

NOTICE INVITING TENDER

NIT NO.: - 35/NIT/EE(E)/MgCED/2026-27

Name of Work: Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya).

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Certified that this N.I.T. amounting to Rs. 20,95,520.00/- (Rupees Twenty Lakhs Ninety Five Thousand and Five Hundred Twenty only) contains 1 to 33 pages only in chronological order.

Assistant Engineer (E)(P)
MgCED, CPWD
Shillong-03

Executive Engineer (E)
MgCED, CPWD
Shillong-03

PART - “A”

**CENTRAL PUBLIC WORKS DEPARTMENT
NOTICE INVITING e-TENDERS**

The Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong- 03, Ph no. 0364- 2505945, on behalf of President of India invites online percentage rate bids in Single bid system from approved and eligible contractors of Building or Building & Roads category of appropriate class enlisted in CPWD for the following work:

NIT No.: - 35/NIT/EE(E)/MgCED/2026-27

Name of Work: Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya).

Estimated Cost: Rs. 20,95,520.00/-

Earnest Money: Rs. 41,910.00/-

Time of Completion: 10 (Ten) Months

Last time & date of Submission of Bid: 15.00 Hrs on 26.09.2026

Executive Engineer (E)
MgCED, CPWD
Shillong-03

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

**INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR E-TENDERING FORMING
PART OF BID DOCUMENT
(Applicable for inviting open bids)**

The Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong- 03, Ph no. 0364-2505945, on behalf of President of India invites online percentage rate bids in Single bid system from approved and eligible contractors of Building or Building & Roads category of appropriate class enlisted in CPWD for the following work:

S. No.	NIT No.	Name of work & Location	Estimated cost put to bid (Rs.)	Earnest Money	Stipulated Period of Completion of work (in months)	Last date of online submission of bid, copy of receipt of deposition of original EMD and other documents as specified in the bid document.	Date & time of opening of eligibility financial bid
1	2	3	4	5	6	7	8
1	35/NIT/EE(E)/MgCED/2026-27	Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya).	Rs. 20,95,520.00/-	Rs. 41,910.00/-	10 (Ten) Months	Upto 15.00 Hrs on 26.09.2026	At 15.30 Hrs on 26.09.2026

1. The intending bidder must read the terms and conditions of CPWD-6 carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
2. This information and instructions for bidders posted on website shall form part of bid document.
3. The bid document consisting of Plans, Specifications, 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 documents can be seen and downloaded from website <https://etender.cpwd.gov.in> or www.cpwd.gov.in free of cost.
4. But the bid can only be submitted after deposition of original EMD either in the office of Executive Engineer inviting bids or division office of any Executive Engineer, CPWD within the period of bid submission and uploading the mandatory scanned documents such as Insurance Surety Bonds, Account Payee Demand draft or Bankers Cheque or Fixed Deposit Receipts or/ and Bank Guarantee (for balance amount as prescribed) from any of the Commercial Bank towards EMD in favor of Executive Engineer as mentioned in NIT, receipt for deposition of original EMD to division office of any Executive Engineer (including NIT issuing EE/ AE), CPWD and other documents as specified.

5. Those contractors who are not registered or have not updated their profile on the website mentioned above, are required to get registered/update their profile beforehand. The necessary training materials including the videos with step-to-step process are available on download section of <https://etender.cpwd.gov.in>
6. The intending bidder must have valid class-III digital signature certificate with encryption key (combo type) to perform any operations/transactions on the e-tendering portal / website and the bidder should download and install the eMsigner on their system as per instruction available on download section of <https://etender.cpwd.gov.in>
7. On opening date, the contractor can login and see the bid opening process. After opening of bids, he will receive the competitor bid sheets.
8. Contractor can upload documents in the form of JPG format and PDF format.
9. Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in yellow colour and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO). However, if a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section / sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
10. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.

Executive Engineer (E)
MgCED, CPWD
Shillong-03

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

- I. Account Payee Demand Draft/ Banker 's Cheque / FDR/ Bank Guarantee (for balance amount as prescribed) of any Commercial Banker Insurance Surety Bonds against EMD in favour of Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Dhankheti, Shillong, 793003.
- II. Enlistment order of the Contractor.
- III. Copy of receipt for deposition of original EMD issued from division office of any Executive Engineer (i/c NIT issuing EE/AE CPWD) ---**Annexure "A" at page no. 15.**
- IV. ERP Training Certificate issued through LMS (Learning Management System) in ERP to the Contractor. The enlisted contractor will not be allowed to participate in tendering process without uploading the certificate of above training.
- V. **Certificate of Registration for GST, if already obtained by the bidder.**

If the bidder has not obtained GST registration, then in such a case the bidder shall scan and upload following undertaking along with other bid documents

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

- VI. Copy of PAN card.
- VII. **Labour License issued for Contractors/ Suppliers.**

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

"If work is awarded to me, I/we shall obtain Labour License, as applicable, within one month from the date of receipt of award letter or before release of any Payment by CPWD, whichever is earlier, failing which I/we shall be responsible for any delay in payments which will be due towards me/us on account of the work executed and/or for any action taken by CPWD or concerned competent labour officer in this regard".

- VIII. **Copies of Electrical Contractor License.**

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

"If work is awarded to me, I/we shall obtain Electrical Contractor License, or if I/we do not possess in my/our name a valid electrical license as required, I/we shall associate an agency having such a license required for execution of work as applicable, within one month from the date of receipt of award letter or before release of any Payment by CPWD, whichever is earlier, failing which I/we shall be responsible for any delay in payments which will be due towards me/us on account of the work executed and/or for any action taken by CPWD or concerned competent authority in this regard".

- IX. **For Tribal Contractor of Meghalaya:** Caste Certificate issued by competent authority.
- X. **For Any Other Contractor (Except Tribal Contractor of Meghalaya) Trading Licence issued by the O/o KHADC (Khasi Hills Autonomous District Council), Meghalaya.**

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

“If work is awarded to me, I/we shall obtain Trading License from the O/o KHADC (Khasi Hills Autonomous District Council), Meghalaya, as applicable, before the commencement of the work, and continue to have a valid license until its completion. If I/we failed to furnish the trade license before commencement of work, I/we agree that President of India or the successor in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance guarantee absolutely. Further, I/We agree that in case of forfeiture of performance guarantee as aforesaid, I/We shall be debarred for participation in the e-tendering process of the work.”

Executive Engineer (E)

MgCED, CPWD

Shillong-03

CPWD-6 FOR E- TENDERING

The Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong- 03, Ph no. 0364-2505945, on behalf of President of India invites online percentage rate bids in Single bid system from approved and eligible contractors of Building or Building & Roads category of appropriate class enlisted in CPWD for the following work: **Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya).**

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

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

- 1.1 The work is estimated to cost **Rs. 20,95,520.00/- (Rupees Twenty Lakhs Ninety Five Thousand and Five Hundred Twenty only)** This estimate, however, is given merely as a rough guide.

- 1.1.1 The authority competent to approve NIT for the combined cost and belonging to the major discipline will consolidate NITs for calling the bids. He will also nominate Division which will deal with all matters relating to the invitation of Bids. For Composite bid, besides indicating the combined estimated cost put to bid, should clearly indicate the estimated cost of each component separately. The eligibility of bidders will correspond to the combined estimated cost of different components put to bid.

- ~~1.2. Intending bidders is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified below:-~~

~~Criteria of eligibility for submission of bid documents~~

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

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

- ~~(i) Three similar works each of value not less than Rs. Or two similar works each of value not less than Rs. Or one similar work of value not less than Rs. (all figures rounded to nearest convenient figure) during the last 7 years ending last day of the month previous to the one in which tenders are invited.~~

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

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

~~Note:-~~

~~For works costing above tendering limit of class II Building & Roads (erstwhile Composite/Building/Infrastructure) category contractors but upto tendering limit of Class I Building & Roads (erstwhile Composite/Building/Infrastructure) category Contractor (However, for Horticulture category, it may be modified as per bidding limit of CPWD class II and CPWD Class I contractors respectively of Horticulture Category) when bids are open to non-CPWD contractors also, then class II contractors of CPWD registered shall also be eligible if they satisfy the eligibility criteria specified in 1.2.1 above.~~

- ~~1.2.2 Criteria of eligibility for CPWD as well as non-CPWD contractors.~~

~~For works estimated to cost above the tendering limit of class I (Super) Building & Roads (erstwhile Composite/Building/Infrastructure) category Contractor (However for Horticulture category, it may be modified as per bidding limit of CPWD class I contractors of Horticulture Category)~~

- ~~(i) Three similar works each of value not less than Rs. or two similar works each of value not less than Rs. Or one similar work of value not less than Rs. (all~~

~~figures rounded to nearest convenient figure) during the last 7 years ending last day of the month previous to the one in which tenders are invited.~~

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

~~One completed work costing not less than Rs. executed with the structural system technology as proposed by bidder in letter of transmittal during the last 7 years ending last day of the month previous to the one in which tenders are invited. This work can be part of eligible work at 1.2.2 (i) above or as a separate work.~~

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

~~**To become eligible for issue of bid, the bidders shall have to furnish an affidavit as under:-**~~

~~I/We undertake and confirm that eligible similar 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 bidding in CPWD in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer in charge shall be free to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee. (Scanned copy to be uploaded at the time of submission of bid)~~

- ~~1.2.3 When bids are invited from non CPWD contractors and CPWD class II contractors as per provisions of Clause 1.2.1 above, it will be mandatory for non CPWD contractors and CPWD class II contractors to upload the work experience certificate(s) and the affidavit as per the provisions of clause 1.2.2.~~

~~But for such bids, Class I contractors of CPWD are eligible to submit the bids without submission of work experience certificate and affidavit. Therefore, CPWD class I contractors shall upload two separate letters for experience certificate and affidavit that these documents are not required to be submitted by them. Uploading of these two letters is mandatory otherwise system will not clear mandatory fields.~~

2. Agreement shall be drawn with the successful bidders on prescribed Form No. CPWD 7 (~~or other Standard Form as mentioned~~) which is available as a Govt. of India Publication and also available on website www.cpwd.gov.in. Bidders shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
3. The time allowed for carrying of the work will be **10 (Ten) Months** from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.
- 4 (i) The site for the work is available

~~Or~~

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

~~.....~~

- ~~(iii) The architectural and structural drawing for the work is available~~

~~Or~~

~~The architectural and structural drawings shall be made available in phased manner, as per requirement of the same as per approved programme of completion submitted by the contractor after award of work.~~

5. The bid documents consisting of plans, specification, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents except Standard General Conditions of

Contract Form can be seen on website <https://etender.cpwd.gov.in> or www.cpwd.gov.in

6. After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
7. While submitting the revised bid, contractor can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of bid as notified.
8. ~~When bids are invited in three stage system and if it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.~~
9. Earnest Money in the form of Insurance Surety Bonds, Account Payee Demand draft, Fixed Deposit Receipts, Bankers Cheque or Bank Guarantee including e-Bank Guarantee (for balance amount as prescribed) from any of the commercial Bank (drawn in favour of **Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Dhankheti, Shillong, 793003**) shall be scanned and uploaded on the e-tendering website within the period of bid submission. The original EMD should be deposited either in the office of Executive Engineer inviting bid or division office of any Executive Engineer, CPWD within period of bid submission. The EMD receiving Executive Engineer (including NIT issuing EE/AE) shall issue a receipt of deposition of earnest money deposit to the bidder in a prescribed format (enclosed) uploaded by tender inviting EE in the NIT.

A part of earnest money is acceptable in the form of bank guarantee also. In such case, minimum 50% of earnest money or Rs. 20 lac, whichever is less, shall have to be deposited in shape prescribed above, and balance may be deposited in shape of Bank Guarantee including e-Bank Guarantee of any commercial bank having validity for period of a 90 Days for single bid works and ~~180 Days~~ for two bid system or more from the last date of receipt of bids which is to be scanned and uploaded by the intending bidders.

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

Copy of Enlistment Order and certificate of work experience and other documents as specified in the notice inviting e-tender shall be scanned and uploaded on the e-Tendering website within the period of bid submission. However, certified copy of all the scanned and uploaded documents as specified in e-tender notice shall have to be submitted by the lowest bidder within a week physically in the office of tender opening authority. Online bid documents submitted by intending bidders shall be opened only of those bidders, whose original EMD deposited with any division of CPWD and other documents scanned and uploaded are found in order.

The Bid submitted shall be opened at **15.30 Hrs on 26.09.2026**

10. The bid submitted shall become invalid and e-Tender processing fee (if applicable) shall not be refunded if:
 - (i) The bidder is found ineligible.
 - (ii) The bidder does not upload scanned copies of all the documents stipulated in the bid document.
 - (iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically by the lowest bidder in the office of bid opening authority.
 - (iv) If a tenderer quotes nil rates against each item in Item Rate tender or does not quote any percentage above / below on the total amount of the tender or any section / subhead in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.

Correction ..Nil Deletion.. Nil Insertion ..Nil Overwriting..Nil.. AE(E)P

EE(E)

The contractor whose bid is accepted will be required to furnish performance guarantee at specified percentage of the tendered amount as mentioned in schedule E and within the period specified in Schedule F. This guarantee shall be in the form of Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt or Bank Guarantee from any of the Commercial Banks in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F', including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance guarantee. The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses / registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC and BOCW Welfare Board including Provident Fund Code No. if applicable and also ensure the compliance of aforesaid provisions by the sub-contractors, if any engaged by the contractor for the said work within the period specified in Schedule F.

12 The description of the work is as follows:

Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya).

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

13. The competent authority on behalf of the President of India does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
14. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
15. The competent authority on behalf of President of India reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
16. The contractor shall not be permitted to bid for works in the CPWD Circle (Division in case of contractors of Horticulture/Nursery category) responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazette officer in the Central Public Works Department or in the Ministry of Housing and Urban Affairs. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
17. No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be

such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.

18. The bids for the works shall remain open for acceptance for a period of 30(thirty) days from the date of opening of bids in case of single bid system and 75 (Seventy five) days from the date of opening of technical bids in case bids are invited in 2 or 3 bid system.

Further:

- (i) If any tenderer withdraws his tender or make any modification in the terms and conditions of the tender which is not acceptable to the department within 7 days after last date of submission of bids, then the government shall without prejudice to any other right or remedy, be at liberty to forfeit 50% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.
 - (ii) If any tenderer withdraws his tender or make any modification in the terms and conditions of the tender which is not acceptable to the department after expiry of 7 days after last date of submission of bids, then the government shall without prejudice to any other right or remedy, be at liberty to forfeit 100% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.
 - (iii) In case of forfeiture of earnest money as prescribed in para (i) and (ii) above, the bidder shall not be allowed to participate in the rebidding process of the same work.
19. This notice inviting Bid shall form a part of the contract document. The successful bidder/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-
- (a) The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
 - (b) Standard C.P.W.D. Form 7/8 or other Standard C.P.W.D. Form as applicable.

20. For Composite Bids

20.1.1 The Executive Engineer in charge of the major component will call bids for the composite work. The cost of bid document and Earnest Money will be fixed with respect to the combined estimated cost put to tender for 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 2020 as amended/modified up to **13.04.2023**.

Part B :- General / specific conditions, specifications and schedule of quantities applicable to major component of the work.

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

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

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

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

EE of major component will operate Part A and Part B of the agreement EE/DDH incharge of minor component(s) shall operate Part C alongwith 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 work out separately for each component corresponding to the estimated cost of the respective component of work.

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

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

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

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

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

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

20.1.12B Final bill of whole work shall be finalized and paid by the EE of major component.

Engineer(s) in charge of minor component(s) will prepare and pass the final bill for their component of work and pass on the same to the EE of major component for including in the final bill for composite contract.

21. ~~Integrity Pact: The contractor shall download the integrity Pact, which is a part of tender documents, affix his signature in the presence of a witness, and upload the same while submitting online bids for all works of estimated cost put to tender equal or more than the threshold value given in Schedule F. In the event of his failure to sign and upload the integrity pact along with other bid documents, his bid shall be rejected.~~

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

Executive Engineer (E)

JURISDICTION OF COURTS

- 1) The Court of the place from where the letter of award of work has been issued shall have the jurisdiction to decide any dispute arising out of or in respect of the contract.
- 2) CPWD does not have funds of its own and it carries out the works of client departments from their funds (deposit, budgetary, authorization). The CPWD is making payments to the contractors after getting budget / authorization / deposit from various Ministries / Client Departments. The payment to the contractor can be done only on availability of funds for that work from client department and in case of delay in getting funds from Ministry / Client Department, CPWD will not be responsible for delay in payment and no any extra compensation on this account shall be granted apart from specified elsewhere in this document. The contractor has to quote his tender accordingly considering this aspect

Executive Engineer (E)
MgCED, CPWD
Shillong-03

RECEIPT OF DEPOSITION OF ORIGINAL EMD

(Receipt No. #..... Date #.....)

Name of Work: Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya).

1. NIT No.: **35/NIT/EE(E)/MgCED/2026-27**
2. Estimated Cost: **Rs. 20,95,520.00/-**
3. Amount of Earnest Money Deposit: **Rs. 41,910.00/-**
4. Last date of submission of bid: **upto 15.00 hrs on 26.09.2026**

(** To be filled by EE, at the time of issue of NIT and uploaded along with NIT)

1. Name of Contractor: ...#.....
2. Form of EMD ...#.....
3. Amount of Earnest Money deposit...#.....
4. Date of submission of EMD ...#.....

Signature, Name and Designation of EMD
Receiving officer (EE/AE(P)/AAO)
Along with office stamp
(# To be filled by EMD receiving EE)

INFORMATION AND ISNTRUCTIONS FOR EE / AE / AAO FOR e-TENDERING

1. The Executive Engineer of all divisions of CPWD should receive the original EMD for tender of other division.
2. The NIT approving authority/EE at the time of issue of NIT shall also fill and upload the prescribed format of receipt of deposition of original EMD along with NIT.
3. The Executive Engineer receiving EMD in original form shall examine the EMD deposited by the bidder and shall issue a receipt of deposition of earnest money to the agency in a given format upload by tender inviting EE. The Receipt may be issued by the EE/AE/AAO.
- 4 The Executive Engineer receiving original EMD shall also intimate tender inviting Executive Engineer about deposition of EMD by the agency by Email/Fax/telephonically.
- 5 The original EMD receiving Executive Engineer shall release the EMD after verification from the E-tendering portal website (<https://etender.cpwd.gov.in>) that the particular contractor is not L-1 tenderer and work is awarded.
- 6 The tender inviting Executive Engineer will call for original EMD of the L-1 tenderer from EMD receiving Executive Engineer immediately.

CPWD – 7

GOVERNMENT OF INDIA CENTRAL PUBLIC WORKS DEPARTMENT

Percentage rate tender & contract for works

(A) Tender for the work of: - "Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya)."

To be uploaded by to/upload at **upto 15.00 hrs on 19.09.2026** (i) To be opened in presence of tenderers who may be present at **15:30 hours on 26.09.2026** in the office of Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong.

TENDER

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

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

I/We agree to keep the tender open for 30 days from the due date of its opening in case of single bid system & 75 days in case of 2/3 bid system and not to make any modification in its terms and conditions.

A sum of **Rs. 41,910.00** is hereby forwarded in cash/receipt treasury challan/deposit at call receipt of a scheduled bank/fixed deposit receipt of scheduled bank/demand draft of a scheduled bank/bank guarantee issued by a scheduled bank as earnest money.

A copy of earnest money in the form Account Payee Demand Draft / Banker's Cheque / FDR/ Bank Guarantee (for balance amount as prescribed) of any Commercial Bank or Insurance Surety Bonds 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, then I/We shall be debarred for tendering in CPWD in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Performance Guarantee.~~

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated:

Signature of Contractor

Witness:

Postal Address

Address:

Occupation:

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for 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.

Dated:

Signatures

Designation

On non-judicial stamp paper of minimum Rs. 100

(Guarantee offered by bank to CPWD in connection with the execution of contracts)

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

1. Whereas the Executive Engineer (name of division)....., CPWD on behalf of the President of India (hereinafter called "The Government") has invited bids under (NIT number) datedfor (name of work)The Government has further agreed to accept irrevocable Bank Guarantee for Rs (Rupees Only) valid up to (date)*..... as **Earnest Money Deposit** from (name and address of contractor).....(hereinafter called "the contractor") for compliance of his obligations in accordance with the terms and conditions of the said NIT.

OR**

- Whereas the Executive Engineer (name of division), CPWD on behalf of the President of India (hereinafter called "The Government") has entered into an agreement bearing number with (name and address of the contractor) (hereinafter called "the Contractor") for execution of work (name of work)The Government has further agreed to accept an irrevocable Bank Guarantee for Rs (Rupees only) valid up to (date).....as **Performance Guarantee/ Security Deposit/ Mobilization Advance** from the said Contractor for compliance of his obligations in accordance with the terms and conditions of the agreement.
2. We, (indicate the name of the bank), (herein after referred to as "the bank"), hereby undertake to pay to the Government an amount not exceeding Rs. (Rupees..... only) on demand by the Government within 10 days of the demand.
 3. We, (indicate the name of the bank)....., do here by undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees only).
 4. We, (indicate the name of the bank), further undertake to pay the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor in any suit or proceeding pending before any Court or Tribunal, our liability under this Bank Guarantee being absolute and unequivocal. The payment so made by us under this Bank Guarantee shall be a valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.
 5. We, (indicate the name of the Bank), further agree that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligation here under to vary any of the terms and conditions of the said agreement or to extend time performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted any indulgence by the Government to the said Contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. We, (indicate the name of the Bank), further agree that the Government as its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor at the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee the Government may have in relation to the Contractor's liabilities.
7. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.
8. We, (indicate the name of the Bank), undertake not to revoke this guarantee except with the consent of the Government in writing.
9. This Bank Guarantee shall be valid up to unless extended on demand by the Government. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. (Rupeesonly) and unless a claim in writing is lodged with us with the date of expiry of extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharges.

Date:

Witnesses:

- | | |
|--|---|
| 1. Signature
Name and address | Authorized Signatory
Name
Designation
Staff code no. |
| 2. Signature
Name and address | Bank Seal |

*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.

Executive Engineer (E)
MgCED, CPWD
Shillong-03

Part – “B”

SCHEDULES

SCHEDULE 'A'

Schedule of Quantities (as per PWD-3)	:	from Page No.: 32
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SCHEDULE 'B'

Schedule of materials to be issued to the agency.

S. No.	Description of item	Quantity	Rate in figure & words at which the materials will be charged to the agency	Place of Issue
1	2	3	4	5
----- NIL -----				

SCHEDULE 'C'

Tools and plants to be hired to the agency

S.No.	Description	Hire charges per day	Place Of Issue
1	2	3	4
----- NIL -----			

SCHEDULE 'D'

Extra schedule for specific requirements / documents for the work, if any	:	General Conditions, Additional Specifications
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SCHEDULE 'E'

Reference to General Condition of contract	:	GCC 2023 (Maintenance) CPWD-7 Incorporating Amendments upto date till last date of bid.
Name of work	:	Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya).
Estimated cost of work	:	Rs. 20,95,520.00
1) Earnest money	:	Rs. 41,910.00
2) Performance Guarantee	:	5 % of tendered value or Estimated Cost Put to Tender (ECPT) (whichever is higher). (Additional PG as per OM No. DG/CON/ Maintenance 2023/18 dated 27/02/2026)
3) Security Deposit	:	2.5 %

SCHEDULE 'F'

General Rules & Directions: -

Officer Inviting Tender	:	Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong or successor thereof
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Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2 & 12.3	:	See below
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Definitions:

2(v)	Engineer-in-Charge	:	Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong or successor thereof
2(viii)	Accepting Authority	:	Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong or successor thereof
2(x)	Percentage on cost of materials and labour to cover all overheads and profits.	:	15%
2(xi)	Standard Schedule of Rates	:	Market Rate
2(xii)	Department	:	Central Public Works Department
8(ii)	Standard CPWD contract Form GCC 2020(Construction work), C.P.W.D Form 7 as modified and corrected up to last date of submission of bid.	:	Form 7

Clause 1

(i)	Time allowed for submission of Performance Guarantee, Program 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 letter of acceptance.	:	7 Days
(ii)	Maximum allowable extension with late fee @ 0.10% Per day of Performance Guarantee amount beyond the period provided in (i) above	:	3 Days

Clause 2

Authority for fixing compensation under clause 2	:	Chief Engineer, CPWD, Shillong or successor thereof
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Clause 2A

Whether Clause 2A shall be applicable

Yes/No

Clause 5

Number of days from the date of issue of letter of acceptance of work for reckoning date of start	:	10 Days
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Mile stone(s) as per table given below:-

Sl. No	Description of Mile stone(s) (Physical)	Time allowed (From date of start)	Amount to be withheld in case of non-achievement of mile stone(s)
1.	NA	NA	NA

Time allowed for execution of work:

10 (Ten) Months

Authority to decide:

(i)	Extension of time	:	Executive Engineer (E), MgCED, CPWD, Shillong or successor thereof
(ii)	Rescheduling of mile stones	:	Executive Engineer (E), MgCED, CPWD, Shillong or successor thereof

(iii)	Shifting of date of start in case of delay in handing over of site.	:	Executive Engineer (E), MgCED, CPWD, Shillong or successor thereof
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Proforma of schedule clause -5 schedule of handing over of site.

Part	Portion of site	Description	Time period for handing over reckoned from date of issue of letter
			of intent
Part A	Portion without any hindrance		Site Available
Part B	Portion with encumbrances		Not Applicable
Part C	Portions dependent on work of other agencies.		Not Applicable

Schedule of Issue of design

Part	Portion of Design	Description	Time period for issue of design reckoned from date of receipt of tenders
Part A	Portion already included in NIT		Not Applicable
Part B-1	Portion of Architectural designs to be issued		Not Applicable
Part B-2	Portion of Civil Designs to be issued		Not Applicable
Part B-3	Portion of E&M Designs to be issued		Not Applicable

Clause -6	:	EMB
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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 for interim payment.	:	Rs. 2.0 Lakhs (Except Final bill)
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Clause 7A

Clause -7A	:	Yes
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Clause 8A

Authority to decide compensation on account if contractor fails to submit completion plans	:	Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong or successor thereof
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Clause 10A

List of testing equipment's to be provided by the contractor at site lab: As decided by Engineer-in-Charge as per requirement of the work

Clause 10-B (ii)

Whether clause 10-B (ii) shall be applicable	:	Not Applicable
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Clause 10 C

Applicable

Component of labour expressed as percentage of value of work	:	70%
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Clause 10 CC

Not Applicable

Clause 11

Specifications to be followed for execution of work	:	CPWD Genral Specifications for Electrical works Part-I Internal (2023), Part-II, External (2023), Part-IV Sub-Station (2013) and relevant BIS specifications/Codes, IEC, NBC 2016.
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Clause 12

Type of Work		Maintenance Work
Details		Authority to decide deviation
Upto 1.25 times of the tendered amount		EE (E), MgCED Shillong
Beyond 1.25 times upto 1.5 times		CE Shillong

Clause 12.2 and 12.3

Deviation limit beyond which clause 12.2 & 12.3 shall apply for building work.	:	No Limit
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Clause 12.5

Deviation limit for all items.	:	No Limit
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Clause 16

Competent Authority for deciding reduced rates	:	Chief Engineer CPWD, Shillong or successor thereof
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Clause 18

List of mandatory machinery, tools & plants to be deployed by the agency at site	:	As per requirement at site. CPWD, Dhankheti, Shillong
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Clause 19

The contractor shall obtain a valid license under the Contract Labour (R&A) Act, 1970 and the Contract Labour (Regulation and Abolition) Central Rules, 1971. The contractor shall also obtain a valid license under the said Act before the commencement of the work, and continue to have a valid license until its completion.

The Contractor shall also comply with provisions of the Inter – State Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979.

Clause 19

Clause 19 C	Authority to decide penalty for each default	:	Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong or successor thereof
Clause 19 D	Authority to decide penalty for each default	:	Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong or successor thereof
Clause 19 G	Authority to decide penalty for each default	:	Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong or successor thereof
Clause 19 K	Authority to decide penalty for each default	:	Executive Engineer (E), Meghalaya Central Electrical Division, CPWD, Shillong or successor thereof

Clause 25

1.	Conciliator	ADG (RG), Guwahati
2.	Arbitrator Appointing Authority	Chief Engineer, CPWD, Shillong-03
3.	Place of Arbitration	Shillong or as decided by Arbitral Tribunal

4.	Executive Engineer (E), MgCED, CPWD, Shillong will present the case before Conciliator/ Arbitrator
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Clause 32

Requirement of Technical Representative (s) & recovery Rate

Sl. No	Minimum Qualification of Technical representative	Number (of Major + Minor component)	Designation (Principal Technical / Technical representative	Minimum Experience (years)	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of Clause 36(i)	
					Figures	Words
	Graduate Engineer or Diploma Engineer	1	Project manager cum Planning/quality/site/billing Engineer	2 or 5	15000 Per month Per person	

Clause 38:	:	NA
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Executive Engineer (E)
MgCED, CPWD
Shillong-03

GENERAL TERMS & CONDITIONS FOR ALL E & M WORKS

1. All the E&M installations/equipment are functional as on date. The same are shall be handed over on "as is where is basis" and nothing extra shall be paid toward their pre- maintenance. However, if any deficiencies are brought to notice of department while taking over of installations by the firm/agency, for rectification of which some parts are required, the same shall be procured by the agency on the extra cost to the department. Further, the agency shall replace/install the parts for which nothing extra shall be paid to it.
2. After the expiry of the contract, the firm shall have to hand over complete installation/equipment to the department in proper working order. All defect and deficiencies shall have to be rectified by the firm/agency to the entire satisfaction of Engineer-in-charge failing which the same shall be got done at the risk and cost of the firm and the same shall be recovered from the dues of the agency.
3. General shift wherever mentioned shall mean 9 am to 6 pm.
4. The firm/agency shall depute staff with minimum qualification and experience as detailed here under:

(A) Supervisor: Diploma in Electrical/ Mechanical or equivalent qualification in the same trade with five-year experience in the relevant field.

(B) Electrician cum Wireman cum DG cum Pump operator: - Academic qualification:

- (i) 10th class standard or equivalent
- (ii) ITI Diploma in Electrician's Trade

or

- (i) Possessing of Electrical wireman certificate of competency.
- (ii) Must have minimum practical experience of 5 years in erection and running, maintenance of different type HT & LT Electrical installation i/c UG cable system.

~~**(C) Wireman cum DG cum Pump operator:** Academic Qualification:~~

- ~~(i) ITI/ Diploma or equivalent qualification in the trade.~~

~~or~~

- ~~(ii) Possession of Electrical wireman permit/ workman's competency certificates/Electrical workman's/ lineman license (certificate of competency class-II) or any other equivalent certificate~~
- ~~(iii) Must have minimum practical experience of 1 years in the line.~~

~~**(D) Operator (E&M)/Fireman:** Academic Qualification:~~

- ~~(i) ITI/ Diploma or equivalent in the Trade~~

~~Professional Qualification~~

- ~~(i) Possession of Electrical wireman permit/ workman's competency certificates/Electrical workman licensee (certificate of competency class-II) or any other equivalent certificate~~
- ~~(ii) Must have minimum practical experience of 1 years in handling E&M plants i/c running, maintenance, knowledge of IC engines, Electrical wiring, motor pumps, Generator Sets.~~

(E) Lift Operator:

Academic Qualification:

- (i) ITI/ Diploma or equivalent in the Trade
- (ii) Must have minimum practical experience of 2 years in operation of lifts

(F) Khallasi:-Should be physically & mentally fit for unskilled work & must have six months

experience in the relevant field.

5. The firm/agency shall have to mandatorily arrange uniforms for its entire deployed staff indicating clearly between the categories of staff along with Identity cards made by agency with their Name badges along with CPWD logo to be displayed by individual.
6. Any staff found missing from duty shall be marked absent and recovery shall be made for the day at the rates given below. (It is the responsibility of the agency to make alternative arrangement), in case, any staff proceeds on leave/for reliever duty, on failure duty, on failure, the recovery shall be made from bill at the rate given below:
 - (a) Skilled staff : Rs.1900/- Per day
 - (b) Unskilled staff : Rs.1500/- Per day
7. A recovery @Rs.500/staff/day will be enforced on agency in case of staff found not wearing Uniform/ID Cards while performing his duties.
8. In no case, the agency shall reduce the staff strength as prescribed; recovery on “Pro-Rate Basis” shall be affected in case of violation of terms and conditions.
9. Before actual commencement of contract, the firm/agency is bound to submit the following details of the staff proposed to be engaged by it:
 - i. Name and Postal Address with proof like Aadhar Card, Voter ID.
 - ii. Photograph with specimen signature.
 - iii. Proof of academic and professional QualificationAfter receipt of confirmation of their suitability for the job, the staff may be deployed for duties.
10. The staff deployed at the site shall have to maintain high level of decency while discharging their duties. Any event of misconduct/misbehavior of staffs shall attract their immediate expulsion from duty, together with recovery of reasonable amount (As decided by Engineer in charge) from the dues of firm/agency.
11. The firm/agency shall prepare a “fortnightly” duty chart of deployed staff with names and duty hours stated therein. The same shall be submitted to the concerned JE(E)/AE(E) at least seven days in advance.
12. Terms of Payment and other facilities for worker.
 - a) The Firm/agency is bound to distribute the salary/wages to his worker by 7th of each month, positively.
 - b) The payment to the workers shall be made by the agency through bank or ECS or Online Transfer to the worker’s bank account.
 - c) **The amount paid in cash to the staff shall not be treated as disbursement of wages and the staff shall be deemed to be unpaid. Accordingly, necessary recovery will be done on such account.**
13. The agency shall take all precaution for safety of the workmen. If any accident/mishap occurs, the department shall not be held responsible for the same.
14. The agency has to obtain valid labour license for execution of this work under contract labour (Regulation & Abolition) Act 1970 and Contract Labour (Regulation & Abolition)/Central Rules 1971, from Regional Labour Commissioner (Central) and shall produce a copy of same, prior to start of work.
15. Khallasi taken in Schedule of Work shall also carry out work of sweeping and cleaning of all E & M Equipments, Fire Fighting, Fire Alarm System, Drinking Water Room & DG Set Room / AC Plant / Lift Machine Room or as directed by concerned J.E. (E) / A.E. (E).
16. **Contractor shall submit the Police verification certificate of the worker proposed to be**
Correction ..Nil Deletion.. Nil Insertion ..Nil Overwriting..Nil.. AE(E)P EE(E)

engaged by him. Work is to be carried out in security zone hence it will be the responsibility of the contractor to get issued necessary entry passes for the entry in the building from the competent authority and no claim on account of wastage of labour etc. shall be entertained by the department.

Executive Engineer (E)

MgCED, CPWD

Shillong-03

ADDITIONAL TERMS AND CONDITIONS FOR (INTERNAL & EXTERNAL EI)

The work is to be carried out as per CPWD General Specification for Electrical works (Part 1-Internal)-2023& (Part 2-External)-2023.

1. The scope of work covers operation and routine maintenance of all the internal & external electrical installations in at **OCR, SB, Shillong.**
2. The complete LT panels with switch gear shall be operated and routinely maintained by the agency. In case of failure of any system, the agency shall have to arrange the required spares for making the system functional. The cost of spares not mentioned in the schedules of work shall be borne by the department as an extra item of work.
3. The pumps shall be operated by the staff deployed by the agency. In case of any faults, the pumps will be repaired/ rewound appropriately through authorized service Centre of OEM. The cost of repairing/rewinding of pumps shall be borne by the department as an extra item of work.
4. The agency shall have to ensure the functionality of all compound lights installed in the premises. Any faults making these lights dysfunctional shall have to be removed by agency immediately free of cost. However, the replacement of fittings, faulty cables shall be either as per schedule of work or shall be asan extra item of work.
5. Scope of Preventive maintenance to be executed:
 - (i) The voltage supply, total load current and PF should be noted in log book every day preferably during peak loading time of the day.
 - (ii) 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:
 - (a) There is no sign of heating up, burning smell, discoloration or sparking at any of the boards and rising mains.
 - (b) The shaft/spaces for electrical services are not misused, for storage or for dumping rubbish.
 - (c) The spaces in front of DB's are free.
 - (iii) **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-Part1 (internal)-2013 or latest amended.
 - (iv) **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)-2013 or latest amended and recording the test results.
 - (v) Compound Lighting: Weekly Check of working of all fittings.

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.

6. Scope of Day to day Maintenance:
 - (a) Attending & rectifying day-to-day complaints/faults.
 - (b) All the complaints and related activities are to be recorded in **maintenance register** along with worker's dairy.
 - (c) All electrical points, fans, luminaries, circuit wiring, sub main wiring, MV panels, switch gears are ensured to be functional.
 - (d) For the purpose mentioned above, the firm/agency shall have to arrange and utilize all the material specified in the schedule of items. Further, Materials like **insulation tape, Battery Water, petroleum jelly, Cotton Waste and other consumer materials shall be arranged by the agency for which nothing extra shall be payable, since the same has been incorporated in the**

estimates

- (8) The firm/agency shall have to arrange all necessary T&P like **(Electrical measuring instruments, Operative instruments like screw driver set, spanner set both open and ring type, Megger, Insulation Tester, Multimeter, crimping tool, torch, hand lamp bucket, container, Hand gloves of rubber made to withstand the insulation of working in 3 phase LT (1100Volts), Wooden Ladder of suitable length, Telescopic ladder& other unforeseen T & P Tester** items at their own cost and shall be kept ready at site ; for which nothing extra shall be paid.
- In the event of replacement of any electrical items, the firm/agency shall utilize materials of makes indicated in acceptable make list, as per Annexure "A".
- (9) In the event of any hazard occurred at site due to lack of preventing maintenance/poor workmanship, or otherwise, the agency will be held responsible and accordingly the recovery will be made **@ Rs.5000/= per day (Five thousand/day)**, till the fault is rectified.
- (10) The following safety Equipment and features must be ensured by the Agency at the work place before the start of work:
- (a) Safety charts to be displayed regarding Do's and Don'ts at the work place.
 - (b) First Aid Box must be made available at the work place and it must be updated regularly with the updated and valid quantity and quality of medicines as specified by Engineer in charge.

Executive Engineer (E)
MgCED, CPWD
Shillong-03

List of Acceptable Makes of Electrical Items

Name of Work: Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya).

S.NO.	DESCRIPTION	MAKES
1.	M S/PVC Conduit	NIC/BEC /AKG/Richa
2.	Wire/Cable	Polycab/RR Kabel /Havells / KEI/Richa
3.	Modular Type GI Box/Modular Plate/Modular Sheet/ Switch/ All Socket outlets / Regulator/Blanking Plate/Modular MCB	Legrand/Crabtree/Honeywell/Schneider/ABB/Siemens /L&T/ Anchor
4.	MS/GI Pipe	Jindal (Hissar)/Tata/SAIL/Nezone
5.	MCB DB / MCB/Industrial Sockets	LEGRAND/SCHNEIDER/SIEMENS/ABB/HAGER/L&T / Havells (Metalica series) (only commercial products)
6.	MCCB /TAP Off Box/ ATS/Contactor	LEGRAND/ SCHNEIDER/ SIEMENS/ ABB/ L&T/ Havells (only commercial products)
7.	Lugs, Glands and Ferrules	Dowells/Jainnson/ Asian/ Comet
8.	Phenolic Laminated Sheets	Hylam/Formica White
9.	LED luminaries	Philips/ Havells/OSRAM/ LT/TRILUX/ Wipro/ Crompton
10.	DWC Pipe	Rex/Dura Line/ BEC/ Jain/Sudhakar/Tirupati/ Himalaya
11.	Electrical Panel / Junction Box	SCHNEIDER/ SIEMENS/ ABB/ L&T /Siddhi Vinayak / Innovative /Technoman/Kratos
12.	Multifunction Meter (AC/DC)	A.E, Conzerv, Rishabh, L&T, Legrand, Havells
13.	C.T	L&T, Kappa, A.E, Rishabh, BCH, Schneider, Pragati
14.	Selector Switch	Siemens, HPL, A.E, BCH, L&T
15.	Geyser	Jaquar, Havells, Crompton, Bajaj, Usha
16.	Exhaust Fan/PVC Fresh air Fan/Ceiling Fan	Havells/Bajaj/Crompton/Orient/Usha
17.	SMC Pole Box	Sintex/Stanlec/ Hensel
18.	Any other spares	As specified by Engineer-in-Charge or its authorized representative.

Executive Engineer (E)
MgCED, CPWD
Shillong-03

Schedule of Work					
Name of work:- Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya).					
Sl No.	Description of Works	Qty	Unit	Rate	Amount
1	Sub Head- I (Skilled & Unskilled Staffs)				
1.1	Providing services for operation and routine maintenance of all internal and external electrical installations, including operation and maintenance of DG sets, pumps & Lift Operator, by deployment of the following staff:-				
a)	Wireman cum DG Set operator cum Pump Operator(Skilled Staff): 03 Nos. in three shifts i.e. 08:00 hrs to 16:00 hrs, 16:00 hrs to 24:00 hrs and 00:00 hrs to 08:00 hrs or decided by Engineer-in-Charge. (Including Sunday and Holidays)	10	Months	115027.00	11,50,270.00
b)	Khallasi (Unskilled Staff): 01 No. in general shift from 09:00 hrs to 17:00 hrs or decided by Engineer-in-Charge. (Including Sunday and Holidays)	10	Months	28962.00	2,89,620.00
c)	Lift Operator: 02 Nos. (Shift as per decision of Engineer-in-Charge	10	Months	65563.00	6,55,630.00
				Total	₹ 20,95,520.00
				Say Rs.	₹ 20,95,520.00

Executive Engineer (E)
MgCED, CPWD
Shillong-03

केंद्रीय लोक निर्माण विभाग <u>Central Public Works Department</u>					
निविदा संख्या: NIT No.: <u>35/NIT/EE(E)/MgCED/2026-27</u>					
Name of Work: <u>Annual Repair, Maintenance & Operation of Electrical & Mechanical Services at OCR for Special Bureau at Shillong (Meghalaya).</u>					
PRICE BID					
ठेकेदार का नाम Name of the Contractor					
Sl. No.	Name of component	Estimated cost in Rs.	Percentage above or below the estimated cost	% in Figures	Total Cost
	As per NIT				
	GRAND TOTAL	Rs. 20,95,520.00			