



GOVERNMENT OF INDIA
CENTRAL PUBLIC WORKS DEPARTMENT

TENDER DOCUMENT

FOR

Name of Work: Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.

Issued by

GANDHINAGAR CENTRAL ELECTRICAL SUB-DIVISION
CENTRAL PUBLIC WORKS DEPARTMENT

Notice Inviting Tender

NIT No. : 01/EE(E)/GNR-II/2026-27

Name of Work :- Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.

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This NIT contains 34 pages i.e. 1 to 34 (Thirty-Four Only) pages.

Executive Engineer (E),
Gandhinagar-II, CPWD,
Gandhinagar.



GOVERNMENT OF INDIA
CENTRAL PUBLIC WORKS DEPARTMENT
O/o. Executive Engineer (E), Gandhinagar -II,
2nd Floor, Kendriya Nirman Sadan, Sector 10-A Near Circle Chh-3
Gandhinagar-382010, Ph No.079-23235071, e-mail:gcged.cpwd@gmail.com

NOTICE INVITING e-TENDER (Applicable for inviting open tenders)

The Executive Engineer (Electrical)-II, Gandhinagar Central Electrical Division, Central Public Works Department, 2nd Floor, Kendriya Nirman Sadan, Sector-10A, Gandhinagar-382010 (Ph No. 079-23235071, fax no. 079-23246727), e-mail ID: gnreegced.cpwd@nic.in & gcged.cpwd@gmail.com on behalf of President of India, invites online percentage rate bids in single bid system from the approved and eligible enlisted contractors of **Buildings and Roads (erstwhile composite /Building/Infrastructure) category of CPWD** for executing the following work of :-

Sl. No.	NIT No.	Name of work & Location	Estimated cost put to Tender	Earnest Money	Period of Completion	Last date & time of online Submission of e-Tender	Time & date of submission of physical EMD	Time & date of opening of Tender
1	2	3	4	5	6	7	8	9
1)	01/EE(E)/GNR-II/2026-27	Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.	Rs. 9,49,524/-	Rs. 18,990/-	Twelve (12 Month)	01/09/2026 Upto 4.00 p.m.	01/09/2026 Upto 4.00 p.m.	01/09/2026 Upto 4.30 p.m.

The tender document consisting of 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 www.etender.cpwd.gov.in or www.cpwd.gov.in free of cost.

Executive Engineer (E),
Gandhinagar-II, CPWD,
Gandhinagar.

Annexure-22

(Refer SOP No. 4/8)

**INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING FORMING PART
OF
BID DOCUMENT AND TO BE POSTED ON WEBSITE
(Applicable for inviting bids on Single bid system)**

The Executive Engineer (Electrical)-II, Gandhinagar Central Electrical Division, Central Public Works Department, 2nd Floor, Kendriya Nirman Sadan, Sector- 10 A, Gandhinagar (Tele. No. 079-23235071, fax no. 079-23246727), e-mail ID: gnreegced.cpwd@nic.in & gced.cpwd@gmail.com on behalf of President of India, invites online percentage rate bids from the approved and eligible enlisted contractors of **Buildings and Roads (erstwhile composite /Building/Infrastructure) category of CPWD** in single bid system for the following work:

Sl. No.	NIT No.	Name of work & Location	Estimated cost put to Tender	Earnest Money	Period of Completion	Last date & time of online Submission of e-Tender	Time & date of submission of physical EMD	Time & date of opening of Tender
1	2	3	4	5	6	7	8	9
1)	01/EE(E)/GNR-II/2026-27	Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.	Rs. 9,49,524/-	Rs. 18,990/-	Twelve (12 Month)	01/09/2026 Upto 3.00 p.m.	01/09/2026 Upto 3.00 p.m.	01/09/2026 Upto 3.30 p.m.

All modifications/addendums/corrigendum issued regarding this bidding process, shall be uploaded on website only and shall not be published in any Newspaper.

1. 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.
2. This information & instructions for bidders posted on website shall form part of bid document.
3. The bid document consisting of Plans, Specifications, 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 free of cost.
4. 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 Bankers Cheque or Fixed Deposit Receipts or/ and 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.

5. 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>
6. 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 instruction 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 of each item. The column 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.
10. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number being suitable by it, if too many bids are received satisfying the laid down criteria.

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

- i. Treasury challan / Account Payee Demand Draft / Pay order or Banker's Cheque / FDR / Insurance Surety Bonds/ Bank Guarantee of any Scheduled Bank against EMD in favour of "Executive Engineer (E), Gandhinagar Central Electrical Division, CPWD, Gandhinagar"
- ii. Original EMD to be submitted to any of the Executive Engineer of CPWD within given date and time and receipt of deposition of original EMD as per (Annexure-III) to be uploaded
- iii. Valid CPWD Enlistment Order of the Contractor
- iv. Certificate of GST Registration, if already obtained by the bidder.
If the bidder has not obtained GST registration as applicable, then he shall scan and upload an undertaking in attached proforma along with other bid documents. (Annexure-I)
- v. Certificate of Registration for ESI and EPF
- vi. Copy of Electrical Contractor's License
- vii. Any other Document as specified in the NIT.

Executive Engineer (E),
Gandhinagar-II, CPWD,
Gandhinagar.

(Refer SOP No 4/8 & 4/9) CPWD-6 FOR

E- TENDERING

Percentage bids are invited from The Executive Engineer (Electrical)-II, Gandhinagar Central Electrical Division, Central Public Works Department, 2nd Floor, Kendriya Nirman Sadan, Sector-10A, Gandhinagar-382010 (Ph No. 079-23235071, fax no. 079-23246727), e-mail ID: gnreegced.cpwd@nic.in & gced.cpwd@gmail.com from the approved and eligible enlisted contractors of **Buildings and Roads (erstwhile composite /Building/Infrastructure) category of CPWD** for the work : **"Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing computer operator and MTS services."**

1. The enlistment of the contractors should be valid on the last date of submission of bids.

In case the last date of submission of bid is extended, the enlistment of contractor should be valid on the original date of submission of bids.

- 1.1 The work is estimated to cost **Rs. 9,49,524/-**. 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 bid, besides indicating the combined estimated cost put to bid, should clearly indicate 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 tenderer 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:-
Criteria of eligibility for submission of tender documents

- ~~1.2.1 Conditions for Non-CPWD contractors only, if tenders are also open to non-CPWD contractors.~~

~~For works estimated cost upto tendering limit of class I Buildings & Roads (erstwhile Composite/ Building/ infrastructure) category Contractor (However, for Horticulture category, it may be modified as per bidding limit of CPWD class I contractors of Horticulture category).~~

- ~~(i) 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 convenient figure) during the last 7 years ending last day of the month previous to the one in which tenders are invited.~~

- ~~(ii) For EPC tender under Mode I/II only (Applicable for CPWD enlisted contractors of appropriate class also).~~

~~One completed work costing not less than Rs. executed with the structural system technology as proposed by bidder in the letter of transmittal during the last 7 years ending last day of the month previous to the one in which tenders are invited. This work can be part of eligible work at 1.2.1 (i) above or as a separate work.~~

Note:-

~~For works costing above tendering limit of class II Buildings & Roads (erstwhile Composite/ Building/ infrastructure) category contractors but upto tendering limit of Class I Buildings & Roads (erstwhile Composite/ Building/ infrastructure) category Contractor (However, for Horticulture category, it may be modified as per bidding limit of CPWD class II and CPWD Class I contractors respectively of Horticulture Category) when bids are~~

~~open to non-CPWD contractors also, then class II contractors of CPWD registered 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 the tendering limit of class -I (Super) Buildings & Roads (erstwhile Composite/ Building/ infrastructure) category Contractor (However for Horticulture category, it may be modified as per bidding limit of CPWD class I contractors of Horticulture Category).

- (i) 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 convenient figure) during the last 7 years ending last day of the month previous to the one in which tenders are invited.
- (ii) For EPC tender under Mode- I/II only (Applicable for CPWD enlisted contractors of appropriate class also).
One completed work costing not less than Rsexecuted with the structural system technology as proposed by bidder in letter of transmittal during the last 7 years ending last day of the month previous to the one in which tenders are invited.
This work can be part of eligible work at 1.2.2 (i) above or as a separate work.
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 as 1.2.2 (Para 1.2.1(i) and Para 1.2.2(i) are not applicable for CPWD enlisted contractors of appropriate class. Para 1.2.1(ii) and Para 1.2.2(ii) are also applicable for CPWD enlisted contractors of appropriate class).

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 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 bidders on prescribed Form No. **CPWD - 7/8** (or other Standard Form as mentioned) which is available as a Govt. of India Publication and also available on website 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 **Twelve (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 bid documents.

4. The site for the work is available.
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 on website www.etender.cpwd.gov.in or www.cpwd.gov.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. **Earnest Money** in the form of **Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee** (for balance amount as prescribed) from any of the Commercial Banks (drawn in favour of “**Executive Engineer (E), Gandhinagar Central Electrical Division, CPWD, Gandhinagar**” 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 (including NIT issuing EE/AE) 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.

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 lac, whichever is less, shall have to be deposited in shape prescribed above, and balance may be deposited in shape of Bank Guarantee of any scheduled bank having validity for a period of 90 days for single bid works and 180 days for two bid system or more from the last date of receipt of bids which is to be scanned and uploaded by the intending bidders.

The earnest money given by all the tenderers except the lowest tenderer shall be refunded immediately after the expiry of stipulated bid validity period or immediately after acceptance of the successful bidder, whichever is earlier. However, in case of two/three bid system, earnest money deposit of bidders unsuccessful during technical bid evaluation etc. should be returned within 30 days of declaration of result of technical bid evaluation.

Copy of EMD, receipt of deposition of EMD, financial credentials, GST registration and certificate of work experience and other documents as specified in the notice inviting e- tender shall be scanned and uploaded to the e-Tendering website within the period of bid 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 at **03:30 PM** on **01/09/2026**.

- 8A The contractors registered prior to 01.04.2015 on e-tendering portal of CPWD shall have to deposit tender processing fee at existing rates, or they have option to switch over to the new registration system without tender processing fee any time.
9. The bid submitted shall become invalid and e-Tender processing fee shall not be refunded if:
 - (i) The bidder is found ineligible.
 - (ii) The bidder does not upload scanned copies of all the documents stipulated in

the bid document.

- (iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically by the lowest bidder in the office of bid opening authority.
 - (iv) 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.
10. The contractor whose bid is accepted will be required to furnish performance guarantee of 5% (Five Percent) of the bid amount or Estimated Cost Put to Tender (ECPT) whichever is higher. (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 as mentioned in schedule E and within the period specified in Schedule F. (PG in favour of 'Executive Engineer(E), Gandhinagar Central Electrical Division, CPWD, Gandhinagar'). This guarantee shall be in the form of Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt or Bank Guarantee from any of the Commercial Banks 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 licenses/ registrations or proof of applying for obtaining labour licenses, 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 within the period specified in Schedule F.
11. 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 bids 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 bid. A bidders 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 bidders 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.
12. 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 bidders shall be summarily rejected.

13. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
14. 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.
15. 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.
16. 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.
17. 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 and **75 (seventy five) days** from the date of opening of technical bids in case bids are invited in 2 or 3 bid system.

Further

(i) If any tenderer withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department within 7 days after last date of submission of bids, then the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 50% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.

(ii) If any tenderer withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department after expiry of 7 days after last date of submission of bids, then the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 100% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.

(iii) In case of forfeiture of earnest money as prescribed in para (i) and (ii) above, the bidders shall not be allowed to participate in the rebidding process of the same work.

18. This notice inviting Bid 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 bid 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
19. Integrity Pact: The contractor shall download the Integrity Pact, which is a part of tender documents, affix his signature in the presence of a witness, and upload the same while submitting online bids for all works of estimated cost put to tender equal or more than the threshold value given in Schedule-F. In the event of his failure to sign and upload the Integrity Pact along with other bid documents, his bid shall be rejected.
20. 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 *....., e- mail Id gnreegced.cpwd@nic.in & gced.cpwd@gmail.com) or ERP helpline no. 18001803286 or e-mail Id 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.

*To be filled in by NIT approving authority.

Executive Engineer (E),
Gandhinagar-II, CPWD,
Gandhinagar.

**GOVERNMENT OF INDIA
CENTRAL PUBLIC WORKS DEPARTMENT**

Percentage Rate Tender & Contract for Works

- Tender for the work of** : Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.
- (i) Tender to be uploaded by **15:00 Hours on 01/09/2026** to **www.etender.cpwd.gov.in**
- (ii) Last date & time of online submission of bid original EMD, copy of receipt for deposition of original EMD and other document as specified in the condition No. 8 of CPWD-6 by **15.00 hrs on 01/09/2026**
- (iii) Price bid to be opened online in presence of tenderers who may be present at **15:30 hrs on 01/09/2026** in the office of Executive Engineer (E), Gandhinagar-II, CPWD, Gandhinagar.

Issued to **NIT-Tenders documents made available Online to the agency**

Signature of officer issuing the documentsOnline to the uploading authority

Designation : Executive Engineer (E), Gandhinagar-II, CPWD, Gandhinagar.

Date of Issue : **Online**

TENDER

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 respect with the specifications, designs, drawing 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 respect of accordance with, such conditions so far as applicable.

We agree to keep the tender open for thirty (30) days from the due date of opening in case of single bid system / seventy five (75) days from the date of opening of Technical BID incase tenders are invited on 2/3 bid system for specialized work and not to make any modification in its terms and conditions.

A sum of Rs. **18,990/-** 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.

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 there from 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 Contractor

Witness: -

Postal Address: -

Address: -

Occupation: -

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for an 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 President of India

Signature

Designation : Executive Engineer (E),
Gandhinagar-II, CPWD,
Gandhinagar

Dated:

PROFORMA OF SCHEDULES

(Separate Performa for Civil, Elect.& Hort. Works in case of Composite Tenders)

SCHEDULE 'A'

Schedule of quantities (as per PWD-3) - As per Schedule of work.

Attached.

SCHEDULE 'D'

Extra schedule for specific requirements/document for the work, if any. – N.A.

SCHEDULE 'E'

Reference to General Conditions of contract : GCC 2023 **Maintenance works** CPWD Form-7 modified & corrected by way of issue of modifications by CPWD up to last date of receipt of tender.

Name of work : Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.

- | | | |
|-----------------------------|---|--|
| (i) Estimated cost of work | : | Rs. 9,49,524/- |
| (ii) Earnest money | : | Rs. 18,990/- (to be returned after receiving performance guarantee) |
| (iii) Performance Guarantee | : | (a) 5% of tendered value or Estimated Cost Put to Tender (ECPT) whichever is higher. (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 |
| (iv) Security Deposit | : | 2.5% of tendered amount |

SCHEDULE 'F' (GENERAL RULES & DIRECTIONS)

- | | | |
|--|---|--|
| Officer inviting tender | : | Executive Engineer (E), Gandhinagar-II, CPWD, Gandhinagar. |
| Definitions | : | |
| 2(v) Engineer -in- Charge | : | Executive Engineer (E), Gandhinagar-II, CPWD, Gandhinagar or successor thereof. |
| 2(viii) Accepting Authority | : | Executive Engineer (E), Gandhinagar-II, CPWD, Gandhinagar. |
| 2(x) Percentage on cost of materials and Labour to cover all overheads and profits | : | 15% |
| 2(xi) Standard Schedule of Rates | : | Market Rates. |

2(xii) Department

: **Central Public Works Department.**

9(ii) Standard CPWD Contract Form

: GCC 2023 **Maintenance work** CPWD Form 7 modified & corrected by way of issue of modifications by CPWD up to last date of receipt of tender.

Clause 1

(i) Time allowed for submission of Performance Guarantee, Programme chart (Time and Progress) and applicable labour licenses, registration with EPFO, ESIC and BOCW Welfare Board or proof of applying thereof from the date of issue of letter of acceptance

: **07 days**

(ii) Maximum allowable extension with late fee @ 0.1% per day of performance guarantee amount beyond the period provided in (i) above

: **03 day**

Clause 2

Authority for fixing compensation under Clause- 2

: **Chief Engineer, CPWD, Gandhinagar or any other Authority notified by CPWD Directorate from time to time during the currency of the Agreement**

Clause 2A

Whether Clause 2A shall be applicable
Applicable clause 2/ clause 2A
(Modified OM No. DG/CON/307
dt. 19.11.2019)

: **No.**

Clause 5

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

: **10 Days**

Mile stone(s) as per table given below:-

Sr. 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 (Twelve) Months**

Authority to decide:

- Extension of time : Executive Engineer (E), Gandhinagar-II, CPWD, Gandhinagar or any other Authority as decided by CPWD Directorate
- Rescheduling of milestones : Chief Engineer, Gandhinagar, CPWD, Gandhinagar or any other Authority as decided by CPWD Directorate.
- Shifting of date of start in case of delay in handing over of site : Chief Engineer, Gandhinagar, CPWD, Gandhinagar or any other Authority as decided by CPWD Directorate.

PROFORMA OF SCHEDULES Clause 5 Schedule of handing over of site

Part	Portion of site	Description	Time Period for handing over reckoned from date of issue of letter of intent.
Part A	Portion without any hindrance	----- Site Available -----	
Part B	Portion with encumbrances		
Part C	Portion dependent on work of other agencies		

Applicable clause 5/ clause 5A**(Modified OM No. DG/CON/307 dt. 19.11.2019) : Clause 5****Clause 6 : Applicable****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

: Not less than Rs. 1.50 lakhs/-
or reasonable part thereof to facilitate progress of work as decided by Engineer-in-Charge.

Clause 7 A

Whether clause 7A shall be applicable : **Yes**

Clause 10A

~~List of testing equipment to be provided by the contractor at site lab.~~

~~1. Meggar. 2. Earth Tester 3. Tong tester 4. Ammeter, Voltmeter 5. Insulation tester 6. Multimeter and All tools/ equipments required in work as per requirements at site.~~

Clause 10B(ii)

Whether Clause 10 B (ii) shall be applicable : **No**

Clause 10C

Component of labour expressed as percent of value of work: : **Not Applicable**

Clause 10CC : Not Applicable

Schedule of component of other Materials, Labour etc. for price escalation. Component of civil (except materials covered under clause 10CA) /Electrical construction Xm..... %
value of work. –
Component of Labour –
expressed as percent of total value of work. Y %

Note : Xm.....% should be equal to (100) - (materials covered under clause 10CA i.e. Cement, Steel, POL and other material specified in clause 10CA + Component of Labour)

Clause 11

Specifications to be followed for execution of work :

1) General specification for Electrical works of CPWD and terms & conditions of NIT.

Clause 12 As Per DG /CON/Maintenance 2023/03 dt. 18.12.2023

Type of work : **Maintenance Work**
The completion cost shall, in no case, exceed 1.5 times the contract amount.

12.3 Deviation Limit beyond which clauses shall apply : **No Limit (All deviation quantity shall be paid at agreement rates)**

Clause 16 Competent Authority for deciding reduced rates

Chief Engineer, CPWD, Gandhinagar or any other Authority notified by CPWD Directorate from time to time during the currency of the Agreement.

Clause 18

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

Clause 19 C	Rs. 500/- authority to decide penalty for each default	} Engineer in Charge or any other authority as notified by the CPWD Director.
Clause 19 D	Rs. 500/- authority to decide penalty for each default	
Clause 19 G	Rs. 500/- authority to decide penalty for each default	
Clause 19 K	Rs. 200/- authority to decide penalty for each default	

Clause 25

Chairman	Special Director General (Mumbai) or his successor
Member Secretary	Chief Engineer, CPWD, Gandhinagar or his successor
Member	Gandhinagar, Gujarat

NOTE: The above constitution committee is subjected to change, for which necessary notification shall be issued by the competent authority of the department, if required.

Clause 32

Requirement of Technical Representative(s) and recovery Rate: -

S. No	Minimum Qualification of Technical Representative	Discipline	Designation (Principal Technical/ Technical Representative)	Minimum experience	Number	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36 (i)	
						Figures	Words
1	----Not Applicable-----						

~~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 - Not Applicable.

~~(i) (a) Schedule / statements for determining theoretical quantity of cement and bitumen on the basis of Delhi Schedule of rates Printed by CPWD.~~

~~(ii) Variations permissible on theoretical quantities.~~

~~(a) Cement~~

~~For works with estimated cost put to tender not more than Rs. 25 lakhs.~~

~~: 3 % plus / minus~~

~~For works with estimated cost put to tender more than Rs. 25 lakh..~~

~~: 2% plus/minus.~~

~~(b) Bitumen for all works :-~~

~~2.5% Plus & only & Side & Nil on minus~~

~~(c) Steel reinforcement and structural steel sections for each diameter, section and category.~~

~~: 3 % plus / minus~~

~~(d) All other materials—~~

~~: Nil~~

Executive Engineer (E),
Gandhinagar-II, CPWD,
Gandhinagar.

Annexure – I

UNDERTAKING FOR GST REGISTRATION

"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."

Signature of Contractor with stamp

Note : The undertaking should on the letterhead of the bidder.

Annexure – II

ANNEXURE – 20A.14

Information and instruction for tender inviting Authority/ Executive Engineer for e-tendering

1. The Executive Engineer of all divisions/projects of CPWD or any other officer designated by CPWD Directorate from time to time are authorized to receive the original EMD for their tenders or tenders of any other division.
2. The NIT Approving authority / EE at the time of issue of NIT shall also fill and upload the following prescribed format of receipt of deposition of original EMD along with NIT: -

Receipt of deposition of original EMD	
(Receipt No. / Date)	
Name of work : Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.	
1.	NIT No. 01/EE(E)/GNR-II/2026-27
2.	Estimated Cost : Rs. 9,49,524/-
3.	Amount of Earnest Money Deposit : Rs. 18,990/-
4.	Last Date of submission of bid : 01/09/2026 upto 15.00 Hrs.
(*To be filled 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 Deposit :
4.	Date of Submission of EMD :
(Signature, Name and Designation of EMD Receiving Officer (EE/AE(P)/AE/AAO alongwith Office Stamp)	
(# to be filled by EMD receiving EE)	

3. The Authority/Executive Engineer receiving EMD in original form shall examine the EMD deposited by the bidder and shall issue a receipt of deposition of earnest money to the agency in a given format uploaded by tender inviting EE. The receipt may be issued by the AE (E)/AE/AAO.
4. The Authority/Executive Engineer receiving original EMD shall also intimate tender inviting Executive Engineer about deposition of EMD by the agency by email/fax/telephonically.
5. The original EMD receiving Authority/Executive Engineer shall releases the EMD to unsuccessful bidders after the expiry of stipulated bid validity period or immediately after acceptance of successful bidder, whichever is earlier, after verification from the e-tendering portal website (www.etender.cpwd.gov.in > closed tender > all) that the particular contractor is not L-1 tenderer and work is awarded.
6. The Tender inviting Executive Engineer will call for original EMD of the L-1 tenderer from EMD receiving Executive Engineer immediately.

INTEGRITY PACT

To,
The All Bidders

Subject : **NIT No. 01/EE(E)/GNR-II/2026-27** for the work:

Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar.
SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.

Dear Sir,

It is hereby declared that CPWD is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the CPWD.

Yours faithfully

Executive Engineer(E)

INTEGRITY PACT

To,
Executive Engineer (E),
Gandhinagar-II, CPWD,
Gandhinagar.

Subject : Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.

Dear Sir,

I/We acknowledge that CPWD is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by CPWD. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, CPWD shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully,

(Duly authorized signatory of the Bidder)

To be signed by the bidder and same signatory competent /authorized to sign the relevant contract on behalf of CPWD.

To be signed by the bidder and same signatory competent / authorized to sign the relevant contract on behalf of CPWD.

INTEGRITY AGREEMENT

This Integrity Agreement is made at..... on this day of..... 2024

BETWEEN

President of India represented through **Executive Engineer (E), Gandhinagar-II, CPWD, Gandhinagar.**

....., (Hereinafter referred as the

(Address of Division)

'Principal / Owner', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

(Name and Address of the Individual/firm/Company)

through (Hereinafter referred to as the

(Details of duly authorized signatory)

"Bidder / Contractor" and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal / Owner has floated the Tender (NIT No. **01/EE(E)/GNR-II/2026-27**)

(hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract for **"Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services."**

(Name of work) hereinafter referred to as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal / Owner

- (1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
- (2) The Principal/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature. If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s) / Contractor(s)

1. It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
2. The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
 - a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.
 - b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
 - c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

- d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/ representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
- e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
3. The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
4. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
5. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

1. If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.
2. Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.

3. Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

Article 4: Previous Transgression

1. The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
3. If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders / Contractors / Subcontractors

1. The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/sub-vendors.
2. The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
3. The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/ Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6- Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, CPWD.

Article 7- Other Provisions

1. This Pact is subject to Indian Law, place of performance and jurisdiction is the Head quarters of the Division of the Principal/Owner, who has floated the Tender.
2. Changes and supplements need to be made in writing. Side agreements have not been made.
3. If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.

4. Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
5. It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

Article 8- LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

(For and on behalf of Principal/Owner) (For and on behalf of Bidder/Contractor)

WITNESSES:

1.
(signature, name and address)

2.
(signature, name and address)

Place:

Dated :

Executive Engineer (E),
Gandhinagar-II, CPWD,
Gandhinagar.

General Terms & Conditions

Name of work : Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. **SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.**

1. The work shall be carried out in accordance with the terms and conditions of agreement & as per directions of Engineer-in-charge.
2. The work is to be carried out in the Office of Executive Engineer (E)-II, CPWD, Gandhinagar. **The Contractor is advised to visit the site of work to have an idea of the execution of the work,** failure to do so will not absolve their responsibility to do the work as specified in agreement
3. After the work is awarded the contractor shall furnish the name, photo ID -Aadhar card, qualification, experience certificate, local address details/proof of staff proposed to be deputed by him for the job to the Engineer-in-charge. The staff shall be engaged after particulars are scrutinized and approved by Engineer-in-Charge. If fails their EMD will be forfeited without giving any notice.

Similar procedure shall be followed if he proposes to change the staff there after.

Upon award of work agency shall propose staff to the department as per following requirements.

- 1) Appointment of personal (Computer Operator/ Attendant) shall be made after their proper interview and based on their past working experience.
- 2) **The appointment letter has been issued by the agency on its official letterhead.**
- 3) Persons who have prior experience of CPWD shall be given first preference.
- 4) Personal who have prior experience of PWD, PSUs, Private work shall be given second preference.
4. The Engineer-in-charge reserves the right to ask the contractor to remove any staff without assigning any reason whatsoever the decision of Engineer-in-charge will be final and binding on the contractor.
5. The contractor will be fully responsible for the conduct of the staff deputed by him.
6. The department shall not be liable for any dispute between the staff and the contractor.
7. Any document/paper related with official work should not be shared/discussed by the staff until told to do so any breach of thing shall be treated seriously by the department & suitable action as deemed fit shall be initiated
8. In case of unforeseen absence from duty of the operational staff, the same will have to be filled in by making suitable arrangement immediately for staff on leave or absent. It is the duty of contractor to monitor when a particular employee is not going to report for duty, due to emergency and to depute a substitute in place of him. But such emergency must not repeat next day onwards.
9. The contractor shall immediately make alternate arrangement in case of absence of staff.

In case contractor does not make alternate arrangement of deputing another staff in place of a worker, it will be treated as willful non deputation of staff and recovery at the rate prescribed shall be effected from the bill of the contractor.

10. The required recovery for not employing staff /making alternate arrangement of staff shall be made from the contractor's bills @ 2000/- per computer operator/ per day & MTS/Office attendant @Rs. 1500/- per day
11. The contract can be terminated by Engineer-in-charge without assigning any reason by issue of the notice period of 30 days at any time during the contract or without any prior notice in the event of any unforeseen circumstances or if the performance of staff deputed is found unsatisfactory. No claim or any compensation will however be entertained due to such termination of period prior to expiry of stipulated period of contract.

12. The weekly rest shall to be given as per rules by the contractor to employed staff.
13. In case of any damage to any office equipment on account of negligence of the contractor's staff, the same will have to be made good at contractor's own cost. Nothing extra shall be paid on this account.
14. The Contractor staff shall maintain all the equipments-computers, printers etc in good condition till the completion of entire work.
15. The Engineer-in-Charge shall not be responsible for any claims for injuries to person/workmen or for structural damage to property happening from any neglect, default, want of proper care or misconduct on the part of the Contractor or of any other of his representatives, in his employment during the execution of the work. The compensation, if any, shall be paid directly to the Department / authority / persons concerned, by the Contractor at his own cost.
16. Any Damage done to the building during the execution of electrical work shall be responsibility of the contractor and shall be made good immediately at his own cost to the entire satisfaction of the Engineer-in-Charge. The decision of the Engineer-in-charge shall be final and binding.
17. The staff engaged /provided by the contractor shall not have any right to claim the continuance of service in CPWD during the contract or after the expiry of contract.
18. The staff deputed by the contractor shall be liability of contractor. No claim for regularization wages etc. shall be entertained by department.
19. The quoted rates shall be inclusive of all type of taxes, duties, GST, levies, Cess etc. i.e. the rates quoted by the contractor shall be firm and final. The Government will not entertain any claim whatsoever in respect of the same. Nothing extra shall be paid on this account.
20. In case of any accidents during the operation / maintenance of the equipments leading to injuries / damages to human beings / equipment or loss of life, the contractor shall be fully responsible for settling all claims & indemnify the department against any claim arising out of such accidents.
21. The contractor has to make his own arrangement for the safety of his workmen. Department shall not be responsible in case of any accident taking place during the work.
22. The staff deployed by the contractor has to work during the office hours on all working days from **10.00 AM to 06.00 PM** including half hour of lunch break and as per requirement of the Engineer-in-Charge on Holidays, Sundays and after office hours. Duty can be changed as per Engineer in Charge instruction as an when required.
23. The contractor shall arrange to render efficient services as outlined above. However in case he fails to maintain the services to the satisfaction of the Engineer-in-charge & the department has to in case any expenditure to maintain the installation by alternate arrangement, the expenditure thus incurred will be recovered from the contractor for which Engineer-in-charge decision shall be final.
24. The staff –Office Attendants deployed shall be present in neat uniform whenever on duty. The cost of uniform will be borne by the contractor.
25. All the related documents such as attendance register, payment records etc. should be made available alongwith RA/Final bill.
26. No advance payment shall be made. Payment shall be made on quarterly basis upon the satisfactory performance reports with respect to maintenance checks/ Logbook duly signed by the Assistant Engineer(E) and Junior Engineer (E) in-charge. Running payment shall be made only after receipt of fortnightly labour report and report of proof of payments made to workers regarding labour payments regularly.
27. Contractor shall submit Proof of payment made to labourers engaged for this work in two copies. Payment details shall include name of worker, bank account details, amount due, amount paid and cheque number or ECS statement.
28. Contractor shall make payment to workers as per prevailing labour law at the rates not less than the rates payable as per minimum labour rates published by labour department Central and deposit

- employers contribution to ESIC and EPF organization. The employers contribution shall be reimbursed to contractor on submission of proof of payment to ESIC & EPF Organisation.
29. The Contractor have to pay the minimum wages to staff . Revised Wages declared by Labour Dept. with effective from date of enforcement of order shall also to paid by contractor time to time.
 30. Running payment shall be made only after receipt of fortnightly labour report and report of proof of payments made to workers for the previous month i.e regarding labour payments regularly.
 31. Persons/ staff engaged in work should be competent, well conversant for the type of work involved.
 32. In case the person deployed by the agency does not have adequate knowledge of particular software/portal required for official work, the agency shall deploy the substitute / additional person have knowledge of such software/portal to complete the assigned work.
 33. The contractor shall render the services even on Sundays, Holidays in case of urgency & requirement, without claiming extra charges/amount for the same.
 34. ESIC, EPF shall be paid by the contractor to the concerned department for the employee engaged. The same will be reimbursed on production of documentary proof of payment.
 35. The contractor shall submit the running /Final bills in the shape of the computerised MB in pages of A-4 size as per the standard format of department /EMB through RFI measurement module on ERP portal and shall act as per modified clause 6A of CPWD-7
 36. Statutory deductions Income tax, GST, security deposits, labour cess etc. will be made from the bill as per Govt. rules.
 37. The Engineer-in-charge will have the full power to accept or reject the tender and also to close the contract at any time without assigning any reason.
 38. The department reserves the right to terminate this contract/order without giving any notice at any time if the performance of the contractor is found unsatisfactory. No claim for any compensation will be entertained due to such termination prior to the expiry of stipulated period of contract.
 39. **Payment to the staff/worker shall be made by the contractor through Bank or ECS or Online Transfer to his bank account only. Contractor is bound to make payment of current minimum wages as applicable in respective months and nothing extra shall be paid on account of enhanced in labour wages.**
 40. Payment to the manpower engaged by the contractor shall be through e-payment by the contractor. The contractor have to pay salary towards employee on monthly basis upto 7th day of each month and ESI & EPF contribution of every month upto 15th day of following month and submit the documentary proof/receipt to Engineer-in-charge for payment of bill. **If contractor fails to pay the salary upto 7th day of every month, then recovery shall be imposed @Rs. 100/- per day per employee (for maximum of 10 day per month for delayed payment). No running account bill shall be paid/ entertained without submitting the above documents.**
 41. **No deduction in salary for Government Holiday.**
 42. Along with each R/A bill, the contractor has to submit the following documents: -
 - a) Payment to Laboure: - The contractor shall submit proper documents/proof of wages paid.
 - b) Details of PF A/C No., EPF & ESIC deducted from the wages of the labour/worker duly certified by the Junior Engineer/Assistant Engineer.
 - c) Contractors shall submit salary slip duly dated signed by respected labour and contractor with stamp too.

Note:- There might be chances of unavailability of fund upto 12 months. Hence, agency should have sufficient funds to pay the monthly salary to the labour upto completion of Agreement.

Additional Conditions

Item 1) Computer Operator

1. The contractor has to provide well behaved & well trained staff having working experience of minimum 3 years in the field of office work, MS office, MS excel, MS power point, e-tendering, data entry of preparing documents, drafting, Copying, Official Statements, processing, loading / unloading of documents, drafting, Copying, Printing of documents for estimate, Pay bills, Court Cases Official Statements, Letters, emails offices etc.
2. Computer operator has to maintain & keep all registers, forms and other required documents and work is co-ordination with the division staff. Proper maintenance of record/data/files is essential & most desirable requirement. Keep all information confidential.
3. The office work shall be carried out to the satisfaction of Engineer- in-charge.
4. Minimum Qualifications required:-

i)	Computer operator	Graduate Passed with minimum Three years or more experience on such type office work.
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Item 2 : Office attendant

Conditions (Office attendant)

1. In case of absence of any work-man of particular day the contractor shall provide the replacement immediately failing which a recovery shall be made from the dues of the Contractor for Office attendant @Rs. 1500/- per day.
2. In case of any damage to any office equipment on account of negligence of the contractor's staff, the same will have to be made good at contractor's own cost. Nothing extra shall be paid on this account.
3. The office attendant shall attend routine file work, filing papers, dairy/dispatch, maintaining files, shifting files, papers, documents, operating photocopy machine, dusting of furniture and other miscellaneous office work, dak distribution and any other work assigned by authority
4. Qualification required

i)	Office attendant	Minimum 10th Passed with minimum knowledge of reading and writing in Hindi and English and experience of office work
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SCHEDULE OF WORK

Name of work : - Different on going work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar

SH:- Contingencies **SW :-** Providing Computer Operator and Office Attendant services

Sr. No.	DESCRIPTION OF ITEM	QUANTITY	RATE	UNIT	AMOUNT
1)	Providing the service for data entry, processing, loading / unloading of documents, drafting, Copying, Printing of documents for estimate, Pay bills, Official Statements, Letters, preparation of official records such as Detailed Estimate, Accounts work, Routine Correspondence, returns, including uploading and downloading of E-tenders other Misc. Work, reports, statements etc complete as required on all working days as per normal office hours, at Office of The Executive Engineer (E), Gandhinagar-II, CPWD Gandhinagar.				
	(a) Computer Operator -1 No.	12 Months	34,653	Month	415,836.00
2)	Providing services of Multitasking staff for attending routine file work, filing papers, dairy, dispatch, maintaining files, shifting files, papers, documents, operating photocopy machine and other miscellaneous office work, dak distribution on all working days as per normal office hours, at Office of The Executive Engineer (E), Gandhinagar-II, CPWD Gandhinagar.				
	(a) Office Attendant -1 No.	12 Months	28,774	Month	345,288.00
3	Extra for providing services of Computer Operator beyond normal duty hours (before 10:00 A.M. or after 06:00 P.M.) in one day as per requirement and instruction of Engineer-in-Charge (more than half an hour will be considered for payment)				
	(a) Computer Operator -1 No.	300 Hours	345	Per Hours	103,500.00
	(a) Office Attendant -1 No.	300 Hours	283	Per Hours	84,900.00
	Total Amount			Rs.	949524.00

Executive Engineer (E),
Gandhinagar-II, CPWD,
Gandhinagar.



Central Public Works Department



NIT No. : 01/EE(E)/GNR-II/2026-27

Name of Work : Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.

Bid sheet

Name of the Contractor					
Sl. No.	Name of component	Estimated cost	Percentage above or below the estimated cost	% in Figures	Total Cost
1)	Different ongoing work under office of EE(E), Gandhinagar-II, CPWD, Gandhinagar. SH:- Contingencies SW :- Providing Computer operator and Office Attendant services.	Rs. 9,49,524/-			-
	Grand Total	Rs. 9,49,524/-			-

Executive Engineer (E),
Gandhinagar-II, CPWD,
Gandhinagar