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Total = 22 nos plus EW8

Name of Work: Round the clock operation of electromechanical services for (G+3) Telephone Bhawan, (G+2) BSNL Bhawan & Palace Compound staff quarters, Imphal (Manipur). (Period : 01.12.2018 to 31.12.2018)

Issued to:-M/s.

Date of Issue:-

Cost of T/P: - Rs. 177/-

GENERAL GUIDELINES

1. BSNL EW-6, Form BSNL EW 8, Schedules A to F, special conditions/ specifications and drawings will be issued to intending tenderers only. The Standard Form will not be issued along with the Tender Documents but the same shall form part of the agreement to be drawn and signed by the both parties after acceptance of tender. The standard Forms shall be available in downloadable manner from website [http:// www.ne2.bsnl.co.in](http://www.ne2.bsnl.co.in).
2. All blanks are confined to Notice Inviting Tender (BSNL EW-6) and Schedules A to F.
3. Authority approving the Notice Inviting Tenders (NIT) shall fill up all the blanks in BSNL EW-6, and in Schedules B to F before issue of Tender Papers.
4. The intending tenderers will quote their rates in Schedule A.
5. The proforma for registers and Schedules A to F are only for information and guidance. These are not to be filled in the Standard Form. The Schedules with all blanks, duly filled, shall be separately issued to all intending tenderers for filling and returning the same in the manner prescribed. The Schedules can also be downloaded from website www.ne2.bsnl.co.in.

GENERAL CONDITION OF CONTRACT

- 1) Tender with conditions i/c conditional rebates shall be summarily rejected.
- 2) Tenderer is required to work in close agreement with the specifications. Where specific specification are not mentioned, IS- specification, IE rules, CPWD external and internal specifications etc. shall be followed.
- 3) Tenderer has to agree on testing prescribed by the Engineer-in-charge.
- 4) Layout diagram and material to be used shall be got approved by the Engineer-in-charge before execution of work.

Bharat Sanchar Nigam Limited
(A Government of India Enterprise)
Electrical Wing

Electrical Sub-Division- IMPHAL

Electrical Division- DIMAPUR

DNIT NO: - 86/EEE/BSNL/DMP/2018-19

dated: 17.11.2018.

Notice Inviting Tenders

(As per Tendering Procedure in BSNL revised up to date)

01. Tenders in the prescribed form are hereby invited on behalf of the BSNL for the following work of: -

Name of work	Estimated cost	Cost of EMD	Time
Round the clock operation of electromechanical services for (G+3) Telephone Bhawan, (G+2) BSNL Bhawan & Palace Compound staff quarters, Imphal (Manipur). (Period : 01.12.2018 to 31.12.2018)	Rs. 39,222.00	Rs. 784.00	01 month

02. (a) Printed forms of tenders consisting of the detailed plans, complete specifications ,the schedule of quantities of the various classes of works to be done and the set of conditions of contract to be complied with by the persons whose tender may be accepted, can be purchased, at the Division office between the hours of **11.00 hrs and 16.00 hrs**. Every day except on Sundays and public Holidays on payment of **Rs.177.00** in cash/Each.
- (b) The site for the work is available/ or the site for the works shall be made available in parts.
- (c) The tender forms can also be downloaded from the website.
- (d) Before tendering, the contractor shall inspect the site and fully acquaint himself about the condition with regard to accessibility of site and site nature and the extend of grounds, working condition, including stocking of materials, installation of T&P etc., and conditions affecting accommodation and movement of labour etc., required for the satisfactory execution of the contract. No claim whatsoever on such account shall be entertained by the BSNL in any circumstances.
03. Tenders which should always be placed in sealed covers with the name of the work written on the envelope will be received by the Sub-Divisional Engineer (E), BSNL Electrical Sub-Division, Imphal Up to **15.00 hours on 29/11/2018** and will be opened by him in his office on the same day at **15.30 hours**. If a holiday is declared on the tender opening day, the same will be opened on the next working day.
04. The time allowed for carrying out the work will be as mention above from the 10th day after the date of written order to commence the work.
05. Issue of tender form will be stopped two days before the date fixed for opening of tenders. Tenders will be sold on working days; no tenders will be sold after **16.00 hours**.
06. a) Earnest Money as above in the form of demand draft/ FDR/ BG/ CDR of a nationalized/scheduled bank guaranteed by the Reserve Bank of India, drawn in favor of **Accounts Officer (Cash), O/o the GMTD, Manipur SSA**. must accompany each tender and each tender should be in two sealed covers, one cover containing the EMD in proper form and other cover containing tender, super scribed as "Tender for the work " **The Validity period of EMD is 120 days, from the date of opening of tender**. In case of e-tendering , each tender should be in two sealed coves, first containing credentials for meeting the Eligibility conditions along with the cost of tenders and EMD in proper form, second cover containing tender documents. The credentials shall be self attested and certified by any BSNL Executive. If not certified by BSNL Executive then original documents shall be produced at the time of tender opening. After verification of the contents of this envelope then second envelope containing the bid document shall be opened.
- b) The EMD of all the unsuccessful tenderers shall be released on issue of award letter to the successful tenderer. This shall be done within one week of award letter.
- c) Exemption from payment of earnest money and security deposit by any other unit/ department shall not hold good for BSNL.
07. a) The contractor should submit and confirm Chartered Accountant Certificate in respect of turnover and other registration certificate [Enlistment in BSNL, Electrical License, Sales Tax] with attested copies (self attested and counter attested by any executive of BSNL/MTNL or Gazetted officer of GOI) as applicable along with the application on printed letter head for purchase of tender.
- b) The contractor shall submit and confirm his permanent account number (PAN) issued by the Income Tax Department.

- c) The tenderer should submit the valid WCT/ Sales Tax/ VAT registration certificate
08. i) **Performance Guarantee** :The contractor is required to furnish performance guarantee for an amount equal to 5% of the contract value in the form of bank guarantee / CDR/FDR/DD (of a nationalized/ Scheduled Bank in a standard format) within two weeks from the date of issue of award letter. This period can be further extended by the Engineer-in-charge upto a maximum period of weeks on written request of Contractor. The validity period of the performance security in the form of performance bank guarantee shall be one year from the date of actual completion of work.
- ii) **Security deposit** : In addition to performance guarantee stated above, a sum @ 10% of the gross amount of the bill shall be deducted from each running bill of the contractor till the sum be deducted with the sum already deposited as earnest money, will amount to security deposit of 5% of the Tendered value of the work
09. The acceptance of a tender will rest with the Engineer-in-charge who does not bind himself to accept the lowest tender or any other tender and reserves to himself the Authority to reject lowest or all the tenders received without assigning any reason. All tenders in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected. **Tenders with any condition including that of conditional rebates shall be rejected forthwith summarily.**
10. Canvassing in connection with tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
11. The BSNL reserves itself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.
12. i) The tenderer should give a certificate that none of his/her relative is employed in BSNL units. In case of proprietorship firm, certificate will be given by the proprietor and for partnership firm certificate will be given by all the Directors of the company.
- ii) Near relatives of all BSNL employees either directly recruited or on deputation are prohibited from participation in tenders and execution of works in the different units of BSNL. The near relatives for this purpose are defined as:
- Members of a Hindu Undivided family.
 - They are husband and wife.
 - The one is related to the other in the manner as father, mother, son(s) & son's wife(daughter-in-law), Daughter(s) & daughter's husband(son-in-law), brother(s) & brother's wife, sister(s) & sister's husband (brother – in-law).
- iii) The company or firm or any other person is not permitted to tender for works in BSNL Unit in which his near relative(s) is(are) posted. The unit is defined as SSA/Circle/Chief Engineer/Chief Archt./Corporate office for non executive employees and all SSA in a circle including circle office/Chief Eng./Chief Archt./Corporate office for executive employees (including those called as Gazette officers at present). The tenderer should give a certificate that none of his/her such near relative is working in the units as defined above where he is going to apply for tender/work, for proprietorship , partnership firms and limited company certificate shall be given by the authorized signatory of the firm. Any breach of these conditions by the company or firm or any other person, the tender/work will be cancelled and earnest money/performance guarantee will be forfeited at any stage whenever it is so noticed. BSNL will not pay any damages to the company or firm or the concerned person. The company or firm or the person will also be debarred for further participation in the concerned unit.

The format of the certificate to be given is

" I..... Son of Shri

Resident of Hereby certify that none of my relative(s) as defined in the tender document is/are employed in BSNL unit as per details given in tender document. In case at any stage, it is found that the information given by me is false/incorrect, BSNL shall have the absolute right to take any action as deemed fit/without any prior intimation to me ."

(Seal of the firm)

(Signature of Contractor)

No employee in BSNL/ Govt. of India is allowed to work as a contractor for a period of two years of his retirement from service without the prior permission. The contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission as aforesaid before submission of tender and engagement in the contractors service.

13. The tender for the works shall not be witnessed by the contractor who himself/themselves has/ have tendered or who may and has/have tender for the same work. Failure to observe this condition would render tenders of the contractors tendering as witnessing the tender is/are liable for summarily rejection.
14. It will be obligatory on the part of the tenderer to sign each page of the Schedule of work and the tender documents for all the component parts and after the work is awarded he will have to enter into a separate agreement for each component with the officer concerned.
15. Any tender not submitted in proper manner or if it contains too many corrections, over writings of absurd rates, and absurd amount will be liable to be rejected and the BSNL will be at liberty to take such action as it may deem fit without any reference to the tenderer.
16. The tenders for the work shall remain open for acceptance for a period of 90 days from the date of opening of the tenders. If any tenderer withdraws his tender before the said period or makes any modification in the terms and conditions of the tender which is not acceptable to the BSNL shall, without prejudice to any other right of remedy be at liberty to forfeit 50% (fifty percent only) of the said earnest money absolutely.
17. **Extension of validity** : In case, where the letter of award of work cannot be placed within the validity period of the tender, the BSNL can request all tenderers to extend the validity of their respective tenders and the Earnest Money deposit by a reasonable period. In such cases, extension of validity of Earnest Money deposit by 30 days beyond the extended validity date of tender should also be asked for. While BSNL can make the request for extension, the tenderer is free to either extend the validity or refuse the request to extend the validity.
18. Unsealed tenders will be summarily rejected.
19. The contractor should read the tender documents carefully before submitting the tender.
20. Agreement shall be drawn with the successful tenderer on prescribed form. Tenderer shall quote his rates as per various terms and conditions of the said form, which will form part of the agreement.
21. The tenderer shall **furnish a declaration** to this effect (**incase downloaded tender**) that no addition/deletion/correction have been made in the tender document submitted and is identical to the tender document appearing on website. Every page of downloaded tender shall be signed by the tenderer with stamp (seal) of his firm /organization.
22. This Notice Inviting Tender shall form part of the Contract document. The successful tenderer/contractor on acceptance of his tender by the Accepting authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of :-
 - a) The Notice Inviting Tender, all the documents including additional conditions, specifications and drawings, if any forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
 - b) Standard form.

24. **ELIGIBILITY CONDITIONS:-**

BSNL enlisted contractor governed by enlistment rules/Registration clause/financial limit.

Sd/-
Sub-Divisional Engineer (E)
Date: 19/11/2018

No. 23/ ESD-IMP/2018-19/201

Copy to: -

1. The Chief Engineer (E), BSNL Electrical Assam/NE Zone, Guwahati.
2. The Superintending Engineer, BSNL Electrical Circle, Shillong.
3. The Executive Engineer (Elect.), BSNL Electrical Division, Guwahati/Agartala/Shillong
4. The Accounts Officer (E), BSNL Electrical Division, Dimapur
5. The AGM (IT), O/o The CGMT, NE-II Circle, Dimapur along with soft copy containing details of NIT for uploading in the website www.ne2.bsnl.co.in for wider publication.
6. The Sub Divisional Engineer (E), BSNL Electrical Sub Division-I/II Dimapur/Imphal/Itanagar.
7. Notice Board.

Sd/-
Sub-Divisional Engineer (E)
BSNL Electrical Sub-Division
Imphal

DECLARATION

(To be given by the tenderers downloading the tender document from the web site)

This is to certify that:

1. I/We have submitted the tenders in the Proforma as downloaded directly from the website which are same as available in the website and there is no change in the format, number of pages etc.
2. I/We have not made any modification/corrections/additions etc in the tender documents downloaded from web by me/us.
3. I/We have checked that no page is missing and all pages as per the index are available & that all pages of tender document submitted by us are clear & legible.
4. I/We have signed (with stamp) all the pages of the tender document before submitting the same.
5. I/We have stitched and sealed the tender documents properly before submitting the same.
6. I/ We have submitted the cost of tender along with the EMD in the first cover as prescribed.
7. I/ We have read carefully & understood the 'Important note to all tenderers' & 'Important Instructions to Tenderers downloading the tender document from web including entire Standard Tender Form BSNL EW-8 displayed in web site.
8. In case at a later stage, it is noticed that there is any difference in my/our tender documents with the original documents, BSNL shall have the right to cancel the tender/ work, forfeit the Earnest Money/Security Deposit, take appropriate action as per the prevailing rules in force and BSNL shall not be bound to pay any damages to me/ us on this account.

Dated.....

(Signature of the contractor /

Representative of the Firm with seal)

BSNL EW-8

BHARAT SANCHAR NIGAM LIMITED
(A Government of India Enterprise)

CIRCLE - NE-II TELECOM CIRCLE
BRANCH: EW

DIVISION - DIMAPUR
SUB DIVISION - IMPHAL

Tender for the work of: Round the clock operation of electromechanical services for (G+3) Telephone Bhawan, (G+2) BSNL Bhawan & Palace Compound staff quarters, Imphal (Manipur). (Period : 01.12.2018 to 31.12.2018)

- (A) (i) Issued to (contractor) _____
- (ii) Tender Cost _____ (iii) Receipt No. _____
- (iii) Date of application _____ (v) Date of issue _____
- (iv) Signature of officer issuing the documents _____
- (v) Designation _____
- (B) (i) **To be submitted by** (time) 15.00 hours on (date) 29/11/2018 in the **Office of the Sub-Divisional Engineer (E), BSNL Electrical Sub-Division, Imphal.**
- (ii) To be opened in presence of tenderers who may be present at 15.30 hours on 29/11/2018 in the **Office of the Sub-Divisional Engineer (E), BSNL Electrical Sub-Division, Imphal.**

TENDER

1. I/we have read and examined the notice inviting tender, schedule, specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, special conditions, Schedule of Rates and other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.
2. I/We hereby tender for the execution of the work specified for BSNL within the time specified, schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions and other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.
3. I/We agree to keep the tender open for ninety (90) days from the due date of submission thereof and not to make any modifications in its terms and conditions.
4. A sum of **Rs. 784.00** is hereby forwarded in the form of Deposit at call receipt/FDR//Bank guarantee of a Nationalized/Scheduled Bank as earnest money. If I/We, fail to commence the work specified . I/We agree that the said BSNL shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely and the same may at the option of the competent authority on behalf of BSNL be recovered without prejudice to any other right or remedy available in law out of the deposit in so far as the same may extend in terms of the said bond and in the event of deficiency out of any other money due to me/us under this contract or otherwise.
5. Should this tender be accepted. I/We agree to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered up to maximum of percentage mentioned in clause 12.3 of the tender form and those in excess of that limit at rates to be determined in accordance with provisions contained in clause 12.2.
6. I/we agree to furnish to BSNL Deposit at call receipt/FDR/Bank guarantee of a Nationalized/ Scheduled Bank for an amount equal to 5% of the contract value in a standard format within two weeks from the date of issue of award letter. I/we agree to keep the performance bank guarantee valid for one year from the date of actual completion of work.
7. I/we hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/ confidential documents and shall not communicate information/ derived there from to any person other than to whom I/we am/are authorized to communicate the same or use the information in any manner prejudicial to the safety or interest of BSNL.

Signature of Witness

(Required in the case of contractor's
Thumb impression is given by the
Contractor in place of signature)
(Name & Postal address)

(Signature of contractor)
Seal of contractor

Occupation of Witness

Date:
ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of BSNL for a sum of `..... (Rupees.....).

The letters referred to below shall form part of this contract Agreement

- a)
- b)
- Dated

For & on behalf of BSNL
Signature _____
Designation _____

SCHEDULE "D"
(I) MODEL FORM OF BID SECURITY FORM

(Bank Guarantee)

Whereas _____ (hereinafter called "The Bidder") has submitted its bid dated _____ for the supply of _____ vide Tender No----- dated..... KNOW ALL MEN by these presents that WE _____ OF _____ having our registered office at _____ (hereinafter called "the Bank") are bound unto Bharat Sanchar Nigam Limited. (Hereinafter called "The Purchaser") in the sum of Rs _____ for which payment will and truly to be made of the said Purchaser, the Bank binds itself, its successors and assigns by these present.

THE CONDITIONS of the obligation are:

1. If the Bidder withdraws his bid during the period of bid validity specified by the Bidder on the Bid form or
2. If the Bidder, having been notified of the acceptance of his bid by the Purchaser during the period of bid validity.
 - (a) fails or refuses to execute the Contract., if required; or
 - (b) fails or refuses to furnish the Performance Security , in accordance with the instructions to Bidders.

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its

demand, the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force as specified in the Bid Document up to and including THIRTY (30) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the specified date/dates.

Signature of the Bank Authority

Name

Signed in Capacity

Name & Signature of witness

Address of witness

Full address of Branch

Tel No. of

SCHEDULE "D"

(II) MODEL FORM OF PERFORMANCE SECURITY GUARANTEE BOND

In consideration of the CMD, BSNL (hereinafter called 'BSNL') having agreed to exempt ----- (hereinafter called 'the said contractor(s)) from the demand under the terms and conditions of an agreement/Advance Purchase Order No. ----- dated ----- made between ----- and ----- for the supply----- (hereinafter called 'the said agreement') of security deposit for the due fulfillment by the said contractor(s) of the terms and conditions contained in the said agreement, on production of the bank guarantee for -----

would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the BSNL under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till ----- (office/Department) BSNL certifies that the terms and conditions of the said Agreement have been fully or properly carried out by the said contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the expiry of TWO/TWO AND HALF/THREE YEARS (as specified in P.O.) from the date hereof, we shall be discharged from all liabilities under this guarantee thereafter.

1. We, (name of the bank) ----- (hereinafter refer to as 'the bank') at the request of ----- (contractor (s)) do hereby undertake to pay to the BSNL an amount not exceeding ----- against any loss or damage caused to or suffered or would be caused to or suffered by BSNL by reason of any breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement.

5. We (name of the bank) ----- further agree with the BSNL that the BSNL shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the BSNL against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part of the BSNL or any indulgence by the BSNL to said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

2. We (name of the bank) ----- do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the BSNL by reason of breach by the said contractor(s) of any of the terms or conditions contained in the said agreement or by reason of the contractor(s) failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee where the decision of BSNL in these counts shall be final and binding on the bank. However, our liability under this guarantee shall be restricted to an amount not exceeding -----.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/Supplier(s)

3. We undertake to pay to the BSNL any money so demanded notwithstanding any dispute or disputes raised by the contractor(s)/supplier(s) in any suit or proceeding pending before any court or tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the contractor(s)/supplier(s) shall have no claim against us for making such payment.

7. We (name of the bank) ----- lastly undertake not to revoke this guarantee during its currency except with the previous consent of the BSNL in writing.

4. We (name of the bank) ----- further agree that the guarantee herein contained shall remain in full force and effect during the period that

Dated the -----day of-----

For

SCHEDULE "D"

(III) IMPORTANT NOTES FOR CONTRACTORS

1. EARNEST MONEY:

1.1 VALUE:

The amount of Earnest Money to be deposited with each tender is 2% of the estimated cost put to the tender **subject to a maximum of Rs. 2 crores**. Earnest money will be acceptable in the form of CDR / FDR / DD / BG.

2. PAYMENT TERMS:

No advance payment will be made. The payment terms shall be governed as per **Clause-7 of BSNL-8**. No payment will be made for goods rejected at the site. Payment, if made, for such items shall be recovered from subsequent bills or other bills. Stipulations like levy of interest if payment is not made in specified time are not acceptable to the BSNL.

(a) For claiming this payment the following documents are to be submitted to the paying authority:

(i) Invoice clearly indicating Service Tax.

(ii) If the supplier/contractor fails to furnish necessary supporting documents regarding proof of payment of service tax which are Cent -vat able the amount pertaining to such Duties/ taxes will be deducted from the payment due to the firm.

3. BID PRICES:

(i) The bidder shall give the total composite price inclusive of all levies & taxes i.e. Sales Tax & Excise, packing, forwarding, freight and insurance etc. but excluding Octroi/Entry Tax which will be paid extra as per actual, wherever applicable. The offer shall be firm in Indian Rupees. No Foreign Exchange will be made available by the purchaser.

(ii) Prices indicated in the Price schedule shall be entered as per price schedule given at page nos 21-22 for all the items given in the "**Schedule-A**".

(iii) The contractor/supplier shall submit to BSNL documents/proof of payment of all taxes/ levies along with exemption certificate, if any, to avail CENVAT benefits by BSNL. The invoice favoring BSNL shall be issued by the supplier.

(iv) A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.

(v) The price quoted by the bidder shall be in sufficient detail to enable the Purchaser to arrive at the price of equipment/ system offered.

(vi) 'DISCOUNT' if any, offered by the bidders shall not be considered unless specifically indicated in the price schedule. Bidders desiring to offer discount shall therefore modify their offers suitably while quoting and shall quote clearly net price taking all such factors like Discount, free supply etc. into account.

(vii) The price approved by BSNL for procurement will be inclusive of levies and taxes, packing, forwarding, freight and insurance as mentioned in clause 3(i) above subject to other terms and conditions as stipulated in clause- 4(a) and clause -2 of Bid-document.

4. EVALUATION AND COMPARISON OF SUBSTANTIALLY RESPONSIVE BIDS

(a) The evaluation and comparison of responsive bids shall be done on the basis of Net cost to BSNL on the prices of the goods offered inclusive of Duties and taxes (but excluding CENVAT-able Duties & Taxes), Sales Tax, Packing, Forwarding, Freight and Insurance charges etc. As stipulated in clause 3.(i), Octroi/Entry Taxes are not to be included in the composite price and hence the same will not be considered for the purpose of evaluation and comparison of responsive bids. However, Octroi/Entry Taxes will be paid extra, as per actual wherever applicable on production of proof of payment/relevant invoices/documents.

(b) (i) "Duties & Taxes for which the firm has to furnish Cenvatable Challans / Invoices will be indicated separately in the Work Order

(ii) In case the Duties & Taxes which are non CENVAT-able as per the quotes indicated in the price schedule by the vendors and subsequently at any stage it is found that Credit for such Duties &

Taxes is admissible as per CENVAT Credit Rules, 2004, then the vendors will be liable to refund the amount equivalent to such Duties & Taxes if already paid to them. However, the purchaser may allow the supplier to submit necessary documents in this regard which may enable the purchaser to avail the CENVAT credit provided such credit is still available for the amount so paid as per CENVAT Credit Rules 2004.

(iii) "If the supplier fails to furnish necessary supporting documents in respect of the Duties/taxes which are Cenvat-able, the amount pertaining to such Duties/Taxes will be deducted from the payment due to the firm."

5. The firm shall read carefully the following conditions and shall quote accordingly confirming all the points in their offer.

(a) Department reserves the right to accept the quantities in full or in parts.

(b) Department reserves the right to send authorized representative to witness the test if felt necessary.

(c) Since the contract period of this work is less than eighteen months therefore Clause **10(CC)** will not be applicable as per section 32.8.2 of CPWD Manual.

6. PROGRAMME FOR EXECUTION:

(a) The firm shall supply the detailed programme to the Engineer-in-charge within seven days award letter. The programme shall contain details about submission of drawing & tentative dates for inspection/testing by the department.

(b) The firm shall get layout approved from the Engineer-in-charge. The approval of layout drawings will not absolve the firm from its responsibilities for supplying and installing the system in accordance with the relevant specifications/ codes/agreement conditions

7. QUALITY ASSURANCE:

The EI works shall be executed in accordance to the CPWD specifications. The work is considered to be completed only after the successful completion of Testing of the system as per CPWD specifications and clearance from Electrical Inspector. Responsibility lies with the contractor to get the clearance for construction of HT line and charging of HT line from the Electrical Inspector of the local Electrical Inspectorate / Electricity Authority / Board.

10. SPECIAL CONDITIONS:

(i) The firm should note that offers with condition and / or conditional rebates will be summarily rejected.

(ii) The layout of the work will be given by the Engineer-in-Charge or his duly authorized representative at site of works.

• Earthing test, Insulation test, Continuity test. And test report

•

(v) Any damage done to the building during the execution of work will have to make good at the entire satisfaction of Engineer-in-Charge.

(vi) Items which are not included in the "list of approved makes" only ISI marked material shall be used. In case ISI marked is not available in particular item, material conforming to BS, shall be provided.

8. STORES AND MATERIALS:

All the stores and materials required for the work except those specified, as departmental supply shall be arranged at work site by the firm from his own resources or open market. It should be clearly understood that no claim whatsoever should be entertained by the department on this account. Safe custody of the materials brought at site shall be firm's responsibility till the installation is taken over by the department after successful testing & commissioning. However a lockable space may be provided by the department on intimation well in advance before receipt of material at site. Accommodation for erection crew will not be provided by the department.

9. CO-ORDINATION:

Generally more than one agency is working at the same premises. It shall be the aim of agencies that on their account the work of the other agencies is not delayed. Full co-ordination and co-operation shall therefore be extended during the execution of the work to ensure prompt and quality work.

LISTS OF APPROVED MAKES FOR EI ---

BSNL Approved make

UNDERTAKING

This is to certify that I have gone through the clauses and condition including all correction slips as laid down in BSNL –EW 8 and I agree to abide the rule and regulations as applicable.

Sign. Of contractor

Date.....

Seal

PROFORMA OF SCHEDULES

(Operative Schedules to be supplied separately to each of the intending tenderer)

SCHEDULE "A"

Schedule of Work : Appended on page – 21-22

SCHEDULE "B"

Schedule of Materials to be issued to the contractor

Sl. No.	Description of item	Quantity	Rates in figures & words at which the materials will be charged from the contractor	Place of issue
1	2	3	4	5
NIL				

SCHEDULE 'C'

Tools and plants to be hired to the contractor

Sl. No.	Description of item	Hire charges per day	Place of Issue
1	2	3	4
NIL			

SCHEDULE 'D'

Extra schedule for specific requirements/document for the work , if any.

I. Specification :- page 00

- I. Model form of Bank Guarantee : Appended from page 6
- II. Performance Security Guarantee Bond : Appended from pages 7
- III. Important Notes for Contractors : Appended from pages 9 to 10
- IV. EW-8 part of Agreement

SCHEDULE 'E'

Schedule of Component of materials, Labour etc. for escalation:

Clause 10CC ----- Not applicable

<u>SCHEDULE 'F'</u>			
Reference to General Conditions of contract			
(i) Name of Work :	Estimated cost	Cost of EMD	Time
Round the clock operation of electromechanical services for (G+3) Telephone Bhawan, (G+2) BSNL Bhawan & Palace Compound staff quarters, Imphal (Manipur). (Period : 01.12.2018 to 31.12.2018)	Rs. 39,222.00	Rs. 784.00	01 month
(ii) Performance Guarantee :	As per Sl. No. 8(i) of the NIT		
(iii) Security Deposit :	As per Sl. No. 8(ii) of the NIT		
GENERAL RULES and DIRECTIONS :			
Officer inviting tender :	SDE (E), BSNL Electrical Sub-Division, Imphal.		
Definitions :			
2 (iv) Engineer-in-charge	SDE (E), BSNL Electrical Sub-Division, Imphal		
2(v) Accepting Authority	SDE(E)		
2(vi) Percentage on cost of materials and labour to cover all overheads and profits.	10%		
Clause 5 (i) Authority to give fair and reasonable extension of time for completion of work :	(ii) SE (E), BSNL Electrical Circle, Shillong.		
Clause 12 12.2(iii) Schedule of rates for determining the rates for additional, altered or substituted items that can not be determined under 12.2 (i) and (ii)	Not Applicable for this work.		
12.2(ii) Plus / minus the % over the rate entered in the schedule of rates.	Not Applicable		
Clause 25 Competent authority for conciliation :	SE (E) not in-charge of the work.		

SPECIAL CONDITIONS OF CONTRACT.

TAXES & DUTIES

1 GST INVOICE & COMPLIANCES

1.1 All the details of supplier (name, address, GSTIN/ unregistered supplier, place of supply, SAC/ HSN code etc.) and other mandatory details shall be mentioned on the invoice.

1.2 Invoice/Supplementary invoice/Debit Note/Credit Note/Receipt Voucher need to be issued in compliant format and timely within the time prescribed under GST law.

1.3 In case of any deficient/incomplete/rejected supply, BSNL shall convey the same in a reasonable time to enable the supplier to issue credit note and take tax adjustment.

1.4 It would be the responsibility of the supplier to declare correct information on invoice and GSTN viz. the amount, the place of supply, rate of tax etc. In case, the eligibility of input tax credit is questioned or denied to BSNL on account of default by the supplier, the same would be recovered by BSNL from the supplier.

1.5. Registered location of the both the parties i.e. BSNL and supplier should be mentioned in the agreement with GSTIN No. Further, supplier should raise invoices at the registered premise of BSNL for availing of credit and ensure that the place of supply as per GST law is same as registered premise

1.6. BSNL could at any time instruct the supplier to raise its invoices at a particular location of BSNL

1.7. It is the responsibility of the supplier to ensure that place of supply and the GSTN of BSNL are in the same state. If for any reason they are not in the same state, the supplier shall intimate to BSNL and give adequate time before raising of the invoice.

1.8. E-waybill number should be mentioned on the invoices.

1.9. Supplier shall be responsible for timely issuance and delivery of invoice/ DN/ CN to enable BSNL to claim tax benefit on or before the stipulated time period provided by the GST law.

(a) It is the responsibility of the supplier to ensure that outward supply return (GSTR-1) would be filed correctly. If not, than cost would be borne by supplier.

(b) Reporting of correct outward supply by supplier in the outward return (GSTR-1) is the responsibility of the supplier. In case of mismatch because of supplier's fault, prompt amendments must be made by the supplier else supplier would be required to indemnify BSNL of the loss of credit due to mis-match. The compliances to be adhered by supplier includes (but is not limited to) the following:

(i) Uploading appropriate invoice details on the GSTN within the stipulated time;

(ii) Issuing GST compliant invoice / CN/ DN. PO issued by BSNL should be referred by supplier for capturing information on the invoice.

(iii) Supplier needs to pay the entire self-assessed tax on timely basis.

(iv) Where invoice is not uploaded or incorrect upload of invoice detail of GSTN by supplier then credit on such invoice will be given provisionally subject to matching. So, acceptance of changes made by BSNL on GSTN on account of non-upload or incorrect upload of invoice details on GSTN is to be submitted by supplier. Such changes w.r.t. the mismatch are required to be accepted by supplier within the time limit prescribed under the GST law. It should be noted that in case supplier does not accept such changes within the time limit prescribed under GST law, the loss of input tax credit (if any) would be recovered from the supplier. In case of mismatch because of Supplier's fault, prompt amendments must be made by the supplier else supplier would be required to indemnify BSNL for the losses of credit and interest paid due to mismatch.

(v) Supplier to issue all necessary documentation and perform all necessary compliances for BSNL to be eligible to claim the input tax credit of GST tax to them. In case BSNL is unable to claim the input tax credit, the amount w.r.t. GST charged by the supplier would be recovered from the supplier.

(vi) A self-declaration along with evidence that the bidder is not blacklisted by GST authorities. In case supplier gets black listed during the tenure of BSNL contract, then supplier must indemnify BSNL yo ensure that no loss of input tax credit is borne by BSNL due to default of supplier.

1.10 Refer Annexures below(placed as Annexure- A1) for clause stating that all the details of supplier (name, address, GSTN/ unregistered supplier, place of supply, SAC/ HSN code etc.) and other mandatory details shall be mentioned on the invoice.

1.11. Where the location agreed are more than one state, then separate invoice state wise to claim input tax credit in a particular state (typically happens in a bill to-ship to scenario) shall have to be submitted.

1.12 It shall be the responsibility of the supplier to mention State of place of supply of goods/services in the invoice issued to BSNL.

2 SET OFF :

2. 1. Any sum of money due and payable to the supplier (including security deposit refundable to him) under this contract may be appropriated by the purchaser or the BSNL or any other person(s) contracting through the BSNL and set off the same against any claim of the Purchaser or BSNL or such other person or person(s) for payment of a sum of money arising out of this contract or under any other contract made by the supplier with the Purchaser or BSNL or such other person(s) contracting through the BSNL.

2. 2. In case of set off of the security deposit against any claim of the purchaser or BSNL or such other person or person(s) for payment of a sum of money arising out of this contract or under any other contract made by the supplier with the Purchaser or BSNL or such other person(s) contracting through the BSNL, the GST on such set off will be borne by the supplier.

2. 3. GST would not be liable on security deposit. But if supplier set off the security deposit against any claim of the purchaser or BSNL or such other person or person(s) for payment of a sum of money arising out of this contract or under any other contract made by the supplier with the Purchaser or BSNL or such other person(s) contracting through the BSNL, then GST would be levied.

DETAILS , DOCUMENTS AND PROCESS FOR BILLING UNDER**GOODS & SERVICE TAX (GST)**

1. GST DETAILS OF BSNL MANIPUR SSA

Provisional ID registered for the GST	14AABC5576G1ZS
Name	BHARAT SANCHAR NIGAM LTD
Address	O/o General Manager Telecom District, BSNL Bhawan, Babupara, Imphal, Manipur.
State of Registration	Manipur
GS TARN No.	AWAITED
PAN	AABC5576G

2. VENDOR INFORMATION FORM.

The required vendor details for processing of bills in the format (Annexure A) under GST regime shall be furnished to the Sub-Divisional Engineer (E) concerned before execution of agreement.

(GST-Annexure-A)

VENDOR INFORMATION FORM

Vendor name (Legal Entity Name)	
Constitution of business	
Communication address	
State	
PAN	
Vendor type	
GST registration Number	
Existing tax registration number (Please specify)	
Contact Person	
Designation	
Telephone Number	
Fax No.	
Email-ID	
Name of Bank	
Name of Branch	
Swift Code	
Account Number	
Account Name	
Provide the following information for all GST registrations	
Total no. of GST Registration (pan India)	

For each of the registration, kindly provide the following information

REGISTRATION FOR STATE-I

Date of registration:		GSTIN/ UIN number
Registered address:		
PIN Code:	State name:	State code
Composition scheme availed:		
Declaration by:	Name:	
	Designation:	
	Date:	

3. **KEY FORMAT REQUIREMENTS** (GST- Annexure B)

1. Key requirements of a tax invoice

- (a) Name, Address and GSTIN of the supplier;
- (b) Invoice number containing alphabets and/or numbers, special characters;
- (c) Date of the Invoice;
- (d) Name, address and GSTIN of the recipient;
- (e) HSN code of goods or Service Accounting Code ('SAC');
- (f) Description of goods or services;
- (g) Quantity in case of goods and unit;
- (h) Total Value of goods or services;
- (i) Taxable value of goods or services taking into account discount or abatement;
- (j) Rate of tax (CGST + SGST / UTGST or IGST + cess (if applicable));
- (k) Amount of tax charged in respect of taxable goods or services;
- (l) Place of supply along with the name of State, in case of a supply in the course of inter-state trade or commerce;
- (m) Place of delivery where the same is different from place of supply;
- (n) Whether the tax is payable on reverse charge;
- (o) Signature of the supplier or his authorized representative.

2. The contents for revised tax invoice and credit or debit notes are outlined below:

- (a) The word "Revised Invoice" , wherever applicable to be indicated prominently along with the date and invoice number of the original invoice;
- (b) Name, Address and GSTIN of the supplier;
- (c) Nature of the document;
- (d) Invoice number containing alphabets and/or numbers, special characters;
- (e) Date of the Invoice;
- (f) Name, address and GSTIN number of the recipient;
- (g) Serial number and date of the corresponding tax invoice;
- (h) Taxable value of goods or services, rate of tax and the amount of the tax credited or, as the case may be, debited to the recipient;
- (i) Name and address of the recipient and address of delivery, along with name of the state and state in code in case of unregistered recipient;
- (j) Signature of the supplier or his authorized representative.

3. Key requirements of an advance receipt voucher

- (a) Name and address of the Supplier
- (b) GSTIN of the Supplier
- (c) Date of issue of voucher
- (d) Voucher number – consecutive and alphanumeric only and unique for a financial year (hyphen or dash or slash symbolised as “-”, “/”, respectively, allowed) (Multiple series allowed)
- (e) Name, address and GSTIN of the recipient
- (f) Description of goods or services
- (g) Amount of advance taken
- (h) Rate of tax (SGST/UTGST, CGST, IGST or cess)
- (i) Amount of tax
- (j) Place of supply along with the name of State and its code, in case of a supply in the course of inter- state trade or commerce
- (k) Whether reverse charge applicable
- (l) Signature of Authorised signatory

4. **OTHER CONDITIONS:**

- (a) If the performance of the contractor is not satisfactory for a consecutive period of three months the contract will be terminated with one month notice.
- (b) The tenderer must obtain himself at their cost all the information necessary for the purpose of tendering.
- (c) The tenderer shall inspect the site & acquaint himself with all the local conditions, means of access to work & nature of work etc. No claims shall be entertained on these account.
- (d) The rates quoted must be full and final.
- (e) Nothing extra is payable other than the quoted rates unless specified.
- (f) The Contractor shall not sublet the work or part thereof. However, services of specialized agencies for specific work can be obtained with the permission of E .in C.
- (g) The Department reserves the right to terminate the contract by giving show cause notice of one-month duration at any time during the currency of the contract.
- (h) The Department reserves the right to extend the contract for a maximum period of six months at the same rate & conditions .or 25% of the total quantity whichever is less.
- (i) The tenderer must obtain himself at their cost all the information necessary for the purpose of tendering. The tenderer shall inspect the site & acquaint himself with all the local conditions, means of access to work & nature of work etc. No claims shall be entertained on these account.
- (j) The agency should submit the proof of upto date payment of EPF and ESI and copy of valid Service tax registration certificate before issue of work order.
- (k) The SDE(E) concerned should verify the payment of EPF and ESI for the previous month before preparation of bill for the current month.

ANNEXURE-III LIST OF APPROVED MAKES OF BSNL ELECTRICAL WING

S. No.	Item	Makes
1	Engine	Ashok Leyland /Cummins/ Cater pillar / KOEL/ Volvo Penta / Mahindra & Mahindra (up to 40 KVA) /Escorts (up to 30 KVA)/ Eicher (up to 20 KVA)
2	Alternator(Brushless)	Crompton Greaves (AL. series) / KEC / Leroy Somer / Stamford/Jyoti Ltd
3	Battery (Lead Acid / Mntc. Free)	Amara Raja / AMCO / Farukawa / Hitachi / Exide/ Prestolite / Standard
4	HV Switchgear (Vacuum Circuit Breaker/SF6)	Biecco Lawrie / Crompton / Kirloskar / MEI/ Jyoti Ltd
5	Transformer (Oil filled / Dry type)	ABB / Schneider Electric /Andrew Yule / Bharat Bijlee / Crompton / EMCO / Kirloskar / Siemens
	a) Above 400 KVA	
	b) Up to 400 KVA	In addition to above makes, Uttam/Automatic Electric Gear(AEG)/Patson/Rajasthan Transformer and Switchgear
6	Air Circuit Breaker	L&T/ Schneider Electric / Siemens
7	MCCB(Ics=Icu)	L&T/ Schneider Electric / Siemens
8	SDF units	L&T/ Schneider Electric / Siemens/ HPL/Havells
9	Power Contactors	L&T/ Schneider Electric / Siemens/ Lakshmi(LECS)
10	Change Over Switch	HPL / Havells / H-H Elcon
11	Intelligent APFC Relay	L&T/EPCOS(Siemens)/ Schneider Electric / Neptune Ducati/Syntron/ABB
12	Bus Bar Trunking/ Sandwiched Bus Duct	Moeller/L&T/Schneider Electric/ABB/Legrand/Zeta
13	Power Capacitors (MPP/APP)	L&T/EPCOS(Siemens)/ABB/Crompton/ Schneider Electric/Neptune Ducati
14	Digital/ KWHr meter	Schneider Electric/ AE/ Digitron / IMP/ Meco / Rishabh / Universal/HPL/L&T/ABB
15	Cold shrink HT/LT Cable Joint	Denson / 3M(M-Seal)/ Raychem
16	Rubber Matting	ISI mark
17	MCB/ Isolator /ELCB/RCCB/ Distribution Board	Crompton / Havells / Indokopp / MDS Legrand/ L&T / Schneider Electric/ Siemens / Standard/ C&S/ABB/HPL
18	MS/ PVC Conduit	ISI mark
19	Cable Tray	MEM/Bharti/Ratan/Slotco/Profab
20	HT/LT Cables	ISI mark
21	PVC insulated copper conductor wire	ISI mark
22	Centrifugal Pump	Amrut / BE / Beacon / Batliboi / Crompton / Jyoti / Kirloskar / KSB / Mather & platt / WASP/Grundfos
23	Submersible Pump	Crompton/Amrut / BE / Calama / Kirloskar / KSB
24	Motors	ABB/ Bharat Bijlee / Crompton Greaves / Schneider Electric / HBB / KEC / Siemens/Jyoti Ltd
25	Fresh Air Fans	GE / Khaitan/Almonard/Crompton
26	Starter	ABB / BCH / Schneider Electric / L&T / Siemens /
27	Single Phase Preventer	L&T / Minilec / Siemens / Zerotrip
28	GI/MS Pipe	ATC / ATL / BST / GSI / ITC / ITS / IIA / JST / Jindal /TTA / Tata/Zenith
29	Foot Valve	ISI mark
30	Gate Valve	Advance/Audco/Johnson Controls/Zoloto/Annapurna / Fountain / Kirloskar / Leader / Sant / Trishul
31	Compressors	Carrier/Emerson copeland/York/Danfoss (for chillers only)
32	Resin Bonded Glass wool	Fibre Glass / Pilkington / UP Twiga
33	Expanded Polystyrene	BASF(India) Ltd.

34	Gauge	Feibig / H.Guru / Pricol
35	Controls	FLICA / Honeywell / Indfoss / Penn-Danfoss / Ranco / Ranutrol / Sporland
36	Fine Filters	Anfiltra Effluent / ARW / Athlete/ Airtake/ Dyna / Kirsloskar/ Puromatic/ Purafill/ Purolator / Tenacity
37	GI Sheet	HSU Jindal / National / Nippon Denro / Sail / Tata
38	Heat Detector	Appollo / Chemtron/ Edward / Fenwal/ Hochiki / Nitton /System Sensor/ Wormald/Honeywell Essar/Notifier
39	Ionization Detector	Appollo / Cerebrus / Edward/ /Fenwal / Hochiki / Nitton / System Sensor / Wormald
40	Photo Electric Smoke Detector	Appollo / Cerebrus / Edward / Fenwal/ Hochiki / Nitton / Wormald
41	Fire Panel (Microprocessor based)	Agni Instruments / Agni Devices/ Aruna Agencies/ Carmel Sensor / Ravel Elect./Honeywell Essar/Notifier/Navin Systems
42	Sprinkler/ Hose Reel & Hose Pipe	ISI mark
43	Fire Extinguisher	ISI mark
44	Lift	OTIS, Kone, Mitsubishi , Schindler,Johnson

NOTE:

1. Any other make approved by BSNL EW, corporate office till the last date of sale of tender is also acceptable.
2. The accessories such as CT/PT/measuring instrument/relays provided by approved make in respect of Transformer/HT Panel/DG /AC Package Units as supplied by approved manufacturer along with the equipments are also acceptable in addition.

ADDITIONAL SPECIFICATION FOR WORK

1. The work shall be done as per current CPWD specifications, electrical works as embedded from time to time and Indian Electricity rules as amended up to date.
 2. The work shall be supervised by qualified technical staff.
 3. The layout of the work will be given by the Engineer-in charge or his duly authorized representative at site of work.
 4. The following works shall be done on separate conduits
 - a) Power plug wiring.
 - b) Light and fan point wiring.
 - c) Emergency light point wiring. (AC supply/DC supply)
 - d) Telephone wiring.
 - e) Clock wiring.
 - f) AC units wiring.The number of power plug points and emergency light points fed from the DC supply shall not exceed to per circuit in any of the cases.
 5. The earthing sets shall be provided in the presence of Engineer-in-charge or his authorized representative.
 6. Sample of all the materials, fittings, accessories, IC switch gears, etc. Shall be got approved from the Engineer-in charge before using the name on the work. The rejected materials shall be removed immediately from the site of work.
 7. The contractor shall have to submit the completion plan as clause 6(A)1,6(B) of the agreement within 30days of the completion of works. Failing to submit the completion plan, he will be liable to pay a sum equivalent 2.5% of the value of work subject to a ceiling of Rs.2,500/- as per the clause 6(A)1, 6(B) of the agreement.
 8. The contractor will have to give the following tests at his cost and intimate test results before final bills are paid. Nothing extra will be paid on this account. a) Earth test. B) Polarity Test. C) Insulation Test. d) Extra continuity test of the surface/recess conduit pipes.
 9. Any damage done to the building by the contractor during the execution of work shall have to be made good at his cost and risk. If he does not do it himself within a reasonable time (determined by the Executive Engineer (E) then same will be got done at his cost departmental after giving notice to him.
 10. The outlet boxes I.C boxes for switches and end of conduits etc. for different categories of conduit runs catering for different types of electrical wiring as mentioned in clause above shall be painted 8inside/outside with different colour each signifying the decrement categories mentioned so as to avoid mixing of various circuits and their wiring and nothing extra will be paid for this.
 11. In the time laying conduit pipe in the slab and in recess, the contractor will keep fish wire of 16 SWG GI wire through out conduit pipe and will have to take special care so that the conduits do not pass through air-conditioning ducts, grills columns, if any such necessity is foreseen special written permission of E.E.(E) will be obtained before such works is carries out. In case of failure, the contractor will not be paid on this account.
- The successful tendered should reason the conduit in the wells before they are plastered and in collaboration with building work in progress. Any damage thus done will have to be made good at the cost electrically continuous.
12. The bakelite covers for the tumbler switches plug sockets etc shall be removed or broken for taking connections which shall be done at their back be providing suitable wooden rider in the I.C. boxes where found necessary. All I.C boxes for switches, plug and regulators etc. Shall be provided 1/8" thick bakelite sheet covers.
 13. The runs of various circuit wiring at various places shall kept minimum by taking the runs on wall where crossing of columns is not necessary. This has to be decided before casting of slab so that unnecessary length of conduits are not laid therein.
 14. All the I.C. distribution board, Sub-main board and their complete fitting shall be sign-written clearly indicating the No of distribution board, the type of load it is serving and the number of circuit contained in the distribution box shall be placed in a tabular form the reverse of the cover of the distribution box.

15. Underground cables both of 1.1KV and 1.1KV grade should be subjected to pressure/insulation tests before and after laying the same in the ducts. In case of unsatisfactory test the cost of all replacement and extra work of removal and relaying will have to be made good by the contractor at his own risk.

16. While making the end connections of wires, no strand shall be cut and the termination of wires shall be done with necessary lugs and ferrules without any extra payment.

17. The bus bars of the single phase distribution box shall be strip instead of sheet metal.

18. The lugs should be provided while terminating 8 SWG G.I wire for earth continuity without any extra payment.

19. The contractor will have to make arrangement to take the material to site of work at his own risk. Octori, if paid by the contractor for the materials supplied by the department the same can be claimed by him against original voucher.

20. If any conduits laid before the award of this work, the recovery for the same will be made from the contractor at the rates specifications in the SR-94(internal) plus the enhancement of this tender. Or the rates quoted by the firm in the tender for the work.

21. The Department shall not supply any tools and plants unless otherwise specified.

NOTE: In addition to above the work should be carried out as per latest CPWD/ BSNL specification pertaining to the work, amended up to date and as per the direction of the Engineer - In - Charge.

SCHEDULE OF WORK

Name of work : Round the clock operation of electromechanical services for (G+3) Telephone Bhawan, (G+2) BSNL Bhawan & Palace Compound staff quarters, Imphal (Manipur). (Period : 01.12.2018 to 31.12.2018)

Sl . No.	Description of items	Quantity	Per unit rate including all taxes and duties excluding GST	Unit	Net Cost to BSNL	GST on Net Cost	Total Cost including all taxes and duties	HSN for goods and SAC for services
		A	B	C	A x B=D	E	D+E	
1	Providing round the clock operation of package AC units, water pump, LT panels compound lights, etc. as reqd.	01 month		Month				
2	Providing of the following items for replacement, etc. complete as reqd.							
	i) 4 - 40 W fluorescent tube	15 nos.		Each				
	ii) 40 W electronic ballast	04 nos.		Each				
	iii) 16 A switch / socket combination	04 nos.		Each				
	iv) 5 A socket	06 nos.		Each				
	v) 5 A switch	05 nos.		Each				
NET COST to BSNL A)								
Total amount of Input Tax Credit (ITC) to be availed by BSNL (B)								
Total Amount of Inclusive ITC= A+B								

GSTR NO	
----------------	--

Notes for bidder:-

1. The Firm should be GST Compliant.
2. Bidder must mandatorily quote for all GST components (CGST, SGST, IGST) as required.
3. Bidder must mandatorily mention HSN & SAC numbers.
4. The firm shall be responsible to ensure that GST shown in the above columns is correct & Input Tax Credit for the amount shown above is admissible as per GST Act as amended up to date".
5. Invoice /Bill should be pre-printed as per the GST format.
6. The evaluation and comparison of responsive bids shall be done on the basis of Net cost to BSNL on the prices offered inclusive of packing, forwarding, freight and insurance charges etc., but excluding GST
7. The rates for all items of work shall, unless clearly specified otherwise, include cost of all labour, materials and other inputs involved in the execution of the terms as specified in the scope of work.
8. No advance payments can be made. Stipulations like levy of interest if payment is not made in a specified time are also not acceptable and the payment is governed by the normal BSNL practice

Declaration by the bidder:-

1. We hereby declare that in quoting the above prices, we have taken into account the entire credit on inputs available under the GST Act introduced w.e.f. 1 July 2017 and further extended on more items till date".

Signature of the Bidder