

PANIPAT THERMAL POWER STATION

(A Unit of Haryana Power Generation Corporation Limited)
(Regd. Office: C-7, UrjaBhawan, Sector-6, Panchkula)
Corporate Identity No. U45207HR1997SGC033517
Website:-www.hpgcl.org.in



(An ISO 9001, 18001 & OHSAS 45001
Certified Company)

TENDER DOCUMENT

FOR

**“CONDUCTION OF AIR AUDIT TEST AND COMPRESSOR EFFICIENCY TEST
FOR INSTRUMENT AIR COMPRESSORS (IAC) AND SERVICE AIR
COMPRESSORS (SAC) OF UNIT-6 ”**

Tender Ref. No.
e-NIT No.17/Ch-15/TGM-200/IV dated 25.09.2026

**CHIEF ENGINEER/ PTPS
PANIPAT THERMAL POWER STATION,
HPGCL, PANIPAT**

**TELEPHONE NO.0180-2566859
FAX NO. 0180-2566858**

 An ISO:9001, ISO: 18001 and OHSAS : 45001 certified company	PANIPAT THERMAL POWER STATION A Unit of Haryana Power Generation Corporation Ltd. (Corporate identity Number : U45207HR1997SGC033517) AssandhRoad,Panipat - 132105 Ph:09355084500, Fax:0180-2566265, e-mail: xentg6.ptps@hpgcl.org.in Website:-www.hpgcl.org.in, CST No.: 3170, TIN No.: 06572603170
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 An ISO:9001, ISO: 18001 and OHSAS : 45001 certified company	PANIPAT THERMAL POWER STATION A Unit of Haryana Power Generation Corporation Ltd. (Corporate identity Number : U45207HR1997SGC033517) Assandh Road, Panipat - 132105 Ph:09355084500, Fax:0180-2566265, e-mail: xentg6.ptps@hpgcl.org.in Website:-www.hpgcl.org.in, CST No.: 3170, TIN No.: 06572603170
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NOTICE INVITING e-TENDER

e-tenders in two parts are invited on behalf of Chief Engineer, PTPS, HPGCL, Panipat from reputed and experienced contractors/ firms for the work as under:-

NIT No. / Tender Ref. No. HEW DNIT No.	17/Ch-15/TGM-200/IV dt. 25.09.2026
Description of work	Conduction of Air Audit Test and Compressor Efficiency Test for Instrument Air Compressors (IACs) and Service Air Compressors (SACs) of Unit-6.
Estimated Amount	4.76 Lac + GST
Start date and time of tender uploading	25.09.2026 at 18.00 Hrs.
Last date for submission of online tender	21.10.2026 at 15:00 Hrs.
Due date & time of opening of Technical bid (Part-I)	23.10.2026 at 15:00 Hrs.
Tender document Fee (Non-refundable)	Rs. 1180/- (inclusive of all taxes)
E-service Fees (Non-refundable)	Rs. 1180/- (inclusive of all taxes)
Earnest Money (Refundable)	Rs. 9600/-
Contact Information	Executive Engineer/ TG Mtc-IV, Unit-6, PTPS, HPGCL, Panipat. Mobile No. - 09355869321

- The Bidders shall have to pay all the fees such as fee for tender document, EMD and e-service fee etc. through online mode by following Electronic Tendering system
- If the tenders are cancelled or recalled on any grounds, the tender document fees & e-service fee (processing Fees) will not be refunded to the firm.
- The following are exempted from depositing the earnest money:-
 - a. Public Sector Undertakings of the Central / Haryana State Government.
 - b. Firms borne on D.G.S. & D/DS&D Haryana rate contracts.
 - c. Firms registered with the National Small scale Industries Corporation, Govt. of India for providing similar types of services.
 - d. Firms borne on the HPGCL's approved list of suppliers which may have made a permanent earnest money deposit of Rs.10.00 Lacs at the respective office of HPGCL, if they quote the Registration number given by the respective office of HPGCL in their tender papers.
 - e. Bidders registered on the portal <https://works.haryana.gov.in> are not required to deposit any earnest money and are required to submit Work specificationEMDdeclaration form which can be generated from contractor login on Haryana Engineering Works Portal.

Executive Engineer/ TG Mtc-IV,
for Chief Engineer/ HPGCL,
PTPS, Panipat

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

1. The Bidders can download the tender documents from the Portal: <https://etenders.hry.nic.in> or www.hpgcl.org.in
2. The Bidders shall have to pay for the Tender documents, EMD Fees & e-Service Fee online by using the service of secure electronic payment gateway. The secure electronic payments gateway is an online interface between contractors and online payment authorization networks. The Payment for Tender Document Fee and e-Service Fee can be made by eligible bidders / contractors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD can be made online directly through RTGS / NEFT. Payment by any other mode would not be accepted.
3. The tender will be opened in two parts. The bidders will upload their technical offer containing documents, qualifying criteria, technical specification and all terms and conditions except rates in Part I (Technical Envelope). Part-II will be submitted in separate rate quoting sheet, uploaded along with the tender.
4. If the tenders are cancelled or recalled on any grounds, the tender document fees & e-service fee (processing Fees) will not be refunded to the firm. EMD shall be refunded.
5. It is advised that the bidder make the payment for EMD via RTGS / NEFT to the beneficiary account number as mentioned in the challan at least T+2 day (Transaction + Two day) two day in advance to the last day for validation on account / transaction period.
6. Those agency who are exempted from EMD, should submit proof of related documents at "Downloading of Tender Documents & Bid Preparation" stage to publisher of the tender i.e. Executive Engineer of the concerned Division.
7. Bid should be strictly according to the scope of work. Unless a deviation from terms and conditions/scope is pointed out by the tenderer specifically, it will be presumed that offer/tender conforms to the specifications
8. The work as a whole will be allotted in a single part to the bidder who is overall lowest in the merit order considering all items of work.
9. The bidder shall bear all cost including banking charges associated with the preparation and submission of the bid. HPGCL will, in no case, be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process
10. HPGCL 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
11. Guideline for online payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- a) Debit Card
- b) Net Banking
- c) RTGS/NEFT

Operative Procedures for Bidder Payments:**Debit Card:**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.

- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

A) Net banking:

The procedure for paying through Net banking will be as follows:-

- (i) Bidder selects Net banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net banking gateway redirects Bidder to the Net banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.
- (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

B) RTGS/ NEFT:

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- (i) Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.
- (ii) Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- (iii) Each challan shall therefore include the following details that will be pre-populated:
 - a) Beneficiary account no: (unique alphanumeric code for e-tendering)
 - b) Beneficiary IFSC Code:
 - c) Amount:
 - d) Beneficiary bank branch:
 - e) Beneficiary name:
- (iv) The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- (v) It is advised that the bidder make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan at least T+2 day (Transaction + Two day) two day in advance to the last day for validation on account / transaction period.
- (vi) In the event, bidders making the payment on the last day and same is not available for the bidders for validation on account of any reason whatsoever, Department, its banker or e-procurement service provider or payment gateway service provider would not be held responsible in any manner. In such cases, the bidders may not be able to submit the tender.
- (vii) Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Executive Engineer/ TG Mtc-IV,
for Chief Engineer/ HPGCL,
PTPS, Panipat

Instructions to bidder on Electronic Tendering System

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

1. **Registration of bidders on e-Procurement Portal:** - All the bidders intending to participate in the tenders processed online are required to get registered on the centralized e-Procurement Portal i.e. <https://etenders.hry.nic.in> (Go to the link in top bar-How to.... – Register and Bid Online and download the file). 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. The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities need to be obtained for e-filing on the e-tendering portal
 - 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. 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. For online payments guidelines, please refer to the Home page of the e-tendering Portal <https://etenders.hry.nic.in>.
4. **Pre-requisites for online bidding:** - In order to bid online on the portal <https://etenders.hry.nic.in>, the user machine must be updated with the latest Java. The link for downloading latest java applet is available on the Home page of the e-tendering Portal.
5. **Online Viewing of Detailed Notice Inviting Tenders:-** The bidders can view the detailed NIT and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>.

6. **Download of Tender Documents:** - The tender documents can be downloaded from the e-Procurement portal <https://etenders.hry.nic.in> or www.hpgcl.org.in
7. **Key Dates:** - The date and time shall be binding on all bidders. The tenderers can submit their quotations (online) as per the dates mentioned on e-tender portal.
8. Bidding shall be online only and no document shall be accepted in any physical form.
9. **Registration of bidders on HEW Portal:** Interested bidders must have contractor ID on <https://works.haryana.gov.in> and firm has to register themselves on HEW portal to get contractor ID, EMD declaration form, award of contract, bill payment etc.
10. **Bid Preparation (Technical & Financial) Online Payment of Tender Document Fee, e-Service fee, EMD fees and Submission of Bid Seal (Hash) of online Bids:-**
 - 10.1. The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. 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.
 - 10.2. 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 bidders shall quote the prices in price bid format.
 - 10.3. Submission of bids will be preceded by submission of the digitally signed & sealed bid (Hash) as stated in the time schedule (Key Dates) of the Tender.
 - 10.4. **EMD declaration form:** Bidders registered by Haryana Government- the bidder shall upload an earnest money declaration form as per format given in Annexure-XII, which can be generated from contractor login on Haryana Engineering Works Portal.
11. **Tender Closing:-**
 - a) If bidder fails to complete the Online Bid Submission stage on the stipulated date and time, his/hers bid will be considered as bid not submitted, and hence not appear during tender opening stage.
 - b) From the starting date of tender downloading to final date of submission of bid, the bidder can rework on his bid number of times he wants. If bidder submits the revised bid including price bid, original bid will automatically deleted and this revised bid will become original bid. No revised bid will be submitted after Part-I (Technical Bid) is opened.
 - c) Complete bid will only be submitted after realization of tender document's fee and EMD.
 - d) 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>.

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.

Executive Engineer/ TG Mtc-IV,
for Chief Engineer/ HPGCL,
PTPS, Panipat

INSTRUCTIONS TO THE BIDDERS

All tenderers must carefully observe the following instructions and offers/tenders not strictly in accordance with these instructions will be liable to rejection:

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

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

The bidder should be Original Equipment Manufacturer/Supplier (OEM/OES) or registered vendor of HPGCL, as per Vendor Registration Policy for the specific category of work

OR

The bidder must have experience of having successfully executed same/ similar 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 average annual turnover and other eligibility conditions mentioned below.

a) Experience for Execution of Work Order- The bidder must have successfully executed Work Orders(s) for same or similar items/ Work related air audit or efficiency test during last 7 years ending last day of the month previous to the month in which applications are invited and having minimum order value as under:

- | | |
|--|--|
| 1. Single order of the value not less than | Rs.3,80,800/- (without taxes) OR |
| 2. Two orders of the value not less than | Rs. 2,38,000/- each (without taxes) OR |
| 3. Three orders of the value not less than | Rs. 1,90,400/- each (without taxes) |

Note:

1. If the bidder has a work order for a period of more than one year, the period and the proportionate value of the order which have been completed prior to the month in which applications are invited (duly supported by successful completion/ execution certificate for such period/ value) shall be taken into consideration for assessing eligibility criteria.
2. The tender documents of only those bidders shall be considered who fulfill the eligibility criteria and submit documentary evidences in support of the same along with copy of performance certificate / repeat work order from the same organization, if any.
3. **Interested bidders must have contractor ID on <https://works.haryana.gov.in>. If bidder does not have contractor ID, their bid will not be considered**

b) Turnover- Bidders must have average annual turnover in last 3 consecutive financial years shall not be less than **Rs.4.76 Lac**

Note:

1. Other income shall not be considered for arriving at annual turnover.
2. In case where audited results for the last preceding financial year are not available for determining the average annual turnover, certification of financial statements from a practicing chartered accountant shall be considered acceptable.
3. Bidder shall submit certified copies for the same duly audited by Chartered Accountant.
4. In case the annual turnover of firm is above Rs. one crore, then copy of on-line balance sheet submitted to Income tax Department will be required for that particular year

c) The bidder should possess GST Number, PAN number and EPF, ESI registration and copy of the same to be attached with e-NIT.

d) The contractor should be 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, if required.

e) A certificate to the effect is to be submitted 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.

Note:

- a) The tender documents of only those bidders shall be considered who fulfill the eligibility criteria / qualifying documents and submit documentary evidences duly attested in support of the same along with copy of performance certificate / repeat order from the same organization, if any.
- b) The firm should fill statement of bidders as per Annexure and submit authentic supporting documents for proving its credential.
- c) Originals of any/ all documents submitted by bidders while tendering, may be asked for verification at the time of finalizing the tender or anytime thereafter.

- d) Decision of HPGCL regarding fulfillment of pre qualification requirement shall be final and binding upon the bidders.
 - e) In case of service contracts, bidders who have successfully carried out erection, testing & commissioning and have minimum one year experience of Operation & Maintenance in the preceding 7 years of the equipment where services are required will also be eligible.
2. **Disqualification of The Bidders / Tenderers:-**
- a) Even though the bidders meet the above Qualifying Criteria they are subject to be disqualified, if they have made misleading or false representations in the forms, statements and attachments submitted in the proof of the qualification requirements.
 - b) The Bidders shall supply partnership deed in case of partnership firm / Memorandum of Association and Article of Association in case of a company.
 - c) Notwithstanding anything stated above Haryana Power Generation Corporation Ltd. reserves the right to assess the tenderer's capacity to perform the contract should the circumstances warrant such assessment in the overall interest of the Haryana Power Generation Corporation Ltd. In this regard the decision of corporation will be final.
3. **Opening of Tender:-**
- a) The tenders will be opened in the office of Executive Engineer/TG Mtc-IV, Unit-6, PTPS, Panipat in the presence of authorized representative of the tenderers, if they so desire, at the time and date set for opening of tenders or in case any extension was given thereto on the extended tender opening date and time. Tenderer's authorized representatives (up to two persons) may attend the opening.
 - b) The Price Bid (Part-II of the tender) shall be opened after Part-I of the tenders have been scrutinized and evaluated. The tenderers whose Part-I have been approved, will be allowed to participate in opening of Price Bid (Part-II). The due date and time for opening of Price Bid (Part-II) shall be informed later on.
4. **Tender Closing:-**
- a) If bidder fails to complete the Online Bid Submission stage on the stipulated date and time, his/hers bid will be considered as bid not submitted, and hence not appear during tender opening stage
 - b) From the starting date of tender downloading to final date of submission of bid, the bidder can rework on his bid number of times he wants. If bidder submits the revised bid including price bid, original bid will automatically deleted and this revised bid will become original bid. No revised bid will be submitted after Part-I (Technical Bid) is opened
 - c) Complete bid will only be submitted after realization of tender document's fee and EMD
5. Any information regarding tender can be had from the office of Executive Engineer/ TG Mtc-IV, Unit-6, PTPS, Panipat (xentg6.ptps@hpgcl.org.in) on any working day prior to last date of submission of tenders. The payment of Tender Document Fee and e-service Fee can be made online directly through Debit Cards & Internet Banking Accounts. The payment of Earnest Money can be made by eligible bidders/ contractors online directly through RTGS/ NEFT. Cost of tender and EMD in any other form shall not be accepted
6. 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
7. Unless exempted specifically, tenders not accompanied with the prescribed EMD, cost of tender & e-Service fee 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.
8. The validity of the tender / offer shall be for 120 days from the date of opening of price bid.
9. No deviation shall be allowed. However, in case of deviation of taxes etc., the same shall be loaded for comparison purposes.
10. Before tendering, the tenderer is advised to inspect the site of work & the environment and make acquaint with actual work and other prevalent conditions, facilities available, position of material and labour. No claim on this account, whatsoever, shall be entertained afterwards.
11. Before tendering, the tenderer shall carefully study all the clauses and specifications of the tender documents. If tenderers have any doubt for the meaning of any portion of the tender specifications or find discrepancies or omissions in the drawings or the tender documents

issued are incomplete or needs clarification aspects, scope of work etc., he shall at once contact the authority inviting the tender for clarifications before submission of tender. No arguments on this account whatsoever shall be entertained after the last date & time of submission of tenders

12. In case due dates of sale / receipt /opening of tender happens to be holiday in PTPS/HPGCL, the needful will be done on next working day.
13. The committee nominated by HPGCL shall evaluate all the bids received against NIT on the parameter indicated under heading qualifying requirement. The decision of the committee shall be final.
14. 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.
15. The tenderer shall quote the prices in English language and international numerals. The rates shall be in whole rupees and shall be entered in figures as well as in words. For the purpose of tender, the metric system of units shall be used.
16. The Haryana Power Generation Corporation Limited does not bind itself to accept the lowest tender and reserves to itself the right to accept the whole or any part of the tender and the tendered shall be bound to perform the same at the rate quoted in this tender.
17. 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.
18. If the tenderer deliberately gives wrong information in his tender, HPGCL reserves the right to reject such tender at any stage.
19. The work as a whole will be allotted in a single part to the bidder who is overall lowest in the merit order considering all items of work.
20. 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.
21. CE/ PTPS reserves the right to cancel the NIT or to change qualifying requirement or to reject any or all the tenders so received without assigning any reason.
22. All rates shall be quoted on the proper form i.e. price bid supplied as part of the tender documents on e-tender portal by the Department.
23. On acceptance of the tenders, the name of the authorized representative(s) of the tenders, who would be responsible for taking instructions from the Engineer-in-Charge and shall be communicated to the Engineer-in-Charge immediately after the allotment / start of work.
24. The negotiation with the firms will be carried out as per HPGCL negotiation policy, as applicable.
25. **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, However;
 - a) In case the blacklisting of the firm is for a specific plant and not for the organization as a whole then such blacklisting will not tantamount to ineligibility of the bidder.
 - b) Blacklisting of the firm by any unit of the HPGCL shall be considered as ineligibility of the firm at any other project of HPGCL.
 - c) In case any firm was blacklisted for a limited period in past by any organization and presently such blacklisting has removed by such organization then it will not tantamount to ineligibility of the bidder.
 - d) Firm has to certify itself for its eligibility with supporting documents to participate in the NIT stating that it has not been blacklisted by any organization presently, however in case at a later stage such certification found wrong then it will lead to misrepresentation of the facts and the firm shall be treated as blacklisted on this ground and action shall be taken as per HPGCL regulation 36 and 37."

Executive Engineer/ TG Mtc-IV,
for Chief Engineer/ HPGCL,
PTPS, Panipat

DETAILED SCOPE OF WORK

Detailed Scope of Work for Conduction of Air Audit Test of Piping Network (demand and supply side) and Efficiency test of Instrument and Service Air Compressors of 210MW, Unit-6

Equipment Covered

- | | |
|--|-----------------------------|
| 1. Instrument air compressors | 06 No |
| 2. Service air compressors- | 04 No |
| 3. Air dryers- | 02 No (Mellcon make) |
| 4. Air receivers (instrument air) | 02 No |
| 5. Air distribution network of instrument and service air system starting from compressors up to farthest point. | |
| 6. Associated control and instrumentation (valves, dampers, oil atomization system etc) | |

Scope of Work

A. Compressor Performance Evaluation (as per IS-5456)

- 1. Measurement of free air delivery (FAD) test of each compressor as per IS-5456.
- 2. Measurement of compressor power consumption at load/unload conditions.
- 3. Calculate specific power consumption (kW per m³/min of air).
- 4. Calculate operating efficiency against design data.
- 5. Verify performance of dryer, filters, and moisture separators.
- 6. Recommendations regarding corrective actions (technical and operational).

B. Air Audit test of compressed air network of instrument and service air system

- 1. Initial checking of entire distribution compressed air piping network of instrument and service air including headers, branches, fittings, valves, dampers, oil atomization system, RAH air motor network etc.
- 2. Proper coordination of concerned divisions/end users of PTPS will be provided during initial site survey.
- 3. Conduction of air leak detection survey using ultrasonic/other suitable equipment with individual tags of locations and its quantity.
- 4. Estimate leakage percentage of total generated air.
- 5. Measurement of dew point at various locations (measuring points to be given by PTPS) and physical checking of moisture content in the air (demand side). Remedial measures for betterment of dew point
- 6. Demand-side assessment of compressed air consumption shall be carried out at important end-use points of the Instrument and Service Air system during both compressor load and unload conditions, as applicable.
- 7. Measurement of compressed air pressure and air consumption at selected demand-side/end-use points shall be carried out to assess the actual air requirement during different operating conditions.
- 8. The actual compressed air demand shall be compared with the available/generated air quantity to identify excess generation, insufficient supply, continuous air consumption during no-load/low-demand conditions and other avoidable losses.
- 9. The air consumption of major end users, including RAH air motor network, oil atomization system and other identified pneumatic equipment, shall be assessed during normal operation and, wherever possible, during idle/no-load conditions.
- 10. The requirement of minimum operating pressure at major end-use points shall be assessed and pressure drop from the compressor/discharge header up to the farthest/selected end-use points shall be identified.
- 11. Based on the above assessment, recommendations shall be given for optimization of compressor loading/unloading, reduction of unnecessary air consumption and improvement of demand-side air management

C. Submit a detailed report of following

- 1. FAD test results for each compressor
- 2. Current efficiency vs. rated efficiency
- 3. Leak test findings (location and quantity wise and estimated percentage loss)
- 4. Pressure drop analysis in distribution system
- 5. Demand-side air consumption assessment under load and unload/no-load conditions, including major end users and identified areas of excess or avoidable air consumption.
- 6. Assessment of compressor loading/unloading pattern with respect to actual demand and recommendations for optimum operation of compressors

7. Energy performance and specific power consumption
8. Root causes for inefficiency and losses
9. Recommended corrective actions (technical and operational)
10. Estimated energy & cost savings potential

Exclusions from the Scope

1. Any rectification/replacement works are not in scope.
2. Only testing, measurement, and reporting are included.
3. All measuring points will be in the scope of PTPS

Executive Engineer
TGM-IV, Unit-6, PTPS

GENERAL TERMS AND CONDITIONS

1. **Contract Agreement:** -The contractor shall execute a contract agreement with HPGCL on a NJSP of appropriate value before issuing notice to proceed with the work through HEW portal.
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:** -
 1. Every tenderer, while submitting his tender, shall deposit the earnest money online.
 2. The EMD furnished by successful tenderer on whom the work order is placed shall be converted into security deposits as a guarantee for faithful and satisfactory execution of work order.
 3. 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.
 4. 10% amount of the bill shall be kept as security deposit. However, the EMD already deposited by the bidder shall be converted into the security deposit and the balance amount shall be deducted from the bill.
 5. The security deposit of the contractor shall be retained by HPGCL for faithful execution of contract.
 6. Security deposit shall be released only after successful completion of entire period of the contract and after completion of 30 days of guarantee / warranty period on the certificate of Engineer In-charge for successful completion of guarantee / warranty period and submission of requisite documents like last EPF/ ESI return by the contractor.
 7. No interest shall be paid on EMD / Security Deposit for the period it remains deposited with HPGCL.
 8. The earnest money/security deposit shall be forfeited in part or in full under the following circumstances:-
 - a) If the tenderer withdraws his tender at any stage during the currency of validity period.
 - b) If the work order 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.
 - c) In the event of a breach of contract in any manner.
 - d) In case of evidence of cartel formation by the bidder(s).
 - e) If the contractor fails or neglects to observe or perform any of his obligations under the contract, it shall be lawful for the HPGCL to forfeit either in whole or in part, in its absolute discretion, the EMD/security deposit furnished by the contractor.
 - f) The forfeiture of EMD/security deposit shall be without prejudice to the right of HPGCL to recover any further amount or any liquidated and/or other damages as admissible under the law, under payments or over payments made to the contractor under this contract or any other contract as well as to take such administrative action against the contractor as blacklisting etc.
4. **Payment Terms:** - 100% payment of the executed work will be made by deducting 10% as security. The balance 10% will be returned after submission of detailed report by the firm for air audit and compressor efficiency test.
5. **Mode of Payment:** - Payment shall be released by the Sr. Accounts Officer, PTPS, Panipat through RTGS/NEFT, in the account of the contractor which shall be used by the contractor for payment of wages to the workers in their Saving Accounts, the contractor will open the requisite account within 7 days of issue of the work order and will intimate the complete bank details viz. Name of Bank/ Branch, Account number, Type of account, IFSC code etc. to Sr. Accounts Officer/ Accounts Officer. No payment to the contractor shall be released other than in account opened for the purpose.
6. **Completion Period:** -The work shall be carried out and completed within **17 Days** after issue of LOI/Work Order whichever is earlier. To complete the work within the stipulated period, work will be carried out round the clock with full strength in all the three shifts, if required. Clear front for execution of the work will be provided to the firm for carrying out the test. Separate intimation will be given for starting of the work.
7. **Penalties for delay in work, Non-Availability of Man-power, Negligence/Non-competence of Manpower and non-timely payment to Labour:** -
 - a) **Delay in work:** If the contractor does not engage sufficient skilled staff or the quality of work is not up to the satisfaction of Engineer-in-charge or there is delay in attending of jobs, the penalty @1% of lump sum charges shall be levied on the contractor for each of the default..The total value of penalty for delay in work shall not exceed to maximum of 10% of contract
 - b) **Unsafe Working**-Rs.1000/- for each occasion of unsafe working or not providing personnel protection/safety gadgets to workers.
 - c) **Use of PPEs**-PPEs (Personal Protective Equipment) shall be provided by the contractor to every worker working under him as per job requirement/site conditions. The contractor shall issue PPEs (Safety shoes, Helmets etc.) to the worker immediately on start of work and submit proof in this regard within 15 days. The contractor shall ensure the use of PPEs/Helmet by every worker during working hours. In case any worker found not using the PPEs the contractor shall be fined Rs.100/- per worker in 1st instance and for subsequent lapse he will be fined Rs.200/- per worker for each instance.

8. **Documentation:-**The contractor of the work shall ensure the following before submitting the bill to the division to avoid delay in payment of the contractor:-
 - a) Contractor shall submit the bill in triplicate to the concerned office
 - b) The bill should be on the contractor's bill book duly serially numbered and bearing date of issue, contractor EPF code, ESI code, GST no., HSN code, PAN etc. A photo copy of the EPF code, ESI code, GST no. , HSN code, place of business with address and unique invoice no. suffix with PTPS, Labourlicence and PAN shall be attached with the 1st bill for reference and record.
 - c) Self attested copy of the deposit challan of EPF & ESI contribution, labour welfare fund deposited by the contractor for the labour engaged for the work duly validated with dossier of workers and their account number in the appropriate prescribed Performa.
 - d) Self attested copy of the attendance sheet, wages register and evidence of wage payment
 - e) 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
9. **Performance Bank Guarantee:-** Within 15 days of receipt of the Letter of Acceptance, the successful Bidder shall deliver to the HPGCL a Performance Security in any of the forms given below for an amount equivalent to 10% of the Contract price. The Performance bank guarantee shall be valid until a date 45 days after the expiry of contract Period.
10. **Guarantee/ warranty:-**Not applicable
11. **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
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 labourcharges:-**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.
14. **Over run charges:-** No over run charges shall be paid in the event of the completion period being extended for any reasons.
15. **Statutory Deductions: -** Statutory deduction on account of Income Tax, GST (TDS) etc. including surcharge shall be made at source from the bills of the contractor at the prevailing rates.
16. **Watch and ward:-**The watch and ward of T&P and other material will be the responsibility of firm.
17. **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.
18. **Factory act/ Minimum wages act/ Insurance act/ EPF act etc:-** Strict adherence of various applicable labour laws like the Factories Act, Minimum Wages Act, ESI Act, Payment of Wages Act, the Workman's Compensation Act, EPF Act, Contractor labour (Regulation & Abolition) Act, 1970 and all other statutory requirements as amended from time to time to the entire satisfaction of Central/State Govt. Authorities, shall be the responsibility of the Contractor and he shall have to make good loss, if any, suffered by HPGCL on account of default in this regard by the contractor. EPF/ESI contributions will be deposited by the contractor in his own EPF/ESI code no. in the respective account of the workers. The contractor will submit the copy of EPF/ESI challan to the Factory Manager, at the time of 90% payment along with corresponding list of workers.
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:-** A Firm shall have to comply with all the provisions of safety rules. The Chief Safety Officer may impose penalty of Rs.200/- per day per head if the workers of contractor are found to be working carelessly without proper protective equipments in unsafe conditions. Against violation of any other clause, a penalty of Rs 500/- per violation (minimum) shall be levied. In case of repeated violation of serious nature resulting in various serious accident or direct loss to the corporation /threatens to cause severe consequences, higher penalty rates may be imposed including suspension/ termination of the contract. If any action is initiated by Chief inspector of

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

- a) 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.
 - b) 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 the matters, questions, disputes, differences and/or claims arising out of and/or concerning and/or in connection and/or relating to this Contract whether or not obligations of either or both Parties under this contract be subsisting at the time of such dispute and whether or not this contract has been terminated or purported to be terminated or completed, shall be referred to the Sole Arbitrator to be nominated by Managing Director/HPGCL and the disputes will be dealt in accordance with provision of the Arbitrator and Conciliation (Amendment) Ordinance, 2015. The award of the Arbitrator shall be final and binding on the parties to this 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.
23. **Set Off:-**Any sum of money due and payable to the supplier under the contract (including security-deposit returnable to the supplier) may be appropriated by the HPGCL and set-off against any claim of the Corporation for the payment of a sum of money arising out of under that or any other contract entered into by the contractor with the HPGCL.
24. **Subletting and Assignment:** - The 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 HPGCL.
25. **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.
26. **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.
27. **Breach of contract:-**
- a) If the contractor is unable to execute the work, any loss incurred by HPGCL in this respect will be to the contractor's account. HPGCL may also terminate the contract after giving a 07 days notice, if in its opinion; the work under the contract is not being done to its satisfaction. HPGCL also has the right to get the job done from a third party at the risk and cost of the first contractor till the expiry of the period of contract and debit the cost plus 15% of the cost to the first contractor's account.
 - b) To recover damages as per penalty clause mentioned as above, if the said delay is not covered under the Force Majeure reasons.
 - c) To get the work done from any other agency after serving a notice of 07 days to the contractor at his risk and cost and without prejudice to the other provisions of the work order.
 - d) To cancel the contract by giving 15 days notice& forfeit the security.
28. **Electricity / Air / Water:** - Electricity/ Air / Water will be provided free of cost at one point per unit as per requirement of job. HPGCL may provide suitable space for site store / temporary workshop free of charges to the contractor. The electricity for site store / office will be provided by HPGCL free of cost. The contractor will use electricity / air / water judiciously. However, contractor shall make his own arrangement for Diesel Generator set/welding set where electricity supply is not available.
29. **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.

30. **Transportation of Material:-**
 - a) The contractor shall make his own arrangement for transportation of the material from O&M stores to site of work, from site of work to O&M workshop, if required and return of scrap back to stores.
 - 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 XEN-in-Charge after completion of work.
31. **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 willful 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.
32. **Telephone Facility:** - The successful contractor shall provide the phone facility to his supervisor to facilitate HPGCL for easy communication with the contractor. The phone Number shall be intimated by the contractor immediately after the award of the contract.
33. **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.
34. **Jurisdiction of Courts:** - The contract shall be deemed to have entered into at Panipat and all cause of actions in relation to the contract shall, therefore, be deemed to have arisen within the jurisdiction of Court of Panipat, Haryana or related high court of Punjab & Haryana, Chandigarh.
35. HPGCL reserves the right to cancel the work order at any time without assigning any reasons and will not be responsible and will not pay for any expenses or losses that may be incurred by the contractor towards preparation/mobilization for execution of the job against work order.
36. **Supervision of work:**
 - a. The Engineer-in-charge shall have the general supervision of the work. The work shall have to be started by the contractor as per the instruction of Engineer-in-charge or his authorized representative at any time on working day, on holiday or after office hours, shall be confirmed by post dated indent. The indent will indicate the date / time of start of work, details of work and scheduled time of completion of work as per contract. The time allowed for a work maintained in the indent will be addition of time of all the jobs/ activities as per contract. The Engineer-in-charge may reduce the total cumulative time of various activities, keeping in view of emergency to bring back the equipment in time. The total time allowed by the Engineer-in-charge will be final & binding to the contractor. He has authority to stop the work whenever such stoppage is necessary to ensure the proper execution of the contract. He shall also have authority to reject all works or part thereof and give necessary direction to carry out work again to his satisfaction. No claim whatsoever on this account will be entertained.
 - b. The decision of Engineer-in-charge for determining the category of the work with reference to the items not maintained in scope of work shall be final.
 - c. The execution of work may entail working in all the sites and weather conditions and no extra claim will be considered on this account. The contractor may have to carry out jobs and work round the clock, as per the requirement to be decided by Engineer-in-charge. No extra claim / over time will be paid on this account.
 - d. In case the contractor fails to do the extra and / or substituted work, Engineer-in-charge will have the option to get the work done through another agency at the risk & cost of the contractor.
 - e. In case of any dispute, the contractor may represent in writing to the Engineer-in-charge whose decision shall be final and binding.
37. **Income Tax:** Statutory deduction on account of income tax including surcharge shall be made at source from the bills of contractor at the prevailing rates by Sr.AO/O&M-II, PTPS, Panipat.
38. **Short Close:** The contract can be terminated/ short closed by HPGCL by giving a notice of one month to the contractor without assigning any reason.
39. PTPS, Panipat is an ISO 9001, 18001& OHSAS 46001 Certified Plant. The contractor has to comply with all the required guidelines/ regulation of all the three ISO.
40. **GST:** The Firm will submit their bill as per Performa in GST Act/Regulation
 - i) It is to ensure that the all prospective bidders to submit copy of Registration Certificate under GST.
 - ii) The following undertaking (on the letter head of bidder) to be made part of mandatory documents to be submitted by all bidders:
 - 1.1. GST registration no.....is valid on date.
 - 1.2. No default has ever been made by bidder in filling 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 contractor 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 the submission of each & every bill unless mentioned otherwise:

- 1.4. A CA certificate regarding validity of GST registration will be submitted every six months during the tenure of contract.
 - 1.5. Contractor 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. Contractor will inform immediately the HPGCL about initiation of any proceeding (if any) against him under the GST laws which may result in suspension or cancellation of GST number of the vendor.
 - 1.7. Undertaking to indemnify the HPGCL in case of any financial implication on HPGCL due to non-compliance of prescribed obligation under the GST Law on part of the Supplier/vendor.
 - 1.8. 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.
- iii) The GST Registration status of contractor will be verified from the official website www.gst.gov.in
- iv) The address of contractor, the place from which supplies/work 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 contractor is having multiple GST registration numbers, executive to ensure that GST number linked to place of contractor should be submitted to HPGCL.
- v) Filling status of following returns is to be verified that the returns are being filed by contractor within due dates:

Return	Periodicity of filling	Return for
GSTR1	Monthly	Outward supplies
GSTR2A	Monthly	Its auto populated on GST portal on the basis of GSTR1 filed by vendor.
GSTR3B	Monthly	Payment of GST
GSTR9	Yearly	Compilation of outward and inward supplies/works, made during the FY
GSTR9C	Yearly	Analytical statement on GST returns certified by GST Auditor

- iv) All the undertakings, as specified in e-NIT, submitted by bidders will be verified. Failure to submit unconditional undertakings will render the bidder to ineligible at technical stage of evaluation
- v) Contractor is to verify that the invoice submitted to Executive wing is in performa as specified under GST law (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 firm as per invoice with the GST number & address given in tender documents submitted by firm and the duly verified invoice will be submitted to accounts wing after verification of all above.
- vi) After the implementation of the 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 500 Crores has been made compulsory and w.e.f. 01 Jan 2021, generation of e-invoice for GST supplies by the person having aggregate turnover of more than Rs. 100 Crores 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 Crores is proposed to made compulsory. The supplier has to furnish 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 suppliers without following the e-invoicing procedure shall not be treated as a valid document.
- vii) Submit a undertaking in case the firm is not generating e-invoice in following format:-
We M/s. having PAN
and GSTIN Registration Number hereby undertake that out 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 there under ("GST Law"). Further, we also undertake that if the aggregate turnover of M/sexceeds 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

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/ TG Mtc-IV,
for Chief Engineer/ HPGCL,
PTPS, Panipat

TECHNICAL TERMS & CONDITIONS

1. SCOPE OF SUPPLY BY PTPS (HPGCL)

The following will be supplied by PTPS free of cost to be used on the unit:

- a) All spare parts for PTPS equipment.
- b) Gland packing rings, gland rope, gaskets, lubricants, greases, paints, primer, brushes and special purpose welding electrodes, M-Seal, Araldite, sealing compounds and anti-seize compounds.
- c) Nuts and bolts going into the PTPS equipment.
- d) Power for lighting and welding sets, water and air.
- e) Special T&P alongwith the main equipment/ lifting device as available with PTPS.
- f) EOT Cranes, wherever installed.
- g) Uncovered/Open space for building temporary site office/site store.

2. SCOPE OF SUPPLY BY THE CONTRACTOR:

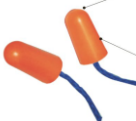
The supply of following T&P and consumables fall in the scope of contractor and no additional payment over and above the quoted rates will be made on this account.

- a) All major T&P and normal T&P(Duly certified) like welding sets, welding leads, ordinary/ General purpose welding electrodes, wire brushes, welding torches, hand gloves, welding screens, grinding/ drilling machines, safety belts&goggles, ear plugs, masks, aprons, hand tools, pulleys winches, pulling machine, gas hoses, manila ropes etc.
- b) The contractor shall arrange cutting set, DA/Oxygen/Argon gases etc. **Use of LPG in the plant is strictly prohibited.**
- c) Micrometers of all sizes (Inside and outside), vernier caliper of all sizes, dial gauges, magnetic bases and measurement tapes etc.
- d) Temporary lighting at site of work. He will arrange 24 V bulbs, two core cables, bulb holders and 24 V step down transformer etc.
- e) All consumables like DPT Kit, kerosene oil, diesel, petrol for strainer/ filter cleaning, rustolene, old dhotis, cotton waste, emery paper, grinding paste, grinding wheels, buffing brushes and, lapping paste etc. All types of hexa blades and other item required for handling and maintenance job.
- f) Hoses for water/washing/cooling of HP & LP Heaters
- g) All required hydraulic jacks and Hydrostatic test pumps for coolers/piping etc. and stress relieving apparatus.
- h) All material for scaffolding like scaffolding piping, clamps, wooden planks, ropes, slings, hook chuk etc. The contractor will arrange wooden sleeper of adequate strength to be placed under the equipment.
- i) All sizes of D-spanners, Ring spanners, Allen-Keys, box-spanner, chain pulley blocks, pull lift and other T&P required for maintenance works.
- j) The contractor shall provide all facilities and PPE to the workers as required under the factory Act/labour Laws.
- k) Transportation means trucks, Tractors-Trolleys etc. for transportation of material from/to store.
- l) First Aid Box.
- m) JCB, pocklain

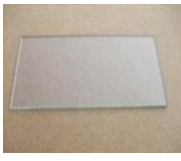
3. PPE SPECIFICATION:

All safety appliances required for the workers e.g. Torches, Safety Helmets, Industrial Shoes, Safety Belts, Masks etc. shall be provided by the contractor and the Corporation shall not be responsible for any accident involving the workmen during work due to lack of safety appliances or due to negligence of the workers. The contractor shall provide the Personal Protective Equipment (PPEs) of ISI mark and as per direction of Engineer-in-Charge, to the worker engaged by them.

Sr. No.	Description of PPE	Specification of PPE	To be used by	Photo sample attached	Use of PPE	Expected Life/ To be recouped
1	Head Protection					
	Industrial Safety Helmet	8 point suspension with standard accessory slot for attachment like ear muffle shield, IS marked as per IS 2925-1984 /EN: 397 (adjustable size 540 to 590 MM). Color: White Blue, Green, Yellow	All		To protect head from any falling object.	Five Years/ as & when damaged

ii	Welding Helmet	UV/IR protection up to DIN 16 CE marked EN 175: 1997, EN 379: 2003, EN 169: 2002	All		Head protection of employee during welding works	Five Years/ as & when damaged
2	Ear Protection					
i	Ear Plugs	Foam/cotton corded in poly bags/carry case, NRR 32db, conform to IS 9167/EN: 352	All		Ear protection of employee during working in high noise area	3 months/ as & when damaged
ii	Ear Muff	Helmet attachable, NRR 32db, conform to IS 9167/EN: 352	-do-		Ear protection of employee during working in high noise area	Two Years/ as & when damaged
3	Respiratory Protection					
i	Respirator (without valve)	Stitched adjustable double elastic IS marked as per IS 9473: 2002 & CE marked EN 149: 2001	All		For respirator protection against dust, water mist.	3 months/ as & when choked
4	Foot Protection					
i	Safety Shoes (Mechanical Job)	With steel toe IS marked as per IS: 15298 (Part-2): 2002 (Size 6 No to 11 No).	All		Protection of foot from any falling object in the plant etc.	Two Years/ as & when damaged

Sr. No.	Description of PPE	Specification of PPE	Recommendation for its use.	Photo sample attached	Use of PPE	Expected Life/ To be recouped
5	Eye Protection					
i	Safety Goggles impact protector (Dust, Grinding)	Hard coated clear polycarbonate lenses with side shield as per IS 5983: 1980/CE marked EN: 166/ANSI Z87.1.2003			Protection of eyes from find dust and fine iron particles during cutting/grinding etc. etc.	Five Years/ as & when damaged
ii	Welding Goggles	Fitted with IR 5/11 lens, as per IS: 5983:1980CE marked EN: 166 /169	The employee deployed for welding jobs		Protection of eyes from UV/IR radiation during welding works	Five Years/ as & when damaged
iii	Welding Hand Screen	Flat fronted flame retardant with concealed handle as per IS 1179: 2008	The employee deployed for welding jobs		Protection of eyes from UV/IR radiation during welding works	Five Years/ as & when damaged
iv	Welding Head Screen	Flat fronted flame retardant with concealed handle as per IS 1179: 2008	The employee deployed for welding jobs		Protection of eyes from UV/IR radiation during welding works	Five Years/ as & when damaged

v	Welding Glass (Black)	Black welding Glass size 4.25" x 3.25" CE marked EN166	The employee deployed for welding jobs		Protection of eyes from UV/IR radiation during welding works	consumable
vi	Welding Glass (White)	White welding Glass size 4.25" x 3.25" CE marked EN166	The employee deployed for welding jobs		Protection of eyes from UV/IR radiation during welding works	consumable
6	Hand Protection					
i	Leather Hand Gloves	As per is 6994 (Part-1):1973,CE marked, EN:388(Size 14"/16")	All		Protection of hand while working on mechanical jobs etc.	Two Years/as & when damaged
ii	Heat Resistant Hand Gloves (Asbestos free)	Heat resistant fabric & leather back & cuff with woolen lining as per IS 2573: 1986 /CE marked EN:388 (Size 14"/16")	for welder		Protection of hand while working on high temperature equipment etc.	Two Years/as & when damaged
iii	Heat Resistant Hand Gloves (Asbestos free)	Heat resistant fabric & leather back & cuff with woolen lining as per IS 2573: 1986 /CE marked EN: 407 (Size 14"/16")	for employee working on hot equipment		Protection of hand while working on high temperature equipment etc.	Two Years/as & when damaged

Sr. No.	Description of PPE	Specification of PPE	Recommendation for its use.	Photo sample attached	Use of PPE	Expected Life/ To be recouped
7	Fall protection					
i	Full body Safety belt /harness	Consisting with PN 204 lanyard, Two chest and one dorsal attachment D-ring IS marked as per IS: 3521:1999/CE marked EN 361/EN: 358	Staff deployed for various works on height		Protection of body while working on height.	Five Years/as & when damaged
8	Body Protection					
i	Dangri/ Raincoat (Medium, Large & Extra Large)	Protects from rain	All		Body protection of employee during working in rain	Three Years/ as & when damaged

Executive Engineer/ TG Mtc-IV,
for Chief Engineer/ HPGCL,
PTPS, Panipat

IMPLEMENTATION OF LABOUR LAWS BY THE CONTRACTOR**1) Registration of Establishment (PTPS) and obtaining the Labour License/ Renewal.**

The Registration of Panipat Thermal Power Station with the list of working Contractors is required under Section -7 of Contract Labour Act, 1970. The name of working Contractor must be on the list of Contractors otherwise he (contractor) will not get Labour License/ Renewal from the labour Department, Haryana Govt. So as and when the work is awarded to the contractors other than included in the list of contractors attached with the Registration of Panipat Thermal Power Station, the contractor will ensure that his name on the prescribed Performa is intimated to the Centralized Agency by the officer in charge of the work for getting his name including in the said list. Further after the needful, the contractor will be under obligation to obtain labour license/ its renewal under Section 12 of ibid Act from the Labour Department. Haryana Govt. by completing the requisite formalities.

2) Payment of wages to the workers deployed on the work Under Section 63 to 73 of Contract Labour Act-1970.

The contractor will be bound to pay wages to the workers deployed by him on the work as per minimum wages fixed by Labour Department, Haryana GOY1. , Chandigarh and follow revision from time to time. He will display on the notice Board of his site office, the date of making monthly wages payment which should be on or before 7th of every month. The payment shall be made in currency & coins in the presence of authorized representative of the Principal Employer! official from the Labour Department Haryana Govt. In case of default, the contractor will be liable for prosecution under the ibid Act.

3) Maintaining the Registers and records Under Section – 74 to 78 (a to d) of Contract Labour Act-1970.

The contractor shall maintain necessary records under the provisions of ibid Act vii. Register of Workman employed (Section -75), Issuing of Employment Cards (Section 76), Service Certificate (Section 77), Register of wages (Section 78 (a) to (d)), Attendance Register, Register of Over time ,Register of deduction, Register of advance, Register of fines, Issuing of Wages Slips, etc, the same shall be made available with the site in charge of the work or authorized representative of the contractor for checking! inspection as and when required by the officer in charge of PTPS authorities or Labour Department, Govt. of Haryana. Non maintaining/ non production of the above Registers /Forms, under Section- 23 - 24 of the ibid Act will be treated as offence and Contractor will be liable for prosecutions by the Labour Department, Govt. of Haryana.

4) Age limit of the workers.

No labour below the age of 18 years and above 60 years shall be employed by the contractor on his allotted works.

5(A).Compliance of various Labour Acts.

(A). The contractor shall abide by all the labour laws required to be followed and he shall furnish an undertaking on N1SP of appropriate value duly attested by the Notary Public to the effect that he will comply with all the Acts, laws and Regulations as may be applicable with regard to performance of work including Factory Act.1948. Industrial Dispute Act-1947.Employees State Insurance Act-1948.Employee Provident Fund Act-1952, Payment of Wages Act-1936, Minimum Wages Act-1948. Contract Labour Act (R&A , 1970) Workmen compensation Act 1923 and others rules and regulations as framed by the Central! State GOY1. in this regard from time to time.

(B). The Contractor shall also specify in the above Undertaking that all the labour /workmen engaged by him for rendering the services under the contract, will be the employees of the contractors for all intents and purposes and shall have no claim! right on the HPGCL. All the risks, responsibilities and liabilities towards his labour shall be owned by him. The Contractor will take such steps as may be directly responsible for any dispute arising between him and his labour / workmen and keep the HPGCL and its officers indemnified from and against all losses, damages and any claim/liability arising there from. Under no circumstances whatsoever, HPGCL would be held responsible in respect of contractor's workers. In case any expenditure is incurred by HPGCL as a result of certain dues on the pan of the contractor's labour or otherwise, the HPGCL is entitled to recover / claim such dues /compensation from the contractor's pending, payments bills or through court of law.

(C) Besides the above, the contractor shall obtain an affidavit on the NJSP of appropriate value duly signed and witnessed by him under his seal and duly attested by the Notary Public from his each and every individual worker / employee that they will not claim any employment in HPGCL in lieu of services rendered by them to the contractor namely M/s----- against Work Order No.----- dated----- and all the disputes, whatsoever and of any nature, will be settled by their contractor who has engaged them. These affidavits along with his own undertaking as per Para- A&B above.shall be submitted by the contractor to the Officer-in-Charge .

6) Deposit of EPF contribution of the workers along with Employer share.

It is statutory obligation for the contractor to deduct EPF contribution for the employee drawing wages up to Rs.6500/- per month. The rate of deduction i.e. 12% on the minimum wages fixed of the labour by the Govt. or actual wages drawing (i.e. basic pay + DA + cash value of food concession + leave encashment) and deposit the same with his share @ 12% (8.33 % in pension fund and 3.67% in employees contribution) and deposited the same with the EPF Department with 1.61 % administrative charges in their allotted EPF Code upto15th of due month failing which interest and damages will be charged., Copy of the deposit challan for 25.61% as mentioned above shall be submitted along with running bills in the office of officer in charge of the work by the contractor. The monthly return on R-I form by mentioning the social security No. of each worker which may be obtained from EPF Department shall also be submitted in the office of Regional Commissioner and copy of the same shall be submitted to the officer in charge of the work! Accounts Branch. The contractor possessing the EPF Code of out of State of Haryana where R-(form is not applicable/introduced, they will supply the Form 3A, 6A, 12A, 5, 10 as applicable in that State by the EPF Department. It is responsibility of the contractor to make the inspection of record of deposit of EPF contribution of their labour from the EPF Department and copy of the same will be submitted 10 the officer in charge of work / Accounts Branch , The contractors having out of state, EPF Code will also get their record inspected from Local EPF office(Panipat).

7) Deposit of ESI Contribution of the workers along with Employer share.

It is statutory requirement for the contractor under ESI Act 1948 that the workers drawing gross wages up to Rs.10,000/- , 1.75% contribution is deducted from the wages of such worker and deposit along with Employer share of 4. 75% i.e. total 6.5% with the authorized bank / branches of ESI Department by the contractor to cover their workers under ESI Scheme Up to 21st of due month, otherwise, interest and damage will be charged on deposit of delayed payment. The contractor will get their ESI code.

It is also responsibility of the contractor to get the facilities as provided under ESI scheme, extended to their workers viz. issuance of ESI Cards, filing the Returns on prescribed Form- 6 on due dates i.e. 12 May, 11 November, every year in local ESI office., otherwise he will be prosecuted by the ESI Department as provided in the ibid Act. In case of non issuance of ESI Cards, the workers, will not get the medical facilities / pension benefits to the widow which are provided by the ESI Department and contractors will be responsible for consequences.

8) Deposit of Labour Welfare Fund along with Employer share.

In pursuance of Haryana Government Labour Department Gazette Notification dard 4'h April, 2007, i.e. contractors are required to deduct Labour Welfare Fund @ Rs.5/- from each worker and deposit the same with Employer's share @ Rs. 1 0/- per worker (total Rs.15/- each worker) with the Welfare Commissioner, Haryana , Chandigarh in shape of Demand Draft in their favor along with list of workers for whom the same is being deposited. The copy of proof in this respect shall be submitted along with bills to officer-in-charge/ Account Branch.

Executive Engineer/ TG Mtc-IV,
for Chief Engineer/ HPGCL,
PTPS, Panipat

FORMAT OF GUARANTEE / WARRANTTY CERTIFICATE

(To be submitted on letter head of the firm)

Certified that I, _____ S/o _____
R/o _____ on behalf of _____ registered office at _____
_____ do hereby undertake to finish guarantee/warrantee
period of _____ from the date of completion of work done by the firm/company vide Work Order
No. _____ dt. _____ issued by the Executive Engineer / TG Mtc-IV, Unit-7,
HPGCL, PTPS, Panipat 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/warrantee.

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

CONTRACT AGREEMENT

This contract agreement entered in to this _____ day of the month of _____, 2018/ 2019 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 _____ at PTPS, Panipat for the work of _____ 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 agree to abide by all labour laws, rules and regulations which may be enforced from time to time. Whereas the contractor also agree to absolve the Corporation from all risks & responsibilities towards the labour engaged by the contractor during execution of the above said work.

The contractor will comply with all the provisions of the relevant labour laws/Acts and the rules /regulations framed there under. In the event of PTPS, Panipat 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 PTPS, Panipat and the contractor have agreed to execute an agreement.

Now this deed witness and parties hereto hereby mutually agree as above.

In witness thereof, the contractor & HPGCL hereto set their hands as under.

Signature of the contractor

Signature & designation on behalf of HPGCL

In presence of witness

In presence of witness

Witness

Witness

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 _____

STATEMENTS OF BIDDERS

1.

Name of Bidder
2.

Address of Head Office
3.

Correspondence Address

4.

Legal status
5.

PAN & TIN Number of the Bidder (attached self attested photocopies)

PAN

GST No.

6.

Bank Details (attached signed cancelled cheque)
- a.

Bank Name & Address
- b.

Bank Account Number
- c.

Bank Branch Code
- d.

IFSC Code of Branch
- e.

Nature of account (current/saving/OD/CC)

7.

Main Lines of Business
- a.

since
- b.

since
- c.

since

8.

Annual Turnover of past three year
- a.
- b.
- c.

9.

Past Experience:-
- | Name of Organization | Period | Reference of Contract | Order Value contract wise |
|----------------------|--------|-----------------------|---------------------------|
| | | | |
| | | | |
| | | | |

10.

Any other: -

Signature & Stamp of Bidder

Name & Designation of Authorized Bid Signatory

UNDERTAKING

(To be supplied by the firm on their letter head)

1. It is certified That the firm M/s _____ is not Black listed from any Govt. Department/ Public Sector undertaking of Central Govt./ State Govt./ State Electricity Boards / Corporations/ any other reputed thermal/ Hydel plant from last five years.
2. It is certified that the firm is not under any default towards compliance under any of the Labour Law presently. Also in case at a latest stage, if 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 HPGCL works and purchase regulation 2015, as deemed fit.
3. It is certified that the Labour licence shall be obtained/ submitted within 15 days after allotment/ issuance of LOI/ work order.

Signature & Stamp of Contractor

TECHNICAL CHECK LIST

(Following documents to be attached with NIT for evaluation of qualifying criteria)

Sr. No.	Technical Specification	Bidder Response (Yes or No)
1	Tender cost with e-service fees @ Rs. 2360/-	YES / NO
2	Earnest Money Deposited @ Rs. 9600/- OR documentary proof of EMD exemption OR EMD declaration form (to be downloaded from HEW portal)	YES / NO
3	Contractor ID (received after registration on HEW Portal)	YES / NO
4	Documentary proof of OEM/ OES / registered vendor of HPGCL for the specific category (Annexure-III)	YES / NO
5	Copy of successfully executed work orders for same or similar works during last 7 years ending last day of the month previous to the month in which applications are invited in 110 MW units or above capacity power plants and having minimum order value as under: Single order of the value not less than Rs.4,49,400/- OR Two orders of the value not less than Rs. 2,80,900/- each OR Three orders of the value not less than Rs.2,24,700/- each	YES / NO
6	Copy of performance certificate/ repeated work order from the same organization	YES / NO
7	Documentary Proof for annual turnover of last 3 years as per NIT along with Form-3CB/ Form-3CD, as applicable.	YES / NO
8	Documentary Proof for GST registration number.	YES / NO
9	Documentary Proof for permanent account (PAN) number.	YES / NO
10	Documentary Proof for EPF registration	YES / NO
11	Documentary Proof for ESI registration	YES / NO
12	Authority letter in the name of the Authorized Person who has signed the Tender Document / Price Bid on behalf of the Contractor / Company.	YES / NO
13	Acceptance of all terms & conditions of tender (Annexure-X)	YES / NO
14	Statement of bidders duly filled (Annexure-XI)	YES / NO
15	Undertaking from the firm, as per Annexure-XII	YES / NO

RATE QUOTING SHEET

Sr. No.	Description of work	Qty. (No.)	UOM	Unit Rate	Amount
1	Conduction of Air Audit Test of compressed Air Piping Network (Supply and demand side), tagging of leak points, Compressor Efficiency Test as per IS-5456 for Instrument Air Compressors (IACs)&Service Air Compressors SACs (Total-10Nos), demand side usage, preparation & submission of detailed report and other associated work as per the detailed scope of work	1	L/S		

Signature & Stamp of Contractor

Note for the bidder:-

1. Rate shall be quoted by the bidder, strictly as per rate quoting sheet after carefully going through the complete tender documents 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.