


Punjab State Transmission Corporation Limited

Subject: - NIT for Clearing and Sweeping activities at office of Addl. SE, 400kV SubStation
PSTCL Makhu by outsourcing.

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Addl. SE, 400kV SubStation
PSTCL Makhu

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OTHER TERMS AND CONDITIONS:

1. **RATES:** - The rates shall be quoted in lump sum for the whole job and shall include all taxes and other charges.
2. **PAYMENT:** - Payment shall be made through cheque/RTGS/NEFT after reception of monthly bill.
3. **INCOME TAX & GST:** - Income tax shall be deducted from the bill of the firm at the rates applicable at time of payment/ providing services. Firm will provide proof of depositing GST if applicable and only then GST amount will be released. GST no of PSTCL is '03AAFCP4714J1ZK'.
4. **VALIDITY:** - The offer to be submitted by the firm shall be valid for 60 Days from the date of opening of tender. Any withdrawal or modifications of the offer will not be permitted.
5. **EARNEST MONEY:** -
 - i) In case of open and limited tenders, the tenderers shall be required to submit Earnest Money at the following rates in the form of Bank Draft only along with tenders payable at ZIRA in favour of PUNJAB STATE TRANSMISSION CORPORATION LIMITED.

Tender Value up to Rs 50,000/- and spot tender	Nil
Tender value Exceeding Rs. 50,000/-	2% of tendered value rounded off to a multiple of Rs.10/- (other than spot tenders) on the higher side, subject to minimum Rs. 5000/- and max. Rs. 10,00,000/-.

- ii) The following shall be exempted from depositing Earnest Money: -

- a) Public Sector Undertaking fully owned by the Punjab Govt. /Central Govt. /Other State Govts. A certificate of Govt. ownership issued by concerned Government Department shall be submitted in the envelope for Earnest Money.

- b) Sole Manufacturers/Suppliers of Proprietary items.

- iii) Earnest Money shall be forfeited in case of withdrawal/Modification of an offer within the validity period as required in the NIT/Tender Specification after opening of tenders.

iv) In case of successful tenders, Earnest money shall be converted as Security Deposit and shortfall if any, shall be got deposited for faithful execution of purchase Order/Contract

v) In case of tenders did not accept the Earnest Money shall be refunded within 30 days of the award of order/Contract to the successful tender (s) or after expiry of validity period whichever is later.

6. **PENALTY FOR DELAY:** - The time allowed for carrying out the work as entered in the contract shall be strictly observed by the contractor and shall be reckoned from the date on which the order to commence work is given to contractor. The work shall throughout the stipulated period of the contract be proceeded with all due diligence (time being deemed to the essence of the contract on the part of the contractor) and contractor shall pay as penalty on the amount equal to one half % of the estimated cost of whole work as shown in contract for every week, the work remains unfinished after the contract completion period, provided always that the entire amount of compensation to be paid under the provisions of this clause shall not exceed 10% of the estimated or actual cost of work whichever is higher.

7. **FORCE MAJEURE:** - If at any time during the continuance of the work, the performance in whole or in part by either party of any obligation under this contract, shall be prevented/delayed by causes arising out of any war, hostilities, civil commotion, acts of the public enemy, sabotage, fire, floods, explosions, epidemic, or other acts of God, strikes and lock outs (hereinafter referred to as ('eventualities') then, provided notice of the happening of any such eventuality is given by either party to the other within 15 days from the date of occurrence thereof, neither party shall by reasons of such eventuality be entitled to terminate this contract nor shall either party have any claim for damages against the other and construction of work under this contract shall be resumed as soon as practicable after such eventuality has ceased. Appropriate extension in time of completion shall be granted.

8. **ARBITRATION:** -

a) If at any time any question, dispute or difference, what-so-ever, shall arise in any way connected with or arising out of this instrument or the meaning or operation of any part thereof for the rights/ duties or liabilities of either party then save in so far as the decision of any such matter is herein before providing whether is decision has been otherwise provided for and or whether it has decided finally accordingly, or

whether the contract should be terminated or has been rightly terminated and as regards the rights and obligations of the parties as the result of such termination shall be referred for sole termination of the nominee of the board, who in case of dispute involving an amount exceeding Rs 50000/- shall give a reasoned award and his decision shall be final and binding and where the matter involving a claim for the payment or recovery or deduction of money or the amount, if any, awarded in such arbitration shall be recoverable in respect of the matter so referred. If the matter is not referred to arbitration within 180 days of the date of completion of work or the payment of final bill whichever is later, all the rights and claims under the contract shall be deemed to have been forfeited and absolutely barred.

- b) Upon every or any such reference the cost of incidental to the reference and award respectively shall be in the discretion of the sole Arbitrator so appointed who may determine the amount thereof or direct the same to be taxed as between solicitor and client or as between party and shall direct by whom and to whom and in what manner the same is to be borne and paid.
- c) The work under the contract shall if reasonably possible, continued during the arbitration proceeding and no payment due or payable by the purchaser/PSTCL shall be withheld on account of such proceedings.
9. **CANCELLATION:** - The office reserves the right to place order for any item in full or part thereof indicated in this tender notice and to reject any or all tenders received without assigning any reason.
10. **JURISDICTION:** - All legal processing in connection with Contract shall be subject to the territorial jurisdiction of the local civil courts at ZIRA (Punjab) only.
11. All terms and conditions of all sections of Works regulations 1997 of PSTCL, amended up to date, which can be seen in the office of the undersigned, shall be applicable.
12. The drawings shall be prepared on good quality paper as per prevalent practice in industry Department of Punjab.
13. The TC & FRO transportation charges for men & material to site shall be borne by the contractor.

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13. The TO & FRO transportation charges for men & material to site shall be borne by the contractor.

GENERAL INSTRUCTIONS TO BE OBSERVED BY TENDERERS

1. The Following instructions must be carefully observed by all tenderers. Quotations/tenders not strictly in accordance with these instructions will be liable to be rejected.
 - i) The tender must be complete in all respect. The following point should be carefully studied in order to ensure submission of a complete and comprehensive tender. Failure to comply with any of these instructions or to offer brief explanation for non-compliance is likely to render effective comparison of the tender as a whole, impossible and may lead to rejection of an otherwise competitively lower offer.
 - ii) The tenders will be submitted as per NIT/Tender Specifications complete in all respect and deviation from Notice Inviting Tender/Tender Specification shall be clearly brought out by the Tenderers. No post tender development shall be allowed regarding any change in terms of price or technical specifications.
 - iii) Tenders shall be submitted in duplicate/Quadruplicate (Wherever specifically required) and all copies shall be separately tagged and clearly marked as 'Original', 'Duplicate', 'Triplicate', 'Quadruplicate' as the case may be.
 - iv) Telegraphic/ Fax /conditional quotation will not be accepted.
 - v) All financial bids should be unconditional & in case of condition the same would be considered as waived.
 - vi) The tender shall be sent in two separate envelopes, one envelope containing deposit of Earnest Money and the other containing the main tender in duplicate/Quadruplicates as the case may be. While opening the tenders the envelope containing the Earnest Money shall be opened first and in case the deposit of Earnest Money is in accordance with the terms of notice inviting tender only then second envelope containing the tender shall be opened.
2. The purchaser reserves the right to modify the schedule of requirements, technical particulars and the specifications at any time and to place the order as a whole or in parts and to reject any or all the tenders received without assigning reasons. He will not be responsible for and will not pay for expenses for losses that may be incurred by tenderer in the preparation of the tenders. Quantity mentioned in the NIT can be ordered on more than one supplier.

3. Quotations/ tenders should be enclosed in double cover both addressed to the Addl. SE, 400kV SubStation PSTCL Makhu. Both (inner and outer) covers shall be sealed and super scribed with tender no. as given at the right-hand top corner of the tender enquiry or in the tender notice together with the date on which tender is due and items of materials covered.
4. Quotation/Tenders shall be received in the office of Addl. SE, 400kV SubStation PSTCL Makhu. up to 11.00 Hrs. on the due date given in the tender notice and shall be opened on the same day at 12.30 Hrs. in the presence of tenderers or their authorized representative who may like to be present. In case the due date of opening tenders happens to be a holiday, the tenders shall be received up to 11.00 Hrs. and opened at 12.30 Hrs. on the next working day.
5. Each page of the tender document including the schedule of quantity and bid drawings be signed and dated by tenderer in ink as token of his having examined the same. Any correction in the rate quoted in the schedule of quantities shall also be signed with date by tenderer before submitting the tender. All corrections and additions or pasted slips should be initialed by the contractor.
6. The officer inviting Tenders/ Contracting Agency/ Board reserves the right to reject any or all the tenderers received without assigning reasons. He will not be responsible for and will not pay expenses or losses that may be incurred by tenderers in preparation of tender.
7. All correspondence in this regard shall be addressed to Addl. SE, 400kV SubStation PSTCL Makhu. and copies of all correspondence with other offices/ firms shall also be supplied to Addl. SE, 400kV SubStation PSTCL Makhu.


Addl. SE, 400kV SubStation PSTCL Makhu

correspondence with other offices/ firms shall also be

Annexure-A

Subject: - NIT for getting Cleaning and Sweeping activities at office of Addl SE, 400kv SubStation PSTCL Makhu. by outsourcing.

Sr. No.	Description	Qty	* Wages To Employee On DC Rates + EPF+ ESI+ Other Contributions As Per Statutory Regulations	Commission Charges/Rate To Be Quoted By The Contractor/ Bidder (In %Age Of D)	GST (If Any)
A	B	C	D	E	F
1.	Cleaning And Sweeping Activities At Office Of Addl . SE, 400kv Substation PSTCL Makhu By Outsourcing.	1 Job (4hrs/ Day)	Will Be Paid As Per Actual By Contractor/ Bidder		


Addl. SE, 400kv SubStation PSTCL Makhu.

To

As per Overleaf

Memo No.

Dated:-

Sub:- Tender (Quotation Enquiry No.-T22/2019-20) for AMC of Maintenance of Road and Path and Miscellaneous Civil works at 400KV S/S, Mastewal, Makhu.

Sealed Tender are invited for execution of followings works as per DC/Competitive rates basis:-

Sr.No	Description of work	Tender Enquiry No.	Earnest Money (Rs)	Completion Period	Cost of Tender Specifications (Rs)-Non Refundable	Date & time of Start of the tender	Date & time of receive/ opening the tender
1	AMC of Maintenance of Road and Path and Miscellaneous Civil works at 400KV S/S, Mastewal and Makhu, through outsourced	T-22/2019-20	2% of Estimated amount or minimum 5000/-	1 Year	As Applicable	03-12-2019	Will be received upto 19-12-2019 upto 11 AM and Will be Opened same day at 12:30 P.M

Terms and conditions:-

- 1) A set of tender documents (Non transferable) can be obtained from the office of the undersigned against payment (As Applicable as per PSTCL Instructions)(Non refundable) by DD in favor of Sr.Xen 400 kv s/s Makhu, PSTCL/BA16 with valid experience attached with request on any working day.
- 2) All quotations exceeding Rs. 50000/- should accompany earnest money @ 2% of the tender value rounded off to a multiply of Rs. 10/- on the higher side subject to a minimum of Rs. 5000-00 in the shape of BA-16 or Demand Draft payable at Zira in favour of Punjab State Transmission Corporation Limited.
- 3) The tenders are required to submit tenders in two separate envelopes. The Containing deposit of earnest money and the second containing tender. The envelope containing the earnest money shall be opened first and if it is found in order then second envelope containing the tendered shall be opened.
- 4) Quotation shall be opened at 12:30 Hrs on same day and in case of holiday on that day, the quotation will be opened on the next working day.

- 5). The quotation should be completed in all respect; incomplete tenders or telegraphic tenders are liable to be rejected."
- 6). SGST & CGST if any should indicated separately.
- 7). GSTIN number of your firm must be quoted on your quotation
- 8). The rates should be valid for one year from the date of opening of tenders.
- 9). The office reserve the right to place order for any item in full or part thereof indicated in this tender notice and to reject any or all tenders received without assigning any reason.
- 10). Conditional tenders are liable to be rejected
- 11). The rates should be firm F.O.R destination.
- 12). The quantity of work may be increased or decreased.
- 13). Rates of Material, installation labour & taxes to be quoted separately.
- 14). The work shall be completed within the period of one month from the date of issue of work order.
- 15). All Work/Purchase Regulations of PSTCL Whichever, will be applicable to this tender."
- 16). For all Terms & Conditions please visit PSTCL official Website(www.pstcl.org) .


Addl. SE

100 kv s/s, Makhu.

Endst No:- 813/818

Dated:- 03/12/2019

Copy of the above is forwarded to following officers for information and further necessary actions:-

1. Dy.CE,F&M Circle,PSTCL,Ludhiana in reference to your instruction of your office's letter no. 5585 dated:- 29-11-2019
2. Sr.Xen,IT,PSTCL,Patiala
3. Notice Board


Addl. SE

100 kv s/s, Makhu