



CENTRAL PUBLIC WORKS DEPARTMENT

OFFICE MEMORANDUM

No. DG/MAN/328

ISSUED BY AUTHORITY OF DIRECTOR GENERAL, CPWD

NIRMAN BHAVAN, NEW DELHI

DATED: 04.01.2016

Sub : Modification In CPWD Works Manual 2014 Section 20A.12- CPWD 6 for e-tendering - Deposition of original EMD and uploading of receipt of deposition of original EMD and to dispense with depositing tender processing fees reg.

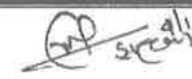
The provisions of CPWD Works Manual 2014 Section 20A.12 are modified as under and shall be applicable with immediate effect:-

Existing Provisions	Modified Provisions
CPWD 6 for e-tendering- Section 20A.12 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) shall be scanned and uploaded to the e-Tendering website within the period of bid submission. 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 six months or more from the last date of receipt of bids which is to be scanned and uploaded by the intending bidders. The physical EMD of the scanned copy of EMD uploaded shall be deposited by the lowest bidder within a week after opening of financial bid failing which the bid shall be rejected and enlistment of the agency shall be withdrawn by the enlisting authority. The agency shall be debarred from tendering in CPWD.	CPWD 6 for e-tendering- Section 20A.12 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) 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. <u>(The EMD document shall only be issued from the place in which the office of receiving division office is situated).</u> 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. 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 six months or more from the last date of receipt of bids which is to be scanned and uploaded by the intending bidders. Deleted

[Signature]
EE (M)

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Sd/-

physically by the lowest bidder in the office of bid opening authority. (iv) The lowest bidder does not deposit physical EMD within a week of opening of bid.	lowest bidder in the office of tender opening authority.
Section 20A Para 20A.13.1 Information and Instructions for bidders for e-tendering forming part of bid document and to be posted on website. Column 7 of the table – Last date and time of submission of bid, EMD, e-tender processing fees and other documents as specified in the press notice 4. But the bid can only be submitted after depositing Processing Fee in favour of ITI Limited and uploading the mandatory scanned documents such as Demand Draft or Pay order or Banker's Cheque or Deposit at call Receipt or Fixed Deposit Receipts and Bank Guarantee of any Scheduled Bank towards EMD in favour of respective Executive Engineer and other documents as specified. List of Documents to be scanned and uploaded within the period of bid submission: - Treasury Challan/Demand Draft/Pay order or Banker's Cheque /Deposit at Call Receipt/FDR/Bank Guarantee of any Scheduled Bank against EMD. - Enlistment Order of the Contractor. - Certificates of Work Experience (If required from non CPWD and CPWD class II contractors). - Affidavit as per clause 1.2.3 of CPWD 6 (if required from non CPWD and CPWD class II contractors). - Two letters from CPWD class I contractors as specified under clause 1.2.3 of CPWD 6 (if applicable). - Certificate of Registration for Sales Tax / VAT and acknowledgement of up to date filed return if required. - Certificate of Registration for Service Tax and acknowledgement of up to date filed return, if required as per Notification No.	Section 20A Para 20A.13.1 Information and Instructions for bidders for e-tendering forming part of bid document and to be posted on website. Column 7 of the table - Last date and time of submission of bid, original EMD, copy of receipt for deposition of original EMD, and other documents as specified in the press notice 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. (The EMD document shall only be issued from the place in which the office of receiving division office is situated) and uploading the mandatory scanned documents such as Demand Draft or Pay order or Banker's Cheque or Deposit at call Receipt or Fixed Deposit Receipts and Bank Guarantee of any Scheduled 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, CPWD and other documents as specified. List of Documents to be scanned and uploaded within the period of bid submission: - Treasury Challan/Demand Draft/Pay order or Banker's Cheque /Deposit at Call Receipt/FDR/Bank Guarantee of any Scheduled Bank against EMD. - Enlistment Order of the Contractor. - Certificates of Work Experience (If required from non CPWD and CPWD class II contractors). - Affidavit as per clause 1.2.3 of CPWD 6 (if required from non CPWD and CPWD class II contractors). - Two letters from CPWD class I contractors as specified under clause 1.2.3 of CPWD 6 (if applicable). - Certificate of Registration for Sales Tax /VAT and acknowledgement of up to date filed return if required. - Certificate of Registration for Service Tax and acknowledgement of up to date filed return, if required as per Notification No. 06/2015 – Service Tax dt. 01.03.2015 of Department of

Handwritten signatures and initials:
 

and acknowledgement of up to date filed return, if required as per Notification No. 12/2012-Service Tax dated 17.3.2012 of Department of Revenue, M/o Finance (to be decided by the NIT approving authority). IX. An undertaking that "The Physical EMD shall be deposited by me/us with the EE calling the tender in case I/we become the lowest tenderer within a week of the opening of financial bid otherwise department may reject the tender and also take action to withdraw my/our enlistment."	required as per Notification No. 06/2015 – Service Tax dt. 01.03.2015 of Department of Revenue, M/o Finance (to be decided by the NIT approving authority). IX. Copy of receipt for deposition of original EMD to division office of any Executive Engineer, CPWD (The EMD document shall only be issued from the place in which the office of receiving division office is situated).						
20A.13 Information and Instructions for Contractors for e- tendering forming part of NIT and to be posted on website 1. Information and instructions for Contractors will form part of NIT and to be uploaded on ITI website. 2. The intending bidder must have class-III digital signature to submit the bid. 3. The Bid Document as uploaded can be viewed and downloaded free of cost by anyone including intending bidder. But the bid can only be submitted after uploading the mandatory scanned documents such as Demand Draft/Pay order or Banker's Cheque /Bank Guarantee of any Scheduled Bank towards EMD in favour of respective Executive Engineer, deposit of Processing Fee on e-portal of ITI Limited and other documents specified in the press notice.	20A.13 Information and Instructions for Contractors for e- tendering forming part of NIT and to be posted on website 1. Information and instructions for Contractors will form part of NIT and to be uploaded on ITI website. 2. The intending bidder must have class-III digital signature to submit the bid. 3. The contractor can deposit 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. (The EMD document shall only be issued from the place in which the office of receiving division office is situated). The contractor shall obtain the receipt of EMD from the concerned Executive Engineer in the prescribed format uploaded by NIT issuing Executive Engineer. The Bid Document as uploaded can be viewed and downloaded free of cost by anyone including intending bidder. But the bid can only be submitted after uploading the mandatory scanned documents such as Demand Draft/Pay order or Banker's Cheque /Bank Guarantee of any Scheduled Bank towards EMD in favour of respective Executive Engineer, copy of receipt of original EMD and other documents specified in the press notice.						
New Addition	20A.14 Information and Instruction for Executive Engineer for e-tendering 1. The Executive Engineer of all divisions of CPWD should receive the original EMD for tender of 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 alongwith NIT :- <table border="1" data-bbox="813 1489 1316 1599"> <tr> <td colspan="2">Receipt of deposition of original EMD (Receipt No...../date.....)</td></tr> <tr> <td>1. Name of work.....*</td><td></td></tr> <tr> <td>2. NIT No.*</td><td></td></tr> </table>	Receipt of deposition of original EMD (Receipt No...../date.....)		1. Name of work.....*		2. NIT No.*	
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