GOVERNMENT OF INDIA

CENTRAL PUBLIC WORKS DEPARTMENT

TENDER DOCUMENT

FOR

Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026- 2027.

(SH: Day to day Operation of 2 Nos. Lifts).

Issued by

ASSISTANT ENGINEER (ELECT.)

CENTRAL ELECTRICAL SUB-DIVISION – I,

CENTRAL PUBLIC WORKS DEPARTMENT,
SILIGURI.

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GOVERNMENT OF INDIA
CENTRAL ELECTRICAL SUB-DIVISION-I,
CENTRAL PUBLIC WORKS DEPARTMENT,
SILIGURI.

TENDER DOCUMENT

Name of work	:	**Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026-2027. (SH: Day to day Operation of 2 Nos. Lifts).**
Estimated Cost	:	**Rs. 4,30,964.00**
Earnest Money	:	**Rs. 8,619.00**
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.
Security Deposit	:	**2.5% of tendered Value**
Completion Period	:	**12 Months**
NIT No.	:	**38/EE(E)/AE(E)/SIg/CPWD/Siliguri/2026-2027.**
LAST DATE FOR SUBMISSION OF BID DOCUMENT	:	**Up to 3.00 pm on 09.11.2026**

AE(E)

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INFORMATION AND INSTRUCTIONS FOR CONTRACTORS FOR e-TENDERING FORMING PART OF NIT AND TO BE POSTED ON WEBSITE

The Assistant Engineer (Electrical), Central Electrical Sub-Division -I, C.P.W.D., Bagrakote, Siliguri on behalf of the President of India invites online percentage rate 'e'-Tenders from eligible CPWD registered (B&R) contractors in appropriate class of composite category for the following works in single bid system.

Sl. No.	*NIT No.*	*Name of work & Location*	*Estimate cost put to bid in Rs.*	*Earnest Money in Rs.*	*Stipulated Period of Completion of work (In Months)*	*Last date & time of SUBMISSION OF BID, Original EMD/copy of receipt for deposition of original EMD, other documents specified in the bid document*	*Date & Time of opening of bid*
1	*2*	*3*	*4*	*5*	*6*	*7*	*8*
1	**38/EE(E)/AE(E)/Slg/CPWD/Siliguri/26-27.**	**Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026-2027. (SH: Day to day Operation of 2 Nos. Lifts).**	***Rs.* 4,30,964.00**	**Rs. 8,619.00**	***12 (Twelve) Months.***	***Up to 03:00 PM on* 09.11.2026.**	***At 03:30 PM on* 09.11.2026.**

1. The intending tenderer must read the terms and conditions of CPWD-6 carefully. He should only submit his tender if he considers himself eligible and he is in possession of all the documents required.

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2. The intending bidder must read the terms and conditions of CPWD-6 carefully. He should only submit his bid if he considers himself eligible as per **Latest Enlistment Rules with uptodate correction slips as on date** and he is in possession of all the documents required.

3. Information and Instructions for tenderer posted on website shall form part of tender document.

4. 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 in the office of **The Assistant Engineer (Elect.), Central Electrical Sub-Division I, CPWD, Bagrakote, Siliguri-734001** during the office hours on all days except on Second Saturday, Sunday & Public holidays and also can be downloaded from website https://etender.cpwd.gov.in/ free of cost.

   Applicants are advised to keep visiting the above mentioned web-sites from time to time (till the deadline for bid submission) for any updates in respect of the tender documents, if any. Failure to do so shall not absolve the applicant of his liabilities to submit the applications complete in all respect including updates thereof, if any. An incomplete application may be liable for rejection.

5. But the tender can only be submitted after deposition of original EMD either in the office of Executive Engineer inviting tenders or division office of any Executive Engineer, CPWD within the period of tender submission and uploading the mandatory scanned documents such as **Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee (as prescribed)** issued by a **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.

6. Those contractors not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online tendering process as per details available on the website.

7. The intending tenderer must have valid class-III digital signature to submit the tender.

8. On opening date, the contractor can login and see the tender opening process. After opening of tenders, he will receive the competitor tender sheets.

9. Contractor can upload documents in the form of JPG format and PDF format.

   The intending bidder has to fill all the details such as **Insurance Surety Bonds,**

   Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee (as prescribed) issued by a **Commercial Bank** towards EMD drawn in favour of the **Executive Engineer, Siliguri Central Division (EZ), CPWD, Nirman Sadan, Hakimpara, Siliguri-734001** and shall be deposited in the office of Executive Engineer, CPWD as in cl.9 below. Within the period of bid submission.

10. A part of earnest money is acceptable in the form of bank guarantee also. In such case, 50% of earnest money or Rs 20 lacs, whichever is less, will have to be deposited in shape prescribed above, and balance in shape of Bank Guarantee issued by a Scheduled Bank which is to be scanned and uploaded by the intending bidders.

11. The Physical EMD of which the scanned copy is uploaded shall be deposited in the office of the **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 the prescribed format uploaded by the tender inviting EE/AE in the NIT. This receipt shall also be uploaded to the e-tendering website by the intending bidder up to the specified bid submission date and time

12. On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.

13. Contractor can upload documents in the form of JPG format and PDF format.

14. 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.

15. Online tender documents submitted by intending bidders shall be opened only of those bidders, whose Earnest Money Deposit, etc. and other documents are found in order.

16. The department reserves the right to reject any prospective application/ PQ bids without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the minimum laid down criterion.

17. If any information furnished by the applicant is found incorrect at a later stage, he shall be liable to be debarred from tendering/taking up of works in CPWD. The department reserves the right to verify the particulars furnished by the applicant independently.

18. **GST Tax and Labour Cess or any tax applicable in respect of this contract as applicable shall be borne by the contractor himself. The contractor shall quote his rates considering all such taxes. Recovery of 1% of work done value towards Labour Welfare cess and CGST and SGST as applicable as per Government of India norms shall be made from bill payments due to the contractor.**

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

1. **Insurance Surety Bonds / Account Payee Demand Draft/ Fixed Deposit Receipt / Bankers Cheque or Bank Guarantee (as prescribed)** issued by a **Commercial Bank** towards EMD in favour of the **Executive Engineer, Siliguri Central Division (EZ), CPWD, Nirman Sadan, Hakimpara, Siliguri-734001.**
2. Valid CPWD Enlistment Order of the Contractor (B and R Category).
3. Valid Electrical Contractor License issued by Competent Authority or Undertaking from the Agency that they shall associate with a CPWD Agency having valid Electrical License from the Competent Authority in its name, for execution.
4. Copy of receipt for deposition of original EMD issued from Division office of any Executive Engineer,CPWD.
5. Copy of valid ERP Training Certificate to be uploaded as per Clause 12.0 in ER-2023 (Follow NIeT Page No. 24 & 25).
6. Copy of Registration for EPFO and ESIC.
7. 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 undertaking along with bid documents.
   "If work is awarded to me, I/we shall obtain GST registration Certificate **as applicable** within one (01) 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 up by CPWD or GST Department in this regard.**"
8. Copy of Pan Card.
9. Valid Mobile Number, e-Mail Address and Correspondence address to be uploaded on letter head of the bidder with seal and sign.

ASSISTANT ENGINEER (ELECT.)
CENTRAL ELECTRICAL SUB-DIVISION - I,
SCED,CPWD, SILIGURI.

Annexure 20A.14

INFORMATION & INSTRUCTIONS FOR EXECUTIVE ENGINEER OR TENDER CALLING OFFICE FOR e-TENDERING

The Executive Engineer of all Divisions Office of CPWD should receive the original EMD for tender of the other Division and Sub-Division.

1. 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:……)

1. Name of Work: **Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026- 2027. (SH: Day to day Operation of 2 Nos. Lifts).**

2. NIeT No.: **38/EE(E)/AE(E)/Slg/CPWD/Siliguri/2026-2027.**

3. Estimated Cost: **Rs. 4,30,964.00**

4. Amount of Earnest Money Deposit: **Rs. 8,619.00**

5. Last time and date of submission of Bid: **03:00 PM on 09.11.2026**
(*To be filled by NIT approving authority / EE at the time of issue of NIT and uploaded alongwith NIT).

1. **Name of the 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) / AAO) along with Office Stamp

(# To be filled by EMD receiving EE Office)

2. The Executive Engineer of any division office 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 the tender inviting authority. The receipt may be issued by AE(P) /AAO.
3. The Executive Engineer of any division office receiving original EMD shall also intimate tender inviting authority about deposition of EMD by the agency by email/fax/telephonically.
4. The original EMD receiving Executive Engineer of any division office shall release the EMD after verification from the e-tendering portal website (**https://etender.cpwd.gov.in/**) that the particular contractor is not L-1 tenderer and work is awarded.
5. The Executive Engineer of any division office will call for original EMD of the L-1 tenderer from EMD receiving authority immediately.

CPWD-6 FOR e-Tendering

1. The Assistant Engineer (Electrical), Central Electrical Sub-Division -I, C.P.W.D., Bagrakote, Siliguri on behalf of President of India invites online percentage rate 'e' bids/Tenders for the works mentioned below from approved and eligible contractors of CPWD in B & R category of appropriate class in **single bid system.**

Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026- 2027.(SH: Day to day Operation of 2 Nos. Lifts).

The work is estimated to cost Rs. 4,30,964.00.This estimate, however, is given merely as a rough guide.

2. Agreement shall be drawn with the successful tenderers on prescribed Form No. CPWD 7 (or other Standard Form as mentioned) which is available as a Govt. of India Publication and also available on website www.cpwd.gov.in. Tenderers 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. (i) The site for the work is available.*

OR

~~The site for the work shall be made available in parts as mentioned in Schedule 'F'.*~~

(ii) The Architectural and Structural drawings for work are 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 on website ***https://etender.cpwd.gov.in/*** free of cost.

6. After submission of the bid the contractor can re-submit revised tender any number of times but before last time and date of submission of tender 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 tender as notified.

8. **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. Earnest Money in the form of **Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee (as prescribed)** issued by a **Commercial Bank** towards EMD (drawn in favour of the **Executive Engineer, Siliguri Central Division (EZ), CPWD, Nirman Sadan, Hakimpara, Siliguri-734001** is scanned and uploaded (strike out as the case may be) to the e-tendering website within the period of tender submission and original EMD should be deposited in the office of the **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 the prescribed format (enclosed) uploaded by the tender inviting EE in the NIT.

This receipt shall also be uploaded to the e-tendering website by the intending bidder up to the specified bid submission date and time.

A part of earnest money is acceptable in the form of bank guarantee also. In such case, 50% of earnest money or Rs. 20 lakh, whichever is less, will have to be deposited in shape prescribed above, and balance in shape of Bank Guarantee of any scheduled bank having validity of 6months 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 certificate of work experience and other documents as prescribed in the press notice shall be scanned and uploaded to the 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.

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

The tender submitted shall be opened at **3:30 p.m on 09.11.2026**

10. The tender submitted shall become invalid and e-Tender processing fee shall not be refunded if:

(i) The tenderer is found ineligible.

(ii) The tenderer does not upload scanned copies of all the documents stipulated in the tender document.

(iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of tender and hard copies as submitted **physically by the lowest tenderer** in the office of tender 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.**

11. (i) The Contractor whose tender is accepted will be required to furnish performance guarantee at specified percentage of the tendered amount as mentioned in Schedule 'E' and within the period specified in Schedule 'F'. This guarantee shall be in the form of **Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt or Bank Guarantee** of any **Commercial Bank.**

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 contractor(s) will be suspended for one year and shall not be eligible to bid for CPWD tenders from date of issue of suspension order.

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The Contractor whose tender is accepted will also be required to furnish by way of Security Deposit for the fulfillment of his contract an amount equal to 2.5% of the tendered amount of the work. The Security deposit will be collected by deduction from the running bills as well as final bill of the contractor at the rates mentioned above. The Security amount will also be accepted in the shape of **Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt or Bank Guarantee Form** any of the **Commercial Banks** will be accepted for this purpose provided confirmatory advice is enclosed.

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

Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026- 2027.(SH: Day to day Operation of 2 Nos. Lifts).

Intending Tenderers 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 tenderers 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 tenderers 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 tender by a tenderers 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 tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderers shall be summarily rejected.

14. Canvassing whether directly or indirectly, in connection with tenderers is strictly prohibited and the tenders 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 tender and the tenderers shall be bound to perform the same at the rate quoted.

16. The contractor shall not be permitted to tender 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 tender or engagement in the contractor's service.

18. The tender for the works shall remain open for acceptance for a period of **Thirty (30) days** from the date of opening of tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, **suspend the tenderer for one year and he shall not be eligible to bid for CPWD tenders from date of issue of suspension order.**

19. This Notice Inviting Tender shall form a part of the contract document. The successful tenderers/contractor, on acceptance of his tender 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 Tender, all the documents including additional conditions, specifications and drawings, if any, forming part of the tender as uploaded at the time of invitation of tender and the rates quoted online at the time of submission of tender and acceptance thereof together with any correspondence leading thereto.

b) Standard C.P.W.D. Form 7 or other Standard C.P.W.D. Form as applicable.

20. GST and all other tax as applicable, Education Cess, West Bengal State construction worker's welfare cess etc. shall be payable by the contractor and Government will not entertain any claim whatsoever in respect of the same.

Assistant Engineer (Elect.)
Central Electrical Sub-Division I,
C.P.W.D., Siliguri.

CPWD-7

GOVERNMENT OF INDIA
CENTRAL PUBLIC WORKS DEPARTMENT

STATE	:	WEST BENGAL	**ZONE**	:	SE, SILIGURI
BRANCH	:	B & R	**DIVISION**	:	SCED, SILIGURI
			SUB-DIVISION	:	CESD-I, SILIGURI

PERCENTAGE RATE TENDER & CONTRACT FOR WORKS

(A) Tender for the work of: **Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026- 2027. (SH: Day to day Operation of 2 Nos. Lifts).**

(i) To be uploaded online by **3:00 PM on 09.11.2026.**

(ii) To be opened in presence of tenderers who may be present at **3:30 PM on 09.11.2026** in the office of the Assistant Engineer (Electrical), Central Electrical Sub-Division -I, C.P.W.D., Siliguri.

Assistant Engineer (El.)
Central Electrical Sub Division-I,
CPWD, Bagrakote, Siliguri.

TENDER

I/We have read and examined the notice inviting tender, schedule A, 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.

I/We agree to keep the tender open for **30 (Thirty) days** from the due date of its opening and not to make any modification in its terms and conditions.

I/we have deposited EMD for the prescribed amount in the office of concerned Executive Engineer as per the bid document.

A sum of **Rs. 8,619.00** is here by forwarded in **receipt of prescribed amount deposited in the form of Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee (as prescribed)** as earnest money issued by a **Commercial Bank** is scanned and uploaded (strike out as the case may be). 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 earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit 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 & Performance Guarantee as aforesaid. I/We shall be debarred for participation in the re-tendering process of the work.

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 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 & integrity 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

` …….. (Rupees ……

…….).

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

(a)

(b)

(c)

For & on behalf of President of India

Signature ……..

Dated:

Designation …….

PROFORMA OF SCHEDULES

(Separate Performa for Civil & Elect. Works in case of Building Tenders) (Operative Schedules to be supplied separately to each intending tenderer)

SCHEDULE 'A'

Schedule of quantities **Page No. 32**

SCHEDULE 'D'

Extra schedule for specific requirements/document for the work, if any. **As attached in tender form**

SCHEDULE 'E'

Reference to General Conditions of contract	**General Conditions of contract for CPWD-2023 for Maintenance works . (with amendments up to last date receipt of tender including extension, if any)**

Name of Work: **Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026- 2027. (SH: Day to day Operation of 2 Nos. Lifts).**

Estimated cost of the work:	Electrical Items of Work	**Rs. 4,30,964/-**
	Total	**Rs. 4,30,964/-**
Earnest money		**Rs. 8,619/-**
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.	
Security Deposit	2.5% of the tendered value of the work	

SCHEDULE 'F'

GENERAL RULES & DIRECTIONS:

Officer inviting tender	**Assistant Engineer (Electrical), Central Electrical Sub-Division -I, C.P.W.D., Siliguri.**
Maximum percentage of quantity of items of work to be executed beyond which rates are to be determined in accordance with Clause 12.2.& 12.3	*See Below*

Definitions:

2(v)	**Engineer-in-Charge**	
	For Electrical items of work	**Assistant Engineer (Electrical), Central Electrical Sub-Division -I, C.P.W.D., Siliguri or successor thereof.**
2(viii)	Accepting Authority	**Assistant Engineer (Electrical), Central Electrical Sub-Division -I, C.P.W.D., Siliguri or successor thereof.**
2(x)	Percentage on cost of materials and labour to cover all overheads and profits	15%
2(xi)	**Standard Schedule of Rates:**	
	Electrical Items of Work:	Market Rate
2(xii)	Department:	**Central Public Works Department**
9(ii)	Standard CPWD Contract Form:	**C.P.W.D. FORM 7 GCC 2023 For Maintenance Works (as modified & corrected up to date).**

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	7 Days
	ii) Maximum allowable extension **with late fee @ 0.1% per day of Performance Guarantee amount beyond the period as provided in (i) above**	3 Days
Clause 2	Authority for fixing Compensation under Clause 2	**Superintending Engineer, Siliguri, CPWD Or successor thereof.**
Clause 5	Number of days from the date of issue of letter of acceptance for reckoning date of start	**10 Days**
	Mile stone(s)-	N.A.
In the event of not achieving the necessary milestones as assessed from mile stone chart, 1.25% of the tendered value of work will be withheld for failure of each mile stone.		
Time allowed for execution of work		**12 Months**
Authority to decide		
(i)	Extension of time	Engineer-in-charge of work or Engineer-in-charge of Major component in case of Composite Contracts, as the case may be.

(ii)	Rescheduling of mile stone	Superintending Engineer, Siliguri, CPWD or successor thereof.
(iii)	Shifting of date of start in case of delay in handing over of site	Superintending Engineer, Siliguri, CPWD or successor thereof.

PROFORMA OF SCHEDULE Clause 5 Schedule of handing over of site

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	**Rs. 1,00,000/-**
Clause 7A	**Whether Clause 7A shall be applicable**	**Yes**
Clause 7B	**Whether Clause 7B shall be applicable**	**Yes**
Clause 8A	**Authority to decide compensation on account if the contractor fails to submit Completion Plans**	***Engineer-in-Charge of major component of work or successor thereof.***
	The amount to be payable by the contractor, if he fails to submit Completion Plans	**N.A.**
Clause 10A	List of testing equipment to be provided by the contractor at site lab.	**N.A.**
Clause 10 B (ii)	Whether clause 10-B (ii) shall be applicable.	**No**
Clause 10 C	Component of labour expressed as percentage of value of work	**100 %**

Clause 10 CA

Sl. No.	Materials covered under this clause.	**Nearest material (**other than cement*, reinforcement bars and structural steel**) for which All India Wholesale Price Index is to be followed.**	Base price and its corresponding period of all the materials covered under clause **10 CA**	
			Base Price **(without GST) {Per tonne, stock yard at Siliguri (excluding carriage)}**	Corresponding Period
1.	**NIL**			

Clause 10 CC		
	Whether Clause 10CC shall be applicable	**Not Applicable**
Clause 11	**Specification to be followed for execution of work**:	
For Electrical items of work	CPWD General Specifications for electrical works Part-I (Internal) 2023 Part II (External) 2023, Part –IV (Sub Station)-2013, Part-III-Lift & Escalators -2003. with correction slips up **to last date of submission of tender including extension, if any**	
Clause 12	Type of Work :	**Maintenance**
	Authority to decide deviation upto 1.50 times of tendered amount	Not Applicable
12.2 & 12.3	Deviation limit beyond which clause 12.2 & 12.3 shall apply for superstructure.	**No limit**
12.5 (i)	Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for foundation work **(except earth work)**	**N.A.**
~~(ii)~~	Deviation Limit for items mentioned in earth work subhead of DSR or related items	**N.A**

Clause 16	**Competent Authority for Deciding reduced rates:**	
	SE(Siliguri) Engineer, Siliguri, CPWD or successor thereof	
Clause 18	List of mandatory machinery, tools & plants to be deployed by the contractor at site.	a. Screw Driver, b. Tester, c. Test lamp, d. Multimeter, e. Earth Tester, f. Megger, g. Tong Tester, h. Pillar, i. Slide Range/ spanner (various size) j. First Aid Box etc.

As required for timely execution of work as per direction of Engineer –in – charge.

Clause 19	***Addition-Definitions*** *(xx) Adolescent Person: A person who has completed his/ her fourteenth year of age but has not comPleted his eighteenth year. (xxi) Hazardous works: Hazardous process/works are the works as defined in the clause (cb) of the Facto Ac 1948.*	
Clause 19B Payment of Wages	*The contractor shall pay to labour employed by him either directly or through subcontractors, wages not less than fair wages as defined in the C.P.W.D. Contractor's Labour Regulations or as per the provisions of the Contract Labour (Regulation and Abolition) Act, 1970 and the contract Labour (Regulation and Abolition) Central Rules, 1971 and* ***Gazette Notification 19.01.2017 , S.O 188 (E) extra ordinary part 2 - sec. 3 (ii) amended time to time.***	
Clause 19C	*Authority to decide penalty for each default*	***EE[E]/KCED-I/CPWD/Kolkata***
Clause 19D	*Authority to decide penalty for each default*	***EE[E]/KCED-I/CPWD/Kolkata***
Clause 19G	*Authority to decide penalty for each default*	***EE[E]/KCED-I/CPWD/Kolkata***
Clause 19K	*Authority to decide penalty for each default*	***EE[E]/KCED-I/CPWD/Kolkata***
Clause 19L	*The ESI and EPF contributions on the part of employer in respect of this contract shall be paid by the contractor. These contributions on the part of the employer paid by the contractor shall be reimbursed by the Engineer-in-charge to the contractor on actual basis.*	
Clause 19M	*The contractor shall comply with all provision(s) and guideline(s) of Sexual Harassment of Women at Workplace (Prevention Prohibition and Redressal) Act, 2013 and amendment thereafter time to time or any other rules framed under any labour law affecting women worker(s).*	

Clause 25

Constitution of Dispute Redressal Committee	**Chairman – CE(W & TLQA)** **Member Secretary – SE, Durgapur** **Alternate -- SE, Barasat** **Member -- SE, RTI** **Alternate -- SE & PD, Raharhat** **EE-in-charge of the work presents the case as a party to dispute before DRC.**

Clause 32 Requirement of Technical Representative(s) and Recovery Rate

Sl. No.	Minimum Qualification of Technical Representative	Discipline	Designation (Principal Technical/ Technical representative	Minimum experience (Years)	Number	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of Clause 32	
						Figures	Words
NIL							

REFERENCE TO APPLICABLE OFFICE MEMORANDUMS

The following amendments to General Conditions of Contract 2023 issued by DG, CPWD, New Delhi shall be applicable and shall form part of the contract / agreement. The OMs can be viewed on website www.cpwd.gov.in

SL	***Reference to OMs***
1	*SOP No. 5/20(8): ERP Electronic Measurement Book (e-MB) (Refer para 5.12.1(B)) Electronic Measurement Book is applicable all over India w.e.f. 01.10.2023 for all ongoing and future works (excluding EPC Projects). (Ref No. DG/SOP 2022/16, dated.13-09-2023*
2	*Modification/ addition in SOP 5/33 for CPWD Works mannual 2022 regarding Clause -12 Extra and Deviated items in works Ref DG/SOP-2022/24, dated.18-12-2023*
3	*Modifications in Conditions of Contract, Clause 5 and schedule F in clause 5 of GCC 2023 Maintenance Works(Ref : DG/CON/Maintenance 2023/02 dated.08-12-23)*
4	*Modifications in Conditions of Contract, Clause 5 and schedule F in clause 5 of GCC 2023 Construction Works(Ref : DG/CON/Construction 2023/04 dated.08-12-23)*
5	*Modifications in Conditions of Contract, Clause 12 and Schedule E and F of GCC 2023 for Maintenance Works(Ref : DG/CON/Maint 2023/3 dated.18-12-23)*
6	*Modifications in Conditions of Contract and Clause 19 of GCC 2023 for Maintenance Works & Construction work (Ref : DG/CON/Maint 2023/4 and DG/CON/Construction 2023/5 dated.08-02-24)*
7	*Modifications in Clause 7 of GCC 2023 tor Maintenance Works & Construction work (Ref : DG/CON/Maintenance 2023/5 dated.01-03-24 &DG/CON/Construction 2023/7 dated.01-03-24)*
8	*Modifications in Conditions of Contract, Clause 19 and 20 of GCC 2023 for Maintenance/ construction Works (Ref : DG/CON/Maintenance 2023/5 & DG/CON/Construction 2023/7 dated.01-03-24)*
9	*Modifications in Clause 7 of GCC 2023 for Construction Works (Ref : DG/CON/Construction 2023/7 dated.01-03-24)*
10	*Modification in clause 19 of GCC 2023 for Construction Works (Ref : DG/CON/Construction 2023/8 dated.05-03-24)for Maintenance Works (Ref : DG/CON/Maintenance 2023/7 dated.05-03-24*
11	*Modifications in Clause 1, 8 and 41 of GCC 2023 for Construction Works (Ref : DG/CON/Construction 2023/9 dated.01-06-24)*
12	*Modifications in Clause 36 of GCC 2023 tor Maintenance Works (Ref No.DG/CON/Maintenance 2023/08, and for construction work DG/CON/Construction 2023/10 dated.03-06-24)*
13	*In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/09, and DG/CON/Construction 2023/11 dated.03-06-24)*
14	*In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/11,Dated-29-10-24 and DG/CON/Construction- 2023/13 dated.29-10-24)*
15	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/12,Dated-03-1-25 and DG/CON/Construction- 2023/14 dated.03-1-25)
16	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/13,Dated-31-1-25 and DG/CON/Construction- 2023/15 dated.31-01-25)Reg. Clause 7A)
17	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/14,Dated-10-2-25 and DG/CON/Construction- 2023/16 dated.10-2-25)(Reg. Clause 7,8,9)
18	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/15,Dated-03-03-25 and DG/CON/Construction- 2023/17 dated.03-03-25)(Reg. Clause 14)
18	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/16,Dated-03-03-25 and DG/CON/Construction- 2023/18 dated.03-03-25)(Reg. Clause 14)

19	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/16,Dated-16-06-25 and DG/CON/Construction- 2023/18 dated.16-06-25)(Reg. Clause 25.2,25.6)
20	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/17,Dated-06-11-25 and DG/CON/Construction- 2023/19 dated.06-11-25)(Reg. Clause 19L)
21	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/18,Dated-27-02-26 and DG/CON/Construction- 2023/20 dated.27-02-26)(Reg. Clause 1)
22	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/19,Dated-25-03-26 and DG/CON/Construction- 2023/20 dated.25-03-26)(Reg. Clause 6 &Sch-F)
23	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/20,Dated-18-08-26 and DG/CON/Construction- 2023/21 dated.18-08-26)(Reg. Clause 19K)
24	In GCC 2023 modification/addition regarding General rules and directions (Ref no. DG/CON/Maintenance 2023/21,Dated-22-10-26 and DG/CON/Construction- 2023/22 dated. 22-10-26)(Reg. Clause 19, Clause 20, Model Rules)

Central Public Works Department
Office Memorandum

No. DG/Enlist. Rules-2023/ 10

ISSUED BY THE AUTHORITY OF DIRECTOR GENERAL, CPWD

Nirman Bhawan, New Delhi Dated:22.04.2024

Sub: **Modification for enlistment under rule 12.0 in ER-2023.**

Ref: **OM No. DG/Enlist.Rules-2023/03 dated 20.09.2023 and DG/Enlist.Rules-2023/07 dated 12.01.2024**

Following modification is made in the Enlistment Rules 2023.

Existing Provision	Modified Provision
12.0 Enlisted contractor's obligations The contractor shall fulfill all his obligations under these Rules in the prescribed manner, failing which he shall be liable for disciplinary action as mentioned therein. Some of the obligations are summarized below: (a) to (d) (e) The existing enlisted contractor either himself or his authorized representative shall take compulsory ERP training through any of the CPWD Regional Training Institutes (RTIs) at Delhi, Mumbai, Chennai and Kolkata, National CPWD Academy (NCA) Ghaziabad, Training arranged by Graduates of ERP "Train the Trainers Programme" conducted by NCA, Ghaziabad or through any other special training arranged by ERP unit at of CPWD before 31.03.2024. Training will be valid only when participants are registered and certificate issued through LMS (Learning Management System) in ERP. From 01.04.2024, the enlisted contractor will not be allowed to participate in tendering process without	12.0 Enlisted contractor's obligations The contractor shall fulfill all his obligations under these Rules in the prescribed manner, failing which he shall be liable for disciplinary action as mentioned therein. Some of the obligations are summarized below: No Change (e) The existing enlisted contractor either himself or his authorized representative shall take compulsory ERP **(Enterprise Resource Planning)** training through any of the CPWD Regional Training Institutes (RTIs) at Delhi, Mumbai, Chennai and Kolkata, National CPWD Academy (NCA) Ghaziabad, 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 before **30.06.2024**. Training will be valid only when participants are registered **in LMS** (Learning Management System) **of ERP** and certificate **is** issued through LMS **of** ERP. From **01.07.2024**, the enlisted contractor will not be allowed to participate in tendering process without uploading the

22/04/2024
R.K. JAIN
EE (Contract)

AE(E)

uploading the certificate of above training.	certificate of above training.
(f)	No Change
(g) No provision	(g) **In case of non-enlisted contractor being first lowest in any of the tender then either contractor himself or his authorized representative shall take compulsory ERP training through any of the CPWD Regional Training Institutes (RTIs) at Delhi, Mumbai, Chennai and Kolkata, National CPWD Academy (NCA) Ghaziabad, 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 within two months from the date of issue of Intent letter.** **Training will be valid only when non enlisted contractor is registered in LMS of ERP and certificate is issued through LMS of ERP.** **Failure to do so, a recovery of Rs. 10,000/- per week shall be made from the R/A bill without giving any show cause notice in this regard.**

This issues with the approval of DG CPWD.

22.04.2024
(V.P. Sahu)
Superintending Engineer (C&M)

Issued from file No. CSQ/CM/18(4)/2024, e- file 9161361

All CPWD and PWD officers for information and necessary action.(Through CPWD website)

22/04/2024
R.K. JAIN
EE (Contract)

AE(E)

SALIENT/MANDATORY REQUIREMENTS FOR THE TENDER

Name of Work: **Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026- 2027.**
(SH: Day to day Operation of 2 Nos. Lifts).

(i) The tenderer is advised to read and examine the tender documents for the work and the set of drawings available with Engineer-in-charge. He should inspect and examine the site and its surroundings by himself before submitting his tender.

(ii) Separate schedule of quantity is included in this tender for ~~civil and~~ electrical items of work. If the tenderer wants to offer any unconditional rebates on their rates, the same should also be offered in the respective components of ~~civil and~~ electrical schedule separately. The contractor shall quote the percentage rates in figures and words accurately so that there is no discrepancy in rates written in figures and words.

(iii) Time allowed for the execution of work is **12 Months**.

(iv) The contractor(s) shall submit a detailed program of execution in accordance with the master programme/milestone within ten days from the date of issue of award letter.

(v) Quality of the project is of utmost importance. This shall be adhered to in accordance with the provisions of CPWD specifications and guidelines given in the relevant paras.

(vi) The contractor (s) shall make his own arrangements for electricity and water required for the execution of work.

(vii) The contractor shall submit the running bills in the shape of the computerized MB in pages of A-4 size as per the standard format of department and shall act as per modified clause 6 A of CPWD-7

AE(E)

FORM OF EARNEST MONEY DEPOSIT

FORM OF EARNEST MONEY (GUARANTEE)

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 nod of validity of tender (including extended validity offender) specified in 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 first written demand, without the Engineer-in-Charge having to substantiates 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
WITH SEAL

WITNESS……..
(Signature, Name and Address)

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 performance
Guarantee/Security Deposit/Mobilization Advance

1. Whereas the Assistant Engineer (Electrical) ..... (name of Sub-division) ....., CPWD on behalf of the President of India (hereinafter 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 the 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 here by undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor. 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 in any suit or proceeding pending before any Court or Tribunal, our liability under this Bank Guarantee being absolute and unequivocal. The payment so made by us under this Bank Guarantee shall be a valid discharge of our liability for payment there under and the contractor shall have no claim against us for making such payment.

5. We, ... (indicate the name of the Bank) ....., further agree that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligation here under to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor 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 and to forbear or enforce any of the terms and conditions rerating 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 or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said Contractor 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.

8. We, ... (indicate the name of the Bank) ....., undertake not to revoke this guarantee except with the consent of the Government in writing.

9. This Bank 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 ..... only) 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. 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:

1. Signature .....
   Name and address

Authorized signatory
Name
Designation
Staff code no.

2. Signature .....
   Name and address

Bank seal

ADDITIONAL SPECIFICATION FOR THE WORK

Name of work:- Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026- 2027.
(SH: Day to day Operation of 2 Nos. Lifts).

BRIEF INVENTORY:

1. The Agency has to depute the person as Lift Operator having valid Electrical workman Licence/Trade Certificate issued by the Competent Authority and to carry out the work as per CPWD Specifications.

2. Services shall have to be rendered at Central Revenue Building, Hakimpara, Siliguri The Complain Register has to be maintained by the Agency for keeping record of day to day maintenance and to submit the present status of installation at the end of the month.

3. The work may be terminated without any notice to the contractor if departmental staff posted in the existing vacancy.

4. The Agency has to provide at his own cost necessary T & P items to the personal engaged for the above work.

5. No accommodation will be provided to the contractor.

6 In the event of any accident to the duty personal engaged for the above work while performing duty whatsoever the department will not borne any responsibility in this respect.

7. The Contractor shall deploy shift wise at least the following staffs per day for the aforesaid works :

(a) **Lift Operator** - 1 No. on all working days (Time 9.30 a.m to 5.30 p.m or as decided by the Engineer-in-charge and requisition of client department)\

Duties: (for operation of LIFT)

1) Daily cleaning of LIFT,
2) Checking of all operation,
3) Checking of call point.,
4) Checking of fuse, indicator, Battery charging etc.,
5) Checking of all safety features, ARD system, Emergency button, Announcing system etc,
6) Checking the healthiness of battery i/c cleaning and removing dust etc.,
7) Providing and maintaining complaint register, log book, task book, etc.,
8) Incase breakdown/ fault of LIFT promptly informed to the authorized agency of LIFT maintenance, JE[E]/AE[E] concern.

8. In the event of any emergency requirement by the Client Department the Agency has to render service beyond the specified period as indicate in the Schedule without charging any estimate cost.

9 If labour rate increase the difference will be paid to the agency after submitting proper evidences. **Present labour wages / day of Skilled – Rs. 933/-** as per Government of India, Ministry of Labour & Employment, New Delhi vide no. F.No.6/1/2026-VDA dated. 30.09.2026. and **difference of wages will be requlrized as per Clause 10C**.

AE(E)

10. **The agency will paid minimum wages to his contract labour through Bank or ECS or Online Transfer as per rule**.

11. The agency shall have to pay to the workers within **7th day of the every month** and comply with all the provisions of the clauses mentioned in the agreement in this regard. This has to be treated as mandatory.

12. In case any staff goes on leave, it is responsibility of the agency to monitor leave or absence from duty and make alternative arrangement and maintain continuity of the staff.

13. The Contractor shall ensure that the workers as engaged for the work shall be covered under the benefits of EPF Scheme, EPF etc, as per Govt. Rules and Regulations. **While executing the work the successful tenderer shall have all registration as required as per the law of the land like ESI Scheme, EPF etc.**

14. Department shall reimburse **ESIC & EPF (agency contribution only)** on production of proof on payment against the specific contract labour. It is additionally being confirmed that the sole liabilities of the above payments shall rest on the contractor/ agency.

15. The Agency should provide a record as wage register, available at site from which the deployment of workers and their presence can be verified by the Engineer-in-charge or his authorized representative.
16. The Engineer-in-charge may stop the work at any time without showing any reason.

17. This is duly contract job and in no terms shall constitute to provide a right either to the Agency or the worker provided by him to seek employment with the Govt.on account of his handling Govt. T & P resulting out of this quotation and subsequent work order issued there after.
18 The Agency shall be responsible for any mishandling of the Govt. T & P above and over normal wear and tear where in the worker deputed by him is involved.
19 No other financial benefits shall be available either to the Agency other than that already quoted for in this Tender. The rate quoted by the Agency should be inclusive of all incidentals perceived by the Agency and or the persons engaged by the Agency.

20. In the matter of any dispute the decision of Engineer-in-charge shall be final and binding.

21. The Contractor shall immediately after receiving letter of acceptance of the work order and before commencement of the work, intimate in writing to the Engineer-in-Charge the name(s), qualifications, experience, age, address(s) and other particulars along the attested copy of Certificates of the Lift Operator.

22. In case of absence of workman the following rate recovery will be made:
    a. Penalty Rate ------- Rs. 1866/- Per Day/Per Skilled Staff.

18. Necessary Tax deduction will be made as per the Govt. of India's rule.

Assistant Engineer (Elect.),
Central Electrical Sub Division-I,
CPWD, Bagrakote, Siliguri.

AE(E)

Schedule of Work

Name of Work: Operation and AMO of 2 Nos. Johnson Lifts at Central Revenue Building Office, Hakimpara, Siliguri during 2026-2027. (SH: Day to day operation of 2 Nos. Lift).

Sl. No.	Description of Items	Qnty.	Rate (Rs.)	Unit	Amount (Rs.)	Remarks
1.	Providing operator cum Rescuer for 2 Nos. 13 Passenger "Johnson" make lift from 9.30 A.M to 5.30 P.M on all working days at Central Revenue Building, Hakimpara, Siliguri as per condition mentioned in the NIT as required.					
a)	Skilled Person (Lift Operator): 01 No.	**12 Months**	**33247.00**	**Month**	**3,98,964.00**	**M/R**
2.	Extra Hours duty beyond normal duty hours for the following personnel:					
a)	Skilled Person (Lift Operator)	**200 Hours**	**160.00**	**Hour**	**32,000.00**	**M/R**
	Total			**Rs.**	**4,30,964.00**	

(Rupees Four Lakh Thirty Thousand Nine Hundred and Sixty Four) only.

Assistant Engineer (Elect.),
Central Electrical Sub Division-I,
CPWD, Bagrakote, Siliguri.

AE(E)