



HEAVY ENGINEERING CORPORATION LIMITED
(A Govt. of India Enterprises)
FOUNDRY FORGE PLANT
CONTRACT CELL
Dhurwa, Ranchi- 834004, Jharkhand

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OPEN TENDER NOTICE – E Tender

No:- FF/CC/CMG/Repair of roof structure/25- 211

Date-28.06.2025

Open Tender no (mentioned above) is for “Repair of roof structure with Roof Sheets in Pit Side 02 Shop & 03 MFS/FFP” is available on our website in e-procurement section i.e. <https://etenders.gov.in/e procure/app>. Aspiring bidders may go through the tender document.

Interested bidders are requested to submit their most competitive offer through e- procurement mode only. Offer submitted through offline mode will not be considered. For more information please visit our website <https://etenders.gov.in/e procure/app>.

1	Tender Reference no	FF/CC/CMG/ Repair of roof Structure /25-211 Dt:-.28.06.2025
2	Description of work	“Repair of roof structure with Roof Sheets in Pit Side 02 Shop & 03 MFS/FFP”.
3	Cost of Tender Document / Application Fee Non refundable	Rs 5,000.00 in form of DD in favor of Heavy Engineering Corporation Limited, Ranchi
4	Mode of tender	E tender with e price bid (at www.etenders.gov.in)
5	Type of tender	Two bid system- Techno-commercial Bid and Price Bid
6	Last date of submission of online tender	28.07.2025 upto 1 PM
7	Due date of opening of part 1 (Techno commercial bid)	29.07.2025 upto 3 PM
8	Closing date of receipt of original copy of EMD and Tender document fee (Application fee)	Within 1 week from the date of opening of techno-commercial bid.
9	Earnest Money Deposit (to be submitted in the form of DD / BG	Rs 3,00,000/- in favor of Heavy Engineering Corporation Limited, payable at Ranchi
10	Validity of Bid	03 months from opening of techno-commercial bid.
11	Validity of Contract Period	06 Months from the date of issue of work order to successful bidder.
12	Due date and time for the online opening of Price bid of techno-commercially suitable bidders	Will be intimated through e-tender Portal

Under unforeseen circumstances and if the due date falls on holiday, the tender will be opened on the next working day at same time

Prospective Tenderers are advised to get register themselves only on at NIC e-tender portal i.e. <https://etenders.gov.in/e procure/app>, obtain ‘User ID’ & ‘Password’ and go through the ‘Self Help files’ available in the Home Page after log in to the portal <http://etenders.gov.in>. They should also obtain Class III Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. Detailed instructions for online bid submission are attached in **annexure-2**. No registration fee would be charged from the bidders.

Bidders are required to upload the bid along with all supporting documents including priced part (BoQ) only on the e-tendering website (<https://etenders.gov.in/e procure/app>), on or before the due date and time for submission of bid.

NOTE: Any Future changes/notifications including extension of bid due date, pertaining to this tender will be published/hosted only on website & CPP Portal only.



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Submission of tender

The Following 2 covers shall be submitted through online CPP - portal by the bidders. Last date and time of submission of bids (cover 1, 2) is as per given dates.

Cover – I: - Containing techno-commercial bid

Cover – I containing

Part-I: - Techno-commercial Bid (Eligibility Criteria):- The Techno-commercial bid (i.e. Part-I Bid) must consists of followings to qualify the eligibility Criteria:

- i) Proof of experience towards execution of Roof sheet replacement at height & Roof Sheet repairing etc.
- ii) Copy of PAN Card.
- iii) Copy of GST registration certificate.
- iv) Demand Draft for Earnest Money of Rs. 3,00,000/- & Cost of Tender document of Rs. 5,000/- in favor of Heavy Engineering Corporation Limited Payable at Ranchi (Scan copy of DD is to be uploaded in tender, however the original of DD is to be submitted to office of Contract Cell and Disposal within 7 days from opening of part 1 bid)
- v) Tender Paper duly signed by the bidder towards acceptance of **terms & conditions** stipulated therein.

Cover - II: Price Bid (BoQ)

a) The tenderer shall upload the digitally signed Schedule of price bid in the form of BOQ.xls

Bidders may please note, the schedule of quantities is attached in the portal. The same (BOQ) shall be downloaded and be filled in the editable (un protected) cells only and they should necessarily submit their financial bids in the format provided after entering the financial quotes, name of the bidder etc.

Bid Opening Process is as below:-

Cover-I: Technical bid opening date will be as per given dates. If any clarification is needed from the bidder about the deficiency in his uploaded documents in Cover-I, he will be asked to provide it through Short fall documents folder in e-tendering portal one time only or through mail. The bidder shall upload the requisite clarification / documents within time specified by HEC, failing which tender will be liable for rejection.

Cover-II: The financial bids of the contractors / firms found to be meeting the qualifying requirements and technical criteria shall be intimated through portal. (Depending on Cover-I evaluation any changes in the date shall be intimated through e-tendering portal).



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ANNEXURE-I

TERMS & CONDITIONS:-

1. The bidders who are registered as a **SSI Units** having valid NSIC certificates or UDYAM are exempted From submission of **EM, Cost of Tender Document & Security Deposit** on fulfillment of the following conditions:
 - (i) Notarized copy of the NSIC certificate is to be submitted alongwith the **techno-commercial bid (Part-I)**.
 - (ii) The exemption from submission of **EM, Cost of Tender Document & Security Deposit** shall be granted only for the items for which it is registered.
 - (iii) In case of bid by consortium not having all the members as **SSI Units** are required to submit the stipulated **EM, Cost of Tender Document & Security Deposit**.

The bidders who are registered as **Micro/Small/Medium Enterprises** with the prescribed authority under **Micro, Small and Medium Enterprises development Act, 2006**, are required to submit copy of the registration certificate and indicate **twelve digits Entrepreneur Memorandum Number** alongwith the **techno-commercial bid (Part-I)**. In case such details are not provided by any bidder, it will be presumed that the bidder is not a **Micro, Small and Medium Enterprise** as per the provision of **Micro, Small and Medium Enterprises development Act, 2006** and consequently they are not eligible to the benefits admissible under the Act.
2. **EM** of unsuccessful bidder will be refunded within a reasonable time on the basis of their written request.
3. The quoted price of the bidders must be technically feasible, workable, competitive and unconditional. This should remain firm throughout the period of the contract. In case of any discrepancy in rate filed up in words and figures then the value in word will prevail.
4. **Bidders are requested to quote their price inclusive of minimum wages, statutory payments and benefits/elements like rest day wages, holiday wages, PF contribution, insurance, safety items, annual bonus etc. for the workmen to be deployed including supervisor. It is deemed that the bidders are satisfied with their quoted rate for completing the job/supply as per the scope of work/tender schedule. No complaint in this regard shall be entertained later.**
5. **Bidders are advised to visit CMG/FFP to take idea about the work as well as to assess the work physically before participating in the bidding process.**
6. Any offer which does not fulfill the condition laid down herein or is incomplete in any respect will be liable for rejection. Canvassing in connection with the offer is strictly prohibited and makes the offer liable to be rejected.
7. **Successful bidder** shall comply with the instructions which may be issued to him by the officer-in-charge/competent authority from time to time.
8. **HEC** reserves the right to issue amendment in respect of any clause stipulated in the tender documents before opening of the tender (**i.e. Part-I Bid**).
9. **HEC** reserves the right to ask the bidder for submission of any document w.r.t. **evaluation/clarification/verification** of the **techno-commercial bid (Part-I)**.
10. Failure to comply with the instructions may result in rejection of the offer. In the event of any doubt regarding terms & conditions/formats, the bidder may seek clarifications from the authorized officer of **HEC**. If any **tampering/unauthorized** alteration is noticed in the bid submitted by the bidders from the tender document available on the **HEC Website**, the said Bid shall be summarily rejected and **HEC** shall have no liability whatsoever in the matter. However, deviations, if any, proposed by the bidder(s) may be separately indicated under a heading "**DEVIATIONS**", quoting the respective clause with justification. Acceptance of such deviations shall be the sole discretion of **HEC**. Such proposed deviations will not be treated as tampering for the purpose of application of the clause.
11. **Evaluation of every offer is subject to submission and validity of documents for fulfillment of eligibility criteria. HEC reserves the right to assess the bidder's capability and capacity to execute the job and the decision of HEC will be final in this regard.**
12. **HEC do not bind to accept the lowest or any tender and reserves the right to accept or reject any or all offers in whole or in part without assigning any reason.**
13. **HEC reserves the right to reduce or increase the quantity of the work within the contract period as per requirement.**



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14. Any claim on account of extra expenses if any incurred by **successful bidder(s)** for any reasons whatsoever will not be entertained by **FFP/HEC**.
15. No compensation will be given by **FFP/HEC** for any rework or repeat work if done by **successful bidder(s)** during execution of the work to meet the scope of work.
16. Placement of order will be done on the basis of **L-1 quotation**. However all the bidders may be required to **explain / justify** the basis of their quoted price as and when asked for. **HEC** reserves the right to award the work in full or in part to **L-1 bidder** as per requirement.
17. The order will be given to technically suitable **L-1 bidder**. However merely by being **L-1** does not guarantees that the contract will be awarded to **L-1 bidder**.
18. **HEC reserves the right to split the work in more than one contractor subject to matching of L-1 by the higher bidder(s)**.
19. **HEC reserves the right to cancel this tender at any stage without assigning any reason**.
20. Submission of any document by the bidder after opening of bids shall not be allowed unless asked for in writing to do so.
21. All the Statutory Rules & Regulations, Govt. Acts. Guidelines etc. issued by the corporation time to time in the matter shall be followed for this tender.
22. **INSTRUCTION TO BIDDERS FOR SIGNING THE TENDER DOCUMENT & OFFER:-**
 - (i) Each page of the tender document as well as other documents submitted by the bidders in their bids must be signed by any person/persons of the bidders having valid authorization to do so for & on behalf of that company up to finalization of this contract.
 - (ii) If the bidder is a **Proprietorship Firm**, the "**Sole Proprietor**" can submit the tender and sign the contract agreement.
 - (iii) If the bidder is a **Partnership firm**, the bidder will have to furnish full name & designation of all the partners of their firms and approved attorney of those person/persons in respect of signing in the tender document as well as other documents for & on behalf of that partnership firm up to finalization of this contract.
 - (iv) If the bidder is a **Registered Company**, any person acting under the authority of the Company, express or implied, can submit the tender and sign the contract agreement. It is sufficient if the person has the delegated authority. But for executing deeds, the company must empower such executants by a General Power of Attorney, or Special Power of Attorney, under its common seal.
23. **ADDRESS FOR CORRESPONDANCE:-**

To,
The Sr. Manager In-charge,
Contract Cell, 2nd Floor, Administrative Building, Room No.:- 174, Foundry Forge Plant, HEC Ltd.
Dhurwa, Ranchi-834004, Jharkhand
24. **VALIDITY OF THE OFFER:-**

The offer shall remain valid for a period of **Six Months** from the date of opening of **Techno-commercial Bid (Part-I)** of the tender. If no period is mentioned in respect of validity of the tender in the offer submitted by the bidder, it will be presumed that the bidder has accepted the validity of their offer for **six months** period from the date of opening of **Techno-commercial Bid (Part-I)** of the tender.
31. **SCOPE OF WORK OF SUCCESSFUL BIDDER:-** As per schedule of quantity placed at **Appendix**.
32. **MATERIALS SUPPLY CLAUSE:-**

All tools, tackles and materials required for execution of the work are to be arranged by successful bidder. Material will be supplied by successful bidder as per specification alongwith necessary test certificate. Quality assurance and quantity of materials with all records showing of incoming material like CISF gate pass, invoice, receipted delivery challan etc. to be certified by a committee which will be constituted during execution stage.
33. **EXECUTING DEPARTMENT & SITE I/c:-**

Civil Dept./FFP will be the **executing dept.** and **DGM I/c/CRM & EC/FFP** or the person nominated by him will be the **Site I/c** of this contract.



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34. **WORKING HOURS:-** The work will be executed as per sole discretion of the **executing dept. or site I/c.**
35. **CONTRACT PERIOD & MAINTENANCE PERIOD:-** 06 Months & One Year respectively.
37. **RESPONSIBILITY OF SITE I/c:-**
- Giving necessary instruction to **successful bidder** to carry out the work properly.
 - Maintaining a **measurement book** to enter actual quantity of work being executed by **successful bidder** for the subject work.
 - The work completion certificate will be issued only after checking the leakage during the first rainy season.
38. **PAYMENT TERMS:-**
- Payment will be made to the firm on submission of following documents in **Executing dept./FFP**:
- R/A bill** based on actual quantity of work being carried out by the firm duly certified by the **site I/c/Executing dept.**
 - Measurement book** duly certified by the **Site I/c/Executing dept.** towards completion of actual quantity of work.
- For item no.:- 1(a), & 3 of SOQ-** 90% payment with 100% GST within 30 days of receipt of material at FFP on submission of following documents:
- RA Bill
 - GST Invoice,
 - Receipted delivery challan,
 - Test certificate (for make as specified in SOQ)
 - Certificate from committee for quality & quantity assurance is required for payment.
- Balance 10% payment will be made within 30 days after successful completion of work duly certified by executing department.
- For item no.:- 1(b), 2, 4 & 5 of SOQ-** 100% payment with 100% GST within 30 days against submission of RA bill alongwith following documents
- Tax Invoice
 - Measurement book -Certificate from executing dept. towards completion of actual quantity of work
 - Wage certificate of labour payment, PF Challan, ESI Challan is required for payment.
- The above mentioned documents submitted by the firm alongwith wage certificate of labour payment and document towards compliance of CPF & ESI in the **executing dept.** will be forwarded to finance for payment by the **executing dept.** itself.
- Final payment will be made on production of **work completion certificate** issued by **I/c of Executing dept.** alongwith final bill.
39. **PAYING AUTHORITY:-** Finance Dept./FFP.
40. **SECURITY DEPOSIT:-**
- EM** will form as initial security deposit and total **Security Deposit** will be **10%** of **total contract value**. A deduction at the rate of **10%** from all "**On account**" payments of **successful bidder** will be made till the total **SD** becomes **10%** of total contract value. **50%** of total **SD** will be refunded **within 30 days** on submission of **work completion certificate** issued by the **Sr. DGM I/c/Engr., Inst & Civil/FFP** towards successful completion of the work and balance **50%** of total **SD** will be refunded after completion of maintenance period on submission of **maintenance completion certificate** issued by **Sr. DGM I/c/Engr., Inst & Civil/FFP**. **EM/Security Deposit will be forfeited if the contract is terminated for any reason whatsoever.**
41. **INCOME TAX DEDUCTIONS:-** It will be deducted as per the prevailing rule.
42. **GOODS & SERVICE TAX (GST):-**
- Price of all bidders must be exclusive of **GST** and they are required to indicate **GST** in **percentage (%) or value** separately in their **techno-commercial bid (Part-I)**. Applicable **GST** is payable to the firm extra.



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Payment of **GST** will be made to successful bidder on the basis of timely submission of **GST invoice** as per **GST** rule and submission of all documents as per payment terms. The payment of **GST** will be regularized against submission of documentary evidence i.e. **deposit challan**. Also, successful bidder has to file GST return as per **GST** rule so that **ITC (Input Tax Credit)** shall pass on to HEC account. If loss occurs in taking credit of **GST** by HEC due to the fault or error of successful bidder, the same will be recovered from next bill of successful bidder. Any increase in **GST** after expiry of the specified completion period of the contract will not be entertained by **FFP/HEC**.

43. **LD CLAUSE:-**

If **successful bidder** fails to complete the work within the contractual period, **LD** will be levied @ ½% of unfinished part of the work per week of delay subject to a maximum **10%** of total basic contract value.

44. **ARBITRATION:-**

Normally all disputes should be settled by negotiations between the company and the concerned parties. In case any dispute/difference is not settled through negotiations, successful bidder can seek remedy by arbitration by invoking the same within **120 days** of dispute.

(a) The Arbitrator (s) will be appointed to resolve the disputes between the parties. The CMD of HEC Ltd. is having absolute power to appoint a single Arbitrator or more than one Arbitrator or to refer the dispute to the Institutional Arbitration at his discretion and his decision is final and binding on successful bidder. The appointed Arbitrator(s) / Institutional Arbitration should pass a reasoned award and the parties should bear the costs of the Arbitration equally.

(b) If any of the Arbitrators appointed by the CMD of HEC Ltd. is unable to continue as an Arbitrator for any reasons whatsoever or if the CMD of HEC Ltd. for the reasons to be recorded in writing thinks fit for appointment of a new Arbitrator in the place of existing Arbitrator, he is having a power to do so. If such a new Arbitrator is appointed, he can either continue the arbitration proceedings from the stage where the earlier Arbitrator discontinued his proceedings or alternatively the new Arbitrator may start proceedings *de novo* if the circumstances warrant him to do so.

Failing to invoke Arbitration clause within **120 days** of dispute, the matter is to be decided by **Civil Courts at Ranchi, Jharkhand** state alone and not at any other place.

45. **AGREEMENT:-**

An agreement will be signed between HEC & the successful bidder within **30 days** from the date of issue of the work order on **Non-Judicial Stamp Paper of requisite value** as per provision of Indian Stamp Act. on the Performa prescribed by HEC Ltd. available on **Contract Cell/FFP**. The General Condition of Contract along with Work Order and the Tender Documents will be the part of Agreement and binding on the **successful bidder**. Unless and until agreement is prepared and executed, the **Acceptance Letter Cum Work Order** shall be deemed as an agreement of this contract between **HEC & the successful bidder**.

46. **TERMINATION OF THE CONTRACT:-**

The contract can be terminated in part/full under the following conditions in consultation of **Legal Dept:-**

- a) If **successful bidder** fails to start the work within **15 days** from the date of issue of work order without assigning any reason.
- b) If **successful bidder** fails to follow statutory provision of **Contract Labour (Regulation & Abolition) Act-1970, Payment of Wages Act-1936, Minimum Wages Act-1948, Employees Compensation Act-1923, Maternity Benefit Act-1961, Employees Provident Fund & Miscellaneous Provision Act-1952, Employee State Insurance Act-1948** or any other Act.
- c) If **successful bidder** fails to follow safety rules as per **statutory provision of safety act**. towards safe execution of the contract as well as fails to satisfy the executing dept. with progress of the job.
- d) If any act of malpractices likes pilferage, corruption, harming/misusing company's property, ill- treating company's employee or any one related to the company by **successful bidder** or his deployed workmen including supervisor at any stage of the contract is detected.
- e) Any other reasons for which company thinks it fit to terminate the contract will be terminated with assigning the proper reason. The determination and termination of the contract at any stage is the sole discretion of the employer and binding on **successful bidder**.



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47. RISK & COST FACTOR:-

In the event of termination of the contract in part/full due to successful bidder's fault, **HEC** reserves the right to complete the work by any agency at **successful bidder's risk & cost**.

48. SUCCESSFUL BIDDER'S RESPONSIBILITIES:-

- a) The successful bidder will be responsible for compliance of CPF & ESI of its deployed workmen as per the rule admissible under the **Employees Provident Fund & Miscellaneous Provision Act-1952 & Employee State Insurance Act-1948**.
- b) The successful bidder has to keep all necessary workmen of various trades and categories as per requirement of the work.
- c) To complete the above work as mentioned in the scope of works, the required number of workmen are to be deployed on all execution days by successful bidder.
- d) The successful bidder will have to submit daily report for engagement of labour on every execution day to the **site I/c** with effect from the date of commencement of the work and will continue upto completion of the work.
- e) The successful bidder will be responsible for safety of all workmen engaged by him for the above contract and he will provide necessary safety appliances like **Safety belt and extension rope as per requirement, Required size Net arrangement at the ground, Hand Gloves, First Aid items, Safety Shoes, Safety Helmet, Protective clothing's etc.** to his deployed workmen as per suggestion of safety department of **FFP/HEC**. The nature and types of safety appliances to be supplied to different workmen may be different based on their actual position in the workplace and accordingly it is to be ascertained from the **executing department or safety dept. of HEC** at the very beginning of the contract. If successful bidder is failed to provide safety appliances to his workmen, the same shall be supplied by the corporation at **successful bidder's cost** and such cost will be recovered from his bill.
- f) The successful bidder will give strict instruction to his deployed workmen in order to follow the safety rules and to use safety appliances during execution of the contract towards safe working. He will also give instruction to his workmen for not to **smoke/spit/gossip** at the work premises during working hours.
- g) The Successful bidder will give instruction to his deployed workmen that every workman will wear neat & clean suitable clothing towards safe execution of the work inside the factory area.
- h) The Successful bidder should either physically present himself every day or by his supervisor during working hours and he/his supervisor will report to **site I/c** daily for taking instructions and for coordinating the work and maintaining the various records i.e. quantum of work done, workmen engaged etc.
- i) **The Successful bidder will pay minimum wages to his deployed workmen as per latest Govt. Minimum Wages Circular at his own source.**
- j) In case of an accident during execution of the work whether resulting in any injury or disability or death of successful bidder's workmen, he will report immediately to the **site I/c** as well as **P&A Dept./FFP** about the accident of his workman and will be liable to pay compensation to such worker in accordance with the provisions of **Employees Compensation Act 1923**. Such compensation shall be paid to the concerned worker within **one month** from the date of accident failing which **HEC** will pay the requisite compensation along with the payment so made to such worker and the same shall be adjusted against his bill by **HEC** later.
- k) **Payment to successful bidder's deployed workmen shall be made to their bank account directly.**
- l) The payment towards running bill will be made **once in a month** depending upon the work done by him and would cover the attendance period from **1st** of the month to **30/31th** of the current month. Successful bidder is required to render all the possible service for the preparation of bills on or before **10th** of the succeeding months even if payment by corporation has not been made to them. The bills complete in all respect should reach to the **Finance Dept** by **6th** of the following month.
- m) The successful bidder shall obtain the requisite **license** for **engaging labour {if applicable on successful bidder as per provision of Contract Labour (Regulation & Abolition) Act, 1970}** from the concerned authorities clearly setting out the number of persons to be engaged for this work.



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- n) The successful bidder will regularly read the notice board and refer display of information made at the entrance of **FFP** and he shall also issue employment card and wage slip to all workers engaged by him.
- o) In the case of change in the entity of successful bidder as he has mentioned in the bidder's profile submitted by him alongwith his tender and the said change has taken place during the running of the contract, the successful bidder will submit revised bidder's profile attaching therewith all relevant documents in support of the change such as individual/property business concern/partnership firm/co-operative society etc. Any change in the constitution of the aforesaid body shall forthwith be notified by him to executing dept.
- p) The successful bidder will be informed about the display of below average level of awareness about safety and work by his workers and accordingly he will replace them and re-engage them only when they acquired such competency.
- q) The successful bidder will maintain all records namely Attendance Register of deployed workmen, Register of Wages (FORM-XVII), Register of workman (Muster Roll) FORM-XIII), CPF deduction of each & every deployed workmen with CPF A/c no, bank A/c no. at ready reference for producing the same as per needs of the corporation.

49. REGARDING DOCUMENTS AND PRECAUTION REQUIRED DURING EXECUTION OF THE WORK AT HEIGHT:-

- (1) Workers (skilled/non-skilled) deployed for working at height shall be examined and certified by FAP-FFP medical officer for physical and mental fitness which shall include general fitness and freedom from epilepsy, high blood pressure, obesity and vertigo.
- (2) Insurance covered to all the deployed workers.
- (3) Every worker, before deployment for working at height shall be imparted the training for working at height which shall include competency in the use of full body harness.
- (4) There will be availability of anchorage points. Provision of lifelines to be ensured for work requiring movement at height.
- (5) 100% supervision of all height jobs is to be ensured by supervisor.
- (6) Work at height shall be permitted only when reasonable level-of nature sunlight is available. The work shall not be permitted in inclement weather conditions like Heavy rain, Lightning, scorching heat, thunder storm, high velocity wind etc.
- (7) Work must be executed under the supervision of Trained and Smart supervisor.
- (8) Proper means of access and egress to be ensured for all work at height.
- (9) Underneath area to be barricaded for providing protection against hazards due to falling objects.
- (10) Caution board is compulsory for alerting hazards.
- (11) Tool box talk/safety talk to be imparted to all personnel engages in height job.
- (12) Based on hazard analysis proper controls, personal protective equipments and proper access to work place is required. (Example- items like safety belts, full body harness, safety helmets, safety net, fall arrester, life line, running lifelines, crawling board, roof ladders, caution board, barricade etc.).
- (13) SWP (safety work procedure) prepared by experienced person.

50. All other terms & condition will be as per GCC of HEC Ltd. and the same can be downloaded from HEC website www.hecltd.com.

Signature of the tenderer with rubber stamp with name, full address, mobile No., P&T No. etc.

For & on behalf of HEC Ltd.

(Sr.Mgr I/c /CC & D/FFP)



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Appendix

SCHEDULE OF QUANTITY

Sub:- "Repair of roof structure with Roof Sheets in Pit Side 02 Shop & 03 MFS/FFP".

Sl. No.	Description of Items	Unit	Qty	Rate (Rs.)	Total Value (Rs.)
1.	Supply of light weight structural steel such as channels, beams, angles & plates etc (Tata, Jindal, JSW, Sail, Rinl, Arcelor Mittal Nippon Steel, NDMC, Visa Steel Make only) Fabrication & erection of light weight structural Steel work such as cover plate, MS Angle, Channels Beams etc at a height up to 60m, including providing a primer coat of red oxide paint & two coat painting with synthetic enamel paint erection / placing in position fixing etc. as per requirement at site and specification of Engineer in charge including equipment such as welding machine etc. with all complete and safety appliances like safety net, safety belt etc.				
	(a) Supply & fabrication	MT	112.0		
	(b) Erection	MT	112.0		
2.	Taking down carefully the existing damaged Steel structure, angles, tees, flat, channels etc from roof after dismantling of old str., unscrewing bolts, nuts, screws, washers by gas cutting or by any other means wherever necessary all complete with transporting stacking to the charging bay of 02 Shop or as directed by Engineer in charge along with all tools, tackles, materials and labour required to carry out the work. Only gases (Oxygen & Acetylene) will be supplied free of cost by Deptt. All safety measures will be provided by the Contractor as per rules. (Height up to 60m)	MT	80.0		
3.	Supply of Tata / Jindal /JSW / Everest / Charminar / Bhusar/ Essar and other approved make 0.6 mm GI colour coated roofing sheet including transportation and stacking at FFP as per direction of Engineer I/c (length & configuration of sheet as per requirement)	MT	30		
4.	Fixing of GI colour coated roofing sheet for roofs and walls with new polymer quoted 'J' or 'L' hooks, bolts and nuts 8mm diameter with bitumen & G.I. limpet washers filled with white lead (new GI sheets will be supplied by Deptt.) as per direction of Engineer I/c	M ²	6295		
5.	Tacking out carefully A.C. Sheet from roof & walls by unscrewing bolts, nuts, hooks and washer all complete and re-sheeting with same. A.C. Sheets with new G.I. "J" or "L" Hooks 8-10 mm dia. Limpet & Bitumen washer with all complete including all safety measures as per rule. (Height up to 60m).	M ²	6295		

Signature of the bidder with rubber stamp with name, full address, mobile No., P&T No. etc.

For & on behalf of HEC Ltd.

(Sr.Mgr I/c/CC & D/FFP)



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CONTRACT CELL
Dhurwa, Ranchi- 834004, Jharkhand

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Annexure - 1

PART-II (Price Bid)

The tenderer shall upload the digitally signed Schedule of price bid in the form of BOQ.xls

Bidders may please note, the schedule of quantities is attached in the portal. The same (BOQ) shall be downloaded and be filled in the editable (un protected) cells only and they should necessarily submit their financial bids in the format provided after entering the financial quotes, name of the bidder etc.



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Annexure-2

Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- (i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://etenders.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.
- (ii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (iii) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- (iv) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- (v) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to *ensure that they do not lend their DSC's to others which may lead to misuse.*
- (vi) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- i) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- ii) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- iii) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.



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PREPARATION OF BIDS

- i) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- ii) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of *each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.*
- iii) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- iv) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

- i) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- ii) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- iv) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by as specified in the tender documents. The details of the DD / any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- v) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without



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changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

- vi) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- vii) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- viii) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- ix) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- x) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 **CPP Portal** Helpdesk.

Note: For any query related to registration and processing on the Portal please visit FAQ available at <https://etenders.gov.in/eprocure/app?page=FAQFrontEnd&service=page>

You may call the Helpdesk. The 24 x 7 Help Desk Numbers are
0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787
E-Mail: support-eproc@nic.in

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BANK GUARANTEE FOR EARNEST MONEY DEPOSIT

(to be issued by any Nationalized bank preferably State bank of India negotiable at their counters in Ranchi)

NO.

Dated:

TO,
 M/S HEAVY ENGINEERING CORPORATION LIMITED
 PLANT PLAZA ROAD,
 DHURWA,
 RANCHI – 4

Dear Sirs,

In consideration of your agreeing to accept the Earnest money deposit of Rs.------(Rs-----) furnish able to you by M/s-----
 -----(Hereinafter Referred to As Contractor) In terms of the Enquiry No. -----
 -----Dtd. ----- for Supply of ----- (Hereinafter Referred to as the Contract) in the form of a Bank Guarantee in the Manner hereinafter contained we -----, having registered office at -----do hereby covenant and agree with you as follows.

1. We hereby undertake to indemnify you up to a sum of Rs. ----- (Rs. ----- only) against any loss or damage caused to or suffered by you or that may be caused to or suffered by you by reason of any breach or breaches on the part of the contractor of any of the terms and conditions contained in the said contract and in the event the Contractor shall make any default or defaults in carrying out any of the works under the said contract or otherwise in the observance and performance of any of the terms and conditions relating thereto in accordance with the true intent and meaning thereof, we shall forthwith on demand and without any protest or demur pay to you such sum or sums not exceeding in total the said sum of Rs.----- (Rs. -----amount----- only) as may be claimed by you as your losses and/or damages, costs, charges or expenses by reason of such default or defaults on the part of the contractor.

2. Not withstanding anything to the contrary contained in this guarantee your decision as to whether the contractor has made any such default or defaults and the amount or amounts to which you are entitled by reasons thereof will be binding on us and we shall not be entitled to ask you to establish your claim or claims or damages or losses suffered by you but will pay the amount demanded by you under this guarantee forthwith on your demand without any protest or demur.

3. This guarantee shall continue and hold good until it is released by you on the application by the contractor after expiry of the related warranty period of the said contract and after the contractor have discharged all their obligations under the said contract and produced a certificate of due completion of the work under the said contract and submitted a "NO Demand Certificate" provided always that this guarantee shall in no event remain in force after the date of----- without prejudice to your claim or claims arisen and demanded from or otherwise notified to us in writing before the expiry of six months from the said date which will be enforceable against us not withstanding that the same is or are enforced after the said date.

4. We-----, further undertake to extend the validity of this beyond the period prescribed in clause 3 or as extended from time to time for such further period as may be required in writing before the Expiry of this and upon such extension(s), all terms and conditions of this shall remain in full force till the expiry of this extended period(s).

5. You will have the fullest liberty without affecting this guarantee from time to time to vary any of the terms and conditions of the said contract or extend the time of performance of the contractor or to postpone for any time or from time to time any of your rights or powers against the contractor and either to enforce or forbear to enforce any of the terms and conditions of the said contract and we shall not be released from our liability under this guarantee by the



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exercise of your liberty with reference to matters aforesaid or by reason of any time being given to the contractor or any other forbearance, act or omission on your part or any indulgence by you to the contractor or by any other variation or modification of the said contract or any other act, matter or things whatsoever, which, under the law relating to sureties, would but for the provisions hereof, have the effect of so releasing us from our liability hereunder provided always that nothing herein contained will enlarge our liability hereunder beyond the limit of Rs. -----(Rs.-----) as aforesaid or extend the period of the guarantee beyond the said Date of ----- unless expressly agreed to by us in writing in terms of clause 4 hereof.

6. This guarantee shall not in any way be affected by your taking or varying or giving up any securities from the contractor or any other person, firm or company on its behalf or by the winding up, dissolution, insolvency or death as the case may be of the contractor.

7. In order to give full effect to the guarantee herein contained, you shall be entitled to act as if we are your principal debtors in respect of all your claims against the contractor hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of surety ship and other rights, if any, which are in any ways inconsistent with any of the provisions of this guarantee.

8. Subject to the maximum limit of our liability as aforesaid this guarantee will cover all your claim or claims against the contractor from time to time arising out of or in relation to the said contract and in respect of which your claim in writing is lodged on us before expiry of six months from the date of expiry of this guarantee.

9. Any notice by way of demand or otherwise hereunder shall be in writing and may be sent by special Courier or Tele fax to us or our Local Address as aforesaid.

10. This guarantee and the powers & provisions herein contained are in addition to and not by way of limitation or substitution for any other guarantee or guarantees heretofore given to you by us whether jointly with others or alone and now existing un cancelled and that this guarantee is not intended to and shall not revoke or limit such guarantee or guarantees.

11. This guarantee shall not be affected by any change in the constitution of the contractor or us nor shall it be affected by any change in your constitution or by any Amalgamation or absorption thereof or therewith but will ensure for the benefit or and be available to and enforceable by the absorbing or amalgamated company or concern.

12. This guarantee is irrevocable during the period of its currency and shall not be revoked without your previous consent in writing.

13. We further agree and undertake to pay you the amount demanded by you in writing irrespective of any dispute or controversy between you and the contractor or any reference to arbitration of the said dispute/controversy pending or a civil suit filed by the contract or in respect of the dispute or controversy.

14. Notwithstanding anything contained herein above our liability under this guarantee is restricted to Rs.----- (Rs. -----only) and this guarantee shall remain in force until -----unless a written claim is lodged on us for payment under this guarantee within six months from the date of expiry of this guarantee . i.e. On or before-----all your rights under this guarantee shall be forfeited and we shall be deemed to have released and discharged from all liabilities there under, irrespective of whether or not the original guarantee is returned to us.

15. We have power to issue this guarantee in your favour under the memorandum and articles of association of the bank and the undersigned has full power to execute this guarantee under the power of Attorney Granted to them by the Bank.

FOR AND ON BEHALF OF