GOVERNMENT OF INDIA
CENTRAL PUBLIC WORKS DEPARTMENT

TENDER DOCUMENT

Name of work: **Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division, CPWD Ludhiana)**

Estimated Cost	:	Rs. 9,30,457/-
Earnest Money	:	Rs. 18,609/-
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	:	**11 Months**
NIT No.	:	58/EE(E)/JED/CPWD/2026-27
Last date for Submission of Bid Document	:	Upto 03.00 PM 04.12.2026

This NIT containing page 01 to 31 approved for Rs.9,30,457/- (Rs. Nine Lakh Thirty Thousand and Four Hundred and Fifty Seven Only)

AE(E)-P- Jalandhar
CPWD, Jalandhar (Pb)

Executive Engineer (E)-Jalandhar
CPWD, Jalandhar (Pb)

Name of work :- **Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)**

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

The Executive Engineer (E)- Jalandhar, CPWD, Kendriya Sadan, Surya Enclave, Jalandhar (Telephone No. 0181-2420811 & Email id: jaleee.cpwd@gov.in) on behalf of President of India, invites Online percentage rate bids from approved and eligible CPWD Buildings & Roads category contractors for the below mentioned work:-

S. No.	NIT No.	Name of work & Location	Estimated cost put to bid	Earnest Money	Period of Completion	Last date of online submission Of bid, copy of receipt of deposition of original EMD and other documents as specified in the bid document.	Time & date of opening of bid
1	**2**	**3**	**4**	**5**	**6**	**7**	**8**
1.	58/EE(E)/JED/CPWD/2026-27	**Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)**	Rs.9,30,457/-	Rs.18,609/- (To be returned after receiving Performance Guarantee)	11 Months	Up to 03:00 PM on 04.12.2026	Up to 03:30 PM on 04.12.2026

Note: The contractor before submitting the bid for tender should read the schedule of quantities, additional conditions, additional specifications, particular specifications, drawings and other terms and conditions given in the NIT. The tenderer should also read the **General Conditions of Contract for CPWD Maintenance Works 2023** with up-to-date correction Slips, which is available as Government of India Publications; however, provisions included in the tender document shall prevail over the provisions contained in the standard form. **The contractor should also visit the site of work and acquaint himself with the site conditions before submitting his bid for the tender.**

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 and instructions for bidders posted on website shall form part of bid document.
3. The bid document consisting of Plans, Specifications, drawings 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 Banker's Cheque or Fixed Deposit Receipts or/ and Bank Guarantee 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. While submitting the EMD the bidders should ensure that any insertion/addition/deletion in the FDR/TDR issued b the bank should be properly authenticated/stamped by the issuing bank. In absence of which the EMD shall not be considered in proper form and bid of bidder shall be rejected by the Engineer in charge.

Earnest Money deposit for **Rs.18,609/-** in the form of Treasury Challan or Demand Draft or Pay order or Banker's Cheque or Deposit at Call Receipt or Insurance surety Bonds or Fixed Deposit Receipt drawn in favour of **"Executive Engineer, Jalandhar Central Division, CPWD, Jalandhar"** 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 (as per Form-G) of any scheduled bank **having validity for 180 days or more from the last date of receipt of bids which is to be scanned and uploaded by the intending bidders.**

The bank guarantee as part EMD should only be issued from the place in which the office of receiving division office is situated. If no Division office is located at the same station of the Bank Branch issuing the Bank Guarantee, then it can be deposited in the nearest place having the Division office. However, the bidder shall be fully responsible for applicability, validity and genuineness of such Bank guarantee.

The receipt of deposition of bank guarantee shall also be uploaded to the e-tendering website by the intending bidder upto the specified bid submission date and time.

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 deemed suitable by it, if too many bids are received satisfying the laid down criterion.

11. Tenders with any condition including that of conditional rebates shall be rejected forthwith.

12. All statutory Taxes & levies (including GST) as applicable shall be borne by the contractor himself. The contractor shall quote his rates considering all such taxes and hence their quoted rates should be inclusive of all the above tax components.

List of Mandatory Documents to be scanned and uploaded within the period of bid submission for all bidders:

I. Insurance Surety Bond, Demand Draft /Account Pay Banker's Cheque / FDR/ Bank Guarantee of any Commercial Bank against **EMD in favour of "Executive Engineer, Jalandhar Central Division, CPWD, Jalandhar".**

II. **Copy of Receipt for deposition of original EMD** issued from any Division office of CPWD where bidder deposited EMD. (Format of deposition receipt should be as per **Annexure-A** of this section)

III. **Enlistment Order** of the Contractor in CPWD.

IV. **GST Registration Certificate, if already obtained by the bidder.**

If the bidder has not obtained GST registration as applicable, then he shall scan and upload following undertaking along with bid documents.

"If work is awarded to me, I/we shall obtain GST registration certificate, as applicable, within one month from the date of receipt of award letter or before release of any Payment by CPWD, whichever is earlier, failing which I/we shall be responsible for any delay in payments which will be due towards me/us on account of the work executed and/or for any action taken by CPWD or GST department in this regard". (Form-i)

V. **Copy of Electrical license of eligible class of the bidder**. In case, bidder doesn't have electrical license, he shall submit **an undertaking** that "I/We will either obtain valid electrical license at the time of execution of electrical work or associate contractors having valid electrical license of eligible class." (Form-ii)

VI. Permanent Account Number (PAN) as issued by the Income Tax department.

VII. ERP Training Certificate.

VIII. Copy of Registration or proof of obtaining registration with EPFO and ESIC is applicable

IX. Any other documents as specified in the NIT

Note: ***1. under S.No. IV it is informed that "GST registration certificate" is to be of "Punjab"state. In case the bidder has certificate of registration of GST of some other state then that registration shall not be considered and thus the bidder must upload the undertaking to avoid disqualification***

Assistant Engineer (E)-P
CPWD, Jalandhar (Pb)

Executive Engineer (E)-Jalandhar
CPWD, Jalandhar (Pb)

Annexure "A"

Receipt of Deposition of Original EMD

(Receipt No. ……/Date…….)

Name of Work		**Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)**
NIT No.		58/EE(E)/JED/CPWD/2026-27
Estimated Cost		Rs.9,30,457/-
Amount of Earnest Money Deposit		Rs.18,609/-
Last date of submission of Bid		04.12.2026
(*To be filled by EE(E) at the time of issue of NIT and uploaded alongwith NIT).		
Name of contractor		
Amount of original E-Bank Guarantee Earnest Money Deposit		
Date of submission of EMD		
Contractor's email id		
Contractor's Mobile no		

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

* To be filled by EE inviting tender
#To be filled in by EMD receiving AE

Note: -

1. *The Executive Engineer of all divisions including NIT issuing division / sub-division 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 above prescribed format of receipt of deposition of original EMD along with NIT.*
3. *The 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(P)/AE/AAO.*
4. *The Executive Engineer receiving original EMD shall also intimate tender inviting Executive Engineer above deposition of EMD by the agency by email/fax/telephonically.*
5. *The original EMD receiving Executive Engineer shall release the EMD after verification from the e-tendering portal website (www.etender.cpwd.gov.in> tender free view > advance search > awarded tenders) 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.*

FORM "i"

Undertaking regarding obtaining GST registration Certificate

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 the 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 Bidder(s) or an authorized Officer of the firm with stamp

"FORM-ii"

UNDERTAKING CERTIFICATE FROM CONCERNED CONTRACTOR HAVING NOT VALID ELECTRICAL LICENSE OF ELIGIBLE CLASS

Name of Work: - Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)

Undertaking that "I/ We will either obtain valid electrical license at the time of execution of electrical work or associate contractor having valid electrical license of eligible class".

Date **Signature of Contractor**

~~Item rate~~/ Online percentage rate bids are invited from approved and eligible CPWD Buildings & Roads category contractors for the below mentioned work:-

Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)

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.9,30,457/-**. 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 bidders is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified below:-

Criteria of eligibility for submission of bid documents

1.2.1 Conditions for Non-CPWD registered contractors only, if bids are also open to non-CPWD Contractors.

For works estimated cost up to 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 up to 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 Rs ……...executed 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 non CPWD contractors and CPWD class-II contractors to upload the work experience certificate(s) and the affidavit as per the provisions of clause 1.2.2.
But for such bids, Class-I contractors of CPWD are eligible to submit the bids without submission of work experience certificate and affidavit. Therefore, CPWD class-I contractors shall upload two separate letters for experience certificate and affidavit that these documents are not required to be submitted by them. Uploading of these two letters is mandatory otherwise system will not clear mandatory fields.

2. Agreement shall be drawn with the successful 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 **11 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.

OR

The site for the work shall be made available in parts as specified below:-

…….

ii) The architectural and structural drawing for the work is available or

5. 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. 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 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. When bids are invited in three stage system and if it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.
9. Earnest Money in the form of Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or E-Bank Guarantee (for balance amount as prescribed) from any of the Commercial Banks (**drawn in favour of Executive Engineer, Jalandhar Central Division, CPWD Jalandhar**) shall be scanned and uploaded on 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 e-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 E-Bank Guarantee of any Commercial 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 Enlistment Order and certificate of work experience and other documents as specified in the notice inviting e- tender shall be scanned and uploaded on the e-Tendering website within the period of bid submission. However, certified copy of all the scanned and uploaded documents as specified in e- tender notice shall have to be submitted by the lowest bidder 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 04.12.2026

10. 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.

11. The contractor whose bid 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 E-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 subcontractors, if any engaged by the contractor for the said work within the period specified in Schedule F.

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

Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)

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 bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.

13. The competent authority on behalf of the President of India does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.

14. 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.

15. The competent authority on behalf of President of India reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.

16. The contractor shall not be permitted to bid for works in the CPWD Circle (Division in case of contractors of Horticulture/Nursery category) responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names

of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazette officer in the Central Public Works Department or in the Ministry of Housing and Urban Affairs. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.

17. No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.

18. The bids for the work shall remain open for acceptance for a period of 30 (thirty) 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.

19. 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 7/8 or other Standard C.P.W.D. Form as applicable.

~~20. For Composite Bids~~

~~20.1.1 The Executive Engineer in charge of the major component will call bids for the composite work. The cost of bid document and Earnest Money will be fixed with respect to the combined estimated cost put to tender for the composite bid.~~

~~20.1.2 The bid document will include following three components:~~

~~**Part A:-** CPWD-6, CPWD-7/8 including schedule A to F for the major component of the work, Standard General Conditions of Contract for CPWD 2014 as amended/modified up to .....~~

~~**Part B:-** General / specific conditions, specifications and schedule of quantities applicable to major component of the work. **Part C:-** Schedule A to F for minor component of the work (competent authority under clause 2 and clause 5 shall be same authority as mentioned in schedule A to F for major components), General/specific conditions, specifications and schedule of quantities applicable to minor component(s) of the work.~~

20.1.3 The bidders must associate himself, with agencies as per NIT conditions.

20.1.4 The eligible bidders shall quote rates for all items of major component as well as for all items of minor components of work.

20.1.5 After acceptance of the bid by competent authority, the EE in charge of major component of the work shall issue letter of award on behalf of the President of India. After the work is awarded, the main contractor will have to enter into one agreement with EE in charge of major component and has also to sign two or more copies of agreement depending upon number of EE's/DDH in charge of minor components. One such signed set of agreement shall be handed over to EE/DDH in charge of minor component(s).

EE of major component will operate Part A and Part B of the agreement.

EE/DDH in charge of minor component(s) shall operate Part- C along with Part A of the agreement.

20.1.6 Entire work under the scope of composite bid including major and all minor components shall be executed under one agreement.

20.1.7 Security Deposit will be worked out separately for each component corresponding to the estimated cost of the respective component of works.

20.1.8 The main contractor has to associate agencies for specialized component(s) conforming to eligibility criteria as defined in the bid document and has to submit detail of such agency(s) to Engineer-in-Charge of relevant component(s) within prescribed time. Name of the agency(s) to be associated shall be approved by Engineer-in-Charge of relevant component(s).

20.1.9 In case the main contractor intends to change any of the above agency/agencies during the operation of the contract, he shall obtain prior approval of Engineer-in- Charge of relevant specialized component(s).

The new agency/agencies shall also have to satisfy the laid down eligibility criteria. In case Engineer-in-Charge is not satisfied with the performance of any agency, he can direct the contractor to change the agency executing such items of work and this shall be binding on the contractor.

20.1.10 The main contractor has to enter into MoU with agency(s) associated by him. Copy of such MoU shall be submitted to EE/ DDH in charge of each relevant component as well as to EE-in-charge of major component. In case of change of associate contractor, the main agency(s) has to enter into MoU/agreement with the new contractor associated by him.

20.1.11 Running payment for the major component shall be made by EE of major discipline to the main contractor. Running payment for minor components shall be made by the Engineer-in-Charge of the discipline of minor component directly to the main contractor. The CMB shall be maintained independently by Engineer-in-Charge of major and minor components.

20.1.12A. The composite work shall be treated as complete when all the components of the work are complete. The completion certificate of the composite work shall be recorded by Engineer-in-Charge of major component after record of completion certificate of all other components.

20.1.12B. Final bill of whole work shall be finalized and paid by the EE of major component. Engineer(s) in charge of minor component(s) will prepare and pass the final bill for their component of work and pass on the same to the EE of major component for including in the final bill for composite contract.

21. The intending bidders are required to update their profile in CPWD e- tender portal and to upload their bids well in advance of last date of submission of tender. Any issue related to updating profile/uploading tender can be resolved through the concerned Executive Engineer/ Assistant Engineer (Phone no *....., e- mail Id *.....) or ERP helpline no. 18001803286 or e-mail ld cpwd.support@techmahindra.com. The e- tendering bidders are also advised not to wait to raise any issues till the last date of submission of bid in their own interest.

AE(E)-P- Jalandhar
CPWD, Jalandhar (Pb)

Executive Engineer (E)- Jalandhar
CPWD, Jalandhar (Pb)

GOVERNMENT OF INDIA
CENTRAL PUBLIC WORKS DEPARTMENT

STATE	: Punjab	CIRCLE	: Jalandhar
BRANCH	: E & M	DIVISION	: Ludhiana
Region	: Chandigarh		

Percentage rate Tender & Contract for Works

Tender for the work of:-

Name of Work:- Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)

To be submitted by 15.00 hours on …….. to the **Executive Engineer(E)- Jalandhar, CPWD, Jalandhar (Pb).**
(ii) To be opened in presence of tenderers who may be present at 15.30 hours on **……** in the office of the **Executive Engineer(E)- Jalandhar, CPWD, Jalandhar (Pb).**

T E N D E R

I/We have read and examined the notice inviting tender, schedule, A, B, C, D, E & F Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions, Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.
I/We hereby tender for the execution of the work specified for the President of India within the time specified in Schedule 'F' viz., schedule of quantities and in accordance in all 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 Thirty **(30)** days from the due date of its opening in case of single bid system Seventy Five (75) days from the date of opening of technical bid in case tenders are invited on 2 /3 bid/ system for specialized work 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 copy of earnest money deposit **receipt of prescribed amount deposited in the form of Insurance Surety Bonds, Demand Draft, Account Payee Banker's Cheque, Fixed Deposit Receipt, or E-Bank Guarantee** (**as prescribed**) 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 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 & integrity of the State.

Dated
Witness:
Address:
Occupation:

Signature of Contractor
Postal Address

A C C E P T A N C E

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the President of India for a sum of Rs … … … … … … …… (Rupees … … … … …… … … … … … … … … … … … … … … … … ……..… ..)
The letters referred to below shall form part of this contract Agreement:-

i) … … … … … … … … … .
ii)

iii)

For & on behalf of the President of India.

Signature ……...……..

Dated …….

Designation ……..……..

PROFORMA OF SCHEDULES

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

SCHEDULE 'A'

Schedule of quantities (as per PWD-3)

SCHEDULE 'D'

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

SCHEDULE 'E'

Reference to General Conditions of contract.	General Conditions of Contract (GCC) 2023, **Maintenance Work** of CPWD (Corrected up to last date of submission of bid).
Name of work:	Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)
Estimated cost of work:	Rs.9,30,457/-
Earnest money :	Rs.18,609/- (To be returned after receiving Performance Guarantee)
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.

SCHEDULE 'F'

General Rules & Directions:		
Officer inviting tender		**Executive Engineer(E)-Jalandhar** CPWD, Jalandhar (Pb).
Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2 & 12.3		See below
Definitions:		
2(vi) Engineer-in-Charge		**Executive Engineer(E)-Jalandhar** CPWD, Jalandhar (Pb).
2(viii) Accepting Authority		**Executive Engineer(E)-Jalandhar** CPWD, Jalandhar (Pb).
2(x) Percentage on cost of materials and labour to cover all overheads and profits		15%
2(x)(b) Standard schedule of Rates		DSR - 2025 (E&M) with correction Slips up to last date of submission of bid.
2(xi) Department		Central Public Works Department.
9(ii) Standard CPWD contract form GCC 2023, CPWD form 7/8 as modified and corrected upto……		CPWD 7 as per General conditions of contract for CPWD works 2023 Maintenance work (Corrected up to last date of submission of bid).
Clause 1 i)	Time allowed for Submission of performance guarantee, Programme Chart (Time and Progress) and	07 Days.

	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.	
ii)	Maximum allowable extension with late fee @ 0.1% per day of performance guarantee amount Beyond the period as provided in (i) above……..(1 to15 days to be filled by NIT approving authority	03 Days with late fee @ 0.1% per day of Performance Guarantee amount beyond the period provided in (i) above.
Clause 2	Authority for fixing compensation under clause 2	Superintending Engineer- Jalandhar, CPWD Jalandhar(Pb)
Clause 5		Applicable
	Number of days from the date of issue of letter of acceptance for reckoning date of start Mile stone (s) as per table given below:-	10 Days

S. NO.	DESCRIPTION OF MILESTONE (PHYSICAL)	TIME ALLOWED IN DAYS (FROM THE DATE OF START)	AMOUNT TO BE WITH-HELD IN CASE OF NON-ACHIEVEMENT OF MILESTONE.

Time allowed for execution of work : **11 Months**

Authority to Decide:

i) Extension of time : **Executive Engineer(E)-Jalandhar CPWD, Jalandhar (Pb).**

ii) Rescheduling of mile stones : **Superintending Engineer Jalandhar CPWD, Jalandhar (Pb)**

iii) Shifting of date of start in case of delay in handing over of site : **Superintending Engineer Jalandhar CPWD, Jalandhar (Pb)**

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	Full site for the work	On the day of issue of letter of commencement of work by the Engineer-in-charge
Part B	Portions with encumbrances	Nil	
Part C	Portions dependent on work of other agencies	Nil	

Clause 6: CMB/EMB/ERP based MB

Mode of Measurement	ERP based MB/CMB

Clause 7 **Clause 7A**	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. No running account bill shall be paid for the work till the applicable labour licenses, registration with EPFO, ESIC and BOCW Welfare Board, whatever applicable are submitted by the contractor to the Engineer- In-Charge.	1.00 Lakh or as per decision of Engineer-In-Charge Applicable
Clause 10A	List of testing equipment to be Provided by the contractor at site lab	As per requirement at site
1……	2……..	3…….
Clause10B (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	Applicable /Not Applicable	Not Applicable
Schedule of component of other materials, Labour etc. for price escalation:		
Component of civil (except materials covered under clause 10CA) / Electrical construction value of work.		'Xm' Nil %
Component of labour - expressed as percent of total value of work.		'Y' Nil %
Clause 11	Specifications to be followed for execution of work	CPWD General specifications for Electrical works Part-I – VII amended upto last date of submission of bid.
Clause 12	Type of work:-	**Maintenance Work**
12.2	Deviation limit beyond which clauses 12.2 shall apply for electrical work.	No Limit
Clause 16	Competent Authority for deciding reduced rates.	Superintending Engineer, Jalandhar CPWD, Jalandhar (Pb)
Clause 18	List of mandatory machinery, tools & plants to be deployed by the contractor at site.	As required for timely execution of work
Clause 19C	Authority to decide penalty for each default	Executive Engineer(E)-Jalandhar CPWD, Jalandhar (Pb.)
Clause 19D	Authority to decide penalty for each default	Executive Engineer(E)-Jalandhar CPWD, Jalandhar (Pb.)
Clause 19G	Authority to decide penalty for each default	Executive Engineer(E)-Jalandhar CPWD, Jalandhar (Pb.)
Clause 19K	Authority to decide penalty for each default	Executive Engineer(E)-Jalandhar CPWD, Jalandhar (Pb.)

Clause-25

1	Conciliator	SDG, Chandigarh, CPWD Chandigarh or successor there of
2	Arbitrator appointing authority	Superintending Engineer-Jalandhar
3	Place of Arbitration	As decided by Arbitrator

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 wich recovery shall be made from the contractor in the event of not fulfilling provision	
						Figures	Words
1	Graduate Engineer or Diploma Engineer	E & M	Project Manager cum Planning / Quality / Site / Billing Engineer	2 Years or 5 Years Respectively	1	Rs. 15000/- per month per person	Rupees Fifteen Thousand Rupees

Assistant Engineers retired from Government services that are holding Diploma will be treated at par with Graduate Engineers.
Diploma holders with minimum 10 years relevant experience with a reputed construction agency/firm can be treated at par with Graduate Engineers for the purpose of such deployment subject to the condition that such diploma holder should not exceed 50 % of requirement of degree engineers

Clause-38

i) (a) Schedule/statement for determining theoretical quantity of cement & bitumen on the basis of Delhi Schedule Schedules of Rates …….. printed by C.P.W.D.

ii) ~~Variations permissible on theoretical quantities~~

~~a) Cement~~
~~For works with estimated cost put to tender for more than Rs. 25 Lacs. 3% plus / minus.~~
~~For Works with estimated cost put to tender more than Rs. 25 Lakh 2% plus / minus~~
~~b) Bitumen for all work 2.5% plus & only nil on minus side~~
~~c) Steel Reinforcement and structural steel sections for each diameter, section and category. 2% plus / minus.~~
~~d) All other materials. Nil.~~

SAFETY MEASURES

1.1 The issue of construction safety & standards has gained utmost importance in recent times. Contractors must follow highest safety standards and “ZERO” tolerance towards any violation of safety norms at the construction site. All workers of contractor and associate agencies, invariably and at all the times, must follow all safety norms, adopt safe construction practices and use all required safety gadgets in their working throughout the project duration.

Note : 1 The special conditions detailed above are in addition to general/ other/ additional conditions as specified elsewhere in tender document.

Note : 2 Nothing extra shall be paid on the account of these special conditions

On non-judicial stamp paper of minimum Rs. 100

(Guarantee offered by bank to CPWD in connection with the execution of contracts)
Form of Bank Guarantee for Earnest Money Deposit/Performance Guarantee/Security Deposit/Mobilization Advance

Whereas the ***Executive Engineer(E)- Jalandhar, CPWD Jalandhar*** on behalf of the President of India (hereinafter called "The Government") has invited bids under …….. (NIT number) ……. dated …… for **Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)**

The Government has further agreed to accept irrevocable Bank Guarantee for Rs. …… (Rupees …… ……only valid upto…… (date)* …… as Earnest Money Deposit from …….. (Name and address of contractor) …… (hereinafter called " the contractor") for compliance of his obligations in accordance with the terms and conditions of the said NIT.

OR **

Whereas the ***Executive Engineer(E)- Jalandhar, CPWD Jalandhar*** 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 **Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)**

The Government has further agreed to accept an irrevocable Bank Guarantee for Rs. …… (Rupees …….. only) valid up to …….. (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.

We, …… (indicate the name of the bank) ……. (hereinafter 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.

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)

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 E-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.

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 relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Contractor 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.

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.

This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.

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

This E-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.

DATE .....

WITNESSES:

1. Signature …….. Authorized Signatory

Name and Address Name

Designation

Staff code no.

Bank Seal

2. Signature ……..

Name and Address

*Date to be worked out on the basis of validity period of 90 days where only financial bids are invited and 180 days for two/three bid system from the date of submission of tender.

** In paragraph 1, strike out the portion not applicable. Bank Guarantee will be made either for earnest money or for performance guarantee/security deposit/mobilization advance, as the case may be.

Terms and Conditions

Name of Work :- Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana) office.)

S.No.	Category	Shift(Time)	Qty.
	Ludhiana Elect. Sub Division		
1	Skilled Computer Operator	9.30 am – 5.30 pm	01 No.
2	Semi skilled /MTS	9.30 am - 5.30 pm	01 No.
3	Chowkidar	Night Shift	01 No.

1. The work shall be carried out as per CPWD general specification for electrical works Part-I (Internal) 2023, Part-II(external)-2023, IE rules, Indian standards amended up to date and as per direction of Engineer-In-Charge. The additional specifications are to be read with above and in case of any variations, specifications given along with the tender shall apply.
2. In respect of all labour employed directly on the work for the performance of the contractors part or work, the contractor at his own expense, will arrange for the safety provisions as per the statutory provisions, B.I. S recommendations, factory act, workman/s compensation act, CPWD code and instructions issued for time to time. Failure to provide such safety requirements would make the tenderer liable for penalty for Rs. 200/ for each violation. In additions the Engineer-In-Charge, shall be at liberty to make arrangements and provide facilities as aforesaid and recover the cost from the contractor.
3. Safe custody including watch and ward of the system, all the fixtures and other machinery will be entire responsibility of the contractor.
4. The firms are advised to inspect the site before quoting the rate and no increase shall be entertained after wards.
5. The persons engaged for the work shall be qualified as per relevant trade rules and also as per CPWD specification & Indian Electricity Rules 1956 amended up to date.
6. The contractor shall be fully responsible for character and credentials and safety of the staff deployed by them at site. The staff deployed shall only be the liability of the contractor. No claim for continuation in service shall be entertained after expiry of contract period.
7. No residential accommodation shall be provided to any of the staff engaged by the contractor. The contractor shall also not be allowed to erect any temporary set up for his staff in the campus.
8. The firm has to submit the list of staff along with submission of performance guarantee to be deployed at site with name, father's name, residential address, designation, firm's name and other no worker shall be deployed on duty until unless without prior approval of E-In-C. Any staff to be shunted out of the site is also to be reported to E-In-C.
9. The contractor and staff deployed is bound to abide by all the time to time instructions, directions issued as a security measure by the Client Department/CPWD.
10. The operation timings can be modified as per need of the client department.
11. It is the responsibility of the contractor to keep the all the installations neat & clean.

12. Cleaning of entire system/ units/ room/ machinery and other equipment will be the responsibility of the contractor. If the system/ units/ room/ machinery and other equipment is not found satisfactory at any time by the department recovery of Rs.100/- per day shall be made from the contractor's bill.

13. The contractor will be responsible for conduct of the contractor's staff, should have to obey the instructions of the Engineer-in-charge.

14. The Contractor shall provide 1 no. mobile phone at site to enable the JE(E)/AE(E) Engineer-in-charge to have easy and quick communication. Nothing extra shall be paid to the contractor on this account and his quoted rates for various items under this contract will be inclusive of this obligation.

15. In case any accidents during the Operation/ Maintenance of the equipment leading to injuries/ damages to human beings/ equipments and/ or loss of life, the contractor shall be fully responsible for setting all claims and indemnify the department against any claim arising out of such accidents.

16. This contract can be terminated any day by the Engineer-in-Charge without assigning any reasons by giving a notice period of 30 days at any time during the period of contract. No claim for any compensation will however be entertained due to such termination prior to the expiry of this contract at the same rates/ amounts and conditions of this contract if asked for.

17. This is purely service contract and the persons employed by the contractor are his own employees and no claim as a right of employment in the department shall be entertained.

18. The quoted rates shall be inclusive of all taxes, GST etc. The department will not pay anything extra on this account.

19. As the computer/installations /equipment's are in running condition. The installations shall be handed over on "as is where is basis" and nothing extra shall be paid towards pre- maintenance as the equipments are in running condition.

22. In case a staff of the contractor fails to attend the duty the contractor shall have to provide suitable substitute staff with prior approval of E-In-C otherwise following recovery shall be made from the dues of the contractor as below:-

a) Computer Operator - As per E-In-C
b) MTS - As per E-In-C
c) Chowkidar - As per E-In-C

23. Employee Contribution for EPF & ESIC must be deposited monthly.

24. The agency will maintain and get various registers viz. attendance register, log book, complaint register, workers diary, MAS register, T&P register, wages register along with ESI, EPF and bank statement and record of all workmen employed by him for the work vide GCC annexure-IV "Register of Workmen employed by contactor". It should checked on monthly basis latest by 7th day of the month, failure to which Rs. 3000/- per incident shall be made from the bill.

25. Unskilled Person /MTS/ Chowkidar should be physically & mentally fit.

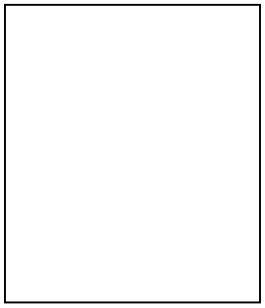
COMPUTER OPERATOR

1. The contractor/ firm shall depute Computer Operator having minimum qualification 10+2 with 10 years experience or Graduate with 5 years experience and expert in working on Windows, PFMS, ECS, MS Office, WMS, PIMS, E-tendering on Internet and also having typing speed not less than 45 character per minute.
2. The computer operator shall have minimum Two years experience in Government sector/ Public Undertaking/Private sector and must be expert in Hindi & English computer typing.
3. Necessary Stationary/Software/Hardware/Electricity/Space shall be provided by the Department free of cost.
4. Necessary guidance/assistance shall be provided by the Department for giving him/her the data's for feeding in the computer.
5. Operator shall be required to carry out all the typing work related to all branches.
6. Operator shall maintain a discipline in the office and shall not be allowed to misuse the computer for playing games, working for outside work other than the specified work.

Commercial Conditions

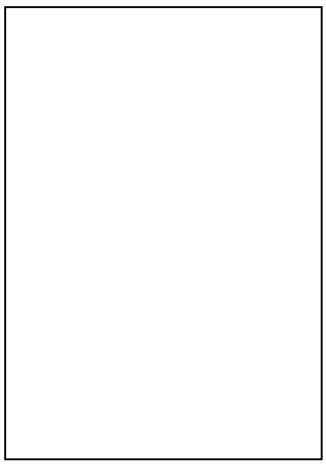
1. The payment of work shall be made quarterly after verification of work and attendance of worker for the period, by the Engineer-in-charge of work subjected to availability of funds/LOC. However the payment to site staff shall have to be given on monthly basis by the contractor.
2. Payment to the contractor shall be made subject to the recoveries, penalties and submitting of the documents detailing labor payments, labor reports, comprehensive maintenance etc. carried out periodically as per agreement conditions.
3. Payment terms:-
   i) Contractor shall attach following documents along with the bill otherwise payment shall not be processed.
   ii) Printout of biometric attendance system/ photocopy of attendance register.
   iii) Copy of wages register/proof of payment made to employees.
   iv) Copy of challan/proof of deposition of employer & employee share to EPF & ESI department.
   v) Invoice/challan of material supplied at site during billing period.
   vi) Fortnightly labour report.
4. In the event of operational staff not reporting for duty a penalty as following shall be imposed.
   Skilled Computer Operator - As per E-In-C
   MTS - As per E-In-C
   Chowkidar - As per E-In-C
5. Facilities for workers.
   i) The contractor shall pay wages to the workers not less than the rates as per minimum wages act notified by Ministry of Labour, Central Govt.,Govt. of India time to time. The contractor shall maintain all the paid wages records duly verified by the JE(E)/AE(E). The payment of the contractor will be made only after production of wages paid records.
   ii) The payment to the workers shall be made through NEFT / RTGS / ECS mode etc.
   iii) The payment to the staff shall be made upto 7th day of next month positively otherwise penalty of Rs. 100/- per worker per day shall be recovered from the bill of the contractor.
   iv) The contractor shall deduct worker subscription towards Provident Fund and ESI, as per rules and he shall deposit the same along with his contribution into the respective accounts of the worker latest by 10th of each month and submit the detail to this office for verification.
6. No Running Account Bill shall be paid for the work till the applicable labour licenses, registration with EPFO, ESIC and BOCW Welfare Board, whatever applicable are submitted by the contractor to the Engineer-in-charge.
7. Nothing extra will be paid on account of GST /Turnover Tax or any other Taxes.
8. Rates quoted by the firm will be inclusive of all wages, taxes and duties. Firm should submit the proof/challans of submission of EPF & ESI at time of payment.
9. The Staff deputed by the contractor shall mark their attendance by the Biometric attendance system, shall be provided by the contractor. In case , if the attendance could not be marked through biometric attendance system due to technical reasons, the worker can mark their attendance in the attendance register or desired by the Engineer-in-Charge . The stationary required for attendance register etc. shall be supplied by the contractor free of cost within the quoted rates. The decision of Engineer –in-charge in this respect shall be final and binding on the contractor.
10. The Bonus to the workers is to be paid by the contractor and nothing extra shall be paid on this account. Contractor has to submit the documentary evidence after paying the bonus.

NOTE	SL.
	WORKER
1. This Contractor is valid only for specified working place/place of	
2. This Contractor is fully responsible for Any misuse of this card beyond	
3. The contractor bears responsibility for the character card holder worker.	Mobile
	VALID UPTO: -

Name of worker: -	
Present Address: -	
Permanent Address: -	
Identification Mark: -	Signature of Worker: -
Place of Duty: -	Signature of Contractor: -

PERFORMA OF VERIFICATION OF CPWD CONTRACTOR WORKERS

Name of work: -



Agreement No.: -

Name of Agency:-

Name of Worker: -

Post:-

Qualification:-

Father's / Husband Name: -

Age: -

Present Address: -

Permanent Address: -

Timing of duty: -

Contact Nos.:-

(Signature of Worker) (Signature of Contractor)

Note: - Worker / Contractor to submit attested photocopy of the Identification of the refers.

No. DG/MANUAL-2024/11

ISSUED BY THE AUTHORITY OF DIRECTOR GENERAL, CPWD

Nirman Bhawan, New Delhi Dated: 10.02.2025

Sub: Modifications in para 5.18 of CPWD Works Manual 2024- regarding Payment of bills.

Following modifications is made in para 5.18 for CPWD Works Manual 2024:

Existing Provision	Modified Provision
5.18 Payment	**5.18 Payment**
5.18.1 Time Schedule for Payment of Bills	**5.18.1 Time Schedule for Payment of Bills**
Ad-hoc payment ..... the bill.	**No change**
The bill shall be ..... concerned Executive Engineer.	**No change**
The remaining payment ..... working days.	**No change**
The final bill shall be paid within the time schedule as per GCC provisions.	The final bill shall be paid **only after compliance of pre-requisite documents such as sanctioned copies of extra items and deviation in quantities, escalation statements, recovery statement, theoretical statement, final completion certificate, sanctioned final extension of time case, mandatory tests statement, dismantled materials account and other documents as mentioned in clause 7A etc.** as per GCC provisions.

This is issued with the approval of DG CPWD.

10/2/25

(दिनेश कुमार उज्जैनिया)
अधीक्षण अभियंता (सी.एंड एम.)

Issued from file No. CSQ/CM/16(1)/2024
e-file 9190123 (DFA/9315619)

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

Price Bid

Schedule of Work

NAME OF WORK: Execution of the balance work at 7th Bn. NDRF Ladhowal, Ludhiana (Pb). (SH: Providing the services of Computer Operator, MTS and Watch & ward for the Ludhiana Electrical sub division , CPWD Ludhiana)

Item No.	Description of Items	Qty.	Rate	Unit	Amount
1	Providing Services of Data Entry Operator/ computer operator having minimum qualification Graduate + 5 years Experience and above under Clerical and technical staff), Highly Skilled with good computer knowledge enough experience in MS Word,Excel Power point Presentation, Internet, Emails, GeM Portal Bharatkosh, PFMS, PIMS, E nirmit, e-Sampada, Bhavishya portal, e-Tendering information system, CPWD Portal such as CPGRAMS-PG Portal, CPWD website etc, and well aware with working of Sub division on all days excluding Sunday etc. complete as per direction of Engineer-in charge. The data Entry Operator shall provide the service for normal Eight working hours however time can be changed as decided by the Engineer in charge etc. complete as reqd. (Skilled - 1 No.) .	11	31079.00	Per month	341869.00
2	Providing services for Multi tasking (MTS cum messenger) works like running dak dispatch i/c Photo copying, cut paste of paper, fileing/ stiching of tender NIT/ Agreements, Cleaning of office installation, rearranging files, Manual Recording, fetching water/files and misc. works & multi record files and Misc. works etc. related to sub-Division office, as per direction of Engineer in charge for all working days from 9:30AM to 5:30PM etc. complete as reqd. (Semi Skilled - 1No.)	11	26449.00	Per month	290939.00
2.1	Providing the services for watch and ward (without weapon) for the office of Ludhiana Central Electrical Sub Divison CPWD at NSTI campus , Qtr No. 03 , Type- V Gill Road Ludhiana for Night shift for all days in shifts including Sundays and Holidays i/c necessary T& P like torch, Lathi and uniform etc. complete etc as required. 1 No. (UnSkilled - 1No.)	11	27059.00	Per month	297649.00
	Total				**930457.00**
	Say				**930457.00**

AE(E)-P- Jalandhar
CPWD, Jalandhar (Pb)

Executive Engineer(E)- Jalandhar
CPWD, Jalandhar (Pb)