



RAJIV GANDHI THERMAL POWER PLANT
(A Unit of Haryana Power Generation Corporation Limited)
(Regd. Office: C-7, Urja Bhawan, Sector-6, Panchkula)
Corporate Identity No. U45207HR1997SGC033517
GST Registration No. 06AABCH4536J1ZM PAN No. AABCH4536J
Website: www.hpgcl.org.in, Email ID: xenbmd2.rgtp@hpgcl.org.in



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

TENDER DOCUMENT

FOR

**ANNUAL MAINTENANCE CONTRACT FOR GENERAL / ROUTINE / PREVENTIVE/
BREAKDOWN MAINTENANCE OF COAL MILLS (BOWL TYPE HP 1103),
GRAVIMETRIC RC FEEDERS (BELT TYPE) & PF PIPING'S FOR 2X600 MW
UNIT-I&II AT RGTPP, KHEDAR, HISAR.**

NIT No. 25/RGTPP/BMD-II/F-482

Dated: -15.03.2024

**XEN/BMD-II, RGTPP
FOR CHIEF ENGINEER/RGTPP,
RAJIV GANDHI THERMAL POWER PLANT,
HPGCL, KHEDAR, HISAR.**

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HARYANA POWER GENERATION CORPORATION LIMITED

Regd. Office – C-7, Urja Bhawan, Sector-6, Panchkula

Corporate Identity Number: U45207HR1997SGC033517

GST Registration No. 06AABCH4536J1ZM PAN No. AABCH4536J

Website: www.hpgcl.org.in Telephone No. 09315164616

An ISO: 9001, ISO: 14001 and OHSAS: 18001 Certified Company

ONLINE NOTICE INVITING TENDER

E-tenders in two parts are invited on behalf of CE/RGTPP, Haryana Power Generation Corporation Limited (HPGCL) Khedar, Hisar from eligible parties, for work of AMC for General / Routine / preventive/ Breakdown Maintenance of Coal Mills (Bowl Type HP 1103), Gravimetric RC Feeders (Belt Type) &PF Piping's for 2x600 MW Unit-I&II at RGTPP, Khedar, Hisar.

Tender Enquiry No.	NIT No. 25/RGTPP/BMD-II/F-482 Dated: 15.03.2024
Description of Work	AMC for General / Routine / preventive / Breakdown Maintenance of Coal Mills (Bowl Type HP 1103), Gravimetric RC Feeders (Belt Type) &PF Piping's for 2x600 MW Unit-I&II at RGTPP, Khedar, Hisar.
Earnest Money	Rs.7,42,900/- (Rs. Seven Lakhs Forty Two Thousand Nine Hundred Only.)
Cost of Tender documents (Non-refundable)	Rs.1,180/- (Rs. One Thousand one hundred eighty only)
E-services fees (Non-refundable)	Rs.1,180/- (Rs. One thousand one hundred eighty only)
Period of Contract	Two Years
Start date and time of tender uploading	15.03.2024, 19:00 hrs.
Last date for submission of online tender	08.04.2024, 16:00 hrs.
Due date & time of opening of Technical bid (Part-I)	11.04.2024, 12:00 hrs.

Executive Engineer/BMD-II,
for Chief Engineer/RGTPP,
HPGCL, Khedar, Hisar.

Information Regarding Online Payment of Tender Document, eService & 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 eService 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. Those agency who are exempted from EMD, should submit proof of related documents at least 10 days before end date of “**Downloading of Tender Documents & Bid Preparation**” stage to **publisher of the tender i.e. concerned Executive Engineer.**

The following are exempted from depositing the earnest money:-

- i) Central/ Haryana state government agencies applying in response to the tender. Provided further that the provision of this regulation may not apply to a public sector undertaking of the central/ Haryana state government with whom separate terms regarding security deposit, if any, may be negotiated/ provided for.
 - ii) Firms borne on D.G.S. & D/DS&D Haryana rate contracts. The exemption shall be for the specified items which are available on DGS&D/DS&D rate contract.
 - iii) Firms registered with the Director of Industries, Haryana or registered with National Small Industries Corporation, Govt. of India. The exemption shall be on specified items which are available on Director of Industries, Haryana/ National small 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 Lakhs for quoting at the respective Project/office of HPGCL, or Rs. 20 Lakh for quoting anywhere in 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 at Annexure-II.

Executive Engineer/BMD-II,
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@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.in>, and 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. 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 date and time
1	-	Downloading of Tender Documents & Bid Preparation	15.03.2024, 19:00 hrs.	08.04.2024, 16:00 hrs.
2	Technical Opening (Part-I)		11.04.2024, 12:00 hrs.	
3	Shortlisting 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. Bid Preparation (Technical & Financial) Online Payment of Tender Document Fee, eService fee, EMD fees of online Bids:

8.1. The bidders shall have to pay for the Tender document fee, EMD fees & eService Fee (Rs.1180/-) 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 eService 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 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. 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 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.
 13. 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.

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

OR

The bidder must have experience of having successfully executed Purchase Order(s)/Work Order(s) in HPGCL / NTPC / Any SEBs/Any PSUs/Any corporations / Central Govt. / State Govt. / Semi Govt. or in any Thermal/Hydel Plant and have annual turnover and other eligibility conditions as given below: -

Experience of Execution of Purchase Order/Work Order

The bidder should have minimum 1 year experience of maintenance of Bowl or Ball Tube Coal Mills of generating unit of 110MW & above in the preceding 7 years ending 29.02.2024 and having minimum order value as under: -

Single order of the value not less than Rs.139.41 Lakhs.

Or

Two orders of the value not less than Rs.87.13 Lakhs each.

Or

Three orders of the value not less than Rs.69.71 Lakhs each.

- ii. Bidder must have average annual turnover in last three consecutive financial years ending 31.03.2024 shall not be less than Rs.1,65,99,300/-
- iii. The contractor should have registered under Contract Labour (Regulation & Abolition) Act, 1970 and possesses a valid labour license for deploying the workers on the work or will obtain the same within 15 days of issuance of work order.
- iv. The firm should submit a certificate that the firm is not blacklisted in any organization.
- v. **Bidder(s) shall have HEWP contractor identity while applying for the tender.**

Note:

- a) 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 up to 29.02.2024 (duly supported by successful completion/execution certificate for such period/value) shall be taken into consideration for assessing the eligibility criteria.
- b) 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.
- c) Average Annual Turnover = Sum of the Annual Turnover of preceding three years / 3 (As per audited Accounts).
- d) Other income shall not be considered for arriving at annual turnover.
- e) 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.
- f) 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:-
 - 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 regulation 36 and 37 of the corporation.

- g) The firm should fill statement of bidders Performa as per Annexure-X and submit authentic supporting documents for proving its credential. Original documents may be asked for verification at the time of finalizing the tender.
- h) 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 office of XEN/BMD-II. (E-mail: xenbmd2.rgtp@hpgcl.org.in, Tele fax & Telephone No. 01693-250137/8222023837/9315027251) 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 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.
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, GST, price escalation, etc.
8. **RATE QUOTING SHEET**
The tenderer will quote their rates STRICTLY AS PER THE RATE QUOTING SHEET. No deviation in terms shall be allowed.
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.
- a) 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 authority.
- b) The rate negotiations will be held as per Govt. of Haryana negotiation policy amended from time to time.
14. No deviation shall be allowed. However, in case of deviation of taxes etc., the same be loaded for comparison purpose.

15. 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.
16. 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.
17. 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.
18. **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.**
19. 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.
20. **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, etc. The site will be handed over to the firm on 'as is where is' basis.

Executive Engineer/BMD-II,
for Chief Engineer/RGTPP,
HPGCL, Khedar, Hisar.

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 07 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. 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.7,42,900/-** (Rs. Seven Lakhs Forty Two Thousand Nine Hundred Only.) as the earnest money.

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 The Security Deposit shall be 10% of the Contract value in all the cases. The deduction of the security deposit shall be regulated as per following:-

For Annual Maintenance Contract	10% amount of the monthly running bill shall be kept as security deposit.
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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 completion of the 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.

3.6 No interest shall be paid on Security Deposit for the period it remains deposited with HPGCL.

3.7 The 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 security deposit furnished by the contractor.
- vi) The forfeiture of 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.

5) MODE OF PAYMENT

Payment shall be released by the Sr. Accounts Officer/Accounts Officer, RGTPP 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. Bank charges, if any, shall have to be borne by the tenderer/contractor.

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/completed to match with other activities in progress of the unit.

For Annual Maintenance 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, as per the requirement of the contract.
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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 by 10% of the contract value. Payment shall not be made for the work not done. In case of increase of quantum of work, the 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. PENALTY FOR DELAY

- a) If the quality of work is not up to the satisfaction of Engineer-in-Charge or there is delay in attending of jobs, a penalty @ 5% of the monthly lump sum charges (i.e Part-A) shall be levied on the contractor for each default.
- b) If cleaning of equipment is not maintained properly then a penalty of Rs.1,000/- per unit per day will be deducted from monthly lump-sum charges under Part-A.
- c) For the works covered under Part-B, a penalty @ ₹20,000/- per default shall be levied upon the firm, if there is delay in attending the job or non-deployment of sufficient manpower due to which delay occurred. The completion time as per work order will be indicated in the indent. However, relaxation may be given by Engineer In-charge if delay is on the part of HPGCL due to non-availability of spare etc. Plea of firm for intimating many works at a time will not be entertained and firm is bound to deploy sufficient skilled manpower.
- d) If any unit is put under shut down for overhauling, then firm will be communicated in writing about the date before which the firm shall complete all the works. The date of completion shall be 3-4 days prior to date of completion of scheduled/planned overhauling and these 2-3 days will be kept for testing and trial run of equipment for smooth operation of plant during light up and onwards. If completion of overhauling is preponed then relaxation can be given to firm but if date of light up is not preponed, firm is bound to complete the work within given time frame, plea of firm for intimation of additional work shall not be entertained) If the time taken for the completion of any or all items of works exceeds the completion period intimated to firm, penalty @ ₹10,000/- per equipment per day per unit shall be levied on the total charges to be paid to the contractor for incomplete activities scheduled to be carried out during shutdown period.
- e) Monthly payment to the labour/manpower will have to be paid latest by 7th of each month failing which a penalty @ 2% of the monthly lump sum charges (i.e Part-A) shall be levied on the contractor for each default.
- f) Penalty @ ₹10,000/- shall be imposed upon the firm for each default, if T&P, Special T&P, welding machines, Oxygen/acetylene/ LPG cylinders, safety equipments, consumables, measuring instruments, etc. required for smooth execution of work is found to be not available resulting in delay in execution of any work intimated by Engineer In-charge.
- g) If any material (Scrap, T&P, repairable item, re-useable item, new item, Consumables etc.) is found lying on site beyond designated area after given stipulated time of 48 hours, then penalty of Rs.1000/- per incidence per day per unit will be imposed.
- h) The penalty as imposed above during the month shall be subject to maximum 20% of total contract value i.e. total base value of work order awarded to firm for 2 years. This shall exclude all statutory deductions and all taxes. Contract value means basic value of the contract exclusive of taxes and duties if charged separately.

9. DOCUMENTATION

The contractor and the executive in-charge of the work shall ensure the following document 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 bill in duplicate to the executive in-charge along with the followings:

- a) Bill for the work done, in duplicate. The bill should be on the contractor's bill book duly serially numbered and bearing date of issue, contractor's EPF code, ESI code, GST number, PAN & TIN. A photo copy of the documents such as EPF code, ESI code, GST number, Labour license, PAN & TIN etc. as applicable shall be attached with the 1st running bill for reference and record.
 - b) Self attested copy of the deposit challan of EPF & ESI contribution, wages slip, 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 (Bank statement of workers).
 - d) Undertaking from contractor regarding deposit of GST collected from HPGCL.
- 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 mentioned at iii & iv 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 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.
- Note:** - Documents attached d along with the contractor bill should be referred in the forwarding letter of the executive office forwarded the bill for pass and payment.

10. PERFORMANCE BANK GUARANTEE: Not Applicable.

11. GUARANTEE/ WARRANTY

- a. The contractor shall give guarantee for the work done for a period of 90 days from the date of successful commissioning of equipment repaired.
- b. During the liability period, if any defect is observed in the equipment, which is attributed to poor workmanship or poor quality of material used by the contractor, the same shall be attended by the contractor 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 & cost of the contractor.

12. FORCE MAJEURE

The delay in the completion of the 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. and
- 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.

13. 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 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.

14. OVER RUN CHARGES

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

15. WATCH & WARD

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

16. FACILITIES TO BE ARRANGED BY CONTRACTOR

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.

17. STATUTORY DEDUCTIONS

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

18. FACTORY 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 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 90% payment along with corresponding list of workers. The contractor shall make the payment of wages to its labour/worker in their bank account only. Documentary evidence thereof shall be submitted along with the running bills.

19. 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.

20. SAFETY RULES

During the execution of work at RGTPP the 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.

21. 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/contractor 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.

22. 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.

23. SET OFF

Any sum of money due and payable to the supplier/contractor 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.

24. SUBLETTING AND ASSIGNMENT: -

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

Note: -

1. Unless agreed otherwise the above terms and conditions of the contract will form the part of the work order after finalizing the proposal. The word tenderer where ever used above shall be read as contractor. The non-applicability / modification in the aforesaid clauses if agreed shall be mentioned / attached in / with the work order specifically.
2. Any other term not defined in instructions to the bidder or above terms and conditions should be interpreted as defined in HPGCL Purchase Regulation "2015".
3. The term "Bid" and "tender" and their derivatives ("Bidder / Tenderer" "Bidding / Tendering") are synonymous. Singular also means plural.

Executive Engineer/BMD-II,
for Chief Engineer/RGTPP,
HPGCL, Khedar, Hisar.

PART-A**MAIN SCOPE OF WORK****MAIN SCOPE OF WORK (Along with estimated completion time)****Two Year Maintenance Contract for General / Routine / Preventive /Breakdown Maintenance of Coal Mills (Bowl Type HP 1103) Gravimetric Raw Coal Feeders (Belt Type) & Pulverized Fuel Piping's for 2x600 MW Unit-I&II at RGTPP, Khedar, Hisar.**

1. Cleaning of coal dust from coal mill body, RC Feeder body, coal piping, railing, platform, ducting and actuators etc. on regular basis. Removing of all cobwebs & beehives. The scope of cleaning excludes ground floor of mill area. (24 Hours for all area)
2. Attending of the coal leakage from coal pipes / coal mill body applying sodium silicate / asbestos rope / any other adhesive or minor welding works.(1 Hour per leakage)
3. Belt tracking of RC Feeder while in service to ensure smooth operation.(4 hours/ feeder)
4. Opening and closing of doors/manholes of Coal Mill, RC Feeder, Duct etc. for inspection.(2 Hours)
5. Oiling and greasing of various rotating / moving components / gates / damper mechanism of mill and feeder etc. (4 Hours per equipment)
6. Cleaning of lube oil filter, lube oil cooler (water side) including opening and re-fixing.(6 hours)
7. Preventive maintenance / up keeping of hoist of coal mill including cleaning, greasing etc. (1 day/hoist)
8. Replacement of flexible hoses of Seal Air installed at coal mills. (12 hours/ mill)
9. Cleaning / Filtration / Replacement/ top-up of oil by appropriate method as & when required.(1 day/mill)
10. Priming of all lube oil pumps as and when required. (30 minutes/mill)
11. Replacement of Tie bolt & nut for roller setting of coal mills, if any. (1 day/ mill)
12. Dynamic Roller gap setting and spring gap adjustment of one coal mill and normalization including opening and closing man-holes. (8 hours/ mill)
13. Reclamation of journal lower housing / journal shaft by metal building. (6 Hours)
14. Emptying of mill choking including central feed pipe. (24 Hours per instance)
15. Gap setting of lower skirt assembly and normalization including cleaning of seal air ports. (24 Hours)
16. Repair of Scrapper assembly including its hard facing. (6 Hours/ mill)
17. Repair/Replacement of Shroud plate (6 Hours/mill)
18. Repair/hard facing of vane wheel /Bowl extension ring segments if any. (12 hours/mill)
19. Adjustment of spring compression by making all studs jamming free. (24 Hours/mill)
20. Adjusting the Gap of Shroud Plate including hard facing, if required. (12 hours/mill)
21. Replacement of diaphragm of Hot Air Duct. (6 hours/ mill)
22. Replacement of oil of journal assembly. (8 hours/mill)
23. Replacement / servicing of take up screw block housing and belt tracking. (4 hours/mill)
24. Replacement/servicing of head pulley including replacement of bearings. (8 hours/feeder)
25. Emptying & cleaning of feeder and discharge pipe up to R.C. feeder outlet gate due to choking at discharge end & cleaning of all internals including belt repair in situ position, if required. (24 hours per instance)
26. Opening & refixing of belt scrapper including replacement, if any. (4 hours/feeder)
27. Removal of any foreign material struck up at inlet of feeder including removal of coal if required. (8 hours/ feeder)
28. Replacement of oil seal of gear box of Cleanout Conveyor / Main drive gear box. (4 hours per instance)
29. Clearing of choking of pulverized fuel pipe outlet from mill out let to furnace. (24 hours per pipe)
30. Replacements of MS water/airline at mills. (24 hours)
31. Gas cutting of MS Plate if any at mill. (1 hour per item)
32. Inspection of Coal Mills and RC Feeders and minor repair work, if any. (24 Hours)

NOTE:-

1. Above work related to routine/preventive maintenance are of indicative nature and may be carried out periodically. Out of the above job, some activities will be required to be undertaken as per the requirement on daily need basis. Extensive work of hardfacing may be got carried out in each preventive maintenance and contractor is expected to be well prepared for the job.
2. Any of the works relating to above scope not indicated but required to be carried out as per site requirement is deemed to be included and contractor is bound to carry out the same at no extra cost.

3. The contractor has to execute all the jobs Under Part-A as many times as required as per instruction of Engineer In-Charge for smooth running of plant.
4. In case, some problem is observed in carrying out the work due to non-availability of spare with HPGCL or anything which is beyond control of contractor, relaxation in time of completion can be given by Engineer-in-charge and its decision will be final. Quality of workmanship shall not be compromised.

Firm will be intimated by Engineer-in-charge or its representative verbally/ telephonically/ sms/ whatsapp/ in writing to Site-Incharge /supervisor of firm to start any of the work required for smooth operation of plant at any time 24x7. In case of any dispute/query, the firm may approach to XEN concerned in writing.

Executive Engineer/BMD-II,
for Chief Engineer/RGTPP,
HPGCL, Khedar, Hisar.

PART-B**VARIABLE SCOPE OF WORK (UNIT RATES FOR PURPOSE OF VARIATION IN SCOPE OF WORK)
FOR FIRST YEAR**

Sr. No	Description of Work	Unit	Completion Time	Tentative freq. for first year
1	Repair, replacement / servicing of 03 Nos. journal assy. including journal head liners, trunion bushes & all its components including alignment of bearings for all three nos. roller assy, oil seals and seal wear ring replacement and again installation and normalization including hard facing, if any without roller replacement.	Set	5 days	7
2	Work same as above, for 1 no. roller assy.	Each	36 Hrs.	50
3	Replacement / repair and servicing of spring assembly opening and re-fixing of all components. Setting the desired spring compression and normalization.	Each	12 Hrs.	2
4	Removal of journal assembly from mill, Replacement of mills grinding roll and re-fixing (3 Nos.)	Set	48 Hrs.	5
5	Work same as above, but for one roller assembly.	Each	16 Hrs.	6
6	Replacement of trunion bush for 1 no. roller assy.	Each	8 Hrs.	1
7	Rotation of trunion from one position to another for all three roller assembly of mill.	Each Mill	8 Hrs.	1
8	Replacement of worn-out bull ring segments and normalization.	Set	24 Hrs.	6
9	Replacement of bowl extension ring segment's (Set of Eight pieces).	Set	24 Hrs.	1
10	Work same as above, for one Bowl extension ring segments.	Each	8 Hrs.	1
11	Replacement of complete worn-out vane wheel assembly consisting of Eight segments.	Set	24 Hrs.	5
12	Work same as above, for one no. vane wheel segments.	Each	6 Hrs.	9
13	Replacement of air restriction ring.	Set	6 Hrs.	7
14	Replacement of air restriction ring.	Each	4 Hrs.	15
15	Replacement of deflector liners support on all three sides of mills.	Set	18 Hrs.	5
16	Replacement of deflector liners supports one side of mills.	Each	9 Hrs.	2
17	Replacement of all deflector liners consisting of lower deflector liners & intermediate liners with weld plug arrangement.	Each	24 Hrs.	11
18	Replacement of any type of the deflector liner/jr. assy. Guard/RLD/bottom liner/ with weld plug arrangement.	Each	6 Hrs.	44
19	Repair/Replacement of upper & lower skirt assy. and normalization including cleaning of seal air ports.	Each	18 Hrs.	2
20	Repair/Replacement of lower skirt assy. and normalization including cleaning of seal air ports.	Each	12 Hrs.	3
21	Replacement of scrapper assembly.	Each	6 Hrs.	27
22	Decoupling and Coupling of Mill including replacement of components, if required.	Each	20 Hrs.	2
23	Replacement / Repair of mill motor coupling, mill motor alignment & normalization.	Each	24 Hrs.	3
24	Replacement/servicing of Pulverized Coal Gate valve (Mill Discharhe Valves or MDVs).	Each	12 Hrs.	16

25	Repair / Replacement of 1 No. MPO After removing of discharge gate valve including hard facing, if any, re-fitment / alignment of PC pipes & necessary locking of pipes.	Each	10 Hrs.	28
26	Repair / Replacement of all 4 Nos. MPO after removing of all 4 nos. discharge gates, hard facing if required including locking of coal pipes.	Set	36 Hrs.	4
27	Replacement / repair / hard facing of ventury and ventury collar.	Each	5 days	10
28	Replacement/Repair/Rotations of inner cone and hard facing if required.	Each	3 days	13
29	Servicing / Replacement of all the classifier vanes of coal mill.	Set	18 Hrs.	8
30	Replacement / repair of ventury vanes set of 4 PCs & hard facing, if required.	Set	12 Hrs.	6
31	Replacement of mill side liners & Wear Plate including providing the insulation.	Each	8 Hrs.	3
32	Gap Setting of Clearance Air Seal Assy. including opening & refixing of air seal guard.	Each	12 Hrs.	18
33	Complete overhauling of mill including all the works mentioned above, as per requirement of mill.	Each	10 days	7
34	Repair of bowl/bowl hub or both.	Each	3 days	1
35	Replacement of damaged bolts of mill base of mill after opening of bowl cover and related components including tilt out of roller assy., if required. Refixing and normalizing.	Set	24 Hrs.	1
36	Replacement of Lube Oil after cleaning / flushing of oil tank and gear box. Diesel for flushing shall be arranged by the firm.	Each	20 Hrs.	7
37	Replacement of bolts of inner cones / support pipes (03 Nos.) of inner cones of coal mills.	Set	12 Hrs.	4
	GRAVIMETRIC RAW COAL FEEDERS			
38	Servicing of raw coal gate (feeder inlet / feeder outlet / Bunker outlet).	Each	6 Hrs.	5
39	Replacement / opening & refixing of belt including cleaning / servicing of head pulley/take up pulley /span rollers all the relevant components (full work).	Each	10 Hrs.	26
40	Opening & refixing of all skirt plates including repairs if any.	Each	8 Hrs.	1
41	Servicing /replacement of belt drive reducer gear box including replacement of components.	Each	12 Hrs.	2
42	Decoupling/coupling of belt drive motor & its alignment with gear box.	Each	4 Hrs.	1
43	Replacement / opening & refixing of dresser coupling of RC feeder.	Each	4 Hrs.	1
44	Repair / Replacement of Down Spout/Cone of center feed pipe of RC Feeder.	Each	12 Hrs.	4
45	Repair / servicing of cleanout conveyor chain by changing chain pin / link etc. and normalization of relevant components.	Each	6 Hrs.	16
46	Repair / servicing / replacement of cleanout conveyor gear box including normalization.	Each	6 Hrs.	10
	P.F. PIPING/CENTER FEED PIPING			
47	Attending leakage by MS/SS welding in coal discharge feed pipe or any location for attending leakage by patch. The size of patch is Approx. up to 250X300 mm and 12mm thick.	Each	2 Hrs.	447
48	Erection and removal of scaffolding to facilitate maintenance work at coal mill/PC piping/Raw & pulverized coal gates at any location above 3 mtr. Sqr.	Per mtr. Sqr.	3 Hrs.	1149

49	Replacement of PC bends/elbow or transition piece / Spool piece with coupling or after fitting of 1meter straight pipe at both ends.	Each	20 Hrs.	120
50	Replacement / opening and refixing of Victaulic coupling including replacement of rubber gasket.	Each	3 Hrs.	1
51	Opening and refixing of expansion bellow assembly of pulverized coal pipe including repair of protection plate at inside.	Each	12 Hrs.	92
52	Replacement of straight pieces of coal discharge pipe of diameter 28"/center feed pipe of mill.	per Mtr. length	10 Hrs.	294
53	Replacement/Repair / Servicing of wearable adjustable shrink hole (adjustable orifice) in pulverized coal piping.	Each	6 Hrs.	5
	GATES AND DAMPERS			
54	Servicing of one no. power cylinder & reinstalling In its position.	Each	8 Hrs.	1
55	Servicing of hot air regulating dampers including replacement of bearings of shaft/links if any (06 Nos.)	Set	10 Hrs.	2
56	Servicing of cold air gate/ hot air gate including replacement of SS seals of hot shut off gates, if any	Each	12 Hrs.	9
57	Servicing of cold air damper.	Each	10 Hrs.	1
58	Replacement of Actuator installed at hot / cold / mix air damper and Feeder gates at any elevation.	Each	10 Hrs.	1
59	Servicing of mechanical portion of actuator / replacement of actuator. Mechanical servicing of seal air damper/feeder outlet or inlet gate.	Each	10 Hrs.	8
	MISCELLANEOUS			
60	Replacement of water line valve/ airline valve/ flow-Sight (including servicing) up to 100mm.	Each	4 Hrs.	1
61	Servicing of any seal air valve in mill/ RC feeder.	Each	3 Hrs.	1
62	Clearing of choking of mill at duct inlet/scrapper body.	Each	3 Hrs.	30
63	Replacement / repair of eroded MS sheet of duct.	Per Sq. Mtr.	3 Hrs.	6
64	Welding of air duct / Structure.	Per Mtr.	1 Hrs.	37
65	Repairing/servicing of hoist in coal mill areas. (16 Ton capacity single girder under slung beam motorized LT drive).Total hoists installed 28 Nos.	Each	48 Hrs.	1
66	Alignment of the motor & gearbox of hoist.	Each	6 Hrs.	1
67	Lube oil pump replacement/repair including opening and refixing of spider rubber / coupling and alignment.	Each	6 Hrs.	16
68	Replacement / servicing of mech. Seal of lube oil pump, orifice replacement / preventive maintenance including replacement of spider rubber and alignment	Each	4 Hrs.	17
69	Painting after thorough cleaning of surface (Two coats). Paint to be provided by HPGCL.	Per Sq. Mtr.	02 Hrs.	50
70	Fabrication and erection of Steel (Time as per indent).	Per Ton	As per indent	2

Note: The frequency of items is just indicative and provided for calculation of rates. These frequencies will vary as per requirement. Actual quantity may increase or decrease depending upon the actual running / wear & tear of equipment/s and occurrence of faults. There shall be no minimum mandatorily executable quantity for any item. Payment will be made as per actual job done.

VARIABLE SCOPE OF WORK (UNIT RATES FOR PURPOSE OF VARIATION IN SCOPE OF WORK) FOR SECOND YEAR

Sr. No	Description of Work	Unit	Completion Time	Tentative freq. for second year
1	Repair, replacement / servicing of 03 Nos. journal assy. including journal head liners, trunion bushes & all its components including alignment of bearings for all three nos. roller assy, oil seals and seal wear ring replacement and again installation and normalization including hard facing, if any without roller replacement.	Set	5 days	7
2	Work same as above, for 1 no. roller assy.	Each	36 Hrs.	50
3	Replacement / repair and servicing of spring assembly opening and re-fixing of all components. Setting the desired spring compression and normalization.	Each	12 Hrs.	2
4	Removal of journal assembly from mill, Replacement of mills grinding roll and re-fixing (3 Nos.)	Set	48 Hrs.	5
5	Work same as above, but for one roller assembly.	Each	16 Hrs.	6
6	Replacement of trunion bush for 1 no. roller assy.	Each	8 Hrs.	1
7	Rotation of trunion from one position to another for all three roller assembly of mill.	Each Mill	8 Hrs.	1
8	Replacement of worn-out bull ring segments and normalization.	Set	24 Hrs.	6
9	Replacement of bowl extension ring segment's (Set of Eight pieces).	Set	24 Hrs.	1
10	Work same as above, for one Bowl extension ring segments.	Each	8 Hrs.	1
11	Replacement of complete worn-out vane wheel assembly consisting of Eight segments.	Set	24 Hrs.	5
12	Work same as above, for one no. vane wheel segments.	Each	6 Hrs.	9
13	Replacement of air restriction ring.	Set	6 Hrs.	7
14	Replacement of air restriction ring.	Each	4 Hrs.	15
15	Replacement of deflector liners support on all three sides of mills.	Set	18 Hrs.	5
16	Replacement of deflector liners supports one side of mills.	Each	9 Hrs.	2
17	Replacement of all deflector liners consisting of lower deflector liners & intermediate liners with weld plug arrangement.	Each	24 Hrs.	11
18	Replacement of any type of the deflector liner/jr. assy. Guard/RLD/bottom liner/ with weld plug arrangement.	Each	6 Hrs.	44
19	Repair/Replacement of upper & lower skirt assy. and normalization including cleaning of seal air ports.	Each	18 Hrs.	2
20	Repair/Replacement of lower skirt assy. and normalization including cleaning of seal air ports.	Each	12 Hrs.	3
21	Replacement of scrapper assembly.	Each	6 Hrs.	27
22	Decoupling and Coupling of Mill including replacement of components, if required.	Each	20 Hrs.	2
23	Replacement / Repair of mill motor coupling, mill motor alignment & normalization.	Each	24 Hrs.	3
24	Replacement/servicing of Pulverized Coal Gate valve (Mill Discharge Valves or MDVs).	Each	12 Hrs.	5
25	Repair / Replacement of 1 No. MPO After removing of discharge gate valve including hard facing, if any, re-fitment / alignment of PC pipes & necessary locking of	Each	10 Hrs.	5

	pipes.			
26	Repair / Replacement of all 4 Nos. MPO after removing of all 4 nos. discharge gates, hard facing if required including locking of coal pipes.	Set	36 Hrs.	4
27	Replacement / repair / hard facing of ventury and ventury collar.	Each	5 days	10
28	Replacement/Repair/Rotations of inner cone and hard facing if required.	Each	3 days	13
29	Servicing / Replacement of all the classifier vanes of coal mill.	Set	18 Hrs.	8
30	Replacement / repair of ventury vanes set of 4 PCs & hard facing, if required.	Set	12 Hrs.	6
31	Replacement of mill side liners & Wear Plate including providing the insulation.	Each	8 Hrs.	3
32	Gap Setting of Clearance Air Seal Assy. including opening & refixing of air seal guard.	Each	12 Hrs.	18
33	Complete overhauling of mill including all the works mentioned above, as per requirement of mill.	Each	10 days	1
34	Repair of bowl/bowl hub or both.	Each	3 days	1
35	Replacement of damaged bolts of mill base of mill after opening of bowl cover and related components including tilt out of roller assy., if required. Refixing and normalizing.	Set	24 Hrs.	1
36	Replacement of Lube Oil after cleaning / flushing of oil tank and gear box. Diesel for flushing shall be arranged by the firm.	Each	20 Hrs.	7
37	Replacement of bolts of inner cones / support pipes (03 Nos.) of inner cones of coal mills.	Set	12 Hrs.	4
	GRAVIMETRIC RAW COAL FEEDERS			
38	Servicing of raw coal gate (feeder inlet / feeder outlet / Bunker outlet).	Each	6 Hrs.	5
39	Replacement / opening & refixing of belt including cleaning / servicing of head pulley/take up pulley /span rollers all the relevant components (full work).	Each	10 Hrs.	26
40	Opening & refixing of all skirt plates including repairs if any.	Each	8 Hrs.	1
41	Servicing /replacement of belt drive reducer gear box including replacement of components.	Each	12 Hrs.	2
42	Decoupling/coupling of belt drive motor & its alignment with gear box.	Each	4 Hrs.	1
43	Replacement / opening & refixing of dresser coupling of RC feeder.	Each	4 Hrs.	1
44	Repair / Replacement of Down Spout/Cone of center feed pipe of RC Feeder.	Each	12 Hrs.	4
45	Repair / servicing of cleanout conveyor chain by changing chain pin / link etc. and normalization of relevant components.	Each	6 Hrs.	16
46	Repair / servicing / replacement of cleanout conveyor gear box including normalization.	Each	6 Hrs.	10
	P.F. PIPING/CENTER FEED PIPING			
47	Attending leakage by MS/SS welding in coal discharge feed pipe or any location for attending leakage by patch. The size of patch is Approx. up to 250X300 mm and 12mm thick.	Each	2 Hrs.	447
48	Erection and removal of scaffolding to facilitate maintenance work at coal mill/PC piping/Raw & pulverized coal gates at any location above 3 mtr. Sqr.	Per mtr. Sqr.	3 Hrs.	1149

49	Replacement of PC bends/elbow or transition piece / Spool piece with coupling or after fitting of 1meter straight pipe at both ends.	Each	20 Hrs.	35
50	Replacement / opening and refixing of Victaulic coupling including replacement of rubber gasket.	Each	3 Hrs.	1
51	Opening and refixing of expansion bellow assembly of pulverized coal pipe including repair of protection plate at inside.	Each	12 Hrs.	42
52	Replacement of straight pieces of coal discharge pipe of diameter 28"/center feed pipe of mill.	per Mtr. length	10 Hrs.	294
53	Replacement/Repair / Servicing of wearable adjustable shrink hole (adjustable orifice) in pulverized coal piping.	Each	6 Hrs.	5
	GATES AND DAMPERS			
54	Servicing of one no. power cylinder & reinstalling In its position.	Each	8 Hrs.	1
55	Servicing of hot air regulating dampers including replacement of bearings of shaft/links if any (06 Nos.)	Set	10 Hrs.	2
56	Servicing of cold air gate/ hot air gate including replacement of SS seals of hot shut off gates, if any	Each	12 Hrs.	9
57	Servicing of cold air damper.	Each	10 Hrs.	1
58	Replacement of Actuator installed at hot / cold / mix air damper and Feeder gates at any elevation.	Each	10 Hrs.	1
59	Servicing of mechanical portion of actuator / replacement of actuator. Mechanical servicing of seal air damper/feeder outlet or inlet gate.	Each	10 Hrs.	8
	MISCELLANEOUS			
60	Replacement of water line valve/ airline valve/ flow-Sight (including servicing) up to 100mm.	Each	4 Hrs.	1
61	Servicing of any seal air valve in mill/ RC feeder.	Each	3 Hrs.	1
62	Clearing of choking of mill at duct inlet/scrapper body.	Each	3 Hrs.	30
63	Replacement / repair of eroded MS sheet of duct.	Per Sq. Mtr.	3 Hrs.	6
64	Welding of air duct / Structure.	Per Mtr.	1 Hrs.	37
65	Repairing/servicing of hoist in coal mill areas. (16 Ton capacity single girder under slung beam motorized LT drive).Total hoists installed 28 Nos.	Each	48 Hrs.	1
66	Alignment of the motor & gearbox of hoist.	Each	6 Hrs.	1
67	Lube oil pump replacement/repair including opening and refixing of spider rubber / coupling and alignment.	Each	6 Hrs.	16
68	Replacement / servicing of mech. Seal of lube oil pump, orifice replacement / preventive maintenance including replacement of spider rubber and alignment	Each	4 Hrs.	17
69	Painting after thorough cleaning of surface (Two coats). Paint to be provided by HPGCL.	Per Sq. Mtr.	02 Hrs.	50
70	Fabrication and erection of Steel (Time as per indent).	Per Ton	As per indent	2

Note: The frequency of items is just indicative and provided for calculation of rates. These frequencies will vary as per requirement. Actual quantity may increase or decrease depending upon the actual running / wear & tear of equipment/s and occurrence of faults. There shall be no minimum mandatorily executable quantity for any item. Payment will be made as per actual job done.

Executive Engineer/BMD-II,
for Chief Engineer/RGTPP,
HPGCL, Khedar, Hisar.

SPECIAL TERMS & CONDITIONS**1. MANPOWER STRENGTH FOR BOTH UNITS**

The contractor will engage sufficient manpower (site In charge, supervisors/Highly skilled, competent fitter, welder, technicians, gas cutters, riggers, helpers etc.) against the contract for Coal mills /RC feeders Sites of both the Units for smooth execution of the work. The category of manpower to be engaged shall be decided by the Engineer-In-Charge as per site requirement. Further in case the parallel work is required to be done at multiple sites then contractor must increase the number of supervisors, manpower depending upon site requirements for timely execution of work. However depending upon actual site conditions the contractor may have to increase the manpower temporarily / permanently for timely completion of works under the contract. No additional/extra payment will be made to contractor on account of engagement of additional manpower as stated above.

2. MEASUREMENT & BILLING**A. Payment under PART - A**

Case1. For the period when both Units will be in operation: 100% payment, after deducting 10% security deposit and statutory deductions, of the monthly running bill shall be made after satisfactory completion of work done.

Case2. In case of non-operation of unit/units, due to any reasons, on the prior instruction of HPGCL of at least 7 days and work/activity is not carried out, the payment will be made as mentioned under the clause no. 13 (b) of General terms & conditions.

Case3. In case if any unit remains under Annual Overhauling/Capital Overhauling, the payment under lump sum fixed monthly charges will be made on pro-rata basis for the period plant remains under operation.

Note:

1. On the above basis the firm will raise the monthly bills under Part-A separately for each Unit in equivalent amount in all above three cases.
2. Monthly contract value means per month contract value under Part-A for both Units.

B. Payment under PART - B

The payment will be made as per the actual work carried out. Bills for each unit will be raised for Part-B activities on basis of actual indents issued during the concerned period for which bill is being raised.

All the measurements shall be in metric system. All the works completed under part B will be measured by the representative of the concerned maintenance divisions i.e BMD-I or BMD-II. The dates of start/completion & date of measurement, award/indent wise for each equipment under Part B will be recorded in SMB after completion of all the jobs of the award. The time taken for each award shall be recorded on bill also. Normally a confirmed indent shall be issued before start of the work, but in case work is required to be started on holiday or after office hours, the work already carried out shall be confirmed by a post dated indent. The indent will indicate the date/time of start of work, details of works and the scheduled time of completion. The said indent after completion of work will then be returned back to the Engineer-in-Charge.

3. PERIOD OF CONTRACT

The period of contract for unit-I&II shall be for two years from the date of commencement of work. 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 three months at the same rates & terms and conditions at the discretion of HPGCL.

4. NEGLIGENCE

If the contractor neglects to execute the work with due diligence and expedition or refuses to do the work, then HPGCL may serve 15 days notice, in writing to the contractor to make good the failure within the stipulated time otherwise HPGCL shall be at liberty to take the work wholly or partially at the risk and cost of the contractor at a reasonable price. It shall be lawful for the HPGCL to retain any balance which may otherwise be due to the contractor on any account, if dues of the contract are not sufficient to cover the amount thus recoverable from the contractor and to recover the whole of the balance of the amount from the contractor by action at law or otherwise. The remedy under this clause will be in addition to and without prejudice to rights available to the HPGCL under other clauses of the terms and conditions.

5. RESPONSIBILITY OF THE CONTRACTOR

The contractor would be responsible for the following: -

- a. All the labour / workmen deployed during the execution of the contract shall be adequately got insured by the contractor at his own cost.
- b. 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 / Workman's Compensation Act shall be the responsibility of the contractor. Any expenditure incurred by HPGCL arising out of the negligence of the contractor would be recovered from his bills / pending dues.
- c. The good conduct of all the workmen at work site.
- d. The loss / damage caused to the property of HPGCL or any other agency of the contractor or any of his workman / employee.
- e. The contractor may employ such employees, as he may think fit to ensure the execution of the work to the entire satisfaction of Engineer-in-Charge. The employees would 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.
- f. 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 for any expense 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.
- g. The labour / employees engaged by the contractor shall not be below the age of 18 years and above 60 years.
- h. Further, the contractor would furnish an undertaking on non-judicial stamp paper of appropriate value by 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.
- i. The contractor shall also indemnify HPGCL against any liability towards its labour for non-compliance of laws etc.
- j. 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.
- k. The contractor will provide the proof of labour payment till the 10th of each month.

6. LOSS OF PLANT / HPGCL PROPERTY DURING EXECUTION OF THE WORK

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

7. ACCOMMODATION

The contractor will be responsible for the accommodation of his employees / workers deployed for execution of work. However, if the accommodation is available with HPGCL the same may be allotted on chargeable basis as per HPGCL rules. Contractor will submit the proof of house rent deposited with HPGCL for the previous month against the allotted accommodation along the invoice of the month for which bill is raised.

8. ENGINEER-IN-CHARGE (AE/AEE CONCERNED):

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 instructions from Engineer-in-Charge. The Engineer-in-Charge has authority to stop the work, if he finds that work is not being properly executed. He shall also have authority to reject all the works or part thereof and give necessary direction to carry out the work again to his satisfaction. No claim whatsoever on this account shall be entertained. In case of any dispute/query, the firm may approach to XEN concerned in writing.

9. TRANSPORTATION OF MATERIAL

- a) The contractor shall make his own arrangement for transportation of the spares and other material from O&M stores to site of work, from site of work to O&M workshop, if required and return of scrap/spares 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.

- b) 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. All machinery including manpower, diesel, petrol required for shifting of material i.e .hydra, tractor trolley, sling, rope, chain, D-shackle etc. is in the scope of contractor.

10. 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 / loss suffered on this account shall be considered as loss due to wilful negligence on part of the contractor and shall be liable to compensate HPGCL for these losses suffered at penal rates to be determined by the HPGCL. The rates charged for the purpose of recovery shall be final and binding on the contractor. Shifting, operation, monitoring and maintenance of external machines like filtration machine, centrifuge, induction heater or any other equipment purchased by HPGCL for improvement in healthiness of system is also responsibility of contractor.

11. 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.

12. Consumables for cutting, cleaning and all small items including oxygen, acetylene gas, cloth, cotton waste, emery paper, holdite, Kerosene oil, diesel, rustoline, petrol, Anabond 666, hex blades, grinding wheel required for handling & maintenance jobs 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. All the welding electrodes except general purpose electrode (E-7018) to be used will be provided by HPGCL free of cost. The general purpose electrode (E-7018) to be used by contractor shall be either of the following makes (Ador Fontech/ Advani welding/ESAB/ D&H Secheron/ L&T).
13. Contractor has to make his own arrangement for welding set and welding leads, wire brush, welding torch, gloves, bulbs, wires and holders for temporary lighting etc. at work place.
14. All tools and tackles like spanners, chain pulley block, hydraulic jack, portable grinding machine, hoisting arrangement, hand operated bending machine, portable drill machine with magnetic stand capable of drilling up to 25mm dia., Tap set for M12, M16, M20, M24 threads and drilling machine, personal protective equipments for the safety of workers, safety belt, scaffolding material etc. shall have to be arranged by the contractor. However available T&P like EOT Cranes and special fixtures for mill maintenance installed at site, will be available to the contractor free of charge and contractor will be responsible for upkeep of the electric hoist. However, if EOT hoist is not available due to any reason, the contractor shall make his own arrangement for completion of the work.
15. The entire work shall be completed by the contractor within the time given by Engineer-in-Charge i.e. AEE/AE and to achieve this, contractor has to work round the clock. However, in case of any delay in the supply of spare parts in time or any job involving machining etc., the time extension shall be given accordingly by the HPGCL.
16. All spares, bolts, nuts, grease, lubricants and gaskets, seals, 'O' rings, electricity supply for welding set / lighting, water and air etc. if required for any job will be issued free of charge by HPGCL.
17. The description of works has been given in the scope of work in Part-A & Part-B as **Annexure-V&VI** respectively of the tender document. However, in case of any new job, the rate shall be decided by HPGCL on the representation of the contractor. It will be obligatory on the part of the contractor to carry out left over jobs relating to the system.
18. The work shall be started immediately after getting written/verbal instructions from the authorized representative of the Executive Engineer or Engineer-in-Charge.
19. Any temporary Platform/scaffolding etc. required to execute any work shall be in the scope of contractor.
20. The electricity for carrying out the welding / cutting / other site works & for site office at nearest point will be provided free of cost. The contractor will be responsible to use the same judiciously.
21. After attending the job, the area will have to be got cleaned / cleared and scrap etc. to be removed from site. In case Engineer-in-Charge feels that the area has not been cleaned /

cleared properly, HPGCL has the right to get the above work done from other agency at the risk and cost of the contractor.

22. 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.
23. The chemicals for carrying out DP test wherever required will also be arranged by the contractor.
24. The removal of insulation, G. I. sheet / AL Sheet up to one meter square or so to carry out any job after completing the job will be in the scope of contractor.
25. In case spares are not available at site or in store and same are required to be removed from other equipments i.e. mills / feeders etc., the contractor is bound to do same without any extra cost.
26. To reduce down time, the contractor will keep ready at least one spare roller assembly per unit and same will be charged to the down coal mill.
27. The dismantled spares, new spares, kept at site for emergency use should be properly stacked, kept cleaned and covered properly in safe custody.
28. If the grating of coal mill platform / stairs, railings, etc. gets damaged while carrying out the repair work, same shall be rectified / repaired by the contractor.
29. Contractor will arrange all measuring instruments like micrometers, vernier callipers, scales, dial gauge, hydraulic testing pumps for coolers etc.
30. Additional manpower will be required to be mobilized during overhauling of any unit and the contractor will ensure adequacy of manpower so that overhauling works are completed in time. However, HPGCL may issue separate work order to any competent firm for overhauling works (partially or fully) which is at the discretion of HPGCL.
31. The contractor shall make an arrangement so that his authorized representative is available round the clock at specified location to take maintenance job on all days including Sundays /Holidays. The Supervisor / Foreman deputed by the contractor should be technically sound and should have full know-how of the mill works.
32. The contractor will ensure the presence of their representative i.e. Supervisor / contractor himself at the time of cancellation of PTW / running of equipment after completion of work.
33. The contractor shall have to maintain records viz. Registers of wages, muster roll/attendance, labour employment register, gate pass register, fine register, advance register, overtime register, leave record sheet etc. As per requirement under relevant acts the same shall be made available to the Officer-in-Charge/ Project Authority / Govt. of Haryana representative for checking/inspection as and when required.
34. The successful contractor shall provide the Mobile Phone facility to his supervisors individually. The contractor shall intimate the contact /mobile numbers immediately after the award of contract. The contractor can arrange CUG No. from HPGCL if possible. However in case the phone nos. provided by contractor is found switched off/out of range due to which Engineer In charge or his representative is unable to contact the supervisor or technician deployed by contractor telephonically then penalty of Rs 1000/- per instance will be imposed on the contractor. This penalty will be over and above the penalty clauses mentioned in General Terms & Conditions.
35. Instruction to Contractors by RGTPP management:-
 - a) Ensure Safety induction of workers before joining as incident of accidents are increasing day by day and provide PPE's to the worker at the time of joining.
 - b) Registration under shop and commercial act if workers are less than 50.
 - c) The firm has to give undertaking that it will ensure opening of salary account with HDFC bank as per MoU signed by HPGCL for extending the benefits to the workers or will give affidavit for extending better benefits than HDFC bank within 15 days of issuance of LOI/work order.
 - d) Pre medical health checkup before joining and also ensure periodical health checkup of workers at RGTPP.
 - e) Police verification of workers.
 - f) Ensure registration on EPF and ESI online portal or workmen compensation policy of workers before joining of contractual workers, then only gate passes will be issued.
 - g) The Contractor required to Pay EPF Contribution of workers by 15th of every month or any other direction of EPF authority of all the workers inspite of their wages i.e no exemption will be allowed to any worker at RGTPP.

- h) The employer shall pay the contribution payable to the EPF, DLI and Employees' Pension Fund in respect of the member of the Employees Pension Fund employed by him directly by or through a contractor.
- i) It shall be the responsibility of the principal employer to pay the contributions payable to the EPF, EDLI and Employees Pension Fund by himself in respect of the employees directly employed by him and also in respect of the employees employed by or through a contractor.
- j) Under EPF Act, in case contractor fails to deposit EPF contribution of the workers he is liable to be arrested without warrant being a cognisable offence.
- k) Defaults by employer in paying contributions or inspection/administrative charges attract imprisonment upto 3 years and fines upto Rs.10,000 . For any retrospective application, all dues have to be paid by employer with damages upto 100% of arrears.
- l) It is responsibility of contractor to deposit timely ESI contribution of workers as Under ESI Act, there is provision of six months to 02 years imprisonment and fine Rs.5000/-. Also under section 406 of the IPC in cases where an employer deduct contributions from the wages of his employees but does not pay the same to the corporation which amounts to criminal breach of trust and upto 03 Years imprisonment to the contractor for criminal breach of trust.
- m) As per Payment Wages Act, wages are to be paid in bank account of workers by 7th of every month. Failing to do so there is provision of Penalty and Imprisonment to the owner of the firm. On conviction for any offence and again guilty of Contravention of same provision, failing or neglecting to pay wages to any employee- Imprisonment not less than one month extendable upto six months and fine not less than Rs.2000 extendable upto Rs.15000/- and additional fine can be imposed upto Rs.100 for each day.
- n) It is Offence under Minimum wages Act, to pay less than minimum rates of wages. And provision of Imprisonment upto 6 months or with fine upto Rs.500/-.

Following Action will be taken by RGTPP management against the contractors on non-compliance of the labor laws :-

1. Blacklisting or debarring from participation in tenders.
2. Security forfeit.
3. Recommendation to EPFO, ESIC and Labour department for penal action for violation of relevant act.
4. Non issuance of clearance certificate after 1 month, i.e. only current period clearance will be given. Non-compliance will be issued in case firm fails to submit bill on time.

Executive Engineer/BMD-II,
for Chief Engineer/RGTPP,
HPGCL, Khedar, Hisar.

Checklist for passing the bill as per Standard operating procedure issued by Head Office:-

On receipt of first Bill/Invoice: -

1. Proper Bill as per GST Act and must include, GSTN number of vendor, GSTN number of HPGCL, Date, Invoice Number, full address of the vendor, place of supply, GST rate, HSN/SAC of 6 digits etc.
2. Generation of E-invoice for GST supplies by the person having aggregate turnover of more than Rs.50 Crores is made compulsory. The Concerned dealing person should ensure that E-Invoice containing the invoice reference number (IRN) and QR code is generated by vendors having turnover more than Rs.50 Crore. 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.
3. Obtain an undertaking from the vendors who are not generating e-invoice in already provided format if their turnover is less than Rs.50 Crore. **(Annexure-VIII-A)**
4. The following undertakings (on the letter head of vendor) to be made part of mandatory documents to be submitted by all vendors:
 - 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-VIII-B)**
 - 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 1.4 to 1.6 in one undertaking (Annexure-VIII-C)**
 - 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-VIII-D)**
5. 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.
6. Accounts wing to check Arithmetical accuracy, Rate of GST charged & other calculations.
7. 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

On Receipt of 2nd & subsequent invoices

In addition to procedure mentioned above, following steps to be undertaken:-

1. All undertaking mentioned at stage I to be obtained & verified. **(Annexure VIII-A to VIII-C)**
2. 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.
3. 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.
4. In case of one time job orders and purchase orders, 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 before release of the security.

Steps to be taken at the time of release of Security Deposits/Bank Guarantees:-

1. EMD and Securities/Bank guarantees taken by HPGCL may be refunded only after payment of GST by vendor/contractor which was charged from HPGCL.
2. 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.

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 2019-20 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:

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

1.7.1. GST registration of GST no..... in name of M/s.....is valid as on date.....

1.7.2. 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)

- 1.8. *I undertake to submit a CA certificate regarding validity of GST registration on every six months during the tenure of contract.*
- 1.9. *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.*
- 1.10. *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:

Performa for TDS / TCS

(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 Supplier			
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 years.	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

For M/s.....

Authorized Signatory Name: Designation:

STATEMENTS OF BIDDERS

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

- 4. Legal status _____
- 5. PAN & GST Number of the Bidder (attached self attested photocopies)
 PAN _____
 GST No. _____
 HSN / SAC Code _____

- 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 _____

GUARANTEE CERTIFICATE

Certified that I, Sh..... S/o Sh.....
R/o.....on behalf of M/s.....
.....registered office at do hereby undertake
to furnish guarantee/warranty of the work done for a period of 90 days or more from the date of
successful commissioning of equipment repaired, by the firm/company vide WO
No.....dt. issued by the Executive Engineer vide memo no.
.....dt..... in case any defect/damage found in the
material used by us or work done by us during the period of Guarantee/warranty. We undertake to
replace the defective material or remove the defect free of cost to HPGCL within the shortest possible
time not more than a week after receipt of information of defect.

(AUTHORISED SIGNATORY)
With office seal

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 _____

FORMAT FOR CONTRACT AGREEMENT

This contract agreement entered in to this _____ day of the month of _____, 2021 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.

Where as a contract for _____ 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 presence of
witness

Witness

1.

2.

Witness

1.

2.

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 of worker

Signature & Stamp of Contractor.

SUBJECT :- ANNUAL MAINTENANCE CONTRACT (AMC) FOR GENERAL / ROUTINE / PREVENTIVE /BREAKDOWN MAINTENANCE OF COAL MILLS (BOWL TYPE HP 1103), GRAVIMETRIC RAW COAL FEEDERS (BELT TYPE) & PULVERIZED FUEL PIPING'S FOR 2X600 MW UNIT-I&II AT RGTPP, KHEDAR, HISAR FOR 2 YEARS - RATE QUOTING SHEET.

Sr. No.	Description of Work	Unit	Completion Time/ Period	Tentative Frequency/ Quantity for both Units [a]	Basic Unit Rate for both Units (excluding GST) (Rs.) [b]	Total Amount for both Units (excluding GST) (Rs.) [c]=[a]x[b]
1.	For Scope of work under Part-A, for First Year: Lump Sum Monthly Charges for both Units-I&II for Main Scope of work under Part-A (i.e. work of General / Routine / preventive/ breakdown Maintenance of Coal Mills (Bowl Type HP 1103) Gravimetric RC Feeders (Belt Type), PF Piping's for 2x600 MW Unit-I&II at RGTPP, Khedar, Hisar as per scope of Work at Annexure-V)	Months	Month to month basis	12		
1.01	For Scope of work under Part-B (Annexure-VI), for First Year (from 1.02 to 1.71)					
1.02	Repair, replacement / servicing of 03 Nos. journal assy. including journal head liners, trunion bushes & all its components including alignment of bearings for all three nos. roller assy, oil seals and seal wear ring replacement and again installation and normalization including hard facing, if any without roller replacement.	Set	5 days	7		
1.03	Work same as above, for 1 no. roller assy.	Each	36 Hrs.	50		
1.04	Replacement / repair and servicing of spring assembly opening and re-fixing of all components. Setting the desired spring compression and normalization.	Each	12 Hrs.	2		
1.05	Removal of journal assembly from mill, Replacement of mills grinding roll and re-fixing (3 Nos.)	Set	48 Hrs.	5		
1.06	Work same as above, but for one roller assembly.	Each	16 Hrs.	6		
1.07	Replacement of trunion bush for 1 no. roller assy.	Each	8 Hrs.	1		
1.08	Rotation of trunion from one position to another for all three roller assembly of mill.	Each Mill	8 Hrs.	1		
1.09	Replacement of worn-out bull ring segments and normalization.	Set	24 Hrs.	6		
1.10	Replacement of bowl extension ring segment's (Set	Set	24 Hrs.	1		

	of Eight pieces).					
1.11	Work same as above, for one Bowl extension ring segments.	Each	8 Hrs.	1		
1.12	Replacement of complete worn-out vane wheel assembly consisting of Eight segments.	Set	24 Hrs.	5		
1.13	Work same as above, for one no. vane wheel segments.	Each	6 Hrs.	9		
1.14	Replacement of air restriction ring.	Set	6 Hrs.	7		
1.15	Replacement of air restriction ring.	Each	4 Hrs.	15		
1.16	Replacement of deflector liners support on all three sides of mills.	Set	18 Hrs.	5		
1.17	Replacement of deflector liners supports one side of mills.	Each	9 Hrs.	2		
1.18	Replacement of all deflector liners consisting of lower deflector liners & intermediate liners with weld plug arrangement.	Each	24 Hrs.	11		
1.19	Replacement of any type of the deflector liner/jr. assy. Guard/RLD/bottom liner/ with weld plug arrangement.	Each	6 Hrs.	44		
1.20	Repair/Replacement of upper & lower skirt assy. and normalization including cleaning of seal air ports.	Each	18 Hrs.	2		
1.21	Repair/Replacement of lower skirt assy. and normalization including cleaning of seal air ports.	Each	12 Hrs.	3		
1.22	Replacement of scrapper assembly.	Each	6 Hrs.	27		
1.23	Decoupling and Coupling of Mill including replacement of components, if required.	Each	20 Hrs.	2		
1.24	Replacement / Repair of mill motor coupling, mill motor alignment & normalization.	Each	24 Hrs.	3		
1.25	Replacement/servicing of Pulverized Coal Gate valve (Mill Discharge Valves or MDVs).	Each	12 Hrs.	16		
1.26	Repair / Replacement of 1 No. MPO After removing of discharge gate valve including hard facing, if any, re-fitment / alignment of PC pipes & necessary locking of pipes.	Each	10 Hrs.	28		
1.27	Repair / Replacement of all 4 Nos. MPO after removing of all 4 nos. discharge gates, hard facing if required including locking of coal pipes.	Set	36 Hrs.	4		
1.28	Replacement / repair / hard facing of ventury and ventury collar.	Each	5 days	10		
1.29	Replacement/Repair/Rotations of inner cone and hard facing if required.	Each	3 days	13		
1.30	Servicing / Replacement of all	Set	18 Hrs.	8		

	the classifier vanes of coal mill.					
1.31	Replacement / repair of ventury vanes set of 4 PCs & hard facing, if required.	Set	12 Hrs.	6		
1.32	Replacement of mill side liners & Wear Plate including providing the insulation.	Each	8 Hrs.	3		
1.33	Gap Setting of Clearance Air Seal Assy. including opening & refixing of air seal guard.	Each	12 Hrs.	18		
1.34	Complete overhauling of mill including all the works mentioned above, as per requirement of mill.	Each	10 days	7		
1.35	Repair of bowl/bowl hub or both.	Each	3 days	1		
1.36	Replacement of damaged bolts of mill base of mill after opening of bowl cover and related components including tilt out of roller assy., if required. Refixing and normalizing.	Set	24 Hrs.	1		
1.37	Replacement of Lube Oil after cleaning / flushing of oil tank and gear box. Diesel for flushing shall be arranged by the firm.	Each	20 Hrs.	7		
1.38	Replacement of bolts of inner cones / support pipes (03 Nos.) of inner cones of coal mills.	Set	12 Hrs.	4		
1.39	Servicing of raw coal gate (feeder inlet / feeder outlet / Bunker outlet).	Each	6 Hrs.	5		
1.40	Replacement / opening & refixing of belt including cleaning / servicing of head pulley/take up pulley /span rollers all the relevant components (full work).	Each	10 Hrs.	26		
1.41	Opening & refixing of all skirt plates including repairs if any.	Each	8 Hrs.	1		
1.42	Servicing /replacement of belt drive reducer gear box including replacement of components.	Each	12 Hrs.	2		
1.43	Decoupling/coupling of belt drive motor & its alignment with gear box.	Each	4 Hrs.	1		
1.44	Replacement / opening & refixing of dresser coupling of RC feeder.	Each	4 Hrs.	1		
1.45	Repair / Replacement of Down Spout/Cone of center feed pipe of RC Feeder.	Each	12 Hrs.	4		
1.46	Repair / servicing of cleanout conveyor chain by changing chain pin / link etc. and normalization of relevant components.	Each	6 Hrs.	16		
1.47	Repair / servicing / replacement of cleanout conveyor gear box including	Each	6 Hrs.	10		

	normalization.					
1.48	Attending leakage by MS/SS welding in coal discharge feed pipe or any location for attending leakage by patch. The size of patch is Approx. up to 250X300 mm and 12mm thick.	Each	2 Hrs.	447		
1.49	Erection and removal of scaffolding to facilitate maintenance work at coal mill/PC piping/Raw & pulverized coal gates at any location above 3 mtr. Sqr.	Per mtr. Sqr.	3 Hrs.	1149		
1.50	Replacement of PC bends/elbow or transition piece / Spool piece with coupling or after fitting of 1meter straight pipe at both ends.	Each	20 Hrs.	120		
1.51	Replacement / opening and refixing of Victaulic coupling including replacement of rubber gasket.	Each	3 Hrs.	1		
1.52	Opening and refixing of expansion bellow assembly of pulverized coal pipe including repair of protection plate at inside.	Each	12 Hrs.	92		
1.53	Replacement of straight pieces of coal discharge pipe of diameter 28"/center feed pipe of mill.	per Mtr. length	10 Hrs.	294		
1.54	Replacement/Repair / Servicing of wearable adjustable shrink hole (adjustable orifice) in pulverized coal piping.	Each	6 Hrs.	5		
1.55	Servicing of one no. power cylinder & reinstalling In its position.	Each	8 Hrs.	1		
1.56	Servicing of hot air regulating dampers including replacement of bearings of shaft/links if any (06 Nos.)	set	10 Hrs.	2		
1.57	Servicing of cold air gate/ hot air gate including replacement of SS seals of hot shut off gates, if any	Each	12 Hrs.	9		
1.58	Servicing of cold air damper.	Each	10 Hrs.	1		
1.59	Replacement of Actuator installed at hot / cold / mix air damper and Feeder gates at any elevation.	Each	10 Hrs.	1		
1.60	Servicing of mechanical portion of actuator / replacement of actuator. Mechanical servicing of seal air damper/feeder outlet or inlet gate.	Each	10 Hrs.	8		
1.61	Replacement of water line valve/ airline valve/ flow-Sight (including servicing) up to 100mm.	Each	4 Hrs.	1		
1.62	Servicing of any seal air valve	Each	3 Hrs.	1		

	in mill/ RC feeder.					
1.63	Clearing of choking of mill at duct inlet/scrapper body.	Each	3 Hrs.	30		
1.64	Replacement / repair of eroded MS sheet of duct.	Per Sq. Mtr.	3 Hrs.	6		
1.65	Welding of air duct / Structure.	Per Mtr.	1 Hrs.	37		
1.66	Repairing/servicing of hoist in coal mill areas. (16 Ton capacity single girder under slung beam motorized LT drive).Total hoists installed 28 Nos.	Each	48 Hrs.	1		
1.67	Alignment of the motor & gearbox of hoist.	Each	6 Hrs.	1		
1.68	Lube oil pump replacement/repair including opening and refixing of spider rubber / coupling and alignment.	Each	6 Hrs.	16		
1.69	Replacement / servicing of mech. Seal of lube oil pump, orifice replacement / preventive maintenance including replacement of spider rubber and alignment	Each	4 Hrs.	17		
1.70	Painting after thorough cleaning of surface (Two coats). Paint to be provided by HPGCL.	Per Sq. Mtr.	02 Hrs.	50		
1.71	Fabrication and erection of Steel (Time as per indent).	Per Ton	As per indent	2		
2	For Scope of work under Part-A, for <u>Second Year</u> : Lump Sum Monthly Charges for both Units-I&II for Main Scope of work under Part-A (i.e. work of General / Routine / preventive/ breakdown Maintenance of Coal Mills (Bowl Type HP 1103) Gravimetric RC Feeders (Belt Type), PF Piping's for 2x600 MW Unit-I&II at RGTPP, Khedar, Hisar as per scope of Work at Annexure-V)	Months	Month to month basis	12		
2.01	For Scope of work under Part-B (Annexure-VI), for <u>Second Year (from 2.02 to 2.71)</u>					
2.02	Repair, replacement / servicing of 03 Nos. journal assy. including journal head liners, trunion bushes & all its components including alignment of bearings for all three nos. roller assy, oil seals and seal wear ring replacement and again installation and normalization including hard facing, if any without roller replacement.	Set	5 days	7		
2.03	Work same as above, for 1 no. roller assy.	Each	36 Hrs.	50		
2.04	Replacement / repair and servicing of spring assembly	Each	12 Hrs.	2		

	opening and re-fixing of all components. Setting the desired spring compression and normalization.					
2.05	Removal of journal assembly from mill, Replacement of mills grinding roll and re-fixing (3 Nos.)	Set	48 Hrs.	5		
2.06	Work same as above, but for one roller assembly.	Each	16 Hrs.	6		
2.07	Replacement of trunion bush for 1 no. roller assy.	Each	8 Hrs.	1		
2.08	Rotation of trunion from one position to another for all three roller assembly of mill.	Each Mill	8 Hrs.	1		
2.09	Replacement of worn-out bull ring segments and normalization.	Set	24 Hrs.	6		
2.10	Replacement of bowl extension ring segment's (Set of Eight pieces).	Set	24 Hrs.	1		
2.11	Work same as above, for one Bowl extension ring segments.	Each	8 Hrs.	1		
2.12	Replacement of complete worn-out vane wheel assembly consisting of Eight segments.	Set	24 Hrs.	5		
2.13	Work same as above, for one no. vane wheel segments.	Each	6 Hrs.	9		
2.14	Replacement of air restriction ring.	Set	6 Hrs.	7		
2.15	Replacement of air restriction ring.	Each	4 Hrs.	15		
2.16	Replacement of deflector liners support on all three sides of mills.	Set	18 Hrs.	5		
2.17	Replacement of deflector liners supports one side of mills.	Each	9 Hrs.	2		
2.18	Replacement of all deflector liners consisting of lower deflector liners & intermediate liners with weld plug arrangement.	Each	24 Hrs.	11		
2.19	Replacement of any type of the deflector liner/jr. assy. Guard/RLD/bottom liner/ with weld plug arrangement.	Each	6 Hrs.	44		
2.20	Repair/Replacement of upper & lower skirt assy. and normalization including cleaning of seal air ports.	Each	18 Hrs.	2		
2.21	Repair/Replacement of lower skirt assy. and normalization including cleaning of seal air ports.	Each	12 Hrs.	3		
2.22	Replacement of scrapper assembly.	Each	6 Hrs.	27		
2.23	Decoupling and Coupling of Mill including replacement of components, if required.	Each	20 Hrs.	2		
2.24	Replacement / Repair of mill motor coupling, mill motor alignment & normalization.	Each	24 Hrs.	3		
2.25	Replacement/servicing of Pulverized Coal Gate valve	Each	12 Hrs.	5		

	(Mill Discharge Valves or MDVs).					
2.26	Repair / Replacement of 1 No. MPO After removing of discharge gate valve including hard facing, if any, re-fitment / alignment of PC pipes & necessary locking of pipes.	Each	10 Hrs.	5		
2.27	Repair / Replacement of all 4 Nos. MPO after removing of all 4 nos. discharge gates, hard facing if required including locking of coal pipes.	Set	36 Hrs.	4		
2.28	Replacement / repair / hard facing of ventury and ventury collar.	Each	5 days	10		
2.29	Replacement/Repair/Rotations of inner cone and hard facing if required.	Each	3 days	13		
2.30	Servicing / Replacement of all the classifier vanes of coal mill.	Set	18 Hrs.	8		
2.31	Replacement / repair of ventury vanes set of 4 PCs & hard facing, if required.	Set	12 Hrs.	6		
2.32	Replacement of mill side liners & Wear Plate including providing the insulation.	Each	8 Hrs.	3		
2.33	Gap Setting of Clearance Air Seal Assy. including opening & refixing of air seal guard.	Each	12 Hrs.	18		
2.34	Complete overhauling of mill including all the works mentioned above, as per requirement of mill.	Each	10 days	1		
2.35	Repair of bowl/bowl hub or both.	Each	3 days	1		
2.36	Replacement of damaged bolts of mill base of mill after opening of bowl cover and related components including tilt out of roller assy., if required. Refixing and normalizing.	Set	24 Hrs.	1		
2.37	Replacement of Lube Oil after cleaning / flushing of oil tank and gear box. Diesel for flushing shall be arranged by the firm.	Each	20 Hrs.	7		
2.38	Replacement of bolts of inner cones / support pipes (03 Nos.) of inner cones of coal mills.	Set	12 Hrs.	4		
2.39	Servicing of raw coal gate (feeder inlet / feeder outlet / Bunker outlet).	Each	6 Hrs.	5		
2.40	Replacement / opening & refixing of belt including cleaning / servicing of head pulley/take up pulley /span rollers all the relevant components (full work).	Each	10 Hrs.	26		
2.41	Opening & refixing of all skirt plates including repairs if any.	Each	8 Hrs.	1		

2.42	Servicing /replacement of belt drive reducer gear box including replacement of components.	Each	12 Hrs.	2		
2.43	Decoupling/coupling of belt drive motor & its alignment with gear box.	Each	4 Hrs.	1		
2.44	Replacement / opening & refixing of dresser coupling of RC feeder.	Each	4 Hrs.	1		
2.45	Repair / Replacement of Down Spout/Cone of center feed pipe of RC Feeder.	Each	12 Hrs.	4		
2.46	Repair / servicing of cleanout conveyor chain by changing chain pin / link etc. and normalization of relevant components.	Each	6 Hrs.	16		
2.47	Repair / servicing / replacement of cleanout conveyor gear box including normalization.	Each	6 Hrs.	10		
2.48	Attending leakage by MS/SS welding in coal discharge feed pipe or any location for attending leakage by patch. The size of patch is Approx. up to 250X300 mm and 12mm thick.	Each	2 Hrs.	447		
2.49	Erection and removal of scaffolding to facilitate maintenance work at coal mill/PC piping/Raw & pulverized coal gates at any location above 3 mtr. Sqr.	Per mtr. Sqr.	3 Hrs.	1149		
2.50	Replacement of PC bends/elbow or transition piece / Spool piece with coupling or after fitting of 1meter straight pipe at both ends.	Each	20 Hrs.	35		
2.51	Replacement / opening and refixing of Victaulic coupling including replacement of rubber gasket.	Each	3 Hrs.	1		
2.52	Opening and refixing of expansion bellow assembly of pulverized coal pipe including repair of protection plate at inside.	Each	12 Hrs.	42		
2.53	Replacement of straight pieces of coal discharge pipe of diameter 28"/center feed pipe of mill.	per Mtr. length	10 Hrs.	294		
2.54	Replacement/Repair / Servicing of wearable adjustable shrink hole (adjustable orifice) in pulverized coal piping.	Each	6 Hrs.	5		
2.55	Servicing of one no. power cylinder & reinstalling In its position.	Each	8 Hrs.	1		
2.56	Servicing of hot air regulating dampers including replacement of bearings of	set	10 Hrs.	2		

	shaft/links if any (06 Nos.)					
2.57	Servicing of cold air gate/ hot air gate including replacement of SS seals of hot shut off gates, if any	Each	12 Hrs.	9		
2.58	Servicing of cold air damper.	Each	10 Hrs.	1		
2.59	Replacement of Actuator installed at hot / cold / mix air damper and Feeder gates at any elevation.	Each	10 Hrs.	1		
2.60	Servicing of mechanical portion of actuator / replacement of actuator. Mechanical servicing of seal air damper/feeder outlet or inlet gate.	Each	10 Hrs.	8		
2.61	Replacement of water line valve/ airline valve/ flow-Sight (including servicing) up to 100mm.	Each	4 Hrs.	1		
2.62	Servicing of any seal air valve in mill/ RC feeder.	Each	3 Hrs.	1		
2.63	Clearing of choking of mill at duct inlet/scrapper body.	Each	3 Hrs.	30		
2.64	Replacement / repair of eroded MS sheet of duct.	Per Sq. Mtr.	3 Hrs.	6		
2.65	Welding of air duct / Structure.	Per Mtr.	1 Hrs.	37		
2.66	Repairing/servicing of hoist in coal mill areas. (16 Ton capacity single girder under slung beam motorized LT drive). Total hoists installed 28 Nos.	Each	48 Hrs.	1		
2.67	Alignment of the motor & gearbox of hoist.	Each	6 Hrs.	1		
2.68	Lube oil pump replacement/repair including opening and refixing of spider rubber / coupling and alignment.	Each	6 Hrs.	16		
2.69	Replacement / servicing of mech. Seal of lube oil pump, orifice replacement / preventive maintenance including replacement of spider rubber and alignment	Each	4 Hrs.	17		
2.70	Painting after thorough cleaning of surface (Two coats). Paint to be provided by HPGCL.	Per Sq. Mtr.	02 Hrs.	50		
2.71	Fabrication and erection of Steel (Time as per indent).	Per Ton	As per indent	2		
Grand Total Amount for two years (Part-A + Part-B) =						

Signature of Bidder with Office Seal

Note:

1. The above rates to be quoted at Sr. No. 1 shall be applicable for Main Scope of work under Part-A (i.e. work of General / Routine / preventive/ breakdown Maintenance of Coal Mills (Bowl Type HP 1103) Gravimetric RC Feeders (Belt Type), PF Piping's for 2x600 MW Unit-I&II at RGTPP, Khedar, Hisar as per scope of Work at Annexure-V) for **First Year** from the date of start of work.

The above rates to be quoted at Sr. No. 1.02 to 1.71 of rate quoting sheet shall be applicable for Part-B work (i.e. unit rate items of Coal Mills, Raw Coal Feeders, PF Piping's, gates & dampers and Miscellaneous Jobs as per scope of Work at Annexure-VI) for **First Year** of the contract from the date of start of work.

2. The above rates to be quoted at Sr. No. 2 shall be applicable for Main Scope of work under Part-A (i.e. work of General / Routine / preventive/ breakdown Maintenance of Coal Mills (Bowl Type HP 1103) Gravimetric RC Feeders (Belt Type), PF Piping's for 2x600 MW Unit-I&II at RGTPP, Khedar, Hisar as per scope of Work at Annexure-V) for **Second Year** of the contract starting after the date of completion of first year.

The above rates to be quoted at Sr. No. 2.02 to 2.71 of rate quoting sheet shall be applicable for Part-B work (i.e. unit rate items of Coal Mills, Raw Coal Feeders, PF Piping's, gates & dampers and Miscellaneous Jobs as per scope of Work at Annexure-VI) for **Second Year** of the contract starting after the date of completion of first year.

3. The whole work against this tender shall be awarded to a single firm whose overall quoted price for both years will be lowest for the complete package of work i.e. for first year + second year (Part-A + Part-B)
4. The tenderer will quote their rates strictly as per ibid 'Rate Quoting Sheet'
5. The GST shall be extra as applicable (present rate of GST is 18%). If GST is claimed extra & then any variation is there in future due to introduction of new enactments & revision of tax rates the same shall be passed on by respective parties.
6. **The above rate sheet is for reference only. The rates must be filled online in the prescribed format/rate sheet/BOQ.**

STANDARD OPERATING PROCEDURES TO BE FOLLOWED TO MONITOR GST COMPLIANCE

Stage I : Floating of Notice Inviting Tender (NIT) - (to be followed by executive wing)

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

In addition, the successful bidder will also submit the following undertakings in addition to above immediately after issue of work order and with submission of each & every bill unless mentioned otherwise:

- 1.4. Undertakings mentioned at 1.1, 1.2 and 1.3
- 1.5. A CA certificate regarding validity of GST registration will be submitted every six months during the tenure of contract.
- 1.6. 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.
- 1.7. 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.
- 1.8. 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.
- 1.9. 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 to be submitted on quarterly basis.

In case of one time job orders and purchase orders, copies of GSTR 1, GSTR 2A and GSTR 3B along with copies of invoices raised to HPGCL, duly reconciled with three returns to be submitted before release of the security.

Stage II : Scrutiny of bids - (to be followed by Bid screening Committee)

- The GST registration status of vendors will be verified from the official website www.gst.gov.in
- The address of vendor, the place from which supplies will be made or the invoice will be raised, mentioned in bid document should match with the GST registration number on the department's website. In case vendor is having multiple GST registration numbers, executive to ensure that GST number linked to place of supplier should be submitted to HPGCL.

- Filing status of following returns is to be verified that the returns are being filed by vendor within due dates:

Return	Periodicity of filing	Return for
GSTR1	Monthly	Outward supplies
GSTR2A	Monthly	Its auto populated on GST portal on the basis of GSTR 1 filed by vendor.
GSTR 3B	Monthly	Payment of GST
GSTR9	Yearly	Compilation of outward and inward supplies, made during the FY
GSTR9C	Yearly	Analytical statement on GST returns certified by GST Auditor

- Verify that the undertakings, as specified in NIT, have been submitted by bidders. Failure to submit unconditional undertakings will render the bidder to ineligible at technical stage of evaluation itself.

Stage III : Award of contract/ Issue of PO & WO- (to be followed by executive wing)

- Purchase order/work order to specify that in case of failure at the end of vendor regarding deposit of tax and in complying with conditions mentioned at stage I & II, HPGCL will have right to recover the GST amount in default along with interest & penal amount and deposit the same directly with GST department on behalf of vendor to the credit of HPGCL.
- Vendor will undertake to immediately inform the HPGCL about any amendment in the GST certificate and to immediately submit the updated registration certificate.

Stage IV : Receipt of 1st invoice- (to be followed by Executive and Accounts wing)

- Executive wing to verify that the invoice is in performa as specified under GST laws (Section 31 to 34 of CGST Act read with Rules 46 to 55A of the CGST rules deal with the Tax invoice, Credit notes and debit notes) with correct GST number of HPGCL so that no difficulty is faced by HPGCL while claiming Input Tax Credit of GST due to incorrect GST number and also to reconcile the GST number and address of supplier as per invoice with the GST number & address given in tender documents submitted by vendor and submit the duly verified invoice to accounts wing.
- After the implementation of the E-Invoice w.e.f. 01 Oct 2020 generation of e- invoice from common e-invoice portal for B2B supplies by person having aggregate annual turnover of more than Rs. 500 Crs has been made compulsory. And w.e.f 01.Jan 2021 Generation of E-invoice for GST supplies by person having aggregate turnover of more than Rs. 100 Crs has been made compulsory. And w.e.f 01.04.2021 generation of E-invoice for GST supplies by the person having aggregate turnover of more than Rs. 5 Crs is proposed to make compulsory. The nodal officer/engineer in charge of the contract/appointed officer of the respective plant

should demand from the supplier E-Invoice containing 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.

- Obtain an undertaking from the vendor who are not generating e-invoice in following format:
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 2019-20 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:

- Accounts wing to check Arithmetical accuracy, Rate of GST charged & other calculations.
- 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

Stage V : Receipt of 2nd & subsequent invoices – (to be followed by Executive and Accounts wing)

- In addition to procedure mentioned in stage IV, following steps to be undertaken
- All undertaking mentioned at stage I to be obtained & verified.
- 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.

Others: (to be followed by Executive and Accounts wing)

- EMD and Securities/Bank guarantees taken by HPGCL may be refunded only after payment of GST by vendor/contractor which was charged from HPGCL.
- In case any issue arises w.r.t. failure by the firm in GST compliances, all future payments to be put on hold after having consultation with HPGCL's GST consultant.

STANDARD OPERATING PROCEDURES TO MONITOR COMPLIANCES UNDER TDS PROVISIONS OF INCOME TAX ACT:

Any person making specified payments mentioned under the Income Tax Act are required to deduct TDS at the time of making such specified payment (Annexure XVII-A). The SOP deals with procedure to be followed when HPGCL deducts the tax while making payment to others and when tax is deducted from payments made to HPGCL.

HPGCL as a deductor of tax:

- Any tax deducted from payment to any person is a liability of HPGCL and the tax is to be deposited invariably on or before the due date as per Annexure XVII-A by filing challan no. ITNS-281
- Filing of TDS return is mandatory and the return should be filed on or before the due date as per Annexure XVII-A. The type of return to be filed is as under:

<u>Form</u>	<u>Transaction to be reported</u>
24Q	TDS on salaries
26Q	TDS on all payments except salaries
26QC	TDS on rent

- As per section 196 of Income Tax Act 1961, no deduction of tax shall be made by any person from any sums payable to Govt (State & Central Govt)
- As per Circular No.18/2017, The Central Board of Direct Taxes (the Board) for such entities whose income is unconditionally exempt under Section 10 of the Income-tax Act (the Act) and who are also statutorily not required to file return of income as per Section 139 of the Act, there would be no requirement for tax deduction at source (TDS) from the payments made to them since their income is anyway exempted from tax under the Act.

HPGCL is in receipt of payment net of TDS:

- Payer to submit an undertaking that all the TDS pertaining to HPGCL will be deposited and return of TDS so deposited will be filed, with in due time.
- Staff to monthly monitor the Form 26AS to ensure that the TDS deducted out of payment of HPGCL has been deposited to the PAN of HPGCL.
- In case, TDS deducted is not updated in Form 26As after expiry of due date of filing of TDS return, issue needs to be taken up with the concerned party
- Staff to undertake periodic reconciliation of TDS as per 26AS and TDS as appearing in books.
- TDS so deducted by other party should be claimed in Income Tax Return of that financial year

Specified Payments/ Transaction applicable to TDS

TDS is to be deducted on the specified transaction mentioned under Income tax act. These transactions are given below with their section, limits & rate as per FY 2019-20 i.e. AY 2020-21.

Section	Income Type	Limit	TDS Rate In %
192	Salary Income	As per Basic Exemption limit & deduction	–
193	Interest on securities	Rs.10,000	10%
193	Interest on debenture	Rs.5,000	10%
194	Dividend other than listed company	NA	10%
194A	Interest other than on securities by other than Bank/FIs	Rs. 5,000	10%
194H	Commission on brokerage	Rs. 15,000	5%
194I	Rent of Land, Building and Furniture	Rs. 2,40,000	10%
194I	Rent of plant & machinery	Rs. 2,40,000	2%
194IB	Rent	Rs. 50,000 per month	–
194IA	Transfer of immovable property other than agriculture land	Rs. 50lakh	1%
194C	Payment to contractor /subcontractor (single transaction)	Rs. 30,000	2%
194C	Payment to contractor during the year	Rs. 1,00,000	2%
194J	Professional fees/Technical fees etc.	Rs. 30,000	10%

Due date for payment/depositing TDS/return filed

Date of ending of the quarter of FY	Due date for filling of return
30th June (April – June)	31st July of FY
30th September (July-September)	31st October of FY
31st December (Oct.-Dec.)	31st January of FY
31st March (Jan.-March)	31st May of FY immediately following FY
Months	Due date of TDS payment
April to February	7th of following month
March	30th April

TECHNICAL CHECK LIST FORMAT**(To be filled online only)**

Sr. No.	Technical Specification	Bidder Response (Yes or No)
1	HEWP Contractor I'd	YES / NO
2	Tender cost	YES / NO
3	e-service fees	YES / NO
4	Earnest Money Deposited/ Valid exemption availed as per PQR of NIT	YES / NO
5	Acceptance of all terms & conditions of tender	YES / NO
6	<p>Documentary Evidence regarding Qualification Criteria: The bidder should be Original Equipment Manufacturer/Supplier (OEM/OES) or a register vender of HPGCL as per vender registration policy for specific category of the work.</p> <p style="text-align: center;">OR</p> <p>The bidder must have experience of having successfully executed Purchase Order(s)/Work Order(s) in HPGCL / NTPC / Any SEBs/Any PSUs/Any corporations / Central Govt. / State Govt. / Semi Govt. or in any Thermal/Hydel Plant and have annual turnover and other eligibility conditions as given below: - <u>Experience of Execution of Purchase Order/Work Order</u> The bidder should have minimum 1 year experience of maintenance of Bowl or Ball Tube Coal Mills of generating unit of 110MW & above in the preceding 7 years ending 29.02.2024 and having minimum order value as under: - Single order of the value not less than Rs.139.41 Lakhs. Or Two orders of the value not less than Rs.87.13 Lakhs each. Or Three orders of the value not less than Rs.69.71 Lakhs each Note: Submit documentary evidence in support of the same along with a copy of a performance certificate/ repeat order from the same organization if any.</p>	YES / NO
7	Documentary Proof for Turnover Certificates : Bidder must have average annual turnover in last three consecutive financial years ending 31.03.2024 shall not be less than Rs.1,65,99,300/-	YES / NO
8	Documentary Proof for ESI, Permanent EPF Registration number from Provident Fund Commissioner.	YES / NO
9	Documentary Proof for GST number.	YES / NO
10	Documentary Proof for permanent account (PAN) number.	YES / NO
11	The contractor should have registered under Contract Labour (Regulation & Abolition) Act, 1970 and possesses a valid labour license for deploying the workers on the work or will obtain the same within 15 days of issuance of work order	
12	The certificate to the effect that the tenderer is not black listed from any Public Sector undertakings of Central Govt. / State Govt. / SEBs / Corporations / any other reputed Thermal / Hydel Plant etc.	YES / NO
13	Annexure-X (Statement of bidder filled or not)	YES / NO