentary evidence will be furnished along with the Undertaking in support of the claim that such item(s) are manufactured by the Bidder.</p>
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HINDUSTAN URVARAK & RASAYAN LIMITED

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

BARAUNI UNIT

Barauni Urvarak Nagar, Begusarai

P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115

[Registered Office SCOPE Minar, Core 4, 9TH Floor, Laxmi Nagar District Center, Delhi-110092]



SECTION – V

(SOR, TECHNICAL SPECIFICATIONS

SCOPE OF WORK AND OTHER TERMS & CONDITIONS)

Below is a detailed list of attachments, supporting documents and BoQ. These documents collectively form an integral part of our tender documents:

S. No	Name of Documents
1	Annexure-B (ANNUAL PROGRAMME FOR REGULAR TRACK MAINTENANCE)

Note: Above mentioned Annexure- B only related to Section-V

**Maintenance of Railway Siding
Hindustan Urvarak and Rasayan
Limited Barauni Unit**

Technical specifications

GENERAL

1. Scope:

These specifications contain good practices and procedures for maintenance of Permanent Way and forms a part of tender document. The following Codes and Manuals with all correction slips up to date should be referred for the maintenance of HURL Private Railway Siding (BG):

- i) Indian Railways Permanent Way Manual, Bridge Manual and Work Manual.
- ii) Indian Railway Tracks Manual
- iii) Indian Railway Code for the Engineering Department.
- iv) Schedule of Dimensions.
- v) Indian Railway General & Subsidiary Rules.

2. Definition:

Reference to Indian Railway and work Manual means reference to latest issue of relevant standard including all its amendments up to date.

3. Code:

All maintenance work shall be performed in accordance with provision as described in Indian Railway Way and Works Manual. These Technical Specification shall be supplementary to the specification contained in Indian Railway Way and Work manual wherein variance, these specifications shall take precedence over the provisions in the Indian Railway way and works Manual.

4. The Maintenance of Permanent Way:

General Instructions

Annual Programme of Track Maintenance.

- A. The annual programme of regular track maintenance and works incidental thereto shall be based on Annexure-B with such variations to suit local conditions as may be specified by Officer-in-Charge.
- B. Consistent with maintaining each gauge length in safe condition for traffic, as many days as possible should be allotted for systematic through packing from one end to the other. The number of days per week for 'picking up slacks' and attention to level crossings, bridge approaches and points and crossings, will depend on the formation the age and conditions of the permanent way, the density of traffic and the season.

5. Record of Gang Work:

Each Mate should be supplied with a gang chart or diary book in which the day to day track maintenance work over the gang-length shall be recorded by the Permanent Way Inspector according to specified instructions. Each gang chart/diary book should be adequate for recording the work during the year.

A. Record of Work of Artesian and other Workmen Employees

The daily work performed by each batch of artisans and other workmen employed permanently or temporarily may be entered on the dairy by the Inspector.

B. Half Yearly reports on the condition of Permanent way.

- a) Half Yearly reports of the state of track shall be submitted by the Permanent Way Inspectors to the Officer-in-Charge.

- b) The reports shall be candid statements of the condition of permanent way and embody brief notes on and all defects regarding track and structures. Reasons for the defects should be mentioned with proposals for remedying them.
- c) Though the medium of these reports, the Permanent Way Inspector shall call attention of their superiors to any defects in the track as a whole which, through lack of sanctioned renewals, no availability of materials, delays in issues from depots or any other cause may be beyond their power to rectify immediately.

6. Side Drains catch Water drains and water ways:

The permanent way staff shall keep all side-drains and catch water drains clear. They should ensure that the outfalls of these drains and the waterways of all bridges and culverts are kept free from obstructions. The spoil from cleaning drains or cuttings should not be deposited at a place where it is likely to be washed back into the drains.

STANDARD DIMENSIONS:

A. INFRINGEMENTS:

The permanent way inspector should refer any work involving infringement of standard dimension to the Officer-in-Charge for instructions.

INFRINGEMENTS SUCH AS:

- i) 'Slacks' in platform lines causing the platform heights to exceed dimensions.
- ii) Errors in alignment causing the minimum distances to adjacent structures being infringed e.g. platform copying water columns, over bridges.
- iii) Excessive lifting of the track, causing the minimum heights to overhead structures to be infringed

e.g. underside of over-bridges should be removed immediately they occur.

7. FELLING OF TREES OBSTRUCTING VIEW:

A) Trees and bushes that interfere or tend to interfere with the view from a train of signals or level crossings or among the inside or curves shall be cut, it should be ensured that they do not foul the track.

8. REGULAR TRACK MAINTENANCE:

THROUGH PACKING:

Through packing shall consist of the following operations in sequence, not more of the track on any one day being opened out than can be efficiently repacked before closing the work: - A) Opening of the road.

- A. Examination of rails, sleepers and fastenings.
- B. Squaring of sleepers.
- C. Slewage of track to correct alignment.
- D. Gauging.
- E. Packing of sleepers.
- F. Repacking of joint sleepers.
- G. Boxing of ballast section and tidying.

Through packing is best done from one end of a gang length towards the other continuously.

Each of the above operations should be carried out as detailed below:

A. Opening of the road:

Ballast should be opened out on either side of the rail-seats to the extent shown here under to a depth of 50mm (2") below the packing surface without disturbing the cores under the sleepers: -

B.G. End of sleeper to 450mm (18") inside of the rail seat. In the case of C.I. Plate or pit sleepers, the opening out should be to the extent of the plates or pots to enable packing being done conveniently.

The ballast should be drawn by shovels or powrahs outwards and inwards i.e. that portion of the ballast on the outside of the rail should be drawn outwards, the portions between the rail

being drawn towards the center. Care, however, shall be taken that the ridge of ballast formed between the rails does not project more than 50mm (2") above rail level.

B. Examination of rails, sleepers and fastenings:

- I. Rails should be examined, the underside for corrosion, rail joints for wear on the fishing plates and tightness of fish bolts and rail ends for cracks, kinds in rails should be removed by jib-crowing.
- II. Sleepers should be inspected for their conditions and soundness particularly at rail seats.

C. Squaring of sleepers:

Gauge variations and kinks inevitably result from sleepers getting out of square.

- I. The spacing of sleepers on the sighting rail should first be checked and correctly chalk marked. Corresponding marks should then be made on the other rail using the square at every point. The cores of the sleepers that are out of square should then be "picked" with the pick-ends of beaters, the fastenings loosened and the sleepers levelled and squared to correct position.
- II. Squaring should be done by planting the crow-bars firmly against the sleeper and pushing it. Under no circumstances should sleepers be hammered. Sleepers that are squared should be re-gauged immediately, the fastenings tightened, and the packing restored.

D. Slewing of track to correct alignment:

- I. Heavy slewing will only be required during re-aligning of curves when it should be necessary to loosen the rail joints and in the case of steel sleepers and C.I. plate or pot sleepers to loosen the fastenings, the packing cores being broken with pick-ends of beaters.
- II. Slewing for normal maintenance will be of a small order and should be done after opening out the road, loosening the cores at ends and drawing out sufficient ballast at the ends of sleepers.
- III. Slewing of track shall be directed by the date who on straights should sight the rail from a distance of 30 to 60 meters (100 to 200 Feet). On curves, he should sight the inner rail and adjust this distance according to the degree of curvature. Slewing is best done in the morning unless it is cloudy weather, as later on sighting conditions become unfavourable. When slewing, the crow bars should be planted well into the ballast at an angle of not more than 30 degree from vertical; otherwise lifting of track will result.

E. Gauging:

- I. Gauging should be done after assuring that sleepers are truly square. Standard keying hammers shall always be used. Beaters and heavier hammers should not be used as this cause overriding of keys and strained lugs on steel sleepers.
- II. The track should be adjusted to correct gauge on the rail opposites to the base rail. The permissible slackness on sharp curves should be attained by using liners of the requisite thickness against the lug of the gauge.
- III. The gauge should be held firm with one lug against the base rail, the other end being swivelled over the opposite rail. The tightest position obtained is the correct point to test the gauge. The gauge should not be forced to as that causes considerable wear of the gauge lug.

F. Packing of sleepers:

- I. The base rail shall be sighted by the Mate with the eye along the edge of the rail and any dip or low joint lifted correctly. The adjacent sleepers should then be packed and the top checked after two rail lengths have been attended to, the rail on the other side should be brought up to the correct level using the straight edge and spirit level. Cross levels with the straight edge and spirit level should be checked at every rail joint and at every fourth sleeper. The next two rail lengths should then be taken up and the process continued.
- II. No joint or dip should be lifted more than the proper level in the expectation that it will settle to the correct level; instead it will settle more under traffic as a result of being high and cause rough running.
- III. Having aligned the track and adjusted the 'top' the gang men should be distributed to pack all the sleepers in a systematic manner commencing from one end. Four men should deal

with every sleeper successively two at each rail seat. The ballast under the sleeper should be packed by the men standing back to back and working their beaters diagonally under the rail seat at the same time to ensure firm packing.

- IV. It is important that the men should thoroughly 'break' the cores with the pick-ends and then use the head-ends as otherwise uniform packing will not be achieved and the elasticity of the road-bed affected. After packing under the rail-seat the men should pack to the requisite extents on each side of the rail-seat, i.e. end of sleeper to 450mm (18") inside the B.G. during packing the beaters should not be lifted above the head; all men should aim to work the beater from the same height (up to chest level) so that sleepers are uniformly packed. Higher or lower lifting of the beater results in uneven compactness and the packing does not last long.
- V. The packing on the inside and outside at every rail-seat should, before boxing the track, be checked by the Mate, by tapping. A hollow sound would indicate defective packing, which should be attended to again.
- VI. As soon as the packing is systematically completed, the alignment and top should be carefully checked by the Mate and minor adjustments carried out, the sleepers disturbed for this purpose being finally re-packed.

G. Repacking of joint sleepers.

The joint and 'shoulder' sleepers should be repacked before boxing is done and the cross levels at joints checked. The rail-joints being the weakest portion, firmness of its support is essential.

H. Boxing of ballast section and tidying:

- I. After completing the preceding operations in sequence, clean ballast should be worked in with ballast forks or rakes and compactly filled between the sleepers along the rail-seats. The ballast section should be dressed to the specified dimensions a template or the yardstick being used for the purpose. Hemp cords 6mm (1/4") diameter of sufficient length should be used for lining the top and bottom edges of the ballast section. Where ballast is deficient of the full section, the deficiency should be shown along the centre of the track and no under the rails or in the shoulders.
- II. The cuss should then be tied up. Where earth ridging is extent at the edge of the bank, this should be removed. Cass should be maintained to the correct depth below rail level according to the ballast-section drawings. Too high a cuss affects drainage too low a cuss result in ballast spread and wastage.

9. PICKING UP SLACKS:

- A. Slacks usually occur on stretches of yielding information, on high banks, in cuttings, on approaches of bridges, on badly aligned curves, where the ballast is poor in quality or quantity and where the drainage is defective.
- B. As opposed to through packing, picking up-slacks should be done where the alignment, or top levels incorrect, and the track has to be restored to normal condition quickly. The quantum of work turned out by a gang during the day will depend on the extent of slacks. In all cases, sighting is done, the defects assessed, and marks made on sleepers to be dealt with in chalk. The marked sleepers should then be opened out and dealt with as in the case of through packing.
- C. It is imperative that when joints are picked up at least three sleepers on either of the joint should be packed.

10. OBSERVANCE OF SLEEPERS UNDER PASSAGE OF TRAINS:

During the passage of the first and last trains in working hours the Mate and gang men at the work site should stand on the cuss each about the one rail-length apart opposites the portion of track they are attending to, whether through packing or picking up slacks, and observe the resistance of sleepers under load. Immediately; after the passage of the train, loose sleepers should be marked, packed uniformly and the packing tested. Firm and uniform packing is the primary essential of good track maintenance.

11. CHECKING WORK OF GANGS BY PERMANENT WAY INSPECTOR:

a. Examination of gang's work:

The work done by a gang either on the previous day or during the interval when the Permanent Way Inspector is next with the gang should be examined for alignment, top and boxing throughout.

The Permanent Way Inspector should inspect rails and sleepers and their fastenings and check cross-levels, gauge, squareness of sleepers and their packing, shoulder-widths of ballast and depth of cess below rail-level.

The Mate's master sheet should be checked, the gang chart/diary book entered and such instructions as necessary issued to the Mate.

b. Examination of Tools:

i) The Permanent Way Inspector should examine and replace, when necessary, worn tools.

ii) He should check the accuracy of the spirit level, gauge and straight edge every month, this examination being entered in the Mate's gang chart/diary book.

c. Instructions and Tuition:

The Permanent Way Inspector should ensure that every man in each gang is aware of the following rules in which the men should be examined periodically.

i) Protecting the line in an emergency or during work effecting the running of trains.

ii) Method of fixing safety equipments.

iii) Showing of signals with or without hand signals flags during day and with hand signal lamps during night.

iv) Action to be taken when a train is noticed to have derailed.

v) 'Safety First' rules.

vi) Patrolling of the line during heavy rains.

The Permanent Way Inspector should instruct the men in the proper use of tools and up keep of the road. The instructions should not be of a casual nature, they should be demonstrative.

12. LIFTING OF TRACK:

a. Lifting of the track will become necessary during regarding and for the elimination of mirror sags, which develop through improper maintenance of yielding soil. For this purpose, correct level pegs should be fixed at suitable intervals.

b. Heavy lifting should always be carried out under the protection of engineering signals by not more than 75 mm (3") at a time so as to allow for proper consolidation. The ballast for this purpose should be removed and stacked separately and the track lifted on moorum, sand or ash. Lifting should as a rule be carried out in the direction of the rising grade. The easing of the grade for the passage of trains should not be steeper than 25mm/rail length of 13 meters (1" per rail length). The operation should be repeated until the required level is attained when the road should be finally ballasted, through packed and boxed, the cess being made up to proper level.

13. LOWERING OF TRACK:

a. The lowering of the track should not be restored to except under special exigencies, as it is difficult to obtain good running in a reasonable time.

When it became necessary, however, trenches should be cut every 30 meters (100 Feet) to the final level in order to give a continuous indication while the operation is in progress, the entire ballast should be removed sufficiently far away from the track to prevent it mixed with excavated material.

b. The procedure should be to clear the spaces between the sleepers, then slightly lift the track, break the packing beneath and level it into the spaces so left. This material is once more removed, and the operation repeated until the final levels are reached. The road should then be finally ballasted, through packed and boxed, the cess being cut down to proper level. Lowering as in lifting should be restricted to a maximum of 75mm (3") at a time and the grade for passage of trains should not exceed 25mm rail length of 13 meters (1" per rail length). As opposed to lifting, lowering should be carried out in the direction of the falling grade.

14. POINTS AND CROSSINGS:

A. Maintenance:

- i) At all points and crossings, the gauge shall be exact, the clearances correct as prescribed in the Schedule of Dimensions, the switches and crossings in good condition and alignment the sleepers well packed and the chairs and fastenings and all other fittings properly secured. At the toe of the switch the gauge will however, be slightly slack between stock rails.
- ii) The condition of wear, top as well as side, in stock and switch rails and in crossings should be carefully examined. Bent tongue rails should be straightened where possible; badly or damaged stock and tongue rails and crossings should be replaced by serviceable ones. Burred stock rails likely to obstruct the lock bars should be replaced if necessary.
- iii) Stock and tongue rails should be replaced as complete sets as far as possible.

The following are the usual defects noticed in points and crossings should be guarded against:

- i) Loose heel block bolts. The first two bolts in the switch rail must grip, the other two in the lead rail being tight.
- ii) Defective packing of sleepers causing the stock rail to settle, the switch to rise, and clips to come off the latter.
- iii) Loose crossing bolts, keys or fang bolts.
- iv) Crossing bolts of incorrect length and diameter.
- v) Defective packing of crossing sleepers. VI. Incorrect clearances.
- vi) Incorrectly bent fish plates for the heel of switch.

B. Permanent Way Inspectors inspection:

- i) The Permanent Way Inspector should carry out through inspection of points and crossings in running lines once in 3 months.
- ii) He shall be personally responsible to ensure that all points and crossings are in proper working order, completed in every respect and that the correct dimensions are maintained according to the layout plans for points and crossings and slips of the various sections of rails and angles of crossings, defects beyond his power to remedy should be specifically brought to the notice of the Officer-in-Charge.

C. Cleaning and Lubrication of Points:

Permanent Way Inspector shall be responsible for the cleaning and lubrication of slide chairs of all hand operated points.

D. Limiting wear on crossings:

The maximum vertical wear on wing rail and point rails should not be allowed to exceed 10mm (3/8").

15. WORKS INCIDENTAL TO REGULAR TRACK MAINTENANCE:

Screening of ballast section:

- A. For good drainage, periodical screening of stone ballast and making up of ballast section is essential. On average formation, 25 to 33 percent of the gage length should be screened each year as necessary, starting from one end in the first year and finishing at the other end in 3 to 4 years. Particular kilometrage (mileages) may warrant more frequent screening. On moorum or rocky formation, screening may become necessary at longer intervals.
- B. The material in ballast shoulders to full depth and between sleepers to depth 50mm to 75mm (2" to 3") below bottom of sleepers should be removed cleaned and out back. Care should be taken that the packing under sleepers is not disturbed and the much removed is not allowed to raise the cress above the correct level. Two contiguous spaces between sleepers should not work at the same time. Screening should be progressed in alternate panels of one rail length. In no circumstances should several rail lengths of track be stripped of ballast. Where drains across the track exist, these should be cleaned and filled with boulders or ballast to prevent packing from working out forming slacks.

16. ASSESMENT OF BALLAST REQUIREMENTS:

The requirements of ballast for maintenance purpose shall be estimated by screening the ballast section to full depth over a rail-length at every ½ or 1 KM. (Quarter or half mile) and assessing the clean ballast percentage. Care should be taken that cores under the sleeper are not distributed.

17. SIDE AND CATCH WATER DRAINS:

- A. For the efficient drainage of every cutting and in certain cases of the surroundings of the cutting, side and catch water drains should be varied in type according to the nature of the cutting and in size according to the volume of water catered for.
Adequate openings to take the full flow of side drains should be provided under level crossings where they exist in or at ends of cuttings.
In cutting of black cotton and similar soil catch water drains should be provided sufficiently for from the top of the cutting to avoid any danger of a breach occurring between the drain and the cutting itself. The excavation spoil should be used to form a 'bunds' between the drain and the top of the cutting.
- B. Ballast walls where provided in cutting should be regularly inspected. The efficient maintenance of ballast walls includes the regular cleaning of weep holes, the provision of weep holes where none exists and rebuilding where necessary.
- C. The annual cleaning of side and catch water drains should be carried out methodically and completed before the monsoon sets in.

18. DRAINAGE:

- A. The network of cross and longitudinal drains in yards, whether earthen or masonry should be so planned that storm water is led away in the least possible time. The system of surface drainage, of water columns, carriage-watering and carriage washing hydrants should be efficiently maintained.
- B. For convenience of the operating staff, filling between tracks wherever required should be done with earth. In such cases it should be particularly ensured that the drainage is not impeded.

19. LUBRICATION OF RAIL JOINTS:

- A. The purpose of lubricating rail joints is not only to facilitate expansion of rails but also to retard the inherent feature of wear on the fishing planes of the rail and fishplate. Reduced wear on fishing planes is one of the preventives for low joints.
- B. The type of lubricant should be specified by the Site Engineer. A stiff paste of plumbage (graphite) and cheap kerosene oil, made up in the proportion of 3Kg (6 lbs) of plumbago to 2 Kg (4 lbs) of kerosene oil may be prescribed. Black oil or reclaimed oil for fish bolts and nuts may be used.
- I. The following quantities to be specification mentioned should suffice for 100 single joints:-

Plumbage	_____	5 Kg (11 lbs)
Kerosene Oil	_____	3.5 Kg (7 ½ lbs)
Black or reclaimed Oil	_____	2.75 Kg (6lbs)
- II. Rail joints should normally be lubricated once a year on a programmed basis during the cold weather months. In localities where the lubricant retains its effectiveness for a longer time, this period may be extended to 2 years under special instructions from the Officer-in-Charge.
- III. The lubrication of rail joints should generally be carried out by gangs working under the direct supervision of at least qualified Permanent Way Master. The work should be carried out under Safety permits arranged to be issued daily by the Permanent Way or Assistant Permanent Way Inspector and under the protection of engineering signals. In order to minimize possible detentions to trains, this work should not be done at more than one place at a time or any one section.

As an alternative, the work of lubrication may be carried out by the key man of the gang assisted by one or more men on such sections as may be specified by the Officer-in-Charge. In such cases the Key man shall exhibit a red signal flag at the site of the work. Not more than one joint should be opened at a time under this procedure.
- C. The lubrication of rail joints and reversing of fish bolts should be carried out as follows:
 - I. Unscrew the nuts and remove the fish-plates on the nut side, leaving the other fish plate and bolts in position.
 - II. Clean the fishing surface of the fish-plate and the rails with a wire brush; lubricate and replace the fish-plates.

- III. Take out fish-bolts, one at a time, and put each back, after oiling, in the reverse position.
 - IV. Treat the other fish-plate and fishing surface of the rail similarly.
 - V. Replace nuts and tighten to the extent possible with the standard fish-bolts spanner without overstraining the bolts.
 - VI. Two joints opposite each other shall not be opened out at the same time. It should be particularly noted that at no time during the operation there is less than one fish plate and three fish-bolts without nuts connecting the two rails.
 - VII. Both the fish-plates should be fixed and at least one fish-bolt and nut on either side of each joint should be tightened when a train is approaching the site of work. This must be done before the banner flags protecting the site of work is ordered to be removed.
- D. Lubrication of rail joints shall not be done in extremes of temperatures. Creep where it is heavy must be adjusted before work of lubrication of joints is undertaken.
 - E. The lengths over which the rail joints are lubricated together with dates shall be recorded in the permanent Way Inspector's register.
 - F. In the month of April, Permanent Way Inspector should submit to the Officer-in-Charge certificate of lubrication of rail joints with any extensions given reasons.
 - G. For all works such as relaying, rail renewals and renewals of turnouts, rail joints should be lubricated. The importance of going over and retightening the bolts after the fish plates have taken a bearing under traffic should be impressed on the staff.

20. COUNTERACTION AND ADJUSTMENT OF CREEP:

- A. Rails have a tendency to gradually move in the direction of dominant traffic. The reason is believed to be the 'ironing out' by moving loads, augmented by braking loads and the impact of the wheels on the running-on ends of rails particularly when they are in a state of expansion or contraction.
Among the troubles caused by 'Creep' are: -
 - I. Sleepers getting out of square.
 - II. Distortion of gauge.
 - III. Loosening of joints.
 - IV. Shearing and breaking of spikes, bolts and fishplates as a result of bucking in extreme cases.
- B. The following are some of the avoidable causes to which creep is attributed: -
 - I. Uneven cross-levels.
 - II. Rail not secured as tightly as required to each sleeper.
 - III. Yielding roadbed.
 - III. Lack of proper drainage.
 - IV. Decaying sleepers.
 - V. Uneven spacing of sleepers.
 - VI. Badly adjusted super elevation on curves.
 - VII. Rails too light for the traffic they carry.
 - VIII. Inefficient or badly maintained rail joints.
 - IX. Scant or excessive provision for rail expansion.
 - X. Defective packing.
 - XI. Poor or insufficient ballast.
 - XII. Improper use of train brakes.

Careful maintenance of the track, particularly in regard to the driving home of all spikes and keys and the continued careful packing of 'slacks' as soon as they appear, should assist in reducing 'creep'.
- C. Creep register should be maintained in a form which will show clearly the amount of creep occurring on any section. Entries should be complete as regards kilometers (miles), section and length of rails, sleepers-density, type and number of anchors per rail-length used, periodically readings of creep one way or the other with dates should be recorded with date when last adjusted and in case additional anchors are fixed, their dispositions and date of fixtures.

- D. Creep in excess of 150mm (6") shall not be permitted. Adjustment should be carried out as necessitated.

Consecutive jammed joints noticed and intervals at a kilometre age (mileage) should be considered as an indication for creep adjustment. The work of creep adjustment should be carried out under the protection of engineering signals by the Permanent Way Inspector who should take careful measurements of the expansion gaps as existing and choose the length to be dealt within one operation. The total amount which should exist on that length. Correct expansion liners shall be used for the purposes.

21. ACTION ON BUCKLING OF TRACK:

- A. A special watch should be kept on the junction of two stretches of track, one liable to creep and the other held against creep, such as when track of wooden sleepers with inadequate anchors and scanty or ballast or track on metal sleepers with worn and loss fastenings (steel through or cast iron sleepers with loose keys) butts against track laid on new sleepers with tight fastenings on track anchored and ballasted as with welded track. As one side movement of rails due to creep from the other side is resisted resulting in heavy compressive force being exerted, which will tend to buckle the track. Jammed rail joints at such junctions are, therefore, an indication of the track being subjected to undue strains calling for remedial measures such as pulling back of rails and provision of anti-creep devices. The supervisory staff should specially look out for jammed joints at such vulnerable junction points while trolling over the sections and take steps to pull back the rails as frequently as necessary. In the Creep Registers and, particularly during the hot months to weather. Such a serious occurrence could only be attributed to neglect of duty on the part of the permanent way staff.
- B. If bucking does occur or appear imminent, the track should be slowed to a flat reverse curve. On curve, the track should be slewed outwards. On double line the track centers should first be increased. Clearances to structures and signals should be carefully verified and only if none of the rails or joints is crippled by buckling, traffic permitted to pass at a reduced speed over the affected portion.

GENERAL INSTRUCTIONS ON TRACK MAINTENANCE.

22. SAFETY OF THE LINE:

Every Mate and Key man shall see that his length of line is kept safe for the passage of trains. Kilometre ages (Mileages) needing urgent attention shall be picked up without waiting for orders from the Permanent Way Inspector.

RELIEF ARRANGEMENTS IN EMERGENCIES:

The Mate shall arrange immediate relief for Key man, Gateman, Patrolmen and Watchmen even due to sickness they are unable to perform their duties.

EQUIPMENT AT SITE OR WORK:

Every Mate shall ensure that following tools and equipment's are with him at site of work: -

- I. Gauge, straight edge and spirit level, square, can't board, hemp cord, yard stick, keying and/or spiking hammer, fish bolts spanner, 2 sets of H.S. flags and marking chalk.
- II. Sufficient number of shovels or phowrahs, beaters, crow-bars, ballast forks or rakes and mortar pans or baskets.
The Mate shall keep in his charge in the tool box other tools and equipments as may be prescribed.

23. PRECAUTIONS WHEN VIEW IS OBSTRUCTED:

- A. On double and multiple lines on curves, the view is temporarily obstructed due to a train passing over a track other than the track on which the Gang men are working; it is worsened when trains are crossing each other. The noise of a train passing over one track prevents hearing the noise or whistle of another approaching the work site.
- B. When working at a place from which an approaching train cannot be seen at least 400 meters (a quarter of a mile) away, a Gang men with hand signals should be sent out by the Mate:-
- I. On a double line in the direction of approaching trains.

- II. On a single line in the direction the view is obstructed (in both directions if view is obstructed on each side) and it will be the duty of such flagman to warn the Mate by means of signals when a train is approaching. Mate will be responsible for warning the gang in good time to enable them to get clear of the track.
- III. It may be deemed expedient as an additional precaution to issue portable whistle boards to the Mates who should fix them at least 400 meters (quarter of a mile) from the work site in the direction the view is obstructed to less than this distance.

24. TIDINESS OF SECTION:

The Mate shall see that the whole of his gang length is kept neat and tidy and that all loose materials are collected and brought to stores, gang quarters or gate lodges.

25. SAFE CUSTODY OF TOOLS:

The Mate shall be responsible for the safe custody of tools used by him, the Key men and Gang men on work remove their tools clear of the track on the approach of a train. After the day's work, the Mate should secure the tools in the tool box. In no case, should Gang men be permitted to take tools to their homes.

26. ACTION WHEN LINE IS UNSAFE OR IN EVENT OF ACCIDENT:

In the event of an accident the Mate, Key man and Gang man should look out for broken fittings of wagons and track components and see that these are not disturbed until they have been seen and recorded by a responsible official.

27. COMMENCING WORK AFFECTIVE SAFETY OR TRAINS:

No work which may involve danger to trains should be undertaken by the Mate except under the personal supervision of the Permanent Ways Inspector or Assistant Permanent Way Inspector or a competent person authorized by special instruction unless it is emergency, in which case the Mate must see that the required signals for protection of the line are exhibited.

28. KEYMAN'S DAILY INSPECTION:

- A. The selection of a man to perform the duties of a key man is to be considered as a step in his training as Mate. The selection should be based on his intelligence, knowledge of work and capacity to manage a gang.
- B. The key man shall carry with him on his rounds, 2 red flanges, a green flag, a keying and/or spiking hamper, a fish bolt spanner and other tools such as track gauge and flange way gauge as required.
- C. The Key man shall inspect by foot his entire beat once a day both the tracks and bridges and return along the opposite rail to that taken on his outward journey. On Sundays and gang holidays, he shall perform the usual duties and get one days rest in the week as per the roster of duties in force. On rest-days or during absence on leave or sickness, a senior intelligent gang man should deputies for the Key man.
- D. While wailing over his length, he should look for defects, such as loose dog spikes, keys, chairs, fish bolts, fittings on girder bridges, open top culverts broken pots or tie bars, and attend to them as necessary. If he finds that fittings are consistently working loose even after repeated attention, he should report the matter to the Mate and the Permanent Way Inspector. If the defects are serious he should at once inform the Mate of the gang, protecting the line in the meantime, if necessary, according to rules.
- E. If he should notice any condition of danger such as broken rail or wash away of ballast, he shall at once protect the line as per rules, take such action as is possible and report the matter to the Mate and the Permanent Way Inspector.
- F. At unmanned level crossings, he shall maintain the flange-ways between the check and the running rails clear of obstruction.
- G. After completing inspection of the gang length, the Key man should assist the Mate on the day's work being done.
The Key man shall officiate for the Mate during absence of the latter.

29. MATERIALS FOUND ON LINE:

When materials such as dynamo-belts, engine tools and personal articles are found on line, the Key man should collect them and arrange for handing over to Officer-in-Charge.

30. WEEKLY INSPECTION OF GANG LENGTH BY MATE:

The Mate shall inspect the whole gang length once a week on which day he will carry out the Key man's work and duties and the key man remain in charge of the gang.

SLEEPERS AND FASTNINGS

31. LAYING:

- A. Sleepers shall be laid and maintained square to the rail on straights and radical on curves.
- B. The sleeper-spacing on straights and curves shall be in accordance with approved plans.
Rail joint shall be suspended, and joint sleepers spaced as closely together as consistent with good packing. The maximum space between the joint sleepers on centres shall not exceed 300 mm (12") for wooden and 380 mm (15") for CST 9 and steel through sleepers, followed by greater spacing between the 'shoulder' and the joint sleeper and increased spacing between intermediate sleepers.
- C. On plate sleepers fitted with two-way keys small keys should be driven in the direction of traffic on the double line and alternatively in opposite directions on single line.
In the case of plate sleepers which do not have the way keys, sleepers should be so arranged on single line that the keys could be driven in opposite directions over alternate sleepers.
- D. On steel sleepers, the keys on the outside and those on the inside should be driven to the same extents respectively. Unless this is achieved during laying, adjustment of gauge in the course of maintenance would necessitate slowing of sleepers one way or the other and rekeying.
- E. Untreated wooden sleepers shall be laid with sap wood on top and heart-wood below. Treated sleepers shall be laid with heart-wood on top and sap wood below.
- F. The laying of bridge sleepers shall be done in accordance with the instructions of Officer-in-Charge. During resleepering special attention should be paid to the cleaning and painting of sleeper seat on the girders.

32. GAUGE:

On straights and curves up to and including 4" on B.G. the gauge shall be neat i.e. exact.

33. RESPACING:

- A) For repacking of wooden sleepers, the dog spikes should be loosened just enough to admit of the sleeper being shifted.
- B) When repacking cast iron or steel through sleepers, the keys should be removed, and the packing-core broken before shifting the sleeper.

34. RAILS AND RAIL JOINTS:

Maintenance of Rails:

A. The efficient maintenance of rails depends on: -

- I. The efficiency of fastenings.
- II. The efficiency of the packing and the correct spacing of the sleepers.
- III. The provision and maintenance of correct expansion spaces.
- IV. The proper lubrication and fishing of the joints.
- V. The correct maintenance of the gauge and cross levels.

B. BENT RAILS: KINKED RAILS:

Bent rails usually caused by careless handling shall on no account put into the road; these should be straightened with a Jim-crow before being laid. Kinked rails in the track shall be crowed in position, the keys or dog spikes of at least four sleepers on either side of the kink being removed during the operation.

C. HOGGED RAILS:

A hogged rail is one with its end or ends having a permanent set. A hogged rail-end in the track is ascertained by unfitting the joint, removing the fastenings and measuring the extent of the hog at the rail end by placing a 1 meter (2 feet) long straight edge over the rail table with one end above the end of the rail. Correct spacing and firm packing of joint sleepers can help in minimizing the development of hogged joints.

Joints with worn fishing planes may be improved by the use of tapered shims or reconditions fish plates.

35. AVOIDING OF JOINTS AT LEVEL CROSSINGS AND BRIDGES:

A joint in the track is the weakest spot, joints should, therefore, receive greater and sustained attention.

Joints should be avoided: -

- I. In a level crossing.
- II. On the approach within 3 meters (10 Feet) of a bridge abutment.
- III. On short spans of any type.

36. CAREFUL USAGE OF FISH PLATES:

The hammering of fish plates should be strictly forbidden. When adjusting creep, the correct method is to loosen the fastenings and, if the rail cannot be moved, to gently hammer against the fish plate with a wooden piece interposed.

37. TIGHTENING FISH PLATES:

Over-tightening of fish plates shall be avoided. Fish bolt spanners of standard length on B.G. shall be used.

38. COMBINATION OF FISH PLATES:

Rails at such Joints should but against each other and fish bolts tightened.

39. USE OF SHIMS:

Tapered shims of the correct size may be used where the wear in the fishing plates is appreciable. The size should be arrived at by the use of feeler gauges in the fishing planes.

40. Supply and stacking of graded stone aggregate of size as follows:

- I. 20 to 40 mm.
- II. 41 to 65 mm.

41. UNLOADING BALLAST ALONG THE LINE:

When unloading ballast along the line, care shall be taken that the heaps at the sides and the center are clear of maximum running dimensions.

Ballast shall not be unloaded upon signal wires or point roding.

42. SURPLUS BALLAST ALONG THE LINE:

All surplus ballast left along the line should be collected and stacked in regular heaps, not left scattered on the slopes to be overgrown by grass and lost.

43. APPROACH RAILS TO WEIGH-BRIDGE:

- A. The approach rails should not be more than 16mm (5/8") clear of the weighbridge table rails and on a level with the table rails when the weigh-bridge is in gear and maintained correctly for at least 15 Meters (50') on either side of the weigh-bridge.
- B. When the approach or table rails are to be renewed, the rails should be fitted in consultation with the Officer-in-Charge.

44. MAINTENANCE OF LEVEL-CROSSINGS:

- A. **Obstruction of view:**

All trees, bushes or undergrowth that interfere or lend to interfere with the view from the Railway or roadway when approaching level-crossing should be cut down.

B. Inspection and Maintenance:

- I. Each level-crossing must be opened out and the condition of sleepers, rail and fastenings inspected at least once a year or more frequently as warranted by conditions. In all cases where earth is normally in contact with rails (running or guard) and fastenings, these shall be thoroughly cleaned with wire brush and a coat of coal-tar applied.
- II. When replacing sleepers at level-crossings, treated or coal-tarred sleepers should be used.
- III. The Key man during his daily beat should pay requisite attention to the general condition of such level-crossings and keep the flange ways clean and free from obstruction.

45. The 'Permanent Way Inspector/Mistri/Mate/Key man' shall mean workmen / employees of the contractor or any other sub-contractor and shall not anyway constitute workmen/employees of HURL.

46. INSPECTION BY NORTHERN EASTERN RAILWAY:

Railway Tracks of HURL Private Siding are subjected to inspection by authorized representative of Northern Eastern Railway from time to time. The contractor would be fully responsible for the damages to the stock due to poor/faulty maintenance of Railway Tracks. The contractor would also be responsible for the losses HURL may suffer on account of declaring HURL Siding or part thereof as unfit for movement of vehicles.

47. GRASS CUTTING:

The contractor shall ensure proper cleanliness of the Railway siding. He shall depute extra staff during monsoon season for grass cutting; trimming of trees, removal of bushes/unwanted weeds and disposal of garbage from the siding. The contractor shall be required to repeat grass cutting operation thrice in a year. It shall be the responsibility of the contractor to remove the garbage from the whole yard and to transport the same outside the factory premises. The contractor shall also sprinkle the pesticides to control the growth of grass.

Measurement:

The measurement shall be taken by the officer-in-charge or his authorized representative from time to time and the same shall be recorded in the relevant register.

48. FABRICATION/FIXATION OF PLATES/CUTTING/WELDING.

The contractor shall make necessary arrangement for fabrication & fixation of plates on rail tracks cutting & welding of rails. There are iron/steel plates fixed under the rails on manual hopper and tippler lines for foundation purpose of the following sizes.

Size: 10" X 6"

Thickness: 11 mm to 15 mm.

The contractor shall arrange his own welding sets for fabrication, fixation, cutting & welding of said plates, rails or any other item.

49. Tools, plant, office and Equipment: The contractor shall arrange at his own expense all tools, plant office and equipment required for execution of works. Space for contractor office will be provided by HURL inside the plant premises.

Electricity Connection provision will be provided as per availability of nearby distribution facility free of charge. However, contractor shall supply the required electrical cable from power source to their office.

50. EMERGENCY WORKS (as and when required)

In case of emergencies such as accident, derailment, the contractor shall attend to restoration work.

A committee shall be appointed by HURL, to ascertain the cause of such accident / derailment. The contractor's authorised representative shall also be associated as the member of committee. The findings of the committee as accepted by HURL Authority shall final & binding on the contractor. In case it is established that the case of accident / derailment is due to faulty maintenance of permanent

way, the contractor will be penalised by an amount of Rs. 20000/-plus 10% of the cost of repairs to the rolling stock as assessed by HURL and no additional payment shall be made for restoration work. In case it is established that the cause accident / derailment is not attributable to faulty maintenance of permanent way, the contractor shall be paid only for rectification of damaged.

ANNEXURE-B

ANNUAL PROGRAMME FOR REGULAR TRACK MAINTENANCE

Sr. No	PERIOD	WORK
I	<p>Post monsoon attention</p> <p>For about 6 months after end of monsoon</p>	<p>Systematic through packing from one end of the</p> <p>Normally 4 to 5 days per week should be allotted through packing and the remaining days for picking up slacks, Attention to bridge approaches level crossings and points and crossings.</p> <p>Work such as screening of ballast section, lubrication of rail joints and re-aligning of curves should be done during this period.</p> <p>As many through-packing as possible should be carried out.</p>
II	<p>Pre-monsoon attention for about 2 months prior to break of monsoon. In area with rain</p> <p>i) up to 760 mm(30 inches)</p> <p>ii) Above 760mm(30 inches)</p> <p>iii) Attention during monsoon:</p> <p>For about 4 months.</p>	<p>Normally 4 days in a week should be devoted to Picking up slacks and remaining days for cleaning of side and catch water drains and earth work repairs to cess and picking up slacks.</p> <p>Normally 4 days in a week should be devoted to Picking up slacks and remaining days for cleaning of side and catch water drains and earth work repairs to cess.</p> <p>Attention to track as required.</p> <p>This will primarily include picking up slacks and attention to side and catch water drains and water-ways.</p> <p>During abnormally heavy rain, patrolling of the line by gangs should be carried out in addition to regular monsoon patrolling.</p>

Note: - Scattered or casual renewals, creep adjustment and earthwork repairs should be done as necessary.

BOQ OF TRACK MAINTENANCE							
Sl.No.	Item	Activity number	Short Text	Base Unit of Measure	Quantity	Gross Price	Net Value
1	10	11000000575	PSC layout	Set	5.000	17,472.13	87,360.65
2	20	11000000576	Derailing Switch	Set	5.000	4,608.53	23,042.65
3	30	11000000577	Sleeper Density	M	4,751.000	210.79	10,01,463.29
4	40	11000000578	Sleeper Density of 1540	M	4,700.000	94.93	4,46,171.00
5	50	11000000579	Lubrication of Elastic Rail Clips	EA	10,003.500	3.20	32,011.20
6	60	11000000580	with 2 bolts	Set	75.000	120.06	9,004.50
7	70	11000000581	with 4 bolts	Set	75.000	160.08	12,006.00
8	80	11000000582	with clamps	Set	75.000	175.14	13,135.50
9	90	11000000583	GFN Liners	EA	6,000.000	14.32	85,920.00
10	100	11000000584	Lubrication of Fish Plated rail joints	EA	600.000	116.96	70,176.00
11	110	11000000585	Lubrication of ERC	PC	6,500.000	23.21	1,50,865.00
12	120	11000000586	Lubrication of guage	RMT	798.000	4.72	3,766.56
13	130	11000000587	payment based on area cleaned	M2	1,500.000	38.38	57,570.00
14	140	11000000588	De-weeding uprooting of weeds	M	3,800.000	34.45	1,30,910.00
15	150	11000000589	Removing weeds and bushes	RMT	5,999.000	12.92	77,507.08
16	160	11000000590	Trimming of tree branches	EA	70.000	148.27	10,378.90
17	170	11000000591	For Day shift	EA	60.000	646.22	38,773.20
18	180	11000000592	For Night shift	EA	60.000	802.76	48,165.60
19	190	11000000593	For more than 8 and upto 12 duration	EA	270.000	952.61	2,57,204.70
20	200	11000000594	Kilometre & Gradient post	EA	10.000	77.87	778.70
21	210	11000000595	Hectometre Post	EA	10.000	87.23	872.30
22	220	11000000596	LWR / SEJ Board	EA	10.000	132.59	1,325.90
23	230	11000000597	Level Crossing Boards including Road Sig	EA	10.000	149.98	1,499.80
24	240	11000000598	Level Crossing Post	EA	10.000	151.27	1,512.70
25	250	11000000599	Curve Post	EA	10.000	86.92	869.20
26	260	11000000600	Curve Board	EA	10.000	132.59	1,325.90
27	270	11000000601	Curve details, SE, Versine. etc	EA	9.000	45.12	406.08
28	280	11000000602	Removing of existing seized	EA	200.000	279.29	55,858.00
29	290	11000000603	Procurement of Non Schedule items	LS	1.000	2,00,000.00	2,00,000.00
			Total Amount				28,19,880.41

Tender Inviting Authority: Manager - C&M , HURL BARAUNI

Name of Work: TRACK MAINTENANCE INCLUDING MISCELLANEOUS P. WAY & OTHER ANCILLARY WORKS IN CONNECTION WITH MAINTENANCE OF RAILWAY SIDING OF HURL BARAUNI

Contract No: HURL/BR/CC/23-24/707

Name of the Bidder/ Bidding Firm / Company :							
PRICE SCHEDULE (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)							
NUMBER #	TEXT #	TEXT #	NUMBER #	TEXT #	NUMBER	NUMBER #	TEXT #
Sl. No.	Item Description	Item Code/Service Code / Make	Quantity	Units	Estimated Rate in Rs.	Total Amount Without Taxes in Rs.	Total Amount in Words
1	2	3	4	5	6	7	8
10	PSC layout	11000000575	5.00	Set	17,472.13	87,360.65	INR Eighty Seven Thousand Three Hundred & Sixty and Paise Sixty Five Only
20	Derailing Switch	11000000576	5.00	Set	4,608.53	23,042.65	INR Twenty Three Thousand & Forty Two and Paise Sixty Five Only
30	Sleeper Density	11000000577	4,751.00	M	210.79	10,01,463.29	INR Ten Lakh One Thousand Four Hundred & Sixty Three and Paise Twenty Nine Only
40	Sleeper Density of 1540	11000000578	4,700.00	M	94.93	4,46,171.00	INR Four Lakh Forty Six Thousand One Hundred & Seventy One Only
50	Lubrication of Elastic Rail Clips	11000000579	10,003.50	EA	3.20	32,011.20	INR Thirty Two Thousand & Eleven and Paise Twenty Only
60	with 2 bolts	11000000580	75.00	Set	120.06	9,004.50	INR Nine Thousand & Four and Paise Fifty Only
70	with 4 bolts	11000000581	75.00	Set	160.08	12,006.00	INR Twelve Thousand & Six Only
80	with clamps	11000000582	75.00	Set	175.14	13,135.50	INR Thirteen Thousand One Hundred & Thirty Five and Paise Fifty Only
90	GFN Liners	11000000583	6,000.00	EA	14.32	85,920.00	INR Eighty Five Thousand Nine Hundred & Twenty Only
100	Lubrication of Fish Plated rail joints	11000000584	600.00	EA	116.96	70,176.00	INR Seventy Thousand One Hundred & Seventy Six Only
110	Lubrication of ERC	11000000585	6,500.00	PC	23.21	1,50,865.00	INR One Lakh Fifty Thousand Eight Hundred & Sixty Five Only
120	Lubrication of guage	11000000586	798.00	RMT	4.72	3,766.56	INR Three Thousand Seven Hundred & Sixty Six and Paise Fifty Six Only
130	payment based on area cleaned	11000000587	1,500.00	M2	38.38	57,570.00	INR Fifty Seven Thousand Five Hundred & Seventy Only
140	De-weeding uprooting of weeds	11000000588	3,800.00	M	34.45	1,30,910.00	INR One Lakh Thirty Thousand Nine Hundred & Ten Only
150	Removing weeds and bushes	11000000589	5,999.00	RMT	12.92	77,507.08	INR Seventy Seven Thousand Five Hundred & Seven and Paise Eight Only
160	Trimming of tree branches	11000000590	70.00	EA	148.27	10,378.90	INR Ten Thousand Three Hundred & Seventy Eight and Paise Ninety Only
170	For Day shift	11000000591	60.00	EA	646.22	38,773.20	INR Thirty Eight Thousand Seven Hundred & Seventy Three and Paise Twenty Only
180	For Night shift	11000000592	60.00	EA	802.76	48,165.60	INR Forty Eight Thousand One Hundred & Sixty Five and Paise Sixty Only
190	For more than 8 and upto 12 duration	11000000593	270.00	EA	952.61	2,57,204.70	INR Two Lakh Fifty Seven Thousand Two Hundred & Four and Paise Seventy Only
200	Kilometre & Gradient post	11000000594	10.00	EA	77.87	778.70	INR Seven Hundred & Seventy Eight and Paise Seventy Only
210	Hectometre Post	11000000595	10.00	EA	87.23	872.30	INR Eight Hundred & Seventy Two and Paise Thirty Only
220	LWR / SEJ Board	11000000596	10.00	EA	132.59	1,325.90	INR One Thousand Three Hundred & Twenty Five and Paise Ninety Only
230	Level Crossing Boards including Road Sig	11000000597	10.00	EA	149.98	1,499.80	INR One Thousand Four Hundred & Ninety Nine and Paise Eighty Only
240	Level Crossing Post	11000000598	10.00	EA	151.27	1,512.70	INR One Thousand Five Hundred & Twelve and Paise Seventy Only
250	Curve Post	11000000599	10.00	EA	86.92	869.20	INR Eight Hundred & Sixty Nine and Paise Twenty Only
260	Curve Board	11000000600	10.00	EA	132.59	1,325.90	INR One Thousand Three Hundred & Twenty Five and Paise Ninety Only
270	Curve details, SE, Versine, etc	11000000601	9.00	EA	45.12	406.08	INR Four Hundred & Six and Paise Eight Only
280	Removing of existing seized	11000000602	200.00	EA	279.29	55,858.00	INR Fifty Five Thousand Eight Hundred & Fifty Eight Only
290	Procurement of Non Schedule items	11000000603	1.00	LS	2,00,000.00	2,00,000.00	INR Two Lakh Only
Total in Figures						28,19,880.41	INR Twenty Eight Lakh Nineteen Thousand Eight Hundred & Eighty and Paise Forty One Only
Quoted Rate in Figures				Select		-	INR Zero Only
Quoted Rate in Words		INR Zero Only					

HINDUSTAN URVARAK & RASAYAN LIMITED

(A JOINT VENTURE OF CIL, NTPC, IOCL, FCIL & HFCL)

BARAUNI UNIT

Barauni Urvarak Nagar, Begusarai

P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115

[Registered Office SCOPE Minar, Core 4, 9TH Floor, Laxmi Nagar District Center, Delhi-110092]



SECTION – VI

FORMS AND PROCEDURES (NIT)

INDEX

Annexure	Description
1	Techno-Commercial Proposal Bid Form
2	Format for Electronics Payment
3	Tender Acceptance Letter & Letter of authorization to submit bid
4	No deviation Certificate
5	Certificate from CEO/MD/ Legally Authorized Signatory
6	Acceptance to Fraud Prevention Policy of HURL
7	Certificate related to Restrictions on procurement from a Bidder of a country which shares a land border with India
8	Format of Bank Guarantee for Bid Security
9	Format of Performance Bank Guarantee
10	Bank Guarantee Verification Checklist
11	Format for Contract Agreement
12	Work orders subject to tender for qualification
13	Bid Security Declaration Form
14	Self-Certification under Preference to “MAKE IN INDIA” Policy.
15	DECLARATION OF GST (A&B).
16	Proforma of NO DEMAND CERTIFICATE

TECHNO-COMMERCIAL PROPOSAL BID FORM

(To be Submitted on the Letter Head of Bidder)

Bidder's Techno-Commercial Proposal Ref. No.:

Bidder's Name & Address :

Date:

Person to be contacted :

Designation :

Tel. No(s) :

Mobile No. :

Fax No(s) :

E-mail address:

To

Manager (C&M),

HURL Admin Building Office,

Hindustan Urvarak & Rasayan Limited, Barauni,

(A JV of CIL, NTPC, IOCL, FCIL & HFCL)

P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115.

Dear Sirs,

1.0 Having examined the Bidding Documents bearing No. Dated..... including its subsequent amendments and clarifications, if any, issued by Owner, the receipt of which is hereby acknowledged, we the undersigned, offer to complete the work under the above-named Package in full conformity with the said Bidding Documents and hereby furnish our Techno-Commercial Proposal.

2.0 We have understood the instructions and the terms & conditions mentioned in the Bidding Documents furnished by you and have thoroughly examined the specifications laid down by you in the Bidding Documents and are fully aware of the nature of consultancy services required.

Attachments to the Bid form (Techno-Commercial Bid):

In line with the requirement of the Bidding Documents we enclose herewith the following Attachments to the Bid Form (Techno-commercial) Bid:

Table 1 : Attachments to the Bid form	
Sr. No	Documents
1	Power of Attorney as per requirement mentioned in NIT.
2	Signed, Stamped and Scanned copy of proof for payment of Earnest Money Deposit (EMD) / MSE Certificate with applicable annexure form for exemption.
3	Signed, Stamped and Scanned copy of Certificates like Registration certificate, GST No, PAN No, PF, etc.

4	Signed, Stamped and Scanned copy of Format for Electronics Payment (Enclosed as Annexure-2 to Forms and Procedures i.e., Section VI)
5	Signed, Stamped and Scanned copy of Tender Acceptance Letter (Enclosed as Annexure-3 to Forms and Procedures i.e., Section VI)
6	Documents as required in accordance with Qualifying Requirements / Pre-Qualification Criteria (PQC) i.e., <u>Clause 6</u> of NIT
7	Signed, Stamped and Scanned copy of No deviation Certificate (Enclosed as Annexure-4 to Forms and Procedures i.e., Section VI)
8	Signed, Stamped and Scanned copy of Certificate from CEO/MD/ Legally Authorized Signatory, in the format as enclosed as Annexure-5 to Forms and Procedures i.e., Section VI.
9	Acceptance to Fraud Prevention Policy of HURL, for which the bidder has to submit Signed, Stamped and Scanned copy of Form of Acceptance of Fraud Prevention Policy of HURL. (Enclosed as Annexure-6 to Forms and Procedures i.e., Section VI).
10	Certificate related to Restrictions on procurement from a Bidder of a country which shares a land border with India" i.e. (Enclosed as Annexure-7 to Forms and Procedures i.e., Section VI).
11	Work orders subject to tender for qualification as per Annex – 12 with clearly mentioning Purchase order details relevant to tender based on which PQC can be achieved. Not to be mentioned as "As Attached"/ "mentioned in Bid"/ etc.
12	Declaration of GST (annexure -15) Signed, Stamped and Scanned copy of Declaration of GST (Enclosed as Annexure-15 to Forms and Procedures i.e., Section VI).
13	Signed, Stamped and Scanned copy of Bid Security Declaration Form (Enclosed as Annexure-13 to Forms and Procedures i.e., Section VI).
14	Signed, Stamped and Scanned copy of GCC, SCC & Scope of Work (i.e. Section-V) of tender document.
15	Any Other Document asked for in the Bidding Document

3.0 COMPLIANCE TO THE PROVISIONS OF THE BIDDING DOCUMENTS

3.1 We have read all the provisions of the Bidding Documents and confirm that notwithstanding anything stated elsewhere in our bid to the contrary, the provisions of the Bidding Documents, are acceptable to us and we further confirm that we have not taken any deviation to the provisions of the Bidding Documents anywhere in our bid.

We have furnished our compliance to the provisions of the Bidding Documents and its subsequent Amendment(s)/Clarification(s)/Addenda/Errata by furnishing "NO DEVIATION CERTIFICATE".

We hereby confirm that any deviation, variation or additional condition etc. or any mention, contrary to the provisions of Bidding Documents and its subsequent Amendment(s)/Clarification(s)/Addenda/Errata (if any) found anywhere in our bid proposal, implicit or explicit shall stand unconditionally withdrawn, without any cost implication whatsoever to the Owner, failing which our bid security shall be forfeited.

3.2 We further declare that additional conditions, variations, deviations, if any, found in the bid, shall not be given effect to.

3.3 We further declare that we have read and understood all sections (I to VI) of the tender document, endorse all the sections and submitting the bids.

4.0 We undertake, if our bid is accepted, to commence the work immediately upon your Notification of Award to us.

5.0 We agree to abide by this bid for a **period 180 days** from the date of opening of Techno-Commercial bids as stipulated in the Bidding Documents and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

6.0 Until a formal Contract Agreement is prepared and executed between us, the bids, together with your written acceptance thereof in the form of your Notification of Award shall constitute a binding contract between us.

7.0 We understand that you are not bound to accept our bid or any other bid you may receive.

8.0 We, hereby, declare that only the persons or firms interested in this proposal as principals are named here and that no other persons or firms other than those mentioned herein have any interest in this proposal or in the Contract to be entered into, if the award is made on us, that this proposal is made without any connection with any other person, firm or party likewise submitting a proposal, is in all respects for and in good faith, without collusion or fraud.

9.0 We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

10.0 We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

11.0 We hereby declare that we have completed Annexure-12 - Tender Qualification form and provided clear details of the purchase order number and ATO information for verification and evaluation of the prequalification criteria. We acknowledge that failure to provide the mentioned details may lead to the rejection of our bid, and we understand that no claims will be entertained in such a case.

Dated this. _____ day of

Thanking you,

Yours faithfully,

Date :

Place : _____

(authorised signatory Name).

(Designation)

Company Seal

Format For Electronics Payment

Bidders are required to submit the following details on the company's letter head for online transfer of amount to their account:

1.	Contractor Name / Company Name	
	Address:	
	Phone No.	
	E-mail ID	
2. a	Name of the Bank	
b.	Address of the Branch	
c.	Telephone No.	
d.	9 Digit Code number of the Bank and Branch appearing on the MICR Cheque issued by the Bank	
e.	11 Digit NEFT/IFSC Code of the Bank Branch	
f.	Account Type (SB/CC/CA)	
g.	Bank Account No.(as appearing on the Cheque)	
h.	Permanent Account Number (PAN) Under Income Tax Act.	
I	GST Registration Number	
j.	Name of Authorized Signatory	
k.	Contact Person Name	

Attach Cancelled cheque as supporting to Annexure -2

We hereby declare that the particulars given above are correct and complete

Authorized signatory of the bidder

Name

Designation

Date

**TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)**

Date:

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No:

Name of Tender / Work: -

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:
as per your advertisement, given in the above-mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. to (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

DECLARATION FOR “NO DEVIATION”**(To be submitted on the Letter Head of the Bidder duly signed by Authorised Signatory)**

1. With reference to our Bid Proposal No. dated For ...(Name of Package to be mentioned)....., we hereby confirm that we comply with all terms, conditions and specifications of the Bidding Documents read in conjunction with Amendments(s) / Clarification(s) / Addenda / Errata (if any) issued by the Owner prior to opening of Techno – Commercial Bids and the same has been taken into consideration while making our Techno – Commercial Bid & Financial Bid and we declare that we have not taken any deviation / exceptions in this regard.

2. We further confirm that any deviation variation or additional conditions etc. or any mention, contrary to the Bidding Documents and its Amendments(s) / Clarification(s) / Addenda / Errata (if any) as mentioned at 1.0 above found anywhere in our Techno – Commercial Bid and / or Financial Bid, implicit or explicit, shall stand unconditionally withdrawn, without any cost implication whatsoever to the Owner, failing which the Bid Security shall be forfeited.

Yours faithfully,

(Signature)

Date:
 Designation.....

Name &

Place:
 the Company.....

Name of

(Seal of Company)

**PROFORMA OF CERTIFICATE
(TO BE SUBMITTED BY CEO/MD/ LEGALLY AUTHORISED SIGNATORY OF THE BIDDING
COMPANY ON COMPANY'S LETTER HEAD IN ORIGINAL)**

Ref.

: Date:

To
Manager (C&M),
HURL Admin Building Office,
Hindustan Urvarak & Rasayan Limited, Barauni,
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)
P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115.
Sub:

Bidding Doc. No.

Dear Sir,

I, Mr.(CEO of the company / MD of the company/ Authorized Signatory),
hereby certify that the data and documents furnished by M/s.in respect
of Techno-Commercial Evaluation are true and correct including the contents thereof.

I further, confirm that if at any point of time the declarations given in bid are found to be incorrect,
HURL shall have the full right to terminate the contract and take any action as per provisions of
contract including forfeiture of EMD/Security Deposit.

Yours faithfully,
(Signature)

Date Name & Designation.....
Place Name of the Company.....
(Seal of Company)

(FORM OF ACCEPTANCE OF FRAUD PREVENTION POLICY OF HURL)

(To be submitted on the Letter Head of the Bidder duly signed by Authorised Signatory)

Ref. :

Date:

To
Manager (C&M),
HURL Admin Building Office,
Hindustan Urvarak & Rasayan Limited, Barauni,
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)
P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115.

Sub: **FORM OF ACCEPTANCE OF FRAUD PREVENTION POLICY OF HURL**

Bidding Doc. No.

We have read the contents of the Fraud Prevention Policy of HURL displayed on its website <http://www.hurl.net.in> and undertake that we shall strictly abide by the provisions of the said Fraud Prevention Policy of HURL.

Date : (Signature of Authorized Signatory)

Place : (Printed Name)

(Designation).....

(Company Seal)

Model Certificate For Tenders For Works involving possibility of sub-contracting
(TO BE SUBMITTED BY AUTHORISED SIGNATORY OF THE BIDDING COMPANY ON BIDDERS
LETTER HEAD IN ORIGINAL)

Bid Ref No. :

Bidder's Name and Address:

To,
Manager (C&M),
HURL Admin Building Office,
Hindustan Urvarak & Rasayan Limited, Barauni,
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)
P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115.

Dear Sir,

We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries as per the guidelines dated 23.07.2020 & 24.07.2020 issued by Department of Expenditure (DOE), Ministry of Finance; We hereby certify that we/our collaborator/ JV partner/ Consortium member/ Assignee is not from such a country and are eligible to be considered. We further certify that we will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. We hereby certify that we fulfill all the requirements in this regard.

Yours faithfully,

(Signature)

Date

Place

Name & Designation.....

Name of the Company.....

(Seal of Company)

Note: - Bidders not furnishing this aforesaid declaration shall be considered to be from such Countries.

Bid Security Form**Bank Guarantee**

(To be stamped in accordance with Stamp Act,
if any, of the Country of the issuing Bank)

Bank Guarantee No...

Date...

To:

Manager (C&M),
HURL Admin Building Office,
Hindustan Urvarak & Rasayan Limited, Barauni,
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)
P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115.
Dear Sirs,

In accordance with Invitation for Bids under your Bid Document No....., M/s..... having its Registered / Head Office at.....(hereinafter called the 'Bidder') wish to participate in the said bid for [Name of Package] ...

As an irrevocable bank guarantee against Bid Security for an amount of

(*) . valid for..... days from ..(**).... required to be submitted by the Bidder as a condition precedent for participation in the said bid which amount is liable to be forfeited on the happening of any contingencies mentioned in the Bidding Documents.

We, the ... [Name & address of the Bank] ...having our Head Office at ... (#) ... gurantee and undertake to pay immediately on demand by..... .[Name of the Owner] (hereinafter called the Owner)... the amount of ..(*) without any reservation, protest, demand and recourse. Any such demand made by the 'Owner' shall be conclusive and binding on us irrespective of any dispute or difference raised by the Bidder.

This Guarantee shall be irrevocable and shall remain valid upto(@).....

If any further extension of this guarantee is required, the same shall be extended to such required period (not exceeding one year) on receiving instructions from M/s [Bidder's Name] ... on whose behalf this guarantee is issued.

Notwithstanding anything contained herein:

1. Our liability under this bank guarantee shall not exceed [Bid security amount]
2. This bank guarantee shall be valid up to [expiry date]

3. We are liable to pay the guaranteed amount or any part under this bank guarantee only and only if you serve upon us a written claim or demand on or before [claim expiry date of guarantee]”.

In witness where of the Bank, through its authorised officer, has set its hand and stamp on this.....day of.....at.....

(Signature)
(Name)
(Designation with Bank Stamp)

Authorized Vide Power of Attorney No...

Date...

NOTE:

1. (*) The amount shall be as specified in the Bid Data Sheets.
(**) This shall be the date of opening of Techno-commercial bids.
(#) Complete mailing address of the Head Office of the Bank to be given.
(@) This date shall be forty-five (45) days after the last date of bid validity.
2. The Bank Guarantee shall be from a Bank as per relevant provisions of ITC clause of the Bidding Documents.
3. The Stamp Paper of appropriate value shall be purchased in the name of Bidder/Bank issuing the Guarantee.
4. While getting the Bank Guarantee issued, Bidders are required to ensure compliance to the points mentioned in relevant Form of Bank Guarantee Verification Check List enclosed in Section-VII of bidding document. Further, Bidders are required to fill up this Form and enclose the same with the Bank Guarantee.
5. HURL Bank details required for the purpose of issuance of Bank Guarantee are

Bank: SBI
Current account no 37880422277,
IFSC Code- SBIN0004803.

Performance Security Form

(To be stamped in accordance with Stamp Act if any, of the Country of the Issuing Bank)

Bank Guarantee No.....

Date.....

To,

Manager (C&M),
HURL Admin Building Office,
Hindustan Urvarak & Rasayan Limited, Barauni,
(A JV of CIL, NTPC, IOCL, FCIL & HFCL)
P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115.

Dear Sirs,

In consideration of the[*Owner's Name*]. (hereinafter referred to as the 'Owner' which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators and assigns) having awarded to M/s[*Bidder's Name*]..... with its Registered /Head Office at (hereinafter referred to as the 'Bidder', which expression shall unless repugnant to the context or meaning thereof, include its successors administrators, executors and assigns), a Contract by issue of Owner's Notification of Award No. dated. and the same having been unequivocally accepted by the Bidder, resulting into a Contract bearing No..... dated valued at for and the Bidder having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract equivalent to(*).....% (.....percent) of the said value of the Contract to the Owner.

We[*Name & Address of the Bank*].....having its Head Office at..... (hereinafter referred to as the 'Bank', which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) do hereby guarantee and undertake to pay the Owner, on demand any and all monies payable by the Bidder to the extent of(*)..... as aforesaid at any time upto(@)..... [*days/month/year*] without any demur, reservation, contest, recourse or protest and/or without any reference to the Bidder. Any such demand made by the Owner on the Bank shall be conclusive and binding notwithstanding any difference between the Owner and the Bidder or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the Owner and further agrees that the guarantee herein contained shall be enforceable till ninety (90) days after expiry of its validity.

The Owner shall have the fullest liberty, without affecting in any way the liability of the Bank under this guarantee, from time to time to extend the time for performance of the Contract by the Bidder. The Owner shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Bidder, and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Owner

and the Bidder or any other course or remedy or security available to the Owner. The Bank shall not be released of its obligations under these presents by any exercise by the Owner of its liberty with reference to the matters aforesaid or any of them or by reason of any other act or forbearance or other acts of omission or commission on the part of the Owner or any other indulgence shown by the Owner or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving the Bank.

The Bank also agrees that the Owner at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Bidder and notwithstanding any security or other guarantee that the Owner may have in relation to the Bidder's liabilities.

Notwithstanding anything contained hereinabove our liability under this guarantee is restricted to(*)..... and it shall remain in force upto and including(@)and shall be extended from time to time for such period (not exceeding one year), as may be desired by M/s[Bidder's Name]..... on whose behalf this guarantee has been given.

Dated thisday of.....20..... at.....

WITNESS :

..... (Signature).....
(Signature)

.....
(Name) (Name).....

.....
(Official Address) (Designation with Bank Stamp)

Attorney as per Power
of Attorney No.....
Dated.....

Notes : 1. (*) This sum shall be ten percent (10%) of the Contract Price.

(@) This date will be ninety (90) days beyond the completion date for consultancy work as specified in the Contract.

2. The stamp papers of appropriate value shall be purchased in the name of guarantee issuing Bank.

3. While getting the Bank Guarantee issued, the Bidder is required to ensure compliance to the points mentioned in relevant Form of Bank Guarantee Verification Check List. Further, the Bidder is required to fill up this Form and enclose the same with the Bank Guarantee.

4. The Bank Guarantee shall be from any Scheduled / Commercial Bank recognised by Reserve Bank of India.

BANK GUARANTEE VERIFICATION CHECKLIST

1. Bank Guarantee No.
2. Issuing Bank
3. Amount of BG
4. Nature of BG & No. Pages
5. Validity of BG
6. Package Description
7. Party & Contracts Ref.
8. Bank Reference

CHECK LIST

S.No.	Details of Checks	Yes/No
a)	Is the BG on non-judicial stamp paper of appropriate value, as per Stamp Act?	
b)	Whether date, purpose of purchase of stamp paper and name of the purchaser are indicated on the back of stamp paper under the Signature of Stamp vendor? (The date of purchase of stamp paper should be not later than the date of execution of BG and the stamp paper should be purchased either in the name of the executing Bank or the Bidder on whose behalf the BG has been issued).	
c)	In case the BGs from Banks abroad, has the BG been executed on Letter Head of the Bank, whether adhesive Stamp of appropriate value has been affixed thereon.	
d)	Has the executing Officer of BG indicated his name, designation and Power of Attorney No. / Signing Power No. etc. on the BG?	
e)	Is each page of BG duly signed/initiated by executant and whether stamp of Bank is affixed thereon? Whether the last page is signed with full particulars including two witness under seal of Bank as required in the prescribed proforma?	
f)	Does the Bank Guarantees compare	

verbatim with the Proforma prescribed
in the Bid Documents?

g) In case of any changes in contents of text,
whether changes are of minor/clerical nature
(which in no way limits the right of HURL in
any manner)?

h) In case of deviations in text of BG, which materially
affect the right of Owner, whether the changes
have been agreed based on the opinion by
Legal Department or BG is considered acceptable
on the basis of opinion of Law Department already
available on the similar issue.

i) Are the factual details such as Bid
Document No./Specification No. /
NOA / LOA / Contract No., Contract
Price, Percentage of Advance, Amount
of BG and Validity of BG correctly
mentioned in the BG?

j) Whether overwriting / cutting if any on
the BG have been properly authenticated
under signature & seal of executant?

k) Whether the BG has been issued by
a Bank in line with the provisions of
Bidding / Contract Documents?

l) In case BG has been issued by a Bank
other than Scheduled / Commercial Bank
recognised by Reserve Bank of India,
is the BG confirmed by a Bank in India
acceptable as per Bidding /
Contract Documents?

Date : Signature.....

Place :

Printed Name of Authorized Person having Power of Attorney.

(Designation)

(Common Seal)

Note : The Bidder is required to fill up this form and enclose along with the Bank guarantee.

FORMAT OF CONTRACT AGREEMENT

(To be executed on non-judicial stamp paper of appropriate value)

THIS CONTRACT AGREEMENT is made the _____ day of _____, 20____.

BETWEEN

(1) *[Name of Owner]*, a corporation incorporated under the laws of *[country of Owner]* and having its principal place of business at *[address of Owner]* (hereinafter called "the Owner"), and (2) *[name of Contractor]*, a corporation incorporated under the laws of *[country of Contractor]* and having its principal place of business at *[address of Contractor]* (hereinafter called "the Contractor")

WHEREAS the Owner desires to engage the Contractor to*[scope of work]*and the Contractor have agreed to such engagement upon and subject to the terms and conditions hereinafter appearing.

NOW IT IS HEREBY AGREED as follows:

ARTICLE 1. CONTRACT DOCUMENTS

1.1 The following documents shall constitute the Contract between the Owner and the Contractor,
and each shall be read and construed as an integral part of the Contract:

- a) This Contract Agreement and the Appendices hereto
- b) Letter of Award .. Ref. No
- c) Amendment to the NIT document.
- d) Instruction to Bidders
- e) Special Conditions of Contract
- f) General Conditions of Contract
- g) Technical Specifications and Drawings
- (f)The Bid and Price Schedules submitted by the Bidder

1.2 Order of Precedence

In the event of any ambiguity or conflict between the Contract Documents listed above, the order of precedence shall be the order in which the Contract Documents are listed in Article 1.1(Contract Documents) above.

1.3 Definitions

Capitalized words and phrases used herein shall have the same meanings as are ascribed to them in the General Conditions of Contract.

ARTICLE 2. CONTRACT PRICE AND PAYMENT TERMS

2.1 Contract Price

The Owner hereby agrees to pay to the Contractor the Contract Price in consideration of the performance by the Contractor of its obligations hereunder. The Contract Price shall be the aggregate of: *[amount of foreign currency in words]*, *[amount in figures]*, and *[amount of local currency in words]*, *[amount in figures]*, or such other sums as may be determined in accordance with the terms and conditions of the Contract.

2.2 Payment Terms

Payment shall be made by the Owner to the Contractor as per the provisions of Bidding Documents.

ARTICLE 3. EFFECTIVE DATE FOR DETERMINING TIME FOR COMPLETION

The Completion period of the Project shall be determined from the date of Letter of Award.

ARTICLE 4. NON-ASSIGNABILITY

The Contract and benefits and obligations thereof shall be strictly personal to the CONTRACTOR and shall not on any account be assignable or transferable by the CONTRACTOR.

ARTICLE 5. GOVERNMENT OF INDIA NOT LIABLE

It is expressly understood and agreed by and between the Contractor and the Owner that the Owner is entering into this Agreement solely on its own behalf and not on behalf of any other person or entity. In particular it is expressly understood and agreed that the Government of India is not a party to this Agreement and has no liabilities, obligations or rights hereunder. It is expressly understood and agreed that the Owner is an Independent legal entity with power and authority to enter into contracts solely on its own behalf under the applicable laws of India and the general principles of Contract Law. The Contractor expressly agrees, acknowledges and understands that the Owner is not an Agent, Representative or Delegate of the Govt. of India. It is Further understood and agreed that the Government of India is not and shall not be liable for any acts, omissions, commissions, breaches or other wrongs arising out of the Contract. Accordingly, the Contractor expressly waives, releases and foregoes any and all actions or claims, including cross claims, imp leader claims or counter claims against the Government of India arising out of this Contract and covenants not to sue the Government of India as to any manner, claim, cause of action or thing whatsoever arising of or under this Contract.

ARTICLE 6. Appendices

The Appendices listed in the attached list of Appendices shall be deemed to form an integral part of this Contract Agreement. Reference in the Contract to any Appendix shall mean the Appendices attached hereto, and the Contract shall be read and construed accordingly.

ARTICLE 7. NO LIABILITY ON DIRECTOR AND EMPLOYEE

No Director, employee, consultant or agent of the OWNER or other person representing the OWNER or acting on behalf of the OWNER in or pursuant to the Contract or in the discharge of any obligation to the OWNER under the Contract or otherwise in relation to the Contract shall have any personal liability to the CONTRACTOR or any Sub-Contractor, agent, representative, director or employee of the CONTRACTOR or to any other person acting for or on behalf of the CONTRACTOR and the CONTRACTOR on its own behalf and on behalf of its Sub Contractors, directors, employees, agents and representatives hereby waives and disclaims any and all right of

action which it or they may have whether under tort or Contract or otherwise against the OWNER or any director, employee, agent, consultant or representative of the OWNER for act of omission or commission done or omitted to be done.

ARTICLE 8. WAIVER

No failure or delay by the OWNER in enforcing any right or remedy of the OWNER in terms of the CONTRACT or any obligation or liability of the CONTRACTOR in terms thereof, shall be deemed to be a waiver of such right, remedy, obligation or liability, as the case may be, by the OWNER and notwithstanding such failure or delay, the OWNER shall be entitled at any time to enforce such right, remedy, obligation or liability, as the case may be.

ARTICLE 9. LANGUAGE OF CONTRACT AND COMMUNICATION

The language of the Contract shall be English and all communications, drawings, design, data, information, codes specifications and other document whatsoever supporting the bid or otherwise exchanged under the Contract shall be in English. In the event that any technical documentation is in any language other than English, the document should be translated and presented to the OWNER/Project Manager in English and English document/translated document shall be regarded as the only authentic document.

IN WITNESS WHEREOF the Owner and the Bidder have caused this Agreement to be duly executed by their duly authorized representatives the day and year first above written.

Signed by for and on behalf of the Owner

[Signature]

[Title]

in the presence of

Signed by for and on behalf of the Bidder

[Signature]

[Title]

in the presence of _____

CONTRACT AGREEMENT

dated the _____ day of _____, 20_____

BETWEEN

["the Owner"]

and

["the Bidder"]

TENDER QUALIFICATION FORM

(MUST BE FILLED)

THE TENDER SHALL NOT BE EVALUATED IF THE FORM IS NOT FILLED. UDIN AND PURCHASE ORDER DETAILS SHOULD BE CLEARLY MENTIONED. ONLY ORDERS MENTIONED IN THE FORM SHALL BE EVALUATED AND OTHER ORDERS MAY NOT BE EVALUATED EVEN IF THEY ARE ATTACHED. HURL RESERVES THE RIGHT TO REJECT THE BID IF THIS FORM IS NOT FILLED.

To,

HURL Barauni, Begusarai , Bihar – 851115

Tender No. :

Bidder's Name :

In order to meet the PQC and qualification criteria of the subject tender, we submit the below supporting documents:

In order to meet the PQC of above tender No, we submit below supporting documents:					
Details of Annual Turnover (ATO)		FY	UDIN No.		Turn over (INR)
Annual Turnover during		2019-20			
Annual Turnover during		2020-21			
Annual Turnover during		2021-22			
Annual Turnover during		2022-23			
Average ATO for the Preceding 3 Financial Years					
Sl.	Description of items	PO No.	PO Date	PO value in INR	Actual Supplied value in INR
1					
2					
3					
4					
5					
6					
7					

8					
9					
10					

VERY IMPORTANT:

Note to Annexure -12:

1. Bidders shall clearly mention the details in above table in line with the supporting documents and any vague reply like “attached” / “as per supporting” etc. written in above **form such bids shall be liable to reject**. NO CLAIMS SHALL BE ENTERTAINED IF THE DATA IS NOT FILLED PROPERLY AS MENTIONED IN ANNEXURE -12.
2. Bidders must submit all requisite documents mentioned above in support of their meeting the PQC requirement.
3. **Bidders can submit a maximum of 10 Purchase orders with their completion certificates** and the details of the same should be clearly mentioned in the annexure -12. The bidder shall be obligated to furnish an amended copy of the work order in the event that the executed value specified in the completion certificate surpasses the original order value. Failure to comply with this requirement shall grant HURL the right to disqualify the order, and no claims shall be entertained with respect to such occurrences.
4. No work order copies other than mentioned above will be accepted for PQC, technical and financial evaluation at the stage of tender evaluation and shortfall query/clarification. HURL Reserves the right to reject the bid if the document
5. The shortfall shall only be raised for the attached orders. If the bidders fail to attach the purchase orders even after filling out the data in Annexure-12, HURL reserves the right to reject them, and no shortfall may be raised for such instances. Additionally, no claims from the bidders shall be entertained in such cases.
6. Bidders will be given only one opportunity with a fixed deadline to submit any shortfall documents/clarification mentioned in Annexure-12 related to work order/purchase order (if required).

Yours Faithfully,

(Signature of the Bidder with Official Seal)

Bid Security Declaration Form**(On Bidders Letter Head)**

To,
 Manager (C&M),
 HURL Admin Building Office,
 Hindustan Urvarak & Rasayan Limited, Barauni,
 (A JV of CIL, NTPC, IOCL, FCIL & HFCL)
 P.O: Barauni, Distt: Begusarai (Bihar), Pin: 851115.

Sub: Bid Security Declaration Form

Tender Reference No: -

Name of Tender/Work: -

Dear Sir,

I/We. The undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.
2. I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We:
 - a. have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
 - b. Having been notified of the acceptance of our Bid by the purchaser during the period of Bid Validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.
3. I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) if I am/ we are not the successful bidder, the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid or any extension thereof.

Signed:

(Insert signature of person whose name and capacity are shown)

in the capacity of

(Insert legal capacity of person signing the Bid Securing Declaration)

Name:

(Insert complete name of person signing the Bid Securing Declaration)

Dated onday of (Insert date of signing)

Corporate Seal (where appropriate)

Note: To Be signed by person who is legally authorised as assigned in Power of Attorney. In case of a Joint venture, the Bid securing declaration must be in the name of all partners to the joint venture that submits the bid.

Self-Certification under Preference to “MAKE IN INDIA” Policy

CERTIFICATE

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017, as amended from time to time and as applicable on the date of submission of tender, we hereby certify that we M/s_____ (supplier name) are local supplier meeting the requirement of minimum Local content (50%) as defined in above orders for the material against Tender

No_____

Details of location at which local value addition will be made is as follows:

We also understand, false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rule for which for which a bidder or its successors can be debarred for up two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law. Seal and Signature of Authorized Signatory.

Seal and Signature of Authorized Signatory

DECLARATION OF GST NON-ENROLMENT

Dear Sir/Madam,

Sub: Declaration of non-requirement of registration under the Central/State/UT/Integrated Goods and Services Tax Act, 2017

I/We... (Name of the service provider/business entity), do hereby declare that I/we am/are not registered under the Goods and Services Tax Act, 2017 as (select and fill below for the relevant reason)

-I/We deal in/supply the category of goods or services (Describe the nature of the services/goods) which are exempted under the Goods and Service Tax Act, 2017.

-I/We have the annual aggregate turnover below the taxable limit as specified under the Goods and Services Tax Act, 2017.

-I/We are yet to register ourselves under the Goods and Services Tax Act, 2017.

I/We hereby also confirm that if anytime during any financial year I/we decide or require or become liable to register under the GST, I/we undertake to provide all the requisite documents and information.

I/We request you to consider this communication as a declaration for not requiring to be registered under the Goods and Service Tax Act, 2017.

I/We hereby also confirm that (Name of the service recipient) shall not be liable for any loss accrued to me/us, due to any registration default with the GST.

Signature of Authorised Signatory:

Name of the Authorised Signatory:

Name of Business:

Date:

Stamp/Seal of the business entity:

**DECLARATION REGARDING GST
(To be given on Company Letter Head)**

Date:

To,

Sub: Declaration Regarding GST

Tender Reference No:

Name of Tender / Work: -

Dear Sir,

We hereby submit following declaration with respect to the applicability of GST.

☐ GST (Goods and Service Tax) on transportation activity being under reverse charge mechanism (RCM) shall be deposited by HURL.

☐ GST shall be Charged by the bidder @ _____% will be reimbursed by HURL.

(Please tick in the applicable Box for GST)

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Note: -

If the bidder quotes Zero "0" in the Applicable GST rate in the declaration OR doesn't submit the declaration then the GST amount would be deemed to be included in the per unit rate quoted by the bidder in the BOQ.

PROFORMA OF "NO DEMAND CERTIFICATE" BY CONTRACTOR
(TO BE ISSUED BY THE CONTRACTOR)

NAME OF PACKAGE:

NAME OF CONTRACTOR:

LETTER OF AWARD/ NOA/ CONTRACT NO.:

DATED:

We, M/s (Contractor) do hereby acknowledge and confirm that we have received the full and final payment due and payable to us from HURL (Owner) in respect of our aforesaid LOA/ NOA/ Contract No..... dated including amendments, if any, issued by HURL, to our entire satisfaction and we further confirm that we have no claim whatsoever pending with HURL under the said Contract.

Notwithstanding any protest recorded by us in any correspondence, document, measurement books, and/or final bills etc., we waive all our rights to lodge any claim or protest in future under this contract.

We are issuing this "NO DEMAND CERTIFICATE" in favour of HURL with full knowledge and with our free consent without any undue influence, misrepresentation, coercion, duress, etc.

Date

Signature

Place

Name

Designation

(Company Common Seal)

(This certificate shall be accompanied by the Power of attorney of the signatory)