

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016



Bharat Sanchar Nigam Limited
(A Govt. of India Enterprise)
Office of Dy. General Manager, Northern Telecom Region,
Kidwai Bhawan, Janpath,
New Delhi-110001

BID Document

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1

dated 20/08/2016

**Work of Operation & Maintenance and attending interruptions of M/W, OFC
Routes/Stations under DGM M NTR, DGM TAX New Delhi and DGM Satellite
Sikandrabad (Through E-Tendering)**

**Tender Fee Rs1150/ (Inc of 5% VAT)
(Non Refundable)**

DOCUMENT NO.

BIDDER NAME & ADDRESS

DD NUMBER

DD DATE

BANK

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016



Bharat Sanchar Nigam Limited
(A Govt. of India Enterprise)
Office of Dy. General Manager, Northern Telecom Region,
Kidwai Bhawan, Janpath,
New Delhi-110001

BID Document
(Technical Bid)
Part A

Tender document for work of Operation & Maintenance and attending interruptions of M/W, OFC Routes/Stations for Ghaziabad, Noida, Sikandrabad, Faridabad, Gurgaon, Palwal, Manesar, Nuh, Jhirka, Bahadurgarh, Pataudi and Delhi Under DGM M NTR, DGM TAX New Delhi and DGM Satellite Sikandrabad Region (Through e-tendering).

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

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Signature of Bidder

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SECTION-1
BHARAT SANCHAR NIGAM LIMITED
 (A Government of India Enterprise)
 O/o DGM M, NTR, Kidwai Bhawan,
 Janpath, New Delhi-110001

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1

dated 20/08/2016

NOTICE INVITING TENDER
TENDER FOR O & M of OFC Route & Stations.

Digitally Sealed Tenders (e-Tenders) (% age rate tenders) under two-bid system are invited for and on behalf of Bharat Sanchar Nigam Limited by D.G.M (Mtce.), NTR, New Delhi for Operation & maintenance of OFC Routes and stations for Ghaziabad, Noida, Sikandrabad, Faridabad, Gurgaon, Palwal, Manesar, Nuh, Jhirka, Bahadurgarh, Pataudi and Delhi Under DGM M NTR, DGM TAX New Delhi and DGM Satellite Sikandrabad Region (Through e-tendering).

1. Eligible Bidders:

The Tenderer should be an EPF code holder having experience of completion similar work of more than 1/3rd of tendered cost during the last three consecutive financial years i.e. 2013-14, 2014-15, 2015-16 in BSNL/MTNL/PSU/Govt. department/Private Telecom Operators.

2. Description Of Work:

S.N O.	Name of division	Name of unit/site	Estimated Cost for one year (In Rs.)	EMD @ 2.5% of Estimated Cost
1	DE OFC Route KBN ND	SDE OFC Faridabad	Rs84,13,601/ (Rs Eighty Four Lakhs Thirteen Thousand Six Hundred One Only)	Rs2,10,340/ (Rs Two Lakhs Ten Thousand Three Hundred Forty only)
2	DE OFC Route KBN ND	SDE OFC Palwal		
3	DE OFC Rajendra Nagar	SDE OFC Bahadurgarh		
4	DE OFC Gurgaon	SDE OFC Manesar		
5	DE OFC Gurgaon	SDE OFC Route Gurgaon		
6	DE OFC Gurgaon	SDE OFC Gurgaon		
7	DE OFC Gurgaon	SDE OFC NUH		
8	DE OFC Gurgaon	SDE OFC Zirka		

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9	DE OFC Route KBN ND	SDE OFC Ghaziabad		
10	DE OFC Route KBN ND	SDE OFC Noida Sector 19		
11	DE OFC Route KBN ND	SDE OFC Noida Sector 62		
12	DE OFC KBN ND	SDE NIB, Kidwai Bhawan, New Delhi		
13	DE OFC KBN ND	SDE OFC Transmission Center, Eastern Court, ND		
14	DE OFC Karol Bagh ND	SDE OFC Karol Bagh-1, ND		
15	DE OFC Karol Bagh ND	SDE OFC Karol Bagh-2, ND		
16	DE OFC Rajendra Nagar	SDE OFC route, Karol Bagh-1, ND		
17	DE OFC Rajendra Nagar	SDE OFC route, Karol Bagh-2, ND		
18	DE OFC Lodhi Road ND	SDE OFC Lodhi Road,ND		
19	DE OFC Lodhi Road ND	DE OFC Lodhi road, ND		
20	DE OFC Lodhi Road ND	SDE OFC Leased Ckt Lodhi road,ND		
21	DE OFC KBN ND	SDE Coaxial HF/VF Kidwai Bhawan, ND		
22	DE OFC KBN ND	SDE DWDM Kidwai Bhawan, ND		
23	DE OFC Route KBN ND	SDE OFC Route KBN-1 ND		
24	DE OFC Route KBN ND	SDE OFC Route KBN-2 ND		

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25	DE OFC Route KBN ND	SDE Tech/Computer ,Kidwai Bhawan, New Delhi		
26	AO(Cash)O/o DGM M ND	Sr. A.O. (Cash), O/o DGM (Mtce), Eastern Court, ND		
27	DE(Sat Mtce) Satellite Earth Station Sikandrabad U.P	DE(Sat Mtce) Satellite Earth Station Sikandrabad U.P		
28	DE OFC Gurgaon	SDE OFC Pataudi		
29	DE OFC Mtce Karol Bagh	SDE (OAN) ND		
30	DE OFC Rajendra Nagar	SDE OFC Rajender Nagar, New Delhi		
31	DE DXC LRD ND	DE DXC LRD		
32	DE (D-TAX-1)	DGM (TAX) Eastern Court ND		

The Tenderer has to pay processing fee (for each tender) to M/s ITI Ltd through online mode only as mentioned on the website.

3. Period of contract: One year from the date of the signing of the Contract.
4. Mode of obtaining the tender document: The Tender Document will be uploaded on www.ntr.bsnl.co.in, www.tenderwizard.com/BSNL & <http://tender.bsnl.co.in>
5. Mode of payment for tender document: The cost of tender document is to be submitted separately in separate envelope in the bid document in the form of Crossed Demand Draft issued by a scheduled bank of India drawn In favor of Accounts Officer (Cash) O/o DGMM NTR, BSNL, ND
6. Mode of payment for Bid security: Bid security is to be submitted along with the Document in the form of Crossed Demand Draft or BG valid for 180 days from the date of Opening of tender issued by a scheduled bank drawn In favor of Accounts Officer (Cash), O/o DGMM NTR,BSNL , ND
7. Address for obtaining the tender document: Tender document containing detailed

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

Description of tender document work & terms and conditions can be obtained by downloading from websites

www.tenderwizard.com/BSNL, www.ntr.bsnl.co.in & <http://tender.bsnl.co.in>

- | | |
|---|---|
| 8. Last date and time for Online:
Submission of tender | Up to 13:00 hrs on dated 05.10.2016 |
| 9. Last date and time for physically:
submission of tender | Up to 13:30 hrs on dated 05.10.2016 |
| 10. Place of submission of Documents: | DE (OFC Route) O/o DGMM, NTR, BSNL, Room No.
456 Kidwai Bhawan New Delhi |
| 11. Date and time of opening of:
Technical Bid | 05.10.2016 at 14:00 hrs |

Tender will not be accepted/received after expiry of due date and time. If it happens to be a Holiday on any of the dates above, next working day will be applicable.

It may be noted that if there is any discrepancy in NIT & Tender document, the terms and condition in the tender document will prevail.

Amendment(s), if any, to the tender document will be notified on the website www.ntr.bsnl.co.in, www.tenderwizard.com/BSNL & <http://tender.bsnl.co.in> as and when such amendment(s) are notified. It is the responsibility of the bidder(s).

DGMM, Northern Telecom. Region, New Delhi reserves the right to reject any or all tenders without assigning any reason and also reserve the right to distribute the work among more than two contractor.

**DE OFC Route
Tel.: 011-23323532, FAX: 23355186
Website: ntr.bsnl.co.in**

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

Section -1 Part A

E-TENDERING INSTRUCTIONS TO BIDDER

General:

These Special Instructions (for e-Tendering) are part of the Tender Documents. Submission of Bids only through online process is mandatory for this Tender. For conducting electronic tendering, NTR BSNL New Delhi is using the portal <https://www.Tenderwizard.com/BSNL> of M/s ITI Ltd, a Government of India Undertaking.

1.0 Tender Bidding Methodology:

Sealed Bid System: Single Stages – Using Two Envelopes. In case of two envelope system, Financial & Techno-commercial (Qualifying) bids shall be submitted by the bidder at the same time.

2.0 Broad outline of activities from Bidders prospective:

- (i) Procure a Digital Signing Certificate (DSC).
- (ii) Register on tender wizard portal.
- (iii) View Notice Inviting Tender (NIT) on tender wizard portal.
- (iv) Download official copy of Tender Documents from tender wizard portal.
- (v) Bid-Submission on tender wizard portal.
- (vi) Attend Public Online Tender Opening Event (TOE) on tender wizard portal
- (vii) Opening of Financial-part (Only for Technical Reverse Responsive Bidders).

For participating in this tender online, the following instructions need to be read carefully. These Instructions are supplemented with more detailed guidelines on the relevant screens of the www.tenderwizard.com/BSNL of M/s ITI Ltd, a Government of India Undertaking.

3.0 Digital Certificates:

It is mandatory for all the bidders to have class-III Digital Signature Certificate (in the name of person who will sign the Bid) from any of the licensed Certifying Agency (Bidders can see the list Of licensed CA's from the link www.cca.gov.in) to participate in e-tendering of BSNL.

4.0 Registration:

The Bidder has to register (if not registered earlier) with ITI website www.tenderwizard.com/BSNL with a non-refundable registration fee of Rs. 3500/- (Rs Three Thousand Five Hundred plus taxes as per Govt. latest tax structure. The registration fee is payable once on a yearly basis. For Registered vendors: Renewal is required.

The procedure for the registration is as under:

- 1) Go to the url:-www.tenderwizard.com/BSNL
- 2) In the home page, click on Vendor Registration.
- 3) In the Vendor Registration form, vendor has to fill up the applicant details, upload minimum any of three self-attested documents (PAN Card, Registration, DVAT, Service Tax Registration, Work Order), digital signature information.
- 4) After submission of the form, the User-id and Password are generated in the form of Acknowledgement.
- 5) The Annual registration fee shall be in the form of e-payment of amount **Rs.3500/- plus taxes as per Govt. latest tax structure.**

Signature of Bidder

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Note: After successful submission of Registration details and Annual Registration Fee (as applicable), please contact ITI Helpdesk (as given below), to get your registration accepted/activated.

1. Helpdesk landline No: 011-49424365

2. In case of any query regarding e-tendering the bidder can contact ITI representatives Mr. Avesh Tyagi -8800991844 and Mr. Saurabh Rai - 8800595401

All the bidders are requested to get themselves registered well in advance and no extra time will be considered for the delay in on-line Vendor Registration, if any. In case bidders wait till the last moment for uploading tenders, and if any technical problem is encountered at that time, the Bid closing time may elapse.

5.0 Bid related Information for this Tender

The entire bid-submission would be online on tenderwizard portal i.e. <https://www.tenderwizard.com/BSNL>

Broad outline of submissions are as follows:

- (i) Scanned copy of Earnest Money Deposit (EMD) and Tender Document Cost.
- (ii) Digitally signed copy of Tender Documents/Addendum/addenda.
- (iii) Scanned copies of required documents..
- (iv) Techno-commercial –Part.
- (v) Financial-Part.

6.0 Offline Submissions:

The bidder is requested to submit the following documents offline to DE (OFC Route) O/o DGMM NTR, Room No 456 Kidwai Bhawan New Delhi on or before the date & time of submission of bids specified in covering letter of this tender document, in a Sealed Envelope. The envelope shall bear (name of the work), the tender number and the words "DO NOT OPEN BEFORE" (due date & time).

1. EMD-Bid Security in Original.
2. DD against payment of tender fee.
3. Required Documents along with Tender Document

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

SECTION-1 (Part-B)

BHARAT SANCHAR NIGAM LIMITED
(A Government of India Enterprises)
DE OFC Route NTR, Kidwai Bhawan,
Janpath, New Delhi-110001

Detail NOTICE INVITING E- TENDER (DNIT)

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

Sealed tenders are invited by the Dy. General Manager, Northern Telecom Region, BSNL, New Delhi, for the work of "Operation and Maintenance of OFC Routes and OFC stations maintenance" at the following locations mentioned in section 1 part A for a period of one year (with one year extension provision):

Note1: The quantity stated above are indicative and BSNL reserves the right to vary the quantity to the extent of -25 % to +25 % of specified quantity with same terms & conditions of the tender.

- 1) **Purchase of Tender Document:** Tender document can be obtained from www.tenderwizard.com/BSNL .
- 2) The bidders downloading the tender document are required to submit the tender fee amount through DD/ Banker's cheque along with their tender bid failing which, the tender bid shall be left archived unopened/ rejected.
- 2.1 The DD/ banker's cheque shall be drawn from any Nationalized/ Scheduled Bank in favor of "AO (Cash),O/o DGM M, NTR, New Delhi" and payable at "New Delhi".
- 3) **Availability of Tender Document:** The tender document shall be available for downloading it from the website www.ntr.bsnl.co.in , <http://tender.bsnl.co.in> & www.tenderwizard.com/BSNL from **30/08/2016 at 10.00hrs till last date of submission of tender**. The bidders downloading the tender document are required to submit the tender fee through DD/Banker's cheque along with their tender bid failing which the tender bid shall be left archived unopened/rejected.
- 4) **Eligibility Criteria:** - The bidder should have
 - a) Registration/License from appropriate labor authority.
 - b) The experience certificate for minimum period of three years during last five financial years for similar type of contract equivalent to minimum Rs30,00,000/ (Rs Thirty Lakhs only) in Govt. Organization or any large Public Sector under taking (Central/State).
 - c) Valid PAN No.
 - d) Valid Sales/Service Tax Registration Certificate No. or exemption certificate no.
 - e) Registered with appropriate authorities under EPF and ESI Acts. 4.1 The bidders shall submit necessary documentary proof showing that they meet the eligibility criteria along with their tender bid. All documents submitted will also be self attested by the bidder.
- 5) The bidder shall furnish the bid EMD in one of the following ways:-
 - a) Demand Draft/ Banker's cheque drawn in favor of "AO (Cash) O/o DGM M, NTR, BSNL, Eastern Court, New Delhi" and payable at "New Delhi".
 - b) Bank Guarantee from a scheduled bank drawn in favor of "AO (Cash) O/o DGM M Eastern Court, BSNL, and NTR New Delhi" and payable at "New Delhi", which should be valid for **180 days** from the tender opening date.
- 6) **Date & Time of on line Submission of Tender bids:** on or before **1300 Hrs. of 05/10/2016**.

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

NOTE-3: In case the date of submission (opening) of bid is declared to be a holiday, the date of submission (opening) of bid will get shifted automatically to next working day at the same scheduled time. Any change in bid opening date due to any other unavoidable reason will be intimated to all the bidders separately.

7) Opening of Tender Bids: At 14:00 hrs of 05/10/2016.

7. Place of opening of Tender bids:

- 7.1 Tenders invited through e-tendering process, the tenders shall be opened through e-tendering website www.tenderwizard.com/bsnl. Tender Opening Officers as well as authorized representatives of bidders can attend the Public Online Tender Opening Event (TOE) from the comfort of their offices through website www.tenderwizard.com/BSNL.
- 7.2 In addition & in case of tenders invited through manual bidding process, authorized representatives of bidders (i.e. vendor organization) can attend the TOE at the "Room No. 456, Kidwai Bhawan, Janpath, New Delhi", where BSNL's Tender Opening Officers would be conducting Public Online or manual Tender Opening Event (TOE).
8. Tender bids received after due time & date will not be accepted.
9. Incomplete, ambiguous, Conditional, unsealed tender bids are liable to be rejected.
10. DGM M BSNL NTR, Circle New Delhi reserves the right to accept or reject any or all tender bids without assigning any reason. He is not bound to accept the lowest tender.
12. The bidder shall furnish a declaration in his tender bid that no addition / deletion / corrections have been made in the downloaded tender document being submitted and it is identical to the tender document appearing on the website.
- 12.1 In case of any correction/ addition/ alteration/ omission in the tender document, the tender bid shall be treated as non responsive and shall be rejected summarily.

Note 5: All documents submitted in the bid offer should be preferably in English. In case the certificate viz. experience, registration etc. is issued in any other language other than English, the bidder shall attach an English translation of the same duly attested by the bidder & the translator to be true copy in addition to the relevant certificate.

Note6: All computer generated documents should be duly signed/ attested by the bidder/ vendor organization.

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

SECTION II

BID FORM

Ref: No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

To
DGMM
Northern Telecom. Region,
New Delhi.

Dear Sir,

Having examined the conditions of contract and specification including agenda NO... the receipt of which is hereby duly acknowledged. We, undersigned, offer to execute the work of O & M work on condition of contract and specification as may be ascertained in accordance with the schedule of prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, we will execute the work in accordance with specification, time limits & terms and conditions in the tender document.

If our Bid is accepted, we shall submit the securities as per the condition mentioned in the Contract.

We agree to abide by this Bid for a period of 180 days from the date fixed for Bid opening (Qualifying Bid) and it shall remain binding upon us and may be accepted at any time before the expiry of that period.

Until a formal Agreement is prepared and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.

Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

Date this.....day of**(the year)**
Signature of Authorized Signatory.....
In capacity of

Duly authorized to sign the bid for and on behalf of.....

Witness.....

Address.....

Signature.....

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

SECTION- 2

Tender Information

1. Type of tender- :

No. of Bid Submission Stages for tender: Single Stage bidding and two Nos. (Opening Stages)

2. Bid Validity Period/ Validity of bid Offer: 180 days from the tender opening date.

3. Tenders invited under two Envelopes system:

a) Techno-commercial envelope No.01 shall contain:-

- i) EMD
- ii) Cost of the tender documents i.e. tender fee.
- iii) Attested photo copy of PAN number/ latest I.T. return acknowledgement.
- iv) Attested photo copy of experience certificates in proof of the contractor having completed works of similar nature equivalent to minimum Rs 30,00,000/ (Rs Thirty Lakhs only) during three financial years of last five consecutive financial years only in DOT/BSNL/MTNL/any PSU.
- v) Attested copy of Service Tax Certificate.
- vi) Attested copy of EPF registration certificate.
- vii) Attested copy of registration /license from appropriate labor authority.
- viii) Bidder's Profile & Questionnaire duly filled & signed.
- ix) Non-Relation Certificate duly filled & signed.
- x) Undertaking & declaration duly filled & signed.
- xi) Tender/ Bid form- Section 9 (Part A)
- xii) Electronic Form- Technical (in case of tenders invited through e-tendering process)

b) Financial envelope No.02 (Section 9- Part B) shall contain:

- i) Electronic Forms- financial along with Price Schedule (Section 9 Part–B with all relevant bid annexure (in case of tenders invited through e-tendering process).
- ii) Bid forms- Price Schedule (Section 9 Part –B duly filled & signed (in case of tenders invited through manual bidding process).

The following documents are required to be submitted offline (i.e. offline submissions) to DE OFC Route O/o DGM M Northern Telecom Region, Room No.456, 4th Floor, Kidwai Bhawan, Janpath, New Delhi-110001, on or before the date & time of submission of bids in a sealed envelope.

Both the above envelopes 01 & 02 be sealed and prominently marked:

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

The Successful Tenderer has to deposit a performance security amount of 10% of the total approved amount of work in the form of DD/BG valid for 30 months within 10 days/ date mentioned in the letter of approval from the intimation of acceptance of tender on approved rates. The security must be deposited within the stipulated period failing which earnest money will be forfeited. The amount deposited by way of earnest money will be converted into part performance security deposit and adjusted against this performance security amount. DD of performance security deposit so required should be issued by a schedule bank in favor of Account Officer (Cash) O/o DGM M NTR BSNL New Delhi.

Signature of Bidder

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SECTION- 3 Part A

SCOPE OF WORK

A. General :

Sealed tenders are invited by the Dy. General Manager Maintenance, Northern Telecom Region, BSNL, New Delhi, for the work of "Operation and Maintenance of OFC Routes and Stations" for Ghaziabad, Noida, Sikandrabad, Faridabad, Gurgaon, Palwal, Manesar, Nuh, Jhirka, Bahadurgarh, Pataudi and Delhi Under DGM M NTR, DGM TAX New Delhi and DGM Satellite Sikandrabad Region.

B. Scope of Work:

- 1) Cleaning of equipment rooms, equipments, runways, doors, roofs, windows, wall panels etc.
- 2) Cleaning of the floors & walls tiles.
- 3) Cleaning of offices, delivery of letters/files, assisting for routine maintenance of systems.
- 4) Any other work assigned by the station in charge.
- 5) For assisting the route parties for restoration of faults, which involves
 - a) Loading and unloading of routes vehicle.
 - b) Cleaning of tools and machines.
 - c) Minor digging works for restoration of OFC faults.
 - d) Trenching works.
 - e) Cable pulling work, erecting & painting of routes indicators.
 - f) Overhead laying of OFCs for temporary restoration of cable faults.
 - g) Any other work assign by the route in charge/ controlling officers.
- 6) The nature of works involves washing and cleaning of wash basin/tiles, seats glass pans, doors, computers and peripheral items.

C. Period of Contract:

The period is initially for a period of one year and is extendable for a further period of one year at the discretion of Dy. GMM NTR on satisfactory performance.

Signature of Bidder

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SECTION-3 Part B
SCHEDULE OF REQUIREMENTS (SOR)

S.NO.	Name of division	Name of unit/site	No. of services required for 8 hrs for 2016-17 (As Per Request)
1	DE OFC Route KBN ND	SDE OFC Faridabad	02
2	DE OFC Route KBN ND	SDE OFC Palwal	01
3	DE OFC Rajendra Nagar	SDE OFC Bahadurgarh	02
4	DE OFC Gurgaon	SDE OFC Manesar	01
5	DE OFC Gurgaon	SDE OFC Route Gurgaon	03
6	DE OFC Gurgaon	SDE OFC Gurgaon	01
7	DE OFC Gurgaon	SDE OFC NUH	01
8	DE OFC Gurgaon	SDE OFC Zirka	01
9	DE OFC Route KBN ND	SDE OFC Ghaziabad	01
10	DE OFC Route KBN ND	SDE OFC Noida Sector 19	01
11	DE OFC Route KBN ND	SDE OFC Noida Sector 62	02
12	DE OFC KBN ND	SDE NIB, Kidwai Bhawan, New Delhi	01
13	DE OFC KBN ND	SDE OFC Transmission Center, Eastern Court, ND	01
14	DE OFC Karol Bagh ND	SDE OFC Karol Bagh-1, ND	01
15	DE OFC Karol Bagh ND	SDE OFC Karol Bagh-2, ND	01
16	DE OFC Rajendra Nagar	SDE OFC route, Karol Bagh-1, ND	03
17	DE OFC Rajendra Nagar	SDE OFC route, Karol Bagh-2, ND	03

Signature of Bidder

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18	DE OFC Lodhi Road ND	SDE OFC Lodhi Road,ND	02
19	DE OFC Lodhi Road ND	DE OFC Lodhi road, ND	01
20	DE OFC Lodhi Road ND	SDE OFC Leased Ckt Lodhi road,ND	01
21	DE OFC KBN ND	SDE Coaxial HF/VF Kidwai Bhawan, ND	01
22	DE OFC KBN ND	SDE DWDM Kidwai Bhawan, ND	01
23	DE OFC Route KBN ND	SDE OFC Route KBN-1 ND	03
24	DE OFC Route KBN ND	SDE OFC Route KBN-2 ND	03
25	DE OFC Route KBN ND	SDE Tech/Computer ,Kidwai Bhawan, New Delhi	01
26	AO(Cash)O/o DGM M ND	Sr. A.O. (Cash), O/o DGM (Mtce), Eastern Court, ND	02
27	DE(Sat Mtce) Satellite Earth Station Sikandrabad U.P	DE(Sat Mtce) Satellite Earth Station Sikandrabad U.P	02
28	DE OFC Gurgaon	SDE OFC Pataudi	01
29	DE OFC Mtce Karol Bagh	SDE (OAN) ND	02
30	DE OFC Rajendra Nagar	SDE OFC Rajender Nagar, New Delhi	02
31	DE DXC LRD ND	DE DXC LRD	01
32	DE (D-TAX-1)	DGM (TAX) Eastern Court ND	02
		Total	51

Signature of Bidder

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SECTION- 4 (Part-A)

GENERAL INSTRUCTIONS TO BIDDERS (GIB)

1. Definitions:

- i) "The purchaser" means Northern Telecom Region, Bharat Sanchar Nigam Limited.
- ii) "The Bidder" means the individual or firm who participates in the bid process and submits its bid as per terms and conditions laid down in the bid documents.
- iii) "The Supplier/ service provider" means the individual or firm doing House Keeping/O & M of OFC routes & stations Service under the agreement.
- iv) "The Advance Work order" means a written communication conveying the intention award of the contract to the successful bidder(s).
- v) "The Work Order" means the firm order placed by the purchaser including all attachments and appendices thereto and all documents incorporated by reference herein. The purchase order shall be deemed as "Contract for House Keeping" appearing in the document.
- VI) "The Contract Price" means the price payable to the Supplier under the contract for the full and proper performance of his contractual obligations.
- vii) "**Successful Bidder(s)**" means the bidder(s) to whom work in this tender is awarded.

2. Eligibility conditions:

2.1 Kindly refer to clause 4 of Section-1 (Part-B) of DNIT.

3. Cost of Bidding:

The bidder shall bear all costs associated with the preparation and submission of the bid. The Purchaser shall in no case, be responsible or liable for these costs and regardless of the conduct or outcome of the bidding process.

4. Document required:

- 4.1 The services required to be provided; bidding procedures and contract terms and conditions are prescribed in the Bid Documents. The contents of the Bid documents are specified in the covering letter.
- 4.2 The Bidder is expected to examine all instructions, forms, terms and conditions in the Bid Documents and clarifications/ amendments/ addenda, if any. Failure to furnish all information required as per the Bid Documents or submission of the bids not substantially responsive to the Bid Documents in every respect will be at the bidder's risk and may result in rejection of the bid.

5 Clarification of Bid Documents:

- i) A prospective bidder, requiring any clarification on the Bid Documents shall notify the Purchaser in writing by FAX of the Purchaser as indicated in the invitation of Bid. The Purchaser shall respond in writing to any request for the clarification of the Bid Documents, which it receives **21 days prior to the date of opening of the Tenders**. Copies of the query (without identifying the source) and clarifications by the Purchaser shall be sent to all the prospective bidders who have received the bid documents.
- ii) Any clarification issued by BSNL in response to query raised by prospective bidders shall form an integral part of bid documents and shall amount to an amendment of the relevant clauses of the bid documents.

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6 Amendment of Bid Documents:

- 6.1 The Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, may modify bid documents by amendments prior to the date of submission of Bids with due notification to prospective bidders.
- 6.2 The amendments shall be notified in writing by FAX or e-mail. Amendments /Date extension etc. shall be posted on NTR website www.ntr.bsnl.co.in and bidders are advised to see website on daily basis till tender opening.
- 6.3 In order to afford prospective bidders a reasonable time to take the amendment into account in preparing their bids, the purchaser may, at its discretion, extend the deadline for the submission of bids suitably.

7. Documents Comprising the Bid:

The bid prepared by the bidder shall ensure availability of the following components:

- (a) Documentary evidence establishing that the bidder is eligible to bid and is qualified to perform the contract if its bid is accepted in accordance with the clause 2 & 10.
- (b) Bid Security furnished in accordance with clause 12.
- (c) A Clause by Clause compliance as per clause 11.2
- (d) A Bid form and price schedule completed in accordance with clause 8 & 9.

8. Bid Form:

- 8.1** The bidder shall complete the Bid Form and the appropriate price schedule furnished in the bid document covering the services to be rendered.

9. Bid Prices:

- 9.1 The bidder shall quote as per price schedule given in Section-9 part B. 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 at actual, wherever applicable. The basic unit price and all other components of the price need to be individually indicated up to two decimal points only against the goods it proposes to supply under the contract as per the price schedule given in Section 9 Part B. Prices of incidental services should also be quoted. The offer shall be firm in Indian Rupees. No Foreign exchange will be made available by the purchaser
- 9.2 A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.
- 9.3 The bidder shall quote as per price schedule given in Section 9 part B for all the items given in schedule of requirement at Section 3 part B.

- 9.4 "DISCOUNT if any, offered by the bidders shall not be considered unless specifically indicated in the price schedule.

10. Documents Establishing Bidder's Eligibility and Qualification:

- 10.1. The bidder shall furnish, as part of the bid documents establishing the bidder's eligibility, the following documents or whichever is required as per terms and conditions of Bid Documents.
- a) Additional documents to establish the eligibility and qualification of bidder as specified in Section-I and Section-4 Part B.
 - b) Power of Attorney as per clause 14.3 (a) and (d) and authorization for executing the power of Attorney as per clause 14.3 (b) or (c).
 - c) Documentary proof of applicable rate of Service Tax.
 - d) Certificates from all Directors of the bidder stating that none of their near relatives are working in BSNL in accordance with

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clause 32.

- e) Certificate of incorporation.
- f) Article or Memorandum of Association or partnership deed or proprietorship deed as the case may be.
- g) List of all Directors including their name(s), Director Identification Number(s) (DIN) and address along with contact telephone numbers of office and residence.

11. Documents Establishing Service's conformity to bid documents:

11.1 Pursuant to clause 7, the bidder shall furnish, as part of its bid, documents establishing the conformity of its bid to the Bid Documents of all services which he proposes to supply under the contract.

11.2 The documentary evidences of the "services" conformity to the Bid Documents may be, in the form of literature, drawings, data etc. and the bidder shall furnish:

a clause-by-clause compliance on the purchaser's scope of work, special instructions to bidder and Commercial Conditions demonstrating substantial responsiveness to the scope of work and Commercial Conditions. In case of deviations, a statement of the deviations and exception to the provision of the scope of work and Commercial Conditions shall be given by the bidder. A bid without clause-by-clause compliance of the Scope of Work, SOR (Section-3 Part A&B), special instructions to bidder (section-4 Part B) and General (Commercial) Conditions (section-5)

12. Bid Security / EMD:

12.1 The bidder shall furnish, as part of its bid, a bid security as mentioned in Section-1(NIT).

12.2 The bid security is required to protect the purchaser against the risk of bidder's conduct, which would warrant the forfeiture of bid security pursuant to Para 12.6

12.3 A bid not secured in accordance with Para 12.1 shall be rejected by the Purchaser being non-responsive at the bid opening stage.

12.4 The bid security of the unsuccessful bidder will be discharged/ returned as promptly as possible and within 30 days of finalization of the tender or expiry of the period of the bid validity period prescribed by the purchaser pursuant to clause 13.

12.5 The successful bidder's bid security will be discharged upon the bidder's acceptance of the advance work order satisfactorily in accordance with clause 27 and furnishing the performance security, except in case of L-1 bidder, whose EMBG/EMD shall be released only after the finalization of work in pursuance to clause no. 24.4 & 27.3 of this section.

12.6 The bid security may be forfeited:

- a) If the bidder withdraws or amends his bid or impairs or derogates from the bid in any respect during the period of bid validity specified by the bidder in the bid form or extended subsequently; or
- b) In the case of successful bidder, if the bidder fails to sign the contract in accordance with clause 9.

13. Period of validity of Bids:

- a) Bid shall remain valid for period specified in clause 2 of Tender Information. A bid valid for a shorter period shall be rejected by the purchaser being non-responsive
- b) In exceptional circumstance, the purchaser may request the consent of the bidder for an extension of the period of bid validity. The request and the response thereto shall be made in writing. The bid security provided under clause 12 shall also be suitably extended. The bidder may refuse the request without forfeiting his Bid security. A bidder accepting the request and granting the extension will not be permitted to modify his Bid.

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14. Format and signing of Bid:

Power of Attorney:

- a) The power of Attorney should be submitted and executed on the non- judicial stamp paper of appropriate value as prevailing in the concerned states(s) and the same be attested by a Notary public or registered before Sub-registrar of the state(s) concerned.
- b) The power of Attorney shall be executed by a person who has been authorized by the Board of Directors of the bidder in this regard, on behalf of the Company/ institution/ Body corporate.
- c) In case of the bidder being a firm, the said Power of Attorney should be executed by all the partner(s) in favor of the said Attorney.
- d) Attestation of the specimen signatures of such authorized signatory of the bid by the Company's/ firm's bankers shall be furnished. Name, designation, Phone number, mobile number, email address and postal address of the authorized signatory shall be provided.

15. Sealing and Marking of Bids:

15.1 The bid should be submitted as per Clause 3 of tender information.

15.1.1 The bids is called under

Single stage bidding & two envelope system

The details of sealing & marking of bids in each case is given below:

15.1.2 In Single stage bidding & two envelope system, the bidder shall submit all the documents specified for Techno-commercial bid & Financial bid in separate two envelopes. The cover shall contain the 'Original Copy' of the bids subject to clause 15.2. The envelope should be sealed by the personal seal of the bidder.

15.2 a) The envelope shall be addressed to the purchaser inviting the tender, the Purchaser Address shall be "DE OFC Route, **NTR, BSNL, Room No. 456 Kidwai Bhawan, Janpath, New Delhi-110001.**

- b) The envelope shall bear the name of the tender, the tender number and the words 'DO NOT OPEN BEFORE' (due date & time).
- c) The envelope shall indicate the name and complete postal address of the bidder to enable the purchaser to return the bid unopened in case it is declared to be received 'late'.
- d) Tender should be deposited in the tender box provided by tendering authority or sent by registered post or delivered in person on above mentioned address (address is given in Clause 15.2 (a) above). The responsibility for ensuring that the tenders are delivered in time would vest with the bidder.
- e) Bids delivered in person on the day of tender opening shall be delivered up to specified time & date as stated in NIT to concerned officer to be specified by tendering authority at the venue (address is given in clause 15.2(a) above). The purchaser shall not be responsible if the bids are delivered elsewhere.
- f) Venue of Tender Opening:
 - (i) Tender will be opened in the chamber of DE OFC Route, NTR, BSNL, Room No. 456 Kidwai Bhawan, Janpath, New Delhi- 110001 at specified time & date as stated in NIT.
 - (ii) If due to administrative reason, the venue of Bid Opening is changed; it will be displayed prominently on reception of the office.

15.3 If envelope is not sealed and marked as required at para15.1 and 15.2, the bid shall be rejected.

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16. Submission of Bids:

- i) Bids must be submitted by the bidders on or before the specified date & time indicated in clause 8 of Section-I i.e.NIT.
- ii) The Purchaser may, at its discretion, extend this deadline for the online submission of bids by amending the Bid Documents in accordance with clause 8 in which case all rights and obligations of the purchaser and bidders previously subject to the deadline will thereafter be subjected to the extended deadline.
- iii) The bidder shall submit its bid offer against a set of bid documents downloaded by him for all services as per requirement of the Bid Documents. He may include alternate offer, if permissible as per the bid. However, not more than one independent and complete offer shall be permitted from the bidder.

17. Late Bid:

17.1 No bid shall be accepted either online by E-Tender Portal or physically in case of manual process after the specified deadline for submission of bids prescribed by the purchaser.

18 MODIFICATION AND WITHDRAWAL OF BIDS

18.1 The bidder may modify, revise or withdraw his bid after submission prior to deadline prescribed for submission of bid.

18.2 The bidder's modification, revision or withdrawal shall have to be online and digitally authenticated (in case of e-tendering) & physically (in case of manual bidding process) as per clause 15.

18.3 Subject to clause 20, no bid shall be modified subsequent to the deadline for submission of bids.

19. Opening of Bids by purchaser:

19.1 The purchaser shall open bids in the presence of the authorized representatives of bidders physically present , at time & date specified in Clause 11 of NIT (Section-1) on due date. The bidder's representatives, who are present, shall sign in an attendance register. Authority letter to this effect shall be submitted by the authorized representatives of bidders before they are allowed to participate in bid opening (A Format is given in enclosed in Section-7 C).

19.2 A maximum of two representatives of a bidder shall be authorized and permitted to attend the bid opening.

19.3 Name of envelopes to be opened & information to be read out by Bid Opening Committee

(i) In Single stage bidding & single envelope system -- Not applicable

(ii) In Single stage bidding & two envelopes system; the bids will be opened in 2 stages i.e. the techno-commercial bid shall be opened on the date of tender opening given in NIT. The financial bid will not be opened on the Date of opening of techno commercial bids in this case & sealed financial bids will be handed over to DE OFC Route, BSNL, NTR, Room.No.456, 4th Floor, Kidwai Bhawan, Janpath New Delhi- 110001 for retention. Thereafter the CET will evaluate Techno-commercial bids & the report of CET will be approved by competent authority.

The financial bids of those bidders who are approved to be techno-commercially compliant by the competent authority, will be opened by TOC in front of techno commercially eligible bidders/ authorized representatives by sending them a suitable notice.

iii) The following information should be read out at the time of Techno-commercial bid opening:-

- a) Name of the Bidder
- b) Name of the item
- c) EMD amount & validity and acceptability
- d) Information in respect of eligibility of the bidder.
- e) Details of bid modification/ withdrawal, if applicable

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iv) The following information should be read out at the time of financial bid opening:

- a) Name of the Bidder
- b) Name of the item
- c) Quantities/prices quoted in the bid.
- d) Discount, if offered
- e) Taxes & levies

iv) The date fixed for opening of bids, if subsequently declared to be a holiday by the BSNL, the bids will be opened on the following working day, time and venue remaining unaltered unless the revised date of opening of bids is notified before opening of tender

20. Clarification of Bids:

20.1 To assist in the examination, evaluation and comparison of bids, the purchaser may, at its discretion ask the bidder for the clarification of its bid. The request for the clarification and the response shall be in writing. However, no post bid clarification at the initiative of the bidder shall be entertained.

20.2 If any of the documents, required to be submitted along with the technical bid is found wanting, the offer is liable to be rejected at that stage. However the purchaser at its discretion may call for any clarification regarding the bid document within a stipulated time period. In case of non-compliance to such queries, the bid will be out rightly rejected without entertaining further correspondence in this regard.

21. Preliminary Evaluation:

21.1 Purchaser shall evaluate the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.

21.2 Arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected by the purchaser.

21.3 If there is a discrepancy between words and figures, the amount in words shall prevail. If the supplier does not accept the correction of the errors, his bid shall be rejected

21.4 Prior to the detailed evaluation pursuant to clause 22, the Purchaser will determine the substantial responsiveness of each bid to the Bid Document. For purposes of these clauses, a substantially responsive bid is one which confirms to all the terms and conditions of the Bid Documents without material deviations. The purchaser's determination of bid's responsiveness shall be based on the contents of the bid itself without recourse to extrinsic evidence.

21.5 A bid, determined as substantially non-responsive will be rejected by the purchaser and shall not subsequent to the bid opening be made responsive by the bidder by correction of the non conformity.

21.6 The Purchaser may waive any minor infirmity or non-conformity or irregularity in a bid which doesn't constitute a material deviation, provided such waiver doesn't prejudice or affect the relative ranking of any bidder.

22. Evaluation and comparison of substantially responsive Bids:

The Purchaser shall evaluate in detail and compare the bids previously determined to be substantially responsive pursuant to clause 21.

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23. Contacting the purchaser:

23.1 Subject to Clause 20, no bidder shall try to influence the Purchaser on any matter relating to its bid, from the time of the bid opening till the time the contract is awarded.

23.2 Any effort by a bidder to modify its bid or influence the purchaser in the purchaser's bid evaluation, bid comparison or contract award decision shall result in the rejection of the bid.

24. Placement of order:

The Purchaser shall consider placement of order on one bidder whose offer has been found technically, commercially and financially acceptable. The purchaser reserves the right to counter offer price(s) against prices(s) quoted by any bidder.

25. Purchaser's right to vary quantity:

a) BSNL reserves the right to increase or decrease up to 25% of the services over a period of the contract from the date of award of contract at the approved prices/terms and conditions of the contract.

26. Purchasers right to accept any bid and to reject any or all bids:

The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds of purchaser's action.

27. Issue of advance work order:

27.1 Advance work order shall constitute the Purchaser's intention to enter into the contract with the bidder.

27.2 The bidder shall, within 14 days of the issue of AWO, give his unconditional acceptance along with Performance Security of 10% of total cost in conformity with the bid documents.

28. Signing of contract:

28.1 The issue of Work order shall constitute the award of contract on the bidder.

28.2 Upon the successful bidder furnishing performance security pursuant to clause 27, the Purchaser shall discharge the bid security in pursuant to clause 12, except in case of L-1 bidder, whose EMBG/ EMD shall be released only after completion of contract satisfactorily.

29. Annulment of award:

Failure of the successful bidder to comply with the requirement of clause 26 & 27 shall constitute sufficient ground for the annulment of the award and the forfeiture of the bid security in which event the Purchaser may make the award to any other bidder at the discretion of the purchaser or call for new bids.

30. Rejection of bids:

30.1 While all the conditions specified in the Bid documents are critical and are to be complied, special attention of bidder is invited to the following clauses of the bid documents. Non-compliance of any one of these shall result in outright rejection of the bid.

a) Clauses 12.1, 12.2 & 13(a) of Section- 4 Part A: The bids will be rejected at opening stage if Bid security is not submitted as per Clauses 12.1 & 12.2 and bid validity is less than the period prescribed in Clause 13(a) mentioned above.

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b) Clause 2 & 10 of Section-4 Part A: If the eligibility condition as per clause 2 of Section 4 Part A is not met and/ or documents prescribed to establish the eligibility as per Clause 10 of section 4 Part A are not enclosed, the bids will be rejected without further evaluation.

c) Clause 11.2 of Section-4 Part A: If clause-by-clause compliance as well as deviation statements as prescribed are not given, the bid will be rejected at the stage of primary evaluation.

d) While giving compliance to Section-5, General Commercial conditions and Section-4 Part B, Special_Instructions to Bidders ambiguous words like "Noted", "Understood," "Noted & Understood" shall not be accepted as complied. Mere "Complied" will also be not sufficient, reference to the enclosed documents showing compliances must be given.

e) Section-9 Part B Price Schedule: Prices are not filled in as prescribed in price schedule.

f) Section-4 Part A clause 9.3 on discount which is reproduced below:-

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

30.2 Before outright rejection of the Bid by Bid-opening team for non-compliance of any of the provisions mentioned in clause 30.1(a), 30.1(b) of Section-4 Part A, the bidder company is given opportunity to explain their position, however if the person representing the company is not satisfied with the decision of the Bid opening team, he/they can submit the representation to the Bid opening team immediately but in no case after closing of the tender process with full justification quoting specifically the violation of tender condition if any.

30.3 Bid opening team will not return the bids submitted by the bidders on the date of tender opening even if it is liable for rejection and will preserve the bids in sealed cover as submitted by taking the signatures of some of the desirous representatives of the participating bidder/companies present on the occasion.

30.4 The in-charge of Bid opening team will mention the number of bids with the name of the company found unsuitable for further processing on the date of tender opening and number of representations received in Bid opening Minutes and if Bid opening team is satisfied with the argument of the bidder/company mentioned in their representation and feel that there is prima-facie fact for consideration, the in-charge of the bid opening team will submit the case for review to Officer competent to approve the tender as early as possible preferably on next working day and decision to this effect should be communicated to the bidder company within a week positively. Bids found liable for rejection and kept preserved on the date of tender opening will be returned to the bidders after issue of W.O. against the instant tender.

30.5 If the reviewing officer finds it fit to open the bid of the petitioner, this should be done by giving three (working) days notice to all the participating bidders to give opportunity to participants desirous to be present on the occasion.

31. Purchaser's right to ban business dealing:

Purchaser reserves the right to bar the bidder from participating in future tenders/EOIs/ RFPs of BSNL for a period of two years in case he fails to honor its bid without sufficient grounds.

32. Near relationship certificate:

32.1 The bidder should give a certificate that none of his/ her near relative, as defined below, is working in the units where he is going to apply for the tender. In case of proprietorship firm certificate will be given by the proprietor. For partnership firm certificate will be given by all the partners and in case of limited company by all the Directors of the company excluding Government of India/ Financial institution nominees and independent non-Official part time Directors appointed by Govt. of India or the Governor of the state and full time Directors of PSUs both state and central. Due to any breach of these conditions by the company or firm or any other person the tender will be cancelled and Bid Security will be forfeited at any stage whenever it is noticed and BSNL will not pay any damage to the company or firm or the concerned person.

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32.2. The Company or firm or the person will also be debarred for further participation in the concerned unit.

32.3 The near relatives for this purpose are defined as:-

(a) Members of a Hindu undivided family.

(b) They are husband and wife.

(c) The one is related to the other in the manner as father, mother, son(s) & Son's wife (daughter in law), Daughter(s) and daughter's husband (son in law), brother(s) and brother's wife, sister(s) and sister's husband (brother in law).

32.4. The format of the certificate is given in Section 6 (B).

33. Verification of documents and certificates:

The bidder will verify the genuineness and correctness of all documents and certificates, including experience/performance certificates, issued either by the bidder or any other firm / associate before submitting them in the bid. The onus of proving genuineness of the submitted documents would rest with the bidder.

As per requirement of the tender's conditions, if any document / paper / certificate submitted by the participant bidder is found to be false / fabricated / tempered / manipulated at any stage during bid evaluation or award of contract, then the bid security (EMBG) of the bidder would be forfeited and the bidder would be disqualified from the tender. Action would also be taken for banning of business dealing with the defaulting firm. In case contract has already awarded to the bidder, then PBG would be forfeited and the contract would be rescind / annulled and BSNL would be at liberty to procure the ordered goods and services from any other source at the risk and cost of the defaulting bidder. Action would also be taken for banning business dealing with the defaulting firm.

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**SECTION-4 Part B
SPECIAL INSTRUCTIONS TO BIDDERS**

The Special Instructions to Bidders shall supplement the 'Instructions to Bidders' and in case of any conflict with those in Section-4 Part A i.e. GENERAL INSTRUCTIONS TO BIDDERS (GIB), the provisions herein shall prevail.

1. **Eligibility Conditions:** Kindly refer to clause 4 of Section-1B i.e. detailed NIT.
2. **Bid Security:** Kindly refer to clause 12 of Section-4 (Part-A) i.e. General conditions to bidders (GIB).
3. Not applicable.
4. The contractor shall issue name badges to all its representatives and ensure that they wear them while on duty. Contractor shall issue to all its workers, Identity cards bearing their photographs. This shall be ensured by the contractor, without any extra cost to BSNL.
5. Suitable uniforms, badges, I. cards etc shall be provided by the contractor at his own cost to all the workers/ supervisors hired by him for the performance of contact and Watch and Wards on duty are to use these items on duty.
6. The contractor would ensure healthy industrial relations with his staff and settle workers grievances without disruption of the Function/operation of O & M services.
7. The contractor shall be liable for any legal dispute/case/claims that have arisen or may arise during the currency of the contract.
8. The contractor shall be responsible and liable for any lose, theft or to the assets of equipment rooms/offices during the period of contract cause by his negligence or default of his employees, or nominees.
9. The contractor shall be liable to pay in cash the whole amount of loss on account of stores list or damaged while in his charge due to any reasons, whatsoever and whether due to any fault or neglect on his part. Value of loss, theft or damages assessed by BSNL will have the right to get the work done by other agencies at risk and cost of the contractor.
10. The compensation for interruption of service referred by the contractor, or cost of materials or stores lost or damaged which carrying and the work or cost of defective components, spares or tools towards damage of utility services while carrying out the work will be deducted from the bills submitted for payment.
11. Submission of bid shall bind the bidder to the acceptance of all the terms and conditions specified here in unless specified otherwise separately and mutually agreed to.
12. The contract shall commence on the date of signing of an agreement and shall remain in force for one year from the date signing the agreement (unless terminated earlier as provided here-in-after) further extendable up to one year more by DGM M NTR ,BSNL ,New Delhi on the same rate, term & conditions subject to satisfactory performance of the bidder. In case, if extension of contract, the performance Bank Guarantee is required to extend accordingly.
13. Payment made against bid security will not carry any interest during entire period it remains with the purchaser.
14. The contract in full or any part thereof shall not be subcontracted without the written permission of the purchaser i.e. DGM M, NTR, BSNL, New Delhi.
15. i) Workforce, supervisory staff or any other person hired by the contractor shall be compensated by him for the work done by the purchaser shall be fully indemnified of any liability towards such personnel.
ii) He will comply with the Contract Labour (Regulation & abolition) Act-1970 and the rules framed there under to the extent that the said act & the rules are applicable to the persons provided by him as aforesaid.
iii) He will be responsible to take care of all statutory requirements under the Provident fund Act & Employees State Insurance Act in respect of persons provided by him.

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16. Contractor will be liable for all the acts of omission or commission on the part of the persons hired by him and shall compensate the purchaser all damages /loss caused by such acts of omission or commission.
17. The rate quoted by the contractor shall include all statutory taxes, duties, levies, octroi etc. including Sales tax on work contracts. Income Tax at the rates applicable as per income tax rules will be deducted at sources from all the running account bills and final bills. Tax deduction certificate will be issued by the paying authority for all such deductions.
18. The contractor should have adequate past experience for similar job in reputed organization. The contractor proof of experience shall be submitted with the bid.
19. **The contractor shall ensure that the payment is made in accordance with the notification for minimum wages issued by Delhi NCR region, U.P and Haryana Administration (Labour department)/Respective Labour department from time to time and also abide by provision of Employees Provident Fund, ESI contributions. In case of any revision in the base wage/ VDA in respective area, the approved contractor shall be eligible to proportionate increase in the rate subject to proper proof of such orders and detail of passing such increase to the staff and with the discretion of competent authority.**
20. **In case any reduction of taxes/duties during the contractual period, BSNL shall take benefit of decrease in such taxes/duties for the services to be availed from the date of revision of such taxes.**
21. **In case of any increase in taxes/duties during the contractual period, BSNL shall be liable to revise the rate as per new taxes/duties for the services to be availed for the contractual period of the contract.**
22. **Bills in triplicate for the services provided shall reach by 15 day of every month along with verification of services rendered. Payment will be made with the 30 days of presenting the bill with complete documents. The following documents should accompany as documentary proof:**
 - i) List showing the details of laborers/employees engaged.
 - ii) Duration of their engagement
 - iii) The amount of wages paid to such laborers/employees for the duration in question.
 - iv) Amount of EPF contributions (both employers and Employees' contribution) for the duration of Engagement in question, paid to the EPF Authorities
 - v) Copies of authenticated documents of payments of such Contribution to EPF Authorities and,
 - vi) A declaration from the contractors regarding compliance of the conditions of EPF Act 1952.
23. For any dispute arising during the period of contract the decision of the DGM M NTR shall be final & binding on all parties concerned. The contractor shall settle all disputes between him and the Workers employed by him for the work under the contract. The purchaser shall not be a party in any way whatsoever in any of such disputes.
24. The evaluations and comparison of responsive bids shall be done on the price of the services offered inclusive of all levies & taxes i.e. Sales Tax but exclusive of Service Tax which will be paid as per actual, wherever applicable.
25. All documents submitted in the bid offer should be preferably in English. In case the certificate viz. experience, registration etc. is issued in any other language other than English, the bidder shall attach an English translation of the same duly attested by the bidder & the translator to be true copy in addition to the relevant certificate.
26. The contractor shall also ensure effective supervision of the operation and maintenance of OFC stations, Accounts sections and OFC routes in all the locations.
27. The contractor shall be responsible for compliance of all the laws rules/regulations and Govt. instructions that are/will be applicable to and aimed to protect the interest of the employees/worker engaged by it and shall ensure payment of all the statutory dues/liabilities as may have arisen during the past 'or' may arise during the course of performance of contract.

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

28. Notwithstanding anything contained in the Bid document, the successful bidder shall have to furnish an unequivocal and unqualified undertaking/declaration to indemnify BSNL at the time of signing of agreement.
29. The compensation for interruption of service referred by the contractor, or cost of materials or stores lost or damaged which carrying and the work or cost of defective components, spares or tools towards damage of utility services while carrying out the work will be deducted from the bills submitted for payment.
30. All computer generated documents should be duly signed/ attested by the bidder/ vendor organization.
31. BID document will also be the part of agreement.
32. Arrangement of weekly offs, substitutes, leave and absenteeism has to be taken care of by the contractor.
33. Contractor shall follow all the safety measures for the security and safe guard of equipments and persons deputed for providing services to BSNL at all locations mentions in section 3 part B. Contractor is fully responsible for any type of damages. BSNL may recover the same amount to be compensated for any type of damage from the security deposited/ running bills of the contractor.

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

**SECTION- 5
GENERAL (COMMERCIAL) CONDITIONS OF CONTRACT**

1. Performance Security:

1.1 All Bidders shall furnish performance security to the purchaser for an amount equal to 10% of the value of Advance work order within 14 days from the date of issue of Advance work Order by the Purchaser.

1.2 The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the supplier's failure to complete its obligations under the contract.

1.3 The performance security Bond shall be in the form of Bank Guarantee issued by a scheduled Bank and in the performa provided in 'Section-7B of this Bid Document.

1.4 The performance security Bond will be discharged by the Purchaser after completion of the supplier's performance obligations including any warranty obligations under the contract.

2. Force Majeure:

2.1 If at any time, during the continuance of this contract, the performance in whole or in part by either party or any obligation under this contract shall be prevented or delayed by reasons of war, or hostility, acts of the public enemy, civil commotion sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (Herein after referred to as events) provided notice of happenings of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event may come to an end or cease to exist, and the decision of the management as to whether the services have been so resumed or not shall be final and conclusive, provided further that if the performance, in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days either party may, at its option terminate the contract.

2.2 Provided also that if the contract is terminated under this clause, the management shall be at liberty to take over from the contractor at a price to be fixed by the management which shall be final. All unused, undamaged and acceptable materials, bought out stores in possession of the contractor at the time of such termination of such portions thereof as the management may deem fit excepting such materials bought out stores as the contracts may with the concurrence of the management elect to retain.

3. Termination for Default:

3.1 The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the Contractor, terminate this contract in whole or in part.

a) If the contractor fails to provide services as specified in the contract or any extension thereof granted by the management.

b) If the contractor fails to perform any other obligation(s) under contract; and

c) If the contractor, in either of the above circumstances does not remedy his failure within a period of 15 days (or such longer period as management may authorize in writing) after receipt of the default notice from management.

3.2 In the event the contract is terminated in whole or in part, pursuant to clause 3.1 the Purchaser may obtain, on such terms and in such manner as it may be deemed appropriate, the services similar to those provided in the contractor from other source. The contractor shall be liable to compensate the Purchaser for any excess cost for such similar services. However, the contractor shall continue to perform of the contract to the extent not terminated.

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

4. Termination for Insolvency:

The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, without compensation to the supplier. If the supplier becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

5. Arbitration:

5.1 In the event of any question, dispute or difference arising under this agreement or in connection therewith except as to matter the decision of which is specifically provided under this agreement the same shall be referred to sole arbitration of the Deputy General Manager Maintenance, Northern Telecom Region, Bharat Sanchar Nigam Ltd. or in case his designation is changed or his office is abolished then in such case to the sole arbitration of the officer for the time being entrusted whether in addition to the functions of the Deputy General manager Maintenance, Northern Telecom Region or by whatever designation such officers may be called (hereinafter referred to as the said officer) and if the Chief General manager or the said officer is unable or unwilling to act as such to the sole arbitration or some other person appointed by the Deputy General Manager Maintenance, Northern Telecom Region or the said officer, The agreement to appoint an arbitrator will be in accordance with the arbitration and Conciliation Act, 1996. There will be no objection to any such appointment that the arbitrator is a Government Servant or that he has to deal with the matter to which the agreement relates or that in the course of his duties as Government Servant he has expressed views on all or any of the matter under dispute. The award of the arbitrator shall be final and binding on the parties. In the event of such arbitrator to whom the matter is originally referred, being transferred or vacating his office or being unable to act for any reasons whatsoever such Deputy General Manager or the said officer shall appoint another person to act as sole arbitrator in accordance with terms of the agreement and the person so appointed shall be entitled to proceed from the stage at which it was left out by his predecessors.

5.2 The arbitrator may from time to time with the consent of parties enlarge the time for making and publishing the award. Subject to aforesaid Indian Arbitration and Conciliation Act, 1996 and the Rules made there under, any modification thereof for the time being in force shall be deemed to apply to the arbitration proceeding under this clause.

5.3 The venue of arbitration proceeding shall be the office of the Deputy General Manager Maintenance, Northern Telecom Region, Bharat Sanchar Nigam Ltd. at New Delhi or such other places as the arbitrator may decide.

6. Set Off:

Any sum of money due and payable to the contractor (including security deposit refundable to him) under this contract may be appropriated by the management or Department or any other person or persons contracting through the Bharat Sanchar Nigam Ltd. and set off the same against any claim of the management or such other person or persons for payment of a sum of money arising out of this contract made by the contractor with management of Bharat Sanchar Nigam Ltd. or such other person or persons contracting through Bharat Sanchar Nigam Ltd.

7. Court Jurisdiction:-

7.1 Any dispute arising out of the tender/bid document/evaluation of bids/issue of AWO shall be subject to the jurisdiction of the competent court at the place from where the NIT/tender has been issued.

7.2 Where a contractor has not agreed to arbitration, the dispute/claims arising out of the Contract/PO entered with him shall be subject to the jurisdiction of the competent court at the place from where Contract/PO has been issued. Accordingly, a stipulation shall be made in the contract as under.

“This Contract/PO is subject to jurisdiction of court at New Delhi only.”

Note: - Mandatory Licensing requirements with regards to security related concerns issued by the Government of India from time-to-time shall be strictly.

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

8. Penalty:

i) The work must be executed as stipulated in the work description given in Scope of Work, failing which a penalty @ 2% of payment due for the month will be deducted for each day of unsatisfactory work, subject to a maximum penalty of 10% in a month. The Decision of Deputy GMM NTR, BSNL for imposition of penalty shall be final and binding. If non-execution of desired works is observed repeatedly (more than 5 times) the action for rescinding the contract will be initiated by BSNL.

ii) This will be in addition to the deduction made on Prorate basis from the payment due for the month for which either job is not done satisfactorily or nor done at all on that day.

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

SECTION-6

UNDERTAKING & DECLARATION

6 (A) - For understanding the terms & condition of Tender & Spec. of work

a) Certified that:

I/ We have read, understood and agree with all the terms and conditions, specifications included in the tender documents & offer to execute the work at the rates quoted by us in the tender form.

If I/ We fail to enter into the agreement & commence the work in time, the EMD/ SD deposited by us will stand forfeited to the BSNL.

b) The Tenderer hereby covenants and declares that:

All the information, Documents, Photo copies of the Documents/ Certificates enclosed along with the Tender offer are correct.

If anything is found false and/or incorrect and/or reveals any suppression of fact at any time, BSNL reserves the right to debar our tender offer/ cancel the LOA/ Purchase/ work order if issued and forfeit the EMD/ SD/ Bill amount pending with BSNL. In addition, BSNL may debar the contractor from participation in its future tenders.

Date:

.....

Signature of Tenderer

Place:

Name of Tenderer

Along with date & Seal

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

6 (B) - Near Relationship Certificate:

(Format of the Certificate to be given as per the clause 32 of Section-4(Part-A) by the bidder in respect of status of employment of his/ her near relation in BSNL)

The format of the certificate to be given is

“I _____ Son of/W/O _____
 R/o _____ here by certify that none of my relative(s) as
 defined in the tender document is/are employed in the zone of Chief General Manager, Northern Telecom Region, BSNL, New
 Delhi. In case at any stage, it is found that the information given by me is false/ incorrect, BSNL shall have absolute right to take
 any action as deemed fit/without any prior intimation to me”.

Signature of the tenderer

With date and seal

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

SECTION- 7

PROFORMAS

7(A) For the BID SECURITY/ EMD Guarantee

(To be typed on Rs.100/- non-judicial stamp paper)

Sub: Bid Security/EMD guarantee.

Whereas M/s R/o (Hereafter referred to as Bidder) has approached us for giving Bank Guarantee of Rs./- (hereafter known as the "B. G. Amount") valid up to/...../20..... (hereafter known as the "Validity date") in favour of(Hereafter referred to as BSNL) for participation in the tender of work of vide tender no.

Now at the request of the Bidder, We Bank.....Branch having (Address) and Regd. office address as

(Hereinafter called "the Bank") agrees to give this guarantee as hereinafter contained:

2. We the Bank do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the BSNL stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the BSNL by reason of breach by the said bidder(s) of any of terms or conditions contained in the said Agreement or by reason of the bidder (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 the BSNL in these counts shall be final and binding on the bank. However, our liability under this guarantee

e shall be restricted to an amount not exceeding the "B. G. Amount".

3. We undertake to pay to the BSNL any money so demanded notwithstanding any dispute or disputes raised by the bidder(s) in any suit or proceeding 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 bidder(s) shall have no claim against us for making such payment.

4. We the Bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the BSNL under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till BSNL Certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said bidder(s) and accordingly discharge this guarantee. Unless a demand or claim under this guarantee is made on us in writing or before the expiry of Validity date from the date hereof, we shall be discharged from all liability under this guarantee thereafter.

5. We 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 bidder(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 bidder(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 Bidder(s) or for any forbearance, act or omission on the part of the BSNL or any indulgence by the BSNL to the said bidder(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.

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

6. Notwithstanding anything herein contained ;

a) The liability of the Bank under this guarantee is restricted to the "B. G. Amount" and it will remain in force up to its Validity date specified above.

b) The guarantee shall stand completely discharged and all rights of the BSNL under this Guarantee shall be extinguished if no claim or demand is made on us in writing on or before its validity date.

In case BSNL demands for any money under this bank guarantee, the same shall be paid through banker's Cheque in favor of "AO (Cash), O/o DGM M NTR, BSNL, New Delhi" and payable at "New Delhi".

7. The Bank guarantees that the below mentioned officer who have signed it on behalf of the Bank have authority to give this guarantee under its delegated power.

Place:

Date:

(Signature of the Bank Officer)

Rubber stamp of the bank

Authorized Power of Attorney Number:

Name of the Bank officer:

Designation:

Complete Postal address of Bank:

.....

Telephone Numbers

Fax numbers.....

Signature & seal of the tenderer

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

7(B) For the Performance Guarantee

(To be typed on Rs.100/- non-judicial stamp paper)

Dated:.....

Sub: Performance guarantee.

Whereas M/sR/o (hereafter referred to as BSNL) has issued an APO no..... Dated/...../20..... awarding the work of to M/s R/o (here after referred to as "Bidder") and BSNL has asked him to submit a performance guarantee in favour of -----of Rs...../- (hereafter referred to as "P.G. Amount") valid up to/...../20.....(hereafter referred to as "Validity Date").

Now at the request of the Bidder, We BankBranch having (Address) and Regd. office address as(Hereinafter called 'the Bank") agreed to give this guarantee as hereinafter contained:

We, "the Bank" do hereby undertake and assure to the BSNL that if in the opinion of the BSNL, the Bidder has in any way failed to observe or perform the terms and conditions of the said agreement or has committed any breach of its obligations there-under, the Bank shall on demand and without any objection or demur pay to the BSNL the said sum limited to P.G. Amount or such lesser amount as BSNL may demand without requiring BSNL to have recourse to any legal remedy that may be available to it to compel the Bank to pay the same.

3. Any such demand from the BSNL shall be conclusive as regards the liability of Bidder to pay to BSNL or as regards the amount payable by the Bank under this guarantee. The Bank shall not be entitled to withhold payment on the ground that the Bidder had disputed its liability to pay or has disputed the quantum of the amount or that any arbitration proceeding or legal proceeding is pending between Bidder and BSNL regarding the claim.

We, the Bank further agree that the guarantee shall come into force from the date of its issue and shall remain in full force and effect up to its Validity date.

The Bank further agrees that the BSNL shall have the fullest liberty without the consent of the Bank and without affecting in any way the obligations hereunder to vary any of the terms and conditions of the said agreement or to extend the time for performance of the said agreement from any of the powers exercisable by BSNL against the Bidder and to forebear to enforce any of the terms and conditions relating to the said agreement and the Bank shall not be relieved from its liability by reason of such failure or extension being granted to Bidder or through any forbearance, act or omission on the part of BSNL or any indulgence by BSNL to Bidder or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have the effect of relieving or discharging the guarantor.

Notwithstanding anything herein contained ;

- (a) The liability of the Bank under this guarantee is restricted to the P.G. Amount and it will remain in force up to its Validity date.
- (b) The guarantee shall stand completely discharged and all rights of the BSNL under this Guarantee shall be extinguished if no claim or demand is made on us in writing on or before its validity date.

In case BSNL demands for any money under this bank guarantee, the same shall be paid through banker's Cheque in favor of "AO (Cash), O/o DGMM, NTR, BSNL, New Delhi" and payable at "New Delhi".

The Bank guarantees that the below mentioned officer who have signed it on behalf of the Bank have authority to give this guarantee under its delegated power.

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

Place:

Date:

(Signature of the Bank Officer)

Rubber stamp of the bank

Authorized Power of Attorney Number:

Name of the Bank officer:

Designation:

Complete Postal address of Bank:

.....

Telephone Numbers

Fax numbers.....

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

7 (C) For Letter of Authorization for attending Bid Opening Event.

(To be typed preferably on letter head of the company)

Subject: Authorization for attending Bid opening

I/ We Mr. /Ms. have submitted our bid for the tender no..... in respect of

(Item of work) which is due to open on..... (date) in the O/o.....

We hereby authorize Mr. / Ms.& Mr. / Ms..... (alternative) whose signatures are attested below, to attend the bid opening for the tender mentioned above on our behalf.

.....
Signature of the Representative

.....
Name of the Representative

Signature of Bidder/ Officer authorized to sign
on behalf of the Bidder

.....
Signature of the alternative Representative

.....
Name of the alternative Representative

Above Signatures Attested

Note 1. Only one representative will be permitted to attend the Bid opening

2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not received.

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

SECTION- 8

Bidder's profile & Questionnaire.

Tenderer / Bidder's Profile & Questionnaire
(To be filled in and submitted by the bidder)

A) Tenderer's Profile

1. Name of the Individual/ Firm:
2. Present Correspondence Address
.....
.....
Telephone No. Mobile No. FAX No.....
3. Address of place of Works/ Manufacture
.....
.....
Telephone No. Mobile No.
4. State the Type of Firm: Sole proprietor-ship/partnership firm /
(Tick the correct choice): Private limited company.
5. Name of the sole proprietor/ partners/ Director(s) of Pvt. Ltd Co.:

S. No.	Name	Father's Name	Designation
1.			
2.			
3.			
4.			
5.			

6. Name of the person authorized to enter into and execute contract/ agreement and the capacity in which he is authorized (in case of partnership/ private Ltd Company):
.....
.....

7. Permanent Account No. :

8. Details of the Bidder's Bank for effecting e-payments:

- (a) Beneficiary Bank Name:.....
- (b) Beneficiary branch Name:.....
- (c) IFSC code of beneficiary Branch.....
- (d) Beneficiary account No:.....

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

(e) Branch Serial No. (MICR No.):

9. Whether the firm has Office/ works (i.e. manufacture of the tendered item) in Delhi? If so state its Address

.....

B) Questionnaire

1. Do you think any other detail/ material is required to complete the work specified in the specification? Yes/ No.

1.1 If Yes, Give details

.....
.....

2. Do you think any other item of work need be included in tender form to complete the work specified in the specification?
Yes/ No.

2.1 If Yes, Give details

.....
.....

3. Suggestion for improvement of the tender document.

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

Place.....

Signature of contractor

Date

Name of Contractor

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

SECTION-9 (Part-A)

BID FORM

To

From,

.....

.....

<Complete address of the purchaser>

<complete address of the Bidder>

.....

.....

.....

.....

Bidder's Reference No:.....

Dated.....

Ref: Your Tender Enquiry No.dated

1. Having examined the above mentioned tender enquiry document including amendment/ clarification/ addenda Nos. dated the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver in conformity with the said drawings, conditions of contract and specifications for the sum shown in the schedule of prices attached herewith and made part of the financial Bid.
2. Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.
3. We agree to abide by this Bid for a period ofdays from the date fixed for Bid opening or for subsequently extended period, if any, agreed to by us. This bid shall remain binding upon us up to the aforesaid period.
4. We understand that you are not bound to accept the lowest or any bid, you may receive.
5. If our Bid is accepted, we will provide you with a performance guarantee from a Scheduled Bank for a sum @ 5% of the contract value for the due performance of the contract.
6. If our Bid is accepted, we undertake to complete delivery of all the items and perform all the services specified in the Tender document.
7. Until a formal Purchase Order of Contract is prepared and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.

Dated: day of 20..

Witness

Signature

Signature.....

Name

Name

In the capacity of

Address.....

Duly authorized to sign the bid for and on behalf of.....

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

SECTION-9 (Part-B)

PRICE SCHEDULE/PRICE BID

(Schedule of Rates for tender "Operation and Maintenance of OFC Routes & OFC stations")

Ref. No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

From To
 DGMM, NTR, BSNL
 New Delhi

Sub: "Operation and Maintenance of OFC Routes & OFC Stations"

Dear Sir,

Having examined the tender documents, terms and conditions stipulated there in, I/we the undersigned offer for Tender No.:

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016 for "Operation and Maintenance of OFC Routes & Stations" under DGM M NTR, New Delhi in conformity with the said specifications and conditions of contract at the percentage (Below/ at par/above) on standard schedule rates mentioned in NIT is as under:

Detail/Nos. of Services	Estimated Cost including Minimum Wages, EPF,EDLI and Admin Charged, Service Charge and Service Tax @ 15%
1. Delhi NCR Region including Delhi, Ghaziabad, Faridabad, Gurgaon & Noida Unskilled-42	72,04, 906.8
2. U.P Region including Sikandrabad Unskilled-02	2,54,866.68
3. Haryana Region including Maneser, Nuh, Pataudi, Palwal, Bahadurgarh, Zirka Unskilled -07	9,53,827.32
Total estimated Cost of work	84,13,600.8

I hereby quote the following rates

 Below

In Figures..... % below

In words percent below

 At Par

OR

In Figures:

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

In word:

OR

Above

In Figures..... % Above

In words percent above

If our Bid is accepted, we shall submit the securities within two weeks as per the conditions mentioned in the contract.

We agree to abide by this Bid for a period of 180 days from the date of opening of financial bid and it shall remain binding upon us and may be accepted at any time before the expiry of that period,

Certificate regarding non-employment of any of my relative as defined is/are employed in DOT/BSNL/MTNL is enclosed.

Date...../...../

Signature of Tenderer (with seal)

Name of the Tenderer

Signature of Bidder

No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016

LETTER OF BID SECURITY
SECTION-10

To

The DE OFC(Route)
O/o DGMM,
Kidwai Bhawan, Janpath,
New Delhi.

Sub: - Submission of Bid Security – Regarding.

The detail of DD / BG is enclosed against Tender **No. DE/OFC/Route/KBN/ND/2016-17/Tender/T-1 dated 20/08/2016** and for an amount as per detail given below:

Tender No.	Name of Work	Bid Security (In Rs.)	DD No. / BG No. & Date	Name of issuing Bank
No. DE/OFC/Route/KBN/ND/2016- 17/Tender/T-1 dated 20/08/2016	Operation and Maintenance of OFC Routes & stations			

Signature of Bidder