HARYANA POWER GENERATION CORPORATION LIMITED
(Corporate Identity Number: U45207HR1997SG033517)
Regd. Office-C-7, UrjaBhawan, Sector-6, Panchkula,
Website: www.hpgcl.org.in, Email.: xenemd1.rgtpp@hpgcl.org.in
Mobile No. 9354516231

TENDER DOCUMENT

FOR

MAINTENANCE CONTRACT OF PREVENTIVE, ROUTINE, BREAKDOWN MAINTENANCE OF PLANT LIGHTING, HT&LT SWITCHGEAR, TRANSFORMERS, MOTORS, ESP, MOTORIZED ACTUATOR AND CABLES CONNECTED WITH THE SAME FOR 2X600 MW, RGTPP, KHEDAR, HISAR FOR A PERIOD OF 2 YEARS EXTENDABLE FURTHER UP TO 03 MONTHS.

NIT No. 28/RGTPP/EMD-1/160 Dated: 13/11/2026

EXECUTIVE ENGINEER/EMD-I,
FOR CHIEF ENGINEER/RGTPP,
RAJIV GANDHI THERMAL POWER PLANT,
HPGCL, KHEDAR, HISAR.
Tel. No. 9354516231,

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HPGCL
AN ISO:9001,ISO:14001 & OHSAS:18001 CERTIFIED COMPANY

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NOTICE INVITING E-TENDER

E-tenders in two parts are invited on behalf of Chief Engineer/RGTPP Haryana Power Generation Corporation Limited (HPGCL) Khedar, Hisar from eligible parties, for the work of Maintenance Contract of preventive /routine / breakdown maintenance of Plant Lighting, HT/LT Switchgear, Transformers, Motors, ESP, Motorized Actuator and cables connected with the same for 2x600 MW, RGTPP, Khedar, Hisar for a period of 2 years extendable up to 3 months

Tender Enquiry No.	**NIT No. 28/RGTPP/EMD-1/160** **Dated: 13/11/2026**
Description of Work	Maintenance Contract of preventive, routine, breakdown maintenance of Plant Lighting, HT&LT Switchgear, Transformers, Motors, ESP, Motorized Actuator and cables connected with the same for 2x600 MW RGTPP, Khedar, Hisar for a period of 2 years extendable further up to 3 months
Earnest Money	Rs. **5,83,100**/-
Cost of Tender documents (Non-refundable)	**Rs. 1,180/-**
E-services fees (Non-refundable)	**Rs. 1,180/-**
Start date and time of tender uploading	13/11/2026 at 11:00 Hrs
Last date for submission of online tender	14/12/2026 at 17:00 Hrs
Due date & time of opening of technical bid (Part-I)	17/12/2026 at 11:00 Hrs
Contact Information	Sh. Rajneesh Kumar Mittal, XEN/EMD-I (Mo. No. 9354516231)

1. Interested bidders must have contractor ID on ***https://works.haryana.gov.in.***
2. The bidders who do not have contractor ID on HEWP cannot participate in tendering process. Bidders who have contractor ID but have not registered on HEWP can participate in tendering process by paying the earnest money through online payment on the portal.
3. Bidders who have contractor ID and are registered on HEWP portal i.e. ***https://works.haryana.gov.in &*** also have deposited one time deposit then they are not required to deposit any earnest money and are eligible for participation in the tender by annexing bid specific Earnest Money Declaration Form as per **Annexure-XII** of the bidding document.

EXECUTIVE ENGINEER/EMD-I,
FOR CHIEF ENGINEER/RGTPP,
RAJIV GANDHI THERMAL POWER PLANT,
HPGCL, KHEDAR, HISAR.
Tel. No. 9354516231,

Annexure-I

Information Regarding Online Payment of Tender Document, e-Service & EMD Fee

1. The Bidders can download the tender documents from the Portal: https://etenders.hry.nic.in .

2. The Bidders shall have to pay for the Tender documents, EMD Fees & e-Service Fee online by using the service of secure electronic payment gateway. The secure electronic payments gateway is an online interface between contractors and online payment authorization networks. The Payment for Tender Document Fee and e-Service Fee can be made by eligible bidders/ contractors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD can be made online directly through RTGS/NEFT. For online payments, Home page of the e-tendering portal https://etenders.hry.nic.in may be referred.

Note: -

1. If the tenders are cancelled or recalled on any grounds, the tender document fees & e-service fee will not be refunded to the agency.
2. Unless exempted specifically, tenders not accompanied with the prescribed EMD/Cost of Tender shall be rejected. EMD/Cost of tender shall be in the prescribed mode of payment as asked in the NIT; otherwise, the tender shall be liable to be rejected.

   The following are exempted from depositing the earnest money: -

   (i) Public Sector Undertakings of the Central/Haryana State Government.

   (ii) Firms borne on D.G.S. & D/DS&D Haryana rate contracts.

   (iii) Firms registered with the Director of Industries, Haryana or registered with National Small Scale Industries Corporation, Govt. of India. The exemption shall be for the specified items which are available on Director of Industries, Haryana/National Small Industries Corporation Rate Contract.

   (iv) Firms borne on the HPGCL's approved list of suppliers which may have made a permanent earnest money deposit of Rs.10.00 Lacs at the respective Project/office of HPGCL, if they quote the Registration number given by the respective project/office of HPGCL in their tender papers.

   (v) Bidders who have contractor Identity and are registered on HEWP & have deposited one time deposit are also eligible EMD exemption. However, bidder shall submit bid specific Earnest Money Declaration Form generated from HEWP.
3. The bidders shall upload their technical offer containing documents, qualifying criteria, technical specification, schedule of deliveries, and all other terms and conditions except the rates (price bid). The bidders shall quote the prices in price bid format.
4. Submission of bids will be preceded by submission of the digitally signed and sealed bid (hash) as stated in the time schedule (key dates) of the tender.
5. The tenderer can submit their tender documents (online) as per the dates mentioned in the key dates in Annexure-II.



Executive Engineer/EMD-I,
For Chief Engineer/RGTPP,
HPGCL, Khedar, Hisar.

INSTRUCTIONS TO BIDDERS ON ELECTRONIC TENDERING SYSTEM

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable**.**

1. Registration of bidders on e-procurement portal

All the bidders intending to participate in the tenders processed online are required to get registered on the centralized e-procurement portal i.e. https://etenders.hry.nic.in. Please visit the website for more details.

2. Obtaining a Digital Certificate

2.1. The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2. A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master/Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website- https://etenders.hry.nic.in.

2.3. Tenderers may contact for any support regarding tender submission/obtaining digital signature etc. at following nos./email id's:- E-mail**:** support-eproc@etenders.hry.nic.in or eproc.nichry@yahoo.com

Help Desk: 0120-4001002, 05, 0120-4200462, 0120-6277787, 0172-2700275

2.4. Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt the data and sign the hash during the stage of bid preparation & hash submission. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.5. In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no- objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.6. In case of any change in the authorization, it shall be the responsibility of management/partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person/user on behalf of the firm/ company. The procedure for application of a digital certificate however will remain the same for the new user.

2.7. The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

2.8. Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal https://etenders.hry.nic.in.

2.9. For help manual please refer to the 'Home Page' of the e-procurement website at https://etenders,hry.nic.inand click on the available link 'How to .?" to download the file.

2.10. Before submitting tenders the instructions may be read carefully regarding submission of tender. If any bidder finds discrepancies or omissions in the tender documents or is in doubt as to the true meaning of any part, he shall clarify same from tender issuing office in writing before the due date of submission of the bid. No arguments on this account whatsoever shall be entertained after the last date & time of submission of tenders.

3. Download of Tender Documents

The tender documents can be downloaded free of cost from the e-procurement portal https://etenders.hry.nic.in

4. Pre-requisites for online bidding

In order to bid online on the portal https://etenders.hry.nic.in, the user machine must be updated with the latest Java. The link for downloading latest java applet is available on the Home page of the e-tendering Portal.

5. Online Viewing of Detailed Notice Inviting Tenders

The bidders can view the detailed Notice Inviting Tender (NIT) and the time schedule (Key Dates) for all the tenders floated through the single portal e-procurement system on the Home Page at https://etenders.hry.nic.in

6 Bid Preparation (Technical & Financial) Online Payment of Tender Document Fee, e-Service fee, EMD fees of online Bids:

6.1 The bidders shall have to pay for the Tender document fee, EMD fees & e-Service Fee (Rs. 1,180/-) online by using the service of secure electronic payment gateway. The secure electronic payments gateway is an online interface between contractors and online payment authorization networks. The Payment for Tender Document Fee and e-Service Fee can be made by eligible bidders/ contractors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD can be made online directly through RTGS/NEFT. For online payments guidelines, Home page of the e-tendering portal https://etenders.hry.nic.in may be referred.

6.2 The bidders shall upload their technical offer containing documents, qualifying criteria, technical specification, schedule of deliveries, and all other terms and conditions except the rates (price bid) in the part-I (Technical envelope).The price bid shall be submitted in separate part-II format supplied by purchasing authority online. The committee members shall open only the part-I on schedule date of Opening of technical bid. As per system settings, Part-II cannot be opened on that date.

6.3 The tenders shall be opened on the due date by Tender Opening Committee comprising of Executive Engineer, AE/AEE and a representative of finance/account department of not below the rank of Section Officer/Divisional Accountant. The tenders shall be downloaded and print outs taken.

7. Key Dates:- The tenderers can submit their tender documents (online) as per the dates mentioned in the following format: -

Sr. No.	**Department Stage**	**Tenderer's Stage**	**Start date and time**	**Expiry (end) date and time**
1	-	Downloading of Tender Documents & Bid Preparation	13.11 .2026 at 11:00 Hours	14.12.2026 up to 17:00 Hours
2	Technical Opening (Part-I)	-	17.12 .2026 at 11:00 Hours	
3	Short listing of technical bids & Opening of Price/ Financial Bid	Will be intimated to the firms on their e-mail		

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

If bidder fails to complete the Online Bid Submission stage on the stipulated date and time, his/her bid will be considered as bid not submitted, and hence not appear during tender opening stage.

8 If the tenders are cancelled or recalled on any ground, the tender document fees &e-service fee will not be refunded to the agency. However, EMD shall be refunded.

9 Unless exempted specifically, tenders not accompanied with the prescribed EMD/Cost of Tender shall be rejected. EMD/Cost of Tender shall be in the prescribed mode of payment as asked in the NIT, otherwise, the tender shall be liable to be rejected.

10 Bidder shall ensure that payment shall be made at least 2 days prior to last date of submission of the bid.

11 The bidder can revise his price bid any number of times but only before last date of submission of bid. All previous quotes are deleted & only the latest price quoted is visible to the purchasing authority on date of opening of price bid.

12 The validity of tender/offer shall be for 120 days from the date of opening of the price bid.

13 The rate negotiations could be held up to L3 bidder, if the difference between the L1 quoted rates and those quoted by L2 and L3 is within 5% of the L1 quoted rates. In case where the L1 bidder refuses to further reduce his offered price and the L2 or L3 bidders come forward to offer a price which is better than the price offered by L1 bidder, the bidder whose price is accepted becomes L1 bidder. However, in such a situation, the original L1 bidder shall be given one more opportunity to match the discounted price. In case of acceptance, he would be treated as L1 bidder.

14 Rates shall be quoted by the tenderer in the format supplied by HPGCL. No deviation in terms shall be allowed.

15 The bidders shall observe the highest standards of ethics during the submission of tender and execution of the contract. In case of evidence of cartel formation by the bidder(s) EMD is liable to be forfeited.

16 The bidder shall bear all costs of bank charges, if any, associated with the preparation and submission of his bid and the purchaser will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

17 Purchaser reserves the right to cancel the NIT or to change qualifying requirement or to reject any or all the tenders so received without assigning any reason.



Executive Engineer/EMD-I,
For Chief Engineer/RGTPP,
HPGCL, Khedar, Hisar.

GENERAL INSTRUCTIONS TO THE BIDDERS

1. **Pre-Qualifying Requirements (PQRs) / Eligibility Conditions for the tenderers**

The tender document of only those bidders shall be considered who fulfil the following eligibility criteria and submit documentary evidences in support of the same:-

The bidder should be Original Equipment Manufacturer/Supplier (OEM/OES) or a registered vendor of HPGCL, as per vendor registration policy for the specific category of the work.

OR

The bidder must have minimum 1-year experience of having successfully executed Annual Maintenance Contract of HT&LT Motor, HT&LT Switchgear & other electrical equipments in HPGCL/NTPC/any SEBs/ any PSUs/ any corporations/ Central Govt./ State Govt/ Semi. Govt. Or in any thermal/Hydel plant of and have average annual turnover and other eligibility conditions as given below.

A. **Experience of Execution of Purchase Order/Work Order**

Bidders must have successfully executed the Work Order for same/similar work during **seven years** ending last day of the month previous to the month in which applications are invited having minimum order value as under: -

Single order of the value not less than Rs. **1,14,21,823/-**.

OR

Two orders each of the value not less than Rs. **71,38,640/-**.

OR

Three orders each of the value not less than Rs. **57,10,912/-**

If the bidder has a work order for a period of more than one year, the period and the proportionate value of the order which have been completed prior to the month in which applications are invited (duly supported by successful completion/executions certificate for such period/value) shall be taken into consideration for assessing the eligibility criteria

B. Bidder must have **average annual turnover of minimum Rs. 1,42,77,279/-** in last three consecutive financial years ended prior to the financial year in which the application are invited. Other income will not be considered for calculating the annual turnover.

Note:-
In case where audited results for last preceding financial year are not available for determining the average annual turnover, certification of financial statements from a practicing Chartered Accountant shall be considered acceptable. In case of certificate of CA is used only for the last financial year, his/her UDIN number must be mentioned on the certificate.

C. The bidder should possess PAN card, EPF Account Number, ESI Registration Number and GST Registration Number.

D. Bidder has to certify itself for its eligibility with supporting documents to participate in the NIT stating that it is not under any default towards compliances under any of the labour laws presently, however in case at a later stage such certification found wrong then it will lead to misrepresentation of the facts and the firm shall be treated as blacklisted on this ground and action shall be taken as per regulations 36 & 37 of the HPGCL Works and Purchase Regulations 2015.

E. The bidder should possess labour license from Labour Department of Haryana or the bidder has to give an undertaking that he will apply within one month from the date of issue of work order (if applicable).

Note:

a. The firm should submit authentic supporting documents for proving its credential. Original documents may be asked for verification at the time of finalizing the tender. A certificate to the effect that the tenderer is not black listed from any Public Sector undertakings of Central Govt. / State Govt./SEBs/Corporations has to be furnished by him.
b. Decision of the HPGCL regarding fulfilment of pre-qualification requirement shall be final and binding upon the bidders.
c. If the bidder has a supply/work order for a period of more than one year, the period and the proportionate value of the order which have been completed prior to the month in which applications are invited (duly supported by successful completion/execution certificate for such period/value) shall be taken into consideration for assessing the eligibility criteria.
d. The firm has to submit the copy of work orders executed by them along with completion/performance certificate or copy of the repeated work orders from the same agency/enterprises/power plant etc. duly attested in support of qualifying condition and as a proof of satisfactory execution of work.
e. Calculation of Average Annual Turnover
   i) Average Annual Turnover = Sum of the Annual Turnover (ATO) of preceding three years / 3 (As per audited Accounts)
   ii) Annual Turnover (ATO) = ECX12/CP
       EC= Estimated Cost
       CP= Job Completion in months (Contract Period)
   iii) In case where audited results for the last preceding financial year are not available for determining the average annual turnover, certification of financial statements from a practicing-chartered accountant shall be considered acceptable.
   iv) Other income shall not be considered for arriving at annual turnover.
   v) In case where audited results for the last preceding financial years are not available for determining the average turnover, certification of financial statements from a practicing Charted Accountant shall be considered acceptable.

2. **Eligibility of the black listed firms to participate in NIT:** The firms which have been blacklisted by HPGCL or any other Centre or State Power Utility/ Board or Corporation/ or any other Thermal/Hydro Electricity project in the past 05 years shall not be eligible to participate in the NIT of HPGCL, However:-
   i) In case the blacklisting of the firm is for a specific plant and not for the organization as a whole then such blacklisting will not tantamount to ineligibility of the bidder.
   ii) Blacklisting of the firm by any unit of HPGCL shall be considered as ineligibility of the firm at any other project of HPGCL.
   iii) In case any firm was blacklisted for a limited period in past by any organization and presently such blacklisting has removed by such organization then it will not tantamount to ineligibility of the bidder.
   iv) Firm has to certify itself for its eligibility with supporting documents to participate in the NIT stating that it has not been blacklisted by any organization presently, however in case at a later stage such certification found wrong then it will lead to misrepresentation of the facts and the firm shall be treated as blacklisted on this ground and action shall be taken as per appropriate regulations of the corporation.

3. PART-I Tender shall be opened on the due date & time and Part-II shall be opened on subsequent date which shall be intimated separately to those tenderers whose Part-I is considered complete in all respects and found technically and commercially suitable as per the tender conditions.

4. A committee nominated by HPGCL shall evaluate all the bids for fulfilment of qualifying criteria. Technical deviations for scope of work mentioned in Part-A and Part-B shall not be entertained at any cost and the same may lead to disqualification of technical bid as well.

5. Decision of the HPGCL regarding fulfilment of Pre-qualification requirement shall be final and binding upon the bidders.

6. The firm should fill statement of bidders Performa as per **Annexure-XI** and submit authentic supporting documents for proving its credential. Original documents may be asked for verification at the time of finalizing the tender.

7. Conditions of the contract and other information can be had from the office of Executive **Engineer/EMD-I, RGTPP, HPGCL, Khedar, Hisar (Email ID: xenemd1.rgtpp@hpgcl.org.in)**, on any working day prior to last date of downloading of Tender Documents & Bid Preparation.

8. Cost of Tender and EMD in any other form other than (online deposition) shall not be accepted.

9. The Tender Document can also be seen on HPGCL website www.hpgcl.org.in.

10. Before submitting tenders, the instructions may be read carefully regarding submission of tender. If any bidder finds discrepancies or omissions in the tender documents or is in doubt as to the true meaning of any part, he shall clarify same from tender issuing office in writing before the due date of submission of the bid. No arguments on this account whatsoever shall be entertained after the last date & time of submission of tenders.

11. No provision for price escalation is made on any account. The price quoted by the tenderer shall be FIRM till the contract is completed. The tenderer's acceptance of this condition should be indicated along with the Bid. Rates shall be quoted by the tenderer in concurrence with rate quoting sheet.

12. The "Application for Bidding" along with the "Terms and conditions of the contract and its all Annexure should be submitted duly filed up completely and signed on each page by the tenderer online. Work offered should be strictly according to the specifications of scope of work and to the terms & conditions of the NIT. Unless a deviation from the specifications and terms and conditions given in NIT is pointed out by the tenderer specifically, it will be presumed that offer/ Tender conforms to the specifications and terms and conditions as laid down in NIT.

13. **Rate/Price Quoting Method: -**The tender/offer should be online. The tenderer shall quote the prices in English language and international numerals. No alterations, omissions, erasers or whitening, additions or rewriting shall be permitted. Changes if any shall be affected only by cancelation of original writing by striking and rewriting it alongside duly initialled by the person signing the bid. In case there is a discrepancy between the amounts in figures and in words, the amount in words will govern. The price must be quoted in Indian Rupees as a whole and any mistake in calculating the rupee price will not justify the claim for increase in prices. For the purpose of tender, the metric system of units shall be used.

14. **RATE QUOTING SHEET:**
The tenderer will quote their rates **STRICTLY AS PER THE RATE QUOTING SHEET.**

15. The application for bidding along with all the detailed terms & conditions should be submitted online. Tenders through Fax / E-mail / telegraphic tenders shall not be considered. Incomplete, obscure or irregular tender is liable for rejection. If the tenderer deliberately gives wrong information in his tender, HPGCL reserves the right to reject such tender at any stage.

16. The tenderer shall submit their tender in two parts- the first part containing documents for qualifying criteria, technical specification, and all other terms and conditions except the rates (price bid), and the second part containing the rates (price bid) as per rate quoting sheet.

17. Any statutory taxes/levies, if to be charged extra, should be clearly indicated by tenderer in their offer separately, failing which it will be presumed that their quoted prices are inclusive of all such statutory taxes/levies.

18. All tenders received against open tender enquiry irrespective of whether they are from the approved contractors on the registered list or others, shall be considered, provided they are on the prescribed form and in accordance with the tender conditions and specifications.

19. Unless exempted specifically, tenders not accompanied with the prescribed EMD/Cost of Tender shall be rejected. EMD/Cost of Tender shall be in the prescribed mode of payment as asked in the NIT; otherwise, the tender shall be liable to be rejected.

20. The rates quoted by the tenderer should be very competitive and as prevailing in the market and should be firm and lump-sum.

21. The validity of the tender/offer shall be for **120 days from the date of opening of the price bid**.

22. Suo-moto revised price bid / supplementary Part-II will not be accepted after the last date of submission of the tender. However, in case revised price bid is submitted by the bidder Suo moto but prior to the due date of submission of the tender, then the revised price bid only, shall be opened and considered by the purchasing/competent authority.

23. The rate negotiations shall be held as per Haryana state government negotiation policy in vogue.

24. **No deviation shall be allowed.** However, in case of deviation of taxes etc., the same be loaded for comparison purpose.

25. Selection preference of the tendered work may be allowed as per policy of the State Government to the Industrial Units located in Haryana on the lowest valid rates if tenderer so claim with requisite documentary evidence.

26. The bidders / contractors shall observe the highest standards of ethics during the submission of tender, procurement and execution of the contract. In case of evidence of cartel formation by the bidder(s) EMD is liable to be forfeited.

27. The bidder shall bear all costs including bank charges, if any, associated with the preparation and submission of his bid and the HPGCL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

28. The whole work against this tender shall be awarded to a single firm whose overall quoted/equated prices are lowest for the complete package.

29. The bidders shall supply partnership deed in case of partnership firm and Memorandum of Association and Article of Association in case of a company.

30. CE/RGTPP reserves the right to cancel the NIT or to change/modify the tender as a whole or in parts or to reject any or all the tenders so received without assigning any reason and will not responsible & will not pay for any expenses or losses that may be incurred by the tenderer in preparation of the tenders/offers.

31. **Inspection of site of work:** - Before tendering, the tenderer is advised to inspect the site of work, the environment & get acquainted with the actual work & other prevalent conditions, facilities available. No claim will be entertained later, on the ground of lack of knowledge.

32 **STANDARD OPERATING PROCEDURES TO BE FOLLOWED BY BIDDERS TO MONITOR GST COMPLIANCE:**

It is to ensure that the all-prospective bidders to submit copy of Registration Certificate under GST Act.

1. The following undertakings (on the letter head of bidder) to be made part of mandatory documents to be submitted by all bidders:

1.1 GST registration is valid as on date.

1.2 No default has ever been made by bidder in filing the various GST returns and deposit of GST dues with the department.

1.3 Bidders having multiple registrations under GST will submit undertaking for each & every GST number. A default under a GST number even if the GST number pertains to some other state, will make the vendor ineligible to participate in tender.Undertakings mentioned at 1.1, 1.2 and 1.3.

1.4 A CA certificate regarding validity of GST registration will be submitted every six months during the tenure of contract.

1.5 Vendor will submit copies of GSTR I and GSTR 3B/challans as evidence to deposit of GST with certification that GST collected from HPGCL, to be specified in exact rupees, has been paid to Govt. vide this challan (specifying the challan no. & date of deposit) and returns filed (date of filing of return) includes the transaction of supply of Good or/and services to HPGCL.

1.6 Vendor will inform immediately the HPGCL about initiation of any proceeding (if any) against him under the GST laws which may result in suspension or cancellation of GST number of the Vendor.

1.7 Undertaking to indemnify the HPGCL in case of any financial implication on HPGCL due to non-compliance of prescribed obligation under the GST Law on part of the Supplier/vendor.

2. After end of the financial year, supplier of goods and /or services to provide copies of GSTR 1, GSTR 2A and GSTR 3B along with copies of invoices raised to HPGCL, duly reconciled with three returns (GSTR 1, GSTR 2A, GSTR3B) up to 30th June of next year.

3. In case there is difference in value of invoice, due to difference in quantity or quality actually supplied, GST will be applied on revised value of invoice.
4. If firm having multiple GST registration numbers, the GST number linked to place of supply/service should be submitted during the submission of tender on e-portal.
5. Generation of e-invoice for GST supplies by the person having aggregate turnover of more than Rs. 5 Crs. is made compulsory. The e-invoice generated by vendors having turnover more than 5 Crs. should contain the invoice reference number (IRN) and QR code. It is worthwhile to note that any tax invoice including tax credit / Debit note issued by such notified person for B2B supplies without following the e-invoicing procedure shall not be treated as a valid document.
6. The vendors who are not generating e-invoice in already provided format if their turnover is less than 5 Crs. should be given an undertaking as Annexure XVII.
7. GSTR 2A should be matched with amount of GST paid. In case, the details are not there in GSTR2A, issue needs to be taken up with vendor and GST consultant of HPGCL.
8. In case of ARCs/AMCs having duration above one year, copies of GSTR 1, GSTR 2A and GSTR 3B along with copies of invoices raised to HPGCL, duly reconciled with three returns (GSTR 1, GSTR 2A and GSTR 3B) to be submitted on quarterly basis.
9. EMD and Securities/Bank guarantees taken by HPGCL may be refunded only after payment of GST by vendor/contractor who was charged from HPGCL.
10. In case any issue arises with respect to failure by the firm in GST compliances, all future payments to be put on hold after having consultation with HPGCL's GST consultant.
11. Bidder has to give undertaking of Annexure- XVII mentioned above on its letter head while submitting tender on e-portal.



Executive Engineer/EMD-I,
for Chief Engineer/RGTPP,
HPGCL, Khedar, Hisar.

GENERAL TERMS AND CONDITIONS OF CONTRACT

1) CONTRACT AGREEMENT:-

The contractor shall execute a contract agreement with HPGCL on a Non-Judicial Stamp Paper of appropriate value within 7 days of receipt of work order.

2) RATE/CONTRACT PRICE:-

Rate shall be quoted by the bidder, strictly as per rate quoting sheet and the agreed contract price shall remain firm during the currency of the contract i.e. 2 years extendable up to 3 months. Any statutory taxes/levies, if to be charged extra, should be clearly indicated by tenderer in their offer separately, failing which it will be presumed that the quoted prices are inclusive of all such statutory taxes/levies.

3) EARNEST MONEY AND SECURITY DEPOSIT:-

Every tenderer, while submitting his tender, shall deposit the earnest money amounting to Rs. 5,83,100/- by using the service of secure electronic payment gateway. The secure electronic payments gateway is an online interface between contractors and online payment authorization networks.

The earnest money furnished by the successful tenderers on whom the work order is placed shall be converted into security deposits as a guarantee for faithful and satisfactory execution of the work order.
The EMD of the unqualified bidders will be returned without any interest, as promptly as possible, within 30 days after declaration of qualification result and that of unsuccessful bidder within 15 days of the execution of the contract with the selected bidder.

10% amount of the monthly running bill shall be kept as security deposit. However, the EMD already deposited by the bidder shall be converted into the security deposit and the balance amount shall be deducted from the running bill.

The security deposit of the contractor shall be retained by HPGCL for faithful execution of the contract.
Security deposit shall be released only after completion of the entire period of the contract and after completion of 30 days Guarantee/Warranty period of said work order, on the certificate of Engineer In-charge for successful completion of work and submission of requisite documents like last EPF return by the contractor.
No interest shall be paid on EMD/Security Deposit for the period it remains deposited with HPGCL.

The earnest money/security deposit shall be forfeited in part or in full under the following circumstances: -

i) If the tenderer withdraws his tender at any stage during the currency of validity period.
ii) If the W.O. has been issued but the contractor refuses to comply with it irrespective of the fact that HPGCL sustains any loss on account of such default or not.
iii) In the event of a breach of contract in any manner.
iv) In case of evidence of cartel formation by the bidder(s).
v) If the contractor fails or neglects to observe or perform any of his obligations under the contract, it shall be lawful for the HPGCL to forfeit either in whole or in part, in its absolute discretion, the EMD/security deposit furnished by the contractor.
vi) The forfeiture of EMD/security deposit shall be without prejudice to the right of HPGCL to recover any further amount or any liquidated and/or other damages as admissible under the law, under payments or over payments made to the contractor under this contract or any other contract as well as to take such administrative action against the contractor as blacklisting etc.

4) PAYMENT TERMS:-

100% payment, after deducting 10% security deposit and statutory deductions, of the monthly running bill shall be made after satisfactory completion of work done and submission of relevant documents.

5) MODE OF PAYMENT:-

Payment shall be released by the Sr. Accounts Officer/Accounts Officer, RGTPP, Hisar through RTGS/NEFT, in the account of the contractor which shall be used by the contractor for payment of wages to the workers in their saving account and other statutory obligations like EPF, ESI, LWF etc. For payment through RTGS/NEFT, the contractor will intimate the complete bank details viz. Name of Bank/Branch, Account Number, Type of Account, IFSC Code etc, to Sr. Accounts Officer/Accounts Officer.

6) COMPLETION PERIOD:-

The completion period of the work as specified below shall be the essence of the contract.
The work shall be started within 7 days of issue of LOI / Work Order, whichever is earlier, unless otherwise directed by the issuer of tender. The work shall be carried out and completed on month-to-month basis during the period of contract, as per the requirement of the contract.
The quantum of any item of the scope of work may increase or decrease to any extent, as per the site requirement, subject to the limit that total contract value shall not exceed. Payment shall not be made for the work not done. In case of increase of quantum of work, completion period of the contract will not change and the contractor will have to complete the job within stipulated period unless the completion period is extended in writing.

7) RISK AND COST:-

In case the contractor fails to full fill the contractual obligation, the work shall be got done from some other agency at the risk and cost of the contractor. It shall be without prejudice to the right of HPGCL to recover any further amount or any liquidated and/or other damages.

8) PENALITY:-

a) If the quality of work is not up to the satisfaction of Engineer-in-Charge or there is delay in attending of jobs in any of the Unit then a penalty @ 2.5% of the monthly lumpsum charges of Part-A scope of work shall be levied on the contractor for each default.
b) If the contractor does not provide sufficient manpower in any of the Unit, then a penalty @ 2.5% of the monthly lumpsum charges of Part-A scope of work shall be levied on the contractor for each default.
c) In case of Part-B scope of work, the time period for the completion of the work shall be intimated in the indent. If the work is not completed within stipulated time as mentioned in the indent, then the penalty @ Rs. 2500/- shall be levied in respect of that item. The penalty amount will be deducted from the monthly bill amount.
d) If contractor does not maintain requisite T&P and consumable as per annexure-VIII, a penalty of Rs 1000/- per day will be imposed to firm.
The penalty as imposed above i.e. from Sr. No. (a) to (d) shall be subject to maximum of 10 % of the total contract value. Contract value means basic value of the contract exclusive of taxes and duties, if charged separately.
e) Appropriate clauses of below tabulated labour laws regarding delay in deposition of wages of workers, delay in deposition of EPF/ESIC/LWF and other statutory labour obligations shall be applicable on the contractor and penalties shall be imposed for breach of the same by Labour Welfare Officer or Factory Manager/RGTPP:

Sr. Nos.	Particulars	Name of Acts
1.	Clause 20: Penalty for offences under the Act	The Payment of Wages Act-1936
2.	Clause 31: Time for payment of contribution	The Employees' State Insurance (General) Regulations-1950 (amended on 11.01.2024)
3.	Clause 14: Penalties	The Employees' Provident Funds and Miscellaneous Provisions Act, 1 952
4.	Chapter VI: Penalties and Procedures	Contract Labour (Regulation & Abolition) Act, 1970 & Rules 1971
5.	Chapter VII: Penalties	The Employee State Insurance Act, 1950

9) DOCUMENTATION:-

The contractor and the executive in-charge of the work shall ensure the following documents before forwarding the bill of the contractor to the Accounts wing for pass and payment to avoid delay in payment of the contractor: -

i) Contractor shall submit monthly bill in triplicate to the executive in charge along with the following:
   a) Monthly bill for the AMC/ARC work and in other cases for the work done, in triplicate. The bill should be on the contractor's bill book duly serially numbered and bearing date of issue, contractors EPF code, GST number, PAN No. A photo copy of the EPF code, ESI code, Labour licence, GST number, PAN No., shall be attached with the 1st running bill for reference and record. Invoice shall be raised by the contractor and service providers which should contain invariably their GST registration number, HSN code, PAN number, place of business, with address and a unique invoice number suffix with RGTPP.
   b) Self attested copy of the deposit challan of EPF & ESI contribution, labour welfare fund deposited by the contractor for the labour engaged for the work duly validated with dossier of workers and their account number in the appropriate prescribed performa.
   c) Self attested copy of the attendance sheet, wages register and evidence of wage payment.

ii) The bill of contractor along with annexure submitted by contractor as mentioned above should be approved and verified by the officer in-charge for gross value as well as net payable value and accompanied with the certificates/documents as desired and required by RGTPP.

iii) Certificate from the Engineer In-Charge that, a) Work has actually been done as per the contract and to the entire satisfaction of EIC. b) The copy of the EPF challan, ESI challan etc. submitted by the contractor pertains to the labour deployed at site and none of the workers has been excluded there from. c) The record entry of the work done has been taken in the small measurement book (SMB) at page no. _____ on dated _____. d) No penalty is leviable on the contractor on any account as per the contract, if leviable the amount of penalty is _____. e) Copy of protocol and certificate for stage payment, if required.

iv) Certificate from Labour Welfare Officer / Factory Manager stating that contractor has complied with all labour laws and safety clearance certificate from safety officer. In case of non availability of Labour Welfare Officer/Safety Officer, from EIC.

10) <u>WARRANTY:-</u>

I. The contractor shall provide warranty for the workmanship of the work done for a period of 90 days from the date of completion of work.

II. During this period, if some equipment(s), which has been attended by the contractor, is found to be defective on account of poor workmanship, the same will have to be attended again without any additional charges to HPGCL. In such cases, warranty period shall start from the date of such repair/rectification. In case the contractor fails to respond within a reasonable time, the job will be got done from any other agency at the risk and cost of the contractor.

11) <u>FORCE MAJEURE:-</u>

The delay in completion of work may be treated as force majeure to the contractor only if: -

a. the delay is resulted from any causes arising out of compliance with regulations, orders or instructions of the Central or State Governments, acts of God, acts of Civil & Military authority, fires, floods, strikes, lock-outs, freight embargoes, war risk riots and civil commotion.

b. The contractor's request for extension of the delivery period along with all necessary evidence comes, before the expiry of the schedule date(s) of delivery.

12) <u>IDLE LABOUR CHARGES</u>;-

a) No idle labour charges will be admissible in the event of any stoppage caused in the work resulting in contractor's labour being rendered idle due to any cause.

b) In case of non operation of the unit/units, due to any reasons, other than overhauling on the prior instruction of HPGCL, of at least 7 days and work/activity is not carried out: -

i) For up to one month, a deduction @ 35% of monthly payment of work will be made.

ii) For more than one month, a deduction @ 50% monthly payment of work will be made.

13) <u>OVER RUN CHARGES:-</u>

No over run charges shall be paid in the event of the completion period being extended for any reasons.

14) <u>WATCH & WARD:-</u>

The watch and ward of T&P and other material will be the responsibility of the contractor.

15) <u>FACILITIES TO BE ARRANGED BY CONTRACTOR:-</u>

The contractor shall make his own arrangement for providing all facilities like lodging, boarding, furniture and transportation etc. for his supervisors/staff engaged by him for the job.

16) <u>STATUTORY DEDUCTIONS:-</u>

Statutory deduction on account of Income Tax, TDS under GST & other applicable tax etc. including surcharge shall be made at source from the bills of the contractor at the prevailing rates.

17) <u>FACTORY ACT/MINIMUM WAGES ACT/INSURANCE ACT/EPF/ESI ACT ETC.</u>

Strict adherence of various applicable labour laws like the Factories Act, Minimum Wages Act, Payment of Wages Act, the Workman's Compensation Act, EPF Act, ESI Act, Contractor labour (Regulation & Abolition) Act, 1970 and all other statutory requirements as amended from time to time to the entire satisfaction of Central/State Govt. Authorities, shall be the responsibility of the Contractor and he shall have to make good loss, if any, suffered by HPGCL on account of default in this regard by the contractor. EPF and ESI contributions will be deposited by the contractor in his own EPF and ESI code no. in the respective account of the workers. The contractor will submit the copy of EPF/ESI Challan to the Factory Manager/Labour Welfare Officer (LWO), at the time of 90% payment along with corresponding list of workers.

18) INSURANCE OF WORKERS:-

The contractor will be solely responsible for any liability for his workers in respect of any accident, injury arising out and in course of contractor's employment. To meet his aforesaid obligation under the workmen Compensation Act, the contractor may obtain W.C. Policy from the Insurance Company for the persons employed by him for carrying out the work. The premium payable for the aforesaid Insurance Policy shall be borne by the contractor. The contractor shall ensure that the said Insurance Policy of this insurance cover is required to be submitted by the contractor to Engineer-in-charge of work immediately after issue of LOI, but before the start of work.

19) SAFETY RULES:-

A Firm shall have to comply with all the provisions of safety rules. The Chief Safety Officer may impose penalty of **Rs.200/- per day per head** if the workers of contractor are found to be working carelessly without proper protective equipments in unsafe conditions. Against violation of any other clause, a penalty of Rs 500 /- per violation (minimum) shall be levied. In case of repeated violation of serious nature resulting in various serious accident or direct loss to the corporation /threatens to cause severe consequences, higher penalty rates may be imposed including suspension/ termination of the contract.

If any action is initiated by Chief inspector of factories, Chandigarh or any other authority against occupier/factory manager or any other authority of HPGCL in case of any fatal/non fatal accident or any other violation of factory act, 1948, Pb. Hr. factory rules, 1952 or any other industrial or labour act, the contractor shall be liable for the same and also to deposit the amount of fine/penalty if any. In case of default action as deem fit shall be initiated against the contractor.

A safety clearance certificate on quarterly basis from the chief safety officer shall be obtained by the contractor and has to be attached along with the bill.

This office reserves the right to claim adequate compensation from the contractor on account of any damage caused to the plant & equipment handed over to him for execution of the work, due to careless handling or negligence on the part of the contractor.

20) ARBITRATION:-

All matters, questions, disputes, differences and / or claims arising out of and / or concerning, and /or in connection with, and /or in consequence of, and /or relating to the contract whether or not obligations of either of both the Supplier and the Corporation under that contract be subsisting at the time of such dispute and whether or not the contract has been terminated or purported to be terminated or completed, shall be referred to the sole arbitration of MD, HPGCL or an officer appointed by the MD, HPGCL as his nominee. The award of the Arbitrator shall be final and binding on both the parties to the contract.

21) LAWS GOVERNING CONTRACTS;-

All contracts shall be governed by the laws of India for the time being in force.
Irrespective of the place of delivery, place of performance or place of payment under a contract, the contract shall be deemed to have been made at the place from which the acceptance of tender has been issued.
Jurisdiction of Courts- The courts of the place from where the acceptance of tender has been issued shall alone have exclusive jurisdiction to decide any dispute arising out of or in respect of the contract.

22) SET OFF:-

Any sum of money due and payable to the supplier under the contract (including security-deposit returnable to the supplier) may be appropriated by the HPGCL and set-off against any claim of the Corporation for the payment of a sum of money arising out of under that or any other contract entered into by the supplier with the HPGCL.

23) SUBLETTING AND ASSIGNMENT:-

The Supplier shall not, sublet, transfer or assign the contract or any part there of or interest therein or advantage thereof in any part thereof in any manner whatsoever without prior consent of the HPGCL.

24) The contractor shall furnish undertakings regarding e-invoice, deposition of GST and Income TAX in the prescribed format as per attached Annexure-XVI to Annexure-XIX.

Executive Engineer / EMD-1
RGTPP, Hisar.

SPECIAL & TECHNICAL TERMS & CONDITIONS

1. The contractor shall deploy technically competent maintenance teams round the clock to carry out electrical maintenance activities for Unit-I and Unit-II as mentioned below: -

Sr.No.		Description
1	**Part-A**	Part-A (As per Scope & frequency of work of Part-A of NIT)
	1.1	All the Electrical maintenance works of each unit round the clock shall be supervised by a highly skilled Supervisor.
	1.2	**Specialised technical work for individual site in general duty as per following for each Unit: -**
	1.2.1	Routine, Breakdown, Preventive Electrical maintenance of 20 KV, 600MW Generator & auxiliaries. Maintenance of Generator Relay Panel, Excitation panel, Synchronization Panel, CT & PT panels, transducer panel, fault record panel, Neutral Grounding Transformer panel & Field grounding detection panel & cleaning. Routine, Breakdown, Preventive Electrical maintenance of Motor Operated Valves of Boiler Area and Turbine Area along with MOV distribution boards & their connected cables Note: A team consisting of Foremen (highly skilled) and Technician/ Electrician(skilled) of each unit individually
	1.2.2	Routine, Breakdown, Preventive Electrical Maintenance of HT 11KV and HT 3.3 KV auxiliary's i.e switchgear, Motors, Buses, Protection Panels of Main plant. Routine, Breakdown, Preventive Electrical Maintenance of ESP connected Rectifier transformers, ERM, CRM, Hopper & Shaft Heaters, Field Control Panels, Power Transformers and circuit breakers etc. Note: A team consisting of Foremen (highly skilled) and Technician/ Electrician(Semi-skilled) of each unit individually
	1.2.3	Routine, Breakdown, Preventive Electrical Maintenance of HT (11 KV & 3.3KV) Power Transformers (Dry type & Oil type) of Main Plant, illumination system of Main plant with connected panels & cables, and maintenance work of overhead laying of HT, LT cables except for cable sizes mentioned in Part-B. As per detailed scope of work. Note: A team consisting of Foremen (highly skilled),Technician/ Electrician(skilled) and Helper (Semi-skilled) of each unit individually
	1.2.4	Routine, Breakdown, Preventive Electrical maintenance of Auxiliaries (LT system): LT switchgear & PMCC, MCC and connected all LT motors & cables along with panels of rating from (0.25 KW to 160 KW) directly connected with auxiliaries. Main Plant Battery Banks, Battery Bank Chargers & Standby charger, DCDBs and all DC motors directly connected with auxiliaries. Electrical maintenance of associated cranes of each unit. Note: A team consisting of Foremen (highly skilled),Technician/ Electrician(skilled) and Helper (Semi-skilled) of each unit individually
	1.3	Routine, Breakdown, Preventive Electrical maintenance of Common Auxiliaries related to each Unit as per detailed scope of work in General Duty Note: A team consisting of Foremen (Highly skilled), Technician/ Electrician(skilled) and Helper (Un-skilled) of each unit individually
	1.4	**Specialised technical work for individual site in shift duty as per following: -** Maintenance works of all the below mentioned works of each Unit-1 & 2, RGTPP, is to be manned adequately round the clock in three shifts i.e. Morning, Evening and Night with four shift groups with a team of workmen consisting of technician(skilled) and Helper (Semi -skilled) in each shift respectively of each unit individually.
	1.4.1	Specialised electrical maintenance work in shift duty for Routine, Breakdown, Preventive maintenance of HT Switchgear & motors with connected auxiliaries.
	1.4.2	Specialised electrical maintenance work in shift duty for Routine, Breakdown, Preventive maintenance of LT Switchgear & motors with connected auxiliaries. Specialised electrical maintenance work in shift duty for Routine, Breakdown, Preventive maintenance of ESP & rectified transformers with connected auxiliaries.
	1.4.3	Specialised electrical maintenance work in shift duty for Routine, Breakdown, Preventive maintenance of Generator & actuators with connected auxiliaries.
	1.4.4	Specialised electrical maintenance work in shift duty for Routine, Breakdown, and Preventive maintenance of lighting system with connected auxiliaries. Specialised electrical maintenance work in shift duty for Routine, Breakdown, and Preventive maintenance of Dry & Oil type power transformers with connected auxiliaries.

Note: -

1. All the electrical maintenance activities are specialised one, so skilled manpower shall be deployed separately for each activity defined above.
2. Both units are independent and activities are to be carried round the clock, so manpower shall be deployed separately.

The firm has to complete the entire scope of work efficiently to the entire satisfaction of engineer-in-charge irrespective of manpower. In case of site requirement, contractor has to increase the manpower to carryout works as per scope of work within stipulated period. For carrying out the scheduled scope of work, following suggestive manpower as per the assessment of RGTPP may be required:

Note:-

(i) The Manpower like Fitter, Welder shall be arranged by the contractor as per site requirement. For this work no extra payment shall be made for the jobs relating to welding, fitting & others which may become necessary for the works relating to subject cited work order.

(ii) The labour/ employee engaged by the contractor shall not be below the age of 18 years and exceeding 60 years.

(iii) The services of manpower supplied by the contractor may be utilized in General, Morning, Evening or Night Shifts throughout the year including Sundays and holidays as per directions of Engineer-in-charge. No additional payments shall be made due to deployment of manpower on account of overtime.

(iv) For deployment of manpower beyond normal working hours, RGTPP shall not make any extra payments to contractor for labour so deployed. Payment of overtime of manpower shall be the exclusive responsibility of the contractor.

2. Electricity, air & water will be provided free of cost at one point per unit as per requirement of job. HPGCL may provide construction aids & pipes scaffolding material to the contractor if required free of charge, subject to availability. HPGCL may provide suitable space in plant premises for site store/temporary workshop free of charge to the contractor.

3. Accommodation

Suitable accommodation in RGTPP colony may be provided to the contractor on chargeable basis, as per HPGCL rates, if available. The contractor himself will arrange electricity. Supervisor along with adequate staff is bound to stay near plant locality i.e. 04 km from plant or in the accommodation provided by HPGCL so that in case of emergency he along with his staff could reach plant immediately to attend plant emergency.

4. Transportations

The contractor shall make his own arrangement for transportation of the material from stores to site of work, from site of work to O&M workshop, if required, and return of scrap back to stores. The contractor shall also assist in loading / unloading of material being sent for repairs or received after repair to/from outside of RGTPP at his own cost. The contractor shall make his own arrangement for removal of old as well as unused material from the site to the place as specified by the Engineer-in-charge after completion of work.

The contractor shall make his own arrangement for making available his personnel, at site of work at any time as per the requirement of job.

5. Man Power Requirement

(A) The contractor should employee the man power as described at Sr. No.1 above & technically competent enough to carry out plant maintenance work without the help of HPGCL officer / official. The employees should not be deemed to be in the employment of HPGCL for any purpose whatsoever. The contractor shall abide by the rules, laws and regulations that may be enforced from time to time regarding the employment conditions of service of his employees. Under no circumstances whatsoever, HPGCL would be held responsible to the labour of the contractor. HPGCL shall have the right to pass on the responsibility on the contractor together with any expenses incurred by HPGCL as a result of certain dues on the part of employees of the contractor. HPGCL shall be entitled to recover/claim dues/compensation from the contractor in that event.

(B) Further the contractor would furnish an undertaking on Non-judicial stamp paper of appropriate value, for each and every worker employed by him, that the worker will not claim any lien as a worker of HPGCL, for the services, he is rendering to the contractor.

(C) The contractor shall also indemnify HPGCL against any liability towards its labour for non-compliance of labour laws etc.

(D) The contractor will terminate such employee who is not able to do his job as per satisfaction and whose behaviour cause any nuisance or otherwise in the opinion of the Engineer-in-charge, is not fit to be deployed on the work. Such person shall not be re-employed or allowed on the work without the prior written permission of the Engineer-in-charge.

(E) Copy of attendance sheet, wages sheet, ECR & LWF Challan Copy should also be supplied along with monthly bills.

6. Contractor Responsibilities

(A) The contractor would station adequate working personnel in such a way that the maintenance work is carried out effectively & without any delay round the clock. The work shall have to start immediately as per the instruction of Engineer-in-charge or his representative. The contractor should be able to mobilize the working force as per the quantum of work and should be capable of executing maintenance work simultaneously at number of fronts depending upon the site requirements. It is also made clear that the deployment of the workers of contractor will subject to approval of Engineer-in-charge of the work. If more persons are required for the completion of work in the time schedule as per emergency defined by Engineer-in-charge, the same shall be arranged by the contractor without any extra payment to complete the work.
If any supervision is required from the OEM, HPGCL will provide the OEM Supervision services for Execution of the Work.

(B) All the labour/workman deployed during the execution of the contract shall be adequately got insured by the contractor at his own cost. Proof of the same must be provided along with the first bill.

(C) The contractor shall be responsible for any mishappening / accident to any workmen at site of work & compensation payable to workmen on this account. All liabilities arising out of any provision of labour act / workmen's compensation act shall be the responsibilities of the contractor. HPGCL officials have no responsibility for any mishappening/accident. Any expenditure incurred by HPGCL arising out of the negligence of the contractor would be recovered from his bills / pending dues.

7. Engineer-in-Charge

(A) The Engineer-in-charge shall have the general supervision of the work. The work shall have to be started by the contractor as per the instruction of Engineer-in-charge or his authorized representative at any time on working day, on holiday or after office hours, shall be confirmed by post dated indent. The indent will indicate the date / time of start of work, details of work and scheduled time of completion of work as per contract. The time allowed for a work maintained in the indent will be addition of time of all the jobs/ activities as per contract. The Engineer-in-charge may reduce the total cumulative time of various activities, keeping in view of emergency to bring back the equipment in time. The total time allowed by the Engineer-in-charge will be final & binding to the contractor. He has authority to stop the work whenever such stoppage is necessary to ensure the proper execution of the contract. He shall also have authority to reject all works or part thereof and give necessary direction to carry out work again to his satisfaction. No claim whatsoever on this account will be entertained.

(B) The decision of Engineer-in-charge shall be final in regard to all matters relating to this Contract.

(C) The decision of Engineer-in-charge for determining the category of the work with reference to the items not maintained in scope of work shall be final.

(D) In case the contractor fails to do the extra and / or substituted work, division in charge (i.e. XEN concerned) will have the option to get the work done through another agency at the risk & cost of the contractor.

8. Measurement and Billings

All measurement shall be in metric system. The representative of the Engineer- in-charge will measure all the works completed. The contractor will submit the bill in triplicate on approved Performa to the division in charge (i.e. XEN Concerned). The bill for works covered under Part-A i.e. works for General/Routine maintenance will be raised in two parts, half for each Unit-1&2 respectively. For works covered under Part-B i.e. the works for unit rates which are applicable, the bill will be raised separately for Unit-1&2 as per the actual works carried out for each unit.

9. HPGCL shall have power to make any alteration, omission, addition, substitutions for the original specifications and instructions which may be considered necessary during the progress of work and contractor shall carry out the work in accordance with any instructions which may be given to him in writing duly signed by the Engineer-in-charge. Such alterations, omissions, additions, substitutions shall not invalidate the contract and any alteration, additional or substituted work which the

contractor may be directed to do shall be carried out by the contractor on the same conditions in all respects on which he has agreed to do the main work.

10. **Validity of the Contract**: The contract shall remain valid for a period of two years which can be further extended for three months at the discretion of HPGCL on the same rates, terms & conditions of the contract.

11. **Short Closed**: Contract can be short closed at any time at sole discretion of HPGCL prior to the completion of contract period without assigning any reasons thereof.

12. **Termination of contract:** If the contractor is unable to execute the work, any loss incurred by HPGCL in this respect will be to the contractor's account. HPGCL may also terminate the contract after giving a three days' notice, if in its opinion the work under the contract is not being done to its satisfaction. HPGCL also has the right to get the job done from a third party at the risk and cost of the first contractor till the expiry of the period of contract and debit the cost plus 15% of the cost to the first contractor's account.

13. The successful contractor shall provide the **New Mobile Phone** facility to his supervisor individually and shift duty Electrician to facilitate HPGCL for communication with the contractor & contractor staff. The contractor shall intimate the contact no. immediately after the award of the contractor.

14. The contractor shall have to maintain records viz. registers of wages, muster roll/attendance, gate pass register etc. As per required under relevant acts and the same shall be made available to the Officer-in-Charge/ Project Authority / Govt. of Haryana representative for checking/inspection as and when required.

15. **Ownership Deed**: The firm will give ownership deed/partnership deed/proprietorship deed duly attested by Notary Public for record and reference of his office.

16. **Authorized Representative:** The firm will intimate (in writing) the name of authorized representative at site to whom necessary instructions regarding the works can be imparted and who will make correspondence regarding contract related issues. The signatures of the aforesaid authorized representative shall be got attested from first class magistrate or notary public.

17. Contractor has to submit the medical examination reports of every employee / contractual staff at his own expenses at the time of joining at RGTPP site i.e. during the execution of Contract Agreement as per clause no. 1 of General Terms & Conditions of the NIT / Work Order. Further, contractor has to again get all the contractual staff medically examined annually / bi-annually as per requirement / guidelines of Industrial Health-cum-Certifying Surgeon, Hisar and Labour Department, Hisar.

18. RGTPP, Hisar is an ISO 9001, 14000 & OHSAS 18001 Certified Plant. The contractor has to comply with all the required guidelines/ regulation of all the three ISO.



Executive Engineer/EMD-I
RGTPP, Hisar.

‘PART-A’ SCOPE OF WORK UNDER UNIT-1 TO BE MAINTAINED ROUND THE CLOCK

1. Electrical Maintenance HT (11kV-3.3KV) auxiliaries:
   - 11 KV buses viz. 1UA, 1UB, 1SA, 1SB, HT motors (11 & 3.3 kV), HT cables (11 & 3.3 kV) & connected outgoing feeders, Transformers (Dry & Oil type) directly related to Unit-1.
   - 3.3 KV buses viz. 1UAA & 1SAA HT motors (11 & 3.3 kV) and connected outgoing feeders, Transformers (Dry/oil type) directly related to Unit-1.
   - SPBDs of 1UA, 1UB, 1SA, 1SB, 1UAA & 1SAA.
   - Fast Bus Transfer Panels of Unit-1 with connected cables & electrical auxiliaries.
   - GT & UT protection panels.
2. Electrical Maintenance of ESP connected Rectifier transformers, ERM/CRM, Hopper & Shaft Heaters, Field Control Panels, Power Transformers and circuit breakers etc.
3. Electrical maintenance of Auxiliaries (LT system) directly related to Unit-1:
   LT switchgear & PMCC/MCC at 8.5-meter including Station PMCC, Unit PMCC, Emergency PMCC, Turbine Aux. MCC, Mill System MCC, Emergency & Station ACDB, DCDB at 27-meter, Boiler Aux. MCC etc and connected All LT motors & cables along with panels of rating from (0.25 KW to 160 KW) directly connected with auxiliaries of Unit-1.
4. Main Plant Battery Banks, Battery Chargers, DCDB and all DC motors directly connected with auxiliaries of Unit-1.
5. Electrical maintenance of associated cranes in respect of Unit-I: Coal mill area, TG/DMCCW area, Vacuum pumps area, Condenser area, TDBFP boosters pump area at zero meter, MDBFP area etc.
6. Electrical maintenance of 20 KV, 600MW Generator & auxiliaries. Maintenance of Generator Relay Panel, Excitation panel, Synchronization Panel, CT & PT panels, transducer panel, fault record panel, Neutral Grounding Transformer panel & Field grounding detection panel & cleaning.
7. Outside cleaning of 24 KV isolated phase bus duct.
8. Electrical maintenance of Motor Operated Valves along with MOV distribution boards & their connected cables in respect of Unit-I.
9. Electrical maintenance of illumination system of Unit-I including chimney, connected panels & cables.
10. Electrical maintenance of Common Auxiliaries:
    - Electrical maintenance of Service & Instrument Air Compressors with connected cables & electrical auxiliaries.
    - HT Switchgear, connected feeders and Oil & Dry Type Power Transformers in respect of Raw Water Pump
    - Electrical maintenance of Fuel Oil Unloading Building including LT switchgear Dry Type Power transformers and connected cables & electrical auxiliaries.
    - Electrical maintenance of Water Service Pump House Building including LT Switchgear Dry Type Power transformers, Battery Bank, Battery bank charger, DCDB and connected cables & electrical auxiliaries.
    - Electrical maintenance of Field work of EMS system.
    - Electrical maintenance of DG set building including LT switchgear DG set -1, 2& 3, ACDB, DCDB etc.
    - Electrical maintenance of Workshop building ACDB, SFU’s of all machines installed in workshop.
    - Electrical maintenance of Boiler-fill pump motor- 2 nos., DM-Transfer pump motor- 3 nos., CT make-up pump motor- 3 nos., Service water pump motor- 2 nos., colony water portable pump motor- 2 nos. and connected panel only.
    - Electrical maintenance of Pressurizing Pump House building switchgear including LDO Pump motor- 4nos, HFO Pump motor- 4nos, Aux. MCC, Sump Pumps & motors- 6nos., DCDB etc.

- Electrical maintenance of unloading Pump House PMCC, LDO unloading Pump motors- 2 nos., LDO Transfer Pump motor- 2 nos., HFO unloading Pump motor- 2 nos., HFO Transfer Pump motor- 2 nos., ACDB, DCDB, Sump pump & motor- 4 nos.

- Electrical maintenance of Raw water building PMCC, DCDB, ACDB, Jockey Pump, Battery banks, Battery chargers.
- Electrical maintenance of common building cranes: EOT Crane-1, DG set building, Compressor House, Workshop building, Clarified building, Raw water building, Boiler-DMCCW building.
- Electrical maintenance of lighting installed in building of Service building, Fire building, DG set & compressor house, Canteen, Workshop, DM plant, Chlorination plant, Store, Pressurising pump house, Main Gate No. 1, Unloading pump house, HT switchgear & associated Unit-I area.

'PART-A' SCOPE OF WORK UNDER UNIT-2 TO BE MAINTAINED ROUND THE CLOCK

1. Electrical Maintenance HT (11kV-3.3KV) auxiliaries:
   - 11 KV buses viz. 2UA, 2UB, 2SA, 2SB, HT motors (11 & 3.3 kV), HT cables (11 & 3.3 kV) & connected outgoing feeders, Transformers (Dry & Oil type) directly related to Unit-2.
   - 3.3 KV buses viz. 2UAA & 2SAA HT motors (11 & 3.3 kV) and connected outgoing feeders, Transformers (Dry/oil type) directly related to Unit-2.
   - SPBDs of 2UA, 2UB, 2SA, 2SB, 2UAA & 2SAA.
   - Fast Bus Transfer Panels of Unit-2 with connected cables & electrical auxiliaries.
   - GT & UT protection panels.
2. Electrical Maintenance of ESP connected Rectifier transformers, ERM/CRM, Hopper & Shaft Heaters, Field Control Panels, Power Transformers and circuit breakers etc.
3. Electrical maintenance of Auxiliaries (LT system) directly related to Unit-2:
   LT switchgear & PMCC/MCC at 8.5 meter including Station PMCC, Unit PMCC, Emergency PMCC, Turbine Aux. MCC, Mill System MCC, Emergency & Station ACDB, DCDB at 27-meter, Boiler Aux. MCC etc and connected LT motors & cables along with panels of rating from (0.25 KW to 160 KW) directly connected with auxiliaries of Unit-2.
4. Main Plant Battery Banks, Battery Chargers, DCDB and all DC motors directly connected with auxiliaries of Unit-2.
5. Electrical maintenance of associated cranes in respect of Unit-2: EOT Crane-2, Coal mill area, TG/DMCCW area, Vacuum pumps area, Condenser area, TDBFP boosters pump area at zero meter, MDBFP area etc.
6. Electrical maintenance of 20 KV, 600MW Generator & auxiliaries.
   Maintenance of Generator Relay Panel, Excitation panel, Synchronization Panel, CT & PT panels, transducer panel, fault record panel, Neutral Grounding Transformer panel & Field grounding detection panel & cleaning.
7. Outside cleaning of 24 KV isolated phase bus duct.
8. Electrical maintenance of Motor Operated Valves along with MOV distribution boards & their connected cables in respect of Unit-2.
9. Electrical maintenance of illumination system of Unit-2 of plant with connected panels & cables.
10. Electrical maintenance of Common Auxiliaries:
    - HT Switchgear, connected feeders and Oil & Dry Type Power Transformers in respect of Ash handling plant.
    - Electrical maintenance of CW pump house including LT switchgear Dry Type Power transformers and connected cables & electrical auxiliaries including cranes.
    - Electrical maintenance of Admin. Building including LT Switchgear Dry Type Power transformers and connected cables & electrical auxiliaries.
    - Electrical maintenance of incomers of LT switchgear, Dry Type Power transformers, connected cables in Ash recovery and Ash Silos
    - Electrical maintenance of dispensary building along with lighting.
    - Electrical maintenance of power cables up to incomers of Hydrogen generation plant.
    - Electrical maintenance of lighting installed in building of Administrative building, Hydrogen plant building, Ash water recovery house, SILO, Colony Gate, LT switchgear area, street

lighting system of main plant, store yard, Raw water, Ash recovery, outside buildings along with security towers and colony gate except CHP area.

Note:- Any other petty electrical works which are directly related to Unit-I & Unit-II will also have to be looked after by the firm.

SCOPE OF WORK UNDER PART-B COMMON FOR UNIT-1 &2

Sr. No.	Description of job under O&M of Unit-1&2	Rates	Installed Equipment	Tentative Frequency for both units per year
01	Opening of foundation bolts and shifting/replacement of 11 KV new and damaged HT motor within the Plant & Placing it on its proper position.	Unit rates Per Motor	18	2
02	Opening of foundation bolts and shifting/replacement of 3.3 KV new and damaged HT motor within the Plant & placing it on its proper position.	Unit rates Per Motor	74	4
03	Replacement of DE /NDE bearing of 11 KV HT Motor (Grease type only)	Unit rates Per DE/NDE	16	4
04	Replacement of DE / NDE bearing of 3.3 KV HT Motor.	Unit rates Per DE/NDE	148	8
05	Complete Cleaning of ESP Rectifier transformer, its terminal insulator, marshalling boxes, setting of Damping resistance & handle mechanism and tightening of all connection and testing if required.	Unit rate per ESP rectifier transformer	128	128
06	Opening of foundation bolts & shifting/replacement of new and damaged LT motor within the plant for 30.1 KW to 75 KW motor.	Unit rate per motor	59	10
07	Opening of foundation bolts & shifting/replacement of new and damaged LT motor within the plant for 75.1 KW to 160 KW motor.	Unit rate per motor	54	8
08	Replacement of bearing of LT motors of 30.1 to 75 KW motors	Unit rate per bearing	59	4
09	Replacement of bearing of LT motors of 75.1 to 160 KW motors	Unit rate per bearing	54	4
10	Overhead Laying of HT cable 1CX 630/500 mm^2 / Meter	Unit rate per meter	---	300
11	Overhead Laying of HT cable 3CX 400/300 mm^2 / Meter	Unit rate per meter	---	300
12	Overhead Laying of HT cable 3CX 185/150 mm^2 / Meter	Unit rate per meter	----	500
13	Overhead Laying of LT cable 1CX 630 mm^2 / Meter	Unit rate per meter	--	500
14	Overhead Laying of LT cable 3CX 185/240 mm^2 / Meter	Unit rate per meter	----	300
15	Overhead Laying of LT cable 3CX 150 mm^2 / Meter	Unit rate per meter	---	300
16	Overhead Laying of LT cable 3CX 300/400 mm^2 / Meter	Unit rate per meter	---	300
17	Generator adaptor box opening and connection tightening of the generator flexible and cleaning of the support insulator of adaptor box.	Unit rate per Generator adaptor box	2	4
18	Maintenance of SPBD i.e. cleaning of insulators, tightening of connection, replacement of insulator and rubber bellows.	Unit rate per meter of length of bus duct	LS	500
19	Maintenance of PT Cubicle and outdoor cleaning.	Unit rates per job	6	2
20	Maintenance of street lighting pole and complete fixture including circuit from JB to luminary fixture and LED.	Unit rates per Street Pole	750	200
21	Removal of old grease from bearing housing hub and greasing of NDE side bearing of CEP motors.	Unit rate per motor.	06	6

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Annexure-VII

Detail of Installed Equipments for both the Units

Sr. No.	Name of Equipment	Total Nos.
1.	ACDB/MLDB/ELDB	36
2.	DCDB	15
3.	AC Lighting Panels	105
4.	DC Lighting Panels	4
5.	Welding Receptacles	110
6.	Total Lighting Points	6465
7.	Street Lights	1275
8	Street Lights poles	652
9	High mast light tower	1
10	Total LT Motors	1120
11	3.3 KV HT Motors	84
12	11 KV HT Motors	18
13	LT & HT Control Panels	1430
14	ESP HV Transformers	128
15	HT Aux. Transformers	12
16	LT Aux. Transformers	36
17	Motorized Valves/Dampers	400(Approx.)
18	Electrical Portion of EOT Cranes and other Misc. Cranes	47

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Annexure- VIII

List of T&P to be Maintained by the Contractor

1. The contractor should submit the details of all the T&P items before starting the commencement of the work.

2. The contractors will maintain the following testing instruments: -

   a. **TWO** nos. 5 kV IR automatic measuring instrument.
   b. **TWO** nos. 1 kV hand held IR measuring meter.
   c. **TEN** nos. of Multimeters,
   d. **FOUR** nos. clamp meters (AC/DC) for both units.

   Note: - The instruments should be of Megger/Fluke/RISHABH/Motwani make only.

3. Contractor will also maintain minimum of 6 set of T&P each consisting of the following:-
   1. Sufficient Pliers (combination, long noise & lock pliers),
   2. Screw driver set.
   3. Wire Cutters,
   4. Hacksaws (Mini & Big)
   5. Goti Sets (Small & Big),
   6. Air Blowers
   7. R&D Spanner Sets (6 to 45)
   8. Hand Gloves (LT&HT)
   9. LN Key Sets(Small & Long)
   10. Tool bags
   11. Brushes

   In addition to above, the firm will also provide a minimum of 2 sets of Bearing Pullers (Small & Big), Clamping Tools, Sling Sets, Chain Pulleys, Torches, Hammers, Hydrometers, Grease Gun, Line Testers (min. 44 no.), Knives, Chiesel, Test Lamps, Slide Wrenches, Measuring Tapes, Soldering iron, welding set with leads & torch gloves, spanners, hydraulic jacks, hoisting arrangement, portable grinding machines & drilling machine, personnel protective equipments for safety of workers etc.

List of Consumables to be Maintained by the Contractor

1. Contractor will maintain appropriate quantity of consumables such as PVC Tape, HT tapes, Cotton Clothes, Amery Paper, Hack Saw blade, Grinding wheel, Grinding paste, Cutting wheel, Extension Board, Cotton waste, Teflon Tapes, Araldite, Soldering flux, Solder, Welding glasses, Oxygen and Acetylene gas, Petrol/Diesel for cleaning, Hexa blades, Grinding wheel, M-seal, Drill Bits, Varnish, Loctite Sealant, Paint Brush, Wire Brush, Rustoline, MS / CS / Cupper / Silver electrodes, Torch-cells, Hand Gloves, Face Masks, Apron, Soap, Broom, Rain-coats, Flexible Pipes for cleaning and other consumables required for maintenance of electrical equipments etc.

2. Contractor will maintain 5 set of temporary LED lighting of 100-200W capacity for each unit.

   In case contractor fails to bring sufficient consumables and T&P to site without which HPGCL work is suffering, HPGCL shall be procuring the same from the market and recover from the contractor's bill @ 1.5 times the purchase price of the item.

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Annexure-IX

Copy of Rate Quoting Sheet for Part-A (For reference only)

Sr No.	Description of Work for Unit-1 & Unit-2	Period	Rates per month exclusive of GST	Total Amount for 12 Months
01	Lump sump rates for carrying out Part-A Scope of Work round the clock for Unit-I and Unit-II, RGTPP for **First Year**	12 months	**To be filled online (For Reference only)**	**To be filled online (For Reference only)**
02	Lump sump rates for carrying out Part-A Scope of Work round the clock for Unit-I and Unit-II, RGTPP for **Second Year**	12 months	**To be filled online (For Reference only)**	**To be filled online (For Reference only)**
03	**Total Amount for Two Years (Sr. No. 1 + 2) =**			

Copy of Rate Quoting Sheet for Part-B (for reference only)

Sr. No.	**Description of job (Part-B) as per annexure-III to be carried out on unit rate basis.**	**Tentative Frequency for Both Units for 2 years**	**Unit**	**First year Rates to be quoted per unit item**	**Second year Rates to be quoted per unit item**
01	Opening of foundation bolts and shifting/replacement of 11 KV new and damaged HT motor within the Plant & Placing it on its proper position.	4	Per Motor		
02	Opening of foundation bolts and shifting/replacement of 3.3 KV new and damaged HT motor within the Plant & placing it on its proper position.	8	Per Motor		
03	Replacement of DE /NDE bearing of 11 KV HT Motor (Grease type only)	8	Per DE/NDE		
04	Replacement of DE / NDE bearing of 3.3 KV HT Motor.	16	Per DE/NDE		
05	Complete Cleaning of ESP Rectifier transformer, its terminal insulator, marshalling boxes, setting of Damping resistance & handle mechanism and tightening of all connection and testing if required.	256	per ESP rectifier transformer		
06	Opening of foundation bolts & shifting/replacement of new and damaged LT motor within the plant for 30.1 KW to 75 KW motor.	20	per motor		
07	Opening of foundation bolts & shifting/replacement of new and damaged LT motor within the plant for 75.1 KW to 160 KW motor.	16	per motor		
08	Replacement of bearing of LT motors of 30.1 to 75 KW motors	8	per bearing		
09	Replacement of bearing of LT motors of 75.1 to 160 KW motors	8	per bearing		
10	Overhead Laying of HT cable 1CX 630/500 mm^2 / Meter	600	per meter		
11	Overhead Laying of HT cable 3CX 400/300 mm^2 / Meter	600	per meter		
12	Overhead Laying of HT cable 3CX 185/150 mm^2 / Meter	1000	per meter		
13	Overhead Laying of LT cable 1CX 630 mm^2 / Meter	1000	per meter		
14	Overhead Laying of LT cable 3CX 185/240 mm^2 / Meter	600	per meter		
15	Overhead Laying of LT cable 3CX 150 mm^2 / Meter	600	per meter		
16	Overhead Laying of LT cable 3CX 300/400 mm^2 / Meter	600	per meter		
17	Generator adaptor box opening and connection tightening of the generator flexible and cleaning of the support insulator of adaptor box.	8	per Generator adaptor box		
18	Maintenance of SPBD i.e. cleaning of insulators, tightening of connection, replacement of insulator and rubber bellows.	1000	per meter length of bus duct		
19	Maintenance of Three phase IPBD i.e. PT Cubicle and outdoor cleaning.	4	LS		
20	Maintenance of street lighting pole and complete fixture including circuit from JB to luminary fixture and LED.	400	per Street Pole		
21	Removal of old grease from bearing housing hub and greasing of NDE side bearing of CEP motors.	12	per Motor		
				1st Year total	**2nd Year total**
Total amount for Part B = First year + second year					

Note: -

1. **The above rate quoting sheet is for reference only. The rates must be filled on line in the prescribed format/sheet/BOQ.**
2. The L-I bidder will be calculated on the basis of total overall rates quoted for Part-A & Part-B.
3. EPF/ESI/Labour laws and other statuary requirements are to be complied with.
4. T&P and Consumables are to be provided and maintained by the contractor as per Annexure-VIII.
5. All the terms and conditions of the NIT be read carefully before quoting the rate.
6. GST shall be paid extra as applicable.



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ANNEXURE-X

Format for Contract Agreement

This contract agreement entered in to this _____ day of the month of _____, 2027 between Haryana Power Generation Corporation Ltd., a body corporate constituted under the Indian Company Act, 1956 herein after called Corporation which terms shall include all its heirs and successors on the one hand and M/s _____. The contractor which terms shall include all its heirs and successors on the other hand.
Whereas a contract for _____ at RGTPP, Khedar, Hisar during overhauling in _____ as officially described in tender documents issued against NIT no ._____ dated _____ and concluded by the issue of Work Order no. _____dated _____ appended here to between Corporation & Contractor. Whereas Contractor further agrees to abide by all labour laws, rules and regulations which may be enforced from time to time. Where the contractor also agrees to absolve the HPGCL from all risks & responsibilities towards the labour engaged by the contractor during execution of the above said work.

The contractor will comply all provisions of the relevant labour laws/Acts and the rules /regulations framed there under. In the event of Rajiv Gandhi Thermal Power Plant, Khedar, Hisar being obliged to pay the compensation, the contractor will indemnify the corporation. The labour regulation shall be treated as part of the contract. Any break of labour laws/regulation shall be treated as breach of the contract.

Here RGTPP, Khedar, Hisar and the contractor have agreed to execute an agreement. Now this deed witness and parties here to hereby mutually agree as above. In witness where of the contractor & HPGCL here to set their hands as under.

Signature of the contractor
In presence of witness

Signature & designation
and on behalf of HPGCL
In presence of witness

Witness

1.

2.

Witness

1.

2.

STATEMENT OF BIDDERS

1. Name of Bidder _____
2. Address of Head Office _____
3. Correspondence Address _____

   _____
4. Legal status
5. PAN & TIN Number of the Bidder (attached self attested photocopies)

   PAN _____ TIN _____

   GST No. _____.
6. Bank Details (attached signed cancelled cheque)
   - i) Bank Name & Address
   - ii) Bank Account Number
   - iii) Bank Branch Code
   - iv) IFSC Code of Branch
   - v) Nature of account (current/saving/OD/CC)
7. Main lines of Business
   - i. _____ since_____
   - ii. _____ since_____
   - iii. _____ since_____
8. Annual Turnover of past three year
   - i. _____
   - ii. _____
   - iii. _____
9. Past Experience: -

Name of Organization	Period	Reference of Contract	Order Value contract wise

10. Any other

Signature & Stamp of Bidder

Name & Designation of Authorized Bid Signatory _____

Annexure-XII

Earnest Money Declaration Form

(In case of bidder is registered as contractor with Haryana Government on Haryana Engineering Works Portal).

1. I hereby submit a declaration that the bid submitted by the undersigned, on behalf of the bidder, (name of the Bidder), shall not be withdrawn or modified during the period of validity i.e. not less than 120 (one hundred twenty) days from the bid due date.
2. I, on behalf of the bidder, (Name of Bidder), also accept the fact that in case the bid is withdrawn or modified during the period of its validity or if we fail to sign the contract in case the work is awarded to us or we fail to submit a performance security before the deadline defined in clauses of the tender document, then (Name of Bidder) will be debarred for participation in the tendering process in any- Department/Boards/Corporations etc. of the Government of Haryana for a period of Two year from the bid due date of this work.

(Signature of the Authorized Signatory)
(Official Seal)

Annexure-XIII

Self-Undertaking for No-Default in Labour Laws Compliance.

"It is hereby certified that I/We i.e. M/s ..... is not under any default towards compliances under any of the labour laws presently, however in case at a later stage such certification found wrong then it will lead to misrepresentation of the facts and I/We i.e. M/s ..... shall be treated as blacklisted on this ground and action shall be taken as per regulation 36 & 37 of the HPGCL Works & Purchase Reglations, 2015."

(Sign. & Stamp of contractor)

Annexure-XIV

UNDERTAKING OF MANPOWER ENGAGED BY THE CONTRACTOR

I _____S/o Sh._____

resident of _____working with

M/s_____ as _____ hereby give undertaking that I will not claim any lien / any service in HPGCL in lieu of service render to the Firm M/s _____against

Work order No. _____Dated _____.

Signature & Stamp of Contractor. **Signature of worker**

Annexure-XV

Acceptance Certificate

I _____Designation _____

of (Name of the Company) _____

_____

hereby accept all the terms and conditions given in the above tender document.

For M/s _____

Annexure-XVI

Undertaking from the vendor (on vendor's letter head for not generating e-invoice)

We M/s. …….. having PAN …… and GSTIN Registration Number ……..hereby undertake that our Aggregate Turnover (as per Section 2(6) of Central Goods and Services Tax Act, 2017) for latest FY does not exceed the prescribed threshold (as on the date of this declaration) for generation a Unique Invoice Registration Number (IRN) and QR code as per the provisions of Central Goods and Services Tax Act, 2017 and rules there under ("GST Law"). Further, we also undertake that if the aggregate turnover of M/s. ……. exceeds the current threshold or revised threshold notified by Government of India at any future date, then we shall issue invoice and credit note in compliance with the required provisions of GST Law. In case of any queries from the any state or centre Goods and Services Tax authorities, M/s. ……will be solely responsible.

Yours Truly,
For M/s……

Authorized Signatory Name:
Designation:

Annexure-XVII

Undertaking from the vendor (on vendor's letter head) regarding validation of GST registration (for each GST number separately)

1) GST registration of GST no……..in name of M/s…….is valid as on date……...

2) No default has ever been made by me/my firm in name of …… in filing the various GST returns and deposit of GST dues with the department with respect to GSTN……..

Yours Truly,
For M/s……

Authorized Signatory Name:
Designation:

Annexure-XVIII

Undertaking cum declaration from the vendor (on vendor's letter head)

i. I undertake to submit a CA certificate regarding validity of GST registration on every six months during the tenure of contract.
ii. I undertake to submit copies of GSTR I and GSTR 3B/challans as evidence to deposit of GST with certification that GST collected from HPGCL, to be specified in exact rupees, has been paid to Govt. vide this challan (specifying the challan no. & date of deposit) and returns filed (date of filing of return) includes the transaction of supply of Good or/and services to HPGCL.
iii. I undertake to inform immediately the HPGCL about initiation of any proceeding (if any) against me/my firm under the GST laws which may result in suspension or cancellation of GST number of the Vendor.

Yours Truly,
For M/s……..

Authorized Signatory Name:
Designation:

Annexure-XIX

Undertaking cum indemnity bond from the vendor (on vendor's letter head) regarding timely deposition of GST

1) Certified that we are registered as taxable person under GST Act, our GST no. is ---------- and which is active as on----------.
2) Certified that bill for the month of----------in which GST has been claimed, is included in all the GST returns submitted by us to the GST authorities.
3) Certified that we shall deposit the amount of GST collected from RGTPP/HPGCL to the Government exchequer within the time specified under the GST Law.
4) Certified that the goods/services on which GST has been charged have not been exempted from GST under GST Act. The rate/amount of GST in these goods/services is correct under the provisions of the GST Act.
5) We give Undertaking-cum-indemnity bond to RGTPP/HPGCL that we shall indemnify to RGTPP/HPGCL for any loss sustained in case we does not deposit the GST to the government exchequer, which it has recovered from the M/s HPGCL as tax.

Yours Truly,
For M/s……

Authorized Signatory Name:
Designation

Annexure-XX

(To be printed on your letter head and to be signed with seal)

Declaration for not imposing highest TDS/TCS rate as per Section 206CCA/206AB of income Tax Act 1961

Sr. No.	Particular	Details			
1	Name of Firm				
2	PAN Number				
3	Whether ITR filed within the time limit provided u/s 139(1) of Income Tax Act for two previous financial years	Yes		No	
4	If yes, kindly provide the detail along with self-certified copy of ITR/Acknowledgment of last two financial year.	F/Year	Acknowledgment No.		Date of Filing
5	Declaration with respect to aggregate amount of Tax Deducted at Source (TDS) and Tax Collected at Source (TCS) in each of the above F/years	F/Year	Total Amount of TDS and TCS		Yes / No
			Rs. 50000/- or more		
			Rs. 50000/- or more		
6	In case ITR not filed due to time limit prescribed under section 139(1) of income Tax act has not been expired	It is hereby declared /undertaken that we shall file the ITR within prescribed time limit and immediately after filing of ITR will submit the self-certified copy of Acknowledgement of ITR			
7	Contact Person				
	- Name				
	- Mobile No.				
	- E Mail Id				

I/we hereby certify that the declaration made above is true and correct. If there is any change in the above information, I/we would promptly intimate the same to RGTP, HPGCL. Further, I/we would also submit any document/information required/needed to support the above information, as and when required by RGTPP, HPGCL.

In the event that above declaration is found to be false/incorrect/misleading etc. due to which M/s RGTPP, HPGCL is held liable for any consequence under the Act, I/we would indemnify M/s RGTPP, HPGCL towards any loss/damage incurred in the regard.

Yours Sincerely

Annexure-XXI

TECHNICAL CHECK LIST FORMAT

(To be filled/uploaded online only)

Sr. No	Technical Specification	Bidder Response (Yes / No)
1.	Tender cost with e-service fees	
2.	Earnest Money Deposited / Earnest Money Exemption	
3.	Bidder(s) shall have HEWP contractor Identity while applying for the tender.	
4.	Proof for GST number and PAN.	
5.	Statement of bidders as per Annexure-XI	
6.	Acceptance of all terms & conditions of tender Annexure-XV.	
7.	**Documentary Evidence regarding Qualification Criteria:**	
	The bidder should have minimum 1-year experience of Annual Maintenance Contract of HT Motor, HT Switchgear & other electrical equipment in any thermal power station /NTPC/ Electricity boards/PSUs in the preceding 7 years ending in which applications are invited having minimum order value as under	
8.	*Bidder to have minimum order value as under: -* *Single order of the value not less than* Rs. 1,14,21,823/- including GST *Or*	
	Two orders of the value not less than Rs. 71,38,640/- *each including GST* *Or*	
	Three orders of the value not less than Rs. 57,10,912/- *each including GST*	
	Note: The bidder must have experience of having successfully executed work order(s) for the same or similar works in HPGCL / NTPC / any SEB / any PSUs / any Corporations / Central Govt. / State Govt. / Semi Govt. or any thermal / Hydel Plant	
9.	The tender documents of only those bidders shall be considered who fulfil the eligibility criteria and submit documentary evidence in support of the same along with a copy of a Performance Certificate/Repeat Order from the same organization if any. The authentic documentary evidence in support of their claim of having said experience should be enclosed in technical bid for consideration of their tender.	
10.	Bidders must have average annual turnover in last three consecutive financial years ending prior to the financial years in which applications are invited shall not be less than Rs. 1,42,77,279/-. Firm has to supply copy of audited balance sheet showing the turnover or certificate from Chartered accountant in this regard.	
11.	The contractor should have registered under Contract Labour (Regulation & Abolition) Act, 1970 and possesses a valid labour license from Labour Department of Haryana for deploying the workers on the work or the bidder has to give an undertaking that he will apply within one month from the date issue of work order (if applicable).	
12.	Documentary Proof for Permanent EPF and ESI Registration number.	
13.	Firm should submit a certificate to the effect that the tenderer is not presently black listed from any Public Sector undertakings of Central Govt. / State Govt. / SEBs / Corporations / any other reputed Thermal / Hydel Plant etc.	
14.	Firm has to certify itself for its eligibility with supportive documents to participate in the NIT stating that it is not under any default towards compliance under any of the labour laws presently, however in case at the later stage such certification found wrong then it will lead to misrepresentation of the facts and the firm shall be treated as blacklisted on this ground and action shall be taken as per regulation 36 & 37 of the HPGCL Works & Purchase Regulation, 2015.	
15.	Authority letter in the name of the Authorized Person who has signed the Tender Document / Price Bid on behalf of the Contractor / Company.	