

TENUGHAT VIDYUT NIGAM LIMITED
(A GOVT. OF JHARKHAND UNDERTAKING)
HINOO, DORANDA, RANCHI-834002

FAX: 0651-2251205

Website: www.tvnlonline.com

CST NO:229C

TIN NO:200992201429

PAN NO:AACCT1197L

NIT No. 03/CIVIL/W/TVNL/RAN/2017-18

Due on 13.06.2017



TENDER DOCUMENT

**SUBJECT: WATCH AND WARD OF RAILWAY TRACK ASSETS OF
SEMI MGR SYSTEM FROM DUMRI BIHAR TTPS RAILWAY SIDING
TO POWER HOUSE RAILWAY GATE AT TTPS, LALPANIA.**



Tenughat Vidyut Nigam Limited

(A Govt. of Jharkhand Undertaking)
Hinoo, Doranda, Ranchi-834002, Jharkhand
TEL: 0651-2250967, 2252202, Fax: 0651-2251205

Letter No. 223/17-18

Dated 15.05.2017

NOTICE INVITING TENDER

NIT No. 03/CIVIL/W/TVNL/RAN/2017-18

On behalf of Tenughat Vidyut Nigam Limited (TVNL), Ranchi sealed tenders in two parts (Part-I Technical & Commercial Bid, Part-II Price Bid) containing three envelopes A, B & C (Requisite cost of Tender Document & Earnest Money of specific value in envelope 'A', Technical & Commercial Bid in envelope 'B' and Price Bid in envelope 'C') are invited from experienced, reputed and financially sound firms for Watch and Ward of railway track assets of Semi MGR System from Dumri Bihar TTPS Railway Siding to Power House Railway Gate at TTPS, Lalpania, Dist. Bokaro, Jharkhand, the details of which are as follows:

Description of Work	Watch and Ward of railway track assets of Semi MGR System from Dumri Bihar TTPS Railway Siding to Power House Railway Gate at TTPS, Lalpania
Estimated Cost (Rs.)	Rs. 62,48,328 /- (Rupees Sixty two lakh forty eight thousand three hundred and twenty eight) only plus Service Tax extra as applicable.
Cost of Tender Documents (Non-Refundable)	Rs. 10,000/- (Rupees Ten thousand) only.
Amount of EM to be deposited in the form of DD/BG	Rs 1,25,000/- (Rupees One lakh and twenty five thousand) only.
Contract Period	One year.
Downloading of Tender Paper	From 20.05.2017 and onwards up to tender due date.
Last Date & Time for receipt of Tender	13.06.2017 up to 14:00 Hrs.
Date & Time of Opening of Part-I of Tender	13.06.2017 at 16:00 Hrs.
Place of submission of bid documents and address for communication	Electrical Superintending Engineer (C&M), Tenughat Vidyut Nigam Limited, Hinoo, Ranchi-834002.

1. The Bidder should have the following Qualifying Requirements (QR):

- a. The bidders shall have to submit proof of working experience of similar work in any Govt./Semi Govt./CPSU/SPSU/SEB's.
- b. The average annual financial turnover during the last 03 (three) financial years, ending 31st March of the previous financial year, should be at least 30% of the estimated cost.

c. The bidder should have experience of having successfully completed similar works during last seven years ending last day of month previous to the one in which applications are invited. The successful completed similar work shall be either of the following :

i. Three similar completed works each costing not less than the amount equal to 40% of the estimated cost.

OR

ii. Two similar completed works each costing not less than the amount equal to 50% of the estimated cost.

OR

iii. One similar completed work costing not less than the amount equal to 80% of the estimated cost.

Similar work means the bidder must have working experience of Watch and Ward of railway track assets of Semi MGR System in any Govt./Semi Govt./ CPSU/SPSU/ SEB's.

- d. The bidder should have financial credibility/capacity of at least 20% of the estimated cost. Bidder may submit latest Bank Solvency Certificate of any Nationalized/Scheduled Bank in support of their financial credibility/capacity.
2. The tender document is to be downloaded from the TVNL website www.tvnlonline.com. The cost of tender document shall be deposited at the time of submission of tender paper in the shape of Bank Draft issued by any Nationalized/Scheduled Bank in favour of "TENUGHAT VIDYUT NIGAM LIMITED" payable at Ranchi. Tender shall not be considered without cost of tender document. Any type of tempering/alteration with tender document shall not be allowed and offer, if submitted so, will be summarily rejected.
 3. Tender without Earnest Money shall not be considered. Offers shall be accompanied with the cost of tender document and earnest money deposit (EMD) of requisite value as specified above in a separate envelope 'A' failing which offers are liable for rejection. EMD may be furnished in the form of Demand Draft/ Bank Guarantee from any Indian Nationalized Bank/ Schedule Commercial Bank in favour of "TENUGHAT VIDYUT NIGAM LIMITED" payable at Ranchi. The Bank Guarantee should remain valid for 12 months.
 4. The earnest money will be forfeited on revocation of tender before expiry of validity of the tender or on refusal to enter into the contract after the award is made by TVNL to the bidder.
 5. Any corrigendum/Addendum/Extension of bid opening date and cancellation of NIT will be published through our website www.tvnlonline.com only and not through newspaper. The bidders are requested to visit our website regularly for any addendum/corrigendum/extension till opening of NIT.
 6. The due date of bid opening as mentioned in the tender will remain firm. However, in case of unforeseen circumstances or due to administrative reasons the bids are not opened on the due date, the same shall be opened on the next working day at the same time. In case the last date of submission of bids is declared as holiday, the bids received up to the time of closing of bids on the next working day shall be considered for opening.
 7. The undersigned reserves the right to reject any or all tenders or to distribute the job among the bidders without assigning any reason thereof.

(R. Ranjan)
Electrical Superintending Engineer (C&M)

TENUGHAT VIDYUT NIGAM LIMITED
HINOO, DORANDA, RANCHI-834002

BILL OF QUANTITY

PART- I (TECHNICAL& COMMERCIAL)

NIT No. 03/CIVIL/W/TVNL/RAN/2017-18

Sub: Watch and Ward of railway track assets of Semi MGR System from Dumri Bihar TTPS Railway Siding to Power House Railway Gate at TTPS, Lalpania.

S.N.	Particulars	Details to be furnished by the Bidder (Enclose separate sheets if required)	Flag No.	Page No.
1.	Name of the Bidder (Enclose Letter Head of firm)		I	
2.	Address of Bidder with Telephone, Fax, E-mail		II	
3.	Name of the Proprietor/ Head of the Firm and its key personnel with organizational chart giving details of qualification and experience etc.		III	
4.	Details of maintenance set up with resources like permanent employees (with designation & strength), tools & tackle and other equipment with capacities		IV	
5.	Name and Qualification of the site-in-charge		V	
6.	Work Experience of Bidder (Attach copy of work order of similar work and its successful completion certificate during last seven years as per Sl. No. 1.c of QR)	Work Order No..... Dated..... Completion Certificate Dated..... Work Order No..... Dated..... Completion Certificate Dated..... Work Order No..... Dated..... Completion Certificate Dated.....	VI	
7.	Financial Credibility/ Capacity (Attach Bank Solvency Certificate)		VII	

8.	Average annual financial turnover of bidder during the last 03 years (Attach audited Balance Sheet & P/L Account for last three years ending 31 st March, 2017 is necessary)	Average annual financial turnover of bidder during the last 03 (three) years Rs..... Annual Turnover FY 2016-17: Rs..... FY 2015-16: Rs..... FY 2014-15: Rs.....	VIII	
9.	Name & Designation of Authorized Signatory (Attach Power of Attorney if applicable)		IX	
10.	Nature of Firm (Proprietorship/Partnership /Pvt. Ltd./Public Sector) (Attach proof)		X	
11.	Permanent Account Number (PAN) (Attach proof)		XI	
12.	Service Tax Registration Number (Attach proof)		XII	
13.	Sales Tax/Value Added Tax Registration Number / TIN (Attach proof)		XIII	
14.	Labour License No. (Attach copy of registration)		XIV	
15.	EPF. Code No. (Attach copy of registration)		XV	
16.	Character Certificate of the Head of the Firm issued within last six month from due date of NIT. (Issued by the Officer not below the rank of Magistrate)		XVI	
17.	Particulars of Earnest Money (DD No. /BG No. & Date)		XVII	
18.	Particulars of Cost of Tender Document(BOQ) (DD No. & Date)		XVIII	
19.	Other details and remarks, if any		XIX	

(Signature & Seal of Bidder)

TENUGHAT VIDYUT NIGAM LIMITED
HINOO, DORANDA, RANCHI-834002

NIT No. 03/CIVIL/W/TVNL/RAN/2017-18

Sub: Watch and Ward of railway track assets of Semi MGR System from Dumri Bihar TTPS Railway Siding to Power House Railway Gate at TTPS, Lalpania.

GENERAL TERMS & CONDITIONS

- 1. Validity of Offer:** The bid submitted by the bidders should remain valid for a minimum period of 120 days from the date of opening of Part-I unless otherwise specified.
- 2. Late Receipt of the Tender:** Special attention of the bidder is invited about the receipt of the tender in time. Tenders received after the stipulated date and time due to any reason, whatsoever, shall not be considered. Bidders are requested to see that their bids are delivered in the office of TVNL before the prescribed date and time.
- 3. Inspection of Site:** Before quoting the rate, bidders are advised to visit the work site and get satisfied with scope of work for which rates are to be quoted. Engineer -in -charge may be consulted for any clarification regarding scope of work and terms of tender. Bidder should go through the terms and conditions and technical specification of work carefully and sign in all pages of the tender document.
- 4. Instruction to Bidder:**
 - a.** Bidders are advised to submit their bids strictly based on the scope of work, terms and conditions contained in the bid document and subsequent revisions/amendments, if any. The bid should be submitted along with covering letter.
 - b.** The bid shall be prepared and submitted by typing or printing in English on white paper in consecutively numbered pages duly signed by the authorized signatory with company seal affixed on each page. Any part of the bid, which is not specifically signed by the authorized signatory and not affixed with company seal, may not be considered for the purpose of evaluation.
 - c.** Copy of bid document, amendments/revisions to bid document if any, shall be signed and submitted along with the bid.
 - d.** Complete bid document including all enclosures should preferably be submitted in hard bond or spiral binding and all pages should be numbered and must be signed by the authorized signatory with seal of the company.
 - e.** The **Part-I (Techno-commercial Bid)** should be sealed in a separate envelope super scribed with NIT No., “**Part-I (Techno-commercial Bid)**”, Name and address of the bidding firm, and should be addressed to ESE (C&M), Tenughat Vidyut Nigam Limited, Hinoo, Ranchi-834002.
 - f.** The **Part-II (Price Bid)** should be sealed in a separate envelope super scribed with NIT No., “**Part – II (Price Bid)**”, Name and address of the bidding firm, and should be addressed to ESE (C&M), Tenughat Vidyut Nigam Limited, Hinoo, Ranchi-834002. The rate to be quoted in price part (Part-II) shall be in figure and in words both. In case of difference in the rates quoted in figures and words, the amount in words shall prevail. The bidder must quote firm rates. Bid with variable rates shall be considered invalid.
 - g.** Both the envelopes containing Part-I (Techno-commercial Bid and Part-II (Price Bid) should be kept in a third envelope super scribed with NIT No., Name and address of the bidding firm, and should be addressed to ESE (C&M), Tenughat Vidyut Nigam Limited, Hinoo, Ranchi-834002. Complete tender or tenders not submitted as per requirement as indicated in the NIT are likely to be rejected.
 - h.** Bidders shall submit their offer strictly as per terms and conditions of the tender document without any deviation. If at any time any of the documents/information submitted by the bidder is found to be incorrect, false or untruthful, the bid and/or the resultant order may be summarily rejected/ cancelled at the risk of the bidder.
 - i.** Failure to furnish all information and documentary evidence as stipulated in the bid document or submission of an offer that is not substantially responsive to the bid document in all respects shall be summarily rejected.

- j. All bids will be received in duly sealed cover within the due date and time. Bids received after the due date and time is liable for outright rejection.
5. **Earnest Money Deposit (EMD):** Offers shall be accompanied with Earnest Money Deposit (EMD) of requisite value as specified in a separate envelope failing which offers are liable for rejection. EMD may be furnished in the form of Demand Draft/ Bank Guarantee from any Indian Nationalized Bank/Schedule Commercial Bank in favour of “TENUGHAT VIDYUT NIGAM LIMITED” payable at Ranchi. The Bank Guarantee should remain valid for 12 months. The earnest money will be forfeited on revocation of tender before expiry of validity of the tender or on refusal to enter into the contract agreement after the award is made by TVNL to the bidder.
 6. **Security Deposit:** The successful bidder shall have to deposit total security deposit @ **10%** of order value as performance guarantee in which initial security money @ **5%** of the order value (including earnest money deposited along with tender) before executing the agreement, balance **5%** of security money will be deducted from R/A bills. The security money will be released after successful completion of work and closure of contract. Initial security money will be accepted as Bank Draft/ Bank Guarantee in the prescribed format.
 7. **Payment Terms:** The Contractor shall submit bill in triplicate for work done to the Engineer - in - charge, which will be verified by Engineer - in - Charge and department will make payment to the contractor subject to availability of fund. No interest will be paid in case of delay in any payment.. The contractor shall produce documentary evidence in support of deposit of EPF & service tax before release of payment.
 8. **Paying Authority:** The Accounts Officer, TVNL, Ranchi will be the Paying Authority.
 9. **Engineer-in-Charge:** SE (C) will be the Engineer-in-Charge for this work. The works are to be executed as per direction of Engineer-in-Charge. Anything not mentioned here in shall be decided by the in charge of the work and shall be binding on the contractor.
 10. **Idle Charges:** No charges for idle men, machine, plant and equipment will be allowed to agency for some reason or the other beyond control of the department.
 11. **Safety Measures:** The Contractor shall observe all the safety measures. Safety appliances have to be arranged by the Contractor at his own cost. Any compensation payable to the Contractor's employee in the event of accident or causality has to borne by the Contractor himself and TVNL will not be responsible on this accounts in any way. In case of any damage due to negligence mishandling and mal operation by the staff of contractor, the damage would be made good by the contractor at his/own own cost. In case of non compliance, proportionate deduction will be made from the bills of the contractor.
 12. **Scope of the work:** Scope of the work as given below is a guideline to execute the work. However, contractor has to execute all the work as per direction of Engineer-in-Charge. The details are as follow:

The agency must deploy at least 42 nos. of watch and ward person with 02 nos. of supervisor deployed in all the shifts to undertake the subject work smoothly.

 - ii. The Watch and ward can be utilized anywhere from Dumri Bihar to TTPS, Lalpania during emergency as per the instruction of Engineer I/C.
 - iii. The agency will have to provide a system by which responsible person at field level can be contacted at any time of day or night in emergency. The responsibility should be under taken round the clock basis, including holidays.
 - iv. Watch and ward guard of the contractor should wear distinctive uniform when on duty (sample as approved by engineer I/C) with badges, caps and shoes etc. The identity cards to the all guards, supervisor shall be provided by the firm. The turnout should be smart and tidy. Watch and ward during duty should have all accessories like stick and torch etc. The contractor shall provide identity cards to his employees at his own cost.
 - v. Engineer I/C or his authorized person can check the attendance of the staff on duty at any time during duty hours in a day. If any absenteeism/abnormality/short fall found, a penalty of Rs. 200/- (Rupees Two hundred only) will be imposed. Further, no payment will be made to the contractor against absenteeism/shortfall of manpower at the rate per day wages per person.
 - vi. For the purpose of monitoring, the area has been divided into three sections/locations and their sub –

locations. The contractor has to maintain a diary for verification of duty performed by watch and ward and get it signed with remarks by the in-charge of that section, subsequently the same will be cross checked by nominated person. In case any adverse remark found, a penalty of minimum Rs. 500/- (Rupees five hundred) only will also be imposed.

vii. The agency shall lodge complaints for theft of TVNL property with Engineer I/C and the police authorities on behalf of TVNL management and shall keep a close liaison with TVNL and the local police authorities for follow-up action.

viii. The agency shall ensure that no unauthorized persons create any nuisance, disturbance, theft or pilferage of TVNL Railway property or unauthorized transportation. The agency shall apprehend culprit and bring it to the notice of authorities of TVNL. If directed, the agency shall hand over them to local police authorities and follow – up the cases with police authorities on behalf of the TVNL Management and keep a close liaison with local police authorities for follow up action.

ix. Protection of TVNL Railway material shall be prime responsibility of agency. The firm will pay for losses for TVNL Railway property due to theft of any material e.g. Metal liner, S.Q. head bolt, Plate Screw, Hook Bolt, Tee head bolt, Outer clip, inner clip, annular cap & spring washer (52 Kg), L – type bracket set, Crossing bolt, Nuts & Bolts, Pandrol clip, Fish plates, Groove Rubber Pad etc. In case, it is found that due to agency's negligence or due to improper/inadequate care taking arrangement or any other care taking lapses, TVNL railway property has suffered losses, the agency shall be penalized for the same..

x. The agency shall submit necessary report to the TVNL regarding unusual occurrence or untoward incidents within one hour through phone/mobile for this purpose. The agency shall carry out any other task relating to subject work as desired by TVNL management in the interest of care taking duties.

xi. The contractor shall have to obtain Labour License from labour department.

xii. Measurement/Register Book: The agency will be required maintain measurement/register books to guarantee that, number of personnel as decided are actually being employed and such books after necessary checking will counter signed by the Engineer I/C.

xiii. Any change in the care taking personnel should be done with the intimation of Engineer I/C. The person deployed should full fill all the terms and conditions of tender.

xiv. The agency shall employ only such staff that are literate, physically fit having good character, well behaved and skilled in their duties and also will undertake to discharge such employee who are found to be creating nuisance or who are not able to measure up to the required standard. It should also be ensured that, the employees, employed by the agency are having proven antecedents and no police case etc. are pending against such people. The agency shall be solely responsible for all acts of commission/omission of its employees. They have to produce certificate of character and no police cases i.e. police verification on firm's account. They have to submit bio –data of the people to be employed. The agency will discharge/change/transfer any of his employee who is found un – suitable, not physically fit or in capable of performing duties, the firm has to change the such staff on recommendation made by Engineer I/C. The agency shall depute the staff who should be local preferably land looser of TVNL Railway line.

xv. Age: - No guard should be aged below 21 years and it shall be mentioned in identity card.

xvi. The contractor shall arrange residential accommodations/medical facilities to their employees on their own.

13. Agreement: The firm or his legally authorized representative having Power of Attorney will have to execute an agreement with the ordering authority within **15** days of issue of order in the event of placement of order on them. The agreement will have to be prepared on a non-judicial stamp paper of Rs.50/- on Nigam's format. Bank Guarantee against Security Deposit, Performance Guarantee etc. as per order will have to be furnished well before execution of agreement. The contractor is required to produce all original paper and documents for verification before agreement failing which order will be cancelled. Contractor will not be allowed to start the work without executing the agreement.

14. Jurisdiction of Court: Any dispute between the Contractor and TVNL shall be settled in the civil court, at Ranchi, Jharkhand only.

15. Labour Laws: The bidder has to follow the guidelines laid under the labour law, workmen compensation, and EPF rules in respect of minimum wages, EPF payment and other service condition. In the event of any accident /

casualty to the employees of contractor, the compensation payable to the employees is to be borne by the contractor and TVNL will not be responsible in any way.

16. **Minimum Wage Guarantee:** The contractor shall strictly ensure that the minimum wages as stipulated by GoJ from time to time is paid to their workmen. Any increase in minimum wages during the period of contract, will have to be paid to their workmen without any claim on TTPS/TVNL. If the contractor fails to comply with guarantee of minimum wages then the agreement is liable to be terminated and security money may be forfeited.
17. **Taxes:** All statutory taxes as applicable shall be deducted from bill of the contractor.
18. **Violation of Terms & Conditions of Tender:** All terms and conditions of tender shall form a part of the contract. If contractor fails to execute the work up to entire satisfaction of Engineer -in -Charge as per terms & conditions of tender, then the contract agreement can be terminated after one month prior notice and security money shall be forfeited.
19. **Subletting:** The successful bidder will have to execute the work directly. No subletting will be allowed.
20. **Competent Authority:** Managing Director TVNL reserves the right to extend the due date and to reject any/ all the tenders or to increase / reduce/ distribute the quantity of tender without assigning any reason thereof and not bound to accept the lowest tender or to assign any reason for the rejection of the lowest tender. During the execution of work in case of any dispute between the Engineer-in -Charge and contractor, the decision of GM-cum-CE, Tenughat TPS will be final and binding.
21. **Man Power:** A list of manpower arranged by the contractor should be submitted to Engineer -in -Charge of the work before deployment and same should be deployed with due permission of Engineer -in -Charge. If the performance of the deployed person is not found up to the mark at any time, the contractor will have to replace them with experienced and suitable person.
22. **Tools & Tackles:** The contractor should have to arrange minimum of minor and special tools & tackles as per scope of work.
23. **Variation of quantities of work:** The contract price is based on the units rates and the quantities of items stipulated in the contract. The contract price may undergo corresponding change, if the work orders for change in quantities of items during execution of work. However, the units rates indicated in price schedules shall remain firm and shall not be subject to any escalation whatsoever. All unit prices shall be firm for variation within a limit of $\pm 15\%$ Contract value may vary within $\pm 15\%$ of the grand total of schedule as included in Work Order. Such variation shall in no degree affect the validity of the contract and it shall be performed by the contractor as provided therein and be subjected to the conditions, situation and obligations originally and expressly included in the specification and amount to be paid therefore shall be calculated in accordance with accepted scheduled of rate.
NOTE: - As specified above and reiterated here for clarification that the contractor shall be bound to carry out and increased or decreased portion of work without any change in unit prices and no claim on any account shall be entertained for variation without the Limit of variation allowable under the contract, is on the contract value of as a whole as included in work order and not on the value of work of any individual items.
24. **Site Cleaning:** The Contractor must keep clean the working area after completion of the job. Waste materials and garbage shall be disposed off by the contractor at suitable place as per the instruction of the Engineer-in-Charge.
25. **Liquidated Damages for Delay in Completion:** In case of any delay in the execution of the work beyond the stipulated date of completion/ Completion schedule including any extension permitted in writing, TVNL reserves right to recover from the agency a sum equivalent to 0.5% of the value of the delay work for each week of delay and part thereof subject to a maximum of 5% of the total value of the work.
26. **Mobilization Time:** The successful bidder will be given maximum one month time from the date of LOI/Work Order for mobilization of resources, manpower and starting the work. The contractor failing to enter in to agreement and start the work within one month will lose the work order and earnest money/security money and work will be allotted to L2, L3.....bidder if they agree to work on L₁ rate.

(Signature & Seal of Bidder)

TENUGHAT VIDYUT NIGAM LIMITED
HINOO, DORANDA, RANCHI-834002.

BILL OF QUANTITY

PART – II (PRICE PART)

NIT No. 03/CIVIL/W/TVNL/RAN/2017-18

Sub: Watch and Ward of railway track assets of Semi MGR System from Dumri Bihar TTPS railway Siding to Power House railway Gate at TTPS, Lalpania.

Sl. No.	Description of work	Rate per month (Rs.)	Amount (Rs.)
1.	Watch and ward of Railway track asset of semi-MGR system from Dumri Bihar TTPS railway siding to Power House railway Gate at TTPS, Lalpania.		

Note:

1. Total quoted cost will be the criteria for defining L₁ bidder
2. Service tax will be paid extra as applicable.

(Signature & Seal of Bidder)