

**ASSAM ELECTRICITY GRID CORPORATION LIMITED**

**OFFICE OF THE DEPUTY GENERAL MANAGER,  
UA T&C AND COMM. CIRCLE,  
AEGCL, DIBRUGARH**



**TENDER DOCUMENT**

**NOTICE INVITING TENDER NO: AEGCL/DGM/UA T&C and Comm./DBR/2022/T-23/563, Dated  
26.07.2022**

**Name of work**

**Repairing of Office Building of O/o the AGM, Upper Assam Communication Division,  
AEGCL, Jorhat.**

**Work Site**

**O/o the AGM, Upper Assam Communication Division, AEGCL, Jorhat**

Tender cost amounting to Rs 1000.00  
Deposited in the form of .....

Issued to .....

Address .....

Signature of Contractor/Firm

Sd/-  
Deputy General Manager  
UA T&C and Comm. Circle,  
AEGCL, Dibrugarh

- (A) **INFORMATION TO BIDDER:**
1. **NAME OF WORK:** Repairing of Office Building of O/o the AGM, Upper Assam Communication Division, AEGCL, Jorhat.
  2. **ESTIMATED AMOUNT:** Rs. 3,47,704.00 (Rupees Three Lakh Forty Seven Thousand Seven Hundred Four) only.
  3. **LOCATION OF WORK:** O/o the AGM, Upper Assam Communication Division, AEGCL, Jorhat.
  4. **TENDER ADDRESS:** O/o the Deputy General Manager, UA T&C and Comm. Circle, AEGCL, Dibrugarh.
  5. **BIDDING PROCEDURE:**
    - a) All tenders shall have to be submitted in prescribed forms attached herewith eventually to be drawn up in the rules of AEGCL.
    - b) Two different envelopes to be used as follows.  
**Envelope-1:** Bid document signed by bidder on all pages, Tender Document cost, Earnest Money, Techno-commercial data of the Bidder and other necessary documents must be enclosed.  
**Envelope-2:** Price Bid
  6. **KEY DATES:**
    - a) Bid Submission Start Time & date:- 12:00 Hrs. of **28/07/2022**
    - b) Bid Submission End Time & date:- 12:00 Hrs. of **17/08/2022**
    - c) Techno-Commercial Bid Opening Time & date:- 14:00 Hrs. of **17/08/2022**
  7. **TENDER PAPER COST AND MODE OF PAYMENT:**  
Bidder has to pay Non-Refundable tender document cost @**Rs. 1,000.00 (Rupees One Thousand)** only in the form of DD in favour of the Managing Director, AEGCL, Bijulee-Bhawan, Paltanbazar, Guwahati-1, payable at Guwahati. The original copy of the DD/Banker's Cheque must be submitted along with relevant documents in the Envelope-1.
  8. **BID SECURITY/EARNEST MONEY AND MODE OF PAYMENT:**
    - a) For participation in bidding procedure, participants must compulsorily pay the Bid Security of **Rs. 7,000.00(Rupees Seven Thousand)** only in the form of Fixed Deposit/Bank Guarantee/ in favour of the Managing Director, AEGCL, Bijulee-Bhawan, Paltanbazar, Guwahati-1, payable at Guwahati. The original copy of the Bid Security must be submitted along with relevant documents in the Envelope-1.
    - b) The bid security of the successful Bidder shall be returned as promptly as possible once the successful Bidder has signed the Contract and furnished the required performance security.
    - c) The bid security of unsuccessful Bidders shall be returned as promptly as possible upon the successful Bidder's furnishing of the performance security.
    - d) The bid security may be forfeited:-
      - (i) If a Bidder withdraws its bid during the period of bid validity period.
      - (ii) If the successful Bidder fails to sign the Contract within the specified period.
  9. **PERFORMANCE GUARANTEE:**
    - a) The material and the entire work are to be guaranteed against defective design, materials and workmanship and for satisfactory performance for a period of 18 months from the financial acceptance of the completed work.
    - b) Performance Guarantee of 10% of total Contract value in the form of Bank Guarantee (BG)/ Demand Draft (DD)/ Fixed Deposit (FD) from a nationalized or Scheduled Bank of RBI for a period of 18 months from the date of completion of the work is to be submitted before signing of the contract agreement.
    - c) BG period may be split up subject to the condition that BG would be extended from time to time to cover the warranty period. Moreover, before, one month (i.e. 30 days) of expiry of the BG, renewal is to be done by the Contractor if required, otherwise revocation would be done by AEGCL within claim period.

- d) BG is to be submitted as per prescribed format of AEGCL.
- e) BG should remain valid up to 60 days beyond Performance Guarantee Period.

**10. VALIDITY OF BID:**

Bid shall remain valid for the period of 180 days from the date of bid submission end date.

**11. TIME OF COMPLETION:**

The allotted time of completion for the work is 90 days from the handing over of the site.

**12. DISCLAIMER:-**

The purchaser is not committed contractually in any way to those Bidders whose Bid is accepted. The issue of this Bid does not commit or otherwise oblige the purchaser to proceed with any part or steps of the process.

**13. LANGUAGE OF BID:**

The Bid, as well as all correspondence and documents relating to the bid exchanged by the Bidder and purchaser, shall be written in the English and / or Assamese language.

**14. NEGOTIATION WITH BIDDER:**

The purchaser reserves the right to hold negotiations with lowest bidder if AEGCL feels the quoted rates of particular item(s) are unreasonably high. The bid must be valid, eligible and technically acceptable and considered for award of contract. Cost quoted by bidder shall be inclusive of all scope of work as specified in the bidding document including any related services that is implicit to carry out the work successfully. Price will be firm and no price variation will be allowed within the completion period given in the work order.

**(B) ELIGIBILITY CRITERIA:**

**1. EXPERIENCE:**

- a) A Bidder may be a private entity or a government-owned entity or any combination of such entity with the intent to enter into an agreement supported by a letter of intent or under an existing agreement in the form of a joint venture, consortium or association.
- b) A Bidder, and all partners constituting the Bidder, shall have Indian nationality.
- c) To be qualified for the bid, the bidder must compulsorily meet the following minimum criteria; bidder must establish the experience as single contractor or as a lead partner of a Joint Venture (JV).
  - i) Bidder must have valid work experience of similar work executed within the last 7 years at any Govt. Deptt., PSU, etc. conforming either of the following requirements and submit supporting documents (Copy of Work Orders and Completion Certificate) to establish work experience. The purchaser holds the authority to verify the documents provided in support of work experience.

Sl. No	Description	Amount not less than (Rs)
1	3 (three) similar completed works	1,40,000.00
2	2 (two) similar completed works	1,75,000.00
3	1 (one) similar completed work	2,80,000.00

If the nature of work and value differs from the above stated conditions, it will not be considered while evaluation of technical qualification.

The purchaser holds the authority to verify the documents provided in support of work experience.

**JOINT VENTURE:**

\* Participation as Joint Venture/Consortium is allowed for this bid. In case bidder is participating as JV, experience of all partners combined should meet the eligibility criteria (Experience and license). The Bid, and, in case of successful Bid, the Form of Agreement shall be signed by all the Partners so as to be legally binding on all partners. One of the partners shall be authorized to be as the Lead Partner. The Lead partner shall be authorized to incur liabilities, receive payments and receive instructions for and on behalf of any or all partners of the joint venture and the entire execution of the Contract. A copy of the Notarized agreement entered into by the Joint Venture partners shall be submitted with the Bid. All the partners of the Joint Venture shall be jointly and severally liable for the execution of the contract in accordance with the contract terms and a relevant statement to this effect shall be included in the authorization mentioned in the Bid Form and the Form of Agreement (in case successful bidder).

**2. FINANCIAL QUALIFICATION:**

- a) Minimum average annual turnover of **Rs. 1,05,000.00 (Rupees One Lakh Five Thousand)** only

calculated as total certified payments received for contracts in progress or completed, within the last 3 (Three) Years, ending 31<sup>st</sup> March of the previous financial year. Audited Balance sheet must be furnished as a proof of annual turnover. Any other form of supporting documents instead of Audited balance sheet will not be accepted.

Current bank solvency certificate must be submitted to show the bidder's financial position.

- b) The contractor shall make good at his own cost and to the satisfaction of the purchaser all defects, or other faults which may appear during the defect liability period.

In default, the purchaser may employ and pay other agency or persons to amend and make good such damages. Losses and expenses consequent thereon or incidental there to shall be made good and borne by the contractor, failing which the same shall be recoverable from the payment due to the contractor and performance guarantee. In the event of amount due and performance guarantee being insufficient, the balance amount will be recovered from the contractor from the amount due or retained for other works executed in AEGCL.

### 3. **SITE VISIT**

The bidders are advised to visit the site of work and obtain for itself on its own responsibility all the information for necessary for preparing the bid.

### 4. **QUERY ON THE BIDDING DOCUMENT**

Prospective Bidder may submit queries, if felt necessary, requesting clarification of any bid clause. Such queries must be submitted in the O/o the DGM, UA T&C and Comm. Circle, AEGCL, Dibrugarh by the Tender Clarification end date and time mentioned in the Bid Data Sheet. Purchaser shall clarify to the extent felt necessary. Any query outside the mail or in physical letters after due date shall not be entertained unless specified otherwise.

### 5. **DEADLINE FOR SUBMISSION OF BIDS**

Bids shall be received only on or before the date and time indicated in the Bid Data Sheet. The Purchaser may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Document, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

### 6. **OPENING OF TECHNO-COMMERCIAL BIDS:**

The opening of the techno-commercial bid shall be conducted at the address as per the date and time specified in the bid document on the basis of technical qualification, Financial qualifications and fulfilment of the legal conditions.

Price Bids of those bidders shall only be opened whose techno-commercial bids are found to be responsive to the requirement of the bidding document and intimation will be issued in due course.

- \* Any interrelations, erasures, or overwriting shall be valid only if they are signed or initialised by the person signing the bid.

### 7. **PRILIMINARY EXAMINATION OF TECHNICAL BIDS:**

The purchaser shall examine the Techno-Commercial Bid to confirm that all the documents and technical documentation requested in this bidding document have been provided and to determine the completeness of each document submitted. If any of these documents or information is missing, **the Bid may be rejected**. The purchaser shall confirm the following documents and information have been provided in the Technical Bid. If any of the following document or information is missing or found incorrect, **the offer shall be rejected**.

1. Original copy of **tender document cost payment receipt**.
2. Original copy of **EMD BG or Online EMD payment receipt** and
3. Duly filled and signed **Tender Submission Form**.

Bidders should submit hard copies of the documents mentioned above in (1), (2) and (3) in a physical envelope prior to the deadline for technical bid submission. Techno-commercial bids shall be summarily rejected if these three documents are not submitted in hard copy or via email by the deadline for technical bid submission.

### 8. **CLARIFICATION OF BIDS:**

To assist in the examination, evaluation, and comparison of the Technical and Price Bids, and qualification of the Bidders, the Purchaser may, at its discretion, ask any Bidder for a clarification of its bid or submission of any shortfall documents. However, the following may be noted in this regard:

1. Any clarification submitted by a Bidder that is not in response to a request by the Purchaser shall not be considered.

2. The clarification or shortfall documents shall be submitted in hard copy or via email only.
3. No change in the substance of the Price Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Purchaser in the evaluation of the bids in accordance with Clause 10.
4. If a Bidder does not provide clarifications/shortfall documents of its bid by the date and time set in the Purchaser's request, its bid may be rejected.

**9. RESPONSIVENESS OF TECHNO-COMMERCIAL BID:**

The purchaser shall examine the Techno-commercial Proposal, to confirm that the requirement of the bidding document have been met without any material deviation or reservation.

If the bid is not substantially responsive to the requirements of the Bidding Document, it shall be rejected by the Purchaser and may not subsequently be made responsive by correction of the material deviation, reservation, or omission.

**10. CORRECTION OF ARITHMETICAL ERRORS:**

1. Where there are errors between the total of the amounts given under the column for the price breakdown and the amount given under the Total Price, the former shall prevail and the latter will be corrected accordingly.
  2. Where there are errors between the total (sum) of the amounts of the different Schedule(s) and the amount given in terms of a Grand Total or Grand Summary, as the case may be the former shall prevail and the latter will be corrected accordingly.
  3. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetical error, in which case the amount in figures shall prevail subject to (1) and (2) above.
- \* If the Bidder that submitted the lowest evaluated bid does not accept the correction of errors, its bid **shall be disqualified and its bid security may be forfeited.**

**11. EVALUATION OF PRICE BIDS:**

To evaluate a Price Bid, the Purchaser shall consider the following:

1. The bid price including GST as quoted in the Price Schedule.
2. Price adjustment for correction of arithmetical errors in accordance with Clause (B) 10.
3. The Purchaser shall use the criteria and methodologies listed in this Clause. No other evaluation criteria or methodologies shall be used.

**12. AWARD CRITERIA:**

The purchaser shall in general award the contract to the lowest substantially responsive bidder. However, the purchaser reserves the right to not award contract to the lowest substantially responsive bidder without thereby incurring any liabilities to bidders.

**13. RIGHT TO REJECT:**

The purchaser reserves the right to reject any or all the bids without assigning any reason thereof and the purchaser further reserves the right to split up the work order in favour of more than one Contractor. The purchaser also reserves the right to reject the lowest or any other price without assigning any reason. The clauses which are not appearing in this Bid document will be as per The General Condition of Supply and Erection 2009 of AEGCL. The General Condition of Supply and Erection 2009 of AEGCL is available in the AEGCL's website [www.aegcl.co.in](http://www.aegcl.co.in).

**(C) GENERAL CONDITIONS OF CONTRACT:**

**1. ACCEPTANCE OF BID AND CONTRACT AGREEMENT:**

An agreement shall have to be drawn on non-judicial stamp of appropriate value with AEGCL by the selected Contractor in AEGCL's General Conditions of Supply and Erection 2009 of contract within 10 (ten) days from the date of issue of the LOI.

Wherever there is any variation in between the conditions of AEGCL's General Conditions of Supply and Erection 2009 and the above terms & conditions, this bid conditions will supersede the conditions of AEGCL's General Conditions of Supply and Erection 2009.

**2. PAYMENT TERMS:**

- a) No advance/ Mobilization advance shall be made in this contract.
- b) Within 60 (Sixty) days from the date of submission of invoice, not more than 80% (Eighty percent) payment against civil works would be made. However, GST amount on invoice would be paid 100% or as per Govt. rules.
- c) In Total 4 (Four) Nos. of Progressive erection invoices/ bills would be entertained.
- d) The 1<sup>st</sup> Progressive erection bill would be entertained on completion of minimum 30% of Total erection

cost of the project.

- e) Minimum value of 2<sup>nd</sup> and 3<sup>rd</sup> invoice should be 20% of the total ordered value of civil works.
- f) Remaining 20% of the Civil work would be paid on completion of the 100% civil works, which should be certified by the Engineer-in-Charge.
- g) Final payment shall be released to the contractor only after completion of the work in all respect and final acceptance by AEGCL.
- h) Payment is subjected to availability of specific fund and will be made from the O/o the DGM, UA T&C and Comm. Circle, AEGCL, Dibrugarh.
- i) The Bidder / Firm will have to be submitted the following Net Banking details.
  - Banker's Name & Branch
  - Account No
  - Banker's address
  - Banker's IFSC Code
  - Banker's RTGS Code

**3. RETENTION MONEY:**

10% retention money will be deducted from running bill, which will be released along with the final bill on completion of the work in all respect.

**4. WARRANTY:**

- a) The contractor warrants that all the Goods are new, unused and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.
- b) The term period of warranty shall mean the period of 12 months from the date of Taking Over of the Work by AEGCL. A Taking over Certificate (TOC) will be issued by the appropriate authority.
- c) If during the period of warranty any defect should be found, the purchaser shall give Notice to the contractor stating the nature of any such defects together with all available evidence

**5. EXTENSION OF TIME FOR COMPLETION:**

Time is the essence of the contract. No extension of time shall normally be allowed except on valid and genuine ground.

**6. CONTRACTUAL FAILURE, LIQUIDATED DAMAGE AND PENALTY:**

Liquidity Damages 1.0% (One Percent) of the amount of delayed work per week subjected to the maximum 10 % of the contract value.

**7. SITE FACILITIES:**

- a) AEGCL will not provide any accommodation at the work site to the contractor and their field personnel. The same has to be arranged by the contractor on their own. However, AEGCL may provide space for storage of the materials but responsibility of the material and their safety shall be taken care of by the Contractor. In case of non availability of space under AEGCL the same should be arranged by the contractor outside AEGCL campus/ work site at their own cost and responsibility
- b) AEGCL shall not be responsible for the safety of the workers at site either on account of the works executed by the Contractor or on account of the works executed by any other agency involved at that time.
- c) AEGCL shall on no account be responsible for the expenses incurred by the Contractor during the progress of work at site, towards any incidental expenditure like medical amenities to the workers at site, security arrangements.
- d) The quoted price shall be deemed to include charges for all site facilities for labour that are considered necessary for execution of the work. Subject to availability of land, AEGCL may provide free site for labour camp, construction of yard etc. Close to site of work.
- e) No assurance can be given regarding the availability of AEGCL's land given for use to the Bidder to natural calamities. AEGCL undertakes no responsibility or liability in this regard.
- f) The bidder shall make his own arrangement for arranging power supply as may be required for work. AEGCL may, however assist in recommending his/ their application to the Electricity Supply utility for the power supply on payment basis as per norms of the Electricity Supply Utility.
- g) No claim shall be entertained from the bidder for making his own arrangement for approach roads from outside PWD road to the site and bidder will bear entire expenses.
- h) AEGCL on no account shall be responsible for storage of materials or loss or pilferage or theft either in respect of the material stored or material already billed and paid for by the AEGCL.
- i) Any facilities available at site shall be utilized only with prior permission of AEGCL and it should not be taken as granted for availing such services.

- 8. DEFECT AFTER COMPLETION PERIOD:**  
The Contractor shall make good at his own cost and to the satisfaction of AEGCL all defects, or other faults which may appear during the defect liability period.  
In default, AEGCL may employ and pay other agency or persons to amend and make good such damages. Losses and expenses consequent thereon or incidental thereto shall be made good and borne by the contractor, failing which the same shall be recoverable from the payment due to the contractor and performance guarantee. In the event of amount due and performance guarantee being insufficient, the balance amount will be recovered from the contractor from the amount due or retained for other works executed in AEGCL.
- 9. TERMINATION OF CONTRACT:**  
If the performance of the contract is not satisfactory and not corrected within 15 days of receiving notice, then employer shall be at liberty to terminate the contract and get the work executed through other means at the risk and cost of the Contractor.
- 10. FORCE MAJEURE CONDITION:**  
Force Majeure condition shall be considered as any circumstances beyond reasonable control of the party claiming relief, including but not limited to strikes, lockout, civil commotion, riot insurrection, hostilities, mobilization, war, fire, flood, earthquake, malicious damage or accidents could entitle contractor to extension time. Any such delay should intimated within 10 (ten) days from the beginning of such delay to consider/approved, any claim without prior information may not be considered under force Majeure.
- 11. SETTLEMENT OF DISPUTE AND ARBITRATION:**  
Any dispute arising out of the contract will be first settled bilaterally between AEGCL and Contractor. In case, dispute cannot be settled bilaterally, it will be referred to arbitration. The contractor shall not stop the work during settlement of any dispute. All disputes shall be subjected to the jurisdiction of District Court of respective District of work.
- 12. DEVIATION/ERROR IN DRAWING AND SPECIFICATIONS:**
- a) In case of non-suitability of drawing or specifications, the matter to be brought to the notice of Competent Authority without any delay. Any modification or deviation should only be done after approval of Competent Authority.
  - b) In case of any omission and error in the drawing and specification the same procedure as above should be followed.
- 13. a) VARIATION AND DEVIATION OF QUANTITY:**  
The Tendered rates shall hold good for any variations in the Tendered quantities for completion of work on account of any modification in the bill of quantities or design or specification.
- b) **DELETION OF WORK:**  
AEGCL and its representative have the right to delete or decrease any item or quantity from schedule of quantity at its discretion if deemed necessary. No claim by the contractor will be admissible for this deletion or deduction of Item/quantity from schedule of quantity.
- 14. ENGINEER AT LIBERTY TO OBJECT:**  
AEGCL's Site in-charge shall have right to remove any person provided by the Contractor who, in the opinion of the Site in-charge, misconducts himself, or is incompetent or negligent in the proper performance of his duties, or whose presence on Site is otherwise considered by the Engineer to be undesirable, and such person shall not be again allowed upon the Works without consent of the Engineer. Any person so removed from the Works shall be replaced immediately without hampering the work.
- 15. TAXES:**  
Any taxes, royalties and duties as per Govt. Law should be responsible of the contractor and must be included in their quoted rate.
- 16. INSURANCE:**  
The bidder shall arrange for any pay/cost of personnel accident insurance, medical treatment etc. in

respect of their employees assigned to the works for all time and shall govern by Law of the land.

**17. DAMAGE TO PERSON AND PROPERTY:**

The Contractor shall be responsible for all injury to the work or to workmen, to persons, animals or things and for all damages to the structural and/or decorative part of property which may arise from the operations or neglect of contractor or its employees, against whether such injury or damage arise from carelessness, accident or any other cause whatsoever in any way connected with the carrying out of this Contract. The Contractor shall at his cost effect the insurance necessary and indemnify AEGCL entirely from all responsibility in this respect. The scope of insurance is to include loss or damage to the work and workmen due to carelessness, accident including fire, earthquake, floods, all medical expenses, compensation to be borne in the event of accident etc., damage or loss to the Contract itself till this is made over a complete state. Insurance is compulsory and must be affected from the very initial stage and should cover the entire contract period till handing over of complete works. The Contractor shall also be responsible for anything which may be excluded from damage to any property arising out of incidents, negligence or defective carrying out of this Contract. AEGCL shall be at liberty and is hereby empowered to deduct the amount of any damages, compensations, costs, charges and expenses arising or occurring from or in respect of any such claim for damages from any sums due or to become due to the Contractor.

**18. STATUTORY AND SAFETY REQUIREMENT:**

- a) Each and every safety measure for MAN and MACHINE will be the sole responsibility of the Contractor without any prejudice. Compensation claim if any will also be the responsibility of the contractor without any prejudice.
- b) During the execution of the work, the contractor shall have to mark the site with banner warning/ indicating precautions.
- c) The Contractor shall, throughout the execution and completion of the Works and the remedying of any defects therein.
- d) Have full regard for the safety of all persons entitled to be upon the Site and keep the Site so far as the same under his control and the Works in an orderly state appropriate to the avoidance of danger to such persons.
- e) Provided and maintain at his own cost all lights, guards, fencing, warning signs and watching, when and where necessary or required by the Engineer or by any duly constituted authority for the protection of the Works or for the safety and convenience of the public or others, and Take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods.

**(D) SCOPE OF WORK:**

**1. SITE PREPARATION:**

All works required for site preparation will have to be carried out by the contractor at his own expense, whenever directed by the Site In-charge.

- a) The Contractor shall clear the site of unnecessary vegetation to prepare the site for work only as per directions given by the Site In-charge.
- b) Any unnecessary structures are to be demolished and serviceable materials to be stacked and stored as directed by AEGCL.

**2. a) REINFORCEMENT:**

All reinforcement shall be cleaned thoroughly by removing loose scales, oil, grease or other deleterious materials. The contractor shall obtain the approval of the Engineer-in-charge or his representative to the reinforcement when fixed in position before any concrete is deposited in the forms.

**b) SHUTTERING AND CENTERING:**

Shuttering for concrete shall be made of either metal or timber suitably lined and of substantial and rigid construction true to shape, alignment and dimensions as shown on the approved drawings

**c) REINFORCED CEMENT CONCRETE:**

1. Optimum quantity of water shall be mixed to produce the design mix/nominal mix concrete of required workability.
2. Workability shall be such that the concrete surrounds and properly grips all reinforcement.
3. The degree of consistency, which shall depend upon nature of work and method of vibration of concrete, shall be determined by regular slump tests to be carried out by the contractor at his cost.



4. Usually for mass concrete in RCC works where vibrations are used the slumps shall be within 10mm to 25mm.

d) **BRICK MASONRY:**

Brick work in cement mortar with 1st class brick including racking out joints and dewatering if necessary, and curing complete as directed in sub-structure up to plinth level. Cement Mortar used should be in 1:4 proportions.

e) **CONSTRUCTION JOINT:**

All construction joints horizontal or vertical shall be at predetermined position according to approved drawing or as directed by the Engineer-in-charge. Prior to commencement of fresh concreting over any construction joint which has set but hardened, the removal of laitance and roughening shall be done by wire brushing and washing and care shall be taken to avoid dislodgement of coarse aggregates.

f) **PLASTERING:**

Surfaces to be rendered must be cleaned and made free from all dust, loose materials, grease, etc, and be well wetted for a few hours ( the wall should not be soaked but only damped evenly); but the wall should not be too wet.

g) **CURING:**

Curing should be done as soon as possible after concrete is placed and when initial set has occurred and before it has hardened. It should be continued for a minimum period of 7 to 12 days when normal (Portland) cement is used, 4 to 7 days when rapid hardening cement is used, and should be kept thoroughly wet for 24 hours when high alumina cement is used.

h) **PRIMING AND PAINTING:**

As per specifications in the schedule of quantity.

**3.**

**SUPPLY OF MATERIALS:**

- a) The supply of materials should be as per ISI standard.
- b) The purchaser reserves the right to carry out quality Audit/inspection of all the supply materials and if found not in accordance with scope of contract, supplied materials shall be rejected.

**(E)**

**WORK SCHEDULE:**

**1.**

**SITE HANDOVER:**

- a) Handing over of the work site will be done in presence of Project Manager or its authorized representative, Resident Engineer, site engineer and contractor or its authorized representative.
- b) The contractor has to submit the list of manpower along with contact numbers to be engaged for the work to the Project Manager.
- c) The date of site handing over to be noted on the Site register duly signed by the Project Manager or its authorized representative, Resident Engineer, site engineer and contractor or its authorized representative.

**2.**

**WORK COMMENCEMENT:**

The work should be started only after having the following documents.

- a) Work order
- b) Site Register
- c) Measurement Book
- d) Drawings
- e) Specifications of item & schedule of quantity

**BILL OF QUANTITY****Price Bid (To be provided in separate envelope & should be inclusive of GST)****Name of the work:-Repairing of Office Building of O/o the AGM, Upper Assam Communication Division, AEGCL, Jorhat.****Specifications are as per APWD Schedule of Building (Civil Works) for the year 2013-14.**

Sl. No.	Description	Unit	Qty	Rate	Amount
1.	Providing Pre Painted Galvanized Iron Sheet Roofing (PPGI) at all levels including fitting and fixing with self drilling, self tapping screws complete. (Roof trusses, purlins etc. to be measured and paid separately) TATA Blue scope/ Dyna Roof/ Durakolor/ Wonder Roof or equivalent as directed by the Department  (iii) 0.50 mm Thick	Sqm	252.42		
2.	Providing Pre Painted Galvanized Iron Sheet (PPGI) accessories (Ridges/ Valley/ Gutter/ Flashing) at all levels including fitting and fixing self drilling, self tapping screws complete. TATA Blue scope/ Dyna Roof/ Durakolor/ Wonder Roof or equivalent as directed by the Department.	m	54.30		
3.	Providing and laying plain/ reinforced cement concrete works using cement, coarse sand & 20mm downgraded stone aggregate with cost of necessary form work including dewatering if necessary, and curing for reinforced cement concrete work complete as directed (Reinforcement will be measured and paid separately)  B) In super structure up to 1 <sup>st</sup> Floor level.  (a) M15 or Prop. 1:2:4	Cum	1.35		
4.	15 mm Thick cement Plaster in single coat on single or half brick wall for interior plastering upto 1 <sup>st</sup> Floor level including arises, internal rounded angles, not exceeding 80mm Girth and finished even and smooth including curing complete as directed.  A) On Rough side  (c) In cement mortar 1:5	Sqm	34.08		
5.	Filling sunken floor with broken jhama brick bats and sand including compacting and supplying of materials complete as specified and directed for all levels.	Cum	1.35		

6.	Providing and laying 50mm thick C.C. floor with metallic concrete hardener topping under layer of 35 mm thick cement concrete in prop 1:2:4 (1 cement : 2 Coarse sand : 4 Coarse aggregate of 20mm and down) and top layer of 15mm thick of metallic cement hardener consisting of mix 1:2 (1 cement hardener mix : 2 stone aggregate 6mm and down) by volume with which metallic hardening compound of approved quality is mixed in the ratio 4:1 (4 parts of cement : 1 part of metallic floor hardening compound of approved quality by weight) including finishing with curing complete as directed.	Sqm	9.00		
7.	Applying one coat of cement primer of approved brand and manufacture on new wall surface after thoroughly brooming the surfaces free from mortar droppings and other foreign matter and including preparing the surface even and sand papered smooth	Sqm	28.60		
8.	Wall painting (Two coats) with acrylic emulsion paint approved brand and manufacture (Asian Paints/ Berger Paint/ ICI Paint/ J&N paint/ Nerolac) on new surface to give an even shade after thoroughly brushing the surfaces free from mortar droppings and other foreign matter and sand papered smooth.	Sqm	28.60		

Sd/-

Deputy General Manager  
UA T&C and Comm. Circle,  
AEGCL, Dibrugarh

*Appendix-1*

**COVERING LETTER (ON THE BIDDERS LETTER HEAD)**

To,  
The Deputy General Manager,  
UA T&C and Comm. Circle,  
AEGCL, Dibrugarh.

**Sub:** Submission of Tender.

Ref: -

1. **NIT No:-** AEGCL/DGM/UA T&C and Comm./DBR/2022/T-23/563, dated 26.07.2022
2. **Name of work:** - Repairing of Office Building of O/o the AGM, Upper Assam Communication Division, AEGCL, Jorhat.

Sir,

Having examined the terms & conditions, technical specifications, detailed items of work etc. as well as acquainting myself/ourselves with site of work, surroundings to get the required materials etc., I am/we are to submit herewith my/our tender for the above mentioned work. My/our rates are quoted as per the specification laid down in the schedule of items of work.

I /We clearly understand that all materials, tools and plants, machineries, labours, testing of material, storage, haulage etc. required in the work shall have to be arranged by me/us from my/our own resources in the events of allotment of the work to me/us.

I /We also clearly understand that in the event of acceptance/approved of my/our tender, the work shall have to be executed strictly as per specifications and the same shall have to be completed in all respects within the stipulated time failing which I am/We are liable to be penalized as per rules laid down in Tender document as well as agreement thereof.

Appendix-2

**PROFILE OF THE BIDDER**

Hard copy of the following documents to be submitted with Techno-Commercial Bid.

Sl. No.	Particulars	To be filled by Bidder
a)	Name of the Bidder	:-
b)	Registration with Memorandum of Association	:-
c)	PAN	:-
d)	GST Registration number	:-
e)	EPF	
f)	IT Returns (last 3 Years)	
g)	ESI	
h)	Solvency	
i)	Audited Balance Sheet	
j)	Labour License registration	:-
k)	Date of Establishment/ Incorporation	:-
l)	Postal Address	:-
	House No.	:-
	Lane	:-
	Street	:-
	Town/Village	:-
	Post Office	:-
	P.S.	:-
	District	:-
	Pin code	:-
m)	Telephone Number	:-
	Mobile No.	:-
	E-Mail Address	:-
	Website	:-
n)	Name(s) of the Owners / Directors/Partners	:-
o)	Name of the Banker with Address and Telephone Number	:-
p)	Contact Person Details <i>(Furnish here name of that person with whom AEGCL may get in touch for more information or clarifications)</i>	Name: - Designation: - Mobile Number: - Email Address:-

Appendix-3

**WORK EXPERIENCE OF THE BIDDER**

Following documents to be submitted with Techno-Commercial Bid (Envelope-1)

In order to techno-commercially qualify for this Bid, the bidders have to submit work orders along with Completion certificate for similar nature of work executed within last 7 (Seven) years at any Govt. Deptt., PSU etc. As per guidelines laid down in the technical qualifications clause. The work completion certificate must be duly signed by the officers not below the rank of Executive Engineer/Assistant General Manager.

If the nature of work and value differs from the above stated conditions, it will not be considered while evaluation of technical qualification.

<b>Sl. No.</b>	<b>Name of work</b>	<b>Nature of Work</b>	<b>Executed Amount</b>	<b>Starting Date</b>	<b>Completion Date</b>
a)					
b)					
c)					

NB: - The Bidder may prepare extra sheet if required

Appendix-4

**FINANCIAL QUALIFICATIONS**

Following documents to be submitted with Techno-Commercial Bid (Envelope-1)

In order to techno-commercially qualify for this Bid, the bidders have to submit annual audit report for last 3 (Three) years.

1.	<b>Financial Qualifications:</b>
a)	Minimum average annual turnover of ₹ _____ calculated as total certified payments received for contracts in progress or completed.
b)	Minimum cash flow of ₹ _____ showing financial resources such as liquid assets unencumbered real assets, line of credit and other financial means. Bank solvency certificate to be submitted.

NB: - The Bidder may prepare extra sheet if required