

CHHATTISGARH STATE POWER TRANSMISSION COMPANY LTD.
(A Government of Chhattisgarh Undertaking)
OFFICE OF THE CHIEF ENGINEER(S/S-O&M), RAIPUR
SHED NO. 4, PO- SUNDER NAGAR, DANGANIYA RAIPUR (C.G.) Pin – 492 013,
Phone No. (O) 0771- 2574256 Fax No. 0771 –2574267
E-mail: CE.TnC@cspc.co.in

TENDER No.
02-07/Tender/P-1670/2022 dtd.16.02.2021

Tender for providing security guard and cleaning staff.

LAST DATE OF SALE OF TENDER DOCUMENTS	15.03.2021 TIME 17:00 HRS.
LAST DATE & TIME OF SUBMISSION OF TENDER	16.03.2021 TIME 14:00 HRS.
DATE & TIME OF OPENING OF TENDER (TECHNO-COMMERCIAL)	16.03.2021 TIME 14:30 HRS.

PRICE: Rs. 1120.00
(Including GST @12%)

INDEX

S.No.	Section	Particulars	Page No.
1.		Tender Form	03
2.		Tender Notice	04
3.	Section-I	Instructions for Bidders	05-11
4.	Section-II	Terms & Conditions	12-16
5.	Section-III	Scope of works & List for required Security Guard & Cleaning Staff	17-19
6.	Schedule-I	Schedule of Questionnaire - General Information of Bidder	20
7.	Schedule-II-A	Commercial information	21
8.	Schedule-II-B	Schedule of Commercial Deviation	22
9.	Schedule-III	Schedule of Price bid (applicable same rate for all substations)	23
10.	Annexure-I	Agreement	24-25
11.	Annexure-II	Bank Guarantee for Security Deposit	26-27
12.	Annexure-III	For Undertaking (Labour License)	28
13.	Annexure-IV	For Undertaking (ESI)	29
14.	Annexure-V	Undertaking for lottery	30

**OFFICE OF THE EXECUTIVE DIRECTOR(S/S-O&M), RAIPUR
CHHATTISGARH STATE POWER TRANSMISSION COMPANY Ltd
SHED NO. 4, PO- SUNDER NAGAR, DANGANIYA RAIPUR (C.G.) Pin – 492 013,
Phone No. (O) 0771- 2574256, Fax No. 0771 – 2574267
E-mail: CE.TnC@cspc.co.in**

Tender for providing security guard and cleaning staff.

Tender document Serial No. _____ Date _____

ISSUED to M/s _____

Cost of Tender documents Rs. 1,120/- (in words) Rupees One thousand one hundred twenty only.

Received vide D.D. /M.R. No. _____ Dated _____

Name of the Bank _____.

Signature & Seal of Issuing Authority

**OFFICE OF THE CHIEF ENGINEER (S/S-O&M)
C.G. State Power Transmission Co. Ltd. DANGANIYA RAIPUR (C.G.) Pin – 492 013**

TENDER FORM

The CE (S/S-O&M) hereby tender and offer (subject to the Company's conditions of tendering) on behalf of the Chhattisgarh State Power Transmission Co. Ltd. against tender for security including cleaning work and which are described or referred in the Details of scope of work attached to tender document No. 02-07/tender/P-1670/2022 dtd.16.02.2021 and its enclosure/ Schedules copies of which are annexed here to, under the terms thereof are to be executed and done by the contractor. To perform and observe the provisions and agreements or the part of the contract contained in tender or reasonable to be referred from the said tender documents at the rates sets out after acceptance of tender.

The questionnaire enclosed with this tender document has been fully answered and is enclosed herewith (if the questionnaire is not answered in full, the answer to various question may be taken so as to be advantageous to the Company unless contrary is mentioned in the body of the tender.)

Signed this _____ day of _____ 2021

Yours faithfully,

NAME AND SIGNATUE OF
BIDDER (with seal)
BIDDER'S ADDRESS

CHHATTISGARH STATE POWER TRANSMISSION CO. Ltd.

OFFICE OF THE CHIEF ENGINEER (S/S-O&M), RAIPUR

SHED No. 4, Danganiya, Raipur (C.G.) -492 013

Phone No. 0771- 2574256 FAX – 0771 – 2574267

E-mail: CE.TnC@cspc.co.in

NOTICE INVITING TENDER

No.02-07/Tender/P-1670/2022

Raipur, Dtd. 16.02.2021

Sealed tenders are invited from experienced Contractors for following work:-

Sl. No.	Tender No.	Particulars of works	Quantity	E.M.D. (in Rs.)	Due date of opening
1	02-07/ Tender/ P-1670	Tender for providing security guard and cleaning staff	49 Nos. Security guard & 08No. Cleaning Staff	Rs1,10,000/-	16.03.2021 14:30Hrs.

Note: (i) In case any of the above date is declared as holiday then the particular date will automatically get shifted to next working day.

(ii) **Any notice for extension of due date of tender opening shall not be published in newspapers. It will be displayed only on official website of the company.**

TERMS AND CONDITIONS:-

- The tender document can be purchased from the office of CE(S/s-O&M) CSPTCL, Raipur till one day before the date of opening on any working day on payment of Rs. 1120/- (non refundable if tender is downloaded from website www.cspc.co. then the tender cost is Rs. 1180/-) which should be submitted in the form of MICR/DD in favour of Manager, (RAO-HQ), CSPTCL, Raipur (CG) payable at Raipur CG accompanied with firms application on its letter head. If tender document is required by post then additional Rs. 250/- is to be paid along with cost of document. CSPTCL shall not be responsible for any postal delay regarding receipt/non-receipt of tender documents. The required tender fee in form of DD in favour of Manager (RAO-HQ), CSPTCL Raipur (CG) payable at Raipur (CG) in envelope-I along with EMD should be submitted. The details of DD be mentioned on the outer side of the envelop-I also. **Please note carefully in absence of aforesaid requisite tender fee in envelop-I, bids shall not be further considered for opening. Corrigendum (if any) of the tender will be published in website of CSPTCL.**
- Tender documents and the detailed specification shall be issued on any working day up to 17:00 Hrs. on one day before the due date. The tenders, duly filled, shall be dropped in tender box up to 14:00 hrs. on the due date. The techno-commercial bids shall be opened at 14:30 hrs. on the due date.
- The Company reserves the right to accept or reject any or all the offers in part or full without assigning any reason whatsoever.

**CHIEF ENGINEER (S/s-O&M)
C.S. Power Trans. Co. Ltd., Raipur**

SECTION – I

INSTRUCTIONS FOR BIDDERS

- 1.1 Sealed offers are invited by the CHIEF ENGINEER (S/s-O&M), Raipur, C.G. State Power Transmission Co. Ltd., Daganiya, Raipur – 492 013, for providing security guard and cleaning staff as per terms of specification attached.
- 1.2 The tenders duly filled in shall be dropped/get dropped in the specified tender box up to 14:00 Hrs. on or before the due date. Any other means of delivery shall not be accepted. No receipt of tender shall be issued in any case. The due date of submission of tender is 16.03.2021 till 14.00 Hrs. and date of opening of tender is 16.03.2021 at 14:30 hrs in the O/O CHIEF ENGINEER (S/s-O&M) CSPTCL, Raipur. Tender box shall be sealed at 14.00 Hrs on 16.03.2021 and in no case tenders shall be allowed to be dropped after 14.00 Hrs.

1.3 **PRE-BID QUALIFYING REQUIREMENTS:-**

Bidders must enclose the documents in support of pre-bid qualifying conditions without which the tender will summarily be rejected. Therefore bidder must ensure submission of relevant documents in support of pre-bid qualifying requirement along with bid.

However, if any short coming is observed during scrutiny of TC bid, CSPTCL reserves the right to seek required clarification/documents from bidder by giving them only one chance to submit required document/ clarifications/ confirmations within specified time limit.

- a) The Bidder should comply with and follow the provisions of Chhattisgarh Rajya Niji Suraksha Abhikaran (Viniyaman) Niyam 2008. They should have valid license issued by C.G. Govt. Home department for providing Security Services at Chhattisgarh U/s 9 of the Chhattisgarh Rajya Niji Suraksha Abhikaran (Viniyaman) Niyam 2008.
- b) The bidder should have executed order(s) of similar nature in any of the Govt. Department/PSU valuing not less than Rs.22 Lakh (Rs. Twenty two lakh) during last three years. The performance certificate issued by the competent authority regarding satisfactory completion of work should also be enclosed.
- c) (I) The bidder should have minimum average annual turnover (MAAT) for best 3 year out of these Financial Years i.e. 2014-15, 2015-16, 2016-17, 2017-18, 2018-19 & 2019-20 of Rs. 33 Lakhs. In case where Audited Balance sheet of FY 2019-20 is not available then:-
 - (i) The bidder shall submit “provisional balance sheet for FY-2019-20 duly countersigned by CA” and
 - (ii) A self declaration of this effect countersigned by a practicing chartered accountant needs to be attached.

In such cases audited balance sheets of Financial Years for FY 2014-15 to 2018-19 shall be considered.

In case bidder is a holding company, MAAT shall be that of holding company only (i.e. excluding its subsidiary/ group companies). In case bidder is a subsidiary of a holding company, the MAAT shall be of subsidiary company only (excluding its holding company).

(II) Net worth of bidder for last three financial years i.e. 2017-18, 2018-19 & 2019-20 out of submitted balance sheets as per clause 1.3 c (I) above should be positive. In case audited balance sheet for FY 2019-20 is not available, net-worth as per audited balance sheet of previous three years i.e. 2016-17, 2017-18 & 2018-19 should be considered for above criteria and for this, the bidder should submit provisional balance sheet for FY-2019-20 duly countersigned by CA and the self-declaration countersigned by CA as per clause 1.3 c (I) above regarding non-availability of audited balance sheet for FY 2019-20.

Net worth means the sum total of paid-up capital and free reserves (excluding reserves created out of revaluation) reduced by aggregate value of accumulated losses (including debit balance in profit and loss account for current year) and intangible assets.

The Following Documents should be Submitted in Support of qualifying the financial requirement:-

The bidder should submit the self attested copies of following documents:-

- I. Statement of annual turnover, audited balance sheets and profit & loss statement duly certified by Chartered Accountant. The audited balance sheets furnished should be for these financial years (i.e. FY 2014-15, 2015-16, 2016-17, 2017-18, 2018-19 & 2019-20). In case where audited balance sheet of FY 2019-20 is not available, then:-
 - (i) The bidder shall submit "provisional balance sheet for FY-2019-20 duly countersigned by CA" and
 - (ii) A self-declaration of this effect countersigned by a practicing chartered accountant needs to be attached.
- II. A statement showing 'Net worth' including assets and liability of the bidder duly certified by chartered accountant for the last three financial years (i.e. FY 2017-18, 2018-19 & 2019-20) shall also be furnished. In case audited balance sheet for FY 2019-20 is not available, net-worth as per audited balance sheet of previous three years i.e. 2016-17, 2017-18 & 2018-19 should be considered for above criteria and for this, the bidder should submit provisional balance sheet for FY-2019-20 duly countersigned by CA and the self-declaration countersigned by CA as per clause 1.3 (c) above regarding non-availability of audited balance sheet for FY 2019-20.
- d) Bidder must have necessary labour license or shall submit an undertaking with the tender offer mentioning that he will submit the labour license within 30 days from the date of issue of LOA. Bidder should submit the self attested copy of Labour License registration or an undertaking along with bid for the submission of labour license within 30 days from the date of issue of LOA. The format of undertaking is enclosed Annexure-III. However without submission of valid labour license, bills will not be accepted for payment.
- e) Bidder must have ES insurance registration/license wherever it is applicable or an undertaking that if work order area is covered under ESI scheme then ESI registration will be submitted within 30 days from the date of issue of LOA. Otherwise bidder must have insurance policy under workman compensation act and personal accident policy before commencement of the work. Bidder should submit self attested copy of ES insurance registration or an undertaking that ESI registration will be submitted within 30 days from the date of issue of LOA. The format of undertaking is enclosed as Annexure-IV.
- f) Bidder should have PF code No. issued by the competent authority under the provision of Employee Provident Funds and Miscellaneous Provisions Act-1952 and submit the self attested copy of PF registration.
- g) Bidder must have GST (Goods & Service tax) registration from competent authority and should submit the self attested copy of GSTIN registration.
- h) i) Contract will not be awarded to any bidder who has been penalized by any Labour Laws Enforcement Authority for non-observance of any of the labour laws during past three years (as on the date of issue of NIT). All the bidders will have to furnish a declaration in this regard.
- ii) The bidders should not debarred/black listed by bank/State Govt./Central Govt./state PSU/CPSU/SEB/Public utility as on the date of issue of NIT. A declaration in this regard shall be furnished by bidder.

Other Terms & Conditions of tender are given below:

- 1.4 **THREE PART BID**:- Sealed Tender are invited in Duplicate on three part basis, One envelope containing the E.M.D. clearly super scribed with the Name of the tender, Second envelope should contain the tender form with required documents (Techno-commercial details and other documents) and Third envelope should contain the price

bid. All the three envelopes shall be kept in one large sealed envelope, addressed to the CHIEF ENGINEER (S/S-O&M), RAIPUR C.G.State Power Transmission Co. Ltd Daganiya, Raipur with the name of work, tender specification number, due date of tender, amount & mode of E.M.D. and name of the bidder super scribed on the cover.

1.5 **Qualification for Guards:**

- i. Only male adult guards below 45 years age having minimum educational qualification of 10th pass & physical fitness standard as per police Department Govt. of Chhattisgarh will have to be engaged for the above work in 400KV S/S Raita, Jagdalpur, Khedamara, Kurud & HVDC barsoor under control of CHIEF ENGINEER(S/S-O&M) CSPTCL Raipur.
- ii. Security Guard must have undergone training under Mukhya Mantri Kaushal Vikas Yojana, as per rules.

1.6 **Duties of The guards**

- i. It will be the duty of the contractor to prevent entry of unauthorized /unwanted person in the premises. The work shall be carried out as per direction of Officer in Charge. In case of giving weekly off to the security guards, the alternate security guard shall be arranged by the contractor at their cost.
- ii. The security work will be carried out in shifts. The present Shift hours are as under:-

10 PM to 06 AM	- 8 Hours	“A SHIFT”
06 AM to 02 PM	- 8 Hours	“B SHIFT”
02 PM to 10 PM	- 8 Hours	“C SHIFT”

Note:- Duty of security staff will be obliged as per instruction of OIC or shift chart prepared by OIC

- 1.7 Bidders are required to submit their offer with complete information as desired in various Schedules. They may also enclose separate sheet wherever necessary.
- 1.8 **VALIDITY:** Full descriptive particulars and complete specifications should accompany the offer. Offers should be kept open for acceptance for at least 180 days from the date of opening.
- 1.9 Offers through Telegraph/Fax/E-mail will not be considered.
- 1.10 **EARNEST MONEY:** Each bidder shall submit an earnest money of Rs.1,10,000/- (Rs. One lakh ten thousand) along with submission of quotation in a separate envelope. The tenders not accompanied with adequate earnest money will summarily be rejected and returned unopened. No interest shall be payable on the earnest money deposited by the bidder.
- 1.11 **FORM OF EARNEST MONEY DEPOSIT:** The earnest money deposit can be furnished in form of Bank Draft issued by Nationalized/Scheduled Bank payable to the Manager (RAO-H.Q.), CSPTCL, RAIPUR.
- 1.12 **FORFEITURE OF EARNEST MONEY DEPOSIT:** It should be clearly understood that in the event of bidder failing to accept or execute the detailed orders, if order is placed within the validity period of the offer (as per clause 1.8), the full amount of earnest money will be forfeited, and Company's decision in this respect will final and binding on the bidder.
- 1.13 **A. GST :-** The Bidder shall submit documentary evidence for Registration regarding GST with appropriated authority. Payment of GST shall be made to the contractor as per prevailing rules.
B. OTHER TAXES / DUTIES :- The taxes will be applicable as per prevailing rates for work completion within specified time. It may be noted that only statutory variations due to Govt. regulations in the rate of GST or other taxes (if any) shall be payable by the CSPTCL only within contractual period. In case, the contract affected

late i.e. beyond contractual completion period and rates of GST and other taxes (if any) undergoes upward revision, the payment will continue to be made only on the basis of rates prevailing during the contractual period. However, in case the rate of statutory levies undergoes downward revision, then the delayed work completion beyond contractual period will attract reduced rate of levies.

- 1.14 **INCOME TAX DEDUCTION:** Deduction towards income tax will be made from the contractor's bills as per rules in force.
- 1.15 **PERIOD OF CONTRACT:** - The contract period will be for the period of 02 (Two) YEARS from date of issue of order.
- 1.16 **EXTENSION CLAUSE:** The contract will be for Two year from date of issue of order. It may be extended for further period of Six month on same rates, terms & condition or the contract period may be curtailed as desired by CSPTCL. Apart from this, if new S/s will charge during the contract period than the bidder has to accept additional order up to 50% of the ordered quantity on the same rates, terms & conditions.
- 1.17 **AGREEMENT:** The contractor will execute an agreement on non-judicial stamp paper worth Rs. 300/- with revenue stamp of Rs. 01 (one) affixed on it, as per the Annexure-I enclosed with this tender document. The cost of stamp paper etc. shall be borne by the contractor. The agreement is to be executed within 15 days from the date of order for execution of contract award for providing security guard & cleaning staff for 2021-2023.
- 1.18 **SECURITY DEPOSIT:** The contractor shall furnish security deposit either in form of DD drawn in favour of Manager (RAO-H.Q.), CSPTCL, Raipur or FDR pledged with the Manager (RAO-H.Q.), CSPTCL, Raipur or in the form of Bank Guarantee from Nationalized/Scheduled Bank for an amount of 10% of one year's contract value (including GST/Cess etc. if any) for faithful performance of the order and to cover the guarantee period. The SD shall be submitted within 30 days of receipt of LOA and shall be kept valid for period covering the completion date plus 6 months. In the event of extension of completion date, the validity of the bank guarantee shall also be suitably extended. The bank guarantee shall be executed in stamp paper, as per annexure attached with this tender document, worth Rs. 300/- or as per the prevailing legal requirements. The cost of stamp paper shall be borne by the bidder. No interest shall be payable on the Security Deposit.

Note: - 1) The security deposit shall be released only after satisfactory completion of the work duly certified by the concerned OIC.

2) Without acceptance of security deposit by order placing authority, no payment will be released to the contractor.

- 1.19 **FORFEITURE OF SECURITY DEPOSIT:-** The CSPTCL at its option may forfeit the security deposit in case of any of the following;
- i) Un-satisfactory performance of the contractor during the contract period which is subsequently reported by concerned OIC.
 - ii) Non-compliance of the terms & conditions laid down in the contract due to which the order is considered for cancellation.
 - iii) Repeatedly (more than 3 times) delayed payments to deployed staff.
 - iv) In case, it is reported that deployed persons are being paid less salary or a part of salary is taken back by the contractor after depositing the salary in bank account from the staff and if proved correct the contract shall be terminated and contractor shall be black listed with forfeiture of security deposit along with other stern punitive action.

1.20 PENALTY :

If the contractor/bidder fails to perform the work as per specification, the penalty shall be levied as under:-

- i. In the event of contractor's staff absconding from the place of duty (i.e. none of the staff are available) or fails to perform the assigned job as defined under "scope of work" or bidder failing to arrange suitable substitute then a penalty of Rs. 500/- shall be deducted against each such event.

If the staff engaged by contractor remains absent from duty, then the CSPTCL has the right to recover the expenditure incurred, from contractor for making alternate arrangement during such event.

- ii. If the contractor fails to execute the contract, from the date of handing over of site within stipulated time frame, the CSPTCL shall recover from the contractor as penalty a sum of half percent (0.5%) of the monthly contract price of the work for each calendar week of delay. The total penalty shall not exceed 10% (ten percent) of the contract price. Alternatively, work may be got done through other agency/contractor, on account and at the risk of the firm to whom the contract is originally awarded OR CSPTCL may cancel the contract for the in-completed work, with liability recoverable from the contractor, as assessed by the CSPTCL.
- iii. If under-qualified persons of the contractor are found on duty, then a penalty of Rs. 10,000/- per person will be deducted from contractor's bill whenever noticed. In case of repetition of same incidence more than two times, the provisions for termination of contract shall apply apart from penalty.
- iv. It is the contractor's responsibility to make payment to the deployed staff on 10th of every month irrespective of whether bills are passed or not for reasons whatsoever. It will be the responsibility of the contractor to submit bills duly filled in all respect within time. The contractor shall be capable for making two month payment to their staff from his own resources, in case bill payment to the contractor from CSPTCL is delayed due to the reason, whatsoever.

If the contractor fails to make payment to deployed staff up to the 10th of every month, then a penalty of Rs. 500/- per day shall be deducted against each such event. In case the same is repeated for 3 times during current contract period then this will affect the performance of the contractor for participation in next tender and the contractor may be debarred/black listed also along with the punitive action.

- v. If switchyard cleaning, mopping, sweeping & cleaning of control room building of Substation is not found proper than Rs.1000/- (Rs. One thousand only) per occasion will be deducted.

1.21 OBSERVANCE OF RULES & REGULATIONS:

- (a) The work under this contract/agreement shall attract all the laws in force in the State of Chhattisgarh.
- (b) The work will be carried out by observing all the rules and regulations regarding safety from any type of accident which if takes places would be the contractor's responsibility. The contractor shall be responsible for payment of all compensation as applicable from time to time to their workman engaged on the work in the event of any accident.
- (c) The contractor shall obtain necessary license under the Contract Labour Act, 1970, and shall fully comply with requirement of all labour laws including Minimum Wages Act, 1948, Industrial Disputes Act, 1947, Workmen's Compensation Act, 1923, Industrial Employment (Standing Orders) Act, 1946, Employees Provident Funds and Miscellaneous Provisions Act, 1952, and Contract Labour Regulation & Abolition Act. 1970. In case of violation of any Law, Rules & Regulations as

mentioned above, being registered in competent Court and in the event of any penalty/fine imposed on CSPTCL due to default of contractor, the CSPTCL reserves the right to recover such amount from contractor's bills/SD or by any other lawful means as it may deem fit and proper. The decision of the CSPTCL shall be final & binding on the contractor.

(d) The contractor shall be liable to pay his contribution and the employee's contribution to the State Employee Insurance Scheme in respect of all labour employed by him for the execution of the contract, in accordance with the provision of "The Employees State Insurance Act, 1948" as amended from time to time where ever it is applicable in the state otherwise they must have Insurance policy under workman compensation act. In case the contractor fails to submit full details of his account of labour employed and the contribution payable, the Executive Engineer concern shall recover from the running bills of Contractor an amount of contribution as assessed by him. The amount so recovered shall be adjusted against the actual contribution payable for Employees State Insurance.

(e) However, the employees are to be covered with ESIC/Workman Compensation act as per requirement but apart from this, the contractor shall arrange additional policy for the life/injury of the employee in case of accident, so that proper compensation may be provided to the employee or his kin as the case may be for treatment in hospital/compensation in case of disability/loss of life (to be read with clause 1.27).

1.22 **PAYMENT:** The contractor shall be permitted to raise one bill, to be submitted in quadruplicate (four copies) in each calendar month pertaining to each Sub-Station, the contractor shall submit his bill complete in all respect every month. The payment shall be made within 30 days time after last day of the billing cycle **provided other formalities are completed** and also deducting the statutory levies & other deductions, if any. However no interest shall be paid if payment delayed due to unavoidable situation. The contractor has to furnish proof of submission of Provident Fund in respect of the staff employed by him with the monthly bill including certificate of payment (along with details of payment to their employees either through account payee cheque / DD or electronic transfer) made to all of his employees engaged for the works for the bill period. Cash payment to the deployed workers is not admissible. The payment of monthly R.A. Bills will be released only after receipt of documentary evidence towards payment of minimum wages, EPF/ESI subscription etc. certified by Officer-in-charge of the work.

1.23 **PAYMENT TO STAFF DEPLOYED BY CONTRACTOR:-** The contractor shall be responsible for payment of wages to each staff up to the 10th of each month. The payment of wages must be in accordance with the provisions of the labour law and as minimum wages declared by Labour commissioner, Govt. of CG. It will be binding on the contractor for monthly payment of Bonus @ 8.33%, Leave wages @ 6%, and to deposit Employee & Employer's contribution towards EPF & ESIC on the monthly wages as applicable from time to time.

1.24 **DEFECTS IN WORK:-** In case, the security guard & cleaner engaged for the work is not up to the working level as desired by the concerned officer under whom he/she will be working, the same shall be informed to the contractor & in such cases, the contractor shall engage another suitable security guard & cleaner in place of him. In case of absence of the security guard or cleaner on the day of his duty scheduled, another replacement staff should be immediately deputed to take care of the assigned work of the absent staff. Full details along with relevant documents should be submitted to the OIC before deployment of new person in place of earlier person.

1.25 **E.P.F. DEDUCTION :-** As per the relevant provisions under Employees Provident Funds and Miscellaneous Provisions Act, 1952, the bidder will have to furnish full particulars of EPF contribution in respect of employee engaged by him. All such details will have to be furnished along with the bill without which the bill will not be accepted. It is mandatory for the contractor/bidder to pay EPF of all the employees

engaged for work in the S/S of CSPTCL against this tender in single EPF challan against each Sub Station only, so that CSPTCL can verify the details of number of employees and their PF deduction conveniently. The concern EE (S/S) division will verify the details of each employee EPF Number and amount paid by the contractor to the commissioner EPF office.

1.26 **INSURANCE CONCERNING TO STAFF OF CONTRACTOR:** -

- (i) The contractor will arrange Health/appropriate insurance policies for arranging compensation to his staff injured on duty of sufficient amount.
- (ii) In case of any accident the total responsibility of whole treatment of employee shall rest on the contractor.
- (iii) CSPTCL will not make any such payment to the contractor's staff or any compensation etc. except the amount of maintenance staff ordered to the contractor.
- (iv) The work contract in substation will be governed by the rules & acts of Factories Act as in existence.

1.27 The terms and conditions and specifications mentioned in tender specification shall be binding on the bidders and no condition or stipulation contrary to our condition shall be applicable. Please note that the bidders who do not accept terms and conditions stipulated in this tender specification, their offers are liable to be out rightly rejected without assigning any reason what-so-ever. Each page of TC Bid and Price Bid shall be signed by the bidder & affixed the seal.

1.28 **PUNITIVE ACTIONS** : In case of defaults by the contractor such as non-execution of work, violation/breach of terms and conditions of the contract/submission of fabricated or fraudulent supportive documents etc., the CSPTCL shall take any one or all the punitive actions given below depending on the extent and seriousness of the default committed :-

- a) Debar/blacklist the firm for future business for a specified period.
- b) Cancel the contract partially or fully as outlined in Penalty Clause.
- c) Impose a suitable penalty on account of financial loss to CSPTCL by the contractor due to default against the contract.

1.29 **Arbitration:** If, at any time any question, dispute or difference, whatsoever shall arise between the CSPTCL and the bidder, upon, or in relation to or in connection with the Contract, either party may forthwith give to the other, notice in writing of the arise of such question, dispute or difference and the same shall be referred to the adjudication of two arbitrators. In this case one to be nominated by the CSPTCL and the other to be nominated by the bidder or in the case said arbitrators not agreeing, then to the adjudication of the Umpire, to be appointed by the arbitrators, whose decision shall be final and binding on the parties under the provision of the Indian Arbitration Act, 1940 with its latest amendments, and of the rules there-under any statutory modification thereof shall be deemed to apply. The arbitrators or the Umpire, as the case may be, are bound to give a detailed speaking award assigning reasons for the findings.

Service under the contract shall be continued by the Contractor/bidder during the arbitration proceedings, unless otherwise, directed in writing by the CSPTCL or unless the matter is such that the work cannot possibly be continued until the decision of the arbitrators or of the Umpire, as the case may be, is issued.

1.30 **Jurisdiction:**- All disputes, if any or claim arising out of the contract, agreement, purchase order etc. shall be triable in the competent court at Raipur from where the order is placed and in no other courts.

SECTION – II
TERMS AND CONDITIONS

- 2.1 For providing 11 No. Security personnel (including reliever) required to engage in each 400 KV substation & 05 No. Security personnel (including reliever) required to engage in HVDC Barsoor substation. There will be three shifts each of eight hours i.e. from 6:00 hours to 14:00 hours, 14:00 hours to 22:00 hours and 22:00 to 6:00 hours. The contractor will carry out the security work round the clock. Any kind of overtime work/extra shift duty payment etc. will be on the contractor's part. Duty of security staff will be obliged as per instruction of OIC or shift chart prepared by OIC.
- 2.2 For switchyard & control room cleaning/sweeping/mopping work of 400KV substation 02 (two) No. personnel required to engage in each substation in general shift i.e. from 8:00 hours to 17:00 hours. Any kind of overtime work/extra shift duty payment etc. will be on the contractor's part.
- 2.3 The contractor will deploy following category personnel with respective minimum qualification, passed from any recognized institution for each substation. The personnel engaged must be domicile of Chhattisgarh state & the contractor has to submit the domicile certificate along with valid ID card issued by Govt. department e.g. Aadhar Card (UID)/ Driving License/Voter ID of the personnel so engaged. The contractor has to submit age proof certificate for security personnel and proof of qualification (as mentioned below) at the time of deployment of staff to OIC. .

Sl.	Category of Personnel to be engaged	Minimum qualification
1.	Substation Guard for security(Unskilled)	10 th pass
2.	Substation Cleaner (Unskilled)	05 th pass

- 2.4 Officer-in-charge –The respective Executive Engineer (400KV/Sub-station) Dn. will be the Officer in-charge (OIC).
- 2.5 Contractor's personnel at the place of duty shall be in uniform & confined inside to the substation area.
- 2.6 Control room/store room will not be used by contractor's staff for accommodation purpose.
- 2.7 Allotment of residential quarter on minimum requirement basis may be considered by CSPTCL on availability basis and on payment of quarter rental fee and electricity bill.
- 2.8 Necessary equipments like lathi, whistle, torch, gumboot, raincoat, first-aid box with all kits, photo identity card duly signed by In-charge officer etc. and normal consumables will be arranged by contractor at his own cost.
- 2.9 The bidder will provide complete uniform & its associated items and name tag as approved by Officer-in-charge to all the Security Guards at his own cost.
- 2.10 Furnished control room and switch-yard will be handed over by CSPTCL to the contractor which should be maintained clean by the contractor.
- 2.11 The contractor's staff on duty will not allow any unauthorized person to enter in the Sub-Station yard. The use of company's telephone is restricted. Any expenses arising due to telephone calls, not being made in the company's interest shall be recoverable from the contractor.
- 2.12 **Prices-** The rates for the security & cleaning work (monthly/per S/s basis) shall be in following parts as indicated below:-
1. a) **Base Rate:-** The Base rate is the rate of wages determined by the Labour Commissioner, Govt. of C.G. applicable on the date of issue of this tender under relevant provision of Minimum Wages Act-1948 for Unskilled category of worker. This rate is variable (as per wages declared by Labour Commissioner, Govt. of C.G. from time to time).

b) **Base charge:** - The base charge includes base rate along with all the specific charges/Mandatory payments. e.g. EPF, Insurance, Leave & Bonus.

Specific Charges includes the actual expenses against the payment of EPF/ESI/Bonus. The details of these charges are mentioned below:-

- I. EPF @ of 13% (on minimum wages fixed by the Labour Commissioner Govt. of C.G.as amended from time to time) to be remitted along with the contribution from the labour to the EPF Commissioner regularly and obeying all other legal conditions as per Act. The original Electronic Challan cum receipt shall be submitted for passing the bills.
- II. The ES Insurance @ of 3.25% (on minimum wages fixed by the Labour Commissioner Govt. of C.G.as amended from time to time) to be remitted along with the contribution from the labour to the concern authority and obey all other applicable legal conditions as per Act. The payment of monthly bills submitted by contractor shall be released after production of original documentary evidence towards payment of ESI to concerned department. Where the ESI scheme is not applicable the contractor shall submit the original documentary evidence for insurance policy taken under workman compensation act and personal accident. The payment of monthly bills submitted by contractor shall be released after production of original documentary evidence.

If order is placed to the contractor for more than 01 Division then the original receipt of EPF, ESI and other documents will be attested from the Executive Engineer where the original receipt of EPF, ESI & other documents submitted along with bill and photocopy of the EPF, ESI & other documents shall be given to the other division for passing the bills.

- III. Bonus @ 8.33% of base rate to the eligible employee as per the law applicable. The payment against Bonus (@8.33%) will be made on production of original documentary evidence towards payment of Bonus amount to Sub-station Attendant duly authenticated by the Executive Engineer in charge.
- IV. Leave wages @ of 6% to the eligible employee as per the law applicable. The payment against Leave wages @ of 6% will be made on production of original documentary evidence towards payment of leave wages amount to Sub-station Attendant duly authenticated by the Executive Engineer in charge.

2. Base charge is indicated below:-

Sl	Payment Head	For Un-Skilled security personnel at 400KV S/S per month (in Rs.)	For Un-Skilled cleaner at 400KV S/S per month (in Rs.)	For Un-Skilled security personnel at HVDC S/S Barsoor per month (in Rs.)
1	Monthly minimum wages including variable D.A. prevailing as on (01.10.20 to 31.03.21) (Base Rate)	9480.0	9480.0	9480.0
2	EPF @ 13%	1232.40	1232.40	1232.40
3	E.S. Insurance @ 3.25%	308.10	308.10	308.10
4	Bonus@ 8.33%	789.68	789.68	789.68
5	Leave wages @ 6%	568.80	568.80	568.80
6	Total(Rounded off)	12379	12379	12379
7	Total No. of staff required per S/S	11	2	5
8	Total Base Charge per month (Rs.)	1,36,169/-	24,758/-	61,895/-

Note 1:- The base rates mentioned above are based on the minimum wages declared (for category-A defined for specified regions) by the labour Department, Govt. Of. C.G., Raipur for the period 01.10.20 to 31.03.21. The base charges calculated above at Sl.No.8 is by considering the minimum wages specified for category-A i.e. on higher side and are inclusive of all the Mandatory payments e.g. EPF, Insurance, Leave wages and Bonus, etc. However, the base charges shall be escalated at the time of revision of EPF, ESI rate & minimum wages declared by the Labour Department, Govt. of C.G variation.

Note 2:- As the Base charge is calculated on the basis of rate declared by Labour Commissioner C.G. vide Notification order No. (a) आठ/च्यू.वे./अ.आ./2020/4502 dtd. 29.09.2020, thus one day salary will be calculated on the basis of notification clause-B(1), which is reproduced below.

.....यदि किसी कर्मचारी ने अधिनियम एवं उसके अंतर्गत बनाये गये नियम के अनुसार संबंधित कैलेंडर मास के समस्त अवकाश के दिनों का लाभ उठाया हो और यदि किसी संदर्भ में एक दिन का वेतन संगणित करना हो तो उपरोक्तानुसार निर्धारित मासिक वेतन को 26 से भाग देकर संगणित किया जाएगा ...।

Note 3:- In case, the lowest rate is quoted by more than one firm, then successful bidder among the lowest bidders shall be decided on the basis of lottery. Lottery will be drawn in presence of representatives of the firms. After drawal of lottery no any claim shall be entertained from any of the bidder. A form of under taking annexed with the tender is to be signed by the tenderer necessarily in this respect

All these transactions/payment should be made to the concern department and labour by Contractor through account payee cheque / DD/ electronic transfer only.

- 2.13 **Price Bid:** Price bid has to be submitted in prescribed format only as per Schedule-III. The base charges that to be paid by contractor will be variable depending upon rate declared by Labour Department from time to time. However the Rate quoted over & above base charges in price bid shall be FIRM throughout contract period which will include administrative & supervision charges and Profit. The rates quoted in Percentage will not be considered. Bidder should quote lowest rate without taxes and duties. This quoted rate (over and above base charges) will remain fixed for the entire contract period & extension period given, if any.

GST/Cess, if any shall be paid extra by CSPTCL at actual. The offer with the rates given in any form/Proforma, other than that mentioned in Schedule-III shall be liable for rejection.

The rate (over and above base charges) shall be quoted in FIRM Rupees (rate in words should also be mentioned along with figures). Lowest bidder (L-1) shall be evaluated on the basis of total value of contract. All amounts should be rounded-off to two decimal places.

Price bid must be without any assumption, condition, qualification, reservation or variation. Conditional tender offer or offers at variance from prescribed specification shall be turned ineligible.

- 2.14 **LIQUIDATED DAMAGES:-** In case, the Security guard & cleaner deployed by the Contractor involves in illegal activities such as theft of materials/properties of the office/Sub-station, misappropriation or any other similar activities which cause liquidated damages to the Sub-station/Office, then responsibility of the same shall lie on the Contractor & shall have to be managed/recovered from the Contactor.

- 2.15 **TERMINATION OF CONTRACT:-**

The work order / contract can be terminated at any time by either side on giving 15 days notice in advance without assigning any reason whatsoever. In such cases, either party will not be responsible for any loss or compensation to be paid to the other party.

- 2.16 **CONTRACTOR'S LIABILITY FOR LOSS, DAMAGE, ACCIDENT, ETC.:**

- a) The contractor shall indemnify and save the CSPTCL against all actions, suits, claims, demands, costs or expenses arising in connection with injury suffered prior to the date when the work shall have been taken over by person employed by the contractor, his subcontractor on the works whether under the General law or under the Workmen's Compensation Act. 1923 or any other statutes or law in force dealing with the question of the liability of the employers and shall so take steps properly to ensure against any claims there under.

- b) On the occurrence of an accident which results in the death of any of the workmen employed by the contractor or which is so serious as to be likely to result in death of any such workman, the contractor shall intimate in writing within 24 hours of happening of such accident to the concerned Executive Engineer of the CSPTCL related to all concerned the fact of such accident. The contractor shall indemnify the CSPTCL, against all loss or damage sustained resulting due to directly or indirectly from contractor's failure, including all liabilities, if any, under the Workmen's Compensation Act., or otherwise to conform to the provision of the said Act, in regard to such accident/incident.
- c) In the event of any claim, being made, any action brought against the CSPTCL, any dispute arising out of the matter referred to or in respect of which to contract is liable under this clause; the contractor shall immediately notify thereof. And he shall, with the assistance, if he so requires from the CSPTCL but at the sole expense of all liabilities the contractor will conduct all negotiations for the settlement of the same or any litigation that may arise, there from. In such case, the CSPTCL shall at the expense of the contractor, will provide assistance for any such purposes.
- d) In the event of an accident, compensation if any may become payable under Workmen's Compensation Act 1923 shall be responsibility of the contractor.
- e) The amount of all costs, damages or expenses or other sums which under this clause or any other terms & conditions of contract shall be payable by the contractor to the CSPTCL or same may be deducted by the CSPTCL from any money due/becoming due to the contractor under the same or any other contract terms & conditions. Without any prejudice CSPTCL right to recover the same by ordinary process of law.
- f) The contractor has to protect the theft of equipment and other materials of EHV substations. In case of theft the FIR shall be lodged by the contractor's personnel. In case of loss to CSPTCL due to theft, the same shall be made available or to be provided by the contractor.

2.17 **WORKERS ENGAGED BY THE CONTRACTOR:**

- i. The CSPTCL will not be in any manner, responsible for any act, omission or commission of the workers engaged by Contractor and no claim in this respect will lie on the CSPTCL. If any such claim is made against the CSPTCL by any worker engaged/employed by the Contractor, which the CSPTCL is obliged to discharge by virtue of any statute of any provision of law and rules due to mere fact of the workers of the Contractor working at the Sub-station premises or otherwise, the Contractor will be liable to indemnify/reimburse the CSPTCL all the money paid in addition to the expenses incurred.
- ii. The Contractor shall be responsible in respect of the employment or non-employment of the working force engaged by him at his own level and the CSPTCL shall have no role to play in the said matter. In case any loss is caused to the CSPTCL by the working force of the contractor, by the deeds or litigation, then the Contractor shall have to bear the cost of such litigation along with the value of the loss caused.
- iii. The Contractor shall engage the work force as per the required qualifications & it shall be the responsibility of the Contractor to maintain the records of the employees deployed by him as required in terms of the various labour laws.
- iv. The contractor shall obtain necessary license under the Contract Labour Act, 1970, and shall fully comply with requirement of all labour laws including Minimum Wages Act, 1948, Industrial Disputes Act, 1947, Workmen's Compensation Act, 1923,

Industrial Employment (Standing Orders) Act, 1946, Employees Provident Funds and Miscellaneous Provisions Act, 1952, ES Insurance Act 1948 , and any other labour law as applicable in the State of Chhattisgarh. Contractor will keep all workers fully insured as per law and which will remain valid and operative till the expiry of work order or time if extended further. In case of violation of any Rules, Regulations, Laws Acts etc. as mentioned above, registered in competent Court and any type of penalty/fine imposed on CSPTCL due to default of contractor, the CSPTCL reserves the right to recover such amount from contractor's bills/SD or by any other means. The decision of the CSPTCL shall be final & binding on the contractor.

- 2.18 For any unforeseen happenings, accident etc., the risk will be covered by the contractor and Company will no way liable for any type of compensation.
- 2.19 Any other instructions/condition issued from time to time by the Company's competent authority will be observed by the contractor.
- 2.20 The contractor will issue the Identity - Card with photograph to his staff and it will be obligatory to exhibit the I-Card while on duty. The contractor will not change his staff without proper justification & bringing in knowledge of OIC of the work. The list of all staff with full address along with proof of qualification & two copy of photograph will be handed over by contractor to OIC for official record. The contractor must submit police verification report of their staff before deployment to OIC.
- 2.21 The payment to the employees deployed has to be ensured by contractor, through account payee Cheque/DD/Electronic transfer or by credit to employee's bank account. Cash payment is not admissible.
- 2.22 All the Staff will be employed by the contractor and there shall be no master and servant relationship between the workers and the CSPTCL.
- 2.23 If the performance of the contractor is not found satisfactory or not found performing as per the operating instructions by Sub-Station In charge, at any time, the contract may be terminated by the CSPTCL. The decision of the Company shall be final and binding.
- 2.24 The authorization chart of staff engaged by the contractor for duty is to be displayed in control room duly approved by Executive Engineer (400KV/Sub-station) of the area.
- 2.25 The employee deployed by the contractor should be conversant for utilization of fire extinguisher and safety appliances in emergency.
- 2.26 Uniform should be provided by the contractors to their staff.

SECTION – III**SPECIFICATION & SCOPE OF WORK****3.1 Security of Substation:-**

- a) The contractor has to protect from the theft of equipment and other EHV materials from EHV S/S. They have to arrange to prevent the entry of unauthorized persons & animals in the campus of EHV S/S. In case of theft the FIR shall be lodged by the contractor's personnel. In case of loss to CSPTCL due to theft, the same shall be made good by the contractor.
 - b) The Security personnel of contractor are required to be present in duty well dressed in uniform with cap having stick and shoes, and having good body build-up for maintaining security services in protected area as declared by the Government.
 - c) They should know the first aid service during emergency. They should also know firefighting works after their posting in EHV Sub-Stations. They should operate firefighting system in emergency in EHV S/S, if necessary.
 - d) Proper watch of the yard and premises associated with substation should be ensured by the Contractor and minimum one guard round the clock will be available at Substation.
- 3.2 To protect the property of substation against theft, burglary, damages by unwanted elements, unauthorized removal of documents and property etc., from substation premises.
 - 3.3 Providing safety coverage to protect the office premises/complex and their contents from damage by fire or water.
 - 3.4 Providing assistance to concerned EE/AE substation in case of strikes, riots and labour unrest.
 - 3.5 Managing posts identified by concerned EE/AE substation, round the clock for performing watch and ward duties and such other duties as allocated by Executive Engineer.
 - 3.6 Assisting and actively participating in removal of unauthorized occupants/encroachments from the premises of CSPTCL.
 - 3.7 Maintaining liaison with Civil and Police authorities of the Area/District where watch and ward coverage is being given.
 - 3.8 Ensuring entry of the employees of EE/AE of concerning substation/VIP's etc. into the premises under all conditions including hindrance's, dharnas, strike and gherao etc, by and individual or group of persons.
 - 3.9 Providing guard/escort as and when required.
 - 3.10 Controlling/regulating the movement of employees and visitors in the office premises, and township wherever applicable.
 - 3.11 To take charge of keys for locking and unlocking of office premises wherever required.
 - 3.12 Checking all incoming and outgoing goods and vehicles and maintaining their record, registration no. of vehicles (other than company's and Employees) and their time of entry and exit should be noted.
 - 3.13 Ensuring compliance of safety regulations including smoking restrictions and to assist as directed by EE/AE of concerned substation in prevention of accidents.
 - 3.14 Ensuring that all fire fighting equipments are in the designated locations and in usable conditions.

- 3.15 Recording all occurrences concerning the security in the log book for the information of CSPTCL.
- 3.16 Any other duty as may be assigned from time to time and as need arises.
- 3.17 Security of the personnel, property and assets, movable and immovable of CSPTCL.
- 3.18 Locking of all office rooms/chambers, cabins and switching off the light, fans, power points, air conditioners, motors etc. as required.
- 3.19 Intensive patrolling in the areas specified by officer-in-charge from time to time with a view to complete assigned tasks.
- 3.20 Attending telephone calls and transferring calls whenever required.
- 3.21 Performance of any other task/duty allotted by concerning EE/AE in the interest of the security of its premises and property and submission of reports to CSPTCL, of any issue which may be against the interest of CSPTCL.
- 3.22 The contractor will be providing round the clock security service at all duty points as instructed by our Officer-in-charge.
- 3.23 The contractor will follow all labour Regulation Acts including applicability of minimum wages, Provident Fund, Insurance etc. as declared by respective Collector of the district from time to time.
- 3.24 Responsible officer of the contractor will be available at each substation who will have sufficient financial and Administrative powers to tackle the day to day problems. Contractor will nominate within one week, one responsible person under his contract to handle such things.
- 3.25 CE (S/s-O&M), CSPTCL Raipur has the right to terminate the contract location-wise in case of unsatisfactory performance in a particular location.
- 3.26 If the contractor commits default in complying with any terms and conditions, CE (S/s-O&M), shall be at liberty to terminate the contract and shall be entitled to recover any damage, loss caused to it because of the Acts or omissions of the contractor.
- 3.27 The security personnel of contractor are required to be present in duty well dressed in uniform with cap having stick and shoes, and having good body build-up for maintaining security services in protected area as declared by the Government.
- 3.28 A visitor's register & movement register has to be maintained by the guard as per the format given by the substation in-charge and will produce it to him on demand as and when required.
- 3.29 **Substation cleanliness:**
 - a. The contractor will carry out the cleaning/sweeping/mopping work with two No. personnel in general shift i.e. from 8:00 hours to 17:00 hours. No any reliever is required and the personnel so engaged will avail a weekly off, one day per week as per OIC.
 - b. The contractor should make necessary arrangement for regular cleanness of control room building/toilets by phenyl/acid etc. Phenyl/acid is to be provided by contractor.
 - c. The switchyard of substation, surrounding the EHV substation equipment should be neat and clean wild grass/shrubs should be cleaned regularly from the switchyard by the contractor.
 - d. The staff engaged by the contractor should ensure proper water supply on earth pits of equipments. The arrangement of water supply through bore shall be made available by CSPTCL.

List for required Security Guard & Cleaning Staff

Sl.	Name of Circle	Name of S/S	Staff Required (No.)	
			Security Guard	Cleaner
1.	SE (S/s-O&M) Bhilai	400KV S/S Khedamara	11	02
2.	SE (S/s-O&M) Jagdalpur	400 KV S/s Jagdalpur	11	02
		HVDC S/s Barsoor	05	00
3.	SE (S/s-O&M) Raipur	400KV S/S Raita	11	02
		400KV S/S Kurud	11	02
Total			49	08

SCHEDULE-I

SCHEDULE OF QUESTIONNAIRE – GENERAL INFORMATION

(To be kept in the envelope Part-II i.e. Commercial Technical Bid)

Separate sheets should be used, wherever necessary.

1. Name and Address of the bidder
2. Name and Address of the firm / company etc.
 - a) Registered Office
 - b) Address
 - c) Telegraphic address
 - d) Telex / Fax No.
 - e) Telephone number.
3. a) Whether bidder is an old participant with CSPTCL Yes / No
b) If yes, whether documentary evidence is enclosed?
4. Any other information that the bidder may like. If yes, give details to be given in order to highlight his bid.

PLACE

SIGNATURE OF BIDDER

DATE

NAME IN FULL

DESIGNATION/STATUS IN THE COMPANY

COMPANY SEAL

SCHEDULE-II
PART – A
COMMERCIAL INFORMATION

(TO BE KEPT IN THE ENVELOPE (PART-II) “(COMMERCIAL TECHNICAL BID)”

- 1) Strike off, whichever is not applicable.
- 2) Separate sheets should be used, wherever necessary.

1. i)	Earnest Money details Bank draft / Banker's cheque / Cash with Manager. (RAO-H.Q.) CSPTCL, Raipur	
ii)	Amount of E.M.D. (in Rupees)	
iii)	D.D. No./Banker's cheque no.	
iv)	Date of issue of above	
v)	Issuing Bank / Drawn on Bank	
2.	Whether the offer is valid for 180 days from the date of opening of commercial / technical bid. (Agreed/DISAGREED). If not than state the validity period offered by the bidder	
3.	Any other tax if applicable, state the rate of tax, and whether it shall be borne by CSPTCL / Bidder	
4.	PAYMENT TERMS	
i)	Whether C.S.PTCL's terms of payment is acceptable to the bidder (Agreed/DISAGREED)	
ii)	(If no than state conditions)	
5.	PENALTY-CLAUSE : Whether agreeable to Trans Co. Penalty Clause (Agreed / DISAGREED)	
6.	SECURITY DEPOSIT : Whether agreeable to furnish Company's Standard Security Deposit @ 10% of one year's contract value (including GST/Cess etc. if any) for satisfactory execution of the order. (Agreed/DISAGREED)	
7.	Whether photocopy of the following documents:-	
i)	Copy of balance sheet for these years (FY 2014-15 to 2019-20).	
ii)	Profit & loss Account for these years (FY 2014-15 to 2019-20) have been enclosed.	
iii)	Minimum annual average turnover for best 3 year out of these years (FY 2014-15 to 2019-20) equal to Rs. 33 lakh.	
8.	EXTENSION ORDER :- Whether you are agreeable to accept extension order at the same rates, terms and condition if any ,extension order is placed from the date of placement of detailed order. The contract will be for Two year from date of issue of order. It may be extended for further period of Six month on same rates, terms & condition or the contract period may be curtailed as desired by CSPTCL. Apart from this, if new S/s will charge during the contract period than the bidder has to accept additional order up to 50% of the ordered quantity on the same rates, terms & conditions.	
9.	PART QUANTITIES : Please mention whether rates offered are applicable for part quantities (Agreed/DISAGREED)	

PLACE:

SIGNATURE OF BIDDER

DATE:

NAME IN FULL

DESIGNATION/STATUS IN THE FIRM
COMPANY SEAL

SCHEDULE-II
PART – B
SCHEDULE OF COMMERCIAL DEVIATIONS

(TO BE KEPT IN THE ENVELOPE (PART-II) “(COMMERCIAL / TECHNICAL BID)”

From :- Bidder's Name & Address
 To,

The CHIEF ENGINEER (S/S-O&M)
 C.G. State Power Transmission Co.Ltd,
 Daganiya, **RAIPUR** (C.G.) 492 013

Dear Sir,

Sub:- Commercial Deviation

The Commercial Deviations & variations to the specifications stipulated in the tender, for the item quoted are as under:-

S. No.	Condition	Clause No. of Tender Document	Page No. of Tender Document	Statement of Deviations and Variations
1	2	3	4	5

2. Except for aforesaid Commercial Deviations, the entire order, if placed on us, shall be executed in accordance with your specification and any other conditions, variations / Deviations etc. if found elsewhere in our offer should not be given any considerations while finalizing the tender.
3. It will be discretion of CSPTCL either to consider any commercial deviation or Not while placing the order.

Note:-Continuation Sheet of like size & format may be used as per Bidder's requirements and shall be annexed to this schedule.

PLACE:

SIGNATURE OF BIDDER

DATE:

NAME IN FULL

DESIGNATION/STATUS IN THE COMPANY

COMPANY SEAL

SCHEDULE-III
PRICE – BID SCHEDULE
Tender No. 02-07/Tender/P-1670/2022 Dtd. 16.02.2021

A) Price bid schedule for providing security & cleaning staff per month per 400KV substations.

Sl.	Particulars	Total Base charges* per month (including EPF, ESI, Bonus, leave wages)		Monthly Quoted Rate over & above base charges (including profit, Administrative & supervision charges)	Total base charge including monthly quoted rate	GST	Total amount
1.	For Security work as specified in the tender Document.	Rs.1,36,169/-	Rs.1,60,927/-				
2.	For cleaning work as specified in the tender document.	Rs.24,758/-					

B) Price bid schedule for providing security staff per month for HVDC Barsoor substations.

Sl.	Particulars	Total Base charges* per month (including EPF, ESI, Bonus, leave wages)	Monthly Quoted Rate over & above base charges (including profit, A&G)	Total base charge including monthly quoted rate	GST	Total amount
1.	For Security work as specified in the tender Document.	Rs.61,895/-				

*Base charge per month is based on the minimum wages declared by the Labour commissioner Govt. of C.G. w.e.f. 01.10.2021 (**variable**) for Un-skilled category of workers.

Note :-

1. The Rate quoted over & above base charges in price bid shall be FIRM throughout contract period which will include administrative & supervision charges and Profit. Bidder should quote lowest rate without taxes and duties. This quoted rate will remain fixed for the entire contract period & extension period given, if any. However the base charges will be variable depending upon base rates declared by labour Commissioner Govt. of C.G., from time to time.
2. GST/Cess, if any shall be paid extra by CSPTCL at actual.
3. The offer with the rates given in any form/Proforma, other than that mentioned above shall be liable for rejection.
4. Lowest bidder (L-1) shall be evaluated on the basis of total value of contract calculated on quoted rate for total quantity.
5. While quoting the rate bidder shall keep in mind that in case contract of additional quantity are awarded to them at their quoted rates they would be bounded to accept the contract.

Place :- -----
Date :- -----

SIGNATURE OF BIDDER
NAME IN FULL
STATUS
SEAL, IF ANY

ANNEXURE – I
AGREEMENT (PROFORMA)

(To be executed on non judicial stamp paper worth Rs.300/- only with a revenue stamp of Re.1/- affixed)

This Agreement is made this _____ day of _____ between -----
----- (hereinafter called the Contractor which expression shall where the context so admits, be deemed to include his heirs, executors, administrators and representatives) OF THE ONE PART,

And the Chhattisgarh State Power Transmission Co. Ltd, Raipur being the Company constituted by The Government of Chhattisgarh vide its notification no. F 1-8/2008/13/1 dtd 19 December 2008, (hereinafter called the Company which expression shall, where the context so admits, be deemed to include its permitted assigns) OF THE OTHER PART.

WHEREAS in accordance with a notice No. dt issued by CHIEF ENGINEER (S/S-O&M) of the Company, the Contractor submitted his tender No.dtdfor "Contract of Providing security guard & cleaning staff for 2018-2021 more particularly described, mentioned, enumerated or referred to in the General conditions, specifications, schedules, drawings form of tender covering letters, schedules of prices and further correspondence, a copy of which is hereto annexed and is for purposes of identification , signed by the Contractor Shri ----- on behalf of the Contractor and CHIEF ENGINEER(S/S-O&M) of the Company and all of which shall be deemed to form part of this agreement as though separately set out herein and are included in the expression 'Contract' herein used, (hereinafter referred to as the said works):

AND WHEREAS the Company has accepted the tender of the Contractor vide Work Order No.dtd forfor the sum of Rs. (In words Rupeesonly) upon the terms and subject to the condition hereinafter mentioned.

NOW THEREFORE THIS AGREEMENT WITNESSES AND IS hereby agreed as follows:-

- 1) The contractor shall carry outand do, perform and carry out all matters incidental and / or ancillary thereto within the time specified in the and in accordance with the terms and conditions specified in the Company's Work Order No.....dtd
- 2) For the work done under the scope of the Company's Work Order referred above, the Company shall pay to the Contractor Rs..... (In words Rupees only) or such other sum as may become payable in accordance with the said work order.
- 3) In all matters arising out of or in relation to this agreement, the terms and conditions contained in the aforesaid Work Order No. dt shall apply and all such matters shall be determined accordingly.
- 4) This agreement shall be deemed to be entered into at Raipur and all disputes and claims, if any, out of or in respect of this Agreement are to be settled at Raipur or be triable only in any competent court situated at Raipur.

IN WITNESS whereof the parties hereto have signed this agreement on the dates and year mentioned against their respective signature.

Signature of Witness:

Name & Signature for Contractor

1. Signature: _____

Signature (On behalf of the Contractor)

Address: _____

Name: _____

2. Signature: _____

Designation: _____

Address: _____

Seal _____

Signature of Witnesses:

1. _____

Signature (On behalf of CSPTCL)

2. _____

Name _____

Designation _____

ANNEXURE – II

Article I. BANK GUARANTEE PROFORMA FOR SECURITY DEPOSIT

NOTE FOR TENDERS : (Note to be typed in the Bank Guarantee) To be furnished in non-judicial stamp paper of Rs. 250 and Rs. 1/- revenue stamps applicable as per MP/Chhattisgarh duty Act from any Nationalized /Scheduled Bank.

Bank Guarantee No. ----- Dtd-----

In consideration of the Chhattisgarh State Power Transmission Co. Ltd Raipur (A successor Company of Chhattisgarh State Electricity Board Raipur hereinafter referred to as CSPTCL) having agreed to accept this Bank Guarantee in lieu of cash deposit by way of Security for due and faithful performance required from M/s_____ (hereinafter referred to as Contractors the Bank of _____ hereby agrees unequivocally and unconditionally to pay within 48 hours on demand in writing from the Chhattisgarh State Power Transmission Co. Ltd or any Officer authorized by it in this behalf of any amount upto and not exceeding Rs _____(in words) -----
-----only to the said the Chhattisgarh State Power Transmission Co.Ltd on behalf of the aforesaid M/S _____who have tendered and contracted for the supply of material equipments or service to the said the Chhattisgarh State Power Transmission Co. Ltd against order No.----- dtd -----
----- for the order value of Rs -----

The beneficiary of this Bank Guarantee shall be Chhattisgarh State Power Transmission Co. Ltd Raipur (A successor Company of Chhattisgarh State Electricity Board Raipur).the proceeds / encashment of this Bank Guarantee would go in the name of Chhattisgarh State Power Transmission Co. Ltd Raipur (.A successor Company of Chhattisgarh State Electricity Board Raipur)

This agreement should be valid and binding on this bank upto and including -----
-----2001 of for such further period as may hereunder be mutually fixed from time to time in writing by the Chhattisgarh State Power Transmission Co. Ltd and the contractor and shall not be terminable by notice or any change in the constitution of the aforesaid bank or the firm of Contractors or by any others reasons whatsoever and the Bankers liability hereunder shall not be impaired or discharged by any extension of time or variations or alteration made, given conceded or agreed to with or without the Bank Knowledge or consent by or between the Chhattisgarh State Power Transmission Co. Ltd and contractor in the existing and / or further tenders and / or contracts.

It is agreed to by the Bank with the CSPTCL that if for any reason a dispute arises concerning the Banks liability to pay the requisite amount to the CSPTCL under the terms of this guarantee the competent court at Raipur alone shall have the jurisdiction to determine the said dispute and that this shall be without prejudice to the liability of the Bank under the terms of this guarantee being unequivocal and unconditional as mentioned above.

The liability under this guarantee is restricted to Rs ----- (in words)-----only. This guarantee shall remain in force until----- unless a demand to enforce a claim under the guarantee is made under this Bank Guarantee by the CSPTCL to the Bank within six months from that date the rights of the Chhattisgarh State Power Transmission Co.Ltd under this guarantee shall be forfeited and Bank shall be relieved and discharged from all liability there under.

WITNESS

Signatures
Authorized signatories of Bank

1.----- Signed-----

2.-----for -----Bank

Annexure-III

UNDERTAKING

I, proprietor/partner of the firm/director of the company has been authorized to execute/sign on behalf of (Name of firm/company) is hereby sincerely and solemnly affirm and state that for the participating in the bid invited by CE (S/S-O&M) CSPTCL Raipur for Providing security guard and cleaning staff against TS No.Labour License registration document is to be submitted with the tender offer but at this time I am not submitting the Labour License.

I declare that if CSPTCL shall awarded the contract to my/our firm/company I will submit the necessary Labour License issued by competent authority in favour of my/our firm/company within 30 days of issuance of LOA.

Further I also declare that if I will not submit the necessary Labour License issued by competent authority in favour of my/our firm/company within 30 days of issuance of LOA. The CSPTCL is entitled to cancel/reject my tender offer/ LOA issued in favour of my/our firm/company for which I will be solely responsible.

Place:-

Date:-

Signature of the authorized

Representative of the firm/company

Name (in block letters)

.....

.....

Seal of the firm/company

Annexure-IV

UNDERTAKING

I, proprietor/partner of the firm/director of the company has been authorized to execute/sign on behalf of (Name of firm/company) is hereby sincerely and solemnly affirm and state that for the participating in the bid invited by CE (S/S-O&M) CSPTCL Raipur for Providing security guard and cleaning staff against TS No.ES Insurance registration document is to be submitted with the tender offer but at this time I am not submitting the ES Insurance registration.

I declare that if CSPTCL shall awarded the contract to my/our firm/company I will submit the necessary ES Insurance registration (if the area is covered under ESI) issued by competent authority in favour of my/our firm/company within 30 days of issuance of LOA.

Further I also declare that if I will not submit the necessary ES Insurance registration issued by competent authority in favour of my/our firm/company within 30 days of issuance of LOA. The CSPTCL is entitled to cancel/reject my tender offer/ LOA issued in favour of my/our firm/company for which I will be solely responsible.

Place:-

Date:-

Signature of the authorized

Representative of the firm/company

Name (in block letters)

.....

.....

Seal of the firm/company

Annexure-V

UNDERTAKING

I/We Proprietor / Partner of (name of firm)
..... hereby undertake that in case lowest rate is quoted
by more than one firm then I/We shall have no objection in deciding successful bidder among
the lowest bidders on the basis of lottery. Once the successful bidder is determined through
lottery, I/We will honor the same and not lodge any claim on any matter in respect of this
tender.

Signature of tenderer

Place :

Name (in full)

Date :

Status in the firm

Seal of the firm