

PANIPAT THERMAL POWER STATION

(A Unit of Haryana Power Generation Corporation Limited)

(Regd. Office: C-7, Urja Bhawan, Sector-6, Panchkula)

Corporate Identity No. U45207HR1997SGC033517

Website: -www.hpgcl.org.in



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

TENDER DOCUMENT

FOR

**“ RATE CONTRACT FOR OVERHAULING, REFURBISHMENT
AND PROCUREMENT OF MANDATORY SPARES OF CEP
CARTRIDGES (EN 5J 40) OF 210 MW, UNIT-6, PTPS,
PANIPAT”**

e-NIT No. 18/ Ch-15/ TGM- 199/ IV dated 30.09.2026

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

**TELEPHONE NO.0180-2566859
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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:09355869321, Fax:0180-2566265, e-mail: xentg8.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.	18/Ch-15/TGM-199/IV dated 30.09.2026
Description of work	Rate Contract for Overhauling, Refurbishment and Procurement of Mandatory Spares of the CEP cartridges (EN 5J 40) of 210 MW, Unit-6, PTPS, Panipat
Estimated Amount	15.03 Lac + GST
Start date and time of tender uploading	30.09.2026 at 17.00 Hrs.
Last date for submission of online tender	30.10.2026 at 17:00 Hrs.
Due date & time of opening of technical bid (Part-I)	03.11.2026 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)	30,100/-
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 specification EMD declaration 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 with 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 atleast 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 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. **Bid Preparation (Technical & Financial) Online Payment of Tender Document Fee, e-Service fee, EMD fees and Submission of Bid Seal (Hash) of online Bids:-**
 - 9.1. 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.
 - 9.2. 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.
 - 9.3. 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. **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 a registered vendor of HPGCL, as per Vendor Registration Policy for the specific category of the 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 reconditioning/ repairing of CEP cartridges 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:

- | | | |
|--|----------------------------------|----|
| 1. Single order of the value not less than | Rs. 12,02,400/- (plus Taxes) | OR |
| 2. Two orders of the value not less than | Rs. 7,53,500/- each (plus Taxes) | OR |
| 3. Three orders of the value not less than | Rs. 6,01,200/- each (plus 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 the such period/ value) shall be taken into consideration for assessing the 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.

b) Turnover- Bidders must have average annual turnover in last 3 consecutive financial years shall not be less than **Rs. 15.03 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. The 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 copy of the same to be attached with e-NIT.
- d) The bidders should have testing facilities at its works or the testing will be carried out at any Govt. approved test laboratory.
- 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.

Notes:

- 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 fulfilment 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 the 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. 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
 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. 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.
 7. The validity of the tender / offer shall be for 120 days from the date of opening of price bid.
 8. No deviation shall be allowed. However, in case of deviation of taxes etc., the same shall be loaded for comparison purposes.
 9. 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.
 10. 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
 11. 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.
 12. 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.

13. 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.
14. 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.
15. 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.
16. 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.
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 of HPGCL, However;
 - a) In case the blacklisting of the firm is for a specific plant and not for the organization as a whole then such blacklisting will not tantamount to ineligibility of the bidder.
 - b) Blacklisting of the firm by any unit of 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

SCOPE OF WORK

Scope of Work for Overhauling/Refurbishment of CEP Cartridge Model (EN5J40):

A. To and fro transportation-

1. Collection of CEP cartridges from PTPS. The cartridges shall be lifted in two phases as directed by the Engineer-in-Charge.
2. To & fro transportation of damaged cartridge from PTPS site to the firm's works and return of repaired/refurbished cartridges back to PTPS site.
3. Firm will collect the cartridge/mandatory spares within a period of 15 days after issuance of intimation letter.
4. Transportation shall be under proper transit insurance coverage.
5. Loading and unloading at both ends shall be under the firm's scope. However, free cost EOT car services will be provided by HPGCL while loading/unloading at PTPS station.

B. Inspection for Identification of Spares-

1. Complete dismantling of the cartridge assembly at the firm's works.
2. Cleaning of all parts and identification of reusable, repairable, and replaceable components through joint inspection with PTPS representatives.

C. Repairing and Re-assembly-

1. Machining of shafts, sleeves, wear ring locations and other components, wherever required, within permissible limits.
2. Manufacturing and supply of approved mandatory & major spare parts (if required), after joint inspection and approval of PTPS.
3. Fitment of impellers on the shaft using proper interference fit as per OEM standards.
4. Replacement/fitment of wear rings and machining, wherever required, to maintain the specified clearances.
5. Assembly of diffusers, sleeves, bushes, bearings, bell mouth and all other cartridge components.
6. Dynamic balancing of the complete rotor assembly after fitment of impellers.
7. Checking and maintaining all axial and radial clearances as per OEM recommendations.
8. Measurement and recording of all critical dimensions before and after refurbishment.
9. Replacement of fasteners, locking arrangements, gaskets, O-rings, seals and other mandatory items, wherever required.
10. Final assembly of the complete cartridge.
11. Shop testing, checking of free rotation and dimensional inspection of the refurbished cartridge before dispatch.
12. Submission of inspection report, dynamic balancing certificate and test certificates for mandatory and major spare parts supplied by the firm.
13. Proper packing, safe transportation and delivery of the refurbished cartridges to PTPS.
14. Rectification, free of cost, of any defect noticed during inspection, installation or commissioning of the refurbished cartridge during the guarantee period.

D. Procurement and Replacement of mandatory Parts-

1. All mandatory parts such as wear rings, sleeves, bearings, o-rings etc., will be replaced in every overhaul (list of mandatory spares is as per Annexure-V).
2. These spares will either be issued by HPGCL at the time of cartridge collection or shall be supplied by the contractor (if not made available by PTPS) at mutually agreed rates as part of the rate contract.

E. Procurement and Replacement of Major Spares (Non-Mandatory)

1. Any major spare parts (other than mandatory ones) required during the overhaul will be identified during joint inspection.
2. Such spares will either be arranged by HPGCL or supplied by the firm after issuing of a separate purchase order (except shaft, which is the part of this contract) and signing of the joint inspection MOM.
3. Transportation and insurance for the non- mandatory spares from PTPS store to the firm's works shall be in HPGCL scope.

F. Quality assurance and Workmanship-

1. All workmanship must comply with OEM standards and best engineering practices.
2. The firm shall ensure high quality repair and reassembly work to ensure optimal performance of the cartridge.
3. Any other activity not explicitly mentioned above but required for successful overhauling and reliable operation of the CEP cartridge shall be deemed to be inclusive in the scope.

G. Incidental Charges-

1. To & fro transportation and transit insurance of CEP cartridge along with mandatory spares will be borne by HPGCL on freight to pay basis against documentary proof.

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

Mandatory Spares for CEP cartridge (Model: EN 5J 40)

Sr. No	Item Description	UOM	Quantity
A	Supply of mandatory spares (Optional)		
1	Sleeve – 1 st stage of impeller	1	Nos.
2	Sleeve – 2 nd to 5 th stage of impeller	4	Nos.
3	Sleeve – bell mouth & stuffing box	2	Nos.
4	Wear ring, bell mouth & casing NDE (1 st stage)	2	Nos.
5	Wear ring casing NDE (2 nd , 3 rd , 4 th & 5 th stage)	4	Nos.
6	Wear ring casing DE (1 st , 2 nd , 3 rd , 4 th stage)	4	Nos.
7	Wear ring 1 st stage impeller	2	Nos.
8	Wear ring (2 nd , 3 rd , 4 th & 5 th stage) impeller	8	Nos.
9	Cut-less rubber bearing bell-mouth	1	Nos.
10	Cut-less rubber bearing 1 st stage	1	Nos.
11	Cut-less rubber bearing (2 nd , 3 rd , 4 th & 5 th stage	4	Nos.
12	Set of o-rings	1	Set
13	Set of fasteners	1	Set
B	Supply of major spares (Optional)		
1	Pump Shaft	1	Nos.

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

GENERAL TERMS AND CONDITIONS

1. **Contract Agreement:** - The contractor shall execute a contract agreement with HPGCL on a NJSP of appropriate value within 15 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:** -
 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 monthly running bill shall be kept as security deposit. However, the EMD already deposited by the bidder shall be converted into the security deposit and the balance amount shall be deducted from the 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 EMD/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 shall be released against appropriate bill of the contractor and after successful completion of work by deducting 5% security and other statutory deductions. Security deposit shall be released after expiry of Guarantee/ warranty period.
5. **Mode of Payment:** - Payment shall be released by the Sr. Accounts Officer, O&M-III, PTPS, Panipat through RTGS/NEFT. For payment through RTGS/NEFT, the contractor will intimate the complete bank details viz. Name of Bank/Branch, Account Number, Type of Account, IFSC Code etc, Bank charges, if any, shall have to be borne by the contractor.
6. **Completion Period:** - The completion period is as under:
 - a) The cartridge is to be collected from PTPS within 15 days of issue of letter of intimation from the concerned division of PTPS and inspection call for dismantled internals of the cartridge is to be given within 6 weeks from the date of collection of cartridges from PTPS. However, in case of urgency, inspection call would be given in shortest period possible.
 - b) All the mandatory spares shall be lifted/transported by the firm along with the damaged cartridge...
 - c) Inspection calls for assembled cartridge should be given within 8 weeks of date of collection of spares from PTPS.
 - d) Assembled cartridge should be delivered within 20 days of joint inspection/ inspection waiver of assembled cartridge.
 - e) Any major spare parts (other than mandatory ones) will either be arranged by HPGCL or supplied by the firm after issuing of a separate purchase order (except shaft, which is the part of contract) and signing of the joint inspection MOM. Transportation and insurance for the non- mandatory spares from PTPS store to the firm's works shall be in HPGCL scope. Time delay on account of above will not count towards completion period and any delay attributable to non-supply of spares (non-mandatory) will not be liable to penalty.
 - f) The timelines stipulated for various activities under the contract shall be construed as cumulative timelines, unless specifically stated otherwise in the contract.
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 firm. 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 in work:** - The contractor shall ensure timely completion of the job as per stipulated completion period. In case of delay in completing the work/job, the penalty for delay will be imposed @ 1% per day of the value of work or part thereof subject to maximum of 10% of the value of item/cartridge under refurbishment.

9. **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: -
- Contractor shall submit the bill each time in triplicate to the concerned office
 - The bill should be on the contractor's bill book duly serially numbered and bearing date of issue, contractor GST no., HSN code, PAN etc. A photo copy of the, GST no. , HSN code, place of business with address and PAN shall be attached with the 1st bill for reference and record.
 - Guarantee / warrantee certificate on their letter head.
10. **Performance Bank Guarantee:-** Within 15 days of receipt of the Order, the firm shall deliver to the HPGCL a Performance Security in any of the forms given below for an amount equivalent to 5% of the Contract price plus additional security for unbalanced Bids in accordance with Clause (b) mentioned below. The Performance bank guarantee shall be valid until a date 45 days after the expiry of Defect Liability-cum-Maintenance Period.
- As per Haryana Govt. Co-operation Department Notification No. 8366-C-7-2016/13818 dated 08.12.2016, the performance security for Co-operative Labour and Construction Societies shall be half of the performance security applicable to contractors for works upto any value. In case of the Cooperative Labour and Construction Societies consisting of all women members or all SC members the performance security will be 25% of the performance security applicable to contractor.
 - Calculations of PBG in case of negatively unbalanced bids: If the Bid price offered by the contractor is negatively unbalanced up-to the 10% of the estimated cost of contract. In such cases no additional performance security shall be taken from the successful bidder; (ii) If the bid price offered by the contractor is negatively unbalanced below 10% and upto 20% of the estimated cost of AMC - In such case, Additional performance security shall be calculated @ 20% of the {(% below quoted by the contractor – 10%) of the estimated cost of the contract}; (iii) If the bid price offered by the contractor is further negatively unbalanced below 20% of the estimated project cost - In such case, the Additional performance security shall be calculated @ 30% of the {(%below quoted by the contractor – 10%) of the estimated cost of the contract
11. The Performance Security equal to 5% (five percent) and additional security for unbalanced bids shall be provided to the Employer no later than the date specified in the Letter of Acceptance and shall be issued in an amount and form and by a bank or surety acceptable to the Employer, and denominated in Indian Rupees. The Performance Security shall be valid until a date 45 days from the date of expiry of Defect Liability-cum-Maintenance Period and the additional security for unbalanced bids shall be valid until a date 28 days from the date of issue of certificate of completion.
12. **Guarantee/ warranty:-** The details are as under:
- The firm shall stand guarantee on standard Performa of HPGCL (attached as Annexure) for the workmanship of overhauling and repair of CEP cartridge for a period of 18 months from the date of dispatch or 12 months from the date of commissioning of the pump, whichever is earlier. If felt necessary, the firm may depute his representative at the time of commissioning of overhauled cartridge otherwise it will be presumed that there is no problem in commissioning of the cartridge at site.
 - During this period if any internal problem arises in the cartridge, the firm will attend the same free of cost.
 - In case the firm fails to respond within a reasonable time, the job will be got done from any other agency and entire expenditure thus incurred will be debited to the firm.
 - The above guarantee/ warrantee clause will be as it is applicable to the cartridge repaired under guarantee/ warrantee period and will not be limited to any fixed no. of times.
13. **Force Majeure:-** The delay in the completion of the work may be treated as force majeure to the contractor only if:
- The delay is resulted from any causes arising out of compliance with regulations, orders or instructions of the Central or State Governments, acts of God, acts of Civil & Military authority, fires, floods, strikes, lock-outs, freight embargoes, war-risk riots and civil commotion. And
 - 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.
14. **Validity of contract:-** The validity of the contract will be one year from the date of issue of LOI/ work order. The contract can be short closed before the completion/ validity period by giving a notice of 15 days to the contractor without assigning any reason.
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. **Arbitration:** -All 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 the 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 appointed by the mutual consent from the panel of Arbitrators provided by HPGCL. The firm may give consent on anyone from the panel. In case no consensus is arrived at between the parties the aggrieved party can approach the competent court of law for appointment of Sole Arbitrator. The award of Arbitrator shall be final and binding on the parties to this Contract. Subject to afore mentioned provisions, the provisions of Arbitration & Conciliation Act, 1996 as amended from time to time and rules

made there under for the time being in force, shall apply to the Arbitration proceedings under the Clause.

It has been agreed between both the parties that the fee of the Arbitrator shall be governed by Arbitration and Conciliation Act, 1996 as amended.

17. **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.
18. **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.
19. **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.
20. **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.
21. **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.
22. **Transportation of Material:-**
 - a) To & fro transportation of damaged cartridge assemblies from PTPS site to the firm's works and return of repaired/refurbished cartridges back to PTPS site.
 - b) Firm will collect the cartridge/ mandatory spares within a period of 15 days after issuance of intimation letter.
 - c) Transportation shall be under proper transit insurance coverage.
 - d) Loading and unloading at both ends shall be under the firm's scope. However, free cost EOT car services will be provided by HPGCL while loading/unloading at PTPS station.
 - e) To & fro transportation and transit insurance of CEP cartridge along with mandatory spares will be borne by HPGCL on freight to pay basis against documentary proof.
23. **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.
24. **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.
25. 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.
26. **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.
27. **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

SPECIAL TERMS & CONDITIONS

1. The rates quoted will be firm.
2. The cartridge shall be collected from PTPS and after repair the same shall be delivered back at PTPS at the risk & cost of the firm.
3. Joint inspection of the dismantled cartridge would be made at the firm's work for identifying the damage and spares to be replaced. The spares required to be replaced for overhauling of the cartridge would be supplied by HPGCL and the spares will be collected from PTPS by the firm after joint inspection of the dismantled cartridge.
4. The spares supplied by PTPS, HPGCL will be collected by the firm and will be inspected and checked thoroughly before fitment. It may be required to collect the spares for cartridges at different times depending upon availability of spares. Any excuse for the failure of cartridge on account of supply of faulty spares by HPGCL will not be accepted.
5. HPGCL shall inspect the equipment through its representative at the firm's works after dismantlement of the cartridge and after repair of the cartridge prior to its dispatch.
6. The cartridge during collection from PTPS and during delivery to PTPS shall be packed suitably by the firm. The spares collected from PTPS, HPGCL shall also be packed suitably by the firm. A person will have to be deputed while collecting the spares to check the quality and quantity of spares to avoid any dispute regarding their quality and quantity at later stage. Damage/ loss of any spare/ cartridge during transit will be the sole responsibility of firm and HPGCL will not compensate for it in any way.
7. The unused spares and dismantled damaged parts would be supplied back by the firm along with the repaired cartridge.
8. The firm shall be wholly responsible for the loss, shortages, damages etc. during transit of the cartridge/spares as well as at the firm's works during repairs of the cartridge. The insurance charges shall be borne by the firm.

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

(To be drafted on a non-judicial stamp paper of Rs. 500/- & signatures of the signatory to be attested by bank. Consignee's Authorized signatory to stamp and sign on all pages of the bond. Signature to be Bank verified and bond must be notarized.)

FORMAT OF INDEMNITY BOND
(For Taking goods for repair works)

Dated: dd/mm/yyyy

To

**Executive Engineer
 TG Maintenance Division, Unit-6/7/8
 HPGCL, PTPS, Panipat**

Bond Reference No:

Whereas for the purpose of carrying repairs, we the jobber/consignee _____ M/s..... wish to move the above mentioned goods from (Premises of _____ PTPS _____ to _____ our _____ factory/warehouse. at....., we as receivers /Consignees and/or are executing this indemnity bond in favor of PTPS to ensure safe return of the goods. In considerations of your allowing us to remove the aforementioned goods to our premises for repair, we, the undersigned hereby undertake and guarantee the following to you.

1. We, the jobber/consignee shall take all responsibilities and care to ensure that the goods are kept safe, in sound and usable condition by all whose acts of omission and commission, the jobber/consignee and our agent / contractor / transporter, above named are solely liable.
2. We the jobber/consignee and/or agent / contractors / transporters and/or their/our employees or servants undertake to indemnify the goods against all damages / loses / liability/ third party liability cost or expenditure suffered or incurred by the movement of goods while in possession of the jobber/consignee, including injury or death of person or loss or damage to property or other person in the process of such movement and repair operation.
3. We shall return the goods in good/sound condition. For this purpose survey conducted by your authorized surveyor and their reports and findings and their fees thereof shall be binding on us. For any kind of damages caused to the goods while in our possession due to any willful act, negligence by us/our appointed agency or by any third party, other than natural wear and tear, the Repair Cost estimate or the Debit given by you in case of total loss, will be accepted as final and binding on us and paid and reimbursed by us instantly.
4. The jobber/consignee and/or our clearing agent / contractors / transporters and/or their/our employees or servants indemnify the carrier or the agent for any claim by you/third party to the extent of Rs. 40 Lacs (Rupees Forty Lacs only) per goods.
5. The jobber/Consignee agrees to return the goods in good order and condition at the storage yard designated by PTPS within the validity period mentioned on the Delivery Order or prior to the expiry of this bond whichever is earlier. The jobber is liable to pay penalty as per penalty clause of NIT / Work order in case of any delay, then till the date the goods are returned to PTPS.
6. For any charges becoming due to you on account of damage to containers, loss, third party liability, we authorize you to debit our account and adjust against any security amount or any other amount lying with you in any other capacity or impose lien over any material in your possession belonging to us till such time the amount due to you is realized completely. We, The jobber / Consignee and/or agent / contractors / transporters here by confirm that this bond will be covering any movement for the consignee in the validity period of the bond.
7. To the extent of the Undertaking and declarations herein and to the extent of the loss and/or damage caused arising out of breach thereof or any consequential or indirect losses/damages caused in respect or furtherance thereof and to the extent of any claims, litigations, damages, expenses and costs as suffered or may be suffered by the carrier/agents by way of non compliance of any of the undertakings covenants herein or generally any other acts/care/cautions as should have been done and have not been done or cautions as should we been observed and has not been observed or arising out of any of our act or failure to act as a prudent person would do we, subject to the monetary limitation herein agree to indemnify and keep the carrier/agent indemnified.

8. Disputes, if any, will be subject to jurisdiction of courts having territorial jurisdiction over your principal working office.

The undersigned a full power to execute this indemnity bond on behalf of M/s _____, the jobber/consignee.

Consignee / jobber:

For Importer / Consignee Company Name

(Name of Authorized Signatory signing)

(Designation)

(Company Address)

(Contact Number)

(Signature and Rubber Stamp)

DATED: _____

PLACE: _____

(Name of Authorized Signatory signing)

(Designation)

(Company Address)

(Contact Number)

(Signature and Rubber Stamp)

DATED: _____

PLACE: _____

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

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 @ 30,100/- OR documentary proof of EMD exemption	YES / NO
3	Documentary proof of OEM/ OES / registered vendor of HPGCL for the specific category (Annexure-III)	YES / NO
4	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 and having minimum order value as under: Single order of the value not less than Rs. 12.02,400/- OR Two orders of the value not less than Rs. 7,53,500/- each OR Three orders of the value not less than Rs. 6,01,200/- each	YES / NO
5	Copy of performance certificate/ repeated work order from the same organization	YES / NO
6	Documentary Proof for annual turnover of last 3 years as per NIT.	YES / NO
7	Documentary Proof for GST registration number.	YES / NO
8	Documentary Proof for permanent account (PAN) number.	YES / NO
9	Authority letter in the name of the Authorized Person who has signed the Tender Document / Price Bid on behalf of Contractor / Company.	YES / NO
10	Acceptance of all terms & conditions of tender (Annexure-XI)	YES / NO
11	Statement of bidders duly filled (Annexure-XII)	YES / NO
12	The certificate to the effect that the tenderer is not black listed from any Public Sector Undertakings of Central Govt. / State Govt. / State Electricity Boards / Corporations	YES / NO

RATE QUOTING SHEET

Sr. No.	Description of work	Tent. Freq.	UOM	Unit Rate	Amount
A	Overhauling/ Refurbishment Work				
1	Overhauling, Refurbishment of CEP cartridge (Model-EN5J40) of Unit-6, PTPS, Panipat	2	Nos.		
B	Supply of mandatory spares (Optional)				
1	Sleeve – 1 st stage of impeller	1	Nos.		
2	Sleeve – 2 nd to 5 th stage of impeller	4	Nos.		
3	Sleeve – bell mouth & stuffing box	2	Nos.		
4	Wear ring, bell mouth & casing NDE (1 st stage)	2	Nos.		
5	Wear ring casing NDE (2 nd , 3 rd , 4 th & 5 th stage)	4	Nos.		
6	Wear ring casing DE (1 st , 2 nd , 3 rd , 4 th stage)	4	Nos.		
7	Wear ring 1 st stage impeller	2	Nos.		
8	Wear ring (2 nd , 3 rd , 4 th & 5 th stage) impeller	8	Nos.		
9	Cut-less rubber bearing bell-mouth	1	Nos.		
10	Cut-less rubber bearing 1 st stage	1	Nos.		
11	Cut-less rubber bearing (2 nd , 3 rd , 4 th & 5 th stage)	4	Nos.		
12	Set of o-rings	1	Set		
13	Set of fasteners	1	Set		
C	Supply of major spares (Optional)				
1	Pump Shaft	1	Nos.		

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.