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Sr. Draftsman (E)
DED-302, CPWD,
R K Puram New Delhi-66

Assistant Engineer(E) P
DED-302, CPWD,
R K Puram New Delhi-66

Executive Engineer (E)
DED-302, CPWD,
R K Puram New Delhi-66

INFORMATION AND INSTRUCTIONS FOR CONTRACTORS FOR e-TENDERING

The Executive Engineer (E), DED-302 (Formerly known as ED-XVII, CPWD, R K Puram New Delhi. (Phone 011-26177096/ e-mail: deleeed17.cpwd@nic.in), invites on behalf of President of India, online percentage rate e-tender in single bid system from **approved and eligible CPWD Building & Road Category contractor** for the following work:-

NIT No.	71/EE(E)/DED-302/2026-27
Name of work & location	**1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)**
Estimated cost put to tender	**Rs. 76,01,471/-**
Earnest Money	**Rs. 1,52,029/-**
Period of Completion	**12 Months**
Last date & time of submission of bids, EMD & other documents as specified in the NIT	**Upto 15:00 hrs. on 04-12-2026**
Time & date of opening Eligibility bid	**15:30 hrs. on 04-12-2026**

**To be filled up by EE(E)

1. **The successful bidder (to be called as Main Contractor) shall have to associate specialized agency(s) for execution of the specialized work(s) after the acceptance of tender as per the details mentioned in "Special Conditions for association of Specialized Agencies".**
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 and he is in possession of all the documents required.
3. Information and Instructions for bidders posted on website shall form part of bid 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 and downloaded from website www.etender.cpwd.gov.in or www.cpwd.gov.in.
5. But the bid can only be submitted after deposition of original EMD either in the office of **Executive Engineer (E), DED-302 CPWD, R K Puram New Delhi** inviting bid or Division office of any Executive Engineer, CPWD within the period of bid submission and uploading the mandatory scanned document such as Insurance surety Bonds, Account Payee Demand Draft or Bankers Cheque or Fixed Deposit Receipt or / and Bank guarantee (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, shall have to be deposited in shape prescribed above, and balance may be deposited in shape of Bank Guarantee) from any of the Commercial Banks towards EMD in favour of **Executive Engineer (E), ED-XVII, CPWD, New Delhi,** receipt for deposition of original EMD to Division office of any Executive Engineer, CPWD including NIT Issuing EE / AE, CPWD and other document as specified.
6. Those contractors not registered on the website mentioned above, are required to get registered before and. If needed they can be imparted training on online bidding process as per details available on the website.
7. The intending bidder must have valid class- III digital signature to submit the bid.
8. On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
9. Contractor can upload documents in the form of JPG format and PDF format.
10. Contractor must ensure to quote percentage rate of works component as given in template. The column meant for quoting percentage rate in figures appears in pink colour and the moment rate is entered, it turns sky blue.
11. 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 tenderer does not quote any percentage above or below on the total amount of the tender or any section / sub head in percentage tender, the tender shall be treated as invalid and not consider lowest tender.
12. 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.

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

1. Insurance surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank guarantee from any of the Commercial Banks against EMD **in favour of Executive Engineer (E), ED-XVII, CPWD, New Delhi.**
2. Copy of receipt for deposition of original EMD issued from Division office of any Executive Engineer, CPWD (In Enclosed Performa)
   (Note:- EMD is required to deposit in the office of Executive Engineer (E), DED-302 CPWD, R K Puram New Delhi who is inviting bid or Division office of any Executive Engineer, CPWD within the period of bid submission as per CPWD Works Manual-2022 and associated SOP Provision 5/1 (Para-6)/CPWD OM No. DG/SOP/37 dated 04-05-2022). If the EMD is deposited in Sub Division office then it shall not be considered and tender shall be rejected.)
3. Enlistment Order of the Contractor of the Building & Road category in CPWD in appropriate Class.
4. GST registration certificate, if already obtained by the bidder.
   lf the bidder has not obtained GST registration as applicable, then he shall scan and upload following undertaking along with bid documents.
   "lf work is awarded to me, l/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 l/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".
5. An undertaking that if "I/We shall become the lowest tenderer then I/We shall submit the documents of Associated specialized Agencies/OEM/Authorised service provider of the specialized E&M services as per the eligibility criteria mentioned in the **"special conditions of NIT for association of specialized agencies"** after acceptance of tender alongwith Performance Guarantee otherwise **department shall reject my/our tender & shall forfeit the deposited EMD absolutely & debar me/us from re-tendering for this work"**
   (It should be noted that only the associated agencies engaged by the contractor for specialized services shall disburse the payment of salaries, EPFO, ESIC and other relevant documents of the workers deployed by it and only the documents submitted by the associated agencies for payment of salary and ESIC & EPFO shall be accepted. The main contractor shall in no way be concerned with the payment and other remuneration of the workers of the specialized / associated agencies.)
   Note:- If any agency submits completion certificates of work having various E&M Services then completion certificate should contain individual specialized E&M service amount clearly in the completion certificate, otherwise tender shall not be entertained and rejected.
6. An undertaking that **"I/We will arrange to get registered all the manpower/workers deployed against this work on Aadhaar Based Biometric Attendance portal within 7 days after start of work and all the deployed manpower/workers shall mark their attendance within 7 days after start of work through Aadhaar Based Biometric Attendance machine at that location of work or within 200-meter radius from the work place. Moreover, I/We shall install Aadhaar Based Biometric Attendance Machine setup with internet connection at Service Centres/Locations of work within 200-meter radius from the work place for marking attendance otherwise a recovery of Rs. 3,000/- (Rupees Three Thousand) per day beyond 7 days shall be made for not get registered all the manpower/workers at Aadhaar Based Biometric Attendance portal and not start to mark Attendance on Aadhaar Based biometric Attendance machine." (Undertaking from Enclosed pg. 4)**
   Note: For details regarding biometric machine/recovery the agency is advised to read, GENERAL TERMS & CONDITIONS (ANNEXURE – A condition no. 60-62).
7. Certificate of ESIC and EPFO registration, If the tenderer does not have ESIC and EPFO Registration then he have to upload an undertaking that, he has not employed/ deployed 20 or more labours in any day in the preceding one year for registration with EPFO and 10 or more labour in any day in the preceding 1 year for registration with ESIC and he will be get registered with ESIC and EPFO, if applicable before starting of the work otherwise appropriate action may be taken against him such as determination of contract, forfeiture of performance guarantee etc. GST registration certificate, if already obtained by the bidder.
8. Valid Electrical Contractor License or undertaking that they will either obtain valid electrical license at the time of execution of electrical work or associate the contractor having valid electrical license of appropriate class. **(Undertaking from Enclosed pg. 5)**
9. **ERP training Certificate. (Note: The enlisted contractor will not be allowed to participate in the tendering process without uploading the certificate of ERP training w.e.f. 01.07.2024.)**
10. Email & mobile no. of the firm/ agency on the letter head of firm/ agency (For making correspondence)

Note:- The Lowest Bidder is required to produce original document on or before or at the time of submission of Performance guarantee Money which are uploaded by the bidder at the time of bid submission otherwise Performance guarantee Money shall not be accepted and EMD shall be forfeited .

Sr. Draftsman DED-302, CPWD, R K Puram New Delhi-66	Assistant Engineer(E) P DED-302, CPWD, R K Puram New Delhi-66	Executive Engineer (E) DED-302, CPWD, R K Puram New Delhi-66

Undertaking Form

UNDERTAKING FOR BIOMETRIC ATTENDANCE MACHINE

Name of Work: **1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)**

NIT No. 71/**EE(E)/DED-302/2026-27**

1. **Estimated Cost. Rs. 76,01,471/-**
2. **Amount of Earnest Money Deposit Rs. 1,52,029/-**
3. **Last date of submission of bids: 04-12-2026, upto 15:00 Hrs.**

I/We will arrange to get registered all the manpower/workers deployed against this work on Aadhaar Based Biometric Attendance portal within 7 days after start of work and all the deployed manpower/workers shall mark their attendance within 7 days after start of work through Aadhaar Based Biometric Attendance machine at that location of work or within 200-meter radius from the work place. Moreover, I/We shall install Aadhaar Based Biometric Attendance Machine setup with internet connection at Service Centers/Locations of work within 200-meter radius from the work place for marking attendance otherwise a recovery of Rs. 3,000/- (Rupees Three Thousand) per day beyond 7 days shall be made for not get registered all the manpower/workers at Aadhaar Based Biometric Attendance portal and not start to mark Attendance on Aadhaar Based Biometric Attendance machine."

Signature :-.....

Agency Name :-.....

Agency Address :- .....

.....

.....

Undertaking Form

UNDERTAKING FOR ASSOCIATING VALID ELECTRICAL CONTRACTOR LICENSE HOLDER

Name of Work: **1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)**

NIT No. 71/**EE(E)/DED-302/2026-27**

1. **Estimated Cost. Rs. 76,01,471/-**
2. **Amount of Earnest Money Deposit Rs. 1,52,029/-**
3. **Last date of submission of bids: 04 -12-2026, upto 15:00 Hrs.**

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

Signature :-.....

Agency Name :-.....

Agency Address :- .....

.....

.....

Receipt of deposition of original EMD

(Receipt No. ……/Date……)

1. Name of Work: **1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)**

2. NIT No. 71 /EE(E)/DED-302/2026-27

3. Estimated Cost. Rs. 76,01,471/-

4. Amount of Earnest Money Deposit Rs. 1,52,029/-

5. Last date of submission of bids:- 04-12-2026, upto 15:00 Hrs.
(*To be filled in by NIT approving authority/ EE at the time of issue of NIT and uploaded along with NIT)

1. Name of contractor:- ----------

3. Form of EMD:- ----------

4. Amount of Earnest Money Deposit:- ----------

5. Date of submission of EMD:- ----------

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

(Note:- EMD is required to deposit in the office of Executive Engineer (E), DED-302 CPWD, R K Puram New Delhi who is inviting bid or Division office of any Executive Engineer, CPWD within the period of bid submission as per CPWD Works Manual-2022 and associated SOP Provision 5/1 (Para-6)/CPWD OM No. DG/SOP/37 dated 04-05-2022). If the EMD is deposited in Sub Division office then it shall not be considered and tender shall be rejected.)

#To be filled in by EMD receiving EE

भारत सरकार **GOVERNMENT OF INDIA**
केन्द्रीय लोक निर्माण विभाग **CENTRAL PUBLIC WORKS DEPARTMENT**
निविदा आमंत्रण सूचना **NOTICE INVITING e-BID**
(ई–निविदा के लिए/For e-tendering)

~~Item rate~~/ Percentage rate bids are invited on behalf of President of India from the **approved and eligible CPWD Building & Road Category contractor in single bid system** ~~and those of appropriate list of M.E,S, BSNL, Railways and …… State P.W.D. (B&R) or State Govt.'s Department …… (Strike out as the case may be) dealing with building and roads, if there is no state PWD (B&R)~~ for the work of **1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)**

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

In case only 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 76,01,471/-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 indicates the estimated cost of each component separately. The eligibility of bidders will correspond to the combined estimated cost of different components put to bid.

1.2 Intending bidder is eligible contractors provided they produce 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 issue of bid documents:

1.2.1 Conditions for Non-CPWD contractors only, if bids are also open to non-CPWD contractors.
For works estimated to cost upto tendering limit of class-I composite category Contractor (However, for Horticulture and Furniture etc discipline, it may be modified as per bidding limt of CPWD class I contractors of respective discipline as the case may be)

Three similar works each of value not less than ` Rs..... or two similar work each of value not less than `Rs..... or one similar work of value not less than ` ..... (all figures rounded to nearest convenient figure) in last 7 years ending last previous day of last date of submission of bids.
Note :-
For works costing above tendering limt of class-II Composite Category contractors but upto tendering limt of Clause-I composite category Contractor (However, for Horticulture and Furniture discipline, it may be modified as per bidding limit of CPWD class-II and CPWD class-I contractors respectively of respective discipline as the case may be) 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 composite category Contractor (However for Horticulture and Furniture discipline, it may be modified as per bidding limit of CPWD class-I contractors of respective discipline as the case may be.)

Three similar works each of value not less than Rs ----------/- or two similar work each of value not less than Rs ……/-. or one similar work of value not less than Rs ----------/-. (all figures rounded to nearest convenient figure) in last 7 years ending last previous day of last date of submission of bids.

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of submission of bid. This is applicable for 1.2.1 as well 1.2.2.(This is not applicable for CPWD enlisted contractor of appropriate class in Composite Category)

To become eligible for submission of bids, 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 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.

1. Agreement shall be drawn with the successful bidders 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 Bidders shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.

2. 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 bid documents.

3. The site for the work is available.

   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 the work.

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 except Standard General Conditions of Contract Form can be seen on website www.etender.cpwd.gov.in, www.cpwd.gov.in free of cost.

5. 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.

6. 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.

7. 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.

8. Earnest Money in the form of Insurance surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank guarantee (for balance amount as prescribed) from any of the Commercial Banks (drawn in favour of Executive Engineer (E), ED-XVII, CPWD, New Delhi.) shall be scanned and uploaded to the e-tendering website within the period of bid submission.
   The original EMD should be deposited either in the office of Executive Engineer (E), DED-302 CPWD, R K Puram New Delhi inviting bids or Division office of any Executive Engineer, CPWD within the period of bid submission. The EMD receiving Executive Engineer shall issue a Receipt of deposition of earnest money deposit to the bidder in a prescribed format (enclosed) uploaded by tender inviting EE in the NIT.

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, shall have to be deposited in shape prescribed above, and balance may be deposited in shape of Bank Guarantee of any Commerical Bank having validity for 6 months or more from the last date of Receipt of bids which is to be scanned and uploaded by the intending bidders.

9A 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.

The bid submitted shall be opened at 15:30 Hrs on 04-12-2026.

10. The bid submitted shall become invalid if:
    - **(i)** The bidders 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 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 trated as invalid and will not be considered as lowest tenderer.

11. The contractor whose bid is accepted will be required to furnish performance guarantee @ 5% of the Estimated Cost put to tender (ECPT) or Contract Amount whichever is higher and additional PG as per DG/Manual/2024/20, Dated:-27/02/2026 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 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, then EMD submitted shall be forfeited automatically without any notice to the contractor. The Earnest Money deposited alongwith the bid shall be returned after receiving the aforesaid Performance Guarantee. The Contractor **whose bid is accepted will also be required to furnish either copy of applicable licenses/registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC, and BOCW Welfare Board including Provident Fund Code No. if applicable and also ensure the compliance of aforesaid provisions by the sub-contractors, if any engaged by the contractor for the said work and Programme Chart (Time and Progress) within the period specified in Schedule F.**

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

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 bid 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 bid submitted by the contractors who resort to canvassing will be liable to 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 to 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 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 previous permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.

18. The bid for the works shall remain open for acceptance for a period of 30 Days **from the date of opening of Eligibility/Technical/Price bid** if any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the rebidding process of the work.
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19. This notice inviting Bid shall form a part of the contract document. The successful bidders/contractor, on acceptance of his bid by the Accepting Authority shall within 7 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 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 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 upto…….

Part B: General / specific conditions, specifications and 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 agency(s) 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.
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 contractor 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.

20.1.12 A. 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.

20.1.12 B. 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.

SPECIAL CONDITIONS FOR ASSOCIATION OF SPECIALIZED AGENCIES FOR SPECILIZED E&M WORK

1. The main contractor shall have to associate other agency(s)(Joint ventures are not accepted) for execution of each of the these specialized work(s), who fulfils the eligibility criteria as defined below.

a) Operation of Fire Alarm, Fire Fighting system and Sub Station

Experience of having successfully completed works during last seven years ending Last day of month previous to the one in which tender are invited

(i) Three similar works each of financial value not less than Rs. 8,63,002/- (40% of the estimated cost i.e. Rs 21,57,505/-)

OR

(ii) Two similar works each of financial value not less than Rs. 12,94,503/-(60% of the estimated cost i.e. Rs 21,57,505/-)

OR

(iii) One similar works each of financial value not less than Rs. 17,26,004/- (80% of the estimated cost i.e. Rs. 21,57,505/-)

Similar work shall mean works of **"Operation of Fire Alarm, Fire Fighting system and Sub Station."**

b) Lifts– Operation Lifts

Experience of having successfully completed works during last seven years ending last day of month previous to the one in which tender are invited

(i) Three similar works each of financial value not less than Rs. 7,35,686/- (40% of the estimated cost i.e. Rs 18,96,264/-)

OR

(ii) Two similar works each of financial value not less than Rs. 11,37,758/-(60% of the estimated cost i.e. Rs 18,96,264/-)

OR

(iii) One similar works each of financial value not less than Rs. 15,17,011/- (80% of the estimated cost i.e. Rs. 18,96,264/-)

Similar work shall mean works of **"Operation of Lifts."**

c) RO System– Comprehensive Maintenance of RO System

Experience of having successfully completed works during last seven years ending last day of month previous to the one in which tender are invited

(i) Three similar works each of financial value not less than Rs. 34,924/- (40% of the estimated cost i.e. Rs 87,310/-)

OR

(ii) Two similar works each of financial value not less than Rs. 52,386/-(60% of the estimated cost i.e. Rs 87,310/-)

OR

(iii) One similar works each of financial value not less than Rs. 69,848/- (80% of the estimated cost i.e. Rs. 87,310/-)

Similar work shall mean works of **"Comprehensive Maintenance of RO System."**

Note:- 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 Last day of month previous to the one in which tender is invited.

2. However, the main contractor shall also be eligible to carry out himself any or all of the above specialized works without associating any specialized agency provided :-

i) The main agency fulfills the prescribed eligibility criteria respectively for the above specialized work(s).

Or

ii) He directly procures the equipment of approved make from manufacturer and gets it installed from manufacturer / OEM of the equipment as per criteria mentioned above.

3. The intending bidder shall upload an undertaking that if **"I/We shall become the lowest tenderer then I/We shall submit the documents of Associated specialized Agencies/OEM/Authorised service provider of the specialized E&M services as per the eligibility criteria mentioned in the special conditions of NIT for association of specialized agencies after acceptance of tender alongwith Performance Guarantee otherwise department shall forfeit the deposited EMD absolutely & debar me/us from re-tendering for this work"**

4. The main contractor shall have to submit documents such as self-attested copies of Certificates of Work Experience/Completion issued by client department clearly indicating 1.Name of work 2. Scope of Work 3. Agreement No. 4. Estimated Cost 5. Tendered Cost 6. Final Value of Work Done 7. Date of Start 8. Stipulated date of Completion 9. Actual date of completion 10. Nature of the Work etc. (In case some of above said details are not

mentioned in the Completion certificate, the firm shall attach sample proof in support of above details), self-attested copy of valid Electrical contractor license, GST registration of the proposed associated specialized agencies for verification (if required) and for approval of the department as per eligibility requirement mentioned in above condition no.3. Main contractor shall 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 of proposed associated specialized agencies alongwith above documents.

5. Consent letter of such selected associated specialized agencies for association shall also be enclosed in the prescribed format as per FORM-A. alongwith documents mentioned.

6. If the main contractor fails to submit all the documents of the proposed associated specialized agency(s) as mentioned at Sl No. 1 above, after acceptance of tender alongwith Performance Guarantee then department shall reject his/her tender & debar him from re-tendering for this work.

7. After approval of associated specialized agencies by Engineer-in-charge, the main contractor will submit MOU signed with the associated specialized agency as per FORM-B in shape of affidavit on stamp paper duly attested by notary in original within 7 (Seven) Days after issue of approval letter (for associate specialized agency). The MOU shall be signed by both the parties" i.e. main contractor as 1st party and associated specialized Agency as 2nd party, independently for all specialized work(s).

8. All technical discussions during currency of the contract, shall be attended by the associated specialized agencies and the main contractor. Commercial/Technical submissions for the specialized work(s) shall be signed and submitted by the associate specialized agencies along with the main contractor.

9. The associated specialized agencies and the main contractor shall attend the site during inspection of the work by the Engineer-in-Charge or higher authority.

10. The main contractor shall be entirely responsible and answerable for all the works done by his associated specialized agency regarding their quality, adherence to the laid down specification, terms and conditions, warranty/guarantee etc as per the agreement and he shall be liable to bear any compensation that may be levied by the department under any of the clauses of the agreement.

11. In the event of the concerned Associated specialized Agency not performing satisfactorily or failure to complete the specialized works(s), the main contractor on written directions of the Engineer-in-charge, shall remove the Associated specialized Agency deployed on the work and shall submit name of new associated specialized Agency as per eligibility criteria mentioned in the NIT to execute the left over specialized work(s) without any loss of time after completion of all formalities mentioned as above.

    Also if main contractor wants to change the associated specialized agency during the currency of the contract he shall submit name of new associated specialized Agency as per eligibility criteria mentioned in the NIT to execute the left over specialized work(s) after completion of all formalities mentioned as above.

12. The main contractor shall be responsible and liable for proper and complete execution of the all works including specialized work(s) and ensure coordination and completion of all associated specialized works.

13. Running payment for the work shall be made to the main contractor. In case main contractor fails to make the payment to the associated specialized agency(s) by him within 15 days of receipt of each running account payment then on the written complaint of any associated specialized agency(s) for such work, Engineer-in-Charge shall serve the show cause to main contractor and after considering the reply of the same he may make the payment directly to the concerned associated specialized agency(s) for the work as per the terms & conditions of the agreement/M.O.U. drawn between main contractor and associated specialized agency(s) fixed by him, if reply of main contractor either not received or found unsatisfactory. Such payment made to the associated specialized agency(s) shall be recovered by Engineer-in-Charge from the next RA/final bill due to main contractor as the case may be.

Form -A

CONSENT LETTER FROM ELIGIBLE ASSOCIATE AGENCY OF SPECIALIZED WORK(S)

Name of work: **1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)**

1. I / We hereby give my consent to associate with M/s ……., for executing the of work of …… (Mention specialized work(s)).

2. I / We will execute the work as per specifications and conditions of the agreement and as per directions of the Engineer–in-Charge for the corresponding specialized work(s) till the completion of the work.

3. I / We will be responsible for necessary action to handover the installations and for rectification of defects and repair during the maintenance / warranty period.

4. Also I / We will employ full time technically qualified Engineer / supervisor for the specialized work(s)component of the work as required for the work. I / We will attend inspection of officers of the department as and when required.

Date:

Signature with date of Main Agency/Contractor Signature with date of Associate Specialized Agency

Address Address

1. Witness with address

(From main contractor side)

2. Witness with address

(From associated agency side)

Form-B

MEMORANDUM OF UNDERSTANDING [M.O.U] BETWEEN

1] M/S [Name of the firm/agency with full address]

Enlistment Status
Valid Upto:
[Henceforth called the main contractor]

And

2]M/S [Name of the firm/agency with full address]

Enlistment Status
Valid Upto:
[Henceforth, called Associated specializedAgency]

For the execution of Specialized Work(s) **"1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)"** as per schedule, specifications, terms and conditions of the agreement.

We state that M.O.U between us will be treated as an agreement and has legality as per Indian Contract Act [amended upto date] and the department [CPWD] can enforce all the terms and conditions of the agreement for execution of the above work. Both of us shall be responsible for the execution of work as per the agreement to the extent this MOU allows. Both the parties shall be paid consequent to the execution as per agreement to the extent this MOU permits. In case of any dispute, either of us will go for mediation by the EE (E), DED-302, CPWD, Trikoot-II, New Delhi-110066. Any of us may appeal against the mediation to the CE, NDZ III, CPWD, Sewa Bhawan, New Delhi-110066. His decision shall be final and binding on both of us.

We have agreed as under:

1] The associated specialized agency will execute all specialized work(s) in the wholesome manner as per terms and conditions of the agreement and as per the direction of the Engineer-in-charge.
2] That the Associated specialized agency has gone through the contract and has understood the scope of work required for the purpose of executing the specialized work(s).
3] All the machinery and equipment's, tools and plants, special T&P required for execution of the specialized work(s), as per agreement, shall be the responsibility of the associated specialized agency.
4] The site staff required for the specialized work(s) shall be arranged by the associated specialized agency as per terms and conditions of the agreement.
5] Site order book maintained for the said work shall be signed by the authorized representative of main contractor as well as Associated specialized Agency.
6] All the correspondence regarding execution of the specialized work(s) shall be done by the Department with the Associated specialized agency with a copy to the main contractor. In case of non-compliance of the provisions of agreement, the main contractor, as well as the associated agency shall be responsible. The action under clauses 2 and 3 shall be initiated and taken against the main contractor.

SIGNATURE OF MAIN CONTRACTOR SIGNATURE OF ASSOCIATED SPECIALIZED AGENCY.

Date: Date

Place Place

On Non-Judicial Stamp Paper Of Minimum Rs. 100
(CPWD, OM No.DG/CON/311 dated 20.10.2020)
(Guarantee Offered By Bank To Cpwd In Connection With The Exection Of Contracts)

Form of Bank Guarantee for Earnest Money Deposit/Performance Guarantee/Security Deposit/mobilization Advance

1. Whereas, the **Executive Engineer (E), ED-17, R K Puram New Delhi-66.** on behalf of the President of India (hereinafter called "The Government") has invited bids under ……(NIT Number)…….dated……for……..(Name of work : **"1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)."** The Govt. has further agreed to accept irrevocable Bank Guarantee for Rs. ……. (Rs…….. only) valid upto……..(date)*……..as Earnest Money Deposit from……..(name and address of the 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), ED-17, R K Puram New Delhi-66.** 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 work: **1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)** 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 Govt. an amount not exceeding Rs……. (Rs……..only) on demand by the Govt. 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 Govt. stating that the amount claimed is reqd. 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 Govt. 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 Govt. 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 Govt. against the said contractor and 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 Govt. or any indulgence by the Govt. to the said Contractor or by any such matter or thing what's over 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 Govt. as its option shal 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 Govt. 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 Govt. in writing.
9. This Bank Guarantee shall be valid upto…….unless extended on demand by the Govt. 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 .....
WITNESS .....

1. Signature….
   Name and Address

Authorized signatory
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.

(CPWD, OM No.DG/SOP/14 dated 20.10.2020)

(Proforma for encashment of BG to be issued 14 days before its expiry)

भारत सरकार
केन्द्रीय लोक निर्माण विभाग
दि.वै.मं–302 आर.के.पुरम, नई दिल्ली

To

The Manager

…(Name & Address of Bank)…

……

……..

Subject : Request for encashment of Bank Guarantee number……..dated…… for Rs……..valid up to…….. towards earnest money deposit/performance guarantee/security deposit/mobilization advance (As applicable)

Name of Contractor:

Dear Sir,

The above mentioned Bank Guarantee number ……..dated…… is valid up to…….. In terms of paragraph 2 of the said Bank Guarantee, the Govt. of India hereby demands a sum of Rs……..(Rupees……only) payable under this Bank Guarantee since this amount is required to meet the recoveries due from……(name of the contractor)…….. The amount shall be paid latest by……..(give date)…….by transfer to account number……..

The aforesaid Bank Guarantee is being sent to you through……(name and designation)…….along with this letter.

Enclosure : Bank Guarantee

Yours faithfully,
Executive Engineer (E)
DED-302, CPWD
R K Puram, New Delhi.

Copy to:……..(Name & address of the contractor)……

Proforma for extension of BG to be issued 30 days before its expiry)

भारत सरकार
केन्द्रीय लोक निर्माण विभाग
दि.वै.मं–302 आर.के.पुरम, नई दिल्ली

To
The (Name and address of Contractor)…
……
……..

Sub : Extension of Bank Guarantee number……dated…… issued by ……(Name of Bank)……
(Name of work: **1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)**

Agreement No. ……..

Dear Sir,

The Bank Guarantee number……dated…… submitted by you for the above mentioned work as security deposit/performance guarantee/mobilization advance/earnest money deposit (as applicable) is valid upto……

The validity of the aforesaid bank guarantee needs to be extended because……(give reasons)……..

You are, therefore, requested to get the validity of the said Bank Guarantee extended upto……and submit the same to this office within 15 days from the issue of this letter, failing which it shallbe encashed without further notice.

Yours faithfully,

Executive Engineer (E)
DED-302, CPWD
R K Puram, New Delhi.

[Note for EE(E): If extended Bank Guarantee is not received by the prescribed date, action for encashment must be initiated].

CPWD-7

GOVERNMENT OF INDIA

CENTRAL PUBLIC WORKS DEPARTMENT

Percentage Rate Tender & Contract for Works

Tender for the work of : **1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)**

(i) Tender to be uploaded online by **15:00 hrs. 04-12-2026**

(ii) The time and date of opening of the bid online in presence of tenderers who may be present at **15:30 hrs. 04-12-2026** in the office of **The Executive Engineer (E), DED-302 CPWD, R K Puram New Delhi.**

T E N D E R

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

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

I/We agree to keep the tender open for ...30... days from the due date of its opening in case of single bid system ~~or 75 (Seventy Five) days from the date of opening of Technical bid in case tenders are invited on two /three bid system~~ for ~~specialized work~~ and not to make any modification in its terms and conditions..

A sum of **Rs. 1,52,029/-** is hereby forwarded in Insurance surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank guarantee (for balance amount as prescribed) issued by any of the Commercial Banks as earnest money.

A copy of earnest money in Insurance surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank guarantee (for balance amount as prescribed) issued by any of the Commercial Banks 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 of the State.

Dated .....

Signature of the Contractor
Postal Address ----------
Telephone No. ----------
FAX ----------
E-MAIL ----------

Witness: ----------
Address: ----------
Occupation: ----------

स्वीकृति
ACCEPTANCE

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

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

(a). _____

(b). _____

(c). _____

For & on behalf of the President of India

Signature_____

Dated _____

Designation _____

PROFORMA OF SCHEDULES

SCHEDULE 'A'
Schedule of quantities (as per PWD-3) - (As per Schedule Attached)

SCHEDULE 'D'
Extra schedule for specific requirements/documents for the work, if any. **Nil**

SCHEDULE 'E'

Reference to General Conditions of contract (GCC-EPC Project-2022/ GCC-Maintenance work-2023/ GCC- Construction work-2023)	:	**General conditions of contract for Maintenance Work -2023 as modified and corrected up to previous day of last day of submission of tender).**
Name of Work	:	**1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)**
Estimated cost of work	:	**Rs. 76,01,471/-**
(i) Earnest Money	:	**Rs. 1,52,029/-**
(ii) Performance Guarantee	:	5% of the Estimated Cost put to tender (ECPT) or Contract Amount whichever is higher and additional PG as per DG/Manual/2024/20, Dated:- 27/02/2026
(iii) Security Deposit	:	2.5% of tendered value of the work to be deducted from each R/A Bill.

SCHEDULE 'F'

GENERAL RULES & DIRECTIONS

Officer inviting tender : **Executive Engineer (E), DED-302, CPWD, R K Puram New Delhi.**

Definitions

2(v) Engineer -in- Charge : **Executive Engineer (E), DED-302 CPWD, R K Puram New Delhi.**

2(viii) Accepting Authority : **Executive Engineer (E), DED-302 CPWD, R K Puram New Delhi**

2(x) Percentage on cost of materials and Labour to cover all overheads and profits : **15%**

2(xi) Standard Schedule of Rates : **Based on Current Minimum wages of labour of Central Government, Market Rates & DSR 2025**

2(xii) Department : **Central Public Works Department.**

9(ii) Standard CPWD Contract Form GCC 2023, CPWD Form 7/8 as modified & corrected up to previous day of last day of submission of tender). : **GCC-2023 Maintenance Work, CPWD Form 7 amendment upto 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. : **07 days**

(ii) Maximum allowable extension with late fee @ 0.1% per day of Performance Guarantee amount beyond the period provided in (i) above ……. : **03 days**

Clause 2

Authority for fixing compensation under Clause- 2 : **Chief Engineer (NDZ III), CPWD, Sewa Bhawan, New Delhi**

Clause 2A

Applicable clause 2/ Clause 2A : **No**

Clause 5

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**

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

S.No.	Description of milestone (Physical)	Time allowed in days (from date of start)	Amount to be withheld in case of non-achievement of milestone (of agreement amount)
NIL			

Time allowed for execution of work : **12 Month (Twelve Month)**

Authority to decide

(i) Authority to convey the decision of shifting of milestone and extension of time. : **Executive Engineer (E), DED-302 CPWD, R K Puram New Delhi**

(ii) Authority to decide rescheduling of milestone and extension of time. : **Chief Engineer (NDZ III), CPWD, Sewa Bhawan, New Delhi**

(iii) Shifting of date of start in case of delay in handing over of site : **Chief Engineer (NDZ III), CPWD, Sewa Bhawan, New Delhi**

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		
Part B	Portions with encumbrances		
Part C	Portions dependent on work of other agencies		

Clause 6 : Mode of Measurement : **Electronic Measurement Book**

Clause 7

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. 10.00 Lakhs / If Budget is available**

Clause 7A

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

Related to labour license, registration of contractor with EPFO, ESIC and BOWC welfare board i/c Provident Fund Applicable 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. (Added vide DG/SE/CM/CON/285 dt. 04- 06-2015) Whether Clause 7A shall be applicable

Clause 10A

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

1.Earth Tester 2 . Meggar 3. Clamp Meter

4..... 5 ..... 6.....

---------- **As per direction of Engineer-in-charge** ----------

Clause 10B (ii)

Whether **Clause 10 B (ii)** shall be applicable : **Yes**

Clause 10C

Component of labour expressed as percent of value of work : **NIL**

Clause 10 CC

Schedule of Electrical component of other Materials, Labour etc. for price escalation : **Not Applicable**

Component of Electrical Material expressed as percentage of total value of work. :

Component of of Labour

Expressed as percentage of total value of work. : Not Applicable

Clause 11

Specifications to be followed for execution of work : **C.P.W.D. General Specifications for EI works, HVAC, Lift, Sub-Station, DG Set, Wetriser system, Fire Fighting, Fire Alarm & Detection System as amended upto date & as per Terms & conditions attached.**

Clause 12

Type of work	**Maintenance Work**
Authority to decide deviation up to 1.50 times tendered amount.	Chief Engineer (NDZ III), CPWD, New Delhi or successor thereof. The completion cost shall, in no case, exceed 1.5 times of the contract amount. (The completion cost includes Grass amount of the work done, amount of extra items, deviation and escalation amount administrable as per terms and conditions of agreement etc.
12.2 & 12.3 Deviation limit beyond which clauses 12.2 & 12.3 shall apply for electrical work	
Authority to decide deviation upto 1.25 times of the tendered amount.	Engineering – in – charge.
Authority to decide deviation beyond 1.5 and upto 2.0 times of the tendered amount.	Not applicable
Deviation limit beyond which clause 12.2 & 12.3 shall apply for building work / foundation work.	All deviated quantities shall be paid on agreement rates.
Deviation limit for individual items	No Limit

Clause 16

Competent Authority for deciding reduced rates : **Chief Engineer (NDZ III), CPWD, Sewa Bhawan, New Delhi**

Clause 18

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

1.Ladder 2 . Spaner Set 3. Screw Driver Set
4.Test Lamp 5 . Plier 6.....

---------- **As per direction of Engineer-in-charge** ----------

Clause 19 C: **Competent Authority to decide penalty for each default as per GCC 2023 provisions**
Clause 19D: **Competent Authority to decide penalty for each default as per GCC 2023 provisions**
Clause 19G: **Competent Authority to decide penalty for each default as per GCC 2023 provisions**
Clause 19K: **Competent Authority to decide penalty for each default as per GCC 2023 provisions**

Clause 25

Constitution of Dispute Redressal Committee (DRC)	Conciliator	ADG (RD), CPWD, New Delhi
	Arbitrator Appointing authority	Chief Engineer, NDZ-III, CPWD, New Delhi
	Place of Arbitration	New Delhi

Clause 32

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

S. No	Minimum Qualification of Technical Representative	Minimum experience (years)	Discipline	Designation (Principal Technical /Technical Representative)	Number	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 32 (i)	
						Figures	Words
1	**Graduate Engineer or Diploma Engineer**	**2 or 5 respectively**	**Elect.**	**Project Manager cum planning /quality / Site/billing Engineer**	**1**	**Rs. 15,000/- Per Month per person**	**Rupees Fifteen Thousands only Per Month per person**

Assistant Engineers retired from Government services that are holding Diploma will be treated at par with Graduate Engineers. Diploma holder Engineer with minimum 10 year relevant experience with a reputed construction co. can be treated at par with Graduate Engineers for the purpose of such deployment subject to the condition that such diploma holder Engineers 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 of Rates 2018 printed by C.P.W.D. N.A.

(ii) Variations permissible on theoretical quantities: N.A.

Cement For works with estimated cost put to bid not more than Rs. 25 lakh.

For works with estimated cost put to bid more than Rs.25 lakh N.A.

b) Bitumen for all works. N.A.

c) Steel Reinforcement and structural steel sections for each diameter, section and category. N.A.

d) All other materials. N.A.

GENERAL TERMS & CONDITIONS

1. The work shall be carried out as per CPWD general specifications for electrical works Part-I & II, Part III (Lift & escalator), Part-IV (Sub-Station), Part-V (Wet Riser / Fire Fighting system), Part VI (Fire Detection and Alarm system), Part VII (D.G. sets), Part-VIII (Gas Based Fire Extinguishing System) and HVAC system upto date as amended wherever applicable and entire satisfaction of Engineer-in-charge or his representative.
2. The contractor / Firm are advised to visit the site of work before quoting the rates, in order to ascertain the quantum and location of work.
3. The work shall be carried out as per direction of the Engineer In charge or his authorized representative
4. Conformity with statutory acts, rules, standards and codes all electrical works shall be carried out in accordance with the provisions of Indian Electricity Act, 2003 and Indian Electricity Rules, 1956 as amended upto date. They shall also conform to CPWD General specification for Electrical works, part-I (Internal, 2013 and part- II (External), 1994 and part IV (Substation) 2013, part V (Wet Riser and Sprinkler system for firefighting installation)- 2006 Part VI (Fire Alarm System) Part III (lift), DG Set Part VII as amended upto date.
5. Safety codes and labour Regulations:- (a) In respect of all labour employed directly or indirectly on the work for the performance of the contractor's part of work, the contractor at his own expense, will arrange for safety provision as per the statutory provisions, B.I.S recommendations, factory act, workman's compensation act, CPWD code and instruction issued from time to time. Failure to provide such safety requirement would make the tenderer liable for penalty for Rs. 200/- for each violation. In addition the Engineer-in-charge shall be at liberty to make arrangements and provide facilities as aforesaid and recover the cost from the contractor. (b) The contractor shall provide necessary barriers, warning signals and other safety measures while executing the work or wherever necessary so as to arising accidents. He shall also indemnity CPWD against claims for compensation arising out of negligence in this respect. Contractor shall be liable, in accordance with the Indian law and Regulations for any accidents occurring due to any cause. The department shall not be responsible for any accidents occurred or damaged incurred or claims arising there from during the execution of work. The contractor shall also provide all insurance including third party insurance as may be necessary to cover the risk. No extra payment would be made to the contractor due to the above provisions thereof.
6. The contractor shall take all precautions for safety of the workmen. If any accident/ mis-happening occur the department shall not be responsible for the same. If any compensation is to be paid to the victim, the firm shall pay the same and no claim in this account shall be entertained by the department.
7. If the work is of deposit work and carried out on obtaining sanction along with fund from the client department. The operation and maintenance of E&M services in this building is continuous nature. So tender has been called for 12 months accordingly. Meanwhile client department in case stop sanctioning or not providing funds or withdraw the works from CPWD, then agreement will be resigned on one month notice by the department to contractor for which no any nature of claim will be entertained.
8. If shall be entirely the responsibility of the contractor to ensure that no unlawful act is done by his persons while on duty. In case any theft/ loss of departmental property takes place due to the negligence or carelessness of his personnel, the contractor will be held responsible and shall made good the same. The afore said terms and conditions shall be read in conjunction with the general rules and directions from the guidance of Contract form PWD -8.
9. Department shall in no way be involved in any dispute of whatever kind, between the contractor and the staff engaged by him. Payment against the final bill however would be subject to clearance from labour authorities.
10. No T&P shall be issued to the contractor. The contactor shall make his own arrangement of tools for maintenance of Sub Station/ Electrical Installations equipment's & following T&P shall always be available at the site of work by the contractor:-
    a. Tong tester, Test lamp
    b. Gloves – 4 Sets.
    c. First Aid Box
    d. Crimping Tool Kit
    e. Meggar (5 KV HT and 500 volt LT)
    f. Spanner Set.
    g. Screw Driver set
    h. Allen Keys set
    i. Earth Tester
    j. Blower
    k. Hammer, Drill Machine & Spade
    l. Every wireman/ operator should have pliers, screw driver of different size, tester & test lamp for day to day maintenance work.

    Before start of contract these T&P materials must be kept in a lockable box, if same is not available at site recovery for the same @ Rs. 200/- per day shall be deduct from the contractor bill.

11. After deployment of the staff interview of all staff shall be taken by the committee of one Executive engineer and one Assistant engineer.
12. The minor material such as soap, duster, broom, old dhoti, cotton waste, PVC tape etc. shall be arranged by the contractor. Nothing shall be paid on this account.
13. Before the start of contract, the contactor is bound to submit the following details along with supporting papers of the workers proposed Sub Head wise to be engaged by him. After receipt of confirmation of their suitability from Engineer-In-charge or his authorized representative, they shall be deployed on duty.
    a. Name & Postal Address with ID Proof

b. Photograph with specimen signature
c. Qualification and experience
d. Bank accounts details
e. ESIC/ EPF Details if applicable

Before start of work the agency has to got approved the detail of workers from Engineer-In-charge or his authorized representative & has to take over the site from J.E. in charge of site.

14. For the passes of Labour, Police Verification, photographs, Copy of Aadhar Card has to be submitted well in time and the passes will be issued for 3 months only and the contractor has to again apply for passes. Necessary documents has to be submitted by the contractor.
15. In case of any damage to any equipment due to negligence of the contractor's staff the same will have to be made good by the contractor at his cost. Failure to which suitable recovery will be made from the contractor bill as decided by the Engineer-In-charge.
16. The contractor shall prepare a Sub Head wise "Fortnightly / Monthly "duty chart with name and duty hours stated therein. The same shall be submitted to the JE (E) / AE (E) concern at least seven days in advance.
17. Shift timings can be changed as per the requirement at site and decision of the Engineer-in-charge.
18. The Engineers - in – charge reserves the right to ask the contractor to remove any default/untrained staff without assigning any reason.
19. The contractor shall maintain attendance register for the operational staff at site which shall be checked by JE(E) or AE(E).
20. The contactor shall maintain Sub Head wise "attendance register " in support of the attendance of the staff and the same shall be got periodically checked from JE(E) /AE(E) concern. Failure to which suitable recovery will be made from the contractor bill as decided by the Engineer-In-Charge.
21. All the cleaning material i.e. soap, duster etc shall be arranged by the contractor at his own cost for cleaning of Electrical Installation & fans, switch gear, DB, Main control panel, Water supply pump, Fire Alarm System/ Wet Riser System/ D.G Set/ Sub Station equipment / Lifts etc. as per scope of work of this agreement / work order. If cleaning of installation is not found satisfactory at any time, a recovery of Rs.200/- per occasion noticed per Sub Head shall be made from the bill of contractor.
22. The contractor has to provide Vehicle / Cycle or other suitable means of travelling to worker for quick movement to various sites.
23. The contractor shall furnish name & contact number of the persons, who should be contacted during emergency.
24. In case of any damage to any equipment on account of negligence/fault of the contractor's staff the same will have to be made good at contractors risk and cost. Failure to comply with this clause shall attract recovery from contractor bill.
25. The contactor shall provide two sets of summer uniform (shirt, paint & black shoes) and two sets of winter uniform (shirt, paint and woolen jersey) along the badge having name of worker, designation of worker and name of agency within 15 days of start of work. Failing which recovery @ Rs. 50/- per/day/per worker for summer uniform and @ Rs. 100/- P/day/per worker for winter uniform shall be made from the contactor bill.
26. Worker deputed on duty should be in uniform. If any worker found without uniform a recovery @ Rs. 25/- per day per worker shall be made from the contactor's bill.
27. The contractor shall have to arrange for issue of identity cards as per direction of the Engineer-in-charge for all the staff deployed within one week of the start of the work at his own cost and also submit two extra photographs with full address of each worker for record. If he fails to do, the department shall recover Rs. 50/- per person/per day for this default from the monthly bill.
28. No staff shall leave his duty unless relived by his relievers, engineer in charge or the site reserves right to retain the staff on duty in the next shift if the relievers fail to turn up.
29. Contractor shall provide one No mobile phone for each services and same is displayed and inform to client department. Contactor shall not change the mobile no during the agreement stipulated period. If mobile is found switch off for more than 4 hours, recovery shall be made @ 100/- per day for mobile per service.
30. Payment shall be made every three months after carrying out satisfactory of work. However, it may be delayed due to any reasons like non availability of funds, L.O.C. and other unforeseen reasons, the contractor/ firms shall not claim any things extra in such in such contingencies but shall make regular and timely payment to his workers/ staff deployed for the work.
31. The rates quoted shall be inclusive of wages of Electrician/ E&M Operator / Wireman/ Khallasi etc. i/c relievers, cleaning material, uniform and all taxes and duties etc. as applicable. However ESI/ EPF will be reimbursed to the contractor, on production of proof of deposit of the same with respect to Govt. department.
32. All the complaint registers, log books, workers diary, test result registers or any other record for each sub head shall be supplied by the contractor, maintained by the staff of the contractor and handed over to the department on the completion/ termination of the contract and non-production of above mentioned document recovery shall be made @ Rs. 10000/- Per year sub head.
33. In case the department staff is posted or due to some other reasons, the department reserve the right to terminate the contract in full or part thereof.
34. The contactor is bound to distribute the salary / wages to his worker by 7th of each successive month, positively, by ECS or RTGS or online mode as feasible noncompliance of this recovery shall be made @ Rs. 100/- per day per worker. However department will make payment to the agency quarterly subject to availability of fund and fulfillment of terms and condition of agreement. Copies of the proof of above mode of payment to the workers will be submitted to the concerned AE(E)/ JE(E) with the bill, failing which no payment will be made to the contractor.
35. The contractor shall deduct worker subscription toward Provident Fund, ESI, as per rules, he shall deposit the same along with his contribution into the respective accounts of the worker and submit the detail to this office for verification.
36. The firm shall abide minimum wages Act. As notified by the Govt. of NCT Delhi or Central Govt. whichever is higher and the payment to staff shall be made through online mode /ECS. The payment to the contractor will be released only after

giving proof to the department for the same.

37. The contractor whose bid is accepted will also be required to furnish either copy of applicable license/ registration or proof of applying for obtaining labour license, registration with EPFO, ESIC & BOCW welfare board within period specified in schedule 'F' or before starting of work.
38. No running account bill shall be paid for the work till the applicable labour license, registration with EPFO, ESIC & BOCW welfare board, whatever applicable are submitted by the contractor to the Engineer-In-charge & with each running A/c bill, documents of payment / deposit of ESIC & EPF to all works engaged for this work will be submitted to the department/ concerned AE/JE(E).
39. The registration with EPFO & labour license is mandatory if 20 or more labour is employed in any day in the preceding one year, registration with ESIC & BOCW welfare board is mandatory if 10 or more labour is employed in any day in the preceding one year.
40. ESIC & EPF shall be reimbursed on actual basis on production of documentary evidence.
41. In case of any dis-obedience by the staff of the contractor with the occupants/ authorities/ engineer in charge and his authorized representatives, the contractor shall be responsible fully for such consequences and such staff shall be removed from the site immediately.
42. The contractor has to take over the site from JE-In-charge. After completion of work contractor has to hand over the site to JE in charge of site.
43. Any other minor addition / alternation in the existing installation shall be covered in the scope of the work and operation & maintenance of the same shall be included in scope of this agreement. Nothing extra will be paid on this account.
44. The contractor shall be responsible for the safety of the Electrical installations so long as the entire work i/c testing, fixing of all fittings and fixtures are completed and handed over back.
45. As the installations /equipment's are in running condition the installation shall be handed over on" as is where is basis" and nothing extra shall be paid toward pre- maintenance However, if any deficiencies are brought to notice of department while taking over of installations by the contractor ,for rectification of which some parts are required. The same shall be arranged by the department and provided to the contractor free of cost but shall be replaced by he contractor for which nothing extra shall be paid.
46. After the expiry of the contract, the firm shall have to hand over complete installation to the department in proper working order. All defect and deficiencies shall have to be rectified by the firm to the entire satisfaction of Engineer-in-charge failing which the work shall be got done at the risk and cost of the firm.
47. If any additional / alteration in the installed inventory is found / made after award of work then contractor shall be bound to maintain in the same within the quoted rates under same scope of work and term and conditions.
48. Contractor shall be bound to execute the deviations in the schedule quantities to the extent of 30% at the approved rates. Deviations in excess to this would be subject to written consent of both the parties.
49. Contractor shall be bound to execute such additional items which can be termed as logical, essential and necessary (even though not listed in schedule of work) for the effective execution of the work in totality, rates for such items of work shall be rationally analysed/derived and would be binding on the contractor.
50. If the behavior of the worker is not found satisfactory, the contractor has to change staff within 3 days, failing which, the Engineer-in-Charge has the power to cancel the contract, and the contractor shall have no claim of compensation
51. The contractor shall discuss with EE(E) or his authorized representative/visit the site before placing the supply order/delivery of materials at site as per actual requirement as the actual Quantity of materials required may deviate (+/-) from the quantity taken in the schedule of work/inventory of the agreement.
52. The quoted rates should be inclusive of all taxes etc. i.e. GST and nothing extra will be paid.
53. The contractor shall take all precaution for safety of the workmen. If any accident/mishap occurs, the department shall not be responsible for the same. Consequently any compensation payable shall be at the contractor cost.
54. Schedule for maintenance for internal EI, Sub-Station, HVAC, DG Set, Fire protection systems & Lifts shall be carried out as per latest CPWD maintenance manual (Book of schedule of maintenance).
55. The contractor has to maintain an inventory of electrical items or spares for day to day complaints at least 10% of required spares as shown in the schedule.
56. The contractor shall submit duty roster/duty chart as per satisfaction of Engineer-in-charge in duplicate within 1 week from the date of start and their after two days before the close of every month.
57. The shift timing can be changed as per the requirement at site and as per direction of Engineer-in-charge.
58. If there is any conflict/dispute or difference is found in the terms and condition / provisions between the terms and condition of General Part 'A' and terms and condition in Electrical part 'C' then stringent provision shall be taken & considered as final.
59. Watch and ward of all the installations shall be the responsibility of the contractor.
60. **The agency/contractor will arrange to get registered all the manpower/workers deployed against this work on Aadhaar Based Biometric Attendance portal within 7 days after start of work and all the deployed manpower/workers shall mark their attendance within 7 days after start of work through Aadhaar Based Biometric Attendance machine at that location of work or within 200-meter radius from the work place. Moreover, I/We shall install Aadhaar Based Biometric Attendance Machine setup with internet connection at Service Centres/Locations of work within 200-meter radius from the work place for marking attendance otherwise a recovery of Rs. 3, 000/- (Rupees Three Thousand) per day beyond 7 days shall be made for not get registered all the manpower/workers at Aadhaar Based Biometric Attendance portal and not start to mark Attendance on Aadhaar Based biometric Attendance machine. However, the biometric attendance machine installed by CPWD/Other clients/Other agencies within 200-meter radius from the work place may also be used to mark attendance on Aadhaar Based Biometric Attendance machine. Although the agency cannot make any excuse that his deployed manpower/workers are unable to mark their attendance on Aadhaar Based Biometric Attendance machine due to non-functioning of machine/no**

internet connection in the machine installed by CPWD/Other clients/Other agencies as the agency is own responsible to mark the attendance through Aadhaar Based Biometric machine with internet connection provided by him.

61. Aadhar based Biometric Attendance system alongwith internet connection for all deployed manpower/workers shall be provided, installed and maintained in good working condition by the contractor at his own cost at all the times (spare Aadhaar Based Biometric Attendance machine shall also be provided within the same day if any machine not working), for which nothing extra shall be paid. In & out, both timings attendance should be marked by every engaged staff in Aadhaar Based Biometric Attendance machine failing which it will be treated as absent. However, exemption may be given by concerned JE/AE/EE for not marking the attendance in Aadhaar Based Biometric Attendance system for any fault due to server failure or Covid situation which is beyond the control of agency/contractor for which necessary certificate from JE/AE shall be required. **No payment shall be made without record of Aadhar based Biometric Attendance system.**
62. Any urgency In Round the clock shift duty, staff of current shift will relive only when staff of next shift join duty. All engaged manpower should join duty and mark their attendance on Aadhaar Based Biometric Attendance machine on time failing which a recovery charge @ Rs. 50 for delay of every 30 minute per worker per day/shift or part thereof, after initial delay of 10 min will be imposed for every late attendance. Maximum permissible delay is 60 minutes (or as decided by Engineer-in-Charge) after which it will be treated absent and recovery rate shall be as per terms & condition of the agreement. Similarly for early departure from scheduled off time, recovery charge will be imposed @ Rs 50 for every 30 minute or part thereof per worker per day/shift.
63. The Contractor shall provide the services of a qualified wireman for the Substation three times as per week, as per the shift requirements and instructions of the Engineer-in-Charge. The wireman shall attend the Substation as and when required to ensure proper operation, inspection and maintenance of electrical installations.

Inventory as per physically available at site with JE & shall be handed over by the JE (E).

Sr. Draftsman (E) DED-302, CPWD, R K Puram New Delhi-66	Assistant Engineer(E) P DED-302, CPWD, R K Puram New Delhi-66	Executive Engineer (E) DED-302, CPWD, R K Puram New Delhi-66

ANNEXURE B

ADDRESSABLE FIRE ALARM SYSTEM, WET RISER & WATER SUPPLY PUMP SETS

A-1 Detail of Inventory Addressable Fire Alarm system

i.	Addressable Fire Alarm Panel with Battery	:	03 Nos.
ii.	Fire Detector	:	311 Nos.
iii.	Hooter	:	16 Nos.
iv.	Manual Call Box	:	16 Nos.

A-2 Detail of Inventory wet riser & water supply pump sets

S.No.	Description	Quantity
1.	50 HP Fire Pump Sets	2 Nos.
2.	5 HP Jockey Pump Sets (Their automatic control switches and control panel)	1 No.
3.	Distribution lines and sprinkles in the entire basement	272 Nos.
4.	5 HP Water Pump for Drinking Water along LT Panel	3 Nos.
5.	Mono Submersible Pump of 7.5 HP	1 No.
6.	3 HP Submersible Pump (Dewatering)	6 No.
7.	Fire Hydrant /FBC	19 Nos.

Note:-The Inventory given above is for just to have an idea of quantum of work. However this may differ from time to time due to upgradation / some addition & alteration as per client requirement. Hence, the agency shall be liable to do all the work as per scope of this tender as per actual quantity installed in the above quarters without any extra cost.

(A) Detail of Manpower Required.

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

i) Fire Alarm Technician /Fire operator / Firefighting / Pump Operator - 03 Nos.

(B) **Qualification of Deputed Manpower and recovery in case of absent**.

i) Fire Alarm Technician /Firefighting / Pump Operator:- Shall be well experience minimum 2 years and efficient for maintenance of Intelligent fire alarm system, PA System, & shall have Electrical license/ITI / competency trade certificate in electronic trade.

In case of any staff found absence from duty, the recovery will be made at the following rates from the contractor bill.

1. Fire Alarm Technician /Fire operator / Firefighting / Pump Operator - 2000 per day / shift.

1. Terms and condition of Fire Alarm System:-

The scope of work includes maintenance of addressable fire alarm system installed in Trikoot I, II & III.

The following activities are intended to be covered under this contract:

i. Operation and maintenance of installations of B.O.Q. as directed by the Engineer in charge or his authorized representatives.

ii. Performing the daily/weekly/monthly/quarterly/six monthly checks and taking remedial action for proper maintenance.

iii. Cleaning of all equipment's.

iv. Watch and ward of all the equipment's (Internal and external both).

v. Attending to day to day complaints and repairing of the installation i/c providing necessary spares for the fire alarm panels and exit sign boards within the quoted rates.

vi. **Conducting of fire drills**.
For making the users familiar with the system, Operation of the system shall be demonstrated so that all users are confident of the system and aware of their duties and responsibilities during fire.

vii. **Healthiness of system.**
The healthiness of the system in Automatic Mode shall be checked through weekly testing. During the weekly testing a block shall be taken up and all complete that position of, fire alarm system and public address system of the building shall be operated and checked.

viii. During the subsequent week different blocks/wings shall be selected so as to ensure that all the installation of the building is checked once in a months.

ix. The details of such weekly testing shall be conducted in presence of JE(E) and AE(E) in charge to the

extent feasible and shall be recorded in register along with date, timing and findings.

x. For watch and ward purpose, the firm may deploy staff as felt necessary and adequate.

xi. Spare parts & accessories of the installations (other than detailed in para 3.3 (below) if required, shall be made available to the firm by the department and the firm shall replace the same 'free of cost'.

xii. All dismantled material shall be deposited to the JE (E) in charge at his site store at Trikoot I, II, & III, Bhikaji Cama Place, New Delhi.

xiii. Remarks and observation regarding maintenance / malfunctioning of installations recorded in the log book / conveyed through message / letter shall be attended within 24 hrs. Failing which same shall be got rectified by the department at the risk and cost of the firm without entering into any correspondence and necessary recovery shall be made from the bill of the contractor.

2.0 Execution of Work

Department reserve the right to reject/accept the staff without assigning any reason.

2.1 Before starting the work, the contractor shall take over the inventory as detailed in Annexure "E-2" and any shortcomings noticed at the time of taking over shall be brought out specifically. Failing which it shall be presumed that the site has been taken over in perfect working order.

2.2 On completion of the work against the agreement the inventory shall be handed over as directed by Engineer-in-charge or is authorized representative. In case any short fall or damage to the installation is noticed, the contractor shall make good the same with same make equipment of as directed by Engineer-in-charge. Failing to do so, the recovery shall be affected from any payment due to the contractor. The decision of Engineer-in-charge shall be final and building.

2.3 The following consumable materials & tool items for maintaining the installations shall be arranged by the firm at their own cost and shall be kept ready at site in sufficient quantity under the scope of work for which nothing extra shall be paid.

i) Tool & plant required to operate, repair servicing and maintain the installations, like spanners, goti sets, screwdriver, crow bars, multimeter, vacuum cleaner and required T&P.

3.0 Compliance to rules, regulations and specifications.

3.1 The contractor shall take over the site as per inventory before starting the work and shall hand over the same on conclusion of the agreement.

3.2 The work shall be carried out as per CPWD General Specification for electrical works as amended. Wherever applicable, or as directed by Engineer-in-charge or his authorised representative.

3.3 The safety procedures as indicated in Appendix-E to the "General specification for Electrical Work (part-internal 1994)" shall be duly followed.

3.4 Strict compliance CPWD contractor's labour regulations, incorporated in **"CPWD General Conditions of Contract"** shall be ensured.

4.0 **Terms of execution of work.**

4.1 The contractor shall furnish Name & Contact Number of the person, who should be contacted during emergency.

4.2 All the cleaning material i.e. soap, duster etc. shall be arranged by the contractor at his own cost. If cleaning of installation is found unsatisfactory at any time, a recovery of Rs.200/- per occasion shall be made.

4.3 The department reserves the right to terminate the contract in full or part there of or can shift any worker at any other site, as required, without assigning any reason.

4.4 The contractor shall replace the staff, in the event of misconduct by him.

The contractor shall maintain "attendance register" in support of the attendance of staff and the same shall be got periodically checked from concerned JE (E) / AE (E). On termination of the contract this shall be the property of department

Weekly / Monthly / Six Monthly checks to be conducted for Fire Alarm System and Exit Sign Boards.

- **Weekly Checks**

i. Clean all control Panel, sounders, call boxes and exit sign boards.

ii. While cleaning each panel verify whether the fault indication lamp is ON. If it is ON, with or without alarm, investigate and rectify the fault.

iii. Check whether all panels' lamps are healthy by the "panel lamp test button".

iv. Check that the system operates under main failure condition, by switching of the main supply to the C&I panel and testing any zone for fault / fire condition from the zonal panel. Confirm also that the visual alarm comes up in the C&I panel. Restore the main supply after the test.

v. Log all the panel instruments in C&I panel.
vi. If lead acid batteries are used in system, check the electrolyte level specific gravity.

➢ **Monthly Checks**

i. Check all zonal, repeaters panel and C&I panels.
ii. Confirm the operation of each zonal panel and C&I panel.
iii. Through test button i/c audio / video indication and Check the talk back system from both ends and also PA system of C&I panels.
iv. Check that the air conditioning / ventilation blower are automatically switched off, when fire condition is simulated by the test button in zonal panel (if AC system is not interconnected in the fire alarm system get the interconnection with the consent of department).
v. Check the batteries condition, charger battery terminals. Replaced old grease with the fresh grease on the terminal of battery.

➢ **Six Monthly Check**

i. All fire detectors should be cleaned by proper suction device.
ii. Check the satisfactory operation of the system by an artificial fire in a bucket. Keep necessary extinguishers with you, before the test as abundant precaution.

2. Terms and condition of wet riser system and water supply pumps sets

1.1 The scope of work includes operation and maintenance of fire Fighting Equipment's installed in Trikoot I, II & III.

1.2 The following activities are intended to be covered under this contact.

a.) Operation and maintenance of installations as per B.O.Q. & as directed by the Engineer In charge or his authorized representative.

b.) Performing the daily/week/weekly/monthly/quarterly/six monthly/annually checks as detailed given below and taking remedial action for proper maintenance.

c.) Watch and ward of all the installations.

d.) Taking preventive measures to avoid complaints & break down.

e.) Conducting of fire drills.
For making the users familiar with the system, fire drill shall be carried out. Local fire service and nodal officers in charge of various parts of the building shall be involved in conducting fire drill. Operation of the system shall be demonstrated so that all users are confident of the system and aware of their duties and responsibilities during fire.

(f) Healthiness of system.
The healthiness of the system in Automatic Mode shall be checked through weekly testing. During the weekly testing a particular block shall be taken up and all internal hydrants and adjoining yard hydrants of the building shall be operated and checked, for automatic functioning of jockey and main electrical pump

(g) During the subsequent week different blocks shall be selected so as to ensure that all the internal hydrants and yard hydrants of a block are checked once in three months.

(h) The details of such weekly testing shall be conducted in presence of JE(E) and AE(E) in charge to the extent feasible and shall be recorded in register along with date, timing and finding.

2.0 Compliance to rules, regulations and specifications.

2.1 The contractor shall take over the site as per inventory before starting the work and shall hand over the same on conclusion of the agreement.

2.2 The work shall be carried out as per CPWD specification wherever applicable, or as directed by Engineer-in-charge or his authorized representative.

2.3 The safety procedures as indicated in Appendix-E to the "General specifications for Electrical Work Part – I' shall be duly followed.

2.4 Strict compliance CPWD contractor's labour regulations, incorporated in **"CPWD General Conditions of Contract"** shall be ensured.

3.0 Terms of execution of work.

a. All the cleaning material i.e. soap, duster etc. shall be arranged by the contractor at his own cost. If cleaning of installation is found unsatisfactory at any time, a recovery of Rs. 200.00 per occasion shall be made.

b. The department reserves the right to terminate the contractor in full or part there of or can shift any worker at any other site, as required, without assigning any reason.

c. The contractor shall replace the staff, in the event of misconduct by him.

d. The installation shall be handed over on, as is where is basis and nothing extra shall be paid toward pre-maintenance as the equipment's are in running condition.

e. After the expiry of the contract, the firm shall have to hand over complete installations to the department in proper working order. All defect and deficiencies shall have to be rectified by the firm to the entire satisfaction of Engineer-in-Charge failing which the work shall be got done at the risk and cost of the firm.

MAINTENANCE JOB INVOLVED IN FIRE FIGHTING FITTING AND SPRINKLERS

S.No.	Work involved
1.	**Siamese connections** Operational testing by arranging water from nearest available yard hydrants. External and internal cleaning of cabinet from all sides, i/c partitions cleaning the accessories fitted inside the cabinet checking the tightness of nuts bolts change of broken glass panes, locked close and locked open the sluice valve and closing off of Siamese cabinet. Polishing of gunmetal part.
2.	**Yard Hydrants** Fully lock open and closing of hydrant valve, applying grease inside the female coupling, polishing of gunmetal parts, replacement/adding the asbestos gland, if required checking the tightness of nuts bolts, cleaning inside and outside the hydrant box, vertical pipe, hydrant valve, replacement of broken, glass, repair and replacement of damaged lock. Testing and checking of pressure of water.
3.	**Sprinkler system alarm bell** To open the valve fully open. Test the bell, its nuts bolts, its tightness attending to leakage if any and close test valve of sprinkler alarm valve.
4.	**Sprinklers sluice valve** Cleaning the sluice valve. Fully closing the valve and then fully locked open the valve in its original position. Removing the lod gland packing and inserting new gland packing if required greasing, checking the tightness of nuts bolts gasket etc.
5.	**Internal Hydrant** Polishing of gun metal parts applying grease inside the female coupling, to open and close 2 Nos. head valves (landing valves) checking the tightness of nuts bolts, if found necessary to replace internal rubber seat gasket or flange insertion, clean the dirt and dust from valve.
6.	**Hose Reel** Unrolling, re-rolling of hose tube, to open and close the shut off nozzle, gate valve, tighting of different clamps, nuts bolts, cleaning of complete hose reel, polishing of nozzle applying grease outside adopter.
7.	**Branch pipe & Nozzle** Taking outside the branch pipe from shaft (enclosure) cleaning Branch pipe nozzle and re-fixing it in its place.
8.	**Canvass Hoses** Taking hose outside the cabinet/shaft unrolling of fire hose, dry it in sun shade dusting it with French chalks powder, polishing of an coupling, changing of spring 'O' ring where required of female and coupling, re-rolling and putting it back in to shaft/cabinet/position.
9.	**Cabinet and shaft** Cleaning of clear glasses, cleaning and dusting off the interior of shaft/cabinet complete as well as exteriors cleaning of the risers, removing the spiders web etc. & replacement of broken glasses.
10.	**Air Vessel** Cleaning of exterior of air vessel, draining out of accumulated water from air vessel, replacement of defective pressure gauge, maintenance, of small gate valve checking welded joint/leakage of air vessel and attending to the leakages by welding etc. as required.
11.	**Cut-off valves** Cleaning the sluice valve chamber, (where required) by way of removing the garbage, slit from inside the chamber. Fully closing the valve and then fully open it and lock it in its original position). Removing the old gland packing, greasing, checking the tightness of nuts bolts as required.
12.	**Sprinklers examination and cleaning.** Cleaning the dust and other foreign materials if any from overhead pipe line and sprinkler heads, applying polish as per requirement on sprinkler heads checking the pressure of pipe line.
13.	**None return valve** To check for the leakages and to replace the gasket as required.
14.	**Drain valve** Polishing to open and close it fully, checking of leakages etc.

PERIODICAL TESTING AND MAINTENANCE CHART

S. No.	System Component	Activity	Duration
1.	Water Tanks	(i) Level Check	Daily
		(ii) Cleaning	Once in a year
2.	Pumps	(i) Running	Daily
		(ii) Test flow	Annually
		(iii) Lubrication	Quarterly
3.	Engine	(i) Running	Daily
		(ii) Lubrication	Quarterly
		(iii) Battery	Weekly
		(iv) Fuel Tank	Daily
		(v) Servicing	As per engine manufacture recommendations.
4.	Motor	(i) Running	Daily
		(ii) Starter	Weekly
		(iii) Insulation Resistance	Once in a year
5.	Piping	(i) Pressure	Daily
		(ii) Flushing	One in a year
6.	Valves (Landing and Isolation)	(i) Operation	Monthly
7.	Control System	(i) Operation	Monthly
		(ii)Connection and system components	Quarterly
8.	Hose Reel and Hose Pipes	(i) Physical check	Monthly
		(ii) Operation check	Annually
9.	Fire Brigade Connections/Inlet	(i) Physical check	Monthly
		(ii) Operation check	Annually
10.	Instantaneous	(i) Physical check	Monthly
		(ii) Lubrication	Once in Six months

Operation and servicing of 11 KV Sub station

A. Detail of Inventory (TRIKOOT)

S. No.	Description of Items
1	2 x 500 KVA Transformer
2	HT Panel with OCB / VCB 3 Nos. 630 Amp Each: - a) Incoming OCB / VCB 11 KV 630 Amp - 1 No. b) Outgoing OCB / VCB 11 KV 630 Amps - 1 No. (O.G. Trikoot - I) c) Outgoing OCB / VCB 11 KV 630 Amps - 1 No. (O.G. Trikoot - IInd)
3	Battery charger - 1 No.
4	Main LT Panel with 2 Nos. ACB's 800 Amp each with Bus coupler 800 Amp.
5	EMG LT Panel with 5 No. MCCB's 400 Amp along with Bus coupler MCCB 400 Amp.
6	SDB Basement 12 Ways [4 Nos. Blank (spare)]
7	Capacitor Banks - 2 Nos. (105 KVAR each)
8	Lighting Panel Building - I - 1 No.
9	Lighting Panel P.B.-I E - 1 No.
10	Panel MCCB = 3 Nos. (for pump to draining water)
11	LT Main Panel T-II (Installed in Middle of Basement)
12	Capacitor Banks - 2 Nos. (115 KVAR each)

S. No.	Description of Items	Qty.	Remark / Location
1	Main LT Panel Incomer (i) CNCS 800 Amp ACB for TR-I i/c IDMT Relays. (ii) CNCS 800 Amp ACB - Bus Coupler (iii) CNCS 800 Amp ACB for TR-II (iv) IDMT Relays	 1 Set 1 Set 1 Set 2 Nos.	Trikoot - II, Basement Substation
2	Outgoing Transformer No. 1 (i) 400 Amp MCCB (EE Make) = 3 Nos. (ii) 200 Amp MCCB (EE Make) = 1 No. (iii) 125 Amp MCCB (C.G. Make) = 1 No. (iv) 100 Amp MCCB (EE Make) = 2 Nos.	 1 Set	
3	Transformer No. 2 Same as above	 1 Set	
4	Main Connecting Switch (Cubical Panel) with 400 Amps MCCB.	1 No.	
5	Changeover Cubical Panel between (East Block and Trikoot I & II)	1 Set	D.G.No.-2 Changeover switch in Trikoot-II, Basement.
6	Changeover Cubical Panel between (East Block and Trikoot I & II)	1 Set	D.G.No.-6 Changeover switch in Trikoot-II, Basement.

S. No.	Description of Items	Qty.	Remark / Location
1	OCB 11000 Volts 400 Amp. (HT) i/c IDMT & Meters	1 No.	Basement Trikoot - 3
2	Transformer 500 KVA - 667 Amp (LT)	1 No.	
3	Main LT Panel with ACB 800 Amp i/c MCS + IDMT & Meters. **OUT GOING** (i) 250 Amp = 6 Nos. (ii) ML- 4 connector = 3 Nos. (iii) 400 Amp = 3 Nos.	1 No.	
4	Emergency Panel with SFU - 400 Amp (Incomer) i/c Meter & selector switch (i) 250 Amp SFU = 3 Nos. (ii) 63 Amp SFU = 8 Nos. (iii) 100 Amp MCCB = 1 No.	1 No.	
9	Panel MCCB (For Drainage Pump Set)	1 No.	
10	Capacitor Bank 70 KVR	1 No.	Basement Trikoot -3
11	Computer Room Panel	1 No.	NIC Ist Floor (Passport)
12	Lift Machine Room Panel	2 Nos.	Machine Room on Building roof.
13	Changeover Cubical Panel along with 400 Amp MCCB for Main Supply & 2 Nos. 400 Amp MCCB One for D.G. Set incoming & IInd for D.G. to East Block.	1 Set	T-3, Basement
14	Busbar Cubical Panel	1 No.	T-3, Basement
15	Changeover Cubical Panel (between passport & sub-station) along with 400 Amp MCCB.	1 No.	T-3, Basement
16	AC Cubical Panel with 200 Amp Main MCCB & 4 No. 100 Amp O/G MCCB's.	1 Set	T-3, Basement

b) Detail of Inventory (EAST BLOCK)

1	HT Panel, 11 KV "Crompton Greaves" Make comprising of following:- Incoming VCB 630A/11KV = 1 No. Outgoing VCB 630A/11KV = 5 No.	1 Set	East Block Sub-Station HT Panel
2	750 KVA 11KV / 400 Volt, 3-ϕ, Transformer (Kirloskar Make)	1 No.	----do----
3	750 KVA 11KV / 400 Volt, 3-ϕ, Transformer (Emco Make)	1 No.	----do----
4	1000 KVA 11KV /400 Volt, 3-ϕ, Transformer (Kirloskar Make)	1 No.	----do----
5	750 KVA 11KV /400 Volt, 3-ϕ, Transformer (Mahindra Make)	1 No.	----do----
6	Compact type Sub-Station – 500 KVA	2 Nos.	East Block in front of Block-III
7	L.T.Panel comprising of Incoming Outgoing Feeder = 15 Nos. with set of relays and metering etc.	1 Set	East Block Sub-Station LT Panel
8	L.T.Panel comprising of Incoming ACB-1200A = 1 No. and Outgoing Feeder = 12 Nos. with set of relays and metering etc.	2 Set	----do----
9	L.T.Panel comprising of Incoming ACB-1600A = 1 No. and Outgoing Feeder following:- a) ACB – 1250A = 4 Nos. b) TPMCCB – 400A = 4 Nos. c) TPMCCB – 200A = 4 Nos. d) TPMCCB – 100A = 2 Nos.	1 Set	----do----
10	L.T.Panel comprising of Incoming ACB-2000A = 2 Nos. and Outgoing Feeder following:- a) ACB – 2000A (Bus coupler) = 1 No. b) TPMCCB – 630A = 1 No. c) TPMCCB – 400A = 5 Nos. d) TPMCCB – 250A = 4 Nos.	1 Set	----do----
11	LT Control Panels for Emergency Gen. Set – Supply	3 Nos.	----do----
12	Changeover Panels	6 Nos.	----do----
13	Changeover Panel for Income Tax with outgoing feeders = 4 Nos	1 No.	----do----
14	Capacitor Panel 250 KVAR	3 Nos.	----do----
15	Capacitor Panel 200 KVAR	1 No.	----do----
16	Servo Stabilizer 125 KVA	1 No.	DG Room, East Block-7

Note:- The Inventory given above is for just to have an idea of quantum of work. However this may differ from time to time due to upgradtion / some addition & alteration as per client requirement. Hence, the agency shall be liable to do all the work as per scope of this tender as per actual quantity installed in the above Building/quarters without any extra cost.

1.0 Scope of Work

The scope of work includes Operation and Running/Preventive maintenance of 11 KV Substation round the clock in three shifts on all days i/c Sunday and Holiday at Trikoot I, II and III at Bhikaji cama place and East Block, New Delhi

2.0 The following activities is intended to be covered under this contract:

a) Operation and maintenance of Transformer, HT Panel, LT Panel, AMF Panels, and Electrical Distribution Panels etc. as specified in B.O.Q. or as directed by the Engineer-in-charge or his authorized representatives.
b) Watch and ward of all the installations.
c) Taking preventive measures to avoid complaints.
d) Maintenance activities carried out as per schedule should be noted in the maintenance register. When test is carried out, the test result should be recorded.
e) Performing the daily / weekly / monthly / quarterly / six monthly / annually checks as detailed below and taking remedial action for proper maintenance.

S.No.	Activity	Periodicity
1	Read Instruments	Daily
2	Inspect equipment rooms and equipment's	Weekly
3	Check transformer Breather and oil	Monthly
4	Test insulation oil	Annually
5	Check Switchgear (HV & MV) and panels	Annually
6	Check Safety items and others	Annually
7	Inspect transfer internals (Oil filled transformers only) Installation	20 years after

3.0 GENERAL NOTES

1. Follow all safety procedures during maintenance activities [See IS Code No. 5216 (Pt. 1 & 2) 1982 or Appendix E to CPWD Specifications for EI Works (Pt. I – Internal 1994) for more details].
2. Only authorize persons should be permitted handle electrical equipment. Names keep of authorized person should be displayed in the main MV Panel room (Rule 3 of IE Rules). When maintenance activities are performed, another person should accompany the one carrying out the tasks.
3. ON LINE maintenance should not be undertaken in sub stations (However there is no bar to carry out dehydration of transformer ON). It must be ensured that supply lines concerned are isolated and proved isolated, considering also any likely back feeding.
   Caution boards should be displayed while so as to avoid accidental switching on.
4. Supplement this schedule with recommendations of manufacturers of the respective equipment's. Proper record of every maintenance activity must be kept as per this schedule of maintenance. Result of all tests must be also recorded therein. However, if there is any repair of replacement done, the same should be recorded in the in the History Book.
5. It is necessary that the JE (E) and AE (E) should have a thorough knowledge on the equipment and their operation, and the distribution system maintained by them. The correct schematic diagram of distribution should be displayed in MV panel rooms for the respective sections of distribution. Detailed literature on the equipment's panel wiring diagram and maintenance instructions or procedures etc. should be collected and kept at site.

4.0 SCHEDULE RELATED NOTES

1. Logging of Instruments.
   a) Instruments may be logged daily, only in attended sub-station. In case of unattended sub-stations, logging should be done every month or at shorter intervals as feasible. As far as possible logging may be done in peak loading time, so as to monitor the pattern of loading. Periods of power cuts and shut downs should be indicated in attached sub-stations.
   b) Logging is needed for voltage (HV / MV / Battery), current (HV / MV / Battery) power (MD), temperature (max) of oil, ambient temperature and pf (and frequency where frequency meter is already installed).
   c) Wherever facility of recording pf is not already provided. Arrange to get it installed early.
   d) If any panel instrument is defective, get it repaired early.
   e) Load on each outgoing feeder may be checked by chip on ammeter, once in 3 or 4 months, preferable during peak seasons, so that redistribution, if any needed among the feeders could be further examined and affected.

2. Cleaning/Checking of Equipment's etc.
   a) Clean up equipment rooms; remove cobwebs, birds' nests etc. if any. Check that the ventilators are clear exhaust fans and fans are operational. The approach to equipment rooms, and yards in outdoor installation should be clear.
   b) Wipe out dirt / dust from external surface of equipment's.
   'CAUTION': Never attempt to clean equipment's with exposed bare bushing, with supply ON Periodicity of cleaning such equipment may be increased to one a month or longer as felt on order, so as to avoid frequent switching operations.
   c) Observe if any abnormal noise, vibration, smells (usually due to overheating), excess temperature etc. if so, and investigate the reason immediately. Radiators of transformers, LT bus bas chambers, and LT SFU / FSUs and main LT Cables (near terminations) may be touched externally to feel any undue heating. Apart from smell, the shine of PVC may reduce due to local heating. Compound may expand and come out of cable boxes due to local heating in compound filled cable terminations (usually old installations).
   d) Look for oil leakage from Transformer radiator / body bushing / valves and attend.
   e) Check the trip battery, Top up as necessary with distilled water in lead Acid batteries. Check the specific gravity Examine the trend of the voltage reading from log book. Self the drop is considerable; the cause needs to be investigated. Clean the battery terminals if required and apply grease to avoid corrosion.

3. Breather and oil check:
   a) Silica gel is blue when dry. The transformer breathes due to varied over a period of time. When silica gel absorbs moisture while breathing in lower loads, it turns pinkish. When the breather content is over 50% pinkish, reactive the silica gel (till it turns blue again) by heating directly under the sun on

a metal surface, or over an electric heater (Caution: be careful, not to overheat). Check that air passage is clear in breather, when reactivating the silica gel.

b) Check the level of oil in conservator tank. Arrange to top up with dry, tested oil, if necessary. Do not over till beyond the upper limit level so as to allow expansion of oil when warm. Oil should not split into the breather.
Investigate the reason if the level changes too often.

c) Check the color in East Block I to X, R.K. Puram, New Delhi of oil. If it is dark the reason is investigated by testing the oil. Darkening may occur due to oxidation reactions of oil, accelerated by temperature and presence of contaminants. The result may be increasing in acid it fall is resistively and increase in Dielectric dissipation factor (tan delta) and ultimately formation of sludge. Dark brown color may also be due to presence of dissolved asphaltenses.

4. Test Insulating oil:

a) Insulating oil used in transformers and in OCB's IS 1966-1983 indicates the list of various test, giving reference to the relevant IS numbers for test procedures, some of which are extracted briefly as under.

S.No.	Test For	IS Code for Test	Permissible limit
i)	Electric Strength	IS 6792 – 1992	40 KV for 1 min (min)
ii)	Water Content	IS 335 – 1993	35 ppm. (max)
iii)	Neutralization Value (Total Acidity)	IS 1488 (P2) – 1967 IS 1866 – 1983 (Appendix B)	0.5 mg KOH/g of oil (max)*

Presence of moisture lowers the electric strength and resistively of oil and also accelerates deterioration of paper used as insulating material.
This is the maximum value. If the value exceeds 0.3 mg/g testing for acidity more frequently will be necessary.

b) Oil may be tested for sludge content (as per Appendix A to IS 1866 – 1983), if the oil colour is dark, or once in 2 years if otherwise.

c) Oil in OCB's and oil switches may get carbonaceous material due to arcing during switching. While annually the electric strength should be checked, this test is also needed if the breakers have operated under fault condition. Carbonaceous materials and moisture may produce tracking in phenolic / paper insulation materials.

5.0 **Annual checks of switchgear (HV and MV) and panels**.

a) The team "Switchgear' covers SFU / FSU's, MCCB's, CB's / OCB's in MV side and OCB's / VCB's / SF6 breakers oil switches (with or without fuses) isolators etc. on HV side. The purpose of this activity in the schedule is to examine the interiors of the panels and the switchgear so as to ensure that right fuses are in position, mechanical operations and smooth, bushings are not cracked / chipped, electrical contracts are in order and dirt if any is removed. You may need assistance from manufacturer / his authorized representative for some of the operations. The first step is therefore to isolate and were provide to get to 'service' position and in the case of withdrawable type items, to draw out from the panel.

b) Clean the interior thoroughly. Check the safety shutters (where provided) have closed properly.

c) Examine the moving isolating contracts for discoloration, pitting or sputtering. If so, examine the fixed contract as well as (you may need to manually open the safety shutters). This problem may arise due to bad alignment of contracts. Sometimes there may be discolored / hardened grease, this will require cleaning by suitable solvent and regreasing with approved type of grease.

d) Arcing contacts and main contacts should than be similarly examined. Do not use abrasive paper to clean the contracts, if there is any residue / pitting. Check the architects to be intact, clean and without any obstructions.

e) Mechanically linkages should be lubricated, wherever required. Test for free movements of all operations. In the case of electrically operated breakers, megger test the motor / solenoid and check for their free movement. Lubricate as necessary.
In the cases of outdoor gang operated switch, free operation of the switch (and proper alignment of all the 3 phases) should be checked.

f) Check the HRC Fuses are in position and the safety interlock (with the front cover) is operational.

g) Connections at bus bars, bus duct and switch gear (including control wiring) should be checked. Tighten as required. Clean the supports look for any possibilities of tracking on surface.

h) Relays should be tested and setting checked. Relay coil insulation should be checked with LT megger.
i) Plug opening / hole (if any) in switchboards, effectively.
j) Megger test the panel and check the interior to be free from any foreign matter (like cotton waste / flint, dislodged nuts / washers / cut tapes etc.) before energizing again.
k) Paint the outdoor steel structure, where provided.
l) Oil may be tested for sludge content (as per Appendix A to IS 1866 – 1983), if the oil colour is dark, or once in 2 years if otherwise.

6.0 Check of safety items & others

a) Check all safety items (insulating mat, caution boards, danger boards, firth aid kit, fire protection items, Resuscitator (Where provided), first aid chart etc. Check also whether telephone numbers of officers, supply agency (license), fire brigade and hospital and displayed on the painted board in MV panel room.
b) Check that the correct schematic diagram of distribution is displayed in MV panel room.
c) Test the earth resistance of each electrode. Preferably during summer; and also the integrity of earth connections.
d) Check the trip battery performance from log book readings and charging system for satisfactory condition. Batteries (Even maintenance free batteries) may need to be replaced in 3 or 4 years depending on their use. Get expert advice from manufacturer before deciding on replacement.
e) Check the condition of spare items; if any, kept in store.
f) Where the sub-station building is single stories, inspect the roof and roof drain before monsoon, so as to avoid water stagnation.
g) Check the cables ducts to be free from extraneous items (rubbish / water) and that duct covers are intact.
h) The period of 20 years is a nominal figure. This may be modified suitably in individual cases, going by the various observations on oil, the test results, loading and transformer behavior.

4. Department reserve the right to reject / accept the staff without assigning any reason.

5. After receipt if confirmation of their suitability for the job he shall deploy them on duty.

6. All employee deployment by the contractor is bound to comply all rules and regulations of the department.

7. The following consumable materials & tool items for maintaining the Sub-Station set shall be arranged by the firm at their own cost and shall keep ready at site in sufficient quantity under the scope of work for which nothing extra shall be paid.
   a) Battery acid, distilled water, battery thimbles clamp, grease, connectors, testing lamps, PVC insulation tapes, old dhoti, duster, vim, brooms, C.T.C cleaning detergent, torch, cells, tester, panel knobs, welding rod, petroleum jelly, log book and lib oil for topping up etc.
   b) Tool &plant required to operate, repair servicing and maintain the Sub-Station like spanners, goti sets, screwdriver, crow bars, megger, multimeter, blower crimping tool, torch hand lamp bucket, container, table, chair, almirah& other unforeseen T &P.

8. Spare parts & accessories of Sub-Station and panels (which are not included for supply under the firm's scope of work) required for replacement if made available to the firm by the department material shall be deposited to the JE (E) in charge store.

9. Remarks and observations regarding maintenance / malfunctioning of sub-station panels and accessories recorded in the log book / conveyed through message / letter shall be complete within Sundays failing which same shall be got rectified by the department at the risk and cost of the firm without entering in to any correspondence and necessary recovery shall be made from the bill of the contractor.

10. The installation shall be handed over on, as is where is basis and nothing extra shall be paid toward pre-maintenance as the equipment's are in running condition. However, in case parts are required, the same shall be arranged by the department free of cost but shall be replaced by the contractor for which nothing extra shall be paid.

11. After the expiry of the contract, the firm shall have to hand over complete installation to the department

in proper working order. All defect and deficiencies shall have to be rectified by the firm to the entire satisfaction of Engineer-in-charge failing which the work shall be got done at the risk and cost of the firm.

12. Preventive maintenance of Transformer, HT Panel, LT Panel, AMF Panels, and Electrical Distribution Panels etc. as specified in B.O.Q. or as directed by the Engineer-in-charge or his authorized representatives.
    i. Follow all safety procedures during maintenance activities [See IS Code No. 5216 (Pt. 1 & 2) 1982 or Appendix E to CPWD Specifications for EI Works (Pt. I – Internal 1994) for more details].
    ii. Only authorize persons should be permitted handle electrical equipment. Names keep of authorized person should be displayed in the main MV Panel room (Rule 3 of IE Rules). When maintenance activities are performed, another person should accompany the one carrying out the tasks.
    iii. ON LINE maintenance should not be undertaken in sub stations (However there is no bar to carry out dehydration of transformer ON). It must be ensured that supply lines concerned are isolated and proved isolated, considering also any likely back feeding. Caution boards should be displayed while so as to avoid accidental switching on.
    iv. Supplement this schedule with recommendations of manufacturers of the respective equipment's. Proper record of every maintenance activity must be kept as per this schedule of maintenance. Result of all tests must be also recorded therein. However, if there is any repair of replacement done, the same should be recorded in the in the History Book.
    v. It is necessary that the JE (E) and AE (E) should have a thorough knowledge on the equipment and their operation, and the distribution system maintained by them. The correct schematic diagram of distribution should be displayed in MV panel rooms for the respective sections of distribution. Detailed literature on the equipment's panel wiring diagram and maintenance instructions or procedures etc. should be collected and kept at site.

Note:- Failure to do above daily / monthly / quarterly / six monthly / Yearly checks shall attract a recovery as per decision of Engineer-In-charge & decision of Engineer-in-charge shall be final & binding to agency

Sr. Draftsman DED-302, CPWD, R K Puram New Delhi-66	Assistant Engineer(E) P DED-302, CPWD, R K Puram New Delhi-66	Executive Engineer (E) DED-302, CPWD, R K Puram New Delhi-66

Sub-Head (D) -Internal & External Electrical installation

INTERNAL & EXTERNAL ELECTRICAL INSTALLATION

A. Detail of Inventory:

All the internal Electrical inventory such as light fittings, Switch boards, DB's, Fan, Regulators, LT Panels, Sub Main wiring, Circuit wiring, Point wiring, Compound light, street lights, cables and AC's etc.

B. Detail of Manpower Required.

Trikoot for Sub Head – C of Part-I

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

i) Wireman - 02 Nos.
ii) Khallasi - 01 No.
iii) Khallasi - 01 No.

(NOTE:- Khallasi shall be used for all E&M Services such as EI, Sub Station, Fire Alarm, firefighting and Drinking water Pump set etc. as per requirement of work)

East Block 1 to 10. for Sub Head – C of Part-II

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

i) Wireman-02 Nos.
ii) Khallasi - 02 Nos.

(C) **Qualification of Deputed Manpower and recovery in case of absent**.

i) Wireman:- Academic Qualification:- Wireman should have passed ITI in relevant trade or shall have valid electrical license from competent authority with minimum 3 year experience in similar work.

ii) Khallasi:-
Academic Qualification:- Physically strong/Mentally fit, minimum 5th Pass.

In case of any staff found absence from duty, the recovery will be made at the following rates from the contractor bill.

1. Wireman :- 2048 per day / shift.
2. Khallasi – 1680/- per day/ shift.

Terms and Conditions and Scope of Work

1. The scope of work includes maintenance of all Internal & External electrical installation comprising of EI and fans installed in Trikoot Block-I, II & III, Bhikaji cama place & East Block 1 to 10, New Delhi.
2. Preventive maintenance:

A) The voltage supply, total load current and PF should be noted in log book every day preferably during peak loading time of the day.

B) Inspection of Distribution Board/Switch Board: **By every six (06) Months** or as and when directed by Engineer-in-charge. During inspection, it must be ensured that:

3. There is no sign of heating up, burning smell, decolouration or sparking at any of the boards and Rising Mains.
4. The shaft/spaces for electrical services are not misused, for storage or for dumping rubbish.
5. The spaces in front of DB's are free.
6. Insulation test to be carried out annually and recording the test results. The test should be carried out during monsoon season as per clause 16.2 of CPWD General Specification for electrical works-Part 1 (internal)-2023 or latest amended.
7. Earth continuity test and Earth electrode resistance test to be carried out annually. The test should be carried out during summer season as per clause 16.4 & 16.5 of CPWD General Specification for electrical works-Part 1 (internal)-2023 or latest amended and recording the test results.
8. Each preventive maintenance activity as described above shall have to be carried out strictly as per schedule and should be noted in the maintenance register. The test results should be recorded with

appropriate identification references & put up to JE (E)/AE (E)/AEE (E) for their appraisal and necessary direction thereof.

9. Day to day Maintenance:
   i) Attending& rectifying day-to-day complaints/faults.
   ii) All the complaints and related activities are to be recorded in **maintenance register** along with **worker's dairy**.
   (iii)All electrical points, fans, luminaries, circuit wiring, sub main wiring, MV panels, switch gears are ensured to be functional.
   (iv)In the event of replacement of any electrical items, the firm/agency shall utilize such materials of same make as existing at site or the makes indicated in acceptable make list.
   (v) Attend day to day complaints and street light, boundary light, complaints

10. Compliance to rules, regulations and specifications.

11. The contractor shall take over the site as per inventory before starting the work and shall hand over the same on conclusion of the agreement.

12. The work shall be carried out as per CPWD specification wherever applicable, or as directed by Engineer-in-charge or his authorized representative.

13. Strict compliance of the clauses 19, 19B and CPWD contractor's labour regulations incorporated in "CPWD General Conditions of Contract" shall be ensured.

14. The contractor shall furnish Name & Contact Number of the person, who should be contacted during emergency

15. The installation will be handed over to the contractor as and where is basis, some of the installation is not functional, the contractor are advised to visit the site before quoting the rates. Contractor will have to receive inventory as it is and it is the responsibility of agency to make it functional, nothing extra shall be paid on account.

16. The scope of work includes attending day-to-day complaints, repairs/maintenance of all electrical installation & fittings provided , rectifying defect and making functional.

17. While cleaning fittings and fans, the fixing/suspending arrangements should also be checked and attended to as necessary. Care should be taken that the alignment is not disturbed.

18. The contractor shall maintain complaint register etc. as required for work and service centre. And if the complaints shall be registered through CPWD Sewa Centre. The agency shall arrange to assign those complaints to deploy staff for attending it and thereafter updating the Sewa Portal after successfully executing it. Accordingly, the agency shall also provide computer system along with its peripherals and appropriate bandwidth internet connection at site either independently or one for composite work.

19. The contractor shall take immediate action to attend any complaint assigned to him through CPWD online Sewa / site order book/verbal instruction from JE / AE / EE or on telephones through CPWD SEWA from occupants. In all cases attend the complaints in the specified duration as mentioned below: -

    a) Urgent nature complaint such as electricity not being available due to any Fault shall be attended within 2 hour, otherwise a recovery of Rs. 200/- per complaint shall be made from the contractor's bill
    b) Emergent nature complaint such as leakage of current / fire hazard due to short circuit shall be attended within 1 hour, otherwise a recovery of Rs. 1,000/- per complaint shall be made from the contractor's bill
    c) Minor complaints will be attended within 24 hours, otherwise a recovery of Rs. 200/- per complaint per day shall be made for more than 24 hours
    d) Major complaints will be attended within 7 days or as decided by Engineer-in-charge, otherwise a recovery of Rs. 500/- per complaint beyond 7 days shall be made from the contractor's bill

20. Satisfactory level as determined by the feedback taken from allotees through CPWD Sewa shall be more than 90 % otherwise recovery @ Rs. 5000/- per month per service center shall be made from the contractor bill. Similarly Benchmark percentage i.e. Yellow + Green colour of attended complaints as determined through CPWD Sewa shall be more than 90%, otherwise recovery of @ Rs. 5000/- per month per service center shall be made from the contractor bill.

21. The contractor shall responsible or cleaning all Electrical fitting, panel, Db's Switch Room etc under scope of work once in a month otherwise a recovery of Rs. 5000/- per month shall be made from the contractors bill.

22. The service required maintenance work has to be arranged by the contractor well in advance and quantity required shall be worked out based on the total no of points/ fittings/fixtures etc. No excuse shall be entertain due to shortage in spares. The consumable like grease, cotton waste / cleaning cloth, indication lamps, insulation tapes etc shall be provided by the contractor without any extra cost.

23. The scope of work includes day to day operations and maintenance of electrical installations, external electrical works like Street lights, compound lights, bollard lights & its LT panels etc.

24. Whenever required proper UG Cable joint shall be provided (In any case temporary / Loop joint is not allowed).

25. The sundry materials like insulation tape, greasing / oiling of ceiling / exhaust fan, screws, nut & bolts, detergent for cleaning, dhoti, cotton waste, split pin, quarter pin etc. are to be arranged by the contractor for which nothing extra will be paid.

26. The contractor has to maintain a complaint register for login of complaints and action taken report on daily basic.

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OPERATION OF LIFTS

A. Detail of Inventory

East Block 1 to 10

Sr No.	Location	Lifts Make	status	Lift ID No.	Year of installation	Remarks
1	East Block-1	Johnson Pvt Ltd	G+2	L-L5131	2019	
2	East Block-1	Johnson Pvt Ltd	G+3	L-L5140	2019	
3	East Block-2	Johnson Pvt Ltd	G+2	L-L5132	2019	
4	East Block-2	Johnson Pvt Ltd	G+3	L-L5141	2019	
5	East Block-3	Johnson Pvt Ltd	G+2	L-L5133	2019	
6	East Block-3	Johnson Pvt Ltd	G+3	L-L5142	2019	
7	East Block-4	Johnson Pvt Ltd	G+2	L-L5134	2019	
8	East Block-4	Johnson Pvt Ltd	G+3	L-L5143	2019	
9	East Block-6	Johnson Pvt Ltd	G+2	L-L5135	2019	
10	East Block-6	Johnson Pvt Ltd	G+3	L-L5144	2019	
11	East Block-7	Johnson Pvt Ltd	G+2	L-L5136	2019	
12	East Block-7	Johnson Pvt Ltd	G+3	L-L5145	2019	
13	East Block-9	Johnson Pvt Ltd	G+2	L-L5138	2019	
14	East Block-9	Johnson Pvt Ltd	G+3	L-L5147	2019	
15	East Block-10	Johnson Pvt Ltd	G+2	L-L5139	2019	

B. Detail of Manpower Required.

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

East Block 1 to 10

i) Lift Operator: 4 No.

(C) **Qualification of Deputed Manpower and recovery in case of absent**.

Lift operator:- Lift Operator shall have valid electrical license from competent authority or ITI in relevant trade / 10th pass with minimum 3 years working experience and must be conversant with the safety devices relating to lifts. The candidates will be subject to a trade test to judge their ability to:-

(i) Drive the lift up and down the full course and stop at any required floor.
(ii) Operate the emergency switch.
(iii) Operate the alarm bell.
(iv) Operate the lift switches.

(a) Lift operator must be conversant with the safety devices relating to lifts. The candidates will be subject to a trade test to judge their ability to:-

(i) Should have worked as a lift operator for period of two year.

In case of any staff found absence from duty, the recovery will be made at the following rates from the contractor bill.

1. Lift Operator:- 2048 per day / shift.

1. The Scope of work includes operation of 15 Nos. lifts at East Block, New Delhi.

2. The following activities are intended to be covered under this contract: Operation of lifts as specified in BOQ, or as directed by the Engineer-in-Charge or his authorized representatives.
   a) Supply and Maintenance of log book for each lift.
   b) Switching of the lights of break down lift from lift machine room and placement of OUT OF ORDER board/placed at the entrance of lift.
   c) Lodging of break down complaint (telephonically) with the lift comprehensive maintenance agency and recording the complaint No. and time of complaint in the log book.

d) Recording of time of repair of break down lift and getting the certificate from the Mechanic/Engineer of company that the lift is fit for operation.
e) Daily cleaning of lift car, lift facia and machine rooms.
f) Upkeepment of locks and keys of lift machine rooms, keys of lift landing doors.
g) Restricting the transportation of inflammable materials like gas cylinders etc. in the lift.

3. Performing the following daily checks on each lift:- Operation of lifts as specified in BOQ, or as directed by the Engineer-in-Charge or his authorized representatives.
   a) Landing locks — (i) Movement of car with gate open. (ii) Try to open the gate when car is not landing.
   b) Car gate switch — (i) Movement of car with gate open. (ii) Open the gate while car is moving.
   c) Door operation safety — Functioning of emergency stop button, call bell, car lights, (On automatic Door) landing lights and landing call buttons.
4. The contractor shall take over the site as per inventory before starting the work and shall hand over the same on conclusion of the agreement.
5. The work shall be carried out as per CPWD specification wherever applicable, or as directed by Engineer-in-charge or his authorized representative.
6. Terms of execution of work
7. All the cleaning material i.e. soap, duster etc. shall be arranged by the contractor at his own cost. If cleaning of installation is found unsatisfactory at any time, a recovery of Rs. 300/- per occasion shall be made
8. No T &P shall be issued to the contractor.
9. The department reserves the right to terminate the contract in full or part there of or can shift any worker at any other site, as required, without assigning any reason.
10. The contractor shall replace the staff, in the event of misconduct by him.

Note:- Failure to do above daily / monthly / quarterly / six monthly / Yearly checks shall attract a recovery as per decision of Engineer-In-charge & decision of Engineer-in-charge shall be final & binding to agency

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RO SYSTEM AND WATER COOLER

C. Detail of Inventory

Sr No.	Location	RO UNIT & WATER COOLER
1	East Block-1/L-2	1
2	East Block-3/L-6	1
3	East Block Substation	1
4	East Block Enquiry	1
5	Trikoot basement	1

Note:-The Inventory given above is for just to have an idea of quantum of work. However this may differ from time to time due to upgradation / some addition & alteration as per client requirement. Hence, the agency shall be liable to do all the work as per scope of this tender as per actual quantity installed in the above Building / quarters without any extra cost.

1. The contractor has to maintain a complaint register for login of complaints and action taken report on daily basic.
2. For running maintenance of Ultra care Make R.O Unit & Water cooler-The agency shall attend the complaint and remove all defects within 24 hrs. Otherwise recovery @ 1000/- per day Per RO System & Cooler beyond 24 hrs. Shall be made from the contractor bill.
3. Servicing of Cooler and RO System shall have to be done once in three month. In addition to it, servicing may be carried out in between, if required.
4. Day to day Maintenance of RO & Water coolers or as directed by the Engineer-in-charge or his authorized representative.
5. Preventive maintenance such as cleaning of filters twice a month or as required etc.
6. Replacement of all spares of RO & Water Cooler and expenditure incurred on above shall be completely borne by the agency.
7. Gas charging is to be done with suitable refrigerant in water cooler i.e. R-22/32/134A etc. including testing with nitrogen, checking of leakage etc. The expenditure incurred on above shall be completely borne by the agency.
8. Any shifting of existing RO System and Water cooler including dismantling the same and re-fixing including making suitable arrangement etc. as reqd. The expenditure incurred on above shall be completely borne by the agency.
9. The contractor shall maintain the required quantity of material of 10% inventory at site as and when required for AC works as per the direction of Engineer-in-charge.
10. The contractors have to use the genuine spares of make and brand of RO system and Water cooler units as per site or as per approval of engineer–in-charge.
11. In case if it is necessary to replace the electrical items, the contractor shall utilize such material of same make as existing at site or the makes indicated in acceptable make list as below-

S.No.	Description of Items	Make
1	Membranes 75 GPD TFC, Pump 48 volts, Adapter, Pollopropelline yarn pre-filter, CTO, Solenoide valve	As per Make of RO System

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ANTI-SMOG GUN AND EV CHARGER

A. Detail of Inventory

1. Inventory /details of Equipment and manpower.

S.No.	Description	Qty	Location
(i)	Anti-smog Gun	1 No.	East Block 1
(ii)	Anti-smog Gun	1No.	East Block 7
(iii)	E V Charger	1No.	Near East Block 1
(iv)	E V Charger	1No.	Near East Block 4 / JE Enquiry
(v)	E V Charger	1No.	In Trikoot Building back side parking

B. Detail of Manpower Required.

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

i) Wireman / Operator - 01 Nos.

Qualification of Deputed Manpower :-

a) Operator :- Operator shall have valid electrical license from competent authority or ITI in relevant trade or 10th pass with minimum 3 years working experience of Electrical work and must be conversant with the safety devices relating to electrical machineries.

2. In case of absence of clerical staff provided by the agency then Rs. 2000/- per day for each person shall be made from bill.
3. The contract may be closed at any time during currency of contract without assigning any reason.
4. The following activities are intended to be covered under this contract: Operation of Anti Somg-Gun and EV Charger as specified in BOQ, or as directed by the Engineer-in-Charge or his authorized representatives.
5. Supply and Maintenance of log book for each Anti-Smog Gun.
6. Lodging of break down complaint (telephonically) and recording the complaint No. and time of complaint in the log book.
7. Daily cleaning of Anti-Smog Guns.
8. Compliance to rules, regulations and specifications.
9. The contractor shall take over the site as per inventory before starting the work and shall hand over the same on conclusion of the agreement.
10. The work shall be carried out as per CPWD specification wherever applicable, or as directed by Engineer-in-charge or his authorized representative. Terms of execution of work.
11. All the cleaning material i.e. soap, duster etc. shall be arranged by the contractor at his own cost. If cleaning of installation is found unsatisfactory at any time, a recovery of Rs. 300/- per occasion shall be made.
12. The contractor shall replace the staff, in the event of misconduct by him.

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SCHEDULE OF WORK

Name of Work:- **1) Running and Maintenance of various E & M services at Trikoot Block-I, II & III, Bhikaji cama place, New Delhi (SH : Operation & Running maintenance of 11 KV Substation, wet riser & water supply pump sets, Addressable Fire Alarm system, Internal & External Electrical installation, Lifts) (2) Running and Maintenance of Various E&M Services at East Block I to X, R.K. Puram, New Delhi. (SH : Operation of 15 Nos. Passenger Lifts, Operation and Servicing of various equipment of 11 KV Substation, Internal & External Electrical installation)**

S. No.	Description of item of work	Qty		Rate	Unit	Amount
	PART - I (TRIKOOT-I, II & III)					
Sub-Head (A) - Operation and servicing of 11 KV Substation and Addressable Fire Alarm system, wet riser & water supply pump sets.						
1	Operation and Running/Preventive/Routine maintenance of 11 KV Substation and Fire alarm system (intelligent addressable type) (Edward make), wet riser and water supply pump sets including all related equipment's for round the clock in Three shifts on all days i/c Sunday and Holiday at Trikoot I,II and III at Bhikaji cama place ,New Delhi by providing following experienced/trained/ qualified minimum staff for operation i/c attending the routine maintenance and routine faults (Details of equipment's, Manpower, Qualification of manpower, recovery in case of absent of manpower & terms & Condition and special terms and conditions attached.					
(i)	11 KV HT Panel (Trikoot- I & II)comprising of following:-					
	Incoming OCB 630A/11KV = 1 No.					
	Outgoing OCB 630A/11KV = 2 No.					
(ii)	500 KVA 11KV / 400 Volt, 3-ϕ, Dry Type Transformer -2 nos.					
a	E & M operator cum wireman -3 Nos. (1 No each For round the clock operation in 8 Hours Shifts)	12	Months	127681	Per Month	1532172.00
2	Servicing of draw out type 11 KV /630 A, 3 phase VCB/OCB from the HT panel complete, cleaning & testing of wiring system, replacement of minor spare parts as spring, nuts bolts & washer, setting right the mechanism and reassembling, testing and commissioning etc. as reqd.	1	Job	5472	each	5472.00
3	Overhauling and Servicing of 3 phase, 415 Volt, LT air circuit breaker draw out type 800/1000 /1250/1600/2000 Amp, complete with cleaning of male and female contacts, arc chute, tightening of connection lubricating of moving parts, checking & testing of wiring system, replacement of minor spare parts such as spring, nuts bolts & washer, setting right the mechanism and reassembling, testing & commissioning etc. as reqd.	6	Job	4105	each	24630.00
4	Complete calibration, testing of over load & Earth fault relay, cleaning, Checking of wiring system , calibration with secondary injection test kit, setting of tripping according to the load complete with testing and commissioning as reqd.	1	Job	2053	each	2053.00
		TOTAL SUB HEAD - A				1564327.00
Sub-Head (B) -Internal & External Electrical installation						
1	Day to day maintenance of Internal & External Electrical installation installed at Trikoot I,II & III at Bhikaji cama place, New Delhi by providing following experienced/trained/ qualified minimum staff for operation i/c attending the routine maintenance and routine faults (Details of equipment's, Manpower, Qualification of manpower, recovery in case of absent of manpower & Terms & Condition and special terms and conditions attached					
a	Wireman-2 Nos. (In two shits 6.00 AM to 2.00 PM & 2.00 PM to 10 PM) on all days excluding Sunday and Holiday					

b	Khallasi-1 Nos. (In general Shift) on all days excluding Sunday and Holiday					
c	Khallasi-1 No. (From 10.00 PM to 6.00 AM) on all days including Saturday, Sunday and Holiday)	12	Months	137719	Per Month	1652628.00
	(NOTE:- Khallasi shall be used for all E&M Services such as EI, Sub Station, Fire Alarm, firefighting and Drinking water Pump set etc. as per requirement of work)					
	TOTAL SUB HEAD - B	**TOTAL SUB HEAD - B**				1652628.00
Abstract of Cost of Part - I ((TRIKOOT-I, II & III)						
2	**Sub-Head (A) - Operation and servicing of 11 KV Substation and Addressable Fire Alarm system, wet riser & water supply pump sets**					**1564327.00**
3	**Sub-Head (B) -Internal & External Electrical installation**					**1652628.00**
	TOTAL OF PART I					**3216955.00**
PART - II (East Block 1 to 10)						
Sub-Head (A) - Servicing of various equipment's of 11 KV Sub station						
1	Servicing of draw out type 11 KV /630 A, 3 phase VCB/OCB from the HT panel complete, cleaning & testing of wiring system, replacement of minor spare parts as spring , nuts bolts & washer, setting right the mechanism and reassembling , testing and commissioning etc. as reqd.	10	job	5472	each	54720.00
2	Overhauling and Servicing of 3 phase, 415 Volt, LT air circuit breaker draw out type 800/1000 /1250/1600/2000 Amp, complete with cleaning of male and female contacts, arc chute, tightening of connection lubricating of moving parts, checking & testing of wiring system, replacement of minor spare parts such as spring, nuts bolts & washer, setting right the mechanism and reassembling, testing & commissioning etc. as reqd.	20	job	4105	each	82100.00
3	Complete calibration, testing of over load & Earth fault relay, cleaning, Checking of wiring system ,calibration with secondary injection test kit, setting of tripping according to the load complete with testing and commissioning as reqd.	10	job	2053	each	20530.00
4	Dehydration and filtration of transformer oil up to 50 KV, BDV including testing, commissioning etc. as required.	2000	ltr.	9	per ltr.	18000.00
5	Supplying and filling of Transformer oil up to the required level of transformer including testing, commissioning etc. as required.	200	ltr.	160	per ltr.	32000.00
6	Replacement of silica gel for the breather of the transformer.	4	job	1255	each	5020.00
7	Supply and replacement of LED Indicating light, 220 volt ac, 50 Hz, i/c required wiring including testing, commissioning etc. as required.	5	nos.	194	each	970.00
8	Supply and replacement of Digital Volt/ Ampere meter of Size 96 * 96 SQ MM , 440 volt ac, 50 Hz, i/c required wiring including testing, commissioning etc. as required.	5	nos.	1654	each	8270.00
9	Providing and deploying one qualified and experienced wireman along with one khallasi for operation, routine maintenance and attending day-to-day electrical complaints of the 11 KV substations installed at East Block, as per the requirement and directions of the Engineer-in-Charge.					
(i)	11 KV HT Panel (East Block)comprising of following:-					
	Incoming OCB 630A/11KV = 1 No.					
(ii)	Outgoing OCB 630A/11KV = 4 No.					
	750 KVA 11KV / 400 Volt, 3-ϕ, Oil Type Transformer -2 nos.					
	1000 KVA 11KV / 400 Volt, 3-ϕ, Oil Type Transformer -1 nos.					
	1250 KVA 11KV / 400 Volt, 3-ϕ, Dry Type Transformer -1 nos.					
a	Wireman-1 No. (Three Days per week as per requirement in different Shifts)	12	Months	30964	Per Month	371568.00
b	Khallasi- 1 No.					
	Total sub-head A					**593178.00**

Sub-Head (B) - Operation of 15 Nos. Passenger Lifts						
1	Operation of 15 Nos. Passenger Lifts (G +2) /(G +3) (Johnson Make) on all working days of week (9 am to 5 pm) excluding Sunday and holiday at East Block I to X as per Terms & Condition and special terms and conditions attached.	4 nos. for 12 months		36468	Per operator per month	1750464.00
a	Lift operator-4 nos.(for 15 nos. lift)					
2	Operation of Passenger Lifts (G +2) /(G +3) (Johnson Make) on all working days of week **(Before 9 am and After 5 pm)** excluding Sunday and holiday at East Block I to X as per terms & conditions attached as per Annexure	900	Hours	162	per hour	145800.00
	Total sub-head B					**1896264.00**
Sub-Head (C) - Internal & External Electrical installation						
1	Day to day maintenance of Internal & External Electrical installation round the clock in three shifts on all days excluding Sunday and Holiday installed in CPWD & other various offices at East Block I to X, R.K. Puram, New Delhi by providing following experienced/trained/ qualified minimum staff for operation i/c attending the routine maintenance and routine faults (Details of equipment's, Manpower, Qualification of manpower, recovery in case of absent of manpower & Terms & Condition and special terms and conditions attached.					
a	Wireman-2 Nos. (6 am to 2 pm & 2 pm to 10 pm)					
b	Khallasi-2 Nos. (9.30 am to 6 pm)	12	Months	132413	Per Month	1588956.00
	Total sub-head C					**1588956.00**
	Sub-Head (D) - Operation of Electric vehicle charger & Anti-Smog Gun Machine					
1	Providing Services of 1 Nos wireman cum operator for operation/General upkeep of 2 Nos Anti-Smog Guns & 3 Nos Electric Vehicle Charger located at Various location at East Block and Trikoot Buildings on all working days timing: 09:00AM to 05:00PM Excluding Sunday and holiday etc. (Details of equipment's, Manpower, Qualification of manpower, recovery in case of absent of manpower & Terms & Condition and special terms and conditions attached.)	6	Month	36468	Each	218808.00
	Total sub-head D					**218808.00**
	Sub-Head (E) - Comprehensive maintenance of Ultra care Make R.O Unit & Water cooler					
1	Running maintenance of existing 25/50 LPH R.O System including providing servicing monthly and attending the complaints as and when required. (Without Material)	5 Nos. for 12 months		491.00	Per Month	29460.00
2	Providing and replacement of following spares Parts 25/50 LPH R.O Unit (Make: Ultra care) following spare part should be taken etc. as reqd.					
a	Membranes 75 GPD TFC	5	Nos.	2132.00	Each	10660.00
b	Pump 48 volts	2	Nos.	2132.00	Each	4264.00
c	Adapter	2	Nos.	925.00	Each	1850.00
d	Pollopropelline yarn pre-filter	10	Nos.	490.00	Each	4900.00
e	CTO	10	Nos.	490.00	Each	4900.00
f	Solenoid valve	2	Nos.	563.00	Each	1126.00
g	Flow restrictor	2	Nos.	345.00	Each	690.00
3	Running maintenance of existing 60/120 LTR water cooler including providing servicing monthly and attending the complaints as and when required. (Without Material)	5 Nos. for 12 months		491.00	Each	29460.00
	Total sub-head E					**87310.00**

	Abstract of Cost of Part - II (East Block 1 to 10)					
1	Sub-Head (A) - Servicing of various equipment's of 11 KV Sub station					593178.00
2	Sub-Head (B) - Operation of 15 Nos. Passenger Lifts					1896264.00
3	Sub-Head (C) - Internal & External Electrical installation					1588956.00
4	Sub-Head (D) - Operation of Electric vehicle charger & Anti-Smog Gun Machine					218808.00
5	Sub-Head (E) - Comprehensive maintenance of Ultra care Make R.O Unit & Water cooler					87310.00
	TOTAL OF PART II					**4384516.00**

ABSTRACT OF COST

	PART - I (TRIKOOT-I, II & III)					3216955.00
	PART - II (East Block 1 to 10)					4384516.00
	GRAND TOTAL=					**76,01,471.00**

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