

GOVERNMENT OF INDIA  
CENTRAL PUBLIC WORKS DEPARTMENT

O/o Executive Engineer (Elect.), Shimla Central Elect. Division, C.P.W.D., Shimla

Notice Inviting Tender

NIT NO. :- 41/EE(E)/ShED/CPWD/2026-27-Recall-3

NAME OF WORK: Annual Repair & Maintenance, Operation (AR&MO) of Chadwick House, NAAA under Sub Div I, Shimla (HP) (SH :- Operation and routine maintenance of electrical, Fire Alarm and Fire Fighting installations).

ESTIMATED COST: Rs. 12,02,028/-

EARNEST MONEY: Rs. 24,041/-

TIME ALLOWED: 12 Months

Certified that this NIT contains **1 to 35** pages

NIT Approved for Rs. 12,02,028/-

Assistant Engineer (Elect.)Pl.

Executive Engineer (Elect.)  
Shimla Electrical Division  
CPWD, Longwood, Shimla-01

**INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING FORMING  
PART OF BID DOCUMENT AND TO BE POSTED ON WEBSITE**

The Executive Engineer (E), Shimla Central Elect. Division, CPWD, Shimla (H.P.) [(Ph : 0177-2655193) (Email : cpwd\_e\_sml@yahoo.com) on behalf of The President of India **Re-invites** online Percentage Rate tenders from approved and eligible contractors in Composite Category in appropriate class of C.P.W.D. for the following work (s):

| S. No. | NIT No.                             | Name of work & Location                                                                                                                                                                                  | Estimated cost put to tender | Earnest Money | Period of Completion | Last date & time of submission of Bid, original EMD, Copy of receipt for deposition of original EMD, and other documents as specified. | Time & date of opening of bid |
|--------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|---------------|----------------------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 1      | 2                                   | 3                                                                                                                                                                                                        | 4                            | 5             | 6                    | 7                                                                                                                                      | 8                             |
| 1      | 41/EE(E)/ShED/CPWD/2026-27-Recall-3 | Annual Repair & Maintenance, Operation (AR&MO) of Chadwick House, NAAA under Sub Div I, Shimla (HP) (SH :- Operation and routine maintenance of electrical, Fire Alarm and Fire Fighting installations). | Rs. 12,02,028/-              | Rs. 24,041/-  | 12 Months            | 28/07/2026 upto 03.00 PM                                                                                                               | 28/07/2026 at 03.30 PM        |

- The intending bidder must read the terms and conditions of CPWD-6 carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
- Information and Instructions for bidders posted on website shall form part of bid document
- The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <https://etender.cpwd.gov.in> or [www.cpwd.gov.in](http://www.cpwd.gov.in) free of cost.
- But the bid can only be submitted after deposition of original EMD either in the office of Executive Engineer inviting bids or division office of any Executive Engineer, CPWD within the period of bid submission and uploading the mandatory scanned documents such as Insurance Surety Bonds, Account Payee Demand draft or Banker's Cheque or Fixed Deposit Receipts or/and Bank Guarantee including e-Bank Guarantee (for balance amount as prescribed) from any of the Commercial Bank towards EMD in favour of Executive Engineer as mentioned in NIT, receipt for deposition of original EMD to division office of any Executive Engineer (including NIT issuing EE/ AE), CPWD and other documents as specified.
- Those contractors who are not registered or have not updated their profile on the website mentioned above, are required to get registered / update their profile beforehand. The necessary training materials including the videos with step to step process are available on download section of <https://etender.cpwd.gov.in>
- The intending bidder must have valid Class-III digital signature certificate with encryption key (combo type) to perform any operations / transactions on the e-tendering portal / website

- and the bidder should download and install the eMSigner on their system as per instructions available on download section of <https://etender.cpwd.gov.in>.
7. On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
  8. Contractor can upload documents in the form of JPG format and PDF format.
  9. Contractor must ensure to quote rate in the prescribed column(s) meant for quoting rate in figures appears in yellow colour and the moment rate is entered, it turns sky blue.  
In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).  
However, If a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section / sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.

**List of Documents to be scanned and uploaded within the period of bid submission:**

- I. Insurance Surety Bond/ Demand Draft/ Account Payee Banker's Cheque / FDR/ Bank Guarantee of any commercial Bank against EMD.
- II. Copy of receipt of deposition of original EMD issued from division office of any Executive Engineer, CPWD (including NIT issuing EE).  
**Note:- EMD is required to deposit in the office of Executive Engineer (Elect.), Shimla Central Electrical Division, CPWD, Longwood, Shimla who is inviting bid or Division office of any Executive Engineer, CPWD within the period of bid submission as per CPWD Works Manual-2024 and associated SOP Provision 5/1 (Refer Para 5.1.3 (1)) CPWD OM No. DG/Manual-2024/Misc./01 dated 15-07-2024). If the EMD is deposited in Sub Division office then it shall not be considered and tender shall be rejected.**
- III. Enlistment order of the CPWD contractors in appropriate class in composite category.
- IV. GST Registration Certificate if already obtained by the bidder.  
If the bidder has not obtained GST registration as applicable, then he shall scan and upload following under taking along with bid documents.  
"If work is awarded to me, I/we shall obtain GST registration certificate, as applicable, within one month from the date of receipt of award letter or before release of any payment by CPWD, whichever is earlier, failing which I/we shall be responsible for any delay in payments which will be due towards me/us on account of the work executed and/or for any action taken by CPWD or GST department in this regard".
- V. Valid Electrical contractor licence OR undertaking that they will either obtain valid electrical licence at the time of execution of electrical work or associate contractor having valid electrical licence of appropriate class **(As per page no. 5 of NIT)**.
- VI. Certificate of ESIC and EPFO registration, If the tenderer does not have ESIC and EPFO Registration then he have to upload an undertaking that, he has not employed/ deployed 20 or more labours in any day in the preceding one year for registration with EPFO and 10 or more labour in any day in the preceding 1 year for registration with ESIC and he will be get registered with ESIC and EPFO, if applicable before starting of the work otherwise appropriate action may be taken against him such as determination of contract, forfeiture of performance guarantee etc.
- VII. The bidder does upload compulsory ERP training certificate from any CPWD Regional Training Institute (RTIs) and Training arranged by Graduates of ERP "Train the Trainers Programme" conducted by NCA, Ghaziabad or through any other special training arranged by ERP unit of CPWD. Attach - ERP training workshop certificate.
- VIII. Complete address, E-mail & mobile no. of the firm/agency on the letter head of firm / agency (for making correspondence).
- IX. Any other document as specified in the NIT.

Assistant Engineer (Elect.)Pl.      Executive Engineer (Elect.)  
Shimla Electrical Division  
CPWD, Longwood, Shimla-01

Receipt of deposition of original EMD  
(Receipt No.                      / Date.                      )

- 1 Name of work: - Annual Repair & Maintenance, Operation (AR&MO) of Chadwick House, NAAA under Sub Div I, Shimla (HP) (SH :- Operation and routine maintenance of electrical, Fire Alarm and Fire Fighting installations).
- 2 NIT No.                      41/EE(E)/ShED/CPWD/2026-27-Recall-3
- 3 Estimated Cost :- Rs. 12,02,028/-
- 4 Amount of Earnest Money Deposit :- Rs. 24,041/-
- 5 Last date of submission of bid :- 28/07/2026 upto 03:00 PM

(\*To be filled in by NIT approving authority/ EE at the time of issue of NIT and uploaded along with NIT)

- 1 Name of Contractor :- .....#
- 2 Form of EMD :- .....#
3. Amount of Earnest Money :- .....#
4. Date of Submission of EMD :- .....#

Signature, Name and Designation of EMD  
Receiving officer (EE/AE(P)/AAO)  
Alongwith office stamp

**Note:-** 1) EMD should be in favour of Executive Engineer (Elect.), Shimla Electrical Division, CPWD, Longwood, Shimla.  
2) EMD is required to deposit in the office of Executive Engineer (Elect.), Shimla Central Electrical Division, CPWD, Longwood, Shimla who is inviting bid or Division office of any Executive Engineer, CPWD within the period of bid submission as per CPWD Works Manual-2024 and associated SOP Provision 5/1 (Refer Para 5.1.3 (1)) CPWD OM No. DG/Manual-2024/Misc./01 dated 15-07-2024). If the EMD is deposited in Sub Division office then it shall not be considered and tender shall be rejected.

(#To be filled by EMD receiving EE)

## Undertaking Form

### UNDERTAKING FOR ASSOCIATING VALID ELECTRICAL CONTRACTOR LICENSE HOLDER

1. Name of Work: Annual Repair & Maintenance, Operation (AR&MO) of Chadwick House, NAAA under Sub Div I, Shimla (HP) (SH :- Operation and routine maintenance of electrical, Fire Alarm and Fire Fighting installations).
2. NIT No.:- 41/EE(E)/ShED/CPWD/2026-27-Recall-3
3. Estimated Cost:- Rs. 12,02,028/-
4. Amount of Earnest Money Deposit:- Rs. 24,041/-
5. Last date of submission of bid :- 28/07/2026 upto 03:00 PM

**I undertake that I will either obtain valid electrical license at the time of execution of electrical work or associate the contractor having valid electrical license of appropriate class after acceptance of tender alongwith Performance Guarantee otherwise department shall forfeit the deposited EMD absolutely & shall reject my/our tender and debar me/us from re-tendering for this work.**

Signature :-.....

Agency Name :-.....

Agency Address :- .....

.....

.....

### **WILLINGNESS CERTIFICATE (For Electrical Work)**

Name of Work : Annual Repair & Maintenance, Operation (AR&MO) of Chadwick House, NAAA under Sub Div I, Shimla (HP) (SH :- Operation and routine maintenance of electrical, Fire Alarm and Fire Fighting installations).

I hereby give my willingness to work as electrical contractor for the above mentioned work.

I will execute the work as per specifications and conditions for the agreement and as per direction of the Engineer-in-Charge. Also I will engage full time technically qualified supervisor/engineer for the works. I will attend inspection of officers of the department as and when required.

Dated:

Signature of the Electrical Contractor

## CPWD-6 FOR e-TENDERING

Online Percentage Rate tenders are **re-invited** on behalf of President of India from approved and eligible contractors in Composite Category in appropriate class of C.P.W.D. for the work Annual Repair & Maintenance, Operation (AR&MO) of Chadwick House, NAAA under Sub Div I, Shimla (HP) (SH :- Operation and routine maintenance of electrical, Fire Alarm and Fire Fighting installations).

- 1.1 The work is estimated to cost Rs. 12,02,028/-. This estimate, however, is given merely as a rough guide.
- 1.1.1 The authority competent to approve NIT for the combined cost and belonging to the major discipline will consolidate NITs for calling the bids. He will also nominate Division which will deal with all matters relating to the invitation of bids.

For composite bids, besides indicating the combined estimated cost put to bid, should clearly indicates the estimated cost of each component separately. The eligibility of bidders will correspond to the combined estimated cost of different components put to bid.

- 1.2 Intending bidders is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified below:-

~~1.2.1 ——— Conditions for Non-CPWD contractors only, if bids are also open to non-CPWD contractors. For works estimated cost up to Rs. 20 Crore ( the figure of Rs. 20 Crore may be modified as per bidding limit of CPWD class I/ Group A contractors of respective discipline such as Electrical, Horticulture and Furniture etc. as the case may be).~~

~~Three similar works each of value not less than Rs. .... or two similar works each of value not less than Rs. .... or one similar work of value not less than Rs. .... (all figures rounded to nearest Rs.10 lac) in last 7 years ending previous day of last date of submission of bids. (Modified vide OM No. DG/MAN/293. Dtd. 31.10.2013).~~

Note :-

~~For works costing above Rs. 5 Crore but up to Rs. 20 Crore, ( the figure of Rs. 5 Crore and Rs. 20 Crore may be modified as per bidding limit of CPWD class II/ Group B and CPWD Class I/ Group A contractors respectively of respective discipline such as Electrical, Horticulture and Furniture etc. as the case may be) when bids are open to non-CPWD contractors also, then class II contractors of CPWD shall also be eligible if they satisfy the eligibility criteria specified in 1.2.1 above.~~

~~1.2.2 Criteria of eligibility for CPWD as well as non-CPWD contractors:~~

~~For works estimated to cost above Rs. 20 Crore. (the figure of Rs. 20 Crore may be modified as per bidding limit of CPWD class I/ Group A contractors of respective discipline such as Horticulture and Furniture etc. as the case may be) Three similar works each of value not less than Rs. .... or two similar works each of value not less than Rs. .... or one similar work of value not less than Rs. .... (all figures rounded to nearest Rs.10 lac) in last 7 years~~

~~ending previous day of last date of submission of bids. (Modified vide OM No. DG/CON/294 DT. 03-10-2016).~~

~~The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of submission of bid. This is applicable for 1.2.1 as well 1.2.2. (Modified vide OM No. DG/CON/294 DT. 03-10-2016).~~

To become eligible for issue of bid, the bidders shall have to furnish an affidavit as under:-

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

- 1.2.3 When bids are invited from non CPWD contractors and CPWD class II contractors as per provisions of clause 1.2.1 above, it will be mandatory for non CPWD contractors and CPWD class-II contractors to upload the work experience certificate(s) and the affidavit as per the provisions of clause 1.2.2.

But for such bids, Class-I contractors of CPWD are eligible to submit the bids without submission of work experience certificate and affidavit. Therefore, CPWD class-I contractors shall upload two separate letters for experience certificate and affidavit that these documents are not required to be submitted by them. Uploading of these two letters is mandatory otherwise system will not clear mandatory fields.

2. Agreement shall be drawn with the successful bidder on prescribed Form No. CPWD 8 which is available as a Govt. of India Publication and also available on website [www.cpwd.gov.in](http://www.cpwd.gov.in). Bidders shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
3. The time allowed for carrying out the work will be **12 Months** from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents.
4. The site for the work will be made available in parts as per the complaint received.

~~The architectural and structural drawing for the work is available. \_\_\_\_\_~~

OR

~~The architectural and structural drawings shall be made available in phased manner, as per requirement of the same as per approved programme of completion submitted by the contractor after award of work.~~

5. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the

contract to be complied with and other necessary documents except Standard General Conditions of Contract Form can be seen from website <https://etender.cpwd.gov.in/> in free of cost.

6. After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
7. While submitting the revised bid, contractor can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of bid as notified.
8. When bids are invited in three stage system and if it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.
9. Earnest Money in the form of Treasury Challan or Demand Draft or Pay order or Banker's Cheque or Deposit at Call Receipt or Fixed Deposit Receipt (drawn in favour of Executive Engineer (E), SCED, CPWD, Longwood, Shimla) shall be scanned and uploaded to the e-tendering website within the period of bid submission. The original EMD should be deposited either in the office of Executive Engineer inviting bids or division office of any Executive Engineer, CPWD within the period of bid submission. The EMD receiving Executive Engineer shall issue a receipt of deposition of earnest money deposit to the bidder in a prescribed format (enclosed) uploaded by tender inviting EE in the NIT.

This receipt shall also be uploaded to the e-tendering website by the intending bidder upto the specified bid submission date and time. (Modified vide OM No. D G/MAN/328. Dtd. 04.01.2016).

A part of earnest money is acceptable in the form of bank guarantee also. In such case, minimum 50% of earnest money or Rs. 20 lakh, whichever is less, shall have to be deposited in shape prescribed above, and balance may be deposited in shape of Bank Guarantee of any schedule bank having validity for six months or more from the last date of receipt of bids which is to be scanned and uploaded by the intending bidders.

Copy of Enlistment Order and other documents as specified in the press notice shall be scanned and uploaded to the e-tendering website within the period of tender submission. However, certified copy of all the scanned and uploaded documents as specified in press notice shall have to be submitted by the lowest bidder only within a week physically in the office of tender opening authority.

Online bid documents submitted by intending bidders shall be opened only of those bidders, whose original EMD deposited with any division of CPWD and other documents scanned and uploaded are found in order.

The bid submitted shall be opened **on 28/07/2026 at 03.30 PM.**

10. The bid submitted shall become invalid if:
  - (i) The bidder is found ineligible.
  - (ii) The bidder does not deposit original EMD with division office of any Executive Engineer, CPWD.

- (iii) The bidder does not upload all the documents (including GST Registration) as stipulated in the bid document including the copy of receipt for deposition of original EMD.
- (iv) If any discrepancy is noticed between the document as uploaded at the time of submission of bid and hard copies as submitted physically by the lowest bidder in the office of tender opening authority. (Modified vide OM No. DG/MAN/328 Dtd. 04.01.2016).
- (v) If a tenderer quotes `Nil` rates against each item in Percentage rate tender or does not quote any percentage above/below on the total amount of the tender or any section/ subhead in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.

11. The contractor, whose bid is accepted, will be required to furnish performance guarantee of **(i) 5.00% of Estimated cost put to tender (ECPT) or tendered value whichever is higher. (ii) Where, the tendered amount is less than Eighty percent (80)% of the Estimated cost put to tender (ECPT), the Performance Guarantee, in addition to the requirement under (a) above, shall be increased by an amount equal to the difference between Eighty Percent (80%) of the ECPT and the tendered amount.** This guarantee shall be in the form of cash (in case guarantee amount is less than ` 10000/-) or Deposit at Call receipt of any scheduled bank/Banker's cheque of any scheduled bank/Demand Draft of any scheduled bank/Pay order of any Scheduled Bank of any scheduled bank (in case guarantee amount is less than Rs. 1,00,000/-) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule "F". Including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor. The Earnest Money deposited along with bid shall be returned after receiving the aforesaid performance guarantee.

The contractor whose bid is accepted will also be required to furnish either copy of applicable licences/ registrations or proof of applying for obtaining labour licences, registration with EPFO, ESIC and BOCW Welfare Board including Provident Fund Code No. if applicable and also ensure the compliance of aforesaid provisions by the sub contractors, if any engaged by the contractor for the said work and programme Chart (Time & Progress) within the period specified in Schedule F.

12. The description of the work is as follows :-

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

rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.

13. The competent authority on behalf of the President of India does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be summarily rejected.
14. Canvassing whether directly or indirectly, in connection with tenderers is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
15. The competent authority on behalf of President of India reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
16. The contractor shall not be permitted to bid for works in the CPWD Circle (Division in case of contractors of Horticulture/Nursery category) responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in the Central Public Works Department or in the Ministry of Urban Development. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
17. No Engineer of gazetted rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.
18. The bid for the works shall remain open for acceptance for a period of thirty (30) days from the date of opening of bids in case of single bid system/ ~~Sixty (60) days from the date of opening of technical bids in case bids are invited on 2 or 3 bid/envelope system~~ (strike out as the case may be). If any bidders withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modification in the terms and conditions of the bid which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidders shall not be allowed to participate in the rebidding process of the work. (Modified Vide OM No. - DG/CON/293 dated 01.07.2016).
19. This notice inviting Tender shall form a part of the contract document. The successful bidder/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-

- a) The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the tender as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
  - b) Standard C.P.W.D. Form 8 or other Standard C.P.W.D. Form as applicable.
20. Running payment for the major component shall be made by EE of major discipline to the main contractor. Running payment for minor components shall be made by the Engineer-in-Charge of the discipline of minor component directly to the main contractor. The EMB shall be maintained through ERP independently by Engineer-in-Charge of major and minor components.
21. The intending bidders are required to update their profile in CPWD e- tender portal and to upload their bids well in advance of last date of submission of tender. Any issue related to updating profile/uploading tender can be resolved through the concerned Executive Engineer/ Assistant Engineer (Phone no **0177-2655193**, e-mail ID **cpwd\_e\_sml@yahoo.com**) or ERP helpline no. 18001803286 or e-mail ld cpwd.support@techmahindra.com. The e- tendering bidders are also advised not to wait to raise any issues till the last date of submission of bid in their own interest.

Assistant Engineer (Elect.)Pl.

Executive Engineer (Elect.)  
Shimla Electrical Division  
CPWD, Longwood, Shimla-01

CPWD-7  
GOVERNMENT OF INDIA  
CENTRAL PUBLIC WORKS DEPARTMENT

STATE : H.P.  
DIVISION ShCED

CIRCLE SCC  
REGION Chandigarh

BRANCH E & M  
SUB-DIVISION - I

Percentage Rate Tender & Contract for Works

Tender for the work of Annual Repair & Maintenance, Operation (AR&MO) of Chadwick House, NAAA under Sub Div I, Shimla (HP) (SH :- Operation and routine maintenance of electrical, Fire Alarm and Fire Fighting installations).

- (i) To be submitted by **15:00** hours on **28/07/2026** to Executive Engineer (E), SCED, CPWD, Shimla.
- (ii) To be opened in presence of tenderers who may be present at **15:30** hours on **28/07/2026** in the office of Executive Engineer (E), SCED, CPWD, Shimla.

Issued to .....NIT.....  
Signature of officer issuing the documents: .....  
Designation: Executive Engineer (E)  
Date of Issue: **18/07/2026**

T E N D E R

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

I/We hereby tender for the execution of the work specified for the President of India within the time specified in Schedule "F", viz., schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule-1 of General Rules and Directions and in clause 11 of the Conditions of contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender open for thirty (30) days from the date of opening of bids in case of single bid system/ ~~Sixty (60) days from the date of opening of technical bids in case bids are invited on 2 or 3 bid/envelope system~~ (strike out as the case may be) and not to make any modification in the terms and conditions.

A sum of **Rs. 24,041/-** is hereby forwarded in cash/receipt treasury challan /deposit at call receipt of a scheduled bank/fixed deposit receipt of scheduled bank/demand draft of a scheduled bank/bank guarantee issued by a scheduled bank as earnest money. If I/We, fail to furnish the prescribed performance guarantee within prescribed period. I/We agree that the said President of India or his successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I/We fail to commence work as specified, I/We agree that President of India or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance guarantee absolutely. The said Performance Guarantee shall be a guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained or

referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form. Further, I/We agree that in case of forfeiture of Earnest Money or Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work. (Modified vide OM DG/CON/272 dt. 21.8.2013)

Further, I/We agree that in case of forfeiture of Earnest Money or both Earnest Money and performance guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

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

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

Dated .....

Signature of the Contractor

Postal Address -----

Telephone No.-----

Witness:-----

FAX -----

Address:-----

E-MAIL -----

Occupation:-----

## ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the President of India for a sum of Rs. \_\_\_\_\_/- (Rupees).

The letters referred to below shall form part of this contract Agreement:-

(a) -----

(b) -----

(c) -----

For & on behalf of the President of India

Signature.....

Dated .....

Designation.....

## SCHEDULES

### SCHEDULE 'A'

Schedule of quantities (enclosed)

As per Schedule of work attached.

### SCHEDULE 'B'

Schedule of materials to be issued to the contractor:

| S.No.           | Description of item | Qty. | Rates in figures & words at which the material will be charged to the contractor. | Place of issue |
|-----------------|---------------------|------|-----------------------------------------------------------------------------------|----------------|
| 1               | 2                   | 3    | 4                                                                                 | 5              |
| ----- NIL ----- |                     |      |                                                                                   |                |

### SCHEDULE 'C'

Tools and plants to be hired to the contractor:

| S. No.          | Description | Hire charges per day | Place of issue |
|-----------------|-------------|----------------------|----------------|
| 1               | 2           | 3                    | 4              |
| ----- NIL ----- |             |                      |                |

### SCHEDULE 'D'

Extra schedule for specific requirements / : NIL  
documents for the work, if any.

### SCHEDULE 'E'

|                                             |   |                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reference to General Conditions of contract | : | Applicable GCC is GCC Maintenance Works 2023 as modified and corrected upto previous day of the last date of submission of the tender.                                                                                                                                                                                                                                                                       |
| Name of work                                | : | Annual Repair & Maintenance, Operation (AR&MO) of Chadwick House, NAAA under Sub Div I, Shimla (HP) (SH :- Operation and routine maintenance of electrical, Fire Alarm and Fire Fighting installations).                                                                                                                                                                                                     |
| Estimated cost of work                      | : | Rs. 12,02,028/-                                                                                                                                                                                                                                                                                                                                                                                              |
| (i) Earnest money                           | : | Rs. 24,041/- (To be returned after receiving performance guarantee)                                                                                                                                                                                                                                                                                                                                          |
| (ii) Performance Guarantee                  | : | (a) 5.00% of Estimated cost put to tender (ECPT) or tendered value whichever is higher.<br>(b) Where, the tendered amount is less than Eighty percent (80)% of the Estimated cost put to tender (ECPT), the Performance Guarantee, in addition to the requirement under (a) above, shall be increased by an amount equal to the difference between Eighty Percent (80%) of the ECPT and the tendered amount. |
| (iii) Security deposit                      | : | 2.5% of tendered Value                                                                                                                                                                                                                                                                                                                                                                                       |

**SCHEDULE 'F':-**

**General Rules & Directions: -**

|                          |   |                                                      |
|--------------------------|---|------------------------------------------------------|
| Officer inviting tender: | : | Executive Engineer (E), SCED, CPWD, Longwood, Shimla |
|                          | : |                                                      |

**Definitions:**

|                                                                                      |   |                                                                                                                                                         |
|--------------------------------------------------------------------------------------|---|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 (v) Engineer-in-Charge                                                             | : | Executive Engineer (E), SCED, CPWD, Longwood, Shimla                                                                                                    |
| 2 (viii) Accepting Authority                                                         | : | Executive Engineer (E), SCED, CPWD, Longwood, Shimla                                                                                                    |
| 2 (x) Percentage on cost of materials and labour to cover all overheads and profits. | : | 15 %                                                                                                                                                    |
| 2 (xi) Standard schedule of Rates                                                    | : | Based on Market Rates / DSR 2025                                                                                                                        |
| 2 (xii) Department                                                                   | : | CPWD                                                                                                                                                    |
| 9 (ii) Standard CPWD contract form                                                   | : | General Conditions of Contract Maintenance Work 2023, CPWD Form 7 as modified corrected upto previous day of the last date of submission of the tender. |

**Clause 1**

|                                                                                                                                                                                                                                                           |   |         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---------|
| Time allowed for submission of Performance Guarantee, Programme Chart (Time and Progress) and applicable labour license, registration with EPFO, ESIC and BOCW Welfare Board or proof of applying thereof from the date of issue of letter of acceptance. | : | 10 days |
| Maximum allowable extension with late fee 0.1% per day of Performance Guarantee amount beyond the period provided in (i) above.                                                                                                                           | : | 5 days  |

**Clause 2**

|                                                    |   |                                                       |
|----------------------------------------------------|---|-------------------------------------------------------|
| Authority for fixing compensation under clause – 2 | : | Superintending Engineer, SCC, Kennedy Cottage, Shimla |
|----------------------------------------------------|---|-------------------------------------------------------|

**Clause 2A**

Applicable Clause 2/ Clause 2A : Clause 2 (Applicable)

**Clause 5**

Number of days from the date of issue of letter of acceptance for reckoning date of start : 15 Days

**Note:-** Levy of compensation under clause-2/2A will be granted by the Superintending Engineer, SCC, Kennedy Cottage, Shimla

# MILE STONE (S) AS PER TABLE GIVEN BELOW

Table of Milestone (s)

| S.No.          | Description of Milestone (Physical) | Time allowed in days (from date of start) | % Amount of tendered cost to be with-held in case of non achievement of milestone |
|----------------|-------------------------------------|-------------------------------------------|-----------------------------------------------------------------------------------|
| -----NIL ----- |                                     |                                           |                                                                                   |

Time allowed for execution of work : **12 Months**

Authority to decide:

|                                                                                     |   |                                                                                                               |
|-------------------------------------------------------------------------------------|---|---------------------------------------------------------------------------------------------------------------|
| 1. Authority to convey the decision of shifting of milestone and extension of time. | : | Engineer-in-Charge or Engineer-in-Charge of Major Component in case of composite contracts as the case may be |
| 2. Authority to decide rescheduling of milestone.                                   | : | Superintending Engineer, SCC, Kennedy Cottage, Shimla                                                         |
| 3. Shifting of date of start in case of delay in handing over of site.              | : | Superintending Engineer, SCC, Kennedy Cottage, Shimla                                                         |

Clause 5 :-

Applicable Clause 5/ Clause 5A : 5

Clause 6 :-

Mode of Measurement : Electronic Measurement Book (EMB)

Clause 7 :-

Gross work to be done together with net payment/adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment. As per Mutually Agree

Clause 7 A:-

Whether Clause 7A shall be applicable. : Yes, applicable

Clause 10A :-

List of testing equipment to be provided by the contractor at site lab. : As per requirement at site & as per direction of Engineer-in-Charge.

Clause 10 – B(ii) :-

Whether clause 10-B(ii) shall be applicable : Not Applicable

Clause 10C –

Component of labour expressed as percent of value of work : Applicable 70%

Clause 10CC :-

Clause 10CC to be applicable in contracts with stipulated period of completion exceeding 12 months period. : Applicable

Schedule of component of other Materials,

Labour, POL etc. for price escalation.

|                                                                                                                                                  |    |                |
|--------------------------------------------------------------------------------------------------------------------------------------------------|----|----------------|
| Component of civil (Except materials covered under clause 10 CA)/ Electrical construction materials expressed as percent of total value of work. | Xm | Not Applicable |
| Component of labour expressed as percent of total value of work.                                                                                 | Y  |                |
| Component of POL expressed as percent of total value of work.                                                                                    | Z  |                |

Clause 11 :-

Specifications to be followed for execution of work

: As per CPWD General Specifications amended up to date and additional terms & conditions attached.

Clause 16 :-

Competent Authority for deciding reduced rates.

Superintending Engineer, Shimla Circle, CPWD, Kennedy Cottage, Shimla – 04

Clause 18 :-

List of mandatory machinery, tools & plants to be deployed by the contractor at site.

As required for timely execution of work

Clause 19 :-

The contractor shall obtain a valid license under the contract labour (R&A) Act, 1970 ; and the contract labour (Regulation & Abolition) Central Rules, 1971 before the Commencement of the work & continue to have a valid license until the completion of the work provisions of the inter-state Migrant Workman (Regulation of Employment and Condition of Service) Act, 1979.

Clause 19 L:-

The E.S.I. and E.P.F. Contribution on the part of employer in respect of this contract shall be paid by the contractor. These contributions on the part of employer paid by the contractor shall be reimbursed by the Engineer-in-Charge to the contractor on actual basis. The applicable & eligible amount of E.P.F. and E.S.I. shall be reimbursed preferably within 07 days but not later than 30 days of submission of documentary proof of payment provided the same are in order.

Clause 25

- i) Conciliator – Additional Director General, Region Chandigarh
- ii) Arbitrator Appointing Authority- Superintending Engineer, CPWD, Shimla
- iii) Place of Arbitration – Chandigarh

Clause 32 :- Requirement of Technical Representative (s) and Recovery Rates

| Cost of work<br>(Rs. in Crore) | Requirement of Technical Staff |                                | Minimum experience<br>(Years) | Designation of technical staff | Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause |
|--------------------------------|--------------------------------|--------------------------------|-------------------------------|--------------------------------|-------------------------------------------------------------------------------------------------------------|
|                                | Qualification                  | Number<br>(Civil + Electrical) |                               |                                |                                                                                                             |
| ---- NIL ----                  |                                |                                |                               |                                |                                                                                                             |

Assistant Engineers retired from Government services that are holding Diploma will be treated at par with Graduate Engineers.

Diploma holder with Minimum 10 year relevant experience with a reputed construction co. can be treated at par with Graduate Engineers for the purpose of such deployment subject to the condition that such diploma holders should not exceed 50% of requirement of degree engineers.

**Clause 38 :-**

- (i) (a) Schedule/statement for determining theoretical quantity of cement & bitumen on the basis of N.A printed by CPWD with upto date correction slips.
- (ii) Variations permissible on theoretical quantities:

|                                                                                               |  |     |
|-----------------------------------------------------------------------------------------------|--|-----|
| a) Cement for works with estimated cost put to tender not more than Rs. 5 lakhs               |  | N/A |
| for works with estimated cost put to tender more than Rs 5 lakh                               |  | N/A |
| b) Bitumen for all works.                                                                     |  | N/A |
| c) Steel Reinforcement and structural steel sections for each diameter, section and category. |  | N/A |
| d) All other materials.                                                                       |  | Nil |

RECOVERY RATES FOR QUANTITIES BEYOND PERMISSIBLE VARIATION

| Sl. No        | Description of Item | Rates in figures and words at which recovery shall be made from the Contractor. |                                           |
|---------------|---------------------|---------------------------------------------------------------------------------|-------------------------------------------|
|               |                     | Excess beyond permissible variation                                             | Less use beyond the permissible variation |
| -----NIL----- |                     |                                                                                 |                                           |

Assistant Engineer (Elect.)Pl.

Executive Engineer (Elect.)  
Shimla Electrical Division  
CPWD, Longwood, Shimla-01

**Form of Earnest Money Deposit  
Bank Guarantee Bond**

WHEREAS, contractor..... (Name of contractor) (hereinafter called “the contractor”) has submitted his tender dated ..... (date) for the construction of ..... (name of work) (hereinafter called “the Tender”) KNOW ALL PEOPLE by these presents that we ..... (name of bank) having our registered office at ..... (hereinafter called “the Bank”) are bound unto ..... (Name and division of Executive Engineer) (hereinafter called “the Engineer-in-Charge”) in the sum of Rs. .... (Rs. In words ..... ) for which payment well and truly to be made to the said Engineer-in-Charge the Bank binds itself, his successors and assigns by these presents. SEALED with the Common Seal of the said Bank this .....day of ..... 20... . THE CONDITIONS of this obligation are:

- (1) If after tender opening the Contractor withdraws, his tender during the period of validity of tender (including extended validity of tender) specified in the Form of Tender;
- (2) If the contractor having been notified of the acceptance of his tender by the Engineer-in-Charge:
  - (a) fails or refuses to execute the Form of Agreement in accordance with the Instructions to contractor, if required;

OR

- (b) fails or refuses to furnish the Performance Guarantee, in accordance with the provisions of tender document and Instructions to contractor,

We undertake to pay to the Engineer-in-Charge either up to the above amount or part thereof upon receipt of his first written demand, without the Engineer-in-Charge having to substantiate his demand, provided that in his demand the Engineer-in-Charge will note that the amount claimed by him is due to him owing to the occurrence of one or any of the above conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date\* ..... after the deadline for submission of tender as such deadline is stated in the Instructions to contractor or as it may be extended by the Engineer-in-Charge, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE .....

SIGNATURE OF THE BANK

WITNESS .....  
(SIGNATURE, NAME AND ADDRESS)

SEAL

\*Date to be worked out on the basis of validity period of 6 months from last date of receipt of tender.

On non-judicial stamp paper of minimum Rs. 100  
(Guarantee offered by Bank to CPWD in connection with the execution of contracts)  
Form of Bank Guarantee for ~~Earnest Money Deposit~~ /performance Guarantee/~~Security Deposit/Mobilization Advance~~

1. Whereas the Executive Engineer (name of division) CPWD on behalf of the President of India (herein after called “The Government”) has entered into an agreement bearing number.....with .....(name and address of the contractor)..... (hereinafter called “the Contractor”) for execution of work..... .. (name of work)..... The Government has further agreed to accept an irrevocable Bank Guarantee for Rs. .... (Rupees ..... only) valid upto ..... (date)..... as Performance Guarantee/~~security Deposit/Mobilization Advance~~ from the said Contractor for compliance of his obligations in accordance with the terms and conditions of the agreement.
2. We, ..... (indicate the name of the bank)..... (herein after referred to as “the Bank”), hereby undertake to pay to the Government an amount not exceeding Rs.,.....,..... (Rupees ..... only) on demand by the Government within 10 days of the demand.
3. We, .....(indicate the name of the Bank)..... Do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the Government stating that the amount claimed as required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. .... (Rupees .....only)
4. We, .....(indicate the name of the Bank)..... Further undertake to pay the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.
5. We, ..... (indicate the name of the Bank)..... Further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. We, ..... (indicate the name of the Bank)..... Further agree that the Government at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor at the first instance without proceeding against the contractor and notwithstanding any security or other guarantee the Government may have in relation to the Contractor's liabilities
7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
8. We, ..... (indicate the name of the Bank) ..... undertake not to revoke this guarantee except with the previous consent of the Government in writing.
9. This guarantee shall be valid up to .....unless extended on demand by the Government. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. .... (Rupees ..... ) and unless a claim in writing is lodged with us within the date of expiry or extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Date.....

Witnesses:

Authorized signatory

Name

Designation

Staff code no.

Bank seal

1. Signature.....  
Name and address

2. Signature .....  
Name and address

## TERMS AND CONDITIONS

Name of Work:- **Annual Repair & Maintenance, Operation (AR&MO) of Chadwick House, NAAA under Sub Div I, Shimla (HP) (SH :- Operation and routine maintenance of electrical, Fire Alarm and Fire Fighting installations).**

1. The work shall be executed as per CPWD General Specifications for Electrical Works as amended up to date, relevant I.E. Rules, BIS/IEC and as per directions of Engineer-in-charge.
2. The work shall be carried out as per CPWD specification & Indian Electricity Rules 1956 amended up to date.
3. The contractor shall be fully responsible for character and credentials and safety of the staff deployed by them at site. The staff deployed shall only be the liability of the contractor. No claim for continuation in service shall be entertained before/after expiry of contract period.
4. The contractor shall keep required staff for maintenance & operation as per qualification and experience. The Skilled Workers should possess necessary certificate of competency in the trade as per CPWD manual Volume III.
5. The contractor will submit the detail of staff within 5 days of issue of performance Guarantee Letter & the staff will be interviewed by Engineer-in-charge /his authorize representative before engagement at site. If staff found fit, they will be allowed for site. In case any of the staff not found fit, the contractor will engage substitute for interview within 10 days after issue of Letter of Indent, otherwise suitable action shall be taken.
6. The contractor shall provide all necessary tools and plants to his workmen.
7. Any damage done to the existing structure shall be restored to its original shape & colour by the contractor for which nothing extra shall be paid.
8. It is the responsibility of the contractor to keep the electrical installations neat & clean, otherwise a suitable recovery will be made.
9. The scope of the work includes supply of all sundry material such as cotton waste, grease, duster, soap, fuse wire, CTC gland packing, gasket, HRC fuses upto 15 A, indicating lamps, lugs etc.  
The make of all such material shall be as per approval of Engineer-in-Charge.
10. **All dismantled materials received from the work shall be taken back by the contractor. The quantity of the material shall be calculated on the actual quantity received during the work.**
11. The contractor shall assess the requirement of materials for preventive maintenance & break downs and intimate the Engineer-in-Charge of the work well in advance for taking procurement action by the department.
12. Log books, periodic inspection books & history books shall be supplied and maintained by the contractor as per Performa decided by Engineer-in-Charge & same shall be submitted along with running final payment. Cost of log book/ registers shall be borne by the firm.
13. All the special T&P required for carry out the testing shall be arranged by the contractor as and when required for which nothing extra shall be paid.
14. The staff deployed by contractor shall carryout preventive maintenance of all installations as per CPWD specifications and shall submit the report in attached Performa along with each bill.
15. The contractor shall arrange to render efficient services as outlined above. However incase he fails to maintain the services to the satisfaction of the Engineer-in-Charge and the department has to incur any expenditure to maintain the installations by alternative arrangement due to negligence of staff of firm, the expenditure thus incurred for the same shall be recovered from the contractor, for which decision of Engineer-in-Charge shall be final.
16. The contractor and/ or his representative / labour should not remove/ disturb/ dislocate the existing equipments and its parts from its positions until and unless it is authorized by the Engineer-in-Charge. The entire installations should be intact at any time of inspections and as

- handed over to him at the time of initial taking over of its maintenance and operation. Care should also be taken not to damage the installation by improper handling etc. The contractor shall be responsible for any damage or theft and shall have to make good to its original shape and description as and when damage/ theft etc. is noticed or taken place.
17. The contractor should deployed the staff in such a way that every work man gets weekly rest and manpower should be deployed accordingly.
  18. Department shall not have responsibility or liability of any kind in respect of staff employed by the contractor for the work covered under the agreement.
  19. The firm is fully responsible for making compensation etc for any kind of injury occurred to the workers employed during the period of contract for which nothing extra shall be paid by department.
  20. The monthly report detailing the nature of the servicing carried out, the defects observed shall be supplied to the Engineer-in-Charge by the 10<sup>th</sup> of the following month.
  21. In case any accidents during the Operation/ Maintenance of the equipment leading to injuries/ damages to human beings/ equipments and/ or loss of life, the contractor shall be fully responsible for setting all claims and indemnify the department against any claim arising out of such accidents.
  22. The staff shall be in proper uniform if he is found without uniform a deduction from the payment shall be made @100/- each staff per day. The contractor shall provide 2 nos shirts, 2 nos pants, one pair of leather shoes & socks for the staff deployed by them.
  23. Water and electricity for operation/ maintenance of installations will be arranged by the department free of cost.
  24. This contract can be terminated any day by the Engineer-in-Charge without assigning any reasons by giving a notice period of 30 days at any time during the period of contract. No claim for any compensation will however be entertained due to such termination.
  25. The contractor will have to continue the maintenance further period after the expiry of this contract at the same rates/ amounts and conditions of this contract if asked for.
  26. This is purely service contract and the persons employed by the contractor are his own employees and they will have no claim for right of employment in the department.
  27. This contract includes the maintenance of all batteries with necessary material i.e. distilled water, petroleum jelly, acid, terminal lead, poles etc. i/c periodic cleaning for which nothing extra shall be paid.
  28. Planned shutdown shall be taken up for the preventive maintenance for the electrical systems in consultations with the concerned CPWD Engineers.
  29. The quoted rates shall be included all taxes and duty etc. The department will pay nothing extra on this account.
  30. The inventory of the installation shall be handed over to the firm for which he will be responsible for proper operation and maintenance. However if any theft or loss take place, the same shall be intimated to the department immediately. Decision regarding recovery of loss shall be taken by the department and shall be accepted by the firm.
  31. No worker below the age of 18 years and above the age of 60 years should be employed on the work.
  32. The firm/contractor will made salary/payment to his staff deployed at the site as per minimum rates of wages applicable on the date and must pay the increase rates of minimum wages if changes during the period of contract (as on closing date of NIT minimum wages for Skilled staff is **Rs. 859/- P/day at Shimla Station.**
  33. Contractor must registered his employees/staff deployed at site with ESIC and EPFO and also must deposit their subscriptions every month and submit documents regarding to the JE(E)/AE(E) for purpose of payment. In absence of same no payment will be made to the firm until firm will not pass the ESIC and EPFO benefits to the staff upto date.

34. The rates quoted shall be exclusive of EPF & ESI as it would be reimbursed only after submitted proper documents of their deposits & to the satisfaction of Engineer-in-charge.
35. During the idle time, the staff shall be engaged for cleaning and routine maintenance of the electrical installations.
36. The Staff can be deployed in any shifts by the JE in-charge, keeping in view of exigency of the work and can change the roaster and place. The JE/AE – in-charge shall have the liberty to depute the staff for other work keeping in view the necessity of work on other sites.
37. In case the departmental staff is posted on site or due to some other reasons, the department reserve the right to terminate the contract in full or part thereof.
38. **Payment to contractor shall be made, subject to availability of funds or as per convenient to Engineer-in-charge after submission of bill with required documents. Whereas the contractor has to pay wages to the persons engaged for the work at 7<sup>th</sup> of every month positively and not later than 10<sup>th</sup> of every month otherwise a penalty of Rs. 100/- shall be recovered from the bill for non-payment of wages in time.**
39. Difference of wages due to statutory increase shall be governed by Clause 10 'C' on production of proof of wages paid and transferred into the account of each workers deputed at site of work.
40. Before the start of the contract, the contractor has to submit the following details of the workers proposed to be engaged by him. After receipt of confirmation of their suitability from Engineer-in-charge or his authorized representative, they shall be deployed on duty.
  - a) Name & Postal Address with I.D. proof. (Driving License/Voter ID/ Electricity Bill)
  - b) Photograph with specimen signature.
  - c) Qualification and Experience.
  - d) Bank Account, where salary to be paid.
  - e) ESI/EPF number, as applicable
  - f) Aadhar card of workers. (Photo copy)
  - g) Date of Birth Certificate
41. Terms of payment and other facilities for workers
  - a) The Contractor will be solely responsible for all the technical/legal/labour disputes arising out against this work. Staff deputed by the contractor shall be purely on contractor's role and department shall not entertain any claim from the contractor's workmen deputed at site for security of job/continuity of job from the department. The contractor shall submit an undertaking for this duly signed by his employee.
  - b) The contractor is bound to distribute the salary/wages to his worker by 7<sup>th</sup> to 10<sup>th</sup> of each month, positively, by ECS/ RTGS/ NEFT as feasible and submit the copy of record to the Engineer-in-charge or his authorized representative on or before 11<sup>th</sup> of each month, otherwise penalty shall be made @ Rs. 100/- per day per worker.
  - c) ESI/EPF of deployed staff will be deposited on regular basis, the same shall be reimbursed to the contractor, on production of proof of deposit of the same with respective govt. department.
42. Terms of payment for the contractor  
Payment to contractor shall be made after production of following proof:-
  - a) Documentary proof of disbursement of wages to the workers. The copy of ECS computerized transfer of payments of workers shall be enclosed with every bill.
  - b) Monthly labour report.
43. The contractor is bound to make the payment at the minimum wages made applicable from time to time. Any increase in the minimum wages after the award of contract shall be reimbursable to contractor as per labour laws.

44. No workers where the requirement of valid license is mandatory shall not be taken on duty.
45. In case any staff of the contractor fails to attend the duty the contractor shall have to provide suitable substitute staff otherwise following recovery shall be made from the dues of the contractor.
- a) Skilled Person - Rs. 1,718/- per day
46. The contractor shall provide biometric attendance machine at site and submit the biometric attendance record of the staff deployed at site alongwith every running and final bill. Failing which the recovery shall be made @ Rs. 100/- per day and nothing extra shall be paid on this account.
47. The firm will promptly attend the complaints and call back same day positively.
48. The duty timing/shift of the staff deployed under this contract can be changed as per the direction of Engineer-in-charge and department can replace or change any staff from one site to another site as per requirement.
49. Rewinding/repairing of fire fighting motors/pumps is not included under the scope of work. Which shall be paid extra as per requirement.
50. Firm shall carry out all type of AMC work through authorized experienced OEM's Engineer only.
51. Firm shall arrange carryout/attend all the complaints except routine maintenance and rectify all faults immediately without any extra cost as and when required at site and scope of same has also included under the scope of work.
52. Firm shall arrange and keep minimum 50% quantity of material against Item No. 3 at site store all the time to replace faulty equipments immediately in case of any emergency at site.
53. Firm shall train its staff deployed at site regarding preventive fire extinguishing efforts operation of all type of fire fighting equipments like all type of fire extinguisher, wet rizer system (if available at site), and intimate fire department in case of emergency and concerned JE(E)/AE(E) or their authorized representatives in case of fire at site. In case of fire, first minute information to fire brigade, JE(E)/AE(E) will be responsibility of deployed staff at site.
54. Sufficient material will be supplied by the contractor at site at the time of start of work. If contractor fail to attend the complaint within 48 hours, a suitable @ Rs. 500/- Per day penalty/recovery will be made from the bills of contractor.
55. **Force Majeure** : Neither party shall be in breach of any obligation under this contract if it is unable to perform that obligation in whole or party by reason of Force Majeure. If either party seeks to rely on this clause, it shall immediately give notice to the other with full particulars of the matter claimed as a Force Majeure event. The parties so affected shall take all reasonable steps to remedy the failure to perform and to keep the other party informed of the step being taken to mitigate the effects of Force Majeure. In the event of Force Majeure lasting for more than three months, either party may, following consultation with the other give a notice of termination.

56. **Details of Manpower**

The agency shall have to provide following staff for smooth execution of the work:

|    |                |                                                            |
|----|----------------|------------------------------------------------------------|
| 1. | Chadwick House | i) Operator - 3 Nos. round the clock (1 No. in each shift) |
|----|----------------|------------------------------------------------------------|

### **Qualification of Deputed Manpower**

|    |          |                                                                                                                                                                                                                   |
|----|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i) | Operator | Passed ITI in electrical trade or shall have valid electrical license from competent authority or trade / competency certificate of electrician / wireman trade with minimum 3 years experience in similar trade. |
|----|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Note:- The place of duty can be changed from one place to another as per exigency of work as well as directions of Engineer-in-charge.**

Assistant Engineer (Elect.)Pl.

Executive Engineer (Elect.)  
Shimla Electrical Division  
CPWD, Longwood, Shimla-01

## **MAINTENANCE SCHEDULE FOR F.F./ F.A.S.**

### **Daily routine checks**

1. Keep the pump room dry. A constantly wet flooring may turn slippery, invite growth of mosquitoes and cause an unhealthy environment and must therefore not be permitted.
2. Clean the pump room. Wipe out dirt from external surface of equipments. See that the approach to pump room and ventilation openings in pump room are free.
3. Where a priming tank is provided, verify that it is full. If not, investigate the reason and rectify immediately.
4. Inspect the engine for any leakage of diesel oil, engine (lub.) oil, and coolant in the respective systems. Check the levels of diesel in daily service tank, lub. oil in engine crank case, and water in radiator.
5. Check that the selector in control panel is in AUTO mode.
6. Record the readings of voltage of supply, battery voltage at engine and at control panel and pressure of water in the system at pump room and at the top most floor. Record also the current if any electric motor is run.
7. Observe whether there is any external sign of leakage in external piping and damage to yard hydrants and attend to the same immediately.

### **Weekly checks at pump room:**

1. The starting and stopping of pressurization pump should be checked through operation of the test valve (so that water flows back to the pump). Record the pressure reading of both the operations.
2. Check the automatic starting of engine driven fire pump/ motor driven fire pump (where provided) in a similar manner and record the pressure reading at starting. If both types of drives are provided, check healthiness of sequence of operation by switching off the supply to motor and checking the starting of the engine. (If the pressure switch is sluggish in test above, attend to the same. Cleaning/ lubrication may be required)
3. While conducting this check, run the pumps one by one for 5 minutes each. Observe for any abnormality of noise, vibration, smell (from cable end), bearing surface (whether warm) etc. rectify deficiencies if any.
4. Check the alarm systems in the pump room.
5. Check the level of electrolyte in the battery of the engine. Top up with distilled water as necessary. Check specific gravity. If the battery needs charging (as can be judged by the cell voltage), arrange for its charging early and also examine whether trickle charger is defective.

### **Weekly checks of WR components**

1. Clean the internal hydrant points in all floors. See that these spaces are not misused for dumping rubbish or for storage.
2. Look for damages to/ pilferages of components, including the front glass cover. Attend as required.
3. Look for leakages in the system within the building. Attend as required, for example bolts at joints may need tightening; gasket there may need replacement etc.
4. Visually inspect the roof tank and pump for down cover (if provided).

### **Monthly checks on engine and pumps:**

1. Check engine radiator for air restriction if any. Clean up. Check the condition of drive belts, hose and radiator cap.
2. Clean the battery terminals and apply grease to prevent corrosion. Check specific gravity of the electrolyte.
3. Check the exhaust system for leakage, corrosion and vibration. See whether the exhaust smoke is not very dark.
4. Check that there are no restrictions to air flow in air cleaner.
5. Check that oil heater is functional.
6. Check coupling with pumps for any sign of fatigue.
7. Lubricate bearings of motors and pumps as required. Check the gland, leakages and tighten as necessary.
8. Check also the water level in the static tank.

### **Auto operation of wet riser**

1. All hydrants, internal and external, should be operated to check the operational readiness of the system. For this purpose, open the hydrant valve of one hydrant at a time and stop the pump after 1 or 2 minutes of operation. Take due precaution to see that there is no flooding of areas within the building during testing. Water should be directed towards drains. The test may be programmed on Saturdays when offices are closed.
2. While checking the internal hydrants, verify the free turning of First Aid hose reel at that location. Lubricate if necessary.

### **Six monthly check on system components**

1. Roll out the hose pipes in an open space and test for leakage by filling with water. After the test, wash the hose and suspend free from an upper floor vertically in shade (not sunshine) so as to drain and dry evenly. When fully dry inside and outside, brush the external surface and roll up evenly, with the female coupling end at the centre, so that roll out for fire fighting operation is quick without twisting.  
Alternatively the hose may be folded at mid length and rolled up evenly from the fold so that both the male and female couplings will be on the periphery.
2. Check the integrity of all gate valves, in the pump room, internal and external hydrants and elsewhere in the wetriser/ sprinkler system. Lubricate if required.
3. Clean the sprinkler heads externally and also the sprinkler bulbs carefully, to be free from dirt. See that the sprinkler heads are correctly repositioned.
4. Look for corrosion of metallic surfaces including GI components used for earthing system. Clean up and treat with appropriate anti-corrosive paint.
5. Inspect the electrical control panel and starters to see that all power/ control contacts are clean, all terminations are sound; and all fuses are intact.
6. Inspect all cable end terminations in the fire protection system, including control cables. Tighten as required.
7. Check and change filters of diesel oil, engine (lub.) oil, coolant and air cleaner element of the engine after checking total hours of operation and manufacturer's recommendation.  
(Lub. oil shall be supplied by department free of cost)

### **Annual Checks**

1. Drain out static tank, clean and fill up with fresh water. If there is no sedimentation, algae etc., this can be done once in 2 years.

2. Flush out the entire piping in sprinkler system and check that the pipes are clear. Charge the system again.
3. Check condition of strainer, foot valve (where provided), suction line hardware etc. attend as required.
4. Check pump shaft alignment, and condition of anti-vibration mountings for all the pump sets (i.e. with their drives)
5. Inspect the fuel tank for any sedimentation. Clean up.
6. Conduct megger test on all cabling, mains and control wiring motors and earth test.  
(Earth test is to be done in summer and megger test during monsoon)
7. Replace the engine oil as per hours of operation and recommendation of the manufacturer.  
(Engine oil shall be supplied by department free of cost)

### **Weekly inspection of FAS**

1. Clean all the control panels, sounders and call boxes.
2. While cleaning each panel, verify whether any fault indication lamp is on. If it is on with or without an alarm, investigate and rectify the fault.
3. Check whether all panel lamps are healthy by the “panel lamp test button” in each panel.
4. Check that the system operates under mains failure condition, by switching of the mains supply to the C&I panel and testing any zone for fault/ fire condition from the zonal panel. Confirm also that the audio visual alarm comes up in the C&I panel. Restore mains supply after the test.
5. Log all the panel instruments in C&I panel.
6. If Lead Acid type battery is used for FAS system, check the electrolyte level (and top up with distilled water, as required) and specific gravity.

### **Check on control panel operation**

1. All Zonal (sector) panels and C&I panel should be check once a month.
2. Repeater panels if any should also be checked once a month.
3. The check is to confirm operation of the system in each zone, through the test button in zonal (sector) panel. The check should confirm initiation of audio visual indication in the zonal (sector) panel concerned and in the C&I panel and also relevant sounders.
4. Check the talk back system from both ends and also PA system of C&I panel.
5. Check that the Air-conditioning/ ventilation blowers are automatically switched off, when fire condition is simulated by the Test button in the zonal (sector) panel. (It is likely the A/C system is not interconnected with the fire alarm system in many installations. Get the interconnection done up, in all such (sector) panel. (It is likely the A/C system is not interconnected with the fire alarm system in many installations. Get the interconnection done up, in all such cases early)
6. Check the battery condition if there is any problem. Check battery terminal and replace old grease with prevent corrosion. Consult manufacturer for replacement.

### **Six monthly checks on FAS**

1. All fire detectors should be cleaned. Do not blow heavily into the detector, use a proper suction device. Never leave a detector base without replacement of the detector. Restore the zonal panel, if it was switched off for this operation.
2. Check the satisfactory operation of the system by an artificial fire in a bucket, keep necessary extinguishers with you, before this test, as abundant precaution.
3. Megger test the wiring of FAS.

**Check on associated items:**

1. Check all fire exit lights for satisfactory operation. Clean/ replace lamps as may be necessary.
2. Check whether the fire lift is operational and the Fireman's switch is intact.
3. Inspect the building that the following are coupled with viz. that:
  - i) There are no temporary wiring in the building.
  - ii) There are no joints in the supply cord for window type AC units or office equipment.
  - iii) There is no bare wiring (without metallic conduit or channel cover) over the flooring.
  - iv) Heaters are not used in record rooms.
  - v) The space in front of SDBs and other distribution switch boards is kept free.

(These checks are included in the schedule for EI as well. Check results may be recorded in Registers for both the services)
4. See if the system of switchings of supply to the building in the evening (off) and mornings (on) is being followed strictly as fixed in consultation with user departments.
5. In single occupancy buildings, have a joint inspection of the installations with the authorized officer of the client department.

Assistant Engineer (Elect.)P

Executive Engineer (Elect.)  
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CPWD, Shimla – 171001

केन्द्रीय लोक निर्माण विभाग

कार्यालय ज्ञापन

No. DG/Manual-2024/20

ISSUED BY THE AUTHORITY OF DIRECTOR GENERAL, CPWD

Vidyut Bhawan, New Delhi

Dated: 27.02.2026

Sub: Modification in Para 5.2 for CPWD Works Manual 2024.

Following modification is made in Para no. 5.2 for CPWD Works Manual 2024:

| Existing Provision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Modified Provision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>5.2 Performance Guarantee</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>5.2 Performance Guarantee</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Sl. No. 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | No Change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 2. PG shall be 5% of the contract amount or as prescribed from time to time to be submitted in the form as prescribed in GCC. Performance Guarantee shall remain valid for a minimum period of sixty days beyond the date of completion of all contractual obligations as per GCC. In case of contracts where supplementary agreement is drawn, the fresh PG shall be obtained from the contractor @ 5% of the amount of the supplementary agreement or as prescribed from time to time. The PG received against the original work shall be released as per contract conditions. | 2. PG shall be 5% of the <b>Estimated cost put to tender (ECPT) or</b> contract amount <b>whichever is higher</b> , or as prescribed from time to time, to be submitted in the form as prescribed in GCC. Performance Guarantee shall remain valid for a minimum period of <b>six months</b> beyond the date of completion of all contractual obligations as per GCC. In case of contracts where supplementary agreement is drawn, the fresh PG shall be obtained from the contractor @ 5% of the amount of the supplementary agreement or as prescribed from time to time. The PG received against the original work shall be released as per contract conditions. |
| Sl. No. 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | No Change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>4. No provision</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>4. A bid will be treated as abnormally low if the quoted bid amount is lesser than 80% of the estimated cost put to tender.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>5. No provision</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>5. Requirement of Additional Performance Guarantee (APG) : In case of abnormally low bids as defined above, the bidder shall be required to submit Additional Performance Guarantee (APG) in addition to the Standard Performance Guarantee (PG). The amount of Additional Performance Guarantee (APG) shall be equivalent to the difference between the 80% amount of ECPT and quoted amount. (e.g. if ECPT is A and quoted amount is 0.7A then the amount of APG shall be</b>                                                                                                                                                                                  |

12/2/26 Jindal  
EE(E) Contract)

|  |                                                                                                                                                                                                                                                                                                                        |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p>0.8A – 0.7A).</p> <p>The Additional Performance Guarantee (APG) shall be in the prescribed format of Performance Guarantee and has to be submitted within the time frame prescribed for submission of Performance Guarantee. The other terms and conditions of release etc. of APG shall be same as that of PG.</p> |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

This is issues with the approval of DG CPWD.

  
 (चन्द पाल)  
 अधीक्षण अभियंता (सी/एड/एम) (सी.एड.एम.)  
 Charge P.S.I, SE (C&M)

Issued from file No. CSQ/CM/16(1)/2026 e-file 9212995 (DFA/ 9365789)

केलोनिवि तथा लोनिवि दिल्ली के सभी अधिकारियों को आवश्यक सूचना एवं कार्यवाही हेतु। (केलोनिवि वेबसाईट के माध्यम से)

  
 27/11/16

D.P. Jindal  
EE (Contract)

## SCHEDULE OF WORK

**Name of Work:- Annual Repair & Maintenance, Operation (AR&MO) of Chadwick House, NAAA under Sub Div I, Shimla (HP) (SH :- Operation and routine maintenance of electrical, Fire Alarm and Fire Fighting installations).**

| Sr. No.  | Description of Items                                                                                                                                                                                                                              | Qty          |        | Rate      | Unit    | Amount            | Remarks |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------|-----------|---------|-------------------|---------|
| <b>1</b> | Running maintenance & operational services of fire fighting and fire alarm system round the clock on all working days i/c Sundays & all Holidays as per terms and conditions and details of Equipments. Staff for operation & maintenance.        |              |        |           |         |                   |         |
|          | Down-comer system complete with its associated system/ sub-system, equipment & machinery.                                                                                                                                                         |              |        |           |         |                   |         |
|          | Automatic fire alarm system complete with all its associated sub-system (like batteries, power supplies , P.A, system i/c integral part of fire alarm system, associated zonal and sector panels and wiring system) equipments and installed etc. |              |        |           |         |                   |         |
| a)       | Operator - 3 Nos. round the clock (1 No. in each shift)                                                                                                                                                                                           | 12           | Months | 100169.00 | P/Month | 1202028.00        | MR      |
|          |                                                                                                                                                                                                                                                   | <b>Total</b> |        |           |         | <b>1202028.00</b> |         |

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