

INSTRUCTIONS TO BIDDERS AND GENERAL CONDITIONS OF CONTRACT

INTRODUCTION

1.0 GENERAL PARTICULARS:

1.0 The Power Transmission Corporation of Uttarakhand Ltd. Dehradun herein after called "PTCUL/OWNER" (the term would include PTCUL) intends to receive bids **for MAINTENANCE AND TIGHTENING OF VARIOUS BAYS AT 400 KV S/S RISHIKESH** through Executive Engineer, 400KV(O&M) Division, Rishikesh as detailed in the accompanying specification in accordance with the terms & conditions herein. The bids shall be prepared and furnished as per these instructions.

2.0 REQUIREMENTS

A: PRE-QUALIFYING REQUIREMENTS:

2.1 :COST OF TENDER DOCUMENTS: Tender document cost Rs. 100.00 plus 18.00 % GST i.e. Rs. 118.00 (Non-refundable) shall have to be deposited by the Tenderer in the shape of Demand Draft only in favour of **Executive Engineer, 400KV O&M, Division Rishikesh** on any scheduled bank payable at Rishikesh. Tenders received without adequate amount of Tender document cost shall be rejected summarily.

2.2: EARNEST MONEY: Earnest Money amounting to Rs. 3,000.00 (Rs. Three Thousand only) in the shape of CDR/FDR/TDR duly pledged to **Executive Engineer, 400KV O&M, Division Rishikesh** should be valid minimum for six months from the date of opening of tender. Tenders received without adequate amount of Earnest money shall be rejected summarily.

B. TECHNICAL CRITERIA

2.3 The Tenderers should have submitted Tender downloading Application Form.

2.4 The Tenderer/bidders should have adequate experience of such type of work i.e. "**Maintenance & tightening of bays at 400/220/132KV Substations**" during last five years, as per following conditions:

Three similar completed works costing not less than the amount Rs. 0.40 Lac. each.

Or

Two similar completed works costing not less than the amount Rs. 0.60 Lac. each.

Or

One similar completed work costing not less than the amount Rs. 0.80 Lac. each.

2.5 The Tenderer should furnish the details of their experience and statement of past works in the form "Details of orders executed during last five years" annexed. Photostat copies of order and performance reports of these items from various State Electricity Boards/other Govt. Departments also be given.

2.6 Experience certificate should be issued by an officer not below the rank of Executive Engineer, mentioning name of work, agreement no., amount of work done, schedule time of completion versus actual time of completion, quality of work done, performance etc..

C. FINANCIAL CRITERIA

3.1 Tender downloading application form is mandatory to be attached with tender documents.

3.2 Agreement of validity of duly executed on non-judicial stamp paper worth Rs. 10.00 duly affixed with Rs. 1.00 Revenue stamp should be submitted.

3.3 Copy PAN Card of Individual/Company/Firm/All partners in case of partnership firm should be attached.

3.4 Tenderer should have submitted copy of GST Registration.

- 3.5 The Employee Provident Fund (EPF) Registration Number shall be a mandatory PQR for award of Work Contracts, Manpower Contracts, Vehicle Hiring Contracts and Annual Maintenance Contracts etc. along with latest proof for submission of EPF of employees in EPF department.
- 3.6 RTGS/NEFT Details of the bidder is to be submitted.
- 3.7 Solvency certificate from Bank (20% of bid value) should be submitted.
- 3.8 Minimum Average Annual Turnover (MAAT) should be Rs. 1.50 Lac for the preceding best three years out of the last five financial years.

Note: The Balance sheet and other financial documents attested/ certified by CAs to substantiate fulfillment of FQR should be with UDIN failing which the tender will be summarily rejected without any further reference.

D: Declaration regarding MSME: MSME applicable as per rule and regulation of MSME. The contractor should be submitted in the prescribed format

PREPARATION OF BID

1. The Bid shall be submitted in three parts in sealed cover as per Index and in the following manner.
 - a) **Envelope –I will contain the following;**
 1. Tender downloading/uploading application form of contractor from the site of <http://www.uktenders.gov.in>
 2. The requisite cost of tender documents in the shape of Demand Draft in favour of Executive Engineer, 400KV (O&M), Division, Rishikesh on any scheduled Bank payable at Rishikesh with covering letter of the Firm.
 3. Earnest Money in favour of Executive Engineer, 400KV (O&M), Division, Rishikesh as specified hereinafter in the required shape with Tender Form.
 4. The Envelope should be super scribed Tender No. T-01/EE/2021-22 Part-I (Tender Cost, Earnest Money & Tender downloading application form).
 - b) **Envelope-II should contain the following duly stamped & signed on each page;**
 1. Pre-qualifying requirements and commercial terms & conditions with supporting documents.
 2. General Data Sheet along with desired proofs.
 3. Technical Specification
 4. The Envelope should be super scribed Tender No. T-01/EE/2021-22 Part-II (Pre-qualification & Technical Part).
 - c) Price Bid should be fillup online on the e-tendering website <http://www.uktenders.gov.in> which will be opened after successfully qualified the technically & financially.

Note: All the above envelopes should be kept in one Envelope addressed to Executive Engineer, 400KV O&M Division Rishikesh. The Envelope should be super scribed as “Tender No. T-01/EE/2021-22” for said work/procurement which should not be opened before above opening date.

2. Tenders duly sealed should be submitted through **Speed Post/Registered Post/By Hand only.**
3. Tenders received without tender document cost and earnest money shall not be entertained and shall be rejected summarily. In case, due date of opening of the tenders happens to be a Holiday, the tenders shall be received and opened on the next working day.
4. The Tender Performa, attached, should be filled in clearly. The tenders received without this Proforma shall be liable to be rejected.
5. The rate will be valid for **6 months** from the date of opening of the tenders. The tenderers must furnish the agreement of validity on non/judicial stamp paper worth Rs.10.00 duly affixed Rs.1.00 revenue stamp. Tenders without agreement of validity shall be rejected.

6. The Tenderers are required to fill up their rates in words as well as in figures. If there is any difference in quoted rates in words and figures. The rates mentioned in words shall be dictated and considered.
7. The tenderers are requested to furnish the registration number of GST and latest Income Tax Clearance Certificate in case of tender's execution of work/supply. In absence of above, the tenders shall be liable to be rejected.
8. The tenderers should invariably, submit the details of supply/work order for similar items/work executed by them in any power sector like UPPCL/UPCL/PTCUL and other Government Department.
9. Conditional tenders shall not be entertained and will be rejected summarily.
10. Telegraphic/Fax offers shall not be entertained. Conditional tender not expected.
12. The undersigned reserves the right to divide the quantity of supply/work, between two or among more tenderers in the interest of Corporation.
13. The tenders should be submitted in the Proforma prescribed and bids received without purchasing the tender documents shall not be considered.
14. Over-writing is not permissible. Any cutting in tender should be duly signed and stamped.
15. If the tenderer withdraw their offer within the validity period, the Earnest Money deposited by them shall be forfeited to PTCUL similarly if the tenderer made any alteration/modification in tender after its opening, the tenders will be rejected and the earnest money deposited shall be forfeited.
16. However, the undersigned reserves the right to reject any or all the tenders without assigning any reason.