



RAJIV GANDHI THERMAL POWER PLANT, KHEDAR, HISAR

(A UNIT OF HARYANA POWER GENERATION CORPORATION LIMITED)

An ISO: 14001 and OHSAS: 18001 Certified Company

(Regd. Office – Urja Bhawan, Sector-6, Panchkula)

Company Identity Number: U45207HR1997SGC033517

Website:- www.hpgcl.org.in Email:- xenbmd1.rgtp@hpgcl.org.in Ph. No. [8222023857](tel:8222023857)



(An ISO 9001, 14001 & OHSAS 18001 Certified Company)

TENDER DOCUMENT

FOR

ARC for Cleaning Work of Boiler & its auxiliaries
for 2x600 MW, Unit-I&II, RGTPP, HPGCL, Khedar, Hisar

NIT No.- 292/RGTPP/BMD-1/514

Dated:10.03.2026

**Executive Engineer/BMD-I,
For Chief Engineer/RGTPP,
RAJIV GANDHI THERMAL POWER PLANT,
HPGCL, Khedar, Hisar.
Telephone No.:- 8222023857**



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ONLINE NOTICE INVITING 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 ARC for cleaning work of Boiler & its auxiliaries for 2x600 MW, Unit-I&II, RGTPP, HPGCL, Khedar, Hisar

Tender Enquiry No.	NIT No.: 292/RGTPP/BMD-I/514 Dated 10.03.2026
Description of Work	ARC for Cleaning Work of Boiler & its auxiliaries for 2x600 MW, Unit-I&II, RGTPP, HPGCL, Khedar, Hisar
Earnest Money (EMD)	Rs. 2,08,400/-
Cost of Tender documents (Non-refundable)	Rs. 1,180/-
E-services fees (Non-refundable)	Rs. 1,180/-
Start date and time of tender uploading	10.03.2026 17:00 hrs.
Last date for submission of online tender	09.04.2026 up to 11:00 hrs.
Due date & time of opening of technical bid (Part-I)	11.04.2026 12:00 hrs.

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

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 Lakh 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/BMD-I,
For Chief Engineer/RGTPP
HPGCL, Khedar, Hisar.**

Instructions to bidder on Electronic Tendering System

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 ids:-

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).

1.5 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.

1.6 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.

1.7 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.

1.8 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>.

1.9 For help manual please refer to the 'Home Page' of the e-procurement website at <https://etenders.hry.nic.in> and click on the available link 'How to .?' to download the file.

1.10 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. Opening of an Electronic Payment Account

Tender document can be downloaded online. Bidders are required to pay the tender documents fees online using the electronic payments gateway service.

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 N.I.T 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. Download of Tender Documents

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

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	10.03.2026 at 17:00 hrs	09.04.2026 upto 11:00 hrs
2.	Technical Opening (Part-I)	11.04.2026 at 12:00 hrs	-	-
3.	Short listing of Technical bids & Opening of Price/ Financial Bid	Will be intimated to the firms on Portal		

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

8.1 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.

8.2 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.

8.3 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.

9. 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.

10. Bidder shall ensure that payment shall be made at least 2 days prior to last date of submission of the bid.
11. Rates shall be quoted by the tenderer in the format supplied by purchaser. No deviation in terms shall be allowed.
12. 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.
13. 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.
14. 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.
15. 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.

16. Standard Operation Procedures under GST and TDS provisions

The standard Operation Procedure adopted by HPGCL under GST and TDS provisions are given below: -

1. The below mentioned undertaking have to be submitted by bidder on its letter head while submitting tender on e-portal:-
 - 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. **Points 1.1 to 1.3 in one undertaking (Annexure-XIV)**
 - 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. **Points “a” to “e” in one undertaking (Annexure-XV)**
 - 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. **(Annexure-XV)**
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 crore 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 vendor who are not generating e-invoice in already provided format if their turnover is less than 5 crore should be given an undertaking as **Annexure-XVI**.
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 which 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- XIII to XVI mentioned above on its letter head while submitting tender on e-portal. Their bid can be reject by HPGCL in absence of these undertaking.

**Executive Engineer/BMD-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 documents will only be accepted for those who qualify the following criterion: -

- i. Bidder to have minimum one year experience of cleaning work in areas of Boiler/Turbine/ Switchyard/Coal Handling Plant in any Thermal Power Station of HPGCL/NTPC/PSUs/Private Thermal Power Plants during last seven year ending last day of the month previous to the one in which bids are invited. The minimum value of work orders executed for the above referred work during last 7 year ending last day of the month previous to the one in which bids are invited should be as below: -
Single Order of the value not less than Rs. 40.55 Lacs OR
Two Orders of the value not less than Rs. 25.34 Lacs each. OR
Three Orders of the value not less than Rs. 20.27 Lacs each.
- ii. The Bidder must have average annual turnover in last three consecutive financial years ending 31.03.2025 shall not be less than Rs. 50.69 lac
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.
- iii. 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.
- iv. The bidder should possess EPF Account Number, ESI Registration Number and GST Registration Number.
- v. The firm should submit a certificate that the firm is not blacklisted in any organization in last 5 years ending last day of the month previous to the one in which bids are invited.
- vi. Bidder(s) must have HEWP contractor Identity while applying for the tender failing which firm's tender will be straight way rejected.
- vii. 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.

Note:-

- (i) The tender documents of only those bidders shall be considered who fulfill the eligibility criteria and submit documentary evidences in support of the same along with copy of performance certificate/repeat order from the same organization if any.
- (ii) 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.
- (iii) 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.
- (iv) Average Annual Turnover = Sum of the Annual Turnover of preceding three years/ 3 (as per audited Accounts).
- (v) Other income shall not be considered for arriving at annual turnover.
- (vi) 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 Chartered Accountant shall be considered acceptable.
- (vii) Eligibility of the black listed firms to participate in NIT: - The firms who have been blacklisted by HPGCL or any other Centre or State Power Utility/Board or Corporation/or any other Thermal/Hydro Electricity project shall not be eligible to bid against the NIT of HPGCL. However: -

- a) 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.
 - b) Blacklisting of the firm by any unit of HPGCL shall be considered as ineligibility of the firm at any other project of HPGCL.
 - c) 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.
 - d) 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 regulations (36 and 37) of the corporation.
- (viii) The firm should fill statement of bidders Performa as per Annexure-XII and submit authentic supporting documents for proving its credential. Original documents may be asked for verification at the time of finalizing the tender.
- (ix) Decision of the HPGCL regarding fulfillment of Pre-qualification requirement shall be final and binding upon the bidders.
2. Conditions of the contract and other information can be had from the Boiler Maintenance Division-I/RGTPP (e-mail: xenbmd1.rgtp@hpgcl.org.in, Telephone No.:01693-250136/8222023857,8222023849) on any working day prior to last date of downloading of tender documents & bid preparation.
 3. The Tender Document can also be downloaded from HPGCL website - www.hpgcl.org.in.
 4. The tender will only be submitted on the centralized e-procurement portal i.e. <https://etenders.hry.nic.in>.
 5. 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.
 6. The "Application for Bidding" along with the "Terms and conditions of the contract and its all Annexures 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.
 7. The tenderer shall submit their tender in two parts- the first part containing documents for qualifying criteria, technical specification, schedule of deliveries, and all other terms and conditions except the rates (price bid) and the second part containing the rates (price bid) quoted for each item as well as other related terms like freight, works tax, VAT, price escalation etc.
 8. Rate Quoting Sheet :-
 - a) The tenderer will quote their rates strictly as per the Rate Quoting Sheet.
 - b) Conditional Discount offered by any tenderer will not be considered for the purpose of relative comparison of rates quoted by participating tenderers.
 9. 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. The tenderer will quote their rates strictly as per details of specifications.
 10. 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.
 11. 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.
 12. The rates quoted by the tenderer should be very competitive and as prevailing in the market and should be firm and lump-sum. Prices should be quoted per unit also wherever applicable and asked.

13. The validity of the tender/offer shall be for 120 days from the date of opening of the price bid.
14. 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.
15. No deviation shall be allowed. However, in case of deviation of taxes etc., the same be loaded for comparison purpose.
16. 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.
17. 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.
18. The bidder shall bear all costs including 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.
19. The whole work against this tender shall be awarded to a single firm i.e. L-1 bidder whose overall quoted/equated prices are lowest for the complete package.
20. The bidders shall supply partnership deed in case of partnership firm and Memorandum of Association and Article of Association in case of a company.
21. Chief Engineer/RGTPP 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.
22. **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.
23. **Corrupt or Fraudulent Practices**
Bidders/contractors shall have high ethic during the procurement process and execution of contracts and bidders/contractors do not indulge in corrupt or fraudulent practices. In pursuance of this policy, the Corporation: -
 - a. define, for the purposes of this provision, the terms corrupt practice and fraudulent practice as follows:
 - (i) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution: and
 - (ii) "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Corporation, and includes collusive practice among Bidders (prior to or after tender submission) designed to establish tender prices at artificial, non-competitive levels and to deprive the Corporation of the benefits of free and open competition.
 - b. will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
 - c. will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a corporation contract if it is any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a corporation contract.

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

DETAILED SCOPE OF WORK FOR CLEANING OF BOILER & ITS AUXILIARIES FOR UNIT-I & II AT RGTPP, KHEDAR, HISAR.

A. Daily Cleaning of Boiler

1. Daily cleaning of Boiler area includes the following: -
 - a) Area below furnace i.e. around bottom ash hopper & Seal air fans,
 - b) Area around coal mills i.e. regular cleaning which exclude reject coal from mill reject system.
 - c) Area around ID, FD & PA Fans.
 - d) Floors below various air & flue gas ducts up to Chimney.
 - e) Path ways in boiler area.
 - f) Area around and inside the lifts of Boiler Unit-I&II.
2. The cleaning work should be completed with the help of brooms, spades, kassies and spatulas etc. The ash/ garbage and rubbish will be collected at suitable place and which later on lifted by using tractor-trolleys. Labour should be deployed in such a way that complete boiler area as mentioned above should remain clean. Contractor should deploy sufficient labour in general duty hours on all the days including Sundays & holidays.
3. All pipe-laid trenches and drains in the above-mentioned boiler area will be cleaned daily by taking out ash & mud and collecting it at suitable place for its further disposal by using tractor trolleys in the designated area.
4. The contractor shall further get all the areas in this scope cleaned with air and water once in a week or as per requirement as directed by Engineer-in-Charge.
5. Lifting & disposal of ash collected by tractor-trolley in the area specified by Engineer-in- Charge.

B. Regular Cleaning of Boiler Floors (above zero meter to 80 meter) & Various Equipments includes the following: -

1. Regular cleaning of boiler including all floors of complete furnace (furnace height is around 80 mtrs.) & roof of pent house.
2. Regular cleaning of APH's area.
3. Cleaning of fly ash / coal dust / debris/ oil from boiler buck stays, Boiler structures etc.
4. Cleaning of fly ash / coal dust / debris from Primary Hot Air Ducts & Secondary Hot Air Ducts.
5. Cleaning of fly ash / coal dust / debris/ oil from various boiler equipments i.e. CC Pumps, valves etc.
6. Bringing down the fly ash/ garbage to zero-meter level by suitable methods and dumping the same at the place as directed by the Engineer-in-Charge.
7. Cleaning also involves removing cobweb, bee-hives from all roofs and boiler structure.
8. Regular cleaning of ID Fans, FD Fans, PA Fans, Seal Air Fans, Seal Air Blowers of APH's & ID Fan's dampers.
9. Cleaning of foundations of various fans.
10. Cleaning of suction duct top area of FD & PA fans.
11. Regular cleaning of Flue Gas Ducts, Cold Air Ducts, pipes & valves etc.
12. Cleaning of Roofs of ESPs.
13. The contractor shall further get all the areas in this scope cleaned with air once in a week or as per requirement as directed by Engineer-in-Charge.
14. Cleaning and handling of splashed fuel oil (HFO/LDO) in boiler area, subsequent degreasing of various floors in any structure and equipment in boiler area.

C. Regular Cleaning of Fuel oil Pump Houses includes the following: -

1. Cleaning of floors of Pressurizing & Unloading Pump House oil tank areas.
2. Cleaning and handling of splashed fuel oil (HFO / LDO) in day oil tank area/ storage tank area subsequent degreasing of various floors in any structure and equipment in where oil has splashed.
3. Cleaning of pump house drains/trenches including removal of water and oil accumulated in drain/ sumps of pressurizing pump house and unloading pump house (within the Pump house building and in periphery of oil tanks).
4. Cleaning of Dirty oil tank pits at Pressurizing Pump House & Unloading Pump House.

D. Lifting & disposal of ash emptied from inside of various ducts, boiler & its associated auxiliaries during shut down except annual overhauling of the Units: -

1. Disposal of ash lifted after emptying the flue gas/ air ducts from inside and boiler & its associated auxiliaries by means of tractor-trolley in the area as specified by Engineer-in-charge during shut down of the plant except annual overhauling of the Units.
2. The ash disposal will be restricted to 500 m³ per unit per year. Payment will be made on the basis of actual work done.

Note:-

1. For effective cleaning work as defined in above scope, following team must be deployed. Team consists of at least two persons.
 - i. One team each at zero to 80 meters of Boiler in Unit-I & II
 - ii. One team each for seal air fans, Bottom ash area and boiler lifts in Unit-I & II.
 - iii. One team each at ID, FD, PA Fans and road/trench between ESP and Fans.
 - iv. One team each at Coal mill area, area between Unit-I & II, Feeder floors in Unit-I & II.
 - v. One team at Fuel oil Pump house.
 - vi. Services of above teams can be utilized anywhere as per site requirement by Engineer-in Charge of the concerned Units.
2. Any of the work relating to above scope not indicated but required to be carried out as per site requirement is deemed to be included and contractor shall accomplish the same at no extra cost.
3. The labour can be engaged in any other area on specific occasions as per the direction of Engineer-in-Charge.
4. Firm should make duty roaster to ensure availability of adequate manpower at all the day/time including Sunday and holiday.

**Executive Engineer/BMD-I,
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GENERAL TERMS & CONDITIONS

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 as per **Annexure-XI**. Acceptance certificate as per Annexure-VIII is also to be submitted.

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. 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

- 3.1 Every tenderer, while submitting his tender, should online deposit an amount of Rs. 2,08,400/- (Rupees Two Lac Eight Thousand and Four Hundred Rupees only) as the earnest money (EMD).
- 3.2 The earnest money furnished by the successful tenderer 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.
- 3.3 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.
- 3.4 The security deposit of the contractor shall be retained by HPGCL for faithful execution of the contract.
- 3.5 Security deposit shall be released only after-(a) completion of entire period of the contract and after completion of 30 days of Guarantee/Warranty period, on the certificate of Engineer-in-charge/EIC for successful completion of Guarantee/Warranty period and submission of requisite documents like last EPF/ESI return by the contractor. (b) payment of GST by vender/contractor which was charged from HPGCL.
- 3.6 No interest shall be paid on EMD/Security Deposit for the period it remains deposited with HPGCL.
- 3.7 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) LOSS OF HPGCL PROPERTY DURING THE CONTRACT PERIOD

The contractor shall ensure that no damage or loss is done to HPGCL's property or human being in the jurisdiction of work site. In case it is found that, there is any loss to HPGCL's property or human being due to negligence of any labour/worker the same shall be made good by the contractor at his own cost.

5) **PAYMENT TERMS**

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

6) **MODE OF PAYMENT**

Payment shall be released by the Sr. Accounts Officer/Account Officer, RGTPP through RTGS/NEFT, in the ESCROW 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/etc. For payment through RTGS/NEFT, the contractor will open the requisite ESCROW account by a tripartite agreement with HPGCL and State Bank of India within 7 days of issue of the work order and will intimate the complete bank details viz. Name of Bank/Branch, Account Number, Type of Account, IFSC code etc, to Sr. Accounts Officer/Account Officer. No payment to the contractor shall be release other than in an ESCROW account opened for the purpose. No Bank charges etc. of any kind shall be paid by HPGCL.

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) **COMPLETION PERIOD**

The period of contract shall be for 02 years from the date of commencement of work. A notice of 7 days shall be given for starting the job, but the contractor should be able to mobilize his resources within 24 hours, if necessity arises. The period of contract may be extended up to 03 months at the same rates & terms and conditions at the sole discretion of HPGCL.

9) **PENALTY/DEDUCTIONS**

- a) If cleaning of equipment/ site is not maintained properly then a penalty of Rs. 5,000/- per unit per day will be deducted from the monthly bill.
- b) In case deployed team is insufficient with regard to assigned work prescribed in the contract, causing delay in execution of assigned work, then penalty of Rs. 5,000/- per day per instance for the respective unit (I or II as the case may be) will be imposed.
- c) Additionally in case the cleaning of the area, spillage of Ash/Garbage during transportation or any other work covered under scope is not found satisfactory than penalty of Rs. 5,000/- for each occurrence will be imposed.
- d) In case of non-deployment of Bobcat/Mini JCB as per direction of Engineer-In-Charge whenever required, a penalty of Rs. 5,000/- per instance shall be imposed. Advance intimation shall be given verbally/telephonically/email to engage the JCB by the Engineer-In-Charge.
- e) The overall penalty shall be imposed up to maximum of 10% of contract value of work order.

Note:-

- i. Penalties under sr. no. b, c and d shall be over and above of the penalty at Sr no. a.
 - ii. Monthly contract value means basic value of the monthly contract value exclusive of taxes and duties if charged separately.
- a. 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

10) **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 the monthly bill in duplicate to the executive-in-charge along with the followings: -
 - a) The contractor shall submit the monthly bill in duplicate. The bill should be on the contractor's bill book duly serially numbered and bearing date of issue, contractors EPF code, ESI code, GST number, PAN etc.. A photo copy of the documents as such EPF code, ESI code, GST number, Labour license, PAN etc. shall be attached with the 1st running bill for reference and record.
 - b) Self-attested copy of the deposit challan of EPF contribution, 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 no. in the appropriate prescribed performa.
 - c) Self-attested copy of the attendance sheet, wages register and evidence of wage payment.
 - d) The contractor will provide the undertaking (as per Annexure-XV) regarding deposition of GST collected from HPGCL with Bills.
- 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 mentioned below.
- 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 pertain to the labour deployed at site and none of the worker has been excluded there from. (c) The record entry of the work done has been taken in the 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 Chief Labour Welfare Officer / Factory Manager stating that contractor has complied with all labour laws and safety clearance certificate from Chief Safety Officer. In case of non-availability of Chief Labour Welfare Officer/Chief Safety Officer from EIC.
- v) Turnover Certificate is to be attached with the bills as per prescribed format.
- vi) Undertaking of GST as Annexure-XIII to XVI and TDS undertaking as Annexure-VII is to submitted by the firm along with the bill.

Note:- Documents attached along with the contractor bill should be referred in the forwarding letter of the executive office forwarded the bill for pass and payment.

11) **PERFORMANCE BANK GUARANTEE**

Unless agreed otherwise, firm shall submit bank guarantee of the nationalized bank equivalent to 10% of the contract value in the prescribed proforma valid up to one month after completion of warrantee period

12) **FORCE MAJEURE**

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

12) **IDLE LABOUR CHARGES**

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

13) **OVER RUN CHARGES**

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

14) WATCH & WARD

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

15) FACILITIES TO BE ARRANGED BY CONTRACTOR

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

16) STATUTORY DEDUCTIONS

Statutory deduction on account of Income Tax etc. including surcharge shall be made at source from the bills of the contractor at the prevailing rates.

17) FACTORIES ACT/MINIMUM WAGES ACT/INSURANCE ACT/ EPF ACT ETC.

Strict adherence of various applicable laws like the Factories Act, Minimum Wages Act, ESI Act, Payment of Wages Act, the workman's Compensation Act, EPF 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/ESI contributions will be deposited by the contractor in his own EPF/ESI code no. in the respective account of the workers. The contractor will submit the copy of EPF/ESI challan to the Labour Welfare Officer, at the time of payment along with corresponding list of workers. The contractor shall make the payment of wages to its labour/worker/driver in their saving account only. Documentary evidence thereof shall be submitted along with the running bill.

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 workman 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 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 L.O.I, 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 the 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 or both the contractor and the corporation under this 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 Arbitrator of Managing Director/ HPGCL or an officer appointed by the MD, HPGCL as his nominee. The award of the Arbitrator shall be final and binding on 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 work, place of performance or place of payment under the contract, the contract shall be deemed to have been made at the place from which the acceptance of tender has been issued.

22) JURISDICTION

The contract shall be deemed to have entered into at Hisar and all cause of actions in relation to the contract shall, therefore, be deemed to have arisen within the jurisdiction of the court of Hisar, Distt. Hisar, Haryana or the related high court of Punjab and Haryana, Chandigarh.

23) 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 contractor with the HPGCL.

24) 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 CE/RGTPP, HPGCL.

HPGCL reserves the right to cancel the work order at any time without assigning any reasons and will not be responsible and will not pay for any expenses or losses that may be incurred by the contractor towards preparation/mobilization for execution of the job against work order.

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For Chief Engineer/RGTPP,
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SPECIAL TERMS & CONDITIONS

1. Deployment of cleaning Team

For effective cleaning work as defined in scope of work, following team must be deployed. Team consists of at least two persons.

- i. One team each at zero to 80 meters of Boiler in Unit-I & II
- ii. One team each for seal air fans, Bottom ash area and boiler lifts in Unit-I & II.
- iii. One team each at ID, FD, PA Fans and road/trench between ESP and Fans.
- iv. One team each at Coal mill area, area between Unit-I & II, Feeder floors in Unit-I & II.
- v. One team at Fuel oil Pump house.
- vi. Services of above teams can be utilized anywhere as per site requirement by Engineer-in Charge of the concerned Units.
- vii. Supervisor (common): 01 person

Note: The above manpower is inclusive of leave adjustment and driver for tractor-trolley for transportation of collected garbage to the designated disposal area.

T&P requirement:

- The contractor has to supply one no. tractor-trolley round the clock.
- The contractor has to arrange One no. Mini JCB/Bobcat of bucket size 0.4 cum for 200 hrs per unit per year as per site requirement. Payment for arrangement of Mini JCB/Bobcat shall be paid as per actual work done. Firm will be bound to take over the work of cleaning of boiler and its auxiliaries for both units from the date of start of contract "**As is where is basis**".

2. Electricity, air & water will be provided free of cost at one point per unit as per requirement of job.

3. ACCOMMODATION

- a) Suitable one no. Type-II & one no. Type-III/IV 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.
- b) Supervisor along with adequate staff is bound to stay near plant locality i.e. within 04 km from plant or in accommodation if provided by HPGCL so that in case of emergency, he along with his staff could reach plant immediately to attend plant emergency.

4. TRANSPORTATION

a) Material Transportation

The contractor shall make his own arrangement for transportation of the material from stores to site of work,

b) Manpower Transportation

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 employees of contractor 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) The labour/employees engaged by the contractor shall not be below the age of 18 years and exceeding 60 years.
- c) 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.
- d) The contractor shall also indemnify HPGCL against any liability towards its labour for non-compliance of labour laws etc.
- e) The contractor will terminate such employee who is not able to do his job as per satisfaction and whose behavior 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.

- f) Copy of attendance sheet & wages sheet, ESI Contribution, EPF Slips and LWF Contribution challan 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 cleaning 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 cleaning work simultaneously at no 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.
 - 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. Any expenditure incurred by HPGCL arising out of the negligence of the contractor would be recovered from his bills / pending dues.
7. 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.

8. PERIOD OF THE CONTRACT

The period of contract shall be for two years from the date of start of work. Normally a notice of seven days shall be given for starting the job, but the contractor should be able to mobilize his resources within 24 hours, if necessity arises. The period of contract may be extended up to 3 months at the same rates & terms and conditions, at the discretion of HPGCL.

9. 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.

- 10. The successful contractor shall provide the Mobile Phone facility to his supervisors individually. The contractor shall intimate the contact no./mobile nos. immediately after the award of contract.
- 11. 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.

12. 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.

13. PRESERVATION & STORAGE OF MATERIAL

All the material issued to the contractor by the HPGCL or brought by the contractor for its bonafide use shall be stored and preserved against any loss/ damage/ shrinkages or deterioration in any form. Any damage/ losses suffered on this account shall be considered as loss due to willful negligence on part of the contractor and shall be liable to compensate HPGCL for these losses suffered at panel rates to be determined by the HPGCL. The rates charged for the purpose of recovery shall be final and binding on the contractor.

14. ENGINEER-IN-CHARGE

- a. The Engineer-in-Charge (i.e. AEE/AE) 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 or on holiday.
- b. The decision of Engineer-in-charge for determining the category and completion time of the work shall be final.
- c. In case the contractor fails to do the extra/ substituted work, RGTPP / HPGCL will have the right to get the work done through another agency at the risk & cost of the contractor.

15. **In case Executive-in-charge feels that full contract manpower is needed during the shutdown then he may retain the manpower with the approval of Superintending Engineer for the period as per site requirement**

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TECHNICAL TERMS & CONDITIONS

1. Consumables for cleaning will be arranged / provided by the firm. In case contractor fails to bring sufficient consumables to site without which HPGCL work is suffering, HPGCL shall be procuring the same from the market and recover the cost from the contractor's bill @1.5 times the purchase price of the item.
2. Contractor has to make his own arrangement for wire brush, gloves, bulbs, wires and holders for temporary lighting etc. at work place.
3. Personal protective equipment's for the safety of workers, safety belt etc. shall have to be arranged by the contractor.
4. The entire work shall be completed by the contractor within the time given by Engineer-in-Charge.
5. The description of works has been given in the scope of work at Annexure-I of work order. It will be obligatory on the part of the contractor to carry out left over jobs relating to the system.
6. Contractor should deploy tentative manpower in general duty hours on all the days including Sundays & holidays as specified in clause no. 1 of special terms and conditions.
7. The work shall be started immediately after getting written/verbal instructions from the authorized representative of the Engineer-in-charge.
8. The electricity for site office at nearest point will be provided free of cost. The contractor will be responsible to use the same judiciously.
9. If required, the space for office and store can be provided if available by HPGCL. The site office should be well painted and constructed in such a way that it should give a good look.
10. Lifting and transportation of collected ash, coal dust, coal debris and other waste material by hand cart or tractor / trolley to the dumping yard or to the place as directed by Engineer-in-Charge.
11. Special tools & tackles required for cleaning
 - a. All tools & tackles and consumable for proper cleaning shall be arranged by the contractor at his own cost. However, air and water & electricity required for cleaning shall be provided nearest available point in free of cost basis.
 - b. The contractor shall keep the following tools & tackles in sufficient Nos. i.e. Broomsticks, Belcha, Foara, Hand Brush, Flower Broom, Bamboo Rod, Morter Pan, Feather Brush, Hose Pipe or any other tools & tackles required for cleaning.
 - c. The contractor shall bring all consumable for proper cleaning like bleaching powder, vim, surf, kerosene / petrol, jute, air hose pipe at least 50m in length (02 nos.) and water hose pipe of at least 50m in length with nozzles (2 sets).
12. The cleaning work generally be carried out from 8.00 Hrs. to 17.00 Hrs.
However, under special circumstances the contractor shall have to engage labour in odd hours for which no extra payment shall be made.

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

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 _____

UNDERTAKING OF STAFF ENGAGED

I _____ S/o Sh. _____
R/o _____ working with
M/s _____ hereby give
undertaking that I will not claim 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

RATE QUOTING SHEET

Subject: Running contract for cleaning work of Boiler & its auxiliaries for 2x600 MW, Unit-I&II, RGTPP, HPGCL, Khedar, Hisar.

Cleaning work of Boiler & its auxiliaries for 2x600 MW, Unit-I&II, RGTPP, HPGCL, Khedar, Hisar 1st Year						
Sr. No.	Description of Work	Qty. for U-1 [a]	Qty. for U-2 [b]	Total Qty. [c] = [a] + [b]	Rate in Rs. per month for item at Sr. No.1, 2 & 3 and in Rs. per m³ for item at Sr. No.4 (without GST) [d]	Total Amount for both Units (without GST) (Rs.) [e] = [c] x [d]
1.	Daily Cleaning of Boiler & its aux. ground floor area (12 months for each Unit)	12 months	12 months	24 months	(Not to be quoted in this sheet. Rates be filled only in financial bid on the portal. This sheet is for reference only)	
2.	Regular Cleaning of Boiler Floors (above zero meter to 80 meter) & Various Equipment's (12 months for each Unit)	12 months	12 months	24 months		
3.	Regular Cleaning of Fuel Oil Pump Houses Tank Area, common site for both Units (12 months for both Units)	12 months	-	12 months		
4.	Lifting & disposal of ash emptied from inside of various ducts during shut down (500 m ³ for each Unit)	500 m ³	500 m ³	1000 m ³		
5.	Deployment of One no. Mini JCB/Bobcat of bucket size 0.4 cum (200 Hrs per unit per year)	200 hrs	200 Hrs	400 Hrs		
Total =						X
Cleaning work of Boiler & its auxiliaries for 2x600 MW, Unit-I&II, RGTPP, HPGCL, Khedar, Hisar 2nd Year						
1.	Daily Cleaning of Boiler & its aux. ground floor area (12 months for each Unit)	12 months	12 months	24 months	(Not to be quoted in this sheet. Rates be filled only in financial bid on the portal. This sheet is for reference only)	
2.	Regular Cleaning of Boiler Floors (above zero meter to 80 meter) & Various Equipment's (12 months for each Unit)	12 months	12 months	24 months		
3.	Regular Cleaning of Fuel Oil Pump Houses Tank Area, common site for both Units (12 months for both Units)	12 months	-	12 months		
4.	Lifting & disposal of ash emptied from inside of various ducts during shut down (500 m ³ for each Unit)	500 m ³	500 m ³	1000 m ³		
5.	Deployment of One no. Mini JCB/Bobcat of bucket size 0.4 cum (200 Hrs per unit per year)	200 hrs	200 Hrs	400 Hrs		
Total =						X

Note: - 1. GST shall be paid extra as applicable.

2. The above sheet is for reference only. The rate must be filled in rate quoting sheet attached in the website.

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

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

CONTRACT AGREEMENT

This contract agreement entered in to this _____ day of the month of _____, 2026 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 in _____ as officially described in tender documents issued against NIT No . _____ dated _____ and concluded by the issue of Work Order No. _____ dated _____ appended hereto 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

Witness

1.

1.

2.

2.

Statement of Bidders

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

Email ID :

Phone No.:

- 4. Legal status
- 5. PAN & GST 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 years

- 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 _____

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

1.1.1. GST registration of GST no..... in name of m/s.....is valid as on date.....

1.1.2. 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:

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

- 1.1 I undertake to submit a CA certificate regarding validity of GST registration on every six months during the tenure of contract.
- 1.2. 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.
- 1.3. 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:

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

- a) Certified that we are registered as taxable person under GST Act, our GST no. is -----
--- and which is active as on-----.
- b) 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.
- c) 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.
- d) 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.
- e) 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:

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

We M/s. having PAN and GSTIN Registration Numberhereby undertake that our Aggregate Turnover (as per Section 2(6) of Central Goods and Services Tax Act, 2017) for FY 2024-25 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 thereunder ("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:

Performa for declaration under Section 206AB/Section 206CCA

Declaration

I, _____, _____ (Designation) of _____ (Name of the Corporation / Company / Board / Trust), having PAN - _____ (here in after referred as the Corporation / Company/ Board / Trust), hereby declare and affirm as under:-

1. That the Corporation / Company / Board / Trust is a regular income tax assesses.
2. That the Corporation / Company / Board / Trust has been filing its return of income tax regularly.
3. That the Corporation/ Company/ Board/ Trust as filed return of income tax for the financial year 2023-24 and 2024-25 under the provisions of Section-139 (1) of the Income Tax Act., 1961 as per details given below:-

Assessment Year	Acknowledgement Number	Date of filing

4. That the new provisions of section 206AB / Section 206 CCA which require deduction/ collection of tax at source at higher rates or not applicable to our Corporation/ Company/ Board/ Trust and hence tax may not be detected/ collected at source at higher rates.

(Deponent)

That whatever stated above in the above stated para(s) are true to my knowledge and belief.

(Deponent)

Annexure-XVIII

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 Regulations, 2015."

(Sign. & Stamp of contractor)

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 or proof of EMD exemption	
3	Bidder(s) must have HEWP contractor Identity while applying for the tender.	
4	Proof for GST number, PAN, EPF & ESI	
5	Statement of bidders as per NIT	
6	Acceptance of all terms & conditions of tender	
7	Documentary Evidence regarding Qualification Criteria:	
8		Bidder to have minimum one year experience of cleaning work in areas of Boiler/Turbine/ Switchyard/Coal Handling Plant in any Thermal Power Station of HPGCL/NTPC/PSUs/Private Thermal Power Plants during last seven year ending last day of the month previous to the one in which bids are invited
9	The minimum value of work orders executed for the above referred work during last 7 year ending last day of the month previous to the one in which bids are invited should be as below: - Single Order of the value not less than Rs. 40.55 Lacs OR Two Orders of the value not less than Rs. 25.34 Lacs each. OR Three Orders of the value not less than Rs. 20.27 Lacs each.	
	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 31.03.2025 shall not be less than Rs. 50.69 lacs. 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	
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	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.	
13	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.	
14	Authority letter in the name of the Authorized Person who has signed the Tender Document / Price Bid on behalf of the Contractor / Company.	