



भारत सरकार  
GOVERNMENT OF INDIA  
जल शक्ति मंत्रालय  
MINISTRY OF JAL SHAKTI  
जल संसाधन, नदी विकास और गंगा संरक्षण विभाग  
DEPARTMENT OF WATER RESOURCES, RD & GR  
केंद्रीय जल आयोग  
CENTRAL WATER COMMISSION



**E-TENDER FOR MANUFACTURING AND SUPPLY OF RETRO REFLECTIVE SIGN  
BOARDS FOR SITE OFFICES & SITES (HO & TELEMETRY) UNDER CAUVERY  
DELTA SUB DIVISION, CWC, KARAIKAL AND INFORMATION BOARD FOR  
NEERVALAM COMPLEX, CWC, CHENNAI**

**NIT No: 05/HD/HQS/NIT/2021-22/2259-60**

**Cost of Tender Document: Nil**

Last date for online submission of e-Tender: - 06.09.2021 upto 16:00 hrs

Date of opening of e-Tenders :- 14.09.2021 upto 16:00 hrs

**Certified that this tender document contains 40 pages including this page.**

**Executive Engineer  
Hydrology Division, Central  
Water Commission, Chennai**

**September'2021**

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जल शक्ति मंत्रालय  
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केन्द्रीय जल आयोग  
जल विज्ञान मंडल



GOVERNMENT OF INDIA  
Ministry of Jal Shakti,  
Department of Water Resources,  
River Development & Ganga Rejuvenation  
CENTRAL WATER COMMISSION  
Hydrology Division

NEERVALAM Complex, No. R-81, TNHB Colony, West Velachery, Chennai-600042.  
Phone: 044-29530653. e-mail: [ee.chn-cwc@gov.in](mailto:ee.chn-cwc@gov.in)

**MANUFACTURING AND SUPPLY OF RETRO REFLECTIVE SIGN BOARDS  
FOR SITE OFFICES & SITES (HO & TELEMETRY) UNDER CAUVERY SUB  
DIVISION, CWC, KARAIKAL AND INFORMATION BOARD FOR NEERVALAM  
COMPLEX, CWC, CHENNAI**

For and on behalf of the President of India, Executive Engineer, Hydrology Division, Central Water Commission, Chennai invites bid by e-tendering from registered contractors of any Central Government Department for the following work:

1. Name of work	: Manufacturing and Supply of Retro Reflective Sign Boards for Site Offices & Sites (HO & Telemetry) under Cauvery Sub Division, CWC, Karaikal and information board for neervalam complex, CWC, Chennai
2. Estimated Cost (with GST)	: Rs. 3,46,000/-
3. Earnest Money	: NIL
4. Performance Guarantee	: 3 % of the contract value of the work.
5. Contract Period	: 30 Days
6. Cost of Tender Document	: Nil

E-tender is available on CPPP website URL <https://eprocure.gov.in/eprocure/app> and

**1.0 ELIGIBILITY CONDITIONS FOR THE BIDDERS**

- The contractor should be registered with any Central Government Department.
- They should have a Valid PAN No.
- They should have a Valid GST Registration No.
- The average annual turnover of firm in last three years should be at least Rs 1.5 lakhs. In this context, supporting document shall be appended.
- Should have done similar work for any Govt./PSU/any reputed organization/firms of estimated value of Rs. 2.76 lakhs as single contract or  
Two contracts of Rs. 2.076 lakhs each  
or  
Three contracts of Rs. 1.384 lakhs each in the last 3 years. (Supporting document shall


be appended).

(vi) Complete relaxation on Turnover would and 50% relaxation on similar work done with satisfactory performance would be given to Micro and Small enterprises upon submission on relevant documents

- 2.0 **Verification of Details:** Executive Engineer, Hydrology Division, CWC, Chennai, reserves the right to verify the particulars furnished by the Tenderer independently. If any information furnished by the Tenderer is found to be incorrect at a later stage he / she shall be debarred from tendering for the works of CWC in future.
- 3.0 **Contract Agreement:** Agreement shall be drawn with the successful tenderer on prescribed Form No. CPWD 7/8 (enclosed). The tenderer shall quote their rates as per terms and conditions of the said form, which shall form part of the agreement.
- 4.0 **Period of Contract:** The duration of the Contract shall be for a period of 30Days which can be revised or extended depending upon the exigency of work.
- 5.0 **Availability of Work Place:** The Retro Reflective Sign Boards is to be supplied to The sites as per the **Table-A**.
- 6.0 **Visit to Work Place by Tenderer:** Tenderers are encouraged to inspect and examine the workplaces and its surroundings and satisfy / apprise themselves as to the nature of the work, the means of access and in general, shall obtain themselves all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender and rates, before submitting their tenders. A tenderer shall be deemed to have full knowledge of the workplace whether he/ she inspects the site or not and no extra payment / compensation consequent upon any misunderstanding / miss-happening or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining all materials, tools & plants, access, facilities for his personnel and all other services required for executing the work at his / her own cost unless it is specifically mentioned in the contract documents.
- 7.0 **Acceptance of Tender:** The Executive Engineer, Hydrology Division, CWC, Chennai, does not bind himself to accept the lowest or any other tender and reserves right to accept or reject any or all of the tenders received without assigning any reason. Executive Engineer, Hydrology Division, CWC, Chennai, also reserves the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the quoted rate.
- 8.0 Tenders, in which the prescribed conditions are not fulfilled or are incomplete in any respect, are liable to be rejected.



- 9.0 Canvassing whether directly or indirectly, in connection with tender is strictly prohibited and the tender submitted by a Tenderer who resorts to canvassing is liable to rejection.
- 10.0 The tenderer shall not be permitted to tender for the work if any of his / her near relative is posted in office of Executive Engineer, Hydrology Division, CWC, Chennai, or other CWC offices located as an Accounts Officer / Divisional Accountant or as an Officer in any capacity from the level of Junior Engineer and above. The tenderer shall also intimate the names of persons who are presently working with him / her and are near relatives to Gazetted officers in any CWC office and Ministry of Jal Shakti. Any breach of this condition on the part of the tenderer would render him / her liable to be disqualified for the award of work.
- 11.0 **Signing of Contract Agreement:** The successful Tenderer/Contractor on acceptance of his tender by the accepting authority of CWC shall deposit 3% of agreement cost as performance guarantee in the form of DD/FDR/Bank guarantee issued by Nationalized Bank within 7 days from the date of issue of letter of acceptance and sign contract agreement consisting of:-
- (a) The 'Notice Inviting Tender', all the documents including 'General Conditions & Clauses of Contract (CPWD)', 'Special Terms & Conditions if any', 'Scope of Work & Specifications' forming the tender as issued at the time of invitation of tender and acceptance thereof together with all correspondence leading thereto.
- (b) Standard CPWD Form-7/8: Item Rate Tenders & Contract for Works.

  
Executive Engineer  
Hydrology Division  
Central Water Commission  
Chennai

## **GENERAL INSTRUCTION TO BIDDERS**

1. Bids shall be submitted online only at CPPP website URL <https://eprocure.gov.in/eprocure/app>. Tenderer/Contractor are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer for the e-submission of the bids online through CPPP portal. The tender notice is also available at <https://eprocure.gov.in/eprocure/app> and <http://cwc.gov.in/>
2. Not more than one tender shall be submitted by one contractor or contractors having a business relationship. Under no circumstances will father and his son(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
3. Tenderer who has downloaded the tender from the CPPP website URL <https://eprocure.gov.in/eprocure/app> shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, the tender will be completely rejected and EMD would be forfeited.
4. Intending tenderers are advised to visit again CPPP website URL <https://eprocure.gov.in/eprocure/app> and CWC website <http://cwc.gov.in/> at least 1 day prior to closing date of submission of tender for any corrigendum / amendment.
5. All applicable bank charges shall be borne by the applicant and he shall not have any claim what so ever on this account on the department. In the case of re-tendering, the firms which have submitted the DD in earlier calls will require submitting DD along with their tender/application in subsequent calls also.
6. Bids will be opened as per date/time as mentioned in the Tender Key Event Sheet.

### **7. SUBMISSION OF DOCUMENTS ONLINE**

- (i) Signed and scanned copy of valid registration certificate, experience certificates of similar works as mentioned above at Point 1 of NIT, GST registration, PAN No., Income-tax return of previous two years( 2018-19,2019-20) and Tender Acceptance Letter.
- (ii) Signed and scanned copy of Partnership deed if any as per the tender document.
- (iii) Signed and scanned true copy of undertaking of not being blacklisted by any government department.

#### **Financial Bid:**

8. The following documents are to be furnished online in the financial bid part by the Contractor along with bid as per the tender document:
  - Excel price schedule sheet as per the BOQ document.
9. The financial bid will be considered only for those bidders who qualify the eligibility criteria as per the tender document as a part of the technical bid.
10. The bidder has to submit Bid Securing Declaration in original documents in hard copy in a sealed envelope in office before the date and time of opening of tender otherwise the bid will not be considered for opening.
11. The bidder should not submit any other document as listed above.
12. For technical bid original tender should be submitted online along with other documents as defined under Clause - 7 mentioned above.
13. The agreement shall be drawn with the successful tenderer on the prescribed CPWD- Form No.

7/8, which is available as a Government of India Publication. The tenderer shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.

14. The time allowed for carrying out the work will be **30 Days** from the date of issue of letter of acceptance of tender/work order.
15. Bid Securing Declaration in the given format is to be submitted.
16. The contractor shall be required to deposit an amount equal to 3% of the tendered value of the work as performance guarantee in the form of Treasury Challan receipt/Deposit at Call receipt of a Scheduled Bank/Fixed Deposit receipt of a Scheduled Bank/TDR/Demand Draft of a scheduled bank issued in favour of the Executive Engineer, Sikkim Investigation Division, CWC, Gangtok payable at Gangtok, within 7 days of the issue of letter of acceptance. This period can be further extended by the Engineer-in-Charge up to a maximum period of prescribed number of days on written request of the contractor.
17. Tenders received without requisite Bid Securing Declaration will be summarily rejected.
18. The competent authority on behalf of President of India does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all of the tenders received without the assignment of any reason. All tenders in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by tenderer shall be summarily rejected.
19. Order No. P-45021/2/2017-PP (BE-II) dated 16.09.2020 issued by Department for Promotion of Industry and Internal Trade on Public Procurement (Make In India) Shall be valid on this tender. Purchase preference to Micro and small enterprises as defined in Public procurement policy for MSEs order 2012 dated 23.03.2012 is valid on this tender. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY. Relevant documentary evidence in this regard shall be uploaded alongwith the bid in respect of the offered product or service.
20. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and tenders submitted by the contractors who resort to canvassing will be liable to rejection.
21. The competent authority on behalf of President of India reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
22. The contractor shall not be permitted to tender for works in the Division Office (responsible for award and execution of contract) in which his near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Assistant Engineer (both inclusive). He shall also intimate the name of the persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any Gazetted Officer in the Central Water Commission or in the Ministry of Jal Shakti, Govt. of India. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this department.
23. No Engineer of gazetted rank or other gazetted officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of two years after his retirement from the Government service, without the previous permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor's service.



- Executive Engineer  
Hydrology Division  
Central Water Commission  
Chennai

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**GOVERNMENT OF INDIA  
CENTRAL WATER COMMISSION**

STATE : TAMILNADU  
ORGANISATION : CAUVERY & SOUTHERN RIVERS BASIN ORGANISATION  
CIRCLE : CAUVERY & SOUTHERN RIVERS CIRCLE,  
DIVISION : HYDROLOGY DIVISION, CWC, CHENNAI

**ITEM RATE TENDER & CONTRACT FOR WORKS**

**e-Tender for “Manufacturing and Supply of Retro Reflective Sign Boards for Site Offices & Sites (HO & Telemetry) Under Cauvery Delta Sub Division, CWC, Chennai”**

- (i) To be submitted online through CPPP website <https://eprocure.gov.in/eprocure/app> on or before **16:00** hours on **13.09.2021** to the Executive Engineer, Hydrology Division, CWC, Chennai.
- (ii) To be opened online in presence of tenderer who may like to be present at **16:00** hours of **14.09.2021** in the office of the Executive Engineer, Hydrology Division, CWC, Chennai.

Issued to \_\_\_\_\_  
(CONTRACTOR)



## **TENDER**

I/We have read and examined the Notice Inviting Tender, schedule 'A', 'B', 'C', 'D' 'E' & 'F', Specifications applicable, Drawings and Designs, General Rules and Directions, Conditions of Contract, Clauses of Contract, Special conditions, Schedule of rate and other documents and rules referred to in the conditions of the contract of and all other contents in the tender document for the work.

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

I/We agree to keep the tender open for 90 days from the due date of submission thereof and not to make any modifications in its terms and conditions.

If I/We fail to furnish the prescribed performance guarantee within the prescribed period, I/We agree that the said President of India or his successors in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I/We fail to commence work as specified, I/We agree that President of India or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the performance guarantee absolutely.

I/We hereby declare that I/We shall treat the tender documents, drawings and other records connected with the work as secret/confidential documents and shall not communicate information derived therefrom to any person to whom I/We may authorize to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated .....

Witness :

Signature of Contractor

Address :

## **ACCEPTANCE**

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

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

- i) Notice Inviting Tender
- ii) Tender No. & date
- iii) Clauses of contract duly signed.
- iv) Schedule 'A' to Schedule 'F'

For & on behalf of the President of India

Signature:-

Date : \_\_\_\_\_

Designation :-



## TENDERER PROFILE

1. Name of the Tenderer/ firm: .....
2. Name of the person submitting the Tender:.....
3. Address of the firm : .....  
.....
4. Tel no. with STD code : (O)..... (R)..... (Fax).....  
(MOB).....
5. Registration & incorporation particulars of the firm:
  - i) Proprietorship
  - ii) Partnership
  - iii) Private Limited
  - iv) Public Limited(Please attach copies of documents of registration)
6. Name of Proprietor/Partners/Directors.....
7. Tenderer's bank, its address and his current account number .....
8. PAN number .....  
(Please attach a copy of PAN)
9. GST No.....  
(Please attach a copy)

**I/We hereby declare that the information furnished above is true and correct.**

**Place:**

**Date:**

Signature of Tenderer/Authorized signatory.....

Name of the Tenderer.....

## **GENERAL RULES AND DIRECTIONS**

- 1) In the Item Rate tenders, only rates quoted shall be considered. Any tender containing percentage below/above the rates quoted is liable to be rejected. Rates quoted by the contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if a discrepancy is found, the rates which correspond with the amount worked out by the contractor shall unless otherwise provided be taken as correct. If the amount of item is not worked out by the contractor or it does not correspond with the rates written either in figures or in words, then the rates quoted by the contractor in words shall be taken as correct. Where the rates quoted by the contractor in figures and in words tally but the amount is not worked out correctly, the rates quoted by the contractor will unless otherwise provided be taken as correct and not the amount.
- 2) GST, purchase tax, turnover tax or any other tax on materials in respect of this contract shall be payable by the contractor.
- 3) Income tax as per Government rules will be deducted from each bill to be paid to the contractor.
- 4) The contractor must quote the IT PAN and tax registration number correctly in the tender form.
- 5) After completion of works, a pre-receipted bill in triplicate must be sent to this office. The amount must be written in figures as well as in words in the bill. Payment will be made through NEFT/RTGS.

## **KEY EVENTS AND DATES**

1	Tender inviting authority Designation / Address	Executive Engineer Hydrology Division, CWC, Chennai, Tamilnadu - 600042
2	Mode of submission of tender	Electronic Tenders are to be submitted on CPPP e-Tendering portal which can be accessed using <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
3	Addressee and address at which documents are to be submitted in hard copy	Executive Engineer Hydrology Division, CWC, Chennai, Tamilnadu - 600042
4	Job requirement	e-Tender for Manufacturing and Supply of Retro Reflective Sign Boards for Site Offices & Sites (HO & Telemetry) under Cauvery Delta Sub Division, CWC, Karaikal and Information Board for Neervalam Complex, CWC, Chennai
5	Language(s) in which items to be printed	English
6	Validity of the Tender	90 Days
7	Issuance of the tender	<b>Tender can be downloaded from 06.09.2021 (16:00 hrs) to 13.09.2021 upto 16:00 hrs from CPPP e-Tendering portal with URL <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> or <a href="http://cwc.gov.in/">http://cwc.gov.in/</a>. However, in order to be able to participate in the tender it is mandatory to download official copy of tenders from <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a></b>
8	Cost of tender	Nil
9	Last date & Time for submission of Bids online	<b>13.09.2021 upto 16:00 hrs</b>
10	Earnest Money Deposit amount payable	NIL (Bid Securing Declaration to be submitted)
11	Date, time and place of Public Online tender Opening Event	Online Public Opening of Bid shall commence at <b>16.00 hours on 14.09.2021</b> Interested bidder or their representatives (not more than 1 or 2 per bidder) may attend the Online Public Bid Opening in the office of Executive Engineer Hydrology Division, CWC, Chennai.
12	Performance guarantee	The successful bidders will have to deposit an amount equal to 3% of the tendered and accepted value of the work (without limit) as a performance guarantee within 7 days from the date of receipt of the acceptance letter.

**BID-SECURING  
DECLARATION**

[The Bidder shall fill in this Form in accordance with the instructions indicated.]

Date: [date (as day,  
month and year)]  
Bid No.: [number  
of bidding  
process]

Alternative No.: [insert identification No if this is a Bid  
for an alternative] To: [complete name of Purchaser]

We, the undersigned, declare that:

We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with the Purchaser for the period of time of *five year* starting on *[date]*, if we are in breach of our obligation(s) under the bid conditions, because we:

- (a) have withdrawn our Bid during the period of bid validity specified in the Letter of Bid; or
- (b) having been notified of the acceptance of our Bid by the Purchaser during the period of bid validity, (i) fail or refuse to execute the Contract; or (ii) fail or refuse to furnish the Performance Security, if required, in accordance with the ITB.

We understand this Bid Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight days after the expiration of our Bid.

Name of the Bidder\* \_\_\_\_\_

Name of the person duly authorized to sign the Bid on behalf of the Bidder\*\* \_\_\_\_\_

Title of the person signing the Bid \_\_\_\_\_

Signature of the person named above \_\_\_\_\_

Date signed \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\*: In the case of the Bid submitted by joint venture specify the name of the Joint Venture as Bidder

**\*\*:** Person signing the Bid shall have the power of attorney given by the Bidder attached to the Bid

[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all membersto the Joint Venture that submits the bid.

### **PERFORMANCE GUARANTEE (CLAUSE- 1)**

(I) The contractor shall submit on irrecoverable PERFORMANCE GUARANTEE of 5% (Five percent) of the tendered amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement, (notwithstanding and/or without prejudice to any other provisions in the contract) within 7 days of issue of work order. This period can be further extended by the Engineer-in-charge up to a maximum period of 7 days on written request of the contractor stating the reason for delays in procuring the Bank Guarantee, to the satisfaction of the Engineer-in-charge. This guarantee shall be in the form of Cash (in case guarantee amount is less than Rs.10,000/-) or Deposit at Call Receipt of any Scheduled Bank / Banker's Cheque of any Scheduled Bank / Demand Draft of any Scheduled Bank / Pay Order of any Scheduled Bank ( in case of guarantee, amount is less than Rs.1,00,000/-) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the form annexed hereto. In case a fixed deposit receipt of only Bank is furnished by the contractor to the Government as part of the performance guarantee and the Bank is unable to make payment against the said fixed deposit receipt, the loss caused thereby shall fall on the contractor and the contractor shall forthwith on demand furnish additional security to the Government to make good the deficit.

(II) In the case of failure by the contractor to furnish the performance guarantee within the specified period, Government shall without prejudice to only other right or remedy available in law is at liberty to forfeit the earnest money absolutely.

(III) The Performance Guarantee shall be initially valid up to the stipulated date of completion plus 90 days beyond that. In case the time for completion of work gets enlarged, the contractor shall get the validity of Performance Guarantee extended to cover such enlarged time for completion of work. After recording of the completion certificate for the work by the competent authority, the performance guarantee shall be returned to the contractor, without any interest.

(IV) The Engineer-in-charge shall not make a claim under the performance guarantee except for amounts to which the President of India is entitled under the contract (notwithstanding and / or without prejudice to only other provisions in the contract agreement) in the event of :-

(a) Failure by the contractor to extend the validity of the Performance Guarantee as described hereinabove, in which event the Engineer-in-charge may claim the full amount of the Performance Guarantee.

(b) Failure by the contractor to pay President of India any amount due, either as agreed by the contractor or determined under any of the Clauses / Conditions of the Agreement, within 30 days of the service of notice to this effect by Engineer-in-charge.

(v) In the event of the contract being determined or rescinded provisions of any of the clause / condition of the agreement, the Performance Guarantee shall stand forfeited in full and shall be absolutely at the disposal of the President of India.

## **FORM OF PERFORMANCE SECURITY BANK GUARANTEE BOND**

1. In consideration of the President of India (hereinafter called "The Government") having agreed to the terms and conditions of Agreement No. .... dated ..... made between ..... and ..... [Hereinafter called "the said Contractor(s)\*"]..... For the work ..... (Hereinafter called "the said agreement") having agreed to production of an irrevocable Bank Guarantee for Rs..... (Rupees ..... Only) as a security / guarantee from the contractor(s) for compliance with his obligations in accordance with the terms and conditions of the said agreement. We ..... (Indicate the name of the Bank) (Hereinafter referred to as "the Bank") hereby undertake to pay to the government on the amount not exceeding Rs.....(Rupees .....only) on demand by the Government.
2. We ..... (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this Guarantee without any demure, merely on a demand from the government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees ..... only).
4. We, the said Bank further undertake to pay to the Govt. any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under this Bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.
5. We ..... (indicate the name of Bank) further agree that the guarantee herein contained shall remain in full force and a fact during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Govt. under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-charge on behalf of the Govt. certified that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee.
6. We ..... (indicate the name of Bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary only of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or postpone for any time or from time to time any of the powers exercisable by the Govt. against the said contractor(s) and to for – bear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, act of omission on the part of the Govt. or any indulgence by the Govt. to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have the effect of so relieving us.
7. This guarantee will not be discharged due to the change in the Constitution of the Bank or the contractor(s).
8. We ..... (Indicate the name of Bank) lastly undertake not to revoke this guarantee except with the previous consent of the Govt. in writing.



9. This guarantee shall be valid up to ..... unless extended on demand by Govt. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. .... (Rupees ..... ) only and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Dated the ..... Day of ..... For .....  
(Indicating the name of Bank).

### **RECOVERY OF SECURITY DEPOSIT (CLAUSE 1A)**

The person/persons whose tender(s) may be accepted (hereinafter called the contractor) shall permit Government of the time of making any payment to him for work done under the contract to deduct Security deposit, which is liable to be deducted from the running bill @ 2.5 % till total amount of security deposit and performance guarantee achieves 7.5 % of the contract value. Such deductions will be made and held by Government by way of Security Deposit unless he/they has/have deposited the amount of Security at the rate mentioned above in cash or in the form of Government Securities of fixed deposit receipts. In case a fixed deposit receipt of any Bank is furnished by the contractor to the Government as part of the security deposit and the Bank is unable to make payment against the said fixed deposit receipt, the loss caused thereby shall fall on the contractor and the contractor shall forthwith on demand furnish additional security to the Government to make good the deficit.

All compensations or the other sums of money payable by the contractor under the terms of this contract may be deducted from, or paid by the sale of a sufficient part of his security deposit or from the interest arising there from, or from any sums which may be due to or may become due to the contractor by Government on any account whatsoever and in the event of his Security Deposit being reduced by reason of any such deductions or sale as aforesaid, the contractor shall within 10 days make good in cash or fixed deposit receipt tendered by the State Bank of India or by Scheduled Banks or Government Securities (if deposited for more than 12 months) endorsed in favour of the Engineer-in-charge, any sum or sums which may have been deducted from, or raised by sale of his security deposit or any part thereof. The security deposit shall be collected from the running bills of the contractor at the rates mentioned above and the Earnest Money if deposited in cash at the time of tenders will be treated a part of the Security Deposit.

## INTEGRITY PACT

To,

Executive Engineer,  
Hydrology Division,  
Central Water Commission,  
Chennai, Tamilnadu

Sub: Submission of Tender for the work of .....

Dear Sir,

I/We acknowledge that CWC is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by CWC. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, CWC shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/ bid.

Yours faithfully,

(Duly authorized signatory of the Bidder)

## INTEGRITY PACT

To,

.....  
.....  
.....

Sub: NIT No. .... for the work .....

Dear Sir,

It is here by declared that CWC is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the CWC.

Yours faithfully

Executive Engineer  
Hydrology Division  
Central Water Commission  
Chennai, Tamilnadu

## INTEGRITY AGREEMENT

(To be signed by the bidder and same signatory competent / authorized to sign the relevant contract on behalf of CWC.)

This Integrity Agreement is made at ..... on this..... Day of..... 20.....

### BETWEEN

The President of India represented through **Executive Engineer, Hydrology Division, Central Water Commission, Chennai ‘Principal/Owner’**, which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

.....  
(Name and Address of the Individual/firm/Company) through.....  
(Hereinafter referred to as the (Details of duly authorized signatory)

**“Bidder/Contractor”** and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal / Owner has floated the Tender (NIT No. ....) (Hereinafter referred to as “Tender/Bid”) and intends to award, under laid down organizational procedure, contract

for.....(Name of work)

Hereinafter referred to as the “Contract”.

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as “Integrity Pact” or “Pact”), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

### Article 1: Commitment of the Principal/Owner

1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

- I. No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
- II. The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
- III. The Principal/Owner shall endeavor to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- IV. If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

## **Article 2: Commitment of the Bidder(s)/Contractor(s)**

- 1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s)/Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution.
  - a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract. The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
  - b) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
  - c) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
  - d) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
- 5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/her reputation or property to influence their participation in the tendering process).

## **Article 3: Consequences of Breach**

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

- 1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days' notice to the contractor shall have powers to

disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.

- 2) Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

#### **Article 4: Previous Transgression**

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

#### **Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors**

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

#### **Article 6- Duration of the Pact**

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded. If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, CPWD.

#### **Article 7- Other Provisions**

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made. If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 3) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid.

In this case, the parties will strive to come to an agreement to their original intentions.

- 4) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

**Article 8- LEGAL AND PRIOR RIGHTS**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....

(For and on behalf of Principal/Owner)

.....

(For and on behalf of Bidder/Contractor) WITNESSES:

1. ....

(Signature, name and address)

2. ....

(Signature, name and address)

Place:

Dated:



## **SCHEDULES**

**SCHEDULE 'A' : Schedule of materials to be issued to the Contractor:-**

Sl.No.	Description of item	Quantity	Rates including 5% storage charges	Place of issue
1	2	3	4	5
<b>Nil</b>				

**SCHEDULE 'B' : Tools and Plants to be hired to the contractor:-**

Sl.No.	Description	Hire charges per day	Place of issue
1	2	3	4
<b>Nil</b>			

**SCHEDULE 'C' : (Extra schedule for specific requirements/document for the work, if any)  
Detailed Drawings: Attached- Page 34**

**SCHEDULE 'D' : Reference to General Conditions of Contract**

**Name of Work : e-Tender for Manufacturing and Supply of Retro Reflective Sign Boards for Site Offices & Sites (HO & Telemetry) under Cauvery Delta Sub Division, CWC, Karaikal**

**Estimated cost of Work (without GST) : Rs. 3,46,000.00/- (Rupees Five lakh Seventy thousand only)**

**Earnest Money : Rs. NIL (Bid Securing Declaration to be submitted)**

**Performance Guarantee : 3 % of the tendered value**

**SCHEDULE 'E' :**

<b>General Rules &amp; Directions :</b>		
Officer Inviting Tender :		: Executive Engineer, Hydrology Division Division, CWC, Chennai
Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2 & 12.3		: As per rule
<b>Definitions :</b>		
(i)	Engineer-in-Charge	: Executive Engineer, Hydrology Division Division, CWC, Chennai

(ii)	Accepting Authority	:	Executive Engineer, Hydrology Division Division, CWC, Chennai
(iii)	Standard Schedule of Rates	:	CPWD AOR 2019
(iv)	Department	:	Central Water Commission

Standard CPWD Contract Form CPWD Form-7/8 as modified and corrected up to date.

<b>Clause 1</b>	(i) Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance, in days	7 days
	(ii) Maximum allowable extension beyond the period provided above in days	7 days
<b>Clause 2</b>	Authority for fixing compensation Under Clause 2.	Superintending Engineer, Cauvery & Southern Rivers Circle, Central Water Commission,
<b>Time allowed for execution of work.</b>		<b>30 Days</b>
Authority to give fair and reasonable extension of time for completion of work.		Executive Engineer, Hydrology Division Division, CWC, Chennai

**Schedule – F**  
**SCHEDULE OF QUANTITIES AND RATES/FINANCIAL QUOTE**

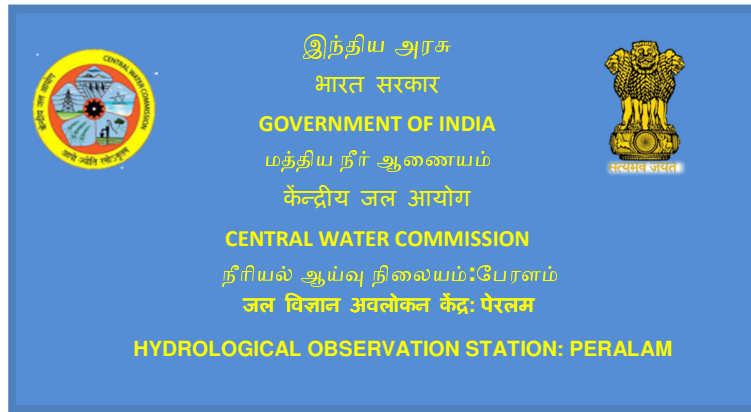
Sl. No.	Particulars	Unit	Qty	Rate (Rs.)	Amount (Rs.)	GST (Rs.)	Total (Rs.)
1	Manufacturing and supplying retro reflective sign boards made up of 2 mm thick aluminium sheet, face to be fully covered with high intensity encapsulated type heat activated retro reflective sheeting conforming to type - IV of ASTM-D 4956-01 in blue and silver white or other colour combination including subject matter, message (bi-lingual), symbols and borders etc. as per IRC ; 67:2001, pasted on substrate by an adhesive backing which shall be activated by applying heat and pressure conforming to class -2 of ASTM-D-4956-01 and fixing the same with suitable sized aluminium alloy rivets @ 20 cm c/c to back support frame of M.S. angle iron of size 25x25x3 mm along with theft resistant measures, mounted and fixed with 2 Nos. M.S. angles of size 35x35x5 mm to a vertical post made up to M.S. Tee section ISMT 50x50x6 mm and including making holes in pipes, angles flats, providing & fixing M.S. message plate of required size, steel work to be painted with two or more coats of synthetic enamel paint of required shade and of approved brand & manufacture over priming coat of zinc chromate yellow primer (vertical MS-Tee support to be painted in black and white colours). Backside of aluminium sheet to be painted with two or more coats of epoxy paint over and including appropriate priming coat including all leads and lifts etc. complete as per drawing , specification and direction of Engineer-in-charge.						
1.1	Informatory rectangular sign boards of (0.910m x0.609 m (3.0' x 2.0') with double M.S Tee section ISMT 50x50x6 mm of support length of 2350 mm	Nos.	19				
1.2	Informatory rectangular Direction boards of 0.457m x0.274m (1.5' x 0.9') with single M.S Tee section ISMT 50x50x6 mm of support length of 2350 mm	Nos.	27				
1.3	Informatory rectangular sign boards for Telemetry ( of 0.609m x0.304 m (2.0' x 1.0')	Nos.	3				
2.0	Making , supplying and fixing of PYLON Board made out of ACP sheet of Aludecor/Eurobond make 3mm thick routed on all sides and fixed on to M.S Square tube of 1"x1" box type frame supported with 4"x4" Square Pipe to hold from the ground level on top ACP logo as per specs with L.E.D light for illumination embossed type names with inner cut type and letters sandwich tye flat with necessary pit taken below the ground level of 1.5'x1.5' x2' with necessary masonary materials filed with bolt & nut type duly and elegantly finished and direction of Engineer-in-charge. SIZE = 7' x 3'	Sqm	1				
3.0	Transportation charges for supplying of sign boards and direction boards at locations given in Table A	Job	1				

**\*The bidder must ensure to quote his/her item rate bid in the attached Bill of Quantity (BoQ) (Financial Bid) in Excel Format only.**

SAMPLE DESIGN OF SIGN BOARD AND DIRECTION BOARD FOR SITE AND  
SITE OFFICE



**Figure:1 DESIGN OF SIGN BOARD FOR SITE OFFICE (SIZE: 3'X2')**



**Figure:2 DESIGN OF SIGN BOARD FOR SITE (SIZE: 3'X2')**



**Figure:3 DESIGN OF Direction Board (1.5'x9')**



**Figure:4 DESIGN OF Direction Board (1.5'x9')**



Figure:5 Telemetry Sign Board (2x1)

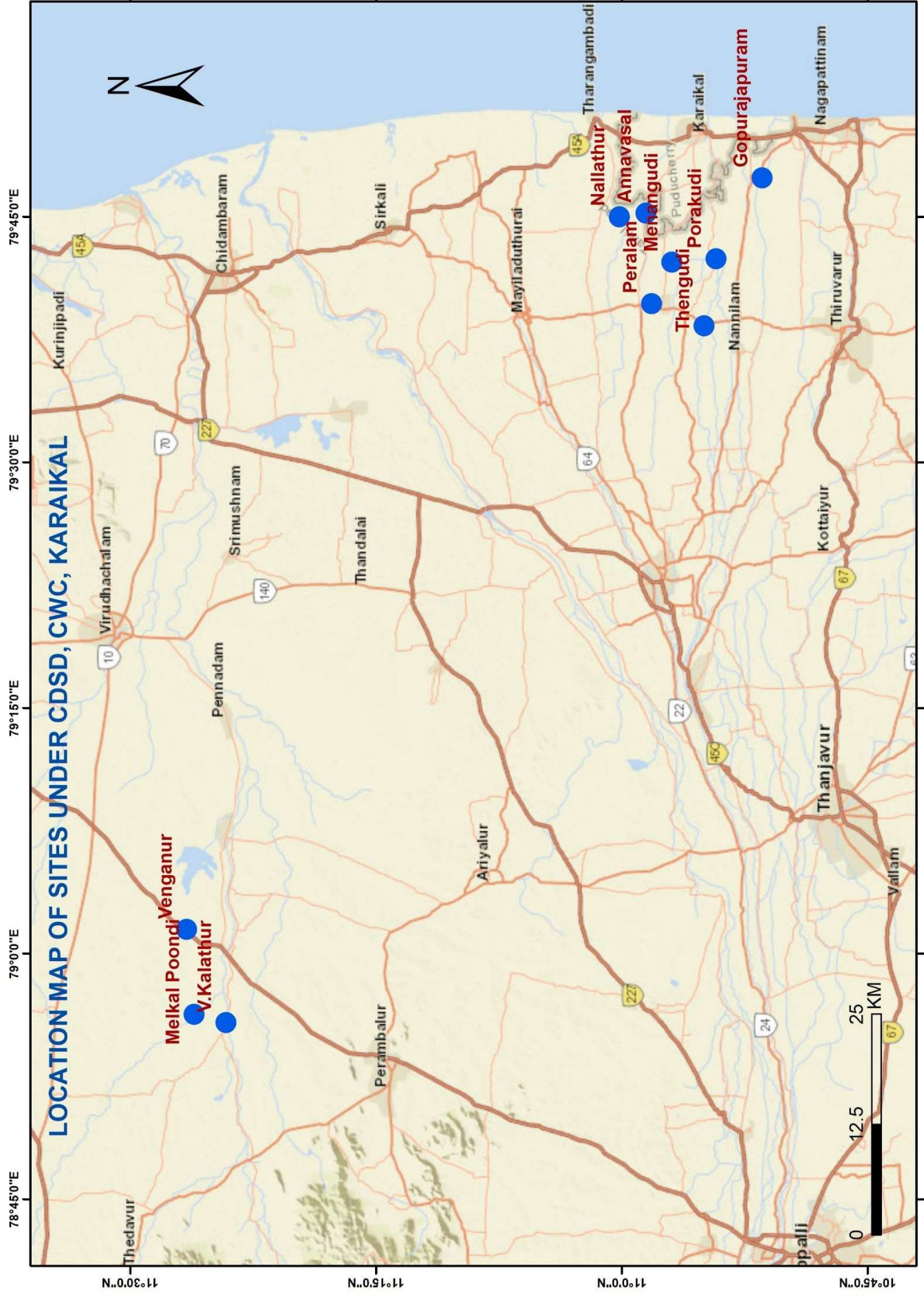


Figure:6 Pylon Board (7x3)

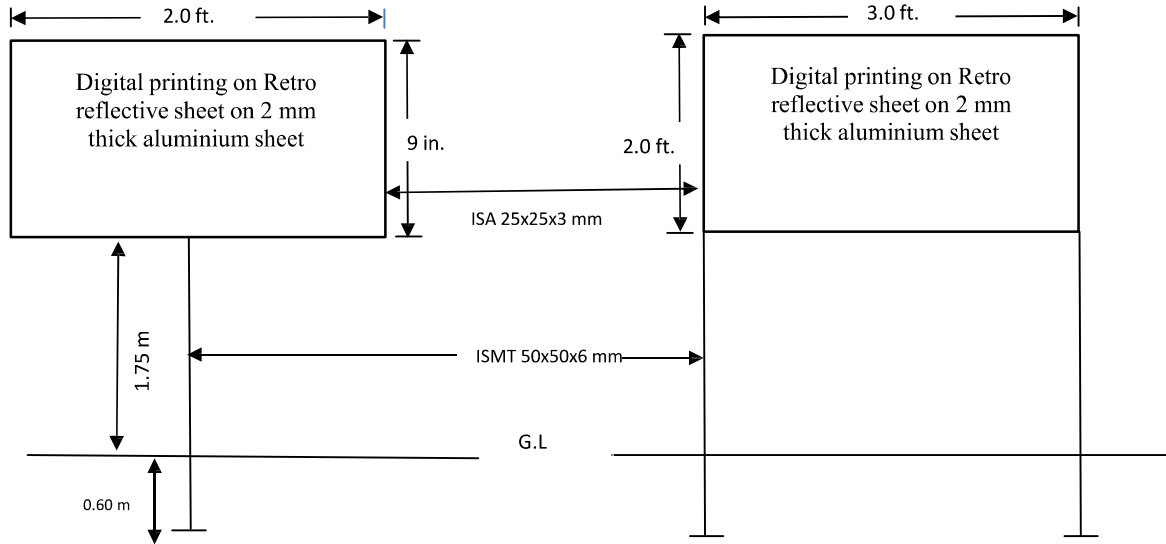
**Table A: Description of Display / Sign Board**

**Description of Direction/Sign Boards**

Sl.No	Sample Figure	Size	Qty	Location/office Name to be	Pin code
A.	Sign Board for Site Office				
1	Fig.No.1	3'x2' (0.910mx0.609m)	1	Annavasal	609 603
2			1	Nallathur	609 603
3			1	Peralam	609 403
4			1	Menangudi	609 608
5			1	Porakudi	609 503
6			1	Thengudi	609 502
7			1	Gopurajapuram	609 703
8			1	V.Kalathur	621 117
9			1	Melkalpoondi	606 303
B.	Sign Board for Site				
1	Fig.No.2	3'x2' (0.910mx0.609m)	1	Annavasal	609 603
2			1	Nallathur	609 603
3			1	Peralam	609 403
4			1	Menangudi	609 608
5			1	Porakudi	609 503
6			1	Thengudi	609 502
7			1	Gopurajapuram	609 703
8			1	Venganur	621 117
9			1	V.Kalathur	621 117
10			1	Melkalpoondi	606 303
C.	Direction Board for Site Office				
1	Fig.No.3	1.5'x9" (0.457mx0.274m)	1	Annavasal	6096 03
2			1	Nallathur	609 603
3			1	Peralam	609 403
4			1	Menangudi	609 608
5			1	Porakudi	609 503
6			1	Thengudi	609 502
7			1	Gopurajapuram	609 703
8			1	Venganur	606 303
9			1	V.Kalathur	621 117
10			1	Melkalpoondi	606 303
D.	Direction Board for Site Location				
1	Fig.No.4	1.5'x9" (0.457mx0.274m)	2	Annavasal	6096 03
2			1	Nallathur	609 603
3			2	Peralam	609 403
4			2	Menangudi	609 608
5			2	Porakudi	609 503
6			2	Thengudi	609 502
7			2	Gopurajapuram	609 703
8			1	Venganur	606 303
9			1	V.Kalathur	621 117
10			2	Melkalpoondi	606 303
E.	Sign Board for Telemetry				
1	Fig.No.5	2.0'x1.0" (0.609mx0.304m)	1	Venganur	606 303
2			2	V.Kalathur	621 117
3			3	Melkalpoondi	606 303
F.	Pylon informatory Board				
1	Fig.No.6	7.0'x3.0"	1	Chennai	600042

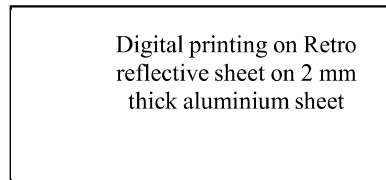


## DRAWING



Informatory rectangular Direction boards  
with single M.S Tee section ISMT  
50x50x6 mm of support length of 2350  
mm

Informatory rectangular sign boards with  
double M.S Tee section ISMT 50x50x6 mm of  
support length of 2350 mm



Informatory sign boards for Telemetry without  
any M.S Tee section  
(Size:2'X1')



## **SPECIAL INSTRUCTIONS TO BIDDERS BY CPPP FOR E-TENDERING**

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**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) 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.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (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.
- 5) 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.
- 6) 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**

- 1) 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.
- 2) 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.
- 3) 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.

## **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) 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.
- 3) 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 / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) 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**

- 1) 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.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) 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 the last date of bid submission or 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.
- 5) 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 colored (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 changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6) 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.

7) 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 opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) 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.

9) 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**

1) 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.

2) 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.

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