



**GOVERNMENT OF ODISHA  
(HOUSING & URBAN DEVELOPMENT DEPARTMENT)**

**SAMBALPUR DEVELOPMENT AUTHORITY  
SAMBALPUR**

Email ID : [secretarysdasbp@gmail.com](mailto:secretarysdasbp@gmail.com)

**DETAILED TENDER CALL NOTICE (DTCN)  
FOR**

**"Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur."**

***ESTIMATED COST: 8.56 Lakhs***

**Bid Identification No. SDASBP-01/2026-27 Dt. 19.06.2026**

**Part –I: General and Technical Bid**

***COST OF TENDER PAPER: Rs. 7,080.00 including GST 18% or  
Exemption Certificate as per Notification of Govt.***

**June-2026**

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Email ID : [secretarysdasbp@gmail.com](mailto:secretarysdasbp@gmail.com)

**GOVERNMENT OF ODISHA  
SAMBALPUR DEVELOPMENT AUTHORITY, SAMBALPUR.**

**NOTICE INVITING TENDERS**

**NATIONAL COMPETITIVE BIDDING THROUGH e-Procurement**

**Bid Identification No. SDASBP- 01 /2026-27 Dt. 19.06.2026**

01. Name of the Work : **Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajjpur, Sambalpur.**
02. Type of Bid : Single Bid System
03. Estimated Cost : Rs. 8.56 Lakhs
04. Period of Completion : 2 (Two) Months
05. Class of Contractor : 'D' Class or equivalents
06. Date & Time of availability of bid document in the portal : From 11.00 AM of dt.23.06.2026 to 5.00 PM of 02.07.2026
07. Last date / time of receipt of bids in the portal : 5.00 PM of 02.07.2026
08. Date & Time of opening of bids : At 11.00AM of 03.07.2026
09. Name and Address of the Officer Inviting Bid : Engineer Member,  
Sambalpur Development Authority,  
SMC & SDA Office building, Durgapali,  
Dist- Sambalpur-768 006.

**Further details can be seen from the web site [www.tendersodisha.gov.in](http://www.tendersodisha.gov.in)**

Sd/-  
Engineer Member  
SDA, Sambalpur

**Memo No. 984 /SDA/dt.19.06.2026**

Copy forwarded to the Deputy Secretary to Govt, I & PR Deptt., Govt. of Odisha, Bhubaneswar for information and necessary action with request to published this tender call notice in two local Odia daily and one local English daily newspaper on or before Dt.**22.06.2026** and submit the bill in duplicate with two copies of the News paper for payment.

Sd/-  
Engineer Member  
SDA, Sambalpur

**Memo No. 985 /SDA/dt.19.06.2026**

Copy submitted to the Vice Chairman, SDA, Sambalpur and Secretary, SDA, Sambalpur for kind information and necessary action.

Sd/-  
Engineer Member  
SDA, Sambalpur

**Memo No. 986 /SDA/dt.19.06.2026**

Copy forwarded to the Executive Engineer, National Highways /P.W. D (Road) Division I and II/ Rural Works Division / P.H. Division Sambalpur for information and with a request to display this notice in their respective Office notice board for wide circulation.

Sd/-  
Engineer Member  
SDA, Sambalpur

**Memo No. 987 /SDA/dt.19.06.2026**

Copy to the Cashier /Accountant SDA / Office Notice Board / office file for record.

Sd/-  
Engineer Member  
SDA, Sambalpur

## SECTION-I



## GOVERNMENT OF ODISHA

SAMBALPUR DEVELOPMENT AUTHORITY, SAMBALPUR.

e-mail: [secretarysdasbp@gmail.com](mailto:secretarysdasbp@gmail.com)

**INVITATION FOR BIDS (IFB) FOR THE WORK-  
“(Installation of UPVC windows and ACP Sheet fixed in aluminium  
frame in the Sports Zone and Kids Zone development under the Fly  
over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur.)”**

### **National Competitive Bidding through e-Procurement**

#### **Bid Identification No. SDASBP-01/2026-27 Dt.19.06.2026**

The Engineer Member, SDA, Sambalpur on behalf of Sambalpur Development Authority invites Percentage Rate Bids through e-Procurement in conformity with the terms and conditions of the DTCN in Single bid system from eligible registered contractors for **“Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur.”** The bid should be submitted on-line in the website [www.tendersodisha.gov.in](http://www.tendersodisha.gov.in) by eligible bidder. The bidders should have the necessary Portal Enrolment (with his own Digital Signature Certificate).

Sl. No.	Name of the work	Approx. Value of material (Rs. in lakhs)	E.M.D. (Rs.)	Period of completion	Cost of Each Bid/ Tender Document in Rs.
1	2	3	4	5	6
1.	<b>Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur.</b>	8.56	8,600/- Or As per norms of NSIC	4 (Two) calendar months	7,080/- including GST 18%

- Mode of Submission of tender: Tender must be submitted online only in [www.tendersodisha.gov.in](http://www.tendersodisha.gov.in)
- The bidders desirous to participate in bidding must possess compatible Digital Signature Certificate of Class-II or Class-III and should follow the changes/ modifications/ addendum to DTCN if any.
- The original Financial instrument towards Tender Paper Cost & EMD as above original Affidavit including attested hard copies of all the documents up loaded through website should be submitted in a sealed cover superscripted with the name of tenderer and bid Identification no. in the office of Sambalpur Development Authority, Sambalpur for verification after opening of Bid i.e. after **11.00AM of 03.07.2026.**

5. **Critical Dates:-**

<b>SN</b>	<b>Description</b>	<b>Critical Dates</b>
<b>(i)</b>	<b>Period of availability of tenders : on-line</b>	From 11.00 AM of dt.23.06.2026 to 5.00 PM of 02.07.2026
<b>(ii)</b>	<b>Last date &amp; time of seeking : clarification</b>	<b>17.00 Hrs. of 30.06.2026</b>
<b>(iii)</b>	<b>Last date &amp; time of bidding on- : line</b>	<b>17.00 Hrs. of 02.07.2026</b>
<b>(iv)</b>	<b>Date &amp; time of opening of Bid : </b>	<b>11.00 Hrs. of 03.07.2026</b>

6. **Minimum Eligibility Criteria:**

- i A Bidder shall be deemed to have the nationality of India.
  - ii Government-owned enterprises shall be eligible only if they can establish that they are legally and financially autonomous and operate under commercial law.
  - iii Registered Contractor of '**D**' **Class or equivalents** of Odisha State PHD / PWD / WR or equivalent class of CPWD / Railway / MES / Central / NSIC or other State Govt. and Reputed Engineering Firms. All the above should have HT Licence(if required). Proof of registration is to be furnished along with the tender.
7. The bid for the work shall remain open for acceptance for a period of **120 (One Hundred Twenty) days** from the date of opening of price bids. If any Bidder/ Tenderer withdraws his bid/tender before this period or makes any modifications in the terms and conditions of the bid, the said earnest money shall stand forfeited.
8. Other details can be seen in the bidding documents, which is available in website [www.tendersodisha.gov.in](http://www.tendersodisha.gov.in).
9. Subsequent corrigendum if required shall be appeared in the website.
10. Authority reserves the right to reject any or all the tenders without assigning any reasons thereof.

**Sd/-**  
**Engineer Member,**  
**SDA, SAMBALPUR.**

## **CHECK LIST TO BE FILLED UP BY THE BIDDER**

Name of the Work: "Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur."

Sl. No	Particulars	Reference to Clause no.	Whether furnished		Reference to Page no.
			Yes	No	
01.	Cost of tender paper in case of down loading <b>Rs.7,080.00 including GST 18% or Exemption letter of Govt.</b>	As per NIT			
02.	E.M.D for <b>Rs. 8,600.00</b>	As per D.T.C.N			
03.	Copy of valid Registration Certificate	As per D.T.C.N			
04.	Copy of valid GST certificate	As per D.T.C.N			
05.	Copy of PAN Card	As per D.T.C.N			
06.	No Relationship Certificate	As per D.T.C.N			
07.	Information regarding current litigation, debarring / expelling of the tender or abandonment of the work by the tenderer	As per D.T.C.N			
(b)	Affidavit	As per D.T.C.N			
08.	Mentioned Schedule	As per D.T.C.N			

## **CONTRACT DATA**

### **A. GENERAL INFORMATIONS**

<b>S N</b>	<b>Item</b>	<b>Details</b>
1	Bid Identification No.	<b>SDASBP- 01/2026-27 Dt. 19.06.2026</b>
2	Name of the Work	<b>"Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur."</b>
3	Officer inviting tender	<b>Engineer Member, SDA, Sambalpur</b>
4	Engineer concerned with head quarters authorised as Engineer-in-charge of this work.	<b>Engineer Member, SDA, Sambalpur</b>
5	Accepting Authority	<b>Engineer Member, SDA, Sambalpur</b>
6	Estimated Cost	<b>Rs. 8.56 Lakhs</b>

### **B. BID INFORMATION**

8	Intended completion period/Time period assigned for Completion	<b>2 (Two) calendar Months</b>
9	Last Date & time of submission of Bid	<b>17.00 hrs of Dt. 02.07.2026</b>
10	Cost of Bid Document	
i)	EMD amount	<b>Rs. 6,000.00 +Rs.1080 (GST) =Rs. 7,080</b>
ii)	In favour of	<b>Secretary, SDA, Sambalpur</b>
iii)	Payable at	<b>Sambalpur</b>
11	Bid Security	
i)	Amount	<b>Rs. 8,600.00</b>
ii)	Pledged in favour of	<b>Secretary, SDA, Sambalpur</b>
iii)	Payable at	<b>Sambalpur</b>
iv)	Type of instrument	<b>As specified in the Bid document</b>
12	Bid validity period	<b>120 days after opening of Price Bid</b>
13	Minimum period of contract / agreement / lease deed of equipment and machineries.	<b>2 (Two) calendar months</b>
14	Currency of Contract	<b>Indian Rupees</b>
15	Language of Contract	<b>English</b>

**SECTION- 2(A)****DETAILS OF THE DOCUMENTS TO BE FURNISHED  
FOR ONLINE BIDDING**

- (a) Scanned copies of the following documents to be up-loaded in appropriate place in PDF format in the website **www.tendersodisha.gov.in**.
- i. GST Registration.
  - ii. PAN Card.
  - iii. Registration certificate.
  - iv. Affidavit regarding correctness of certificates.
  - v. Affidavit regarding no relation certificate.
  - vi. Any other relevant required document, if any.
  - vii. Joint venture agreement, the same should be registered under the company act, in case of joint venture.
- (b) Scanned Copies of the Certificates/Formats showing details of information as required to be furnished as per the enclosed formats and should be uploaded in appropriate place after converting the same to PDF.

Schedule A -	No relationship certificate
Schedule B-	Structure & Organization
Schedule C-	Information regarding current litigation.
Schedule D-	Declaration.
Schedule E -	Detailed Schedule of Plan for Timely Completion

**(The details of the Format is enclosed in the DTCN)**

- (c) Original documents of bidders will be verified by the authority.
- (d) DTCN is not to be uploaded by the bidder. The bidder has to only agree / disagree on the conditions in the DTCN. The bidders, who disagree on the conditions of DTCN, can not participate in the tender.
- (e) The bidders have to submit the tender paper cost and EMD in the online site before the closing of the tender.

## **SECTION- 2(B)**

### **INSTRUCTIONS TO BIDDERS**

#### **A. GENERAL**

**1. Definitions:**

- (a) "Employer" means the **Sambalpur Development Authority (SDA)** represented by the **Engineer Member, SDA, Sambalpur** or his authorised representative with whom the selected Contractor signs the contract for the services.
- (b) "Contractor" / Bidder / Firm / Engineer Firm / Company carry the same meaning throughout the DTCN and Contract.
- (c) "Contract" means the contract/ agreement signed by the parties along with all attached documents listed in the DTCN.
- (d) "Data Sheet" means such part of the Instructions to Contractor as are used to reflect assignment conditions and evaluation of the bid.
- (e) "Day" means a calendar day.
- (f) "Government" means the Government of Odisha.
- (g) "Instructions to Bidders (Section-2(B) General and Technical Proposal) means the document which provides all information needed to prepare their proposals.
- (h) "NIT" (Section-1 of the DTCN) means the Letter of Invitation being sent by the Employer.
- (i) "Personnel" means professionals and support staff provided by the Contractor and assigned to perform the services in full or in any part thereof.
- (j) "Proposal" means the Technical as well as Financial Proposal.
- (k) "DTCN" means the Detailed Tender Call Notice prepared by the Employer for the selection of contractor.
- (l) "Govt". means Govt. of Odisha or Govt. of India as the case may be.

**2. Introduction / Selection Procedure:**

The Employer named in the Data Sheet will select a contract firm to execute the work as described in the scope of work and in the Data sheet.

The Contractor shall bear all costs associated with the execution of the work on **Percentage Rate Basis**. The Employer is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to contract award without thereby incurring any liability to the Contractor.

**3. Location of the Project:**

The place of action is **near Sambalpur Jn. Station Khetrajpur** in the district of **Sambalpur** in the State of **Odisha**.

**4. Source of Funding:**

The work has been funded by **SDA**.

## 5. Eligibility:

- 5.1. A Bidder shall be deemed to have the nationality of India.
- 5.2. Government-owned enterprises shall be eligible only if they can establish that they are legally and financially autonomous and operate under commercial law.
- 5.3. Registered Contractor of '**D**' **Class or equivalents** of Odisha State PWD / PHD / WR or equivalent class of CPWD / Railway /NSIC/ MES / Central or other State Govt. and Reputed Registered Engineering Firms. Proof of registration is to be furnished along with the tender.

## 6. History of Litigation and Criminal Record:

If any criminal cases are pending against the Contractor (him/her/partners) at the time of submitting the tender, then the tender shall be summarily rejected.

7. The Contractor has to furnish a declaration that no near relatives are working in the cadre of an Assistant Engineer /Assistant Executive Engineer and above in the Organisation of Sambalpur Development Authority, Sambalpur.

## 8. Other Requirements:

- 8.1. Even if the Contractor meets other criteria, his tender shall be summarily rejected if he is found to have misled or made false representation in the form of any of the statements submitted in proof of the eligibility and qualification requirements.
- 8.2. The tender shall also be summarily rejected if he has a record of performance such as absconding from work, works not properly completed as per contract, inordinate delays in completion, financial failure.
- 8.3. In addition to the above, even while executing the work, if it is found that he produced false / fake, certificates in his tender, he will be blacklisted.

## 9. Original Certificates:

Original documents/certificates shall be produced as and when required to verify the copies of statements and other information furnished along with tender before the Engineer Member. Failure to produce original documents in time will lead to disqualification.

## 10. Cost of Tendering:

The Contractor shall bear all expenses associated with the preparation and submission of his tender and will not claim to the **Secretary or Engineer Member, SDA, Sambalpur and Secretary or Engineer Member, SDA, Sambalpur** shall in no case be responsible or liable for reimbursement of such expenses.

## 11. Site Visit:

The contractor is advised to visit and examine site **near Sambalpur Jn. Station Khetrajpur over bridge** and its surroundings and obtain for himself all information that may be necessary for preparing the tender and quoting rates at his cost and responsibility.

## **B. TENDER DOCUMENTS**

### **12. Tender Documents:**

12.1. A set of Tender Documents comprising of the Price Bid includes the following together with all Addenda thereto, which may be issued.

### **GENERAL & TECHNICAL PROPOSAL**

<b>Section</b>	<b>Description</b>
<b>Section-1</b>	<b>Notice Inviting Tender (NIT)</b>
	<b>Check List to be Filled up by the Bidder</b>
	<b>Contract Data</b>
<b>Section-2(A)</b>	<b>Details of the Documents to be Furnished for Online Bidding</b>
<b>Section-2(B)</b>	<b>Instructions to Bidders</b>
<b>Section-2(C)</b>	<b>Data Sheet</b>
<b>Section-2(D)</b>	<b>Letter for Submission of Tender</b>
<b>Section-2(E)</b>	<b>Tender Declaration</b>
<b>Section-2(F)</b>	<b>Letter of Acceptance of Tender</b>
<b>Section-2(G)</b>	<b>Memorandum</b>
<b>Section-3</b>	<b>Information regarding Tenderer</b>
<b>Section-4</b>	<b>Declaration by the Tenderer</b>
<b>Section-5</b>	<b>Form of Agreement</b>
<b>Section-6</b>	<b>Conditions of Contract</b>
<b>Section-7</b>	<b>Special Conditions of Contract</b>
<b>Section-8</b>	<b>Scope of Work</b>
<b>Schedule-A to I</b>	<b>Formats for furnishing Information by the Bidder</b>
<b>Annexure-I</b>	<b>Guidelines/Procedure to be followed in introduction of e-Procurement in Govt. of Odisha</b>

12.2. The Contractor is expected to examine carefully all instructions, terms of reference, tender conditions, forms, appendices to tender, addenda in the tender documents. Failure to comply with the requirements of tender submission will be at the contractor's own risk.

### **13. Clarification of Tender Documents:**

The Contractor shall carefully examine the tender documents and be fully informed of all the conditions and matters, which may in any way affect the work or the cost thereof. Should a Contractor find any discrepancy in or omission from the specification or any other of the tender documents or should be in doubt as to their meaning, he should immediately address a clarification online within stipulated period mentioned.

### **14. Amendment of Tender Documents:**

14.1. At any time prior to the dead line for submission of tenders, **Engineer Member, SDA, Sambalpur** may for any reason, whether at its own initiative or in response to the clarifications requested by the prospective Contractor, modify the tender documents by issuing a Corrigendum.

14.2. Such addenda will be notifying in the website and will be binding upon them.

- 14.3. In order to afford prospective Contractor reasonable time to take such addenda into account in preparing their tenders, **Engineer Member, SDA, Sambalpur** at his discretion, may extend the dead line for the submission of tenders, if necessary.

## **C. PREPARATION OF TENDER DOCUMENT**

### **15. Language of the Documents:**

All documents relating to the Tender shall be in the English language.

### **16. Documents Comprising the Tender:**

- (a) Price Bid
- (b) All documents stipulated elsewhere in the DTCN.

### **17. Sufficiency of Tender:**

The Contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the services to be provided and of the prices quoted in the financial bid, which shall cover all his obligations under the contract and all matters and things necessary for the successful accomplishment of the work.

### **18. Preparation of Proposal:**

- 18.1. The Proposal as well as all related correspondence exchanged by the employer & the Contractor shall be written in the language specified in the Data Sheet.
- 18.2. In preparing the proposal, the Contractor is expected to examine in detail the documents comprising the DTCN. Material deficiencies in providing the information requested may result in rejection of a proposal.

### **18.3. Site Inspection by tenderer.**

The tenderer shall inspect the site at his own cost and shall satisfy himself with regard to the nature and extent of the work involved, the actual site conditions, existing facilities and shall collect any other information which may be required before submitting the tender. Any further data required during execution of the work / scheme shall be ascertained by the contractor at his own cost.

### **19. The Technical Proposal:**

- 19.1. Copy of GST .
- 19.2. Copy of PAN Card.
- 19.3. Copy of Contractor's Registration Certificate.
- 19.4. No relationship certificate
- 19.5. Information regarding current litigation
- 19.6. Declaration
- 19.7. General Power of Attorney if required in favour of the authorised signatory.
- 19.8. Other information as required.

### **20. The Financial Proposal:**

- 20.1. The Contractor shall quote his rates on prescribed form of the Bill of Quantities (BoQ) already supplied in the Tender.

- 20.2. The offer shall be inclusive of all costs associated with the assignment including cost of all materials to be utilized in the work, cost of T&P, consumables, infrastructure backup etc. The offer shall also be inclusive of all duties, levies, taxes of the Central and State Govt. Further it shall also include all other expenses incidental thereto for successful accomplishment of the assignment in conformity with the DTCN.
- 20.3. The contractor should make realistic assessment of the exhaustive nature of work and the extent of expert technical and managerial inputs and resources required to carry out the work diligently to complete the work within the stipulated time and quote their offer accordingly.
- 20.4. The rate quoted by the agency/contractor/firm/company shall be firm.

## **21. Tender Validity:**

- 21.1. The proposal must remain valid for **120 (One Hundred Twenty) days** from the date of opening of price bid.
- 21.2. A Contractor agreeing to the request of extending the validity period of the proposal will not be required or permitted to modify his tender, but will be required to extend the validity of his EMD.

## **22. Authorisation, Corrections, Erasures etc. in Tender Papers:**

- 22.1. The tender document shall be digitally signed by a person duly authorized to do so. Proof of authorization shall be furnished in the form of a certified copy of Power of Attorney, which shall accompany the tender.
- 22.2. The completed tender shall be submitted without any alterations, inter-relations or erasures except those which accord with instructions given by the **Engineer Member, SDA, Sambalpur**.
- 22.3. Only one tender shall be submitted by a contractor. Submission of bids through e-Procurement portal the system shall consider only the last bids submitted through portal.
- 22.4. The tender will be called by the Engineer Member, SDA, Sambalpur, however, in the e-tender process, the DSC of the Secretary, SDA, Sambalpur will be used as Publisher/Nodal officer/Openner.

## **23. Earnest Money Deposit / ISD / SD / Additional Performance Security & GST copy:**

### **23.1. Earnest Money Deposit:**

The Earnest Money Deposit (EMD) of **Rs.8,600.00 will be received** in shape of N.S.C./Post office saving bank Account/ Post office Time Deposit Account/ Kisan Vikas Patra Bank Guarantee in favour of **Secretary, SDA, Sambalpur** Payable at **Sambalpur**. EMD in any other form shall not be accepted.

In case the contractor proposes to engage machineries and equipments as asked for in the tender document, owned or hired but deployed outside the State, he/she is required to furnish additional 1% EMD/Bid Security or as per instruction

of Govt. The entire bid security including the additional bid security shall stand forfeited in case the contractor fails to mobilize the machineries within stipulated time as per the tender document.

### 23.2. Return of EMD:

EMD of all unsuccessful bidders will be refunded after finalisation of the successful bidder and after issue of the work order.

### 23.3. Initial Security Deposit:

The successful Tenderers ,after receipt of formal order shall have to furnish Initial Security Deposit (ISD) equal to 2% (two percent ) of the value of the order together with the EMD deposited with the tender, in shape of N.S.C./Post office saving bank Account/ Post office Time Deposit Account/ Kisan Vikas Patra Bank Guarantee in favour of the **Secretary, SDA, Sambalpur** payable at **Sambalpur** with in 7 (seven) days of receipt of intimation failing which their tender will be cancelled.

### 23.4. Additional Performance Security:

Additional Performance Security (APS): (As per OM No.14459, dt.20.09.2018 of Works Department)

The successful bidder who has quoted less bid price / rate than the estimated cost put to tender shall have to furnish exact amount of differential cost i.e. estimated cost put to tender minus quoted amount as additional performance security (APS) in the shape of TDR pledged in favour of Secretary, Sambalpur Development Authority, Sambalpur within 7 days from date of intimation otherwise the bid shall be cancelled & security deposit shall be forfeited Further, proceeding of blacklisting shall be intimated against the bidder.

. (By amendment vide W.D. O.M.No. 5992 Dtd. 27.04.2021).The rate of Additional Performance Security will be as follows:

Sl.No	Range of Difference between the estimated cost put to tender and Bid amount	Additional Performance Security to be deposited by the successful bidder
i	Below 5%	No Additional Performance Security
ii	From 5% and above and below 10%	50% of (Difference between estimated cost put to tender and Bid Amount)
iii	From 10% and above	150% of (Difference between estimated cost put to tender and Bid Amount)

(By amendment vide W.D. O.M.No. 173 Dtd. 03.01.2026).The rate of Additional Performance Security will be as follows:

Sl.No	Range of Difference between the estimated cost put to tender and Bid amount	Additional Performance Security to be deposited by the successful bidder
i	Below 10%	No Additional Performance Security
ii	From 10% and above and below 20%	The APS percentage shall be incremented by 0.1% for every percentage of bid price below 10% of the project cost put to bid starting at 11% with the additional bid performance guarantee being 0.1% and

		this additional performance guarantee percentage shall be applied on the bid price.
iii	From 20% and above	The APS percentage shall be incremented by 0.2% for every percentage of bid price below 20% of the project cost put to bid in addition to 1% of the bid price and this additional performance guarantee shall be applied on the bid price.

### 23.5. GST Copy:

Tenderers are required to submit GST copy. GST will be paid as per prevailing law of Govt. from time to time.

### 23.6. Security Deposit

In addition to that **3% of gross value** will be deducted from bill(s) of the contractor toward Security Deposit (**SD**) which will be refunded after the defect liability period subject to payment of final bill.

23.7. The EMD shall be forfeited, if, (a) a contractor withdraws the tender during the validity period of tender or (b) if the firm fail to furnish ISD within due time or (c) the successful tenderer fails to sign the Agreement for whatever reason.

23.8. In consideration of the Engineer Member, SDA, Sambalpur to take into account each tender and in consideration of the work thereby involved, all earnest money deposited by the bidder will be forfeited in the event of such bidder either modifying or withdrawing his tender at his instance within the validity period.

### 24. Signing of Tenders / Bid

All tender documents will be signed digitally with Digital Signature Certificate (DSC). The online bidder shall digitally sign on all statements, documents, certificates, uploaded by him, owing responsibility for their correctness / authenticity as per IT Act 2000. If any of the information furnished by the bidder is found to be false / fabricated / bogus, his EMD / Bid security shall stand forfeited and the bidder is liable to be blacklisted.

24.1. If the tender is made by an individual, it shall be signed with his own Digital Signature Certificate (DSC).

24.2. If the tender is made by a corporation / company, it shall be signed by a duly authorized officer who shall produce with his tender satisfactory evidence of his authorization. Such a corporation / company may be required before the contract is executed, to furnish evidence of its corporate existence.

The tender shall contain no alterations or additions, except those to comply with instructions issued by the Tender Inviting Officer, or as necessary to correct errors made by the Tenderer, in which case all such corrections shall be digitally signed.

- 24.3. No alteration made by the tenderer in the contract form, the conditions of the contract, statements / formats accompanying the tender shall be recognized and in case of any alterations made by the tenderer, the tender will be void.
- 24.3.1. All documents furnished by the contractor along with the tender are to be digitally signed by the bidder.

**25. Clarification on and Amendment to DTCN Document:**

- 25.1. Contractor may request a clarification to any clause of the DTCN documents up to the number of days indicated in the Data Sheet before the proposal submission date. Any request for clarification must be sent online in the portal. The Employer will respond to this online through the same portal. Should the Employer deem it necessary to amend the DTCN as a result of a clarification, it shall do so following the procedure under para. 2(B) 25.2.
- 25.2. At any time before the submission of Proposals, the Employer may amend the DTCN by issuing an addendum/corrigendum which shall be published in the portal. The addendum/corrigendum shall be binding for the bidders. To give the bidders a reasonable time to take into account the amendment into their proposals the Employer may, if the amendment is substantial, extend the deadline for the submission of proposals. The purpose of this is to clarify issues on any matter, a tenderer may raise concerning the tendering of the works.

## **D. SUBMISSION OF TENDERS**

- 26 In view of adoption of e-procurement process pursuant to Government of Odisha in Works Department Office Memorandum No.FA-R-3/08-4657/W dated 12.03.08, 4666/W dated 12.03.2008 & 1027/W Dt.24.01.2009 following changes/ modification/ addendum shall be effected.

**26.1. Bid Documents:**

Bid documents consisting of price bid shall be provided in the portal. Submission of bids will be through the e-Procurement portal. The bidders shall prepare the documents & up load the scanned document to the portal in appropriate place in PDF format.

**26.2. Clarification of Bidding Documents:**

In case of submission of Bids through the e-Procurement Portal, the bidder can seek clarification on the bids within **17.00 Hrs of Dt. 30.06.2026** from start of sale of bid documents. The Employers response for the queries raised by the bidder will be posted in the portal.

**26.3. Documents Comprising the Bids:**

In case of submission of Bids through the e-Procurement Portal, the bidder can submit the scanned copy of the documents in the designated locations of Bid system. Submission of document shall be effected by using Digital Signature Certificate (DSC) of appropriate class and thus shall be in encrypted form.

**26.4. Bid Price:**

In case of submission of Bids through the e-Procurement Portal, a Bill of Quantity in Microsoft Excel format shall be made available to the bidder. The bidder shall download that particular Excel sheet and fill in rates in figures at the appropriate location. The line item total in words and the total amount in case of item rate tenders shall be calculated automatically and shall be visible to the bidder. In case of percentage tender, the bidder will only fill in the designated cell and activate "less" or "excess" to indicate whether his price offer is how much excess or less than the estimate amount. **The bidder is not supposed to change or modify the format of the excel sheet in any form.**

**26.5. Bid Security/EMD:**

- (i) The bidder shall furnish, as part of his Bid, a bid security in the amount as shown in Col. 4 of the table of Notice Inviting Tender (NIT) for this particular work. In case of submission of Bids through the e-Procurement Portal, the bidder shall scan all the written pages of the bid security and upload to the system in designated place. The on-line bidder shall have to deposit the 'Bid Security' in original with the "Officer Inviting Bid" prior to opening of technical bid. The officer inviting the bid shall not be responsible for any postal delay and/ or non-receipt due to any frivolous reasons. Non-submission of bid security within the specified period shall debar the bidder from participating in the on-line bidding system and his portal registration shall be cancelled. His name shall also be informed to the registering authority for cancellation of his registration. The bid security shall be in shape of N.S.C./Post office saving bank Account/ Post office Time Deposit Account/ Kisan Vikas Patra Bank Guarantee only duly pledged in favour of **Secretary, SDA, Sambalpur.**
- (ii) The EMD will be forfeited in any of the following case.
  - a) If the Bidder withdraws the Bid after Bid opening during the period of Bid validity.
  - b) In the case of a successful Bidder, If the Bidder fails within the specified time limit to
    - i) Sign the Agreement / contract or
    - ii) Furnish the required ISD and Performance Security.
  - c) In case of submission of Bids through the e-Procurement Portal, if any of the statements, documents, and certificates uploaded by the bidder is found to be false/fabricated/bogus, the bidder will be blacklisted and his EMD/ Bid Security shall be forfeited.

**26.6. Submission of Bid:**

In case of submission of bids through e-Procurement portal on the bidder shall upload the scanned copy/copies of documents as required as per DTCN. The on-line bidder shall have to produce the original documents in support of scanned copies & statements up-loaded in the portal on demand by the employer prior to award of contract-failing which action as per DTCN will be initiated.

In case of submission of Bids through the e-Procurement Portal, the bidder shall only submit single copy of the document. He is required to check the documents

uploaded with the requirement asked for in the bid. Only after satisfying that all the documents have been uploaded, he should activate submit button. His bids shall not be considered responsive and action as per relevant clause shall be taken if he does not provide the required documents or provided eligible document. Clarity of the document may be ensured by taking out a sample printing.

**26.7. Late Bids:**

In case of submission of Bids through the e-Procurement Portal, the system shall reject submission of any bid through portal after closure of the receipt time. For all purpose the portal time displayed in the system shall be the time to be followed by the bidder.

**27. Modification & Withdrawal of Bid:**

In case of submission of Bids through the e-Procurement Portal, it is allowed to modify the bid. The bidder shall have to log on to the system and resubmit the documents as asked for by the system including the price bid. In doing so, the bids already submitted by the bidder will be removed automatically from the system and the latest bid only will be admitted. But the bidder should avoid modification of bid at the last moment to avoid system failure or malfunction of internet or traffic jam. If the bidder fails to submit his modified bids within the designated time of receipt, the bids already in the system shall be taken for evaluation.

In case of submission of Bids through the e-Procurement Portal, withdrawal of bid is allowed. The bidder has to click on the "withdraw" button and record the necessary justification for the same in the space provided. In addition to this, he has to write a letter addressed to the Officer inviting the bid and up load the scanned document to portal in respective bid. The system shall not allow any withdrawal after expiry of the closure time of the bid.

**28. Bid Opening:**

In case of submission of Bids through the e-Procurement Portal, the bidders who participated in the online bidding can witness opening of the bid from any system logging on to the portal away from opening place. The bids can only be opened by the pre-designated officials only after the opening time mentioned in the bid.

**29. Award of Work:**

In case of submission of Bids through the e-Procurement Portal, the system shall generate the Award of Contract letter and intimate the bidders in his e-mail.

## **E. TENDER OPENING AND EVALUATION**

**30. Tender Opening:**

30.1 The **Engineer Member, SDA, Sambalpur** will open the tenders electronically on the date & time mentioned in the **Notice Inviting Tender (NIT)**.

**30.2 A tender shall be rejected if:**

- a) Price Bid is not enclosed.
- b) Cost of tender document is not enclosed or exemption letter copy of Govt.

- c) EMD is not enclosed.
- d) There are any criminal cases pending.
- e) PAN Card is not enclosed.
- f) Affidavit is not enclosed if any.
- g) Power of Attorney is not enclosed.
- h) Record of litigation and arbitration is not enclosed.
- i) Other documents as required is not enclosed.
- j) GST copy not uploaded.
- k) Proof of eligibility and qualification is not enclosed.

30.3 Any such conditions shall be minute and the price bid will not be opened.

**31. Clarification on Tenders from Tenderers:**

To assist in the scrutiny, evaluation and comparison of the tenders, the **Engineer Member, SDA, Sambalpur** may ask contractor individually for clarification on their tenders. The request for clarification and response shall be in writing or by mail. However, no change in the tender amount/ rate or substance shall be sought, offered or permitted by the **Engineer Member, SDA, Sambalpur** during the evaluation of the tenders.

**32. Determination of Responsiveness:**

32.1. Prior to the detailed evaluation of tenders, **Engineer Member, SDA, Sambalpur** will determine whether each tender has been submitted in the proper form and whether it is substantially responsive to the requirements of the tender documents. Tenders, which have not been submitted in the proper form, will be rejected.

32.2. Any tender which is not substantially responsive to the requirements of the tender documents will be rejected by the **Engineer Member, SDA, Sambalpur**. Such a tender shall not be allowed subsequently to be made responsive by the contractor by correcting or withdrawing the non-conforming deviation(s) or reservation(s).

**33. Evaluation of Financial Proposals:**

Financial bids will be received online in the format uploaded in the site.

**33.1. Selection of contractor on the basis of Price Bid:**

Other condition being equal, the contractor bidding the lowest price will be considered for acceptance by competent authority.

**34. Negotiations:**

34.1. Negotiations will be held if required with the lowest valid tenderer. In the event of the L<sub>1</sub> tenderer has furnished any condition which grossly affects the tender value/ contains such conditions which make the value of the offer indefinite, he may be given an opportunity to withdraw such condition(s) to make the tender

definite. Failure to withdraw such condition(s) may lead to rejection of the tender as in consistent / non responsive. In such case the employer may explore the possibility of considering the next valid tender as L<sub>1</sub>.

## **F. AWARD OF CONTRACT**

### **35. Award Criteria:**

- 35.1. After acceptance of price bid of the tender by competent authority selected contractor will be intimated about such acceptance.
- 35.2. The contractor is expected to commence the work on the date and at the location specified in the Data Sheet.

### **36. Right to Accept or Reject any or all Tenders:**

Notwithstanding to the DTCN terms, the **Engineer Member, SDA, Sambalpur** reserves the right to accept or reject any tender, annul the tendering process, reject all tenders at any time or any stage prior to the award of contract without thereby incurring any liability to the affected bidders.

### **37. Process to be Confidential:**

- 37.1. After the opening of tenders, information relating to examination, clarification, evaluation and comparison of tenders and recommendations, concerning to the award of contract shall not be disclosed to the contractor or any other persons, officially not concerned with the process, until the award of the contract to the successful contractor has been announced.
- 37.2. Any effort by any contractor to influence the Department officials in scrutiny, clarification, evaluation and comparison of tenders, and in any decisions concerning award of a contract, may result in the rejection of their Tender.

### **38. Notification of Award & signing of Agreement:**

- a) The Employer/ Engineer-in-charge shall notify acceptance of the work prior to expiry of the validity period by cable, telex or facsimile or e-mail confirmed by registered letter. This Letter of acceptance will state the sum that the Engineer-in-charge will pay the contractor in consideration of the execution & completion of the works by the contractor as prescribed by the contract & the amount of performance security and additional performance security required to be furnished. The issue of the letter of acceptance shall be treated as closure of the Bid process and commencement of the contract.
- b) The contractor after furnishing the required acceptable performance security and additional performance security, "Letter to Proceed" or "Work Order" shall be issued by the Engineer-in-charge with copy thereof to the procurement Officer-Publisher. The Procurement Officer- Publisher shall up load the summary and declare the process as complete.

**SECTION- 2(C)**  
**DATA SHEET**

Ref Cl. No.	Description
	Name of the Work: <b>"Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur."</b>
Section-8	Scope of Works: 1.The scope of work shall broadly cover supply of all materials and equipment, construction, supervision, finishing including all civil structural works along with all labour and T&P for <b>"Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur."</b>
2(B)1.(a)	Name of the Employer: <b>Sambalpur Development Authority (SDA), Sambalpur</b>
2(B)33.6	Method of selection: <b>L<sub>1</sub> in the Price Bid.</b>
2(B)26.	Single Bid System: <b>Price Bid to be submitted</b>
2(B)15.	Proposals shall be submitted in the following language: <b>English</b>
2(B)21.	Offers must remain valid for <b>120 (One Hundred Twenty) days</b> after the date of opening of Bid.
2(B)25.1	Clarifications may be requested online till <b>17.00 Hrs dt.30.06.2026</b>
2(B)30	The financial bid will be opened on following date and time: <b>11.00 Hrs dt. 03.07.2026</b>

**SECTION –2 (D)**  
**LETTER FOR SUBMISSION OF TENDER**

*[To be filled in by the Bidder]*

Note:- (1) Additional conditions appended to the tender will make the tender liable for rejection.  
 (2) Non-submission of EMD in proper shape and other required documents as detailed hereinafter shall make the tender liable for rejection.

Ref. No. \_\_\_\_\_/Dated \_\_\_\_\_

To

**The Engineer Member,  
SDA, Sambalpur.**

Sub: Tender for the Work: - "Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur."

Ref: Identification No. **SDASBP-01/2026-27 Dt. 19.06.2026** published in the website [www.tendersodisha.gov.in](http://www.tendersodisha.gov.in).

Dear Sir,

With reference to the above, we are to inform you that in response to your above referred NIT, we have downloaded the Detailed Tender Call Notice (DTCN) and that after having thoroughly examined the same, we hereby tender for the work to execute the work within the stipulated time and in conformity with the relevant clauses of the DTCN along with all related statutory rules and regulations for the amounts as quoted in the accompanying price bid.

2) I/We have studied, acquainted and satisfied ourselves with the site and its working conditions for the successful and timely completion of the work.

3) I/We are submitting herewith Bar Chart to complete the work in time.

4) Our offer is unconditional and is in conformity with the requirements of the DTCN. We understand that any additional condition put by us in the tender shall make our tender liable for rejection.

5) I/We understood that you are not bound to assign any reason in case of rejection of our tender.

6) I/We agree to keep our offer open for a minimum of 120 (One Hundred Twenty) days from the date of opening of the Price bid. Further extension of validity will be our prerogative.

Should this tender be accepted, we hereby agree to abide by and fulfil all the terms and provisions of this Detailed Tender Call Notice (DTCN).

Thanking you.

Yours faithfully,

**Name and Signature**  
of the authorised signatory  
along with seal and address of the firm.

**SECTION-2 (E)****TENDER DECLARATION****[To be filled in by the tenderer]**

I/We hereby tender for the execution for Sambalpur Development Authority (SDA), Sambalpur of the work specified in the enclosed memorandum at the rates given in the price bid and will complete the said work in all respects within the period as specified in the Detailed Tender Call Notice and in accordance with the specifications, designs and drawings and other documents referred to therein, which shall have to be approved by the **Sambalpur Development Authority, Sambalpur**, and such other written instructions as may be given by the SDA, Sambalpur from time to time for duly carrying out of the said works and with such materials as are provided for in accordance with the conditions and special conditions hereto attached. I/We have inspected the work site and studied its conditions, labour, materials and have understood the tender implications fully.

Should this tender be accepted I/We hereby agree to abide by and fulfil all the terms and provisions of the said conditions and special conditions of the contract annexed hereto or in default thereof to forfeit and pay to Sambalpur Development Authority the sums of money mentioned in the said conditions and in the event of such default the transaction effected by this tender shall cease and determine.

Signature of Tenderer /  
Contractor  
(Seal)

**SECTION-2 (F)**

**LETTER OF ACCEPTANCE OF TENDER**

**(To be filled in by Engineer Member, SDA, Sambalpur)**

The above tender is hereby accepted by me on behalf of the Sambalpur Development Authority, Sambalpur.

**Engineer Member,  
SDA, Sambalpur**  
Signed on behalf of the  
**SDA, Sambalpur**

**SECTION-2 (G)****MEMORANDUM****(To be filled in by the contractor during signing of Agreement)**

1.	Name of the work	:	"Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur."
2.	Approximate Cost	:	<b>Rs. 8.56 Lakhs</b>
3.	Accepted tender Value	:	<b>Rs. _____</b>
4.	Earnest Money Deposit	:	<b>Rs. 8,600.00</b>
5.	Initial Security Deposit (@ 2% of the accepted tender Amount including earnest money).	:	<b>Rs. _____</b>
6.	Percentage to be deducted from each Bill as security deposit	:	<b>@ 3 (three)%</b>
7.	Time allotted for completion of the work (from the date of written order to commence)	:	<b>2 (Two) Calendar Months</b>
8.	Date of commencement of work	:	
9.	Total number of items of work tendered for (as per schedule attached hereto).	:	

**Signature of Tenderer / Contractor**

**SECTION –3****INFORMATION REGARDING TENDERER****(To be filled in by the Tenderer)****A. In case of individuals:**

- i. Name of Tenderer :
- ii. Whether his business is registered :
- iii. Date of commencement of business :
- iv. Whether he pays income tax each year. :  
If yes, furnish particulars.

**B. In case of Partnership Firm :**

- i. Names of Partners :
- ii. Whether partnership is registered. :
- iii. Date of establishment of the firm. :
- iv. In case, income tax is paid by each Partner, the details to be furnished. :

**C. In case of limited Liability Company :**

- i. Amount of paid up capital. :
- ii. Names of Directors. :
- iii. Date of registration of the Company. :
- iv. Copies of the last three year's balance sheets of the Company. :

**Signature of the Tenderer**

**SECTION-4****DECLARATION BY THE TENDERER**

1. I have visited the site and have fully been acquainted myself with the local situation regarding materials, labour and the factors pertaining to the work before submitting the tender.
2. I have carefully studied the conditions of the contract, specification and other documents of this work and I agree to execute the same accordingly.
3. I solemnly pledge that I shall be sincere in discharging my duties as responsible contractor and complete the work within the prescribed time limit. I shall submit detailed construction programme with target dates for various items and stages of work keeping in view the time limit and shall accordingly arrange for necessary labours, materials, and equipments etc., punctually. In case there are deviations from the construction programme, I shall abide by the decision of the Engineer-in-charge for revision of the programme and shall arrange for labour, materials, equipments etc
4. I shall follow all rules and regulations of the state in force with regard to engagement of labour for the work.
5. The documents furnished with the tender are correct to the best of my knowledge and belief and if any information found to be incorrect in future, the Department has the liberty to take any action as deemed fit.

**Signature of the Tenderer**

## **SECTION – 5**

### **FORM OF AGREEMENT**

This contract made the .....day of..... to  
 ..... between Sambalpur Development Authority (SDA), Sambalpur  
 (name and address of employer) (hereinafter called "the employer" and  
 .....  
 (name and address of contractor ) (hereinafter called "the Contractor") of the other  
 party.

WHEREAS the Employer is desirous that the contractor executes.

.....  
 .....  
 ..... (Name and identification number of contract) (hereinafter called "the  
 Works") and the employer has accepted the Bid by the contractor for the execution and  
 completion of such works and the remedying of any defects therein, at a contract price  
 of Rs.....

NOW, THEREFORE IT IS HEREBY AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. In this contract, words and expressions shall assume the same meanings as are respectively assigned to them in the conditions of Contract hereinafter referred to and they shall be deemed to form and be read and construed as part of the Agreement.
2. In consideration of the payments to be made by the employer to the contractor as hereinafter mentioned, the contractor hereby covenants with the Employer to execute and complete the works and remedy the defects therein in conformity in all aspects with the provision of the contract.
3. The Employer hereby covenants to pay the contractor in consideration of the execution and completion of the works and in remedying the defects wherein the contract price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the Contract.
4. The following documents shall be deemed to form and be read and construed as part of this contract, viz:
  - i) Letter of acceptance
  - ii) Notice to proceed with the works
  - iii) Contractor's bid
  - iv) Bidding data
  - v) General conditions of contract (including special conditions of contract)
  - vi) Specifications
  - vii) Drawings
  - viii) Bill of quantities
  - ix) Any other documents listed in the contract data as forming part of the contract.

- x) Drawing and design of structure(s) or part thereof submitted by the tenderer and duly approved by the competent authority after this Agreement.

IN WITNESS WHEREOF the parties have caused this contract to be executed the day and year first before written.

Binding signature of employer signed by.....  
(for and on behalf of SDA, Sambalpur)

Binding signature of Contractor signed by.....(for and on behalf of .....duly authorised vide Resolution No..... dated..... of the Board of Directors of .....)

In the presence of  
(Witnesses)

1.

2.

**Contractor**

**Engineer Member**

## **SECTION-6**

# **CONDITIONS OF CONTRACT**

6.1. **Decision of Engineer Member is Final:**

The party whose tender is accepted hereinafter called the contractor is to provide everything of every sort and kind (with the exceptions noted in the schedule attached) which may be necessary and requisite for the due and proper execution of the several works included in the contract according to the true intent and meaning of the drawings and specification taken together, which are to be signed by the **Engineer Member, SDA, Sambalpur**, herein after called the Engineer Member and the contractor whether the same may or may not be particularly described in the specification or shown on the drawing provided that the same are reasonably and obviously to be inferred there from and in case of any discrepancy between the drawings and the specifications the Engineer Member is to decide which shall be followed.

6.2. **Amendment of Errors during Progress of Work:**

The contractor is to set out the whole of the works in conjunction with an officer to be deputed by the Engineer Member and during the progress of the works to amend on the requisition of the Engineer Member any errors which may arise therein and provide all the necessary labour and materials for doing. The contractor is to provide all plant labour and materials (with the exception noted in Schedule), which may be necessary and requisite for the works. All materials and workmanship are to be the best of their respective kinds. The contractor is to leave the works in all respects clean and perfect at the completion thereof.

6.3. **Fair Wage Clause:**

The contractor shall not employ for the purpose of this contract any person who is below the age of fourteen years, and shall pay to each labourer, for the work done by such labourer, fair wages. Fair wages means wages whether for time or piecework, prescribed by the State P.W.D. provided that where higher rates have been prescribed under the minimum wages Act, 1948, wages at such higher rates should constitute fair wages.

The Engineer Member shall have the right to enquire into and to decide any complaint alleging that the wages paid by the contractor to any labourer for the work done by such labourer is less than the wages paid for similar work in the neighbourhood.

The Officer-in-charge of the work shall have the right to decide whether any labourer employed by the contractor is below the age of fourteen years and to refuse to allow any labourer whom he decides to be below the age of fourteen years, to be employed by the contractor.

6.4. **Approved Drawings & Specification of Site with Contractors Agent:**

Complete copies of the drawing and specifications signed by the Engineer Member and the same or copies thereof are to be kept with the works in-charge of the contractor's agent which is to be constantly kept on the ground by the contractor and to whom instructions can be given by the Engineer Member.

6.5. **Deviation from Approved Drawing and Specifications:**

The contractor is not to vary or deviate from the drawings or specifications or execute any extra work of any kind whatsoever unless upon the authority of the Engineer Member to be sufficiently shown by any order in writing, by any plan or drawing expressly given and signed by him as an extra or variation or by any subsequent written approval signed by him. In case of daily labour all vouchers for the same are to be delivered to the Engineer Member or the Officer-in-Charge at least during the week following that in which the work may have been done and no day work shall be allowed unless authorised by the Engineer Member and no such authority shall be given if the work is capable of being measured and being paid for at an agreed rate.

6.6. **Rate for Extra Work.**

Any authority given by the Engineer Member for any alterations or addition in or to the works is not to violate contract but all additions omissions or variations made in carrying out the works are to be measured and valued and certified by the Engineer Member and added to or deducted from the amount of the contract as the case may be at rates in accordance with the sanctioned schedule of rates in force at the time when the particular item of work was commenced. In those cases in which rates do not exist, the **Engineer Member, SDA, Sambalpur** will fix the rates to be paid and his decision shall be final.

6.7. **Extension of Time:**

The same will be followed as per the norms of the Govt. From time to time and shall be approved by the Engineer Member. After lapses of validity period of EOT the further EOT will be moved for the approval of the Vice Chairman.

6.8. **Works & Materials at Site to be Property of SDA, Sambalpur.**

All works and materials brought and left at site by the contractor or by his orders for the purpose of forming part of the works are to be considered to be the property of the **Sambalpur Development Authority** and the same are not to be removed or taken away by the contractor or any other person without the specific permission in writing of the Engineer Member but SDA, Sambalpur will not be liable for any loss or damage which may happen to or in respect of any such work or materials either by the same being lost or stolen or injured by weather or otherwise.

6.9. **Supply of Materials:**

The contractor shall at his own expense provide all materials required for the work. The materials supplied by the contractor shall conform to relevant latest editions of the specification and codes of practices of the Bureau of Indian Standards or in their absence to other specifications as may be specified by the Engineer-in-charge. The contractor shall furnish necessary certificates in support of the quality of the materials as may be required by the Engineer-in-charge.

The Engineer-in-charge shall have absolute authority to test the quality of materials at any time through any reputed laboratory at the cost of contractor. The contractor shall not be eligible for any claim or compensation either arising

out of any delay in the work or due to any corrective measures required to be taken on account of and as a result of testing of materials.

The Engineer Member has full power for removal from the premises of all materials which, in his opinion, are not in accordance with the specification and in case of default, the Engineer Member is to be at liberty to sell such materials and to employ other persons to remove the same without being answerable or accountable for any loss or damage that may happen or arise to such materials. The Engineer Member is also to have full power to require other proper materials to be substituted and in case of default, the Engineer Member may cause the same to be supplied and all costs which may attend such removal and substitution are to be borne by the contractor and may be recovered from the sale proceeds of such rejected materials when necessary, the balance, if any, being kept in deposit in the contractor's favour.

6.10. **Execution with Defective Workmanship & Improper Materials.**

If in the opinion of the Engineer Member any of the works have been executed with improper materials or defective workmanship, the contractor is then required by the Engineer Member forthwith to re-execute the same and to substitute proper materials and workmanship and in case of default of the contractor in so doing within a week, the Engineer Member is to have full power to employ other agency to re-execute the work and the cost thereof shall be borne by the contractor.

6.11. **Rectification of Defects within Guarantee Period:**

Any defects, shrinkage or other faults which may appear within **12 (twelve)** months from the completion of the work arising out of defective or improper materials or workmanship are upon the direction of the Engineer Member to be amended and made good by the contractor at his own cost unless the Engineer Member for reasons to be recorded in writing shall decide that they ought to be paid for and in case of default, the SDA, Sambalpur may recover from the contractor the cost of making good the works.

6.12. **Responsibility of the Contractor during Execution of Work:**

From the commencement of the works to the completion of the same they are to be under the contractor's charge. The contractor is to be held responsible for and to make good all injuries, damages and repairs occasioned or rendered necessary to the same by fire or other causes and they are to hold SDA, Sambalpur harmless from any claims for injuries to persons or for structural damage to property happening from any neglect, default, want of proper care or misconduct on the part of the contractor or of any one of his employees during the execution of the works.

6.13. **Execution of Works in the Site by Other Workmen:**

The Engineer Member is to have full powers to send workmen upon the premises to execute fittings and other works not included in the contract for whose operations the contractor is to afford every reasonable facility during ordinary working hours provided that such operations shall be carried on in such

a manner as not to impede the progress of the work included in the contract but the contractor is not to be responsible for any damage which may happen to or be occasioned by any such fittings or other works.

**6.14. Compensation for Delay:**

If the contractor fails to maintain the required progress in terms of clause-2 of P-1 Contract or to complete the work and clear the site on or before the contract or extended date of completion, he shall, without prejudice to any other right or remedy available under the law to the Government on account of such breach, pay as agreed compensation the amount calculated at the rates stipulated below as the Engineer Member (whose decision in writing shall be final and binding) may decide on the amount of tendered value of the work for every completed day / month (as applicable) that the progress remains below that specified in Clause-2 of P-1 Contract or that the work remains incomplete. This will also apply to items or group of items for which a separate period of completion has been specified. Compensation @ **1.5%** per month for delay of work, delay to be completed on per Day basis.

Provided always that the total amount of **compensation** for delay to be paid under this condition shall not exceed 10% of the Tendered Value of work or to the Tendered Value of the item or group of items of work for which a separate period of completion is originally given. The amount of compensation may be adjusted or set-off against any sum payable to the Contractor under this or any other contract with the Government. In case, the contractor does not achieve a particular milestone mentioned in contract data, or the rescheduled milestone(s) in terms of Clause-2.5, the amount shown against that milestone shall be withheld, to be adjusted against the compensation levied at the final grant of extension of time. Withholding of this amount on failure to achieve a milestone shall be automatic without any notice to the contractor. However, if the contractor catches up with the progress of work on the subsequent milestone(s), the withheld amount shall be released. In case the contractor fails to make up for the delay in subsequent milestone(s), amount mentioned against each milestone missed subsequently also shall be withheld. However no interest whatsoever shall be payable on such withheld amount.

**6.15. Circumstances for Rescission of Contract:**

If the contractor shall become bankrupt or compound with or make any assignment for the benefit of his creditors or shall suspend or delay the performance of his part of the contract (except in consequence of not having proper instructions for which the contractor shall have duly applied) the Engineer Member may give to the contractor or his assignee or trustee as the case may be notice requiring the works to be proceeded with and in case of default on the part of the contractor for a period of seven days, it shall be lawful for the Engineer Member to rescind the contract, if necessary, and to enter upon and take possession of the work and to employ any other person to carry on and complete the same and to authorise him or them to use the plant, materials and property of the contractor upon the works and the costs and the charge incurred in any way in carrying on and completing the said works are to be paid to the Engineer Member by the contractor or may be set off by the Engineer Member against any money due or to become due to contractor. If the assignee or

trustee of the Contractor proceeds with the work, the conditions of this contract shall be binding upon the said assignee or trustee.

6.16. **Payment Certificate.**

A Certificate of the Engineer Member or an award of the refer hereinafter referred to as the case may be showing the final balance due or payable to the contractor is to be conclusive evidence of the works having been duly completed and that the contractor is entitled to receive payment of the final balance, but without prejudice to the liability of the contractor under the provisions of **Clause-6.11.**

6.17. The Engineer Member shall make payment of work in full or part thereof those shall have been certified, subject to availability of Letter of Credit (LoC).

6.18. If at any time after the commencement of the work SDA, Sambalpur shall for any reason whatsoever not require the whole thereof as specified in the tender to be carried out the Engineer-in-charge shall give notice in writing of the fact to the contractor who shall have no claim to any payment or compensation whatsoever on account of any profit or advantage, which he might have derived from execution of the work in full but which he did not derive in consequence of the full amount of the work not having been carried out, neither shall he have any claim for compensation by reason of any alterations having been made in the original specification, drawings, designs and instruction which shall involve any curtailment or increase of the work as originally contemplated.

6.19. **Incentive for Early Completion:**

Incentive @ 1% will be paid in case of completion of the work ahead of One month (Part of month shall be excluded) from the stipulated date for completion and the maximum amount shall be 2% if the work is completed 2 months ahead of the schedule time. For payment of incentive, the codal provision as laid by Works Department in their letter No.10070 Dt.08.06.2007 and OPWD Code Volume – I, Para 3.5.5. and subsequent amendment thereof shall be followed.

6.20. **Defects Liability Period:**

The defect liability is **12 months** from the date of formal taking over of the work by the Engineer-in-charge.

6.21. **Contractor Liable for Damage done & for Imperfection for 6 (six) months after Certificate:**

If the contractor or his work people or servants shall break, deface, injure or destroy any part of a building or structure in which they may be working or any building, road, fence, enclosure or grass land cultivated ground continue to the premises on which the work or any part of it is being executed or in any damage shall happen to the work while in progress from any cause whatsoever or any imperfection become apparent in it within six months from the date of the final certificate of its completion shall have been given by the Engineer-in-charge, as aforesaid, the contractor shall make the same good at his own expenses or in default the Engineer-in-charge may cause the same to be made good by other workman and deduct the expenses of which the certificate of the Engineer-in-charge shall be final from any sums that may be then or at any time thereafter may become due to the contractor or from his security or the proceeds of sale

thereof or a sufficient portion thereof and the contractor shall be liable to pay of the expenses not so recovered by the Engineer-in-charge.

**6.22. Action where No Specification is mentioned:**

In the case of any class or items of works for which there is no such specification as mentioned in file, if such work shall be carried out in accordance with the detailed standard specification of Odisha, as followed by the State PWD and in the event of there being no specifications born in the said standard specification of Odisha for such items of work, then in such case the said item of work shall be carried out in all respects in accordance with the instructions and requirements of the Engineer-in-charge after obtaining approval from competent authority.

**6.23. Payment on Intermediate Certificate to be regarded as Advance and Bill to be submitted Monthly:**

A bill shall be submitted by the contractor each month on or before the date fixed by the Engineer-in-charge for all works executed in the previous month and the Engineer-in-charge and/or Assistant Executive Engineer and/or Junior Engineer in immediate charge of the work shall take the requisite measurements for the purpose of having the same verified, and the claims for as admissible adjusted if possible before the expiry of ten days from the presentation of the bill. If the contractor does not submit the bill within the time fixed as aforesaid, the Engineer-in-charge and/or his Engineering subordinates shall measure up the said work in the presence of the contractor, whose counter signature to the measurement list will be sufficient warrant, and the Engineer-in-charge and/or Assistant Executive Engineer and/or his Engineering subordinates shall prepare a bill from such list which shall be binding on the contractor in all respects. Payment shall be made to the contractor in all respects.

The Engineer-in-charge will deduct @ 5% (five percent) of the value of each running bill prepared and submitted by the contractor, if any, on account of works done, and such sum or sums to be held in deposit as a further security for the due performance of the condition of the contract provided always that the Engineer Member may refuse to make such monthly payments if in his opinion, the progress of the work or the conduct of the contractor is not satisfactory or the contractor has in any other way done or neglect to do anything as to make it appear doubtful to the authority as to whether the works will be completed by the contractor in accordance with his contract, or has failed to comply with any instruction or order of Engineering personnel. All such interim payments from time to time shall be regarded as payments by way of advance against the final payment only and not as payments of work actually done and completed and shall not preclude the requirement of bad, unsound and imperfect or unskilful work to be removed and taken away and for reconstructed or re-erected, or be considered as an admission of the due performance of the contract, of any part thereof in any respect, or accrual of any claim not shall it conclude, determine or affect in any way the powers of Engineer-in-charge and/or Assistant Engineer and/or the Junior Engineer under these condition or any of them as to the final settlement of adjustment of the accounts or otherwise or in any other way vary or affect this contract. The contractor shall submit the final bill within one month

of the date for completion of the work failing which the Engineer-in-charge or his authorized representatives in the presence of the contractor shall prepare the final bill. For recording final measurement of the work, the Engineer-in-charge or his authorized representative shall serve a notice upon the contractor stipulating therein the date fixed for recording such measurement. If the contractor fails to attend the recording of final measurement by the Engineer-in-charge or his authorized representative on the date as stipulated, the Engineer-in-charge may at his discretion get the measurements recorded ex-parte or fix up another date as per his own convenience. Such measurements and the total amount payable to the contractor as certified by the Engineer-in-charge shall be final and binding on all parties.

**6.24. Black Listing:**

A Contractor may be black listed as per amendment made to Appendix XXXIV to OPWD Code Vol.-II on rules for black listing of Contractors vide letter No.3365 Dt.01.03.2007 of Works Department, Odisha. As per said amendment a Contractor may be blacklisted.

- a) Misbehavior/threatening of Departmental & supervisory officers during execution of work/tendering process.
- b) Involvement in any sort of tender fixing.
- c) Constant non-achievement of milestones on insufficient and imaginary grounds and non-adherence to quality specifications despite being pointed out.
- d) Persistent and intentional violation of important conditions of contract.
- e) Security consideration of the State i.e., any action that jeopardizes the security of the State.
- f) Submission of false/ fabricated / forged documents for consideration of a tender.

## **SECTION-7**

### **SPECIAL CONDITIONS OF CONTRACT**

**7.1. Changes in Constitution of Firm:**

In the case of tender by a partnership firm, any change in the constitution of the firm shall be forth with notified by the contractor to the Engineer Member for his information. In case of failure to notify the change in the constitution within 15 days, the Engineer Member may by notice in writing, rescind the contract and the security deposit of the contractor shall thereupon stand forfeited and be absolutely at the disposal of SDA, Sambalpur and the same consequence shall ensure as if the contract had been rescinded thereof and in addition the contractor shall not be entitled to recover or be paid for any work there for actually performed under the contract.

**7.2. Engineer's Access to Work:**

The Engineer Member is to have at all times access to the works, which are to be entirely under his control. He may require the contractor to dismiss any person in the contractor's employee upon the works who may be incompetent or misconduct him-self and the contractor is forthwith to comply with such requirements. Other supervising officers shall have all time access to the works.

**7.3. Workmen Compensation Act VIII of 1923:**

The SDA, Sambalpur shall be entitled to recover in full from contractor any amount that the Vice Chairman may be liable to pay under Workman's Compensation Act VIII of 1923 to any workman employed in course of execution of any part of the work covered by this contract.

**7.4. Jurisdiction in the Event of Dispute:**

That for the purpose of jurisdiction in the event of dispute if any, the contract should be deemed to have been entered into within the State of Odisha and it is agreed that neither party to this agreement will be competent to bring a suit in regard to the matters covered by this contract at any place outside Odisha.

**7.5. Lighting & Sanitary Arrangement:**

Lighting & Sanitary arrangement and supply of drinking water will be made by the Contractor at his own cost for his labour camp.

**7.6. Payment of Duties, Levies & Taxes:**

The Contractor shall bear all Taxes including Duties, Levies, Central and State Sales Tax including work Contract Tax, Entry Tax, Income Tax, Royalties, Fair Weather Charges and Tollages where necessary & **SDA, Sambalpur** shall not entertain any claim whatsoever in this respect. Statutory deduction of taxes as applicable shall be done from each running bill.

**7.7. The Building & Other Construction Workers Welfare Cess Act 1996.**

In accordance with the provisions under the said Act 1% (One) of the approved agreement value will be deducted from the R/A Bill at the time of making payment

to the contractor and such amount shall be remitted in favour of The Odisha Building & Other Construction Workers Welfare Board.

**7.8. Site Clearance:**

After the work is finished or completed, surplus materials and debris are to be removed by Contractor at his own cost and preliminary works such as vats, mixing platforms, level pillars, temporary sheds and go-downs etc. are to be dismantled and all such materials removed from site. The site involved in the construction activities should be cleared and dressed properly with outward slope away from the structure. After the work is completed in all respects as per the contract, the contractor shall vacate the site within three months from the date of completion & commissioning, by making good the damages if any.

**7.9. Works to be Carried Out:**

The work to be carried out under the contract shall include all materials, labour, tools and plants, equipment and transport which may be required in preparation of and for in the full and entire execution and completion of the works. The description given in the schedule of quantities/scope of work shall, unless otherwise stated, be held to include wastage on materials, carriage & cartage, carrying and return of empties, hoisting, setting, fitting and fixing in position and all other labours necessary in and for the full and entire execution and completion of the work as aforesaid in accordance with good practice and recognized principles.

**7.10. Sufficiency of Tender:**

The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates and prices quoted in the schedule of quantities (DTCN Price Bid), which rates and prices shall, except as otherwise provided, cover all his obligations under the contract and all matters and things necessary for the proper completion and commissioning of the works.

**7.11. Rates:**

The Tenderer shall quote their offer on '**Percentage rate**' for the work in all respects. The offer shall be inclusive of cost of all materials, labour, T&P inclusive of all duties, levies, taxes of Central and State Government including Works Contract tax the building and other construction workers welfare cess with surcharge, entry tax, tollages, royalties, packing and forwarding, transportation, insurance, loading & unloading, storage, watch and ward, delivery of the materials to the site etc. and all other expenses incidental thereto for successful completion, testing & commissioning of the work.

**7.12. Transportation:**

The contractor shall be responsible for the transportation of all materials, tools and plant, equipment and machinery to the work site as may be required at site.

7.13. **Custody of the Materials:**

The contractor shall be responsible for safe custody of the materials at site and SDA, Sambalpur will not be responsible for any loss or damage of the property at site.

7.14. **Construction Schedule:**

The contractor shall submit a detailed work schedule in the form of **Bar Chart** along with his tender indicating the detailed break-up of the job. This will include all operations from procurement of materials to final testing at site to be indicated in detail with reference to the time period for each.

The construction schedule as submitted by the contractor shall be revised by the Engineer Member and approved with necessary modification if any after acceptance of the tender. The contractor shall furnish 6 copies of the approved schedule within a time to be intimated to him before drawl of the agreement. The approved Bar Chart shall form a part of the agreement. This approved schedule shall be binding on the contractor.

In addition the contractor shall submit **PERT Chart** in commensurate with the approved Bar Chart within one month of signing of the agreement. The PERT Chart on approval by the Engineer Member shall be used to monitor the various project activities at micro level.

7.15. **Security Deposit:**

The tenderer whose tender is selected for acceptance shall make an security deposit of **2% (two percent)** of the accepted tender amount together with the earnest money deposited with the tender which forms the initial security deposit (ISD) within 7(seven) days of issue of letter of intent and sign the agreement in the prescribed form within **10 (ten) days** of issue of letter of intent after depositing the balance ISD. The ISD shall be deposited in shape of N.S.C./Post office saving bank Account/ Post office Time Deposit Account/ Kisan Vikas Patra Bank Guarantee in favour of the **Secretary, SDA, Sambalpur**. No tender shall be accepted unless required amount of security money is deposited.

In addition to the **ISD, 3%** of the bill amount shall be deducted from each bill towards the security deposit. The earnest money deposit, the initial security deposit before and after acceptance of tender together with the subsequent deduction from the contractor's bill shall form part of the security deposit equivalent to 5% of the contract value for the due fulfilment of the contract.

The security deposit of the contractor shall be refunded only 12 (twelve) months after the date of completion of the work provided the final bill has been paid and defects if any rectified.

If however there is inevitable delay in payment of final bill, the earnest money deposit and initial security deposit forming part of the security deposit may be refunded on orders of competent authority.

**7.16. Monitoring of the Project:**

Time is the essence of the contract. The execution of the project shall be closely monitored to ensure that quality; cost & time of the project are not compromised in any manner.

The contractor shall submit monthly progress reports in a format as may be prescribed by the Engineer-in-charge. The monthly progress report shall be evaluated by the Engineer Member vis-à-vis the approved bar chart & PERT Chart and any deficiency observed thereto shall be communicated to the contractor. The contractor shall have to make up the deficiencies within the specific time period communicated to him by the Engineer Member failing which the contractor shall be liable for action as per **Clause -7.26**.

In addition, the contractor shall submit monthly day-wise work program one month in advance to Engineer Member for approval under intimation to the Engineer Member SDA, Sambalpur ensure speedy implementation of the work and effective monitoring at all levels. Failing to do so shall also invite action under **Clause - 7.26**.

**7.17. Site Order Book:**

A site Order Book shall be issued to the contractor by the Engineer-in-charge or his representative. The contractor shall keep this Book always at site and any special order or instruction to be issued to the contractor shall be recorded in this Book by the Engineer-in-charge or his representative. The contractor shall sign all orders and instructions as token of his knowledge about the same. The site Order Book shall be the property of the department but will remain during the period of the progress of the work with the contractor. The safe custody of the site Order Book during this period shall be the responsibility of the contractor. After completion of the work, the Book shall be returned back by the contractor to the Engineer-in-charge, which will be enclosed in the final bill.

**7.18. Guarantee:**

Default liability period is **12 (twelve) months** from the date of preliminary acceptance of the work conforming to provisions in scope of work. During this period, the contractor shall replace the defective materials if any or rectify the defects if any at his own cost as pointed out by the Engineer-in-charge to the satisfaction of the later.

**7.19. Land:**

The department may provide land if available for construction of site office to the contractor on payment of usual rent.

**7.20. Unilateral Stoppage of Work:**

Unilateral stoppage of work by the contractor without prior written permission of the Engineer-in-charge shall be considered as breach of contract and SDA, Sambalpur reserves the right to take such actions as it may be deemed fit.

**7.21. Resident Engineer:**

The contractor shall engage for this work competent, qualified and authorised resident Engineers and Assistants to the satisfaction of the Engineer-in-charge. The Resident Engineer shall represent the contractor in his absence in receiving directions from officers of the Department, which will be binding on the contractor.

**7.22. Force Majeure:**

Neither the contractor nor the Engineer Member shall be considered in default in delayed performance of its obligation if such performance is prevented or delayed because of work to hostilities, revolution, civil commotion, epidemic, accident, fire, cyclone, flood, earthquake or because of any law and order proclamation, regulations or ordinance of the Government thereof or because of any act of God or for any cause beyond reasonable control of the party affected. Should one or both the parties be prevented from fulfilling their contractual obligations a state of force majeure lasting continuously for a period of 6 months, the two parties shall consult each other regarding the future execution of the contract for mutual settlement.

**7.23. Damages to Persons and Property:**

The contractor shall take every precaution not to damage or injure adjoining or other property of any persons. He shall indemnify and keep indemnified the employee against all claims for injuries or damages to any person or any such property (including surface or land or crops in site) which may arise out of or in consequence of any negligence or default on the representatives and against all claim, demands proceedings damages, costs, charges and expenses whatsoever in respect of or in relation thereto. The Department does not take any responsibility on this account.

**7.24. Attention to Urgent Works:**

If any urgent work in the opinion of Engineer-in-charge becomes necessary to be executed and the contractor is unable and unwilling at once to carry out, the Engineer-in-charge may by his own or through other agency carry it out, as he may consider necessary. All expenses incurred on it shall be recoverable from the contractor or be adjusted against any sum payable to him.

**7.25. Safety Devices:**

i) **Scaffolding:** Suitable scaffolding shall be provided for workmen for all works that cannot be safely done from the ground or solid construction except such short period of work as can be done safely from the ladders. When a ladder is used an extra labour shall be engaged for holding the ladder and if the ladder is used in carrying the materials, suitable foot holds and handholds shall be provided on the ladder.

The Engineer-in-charge will have the right to inspect the scaffolding and centring etc. for the work and can reject partly or fully such structure if found defective in his opinion.

ii) **Working Platforms:** Working platforms, gangways and stairways shall be constructed such that they do not sag unduly or unequally. If the height of the platforms or gangway or stairway is more than 3.25 meters above the

ground or floor level, it shall be closely guarded, have adequate width and suitably fenced.

- iii) **Safe means of access:** Safe means of access shall be provided to all working platform and other working places.
- iv) **Precaution against Electrical Equipment:** Adequate precaution shall be taken to prevent danger from electrical equipment. Hand lamps shall be provided with Mesh guard, wherever required.
- v) **Preventing Public from Accident:** No materials on any of the sites shall be so stacked or placed as to cause danger or inconvenience to any person or public. The contractor shall provide all necessary fencing and light to protect **the** public from accident and shall be bound to bear expenses of defence or any suit action or other proceedings at law that may be brought by any persons for injury sustained owing to neglect of the above precaution and to pay any damages and cost which may be awarded in any such suit action or proceedings to any such person or which may with the consent of the contractor, be paid to compromise any claim by any such person. The contractor not to come cause blockage of traffic /disruption of the traffic.
- vi) **Demolition:** Before any demolition work is commenced and also during process of work:
  - a) all roads and open areas adjacent to the work site shall either be closed or suitably protected,
  - b) no electric cable or apparatus which is liable to be a source of danger shall remain electrically charged,
  - c) all practical steps shall be taken to prevent danger to persons employed from the risk of fire, explosion or flooding,
  - d) no floor roof or other parts of the building shall be so over loaded with debris or materials as may render it unsafe.
- vii) **Personal safety equipment:** All personal safety equipment shall be made adequately available by the contractor for use of persons employed at the site of work and maintained in a condition suitable for immediate use. The contractor shall take adequate steps to ensure proper use of the equipment by persons concerned.
- viii) **Precaution against fire:** Suitable fire extinguishers, water and sand buckets shall be provided at the work site to tackle situations of fire.

#### 7.26. **Rescission of Contract:**

Subject to other provisions contained in this clause the Engineer Member of the SDA, Sambalpur may without prejudice to his any other rights or remedy against the contractor in respect of any delay, inferior workmanship, any claims for damages and/or any other provisions of this contract or otherwise, and whether the date of completion has or has not elapsed, recommend the accepting authority to rescind the contract in any of the following cases:

- i) If the **contractor** having been given by the Engineer Member a notice in writing to rectify, reconstruct or replace any defective work or that the work

is being performed in an inefficient or otherwise improper or un-workmanship like manner shall omit to comply with the requirement of such notice for a period of seven days thereafter.

- ii) If the contractor being a company shall pass a resolution on the court shall make an order that the company shall be wound up or if a receiver or a **manager** on behalf of a creditor shall be appointed or if circumstances shall arise which entitle the court or the creditor to appoint a receiver or a manager or which entitle to court to make a winding up order.
- iii) If the contractor has, without reasonable cause, suspended the progress of the work with due diligence so that in the opinion of the Engineer Member (which shall be final & binding) he will be unable to secure completion of the work by the date of completion and continues to do so after a notice in writing of seven days from the Engineer Member.
- iv) If the contractor fails to comply with the provisions of **Clause-7.15,7.16** & other relevant clauses mentioned elsewhere in this DTCN.
- v) If the contractor fails to complete the work within the stipulated date or items of the work with individual date of completion, if any stipulated, on or before such date(s) of completion and does not complete them within the period specified in a notice given in writing in the behalf by the Engineer Member.

When the contractor has made himself liable for action under any of the cases aforesaid, the **accepting authority** shall have the powers to rescind the contract (of which rescission notice in writing to the contractor under the hand of Engineer Member shall be conclusive evidence), **20% of the value of the left-over work** will be realized from the contractor as Penalty

7.26.1. In case of rescission of contract as per **Clause-7.26** the contractor shall have no claim to compensation for any loss sustained by him by regions of having purchased or procured any materials or entered any engagement on account of or with a view to execute the work / performance of the contractor

7.27(a) **Conditions for Reimbursement of Levy/Taxes if Levied after Receipt of Tenders:**

- i) All tendered rates shall be inclusive of all taxes and levies payable under respect statutes. However, pursuant to the Constitution (46<sup>th</sup> Amendment) Act, 1982, if any further tax or levy is imposed by Statute, after the last stipulated date for the receipt of tender including extensions if any and the contractor thereupon necessarily and properly pays such taxes/levies the contractor shall be reimbursed the amount so paid, provided such payments, if any, is not, in the opinion of the Engineer Member, SDA, **Sambalpur** (whose decision shall be final and binding on the contractor) attributable to delay in execution of work within the control of the contractor.
- ii) The contractor shall keep necessary books of accounts and other documents for the purpose of this condition as may be necessary and shall allow inspection of the same by a duly authorised representative of the Department

and/ or the Engineer-in-Charge and further shall furnish such other information/ document as the Engineer-in-Charge may require from time to time.

- iii) The contractor shall, within a period of 30 days of the imposition of any such further tax or levy, pursuant to the Constitution (Forty Sixth Amendment) Act, 1982, give a written notice thereof to the Engineer-in-Charge that the same is given pursuant to this condition, together with all necessary information relating thereto.
- 7.27(b) Other statutory duty, Tax such as I.T., GST will be deducted at sources from the bills of the contractor and deposited with concerned authority.
- 7.27(c) Royalty at the prevailing rate on minerals will be deducted from the bills of the contractor and deposited with concerned authority.

7.28 **Fair Wages Clause:**

- (a) The contractor shall not employ for the purpose of this contract any person who is below the age of fourteen years and shall pay to each labourer for work done by such labourer's fair wages.

Explanation – "**Fair Wage**" means wages, whether for time or piece work prescribed by the State Public Works Department provided that where higher rates have been prescribed under the minimum wages Act 1948 wages at such higher rates should constitute fair wages.

The Engineer Member shall have the right to enquire into and decide any complaint alleging that the wages paid by the contractor to any labourer for the work done by such labourer is less than the wages as per sub-paragraph-I above.

- (b) The contractor shall, notwithstanding the provisions of any contract to contrary, cause to be paid a fair wage to labourers indirectly engaged on the work including any labour engaged by his sub-contractors in connection with the said work, as if, the labourers had been immediately employed by him.
- (c) In respect of all labour directly or indirectly employed in the works for the performance of the contractor's part of this agreement, the contractor shall comply with or cause to be complied with all regulations made by Government in regard to payment of wages, wage period deductions from wages, recovery of wages not paid and deductions unauthorisedly made, maintenance of wage register, wage cards, publication of scale of wages and other terms of employment, inspection and submission of periodical returns and all other matters of a like nature.
- (d) The Engineer Member or Assistant Executive Engineer concerned shall have the right to deduct, from the money due to the contractor, any such required or estimated to be required for making good the loss suffered by a worker or workers by reason of non-fulfilment of the conditions of the contract for the benefit of the workers non-payment of wages or of

deduction made from his or their wages, which are not justified by their terms of the contract or non-observance of the regulations. Money so deducted should be transferred to the workers concerned.

- (e) Vis-à-vis, SDA, Sambalpur, the contractor shall be primarily liable for all payments to be made under and for the observance of the regulations aforesaid without prejudice to his right to claim indemnity from his sub-contractor.
- (f) The regulations aforesaid shall be deemed to be a part of this contract and any breach thereof shall be breach of this contract.

### **Odisha PWD / Electricity Department Contractor's Labour Regulations**

7.28.1. Short title – These regulations may be called “The Odisha Public Works Department / Electricity Department Contractor's Regulations”.

7.28.2. Definitions – In these Regulations, unless otherwise expressed or indicated the following words and expressions shall have the meaning here by assigned to them respectively, that is to say -

- i) **“Labour”** means a worker employed by a contractor of the Odisha Public Works Department / Electricity Department directly or indirectly through a sub-contractor or other person, or by an agent on his behalf.
- ii) **“Fair Wages”** means wages whether for time or piece work prescribed by the State Public Works Department provided that where higher rates have been prescribed under the minimum wages Act, 1948 wages at such higher rates should constitute fair wages.
- iii) **“Contractor”** shall include every person whether a sub-contractor or headman or agent employing labour on the work taken on contract.
- iv) **“Wages”** shall have the same meaning as defined in the payment of Wages Act and include time and piece rate wages, if any.

7.28.3. **Display of Notices regarding Wages, etc.:**

The contractor shall:–

- (a) Before he commences his work on contract display and correctly maintain and continue to display and correctly maintain, in a clean and legible condition, in conspicuous places on the work, notices in English and in the local Indian language spoken by the majority of the workers, giving the rate of wage prescribed by the State Public Works Department / Electricity Department for the district in which the work is done.
- (b) Send a copy of such notices to the Engineer-in-charge of the work.

7.28.4. **Payment of wages:**

- (1) Wages due to every worker shall be paid to him direct.

- (2) All wages shall be paid in current coin or currency or in both

**7.28.5. Fixation of wage period:**

- (1) The contractor shall fix the wage period in respect of which the wages be payable.
- (2) No wage period shall exceed one month.
- (3) Wages of every workman employed on the contract shall be paid before the expiry of ten days, after the last day of the wage period in respect of which the wages are payable.
- (4) When the employment of any worker is terminated by or on behalf of the contractor, the wages earned by him shall be paid before the expiry of the day succeeding the one on which his employment is terminated.
- (5) All payments of wages shall be made on a working day.

**7.28.6. Wage book and wages cards, etc.:**

- (1) The contractor shall maintain a wage book of each worker in such form as may be convenient, but the same shall include the following particulars-
  - (a) Rate of daily or monthly wages.
  - (b) Nature of work on which employed
  - (c) Total number of days worked during each wage period
  - (d) Total amount payable for the work during each wage period.
  - (e) All deductions made from the wages with an indication in each case of the ground for which the deduction is made.
  - (f) Wage actually paid for each wage period.
- (2) The contractor shall also maintain a wage card for each worker employed on the work.
- (3) The Engineer Member may grant an exemption from the maintenance of wage book, wage cards to a contractor who, in his opinion – may not directly or indirectly employ more than 100 persons on the work.

**7.28.7. Fines and deduction which may be made from wages:**

- (i) The wages of a worker shall be paid to him without and deduction of any kind except the following -
  - (a) Fines
  - (b) Deductions for absence from duty, i.e., from the place of places whereby the terms of his employment he is required to work. The amount of deductions shall be in proportion to the period for which he was absence.
  - (c) Deductions for damage to or loss of good expressly entrusted to the employed person for custody or for loss of money for which he is required to account where such damage or loss is directly attributable to his neglect or default.
  - (d) Any other deductions which the Odisha Government may from time to time allow.
- (ii) No fines shall be imposed on a worker and no deduction for damage or loss shall be made from his wages until the worker has been given an opportunity of showing cause against such fines or deduction.

- (iii) The total amount of fines which may be imposed in any one wage period on a works shall not exceed an amount equal to five paise in a rupee of the wages payable to him in respect of that wage period.
- (iv) No fine imposed on any worker shall be recovered from him by instalments, or after the expiry of 60 days from the date on which it was imposed.

**7.28.8. Register of fines, etc.:**

- (i) The contractor shall maintain a register of fines and of all deduction for damage or loss. Such register shall mention the reason for which fine was imposed or deduction for damage or loss was made.
- (ii) The contractor shall maintain a list in English and in the local Indian language, clearly defining acts and omissions for which penalty of fine can be imposed. It shall display such list and maintain it in a clean and legible condition in conspicuous places on the work.

**7.28.9. Preservation of register:**

The wage register, the wage cards and the register of fines, deduction required to be maintained under the regulations shall be preserved for **12 (twelve) months** after day of the last entry made in them.

**7.28.10. Powers of Labour Welfare Officers to make investigation or enquiry:**

The Labour Welfare Officers or any other persons authorized by the Government of Odisha on their behalf shall have power to make enquiries with a view to ascertaining and enforcing due and proper observance of the fair wage clauses and the provisions of these regulations. He shall investigate into any complaint regarding default made by the contractor, sub-contractor in regard to such provisions.

**7.28.11. Report of Labour Welfare Officers:**

The Labour Welfare Officer or others authorized as aforesaid shall submit a report of the results of his investigation or enquiry to the Engineer Member concerned, indicating the extent, if any, to which the default has been committed with a note that necessary deductions from the contractor bill be made and the wages and other dues be paid to the labourers concerned.

**7.28.12. Appeal against the decision of Labour Welfare Officer:**

Any persons aggrieved by the decision and recommendation of the Labour Welfare Officer or other person so authorized may appeal against such decision to the Labour Commissioner within 30 days from the date of decision forwarding simultaneously a copy of his appeal to the Engineer Member concerned but subject to such appeal, the decision of the officer shall be final and binding upon the contractor.

**7.28.13. Inspection of register:**

The contractor shall also allow inspection of the wage book and wage cards to any of his workers or to his agent at a convenient time and place after due notice is received, or to the Labour Commissioner or any other person authorized by the Government of Odisha on his behalf.

7.28.14. **Submission of return:**

The contractor shall submit periodical returns as may be specified from time to time.

7.28.15. **Amendments:**

The Government of Odisha may from time to time, add to or amend these regulations and on any question as to the application, interpretation of effect of these regulations, the decision of the Labour Commissioner or any other person authorized by the Government of Odisha in that behalf shall be final.

**The terms and conditions of the agreement have been read by Me/Us and I/We certify that I/We clearly understand them and agree to abide by them.**

**Contractor**

## **SECTION – 8**

### **COPE OF WORK**

The intent of this Section is to specify the work items to be covered on '**Percentage Rate Contract**' in conformity with the technical specifications as enumerated in the subsequent clauses for the work "**Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur.**"

#### **1. Location:**

Town	:	<b>Near Sambalpur Jn. Station</b>
District	:	<b>Sambalpur</b>
State	:	<b>Odisha</b>
Connected by	:	<b>NH-6</b>
Nearest Railway Station	:	<b>Sambalpur Jn. Station</b>

#### **1. Intent of this Section**

The intent of this section is to cover

1.The scope of work shall cover supply of all materials and equipment, construction, supervision, finishing including all civil structural works along with all labour and T&P for "**Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur**".

The provisions under this section shall be read in conjunction with the Conditions of Contract (Section-06), Special Condition of Contract (Section-07 of this DTCN) and other documents issued by SDA, Sambalpur which shall also form a part of the Contract.

#### **2. Scope of Work**

1.The scope of work shall cover supply of all materials and equipment, construction, supervision, finishing including all civil structural works along with all labour and T&P for "**Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur**".

The provisions under this section shall be read in conjunction with the Conditions of Contract (Section-07), Special Condition of Contract (Section-08 of this DTCN) and other documents issued by SDA, Sambalpur, which shall also form a part of the Contract.

The above scope of works is not exhaustive but gives only an idea about the type of work involved. Any other items/ works, which have not been specifically mentioned but required for completeness and soundness of the work shall be automatically covered within the scope of work.

The above works shall have to be executed in accordance with the detailed scope of work. Design criteria & specifications given as per approved drawing & other conditions mentioned elsewhere in the DTCN & subsequent correspondences made if any.

3. **Site Visit:**

The bidder before tendering shall inspect the site at his own cost in consultation with Engineer Member in Charge of work and shall satisfy himself with regard to the nature and extent of the work involved, the actual site conditions, existing facilities & shall collect any other information which may be required before submitting the tender. Any claim afterwards by the tenderer shall not be entertained on account of the ignorance of the site conditions.

4. **Format Language and Units:**

The language of all documents shall be in English. Units of measurement in the documents, on the drawings, and the submissions shall be in S.I/ Metric Units.

5. **Obligation to Provide Documentation:**

The contractor shall, as an integral part of the contract, supply detailed documentation and working drawings of the process and the equipment to be supplied by him within the specified periods and assist in checking the design calculations, other information or data relating to problems arising from the design of all components or supply of the process or the mechanical or electrical equipment.

The contractor shall supply all the documentation and drawings asked for or implied in this section or elsewhere in the specification. Approval of designs, drawings, calculations, or equipment supplied by the contractor shall not relieve the contractor from any of his contractual responsibilities or obligations, if any rectification or replacement is felt necessary at a later stage.

6. **Quality of Material and Workmanship:**

All the materials supplied by the contractor shall be best of their respective kinds and shall comply with latest revisions of Indian Standards/ International Standards/ Water Supply & Public Health regulations stipulated by Govt. of India, AWWA, State Pollution Control & Prevention Board, Indian Electricity Rules and other statutory requirements of Govt. of India and Govt. of Odisha.

The contractor shall be responsible for the design of the entire system and quality of materials and workmanship. The contractor shall guarantee the satisfactory functioning & performance. If any modification/ replacement is necessitated during trial-run and guarantee period, the same shall be carried out immediately free of cost.

7. **Construction & Erection Facilities:**

Water, power, accommodation and storage of materials for construction, erection and fabrication at site shall be arranged by the contractor at his own cost. The power supply & consumption during the construction stage shall be the responsibility of the contractor & no extra payment shall be made on account of this. The power consumption during testing and commissioning and trial running shall be the Department's responsibility.

## 8. **Inspection & Testing:**

For all materials, the contractor shall furnish Manufacturer's test certificate with each consignment. Materials found defective at the time of verification at the site by the concerned Engineer-In-Charge shall not be accepted and the same shall have to be replaced by the tenderer at his/her/their own risk and cost within a reasonable time period from the date of issue of written information to that effect by the concerned Engineer-In-Charge failing which the Engineer-In-Charge will be at liberty to take any action deemed fit in the interest of SDA, Sambalpur and the supplier will have no option but to abide by the decision of the Engineer Member.

At site, Testing and inspection shall be carried out as per Indian Standards/ International Standards in presence of Engineer-in-Charge, contractor and manufacturer. The contractor shall detail out the codes and standards in accordance with which the testing shall be carried out.

All equipments, labour, tools & tackles, instruments and other facilities for testing shall be provided by the contractor. He shall also maintain records of all the tests and furnish copies of the same to the Department.

The Department reserves the right to test any material at any of the reputed laboratories if necessity arises & the cost of such test(s) shall be borne by the contractor & rejected materials shall have to be replaced by the contractor by approved material at his cost.

## 9. **Completion Schedule:**

The time is the essence of this contract. The entire job is to be completed within a time frame of **2 (two) months** from the date of issue of work order by the **Engineer Member, SDA, Sambalpur**. The tenderer shall submit a Bar Chart indicating starting and completion dates of each activity such as submission of designs & drawings, site mobilization, procurement of materials and equipment, transportation, execution, assembly/ erection, testing, trial running and commissioning when asked without which the tender shall be liable for rejection. On approval, the Bar Chart shall form a part of the contract as detailed in the Section-6 & 7 of this DTCN. The successful tenderer shall submit PERT net work based on above Bar Chart for monitoring of the project as per relevant clause of "Conditions of Contract / Special Condition of Contract".

## 10. **Tendering:**

Ordinarily, modifications of technical specifications during execution of the work shall not be permitted excepting in cases where such a modification is warranted due to technical requirements.

## 11. **Tender Drawings:**

The tender drawings submitted by the contractor/firm in their offer are subjected to change during detailed design if so required from technical considerations without extra financial implications.

## 12. **Schedule of Tender for Submission:**

The tenderer shall submit the all the documents as indicated in this DTCN.

**13. (A). Acceptance:**

On completion of the work, the contractor shall clear all the left over surplus earth, bricks, boulders, debris, scrap, temporary structures etc. from the work site and present the entire premises in a neat and tidy manner so as to hand over the area to SDA, Sambalpur.

**14. All provisions of the technical scope of work & terms & conditions of the contract have been read by Me/Us and I/We certify that I/We clearly understand them & agree to abide by them.**

**Witness**

**Contractor**

## LIST OF MATERIALS OF APPROVED BRAND AND MANUFACTURES

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The material shall comply to the requirement of relevant IS Codes and be used after approval from Engineer-in-charge.

### A – CIVIL WORKS:

CEMENT Ordinary Portland Cement of 43 grade	:	A.C.C., Ultratech, Konark conforming to IS 269 / 1869 and IS – 455-1989
STEEL Fe – 415 grade	:	TATA TISCON / SAIL / VIZAG/ JINDAL High Strength deformed bars conforming to IS 1786 – 1985
Block Board Marine GRADE and plywood Laminates	:	SONEARLTW/GREENCLUB/CENTURYARCHITECT Sonear/Royal touch/Greenlam
LOCKS		GODREJ/ DOORSET/HAFELLE
Hardware		EARL BIHARI/HAFELE
Glazing		MODIFLOAT/ASAHI INDIA/SAINT GOBAIN
Paints		Asian paint /Berger/Nerolac/
Fire Retardants		VIPER
Aluminium Sections		JINDAL/INDAL
Flush Door		CENTURY/GREEN
Ceiling board		GYPSUM BOARD/AMF/ARMSTRONG/Calcium silicate
Adhesives		FEVICOL/CENTURY/JEEVANJOR
Blinds		VISTA/ LEVLOR, MAC
Tile		SOMANY/JOHNSON/KARAJIA/ NITCCO/MARBOLINITE
Door Closer		GODREJ/DOR SET
Carpets		TRANSASIA/MODIS
Secondary Hard Wood		SAL/KASI/GIRINGA/KAPOOR
Drawer Slides		HAFFLE/EBCO
Teak Wood		IVOARY COAST/KHARIAR TEAK

Post forming material	MERINO/CENTURY
Floor Spring	DORSET/NEKI/DORMA/EVERITE/RAJAN
UPVC	Veka/Fenesta (ISO certified)
ACP Sheet	Alutech/Alstone/Reynoarch (ISO certified)

***N.B: -a) Before using the materials and fixtures, prior permission / approval from Chief Engineer-cum-Engineer Member has to be taken. The samples of materials are to be approved before use.***

## **SECTION -9**

### **TECHNICAL SPECIFICATION**

#### **ITEM OF WORK**

- 1) Concrete shall be with conformity to I.S.456.
- 2) C.R. Masonry shall be with conformity to I.S.1597.
- 3) Brick masonry shall be with conformity to I.S.2212.
- 4) Cement plastering shall be with conformity to I.S.9103 & 6925.
- 5) Mortar shall be with conformity to I.S.2250
- 6) White and colour washing shall be with conformity to I.S.6278.
- 7) CC in foundation shall be with conformity to I.S.2571.
- 8) Anti-Termite Treatment shall be with conformity to I.S.6813. (Part – I & Part – II)
- 9) Painting to all surfaces shall be with conformity to I.S.2395 (Part – I & Part – II)
- 10) Steel painting shall be with conformity to I.S.1477 (Part – I & Part – II)  
I.S.1661

#### **ADDITIONAL APPENDIX TO BILL OF QUANTITY: (For P.H. Items of Work)**

*Name of the work:* - “ Installation of UPVC windows and ACP Sheet fixed in aluminium frame in the Sports Zone and Kids Zone development under the Fly over bridge near Sambalpur Jn. Station Khetrajpur, Sambalpur. ”

1. **Specification:** The standard PHD and PWD specification will be followed for execution of work. During the course of execution of work, the instructions of the Engineer in charge shall be final and binding.
2. The Sales Tax element should not be added to the analysis of rates and the previous practice should be followed as per the Works Department letter No. IIT.22-89-18170 dt. 18.7.1989.
3. There should be no clause either in the tender or in agreement for payment of any additional claim on account of Sales Tax on completed works which will be deemed to be recovered by existing omnibus stipulation as per the works Department letter No.TIT 22/89-18170 dt. 18.7.89.
4. It is the responsibility of the Contractor to arrange watch and ward to the installations until testing, commissioning and handing over for which no extra payment towards watch and ward will be paid.
5. The contractor shall maintain a separate site order book for P.H. portion of work.
6. The P.H. portion of work shall be open for inspection by the authorities and the higher authorities and instructions imparted during the course of Inspection should be binding on the contractor.

7. Materials not covered by any of the above categories of items in the bill of quantity have to be approved by the competent authorities before utilizing the 'same in works. In such event, the payment of such item will be made as per actual on due approval by the competent authority.
8. All materials required for the work shall be supplied by the contractor as per standard specifications appended with due approval by the Engineer in charge of P.H. Wing.

In case the materials as per make specified are not available, the materials of equivalent make and as per I.S. Specifications or of best quality when not covered by I.S. Specifications can be utilized on prior approval of Engineer Member, SDA, Sambalpur or the officers duly authorized by him.

It is binding on the part of the contractor to use such items of materials which are available in the Departmental store and in such case the deduction from the bills will be made at stock issue rates.

## **TECHNICAL SPECIFICATIONS OF P.H. PORTION OF WORK**

### **(B) BUILDING MATERIALS:**

#### **(a) Bricks:**

Bricks shall be of locally available best quality fly ash bricks. Bricks shall be free from cracks and flaws, well shaped, uniform in size, homogeneous in textures and shall omit a clear metallic sound when struck; bricks shall have a minimum crushing strength 75 Kg/Cm<sup>2</sup> and shall not absorb water more than 20% by weight.

#### **(b) Cement Mortar:**

Mortar shall be well mixed to a uniform colour and consisting in the proportion as specified in the items of work. Sand shall be measured on the basis of its dry volume and the quantity shall be adjusted for bulking of damp sand. Cement shall be mixed, taking 50 kg. or 0.035 Cum. in volume

only required quantity that can be consumed within 30 minutes of adding water shall be mixed at one time.

**(c) Cement:**

Cement should confirm to IS-269/IS-455.

**(d) Sand:**

Locally available best river sand, medium size.

**(e) Coarse Aggregates:**

The coarse aggregate shall be of hard granite stone and shall generally confirm to I.S. 389. Porous Course aggregate shall not be used. The aggregate shall be free from clay films and other adherent coatings. Aggregate containing clay films over the stone materials shall be thoroughly washed. The aggregate shall be from approved quarry and crusher broken. Course aggregates shall be composed of particles ranging between the sizes 2.36 to the maximum size as may be specified in the relevant item of work, within the range, the aggregates shall be well graded so as to produce a dense concrete.

**(f) Reinforcements:**

Mild steel Round Bars, cold twisted and deformed bars of steel of medium tensile strength will be used as reinforcement as per drawing and design and directions. Mild steel bars shall confirm to I.S.;226/1962 standard quality or IS:432/1966 - Grade-I. Black annealed wire (Not thinner than 24 gauge for tying the reinforcements shall be used).

## **TECHNICAL SPECIFICATION FOR SANITARY & PLUMBING WORKS**

### **(A) P.V.C (S.W.R.) & P.V.C. (Rigid) Pipes & Fittings**

- 1) The P.V.C. (S.W.R.) and P.V.C. (Rigid), soil Waste & Vent Pipes (Spigot & Socket, & couples joints), shall be of make & brand as specified (Under Specification of materials) confirming to I.S.S., B.S.S. & DIN are tube used.

The main specification of P.V.C. Soil & Waste pipes and fitting are as below.

- |   |   |   |
|---|---|---|
| a) Materials  | - | Un-plasticized Poly Vinyl-Chloride (UPVC).                  |
| b) Color  | - | Grey  |
| c) Dimensions   | - |   |
| (i) Diameter  | - | Fittings - 75mm/110mm/63mm & 63mm.                          |
| Pipes   | - | 75mm, 110mm, on lengths of 3.or 6 mtr.                      |
| d) Wall thickness   | - | Fittings - Minimum 3.2mm at any port.                       |
| Pipes   | - | As per application  |
| For Rainwater   | - | 75mm-1.8. to 2.2.mm, 110mm-2.5. to 3mm                      |
| Waste & Soil  | - | 75mm -1.8 to 2.2mm, 110mm -2.5 to 3 mm, 63mm                |
| Underground drainage with light/NIL Traffics                  | - | 110mm - 2.5 to 3mm  |
| Light/Nil in Heavy traffic                                    | - | 110mm 3.7 to 4.3mm  |
| a) Standard Confirming to Attributes Confirms to Standard No. |   |   |
| i) Fittings & Wall Thickness                                  |   | B.S.4514, DIN 10531   |
| Thickness   | - | DIN 19534 I.S.7834 - PVC (Rigid)                            |
| ii) Pipe Wall thickness                                       | - | IS 4905   |
| iii) Rubber ring  | - | IS 5382   |
| iv) Fitting dimensions  | - | DIN 19531 - P.V.C., DIN 19534-S.W.R, IS - 7834 V.C. (Rigid) |
| v) Pipe Dimensions  | - | IS 4985   |

### **(a) Laying instructions & Jointing Procedure**

#### **A-1 Jointing of P.V.C. (S.W.R.) Pipes & Fittings**

Clean the outside of the pipes spigot and the inside of the sealing groove of the fitting. Apply the rubber lubricant, to the spigot end, sealing ring and pass the spigot end into the socket, containing sealing ring, until fully homed. Mark and position of the Socket edge with pencil on the pipe, then withdraw the pipe from the socket by approx. 10mm towards thermal expansion gap.

#### **A-2. Fixing of the Pipes and fittings on wall surface.**

P.V.C. pipes both (S.W.R.) & (Rigid), fixed on wall surface, are to be supported by P.V.C. pipe clips, specially made for these pipes, with horizontal runs, the pipe clips should be spaced at intervals of more than 10 times the outside diameter of the pipes. In vertical lines the clips are to be spaced at intervals of one meter to a maximum of two meters according to pipe diameter.

#### **A-3 Jointing of P.V.C. (Rigid) Pipe Fittings**

Clean the Outside of the pipes and inside of the socket of a fitting of the inside of the couplers (where 2 plain ended pipes are jointed) of. Apply solvent cement solution, evenly and smoothly on the outer surface of the pipe end and inside surface of either the coupler of the socket and pass the pipe end into the socket of the fittings up to full depth of socket. In case of jointing 2 plain-ended pipes 1st. push the coupler up to half depth on the end of one pipe and the outer half of the coupler should be pushed to the end of other pipe and thus, both pipes are jointed.

#### **a.4 Fixing of P.V.C. pipes and Fittings through holes of Walls or Chajja of roofs etc.**

The Wall/concrete slots should allow for a stress free installation, Pipes and fittings to be inserted into the slots, without a cement base, have to be applied first with a thin coat of P.V.C. Solvent cement, followed by sprinkling of dry sand (medium size). Allow it to dry. This process gives a sound base for cement concrete fixation, around the pipes/fittings while mending the damages.

#### **A-5 Antisiphonage Pipes**

All the antisiphonage pipes and fittings to be used are of 63mm. If these are not available under the items of P.V.C. (S.W.R.) materials, 63mm pipes and fittings, manufactured under P.V.C.(right) materials can be used, since the raw materials for both is same.

**A-6** All traps should have a minimum water seal of 50mm as per I.S. 5329 and IS 2556 (Part XIII). Where antisiphonage connection is required, the traps to be supplied and used should have a 50mm antisiphonage gend horn on the outlet side. All the Traps used with the closets, should be of the size 125mm X 110mm i.e. Inlet (Socket end) of 125mm & outlet (spirit end) of 110mm only.

#### **A-7 Installation of Water Closet**

Determine the correct Location of the P/S Trap & set on a firm base, relative to the floor finish by pouring concrete on a slab. Bedding can be carried out by pouring concrete around the trap, ensuring that the traps outlet is left clear of concrete. Place the W.C. Connector ring to the socketed end of 125/110mm R/S trap. Apply rubber lubricant on W.C. Connector ring as well as outer side of water closet (connection point) and now complete the joint by pushing the W.C. to home of 125mm socket of the trap.

**A-8 P.V.C. (Rigid) Pipes and Fittings** 63mm (O.D.) P.V.C. Pipes to be used for these work either in antisiphonage system or elsewhere, should be of "Quick Fit" Pipes Class 2 (4kg. F/Cm<sup>2</sup>), Quick Fit, Pipes have one end socketed. The P.V.C. (Rigid) fittings, such as 63mm elbow, 63mm equal Tees 110mm x 63mm reducer etc. used in the work, should be of injection-molded fittings.

**a-9** One -'jointing rubber ring will be available, with each P.V.C. (S.W.R.) pipe and fitting and hence, the cost of therein will not be added in the joint.

## 10. Measurement

All pipes shall be measured not/length as laid or fixed and shall be measured over all fittings such as bends, junctions, traps etc. The length shall be taken along the counter line of the pipes and fittings. Fittings will be counted extra over.

11. Before fixing and painting, the pipe shall be tested hydraulically to pressure Q.4Kg/Cm<sup>2</sup> for pipes under I.S.-1729/1964 and at a pressure 0.7 Kg/Cm<sup>2</sup> for pipes under I.S. 3989-1970 without showing any sign of leakage, sweating or other defect of any kind. The pressure should be applied internally and shall be maintained for not less than 15 seconds.

### (b) Water Supply Pipes and Fittings:

#### 1. Materials.

All galvanized Iron Pipes are to be of mild steel continuous welded, screwed tubes, medium quality conforming to I.S.S. and bearing ISI Marks manufactured by reputed Firms and approved brands as specified. The pipes shall conform to LS.1239 (Part-I) -1975. All G.I. Fittings shall be of 'R' Brand manufactured by M/s. R.M. Engineering Ltd., Ahmedabad and 'C' brand manufactured by Present Engineering works or equivalent best quality.

#### 2. Laying of Pipes

The layout of the mains and service pipe set etc. will be done in accordance with the drawings. The contractor is to mark out the exact position of the pipes and fittings at site and take approval of the Engineer In-charge, before taking up the work.

3. Where the Pipes are laid, underground these must not be laid less than 450mm below ground level and coated with one coat of approved black bituminous paint. For laying the G.I. pipes and fittings below ground level, the width and the depth of the trenches for different dimensions for the pipes shall be given as below:

Dia of Pipe	Width of Trench	Depth of Trench
15mm to 50 mm	300 mm	600 mm
65mm to 100mm	450 mm	750 mm

The pipes shall be laid on a layer of 75mm thick sand and filled up with sand up to 75mm above pipes and the remaining portion of the trench shall then be filled up with proper ramming as described in "Excavation and refilling". The surplus earth shall be disposed of as directed.

Thrust or anchor blocks of cement concrete 1.2.4 in hard granite chips shall be constructed on all bends or branches to transmit the hydraulic pressure without impairing the ground and spreading it over a sufficient area. Pipes shall not be laid to pass through manholes, catch pit, drain, where, it is unavoidable the pipes shall be carried in sleeve pipe of M.S. /G.I., as approved by the Engineer-in-charge. The rate should include such a situation.

4. Where Pipes run along walls, the same are to be fixed to the wall with holder bat clamps /M.S. Hooks as below:

Dia of pipe in mm	15	20	25	32	40	50
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Horizontal line	2m	2.50m	2.50m	2.50m	3m	3m
Vertical line	2.5m	3m	3m	3m	3.5m	3.5m

Where the pipes are passing through the R.C.C. / Masonry wall / Column / beam or pillars, these must pass through the appropriate higher sizes of C.I/G.I Sleeve Pipes and are to be included in the rates.

In case the pipes are embedded in walls and floors it should be painted with one coat of anticorrosive paint of approved quality. ,

All pipes should be fixed horizontal and vertical. For taking the pipes through the walls and floors & roof slabs etc. the holes shall be made by filling with chisels or jumper and not by dismantling the brickwork or concrete. After fixing, the holes shall be made good with cement concrete 1:2:4 and properly finished with C. Plaster 1.4 to match the adjacent surface.

Union Nuts are to be provided in each of the vertical riser or drop on and from G.I. Tank and near the Valve and as and where necessary. The long screw fittings of 3 mtrs. for long horizontal lines and inside the lavatory / Kitchen etc.

5. After laying and jointing the pipes and fittings shall be inspected under working condition of pressure and flow. Any joint found leaking pipes should be removed and replaced without extra cost. The pipes and fittings after they are laid shall be tested to hydraulic pressure of 6 Kg/Cm<sup>2</sup>. The test pressure should maintain without loss of for at least half an hour.

## 6. Painting

On completion of the test, the exposed pipes and fittings are to be painted with two coats of synthetic enamel paint of approved color and brand over a coat of priming.

## 7. Measurement

The length shall be measured in running meter. Correct to centimeter for the finished work, which shall include the pipes and fittings such as Bends, Tees, Elbows, etc., but excludes brass or Gunmetal fixture like tap, Cooks, Valves, PVC connection pipes etc.

## 8. Ball Valve

The ball valve shall be high or low pressure class as stipulated in the Tender Schedule and shall confirm to I.S. 1703-1968, the nominal size of ball valve shall be that corresponding to the size of Pipe for which it is used. The Ball valve shall be of brass or gun-metal and the float for low pressure polyethylene and for high pressure in copper.

Each and every ball valve while in closed position shall withstand and internally applied hydraulic pressure of 20 Kg/Cm<sup>2</sup> for a minimum period of two minutes without leakage or sweating.

Every high pressure ball valve when assemble in working condition, with the float immersed to not more than half its volume shall remain closed against a test' pressure of 10.5Kg/Cm<sup>2</sup> and a low pressure ball valve against a test pressure of 5.3 Kg/Cm<sup>2</sup>.

Polyethylene floats shall be watertight and non-absorbent and shall not contaminate water and with do jointing adhesive jointing parts.

The minimum thickness of the copper sheet used for making copper floats shall be of 0.45 mm. The thickness of materials of the float shall be uniform throughout.

## 9. Ferrule

The ferrules for connection with C.I. main shall generally confirm to I.S. 2692-1964 and shall be of nominal bore as specified. The ferrule shall be fitted with 3 screw and 1 plug or valve capable of complete cutting off the supply to the connected pipe as and when required. For fixing the ferrule, the C.I. main shall be drilled and tapped during non-supply hour at 45 to the connected Pipe as that when required. The ferrule must be so fitted, that no portion of the sunk shall be left projecting within the main on which it is fitted. After the ferrule is connected, one C.I. bell mouth cover or with bricks (as specified) shall be kept over the ferrule to cover the ferrule to protect it and the cost thereof is to be included in the item, even if there is no mention.

## 10. Non-return Valve (Check Valves)

The non-return valve shall be of Brass or Gunmetal and shall be of horizontal or vertical flow type and of the size as specified and confirm to I.S. 7810-1959 and I.S. 778-1957. The approximate weights of the valves are given below.

Dia in mm	Horizontal type (in kg)	Vertical type (in kg)
15	0.30	0.25
20	0.55	0.25
25	0.90	0.75
32	1.25	0.90
40	1.70	1.20
50	2.90	1.45
65	5.25	2.15
80	7.70	4.10
	<b>±Tolerance 5%</b>	

## 11. Foot Valve

Foot valve is generally placed at the lower end of the suction pipe of the centrifugal pump to prevent the suction pipe from emptying. On vertical non-return valve may also be fixed in place of foot-valve. The foot valve shall confirm to I.S.038-1967.

## 12. Water meters (Domestic types)

Water meter up to 50m nominal size shall confirm to I.S.-779-1968. The meter body shall be of bronze/ Gun-metal and marked to read in liters complete with registration box and lid. The water meters shall be provided with Strainers. Strainers shall be of material, which is not susceptible to electrolyte, clean and shall be fitted on the inlet side of water meter. It shall be possible to remove and clean the strainer and not permit disturbing the registration box. The offer should include the same. The water meters shall bear ISI Mark.

## 13. Bibcock & Stopcock

These shall confirm to I.S.781-1967 and bear ISI Mark. The bibcock is a draw off tap with a horizontal inlet and free outlet and stopcock is a valve with a suitable means of connection for Insertion in a pipeline for controlling or stopping

the flow. This shall be of screw down type. The cock shall open in anti-clockwise direction. The stopcocks should be of C.P open type/concealed type/angle valves type as specified in tender schedule. Bibcock should be also C.P Brass bibcock.

#### 14. Full way Valve (Brass)

Full way valve is a valve with suitable means of connection for insertion in a pipeline for controlling or stepping the flow. The valve shall be of brass fitted with a cast-iron wheel and shall be of gate valve type conforming to I.S, 780-1960, opening Full way and of the size as specified.

Dia in mm	Flanged End Valves in kg	Screwed End Valve in kg
15	1.021	0.567
20	1.503	0.680
25	2.498	1.077
32	5.232	1.559
40	6.082	2.268
50	6.691	3.232
65	10.149	6.840
80	13.281	8.845

#### 15. Gun Metal Full way Valve

This shall be of the Gun-Metal fitted with wheel and shall be of Gate-Valve type opening full way. This shall confirm to I.S, 778-1971. Class I. The Valves should bear ISI Mark.

### **TECHNICAL SPECIFICATION FOR STONEWARE PIPE ETC.**

#### 1. Stoneware Pipes (Materials)

The S.W. pipes & fitting should be of Grade 'A' conforming to I.S 651/1965. The pipes shall be sound, free from visible defects such as fire crack or hair crack and flow or blister. The pipes shall give a sharp clear line when struck with a light hammer and should be perfectly salt glazed.

Internal dia of Pipe in m.m.	Thickness of the Barrel in m.m.	Weight of each pipe in kg.
100	12	14
150	16	23
200	17	33
230	19	44

250	20	52
300	25	79
350	30	100
400	35	125
450	38	147

The length of pipes is 600mm exclusive of the internal depth of socket.

## 2. Excavation of Trench for laying Sewer Pipes

The trenches for the pipes shall be excavated to the lines & level as directed. The bed of the trench shall have to be evenly dressed throughout from one change of grade to the next. The gradient is to stout by means of sight rails and boning rods and required depth be excavated at any point. The depth of the trench shall not less than one meter, measured from top of the pipe to the surface of the ground under roads and not less than 0.75m elsewhere. The width of the trench shall be the nominal diameter of the pipe plus 350mm. The bed of the trench if in soft or made up earth, shall be well watered and rammed before laying the pipes and the depressions if any shall be properly filled with sand and consolidated in 200mm layers. Depending on soil condition, piling may even be necessary if so desired by the Engineer In-charge. If rock is met with, it shall be removed 150 mm below the level of the pipe and the trench will be refilled with sand and consolidated.

The excavated materials shall not be placed within One Mtr. or half of the depth of the trench whichever is greater from the edge of the trench.

The trench shall be kept free from water. Shoring and shuttering shall be provided wherever required. Excavation below water level shall be done after dewatering the trenches.

After the excavation of the trench is completed, foundation of cement concrete 1.4.8 in hard granite metal (size 40mm) shall be laid with proper level all along under the length of the pipe with launching on all around concrete as per drawing.

## 3. Laying, Jointing, hunching of the Pipes and fittings.

Drain Pipes (S.W. pipe & other pipes used for drain and Sewer) shall be laid in straight lines and to the even gradients as shown in the layout drawings.

The socket and of the pipes shall face stream. Adequate care shall be exercised in setting out and determining the level of the pipes and the contractor shall provide suitable instruments, templates, sight rails, boning rods and other equipments necessary for the purpose. In the case of pipes with joints to be made with loose collars, the collars shall be slipped on before the next pipe is laid. In those joints, a tight ring of twisted tarred jute soaked in cement mortar filling to ensure proper alignment and prevent. Cement entering the pipes, Cement compound joints is to be finished with proportion 1.1 with 45 beveling. The joints are to be kept wet with wet bag until the same are properly set with. The cement mortar joints shall be cured at least for 7 (Seven) days.

In the case of S.W. Pipe joints (socket & spigot), they should be caulked first with tarred jute (Spun) of required diameter, almost quarter depth of the socket, after which cement mortar 1:1 is pushed in with wooden chisel and finishing beveled at outside at 45

degree. Instead of jute or hump rubber gasket of proper size may also be used. The whole joint must be cured for not less than three days. In case of pipes less than 250mm dia, joints should be made at ground level with three pipes at a time and for larger ones two pipes at a time and after curing they should be soiled in foundation with the help of the ropes. All pipes should be properly launched with cement concrete 1:3:6 with washed gravel where the pipes are crossing the drain or all round concrete 1:3:6 with washed gravel is to be done to 150 mm thick over the barrel of the pipe.

The whole of the drain work shall be tested when laid, and at the completion of the contract, to the satisfaction of the Engineer-in-charge and shall be retested if necessary until found satisfactory. The test shall be made by means of water under pressure at the highest point of the Section under test and providing an air pipe at the lower end of the line. Maximum head of 5 (five) feet (1.5m) must be maintained.

#### **4. Excavation and refilling.**

Excavation for drain and pipe trenches shall be straight and to correct depth and gradient. The trench bottom shall be of required width as per specification to allow working space for pipe jointing.

Excavated materials shall be dumped away from the site as directed by Engineer-in-charge. Suitable precautions are to be taken to prevent in flow of water into the excavated area, during construction.

The contractor at his own expense shall pump out or otherwise remove any or all water which during the continuance of contract may be found in the excavated trenches to keep the trench clear of water during the work under progress.

The pipeline shall not be refilled and covered, until the line therein has been passed and tested.

#### **5. Buried Services**

All pipes, cable mains and other services exposed by the excavations shall be effectively supported by timbering or other means for which no extra payment will be allowed. The contractor shall be responsible for any damage occurring to buried services and make good the same at his own cost to the satisfaction of the Engineer-in-charge.

#### **6. Trench condition:**

Where a trench is excavated and refilled after laying the pipe, settlement of the earth in the refilled trench take place. The filling above the top of pipe, settles relatively, more than the sides of the trench, thereby developing frictional resistance. The contractor is required to take special precaution against this, while refilling the trenches. Procedure for backfilling as stipulated earlier should be strictly followed.

#### **7. Inspection Chambers/Manholes**

At every change of alignment, gradient or diameter of a drain there shall be a manhole or Inspection Chamber. The maximum distance between man hole chamber shall be 30 meters for the line laid straight.

All manhole and inspection chamber shall have internal dimension as shown in drawing and B.O.Q. The depth of invert shall be fixed to the gradient.

The foundation for Manhole shall be 175mm thick & with cement concrete 1:3:6 in hard stone metal / granite metal of 40mm size. The concrete shall project 150mm beyond the external faces of the brickwork.

The brick masonry shall be done in cement mortar in the proportion of 1:4 and thickness of the brick wall should be 230mm thick up to 1200mm depth from Ground

Level and beyond that the wall thickness shall be maintained 375mm. The inside surface of the walls of the chamber, shall be finished with cement plaster 1.3 and outside with cement pointing 1.3. In addition to this, the inside surface should also be provided with cement punning.

On the top of base concrete channeling on C.C. 1.2.4 with granite chips is to be done keeping the diameter equal to the dia of drain pipe and depth equal to half of the dia of pipe. The channel, 'should' be done longitudinally at the centre, connecting both the ends of the pipe. The channel is to be hunched up with concrete 1.2.4 with hard granite chips of size 12mm sloping upwards from the edge of channel to meet the side of chamber at gradient of 1.6. The channel and benching are to be finished smooth and cement mortar 1.3 and punning unless it is unavoidable. The branch should deliver sewerage in the Manhole in the direction of main flow and the junction must be made with care so that the flow in the main is not impeded. Channels for drains coming from the side of the Manhole Chamber shall be curved to meet the main drainage channels. The Manhole and Inspection Chambers shall be covered with R.C.C. cover slab of thickness 100mm to 150mm according to the requirement at site. One C.I. Manhole cover of diameter and weight as stipulated in the tender schedule shall be fixed, on the cover slab. Unless otherwise mentioned the C.I. Cover and Frames and shall conform to I.S. 1726/1960. Heavy duty covers etc., under heavy vehicular traffic condition and capable of bearing wheel loads up to 11.25 tons are to be used and medium duty under light type wheel traffic loads and light duty for domestic premises are to be used. Covers and Frames shall be clearly cast, double water seal type and they shall be free from all and sand holes. The cover shall be gas tight and water tight with proper water-seal. The C.I. Cover and frame shall be coated with two coats of black bituminous paint. The frame of Manhole cover shall be fixed on the slab while the slab is cast. R.C.C.M.H. covers of 50cm dia and 100mm thickness shall be fitted in line of C.I.M.H. cover if stipulated in the bill of quantity of the tender schedule.

## **8. Gully Trap Chamber**

The size of chamber for 100mm HCI yard gully shall be of 300mm X 300mm (Inside). Foundation with 100mm thick cement concrete 1.3.6 with hard granite metal of size 40mm from outer surface of wall and Brick work in cement mortar 1.4, 125mm thick, depth up to 600mm maximum. The finishing of masonry wall both inside and outside should be done in cement mortar 1.4 cement punning should be provided on the inner surface the trap should be buried in cement concrete 1.2.4 in H.G. chips up to the mouth and one hinged C.I. Grating of size 300mm x 300mm are to be fixed on the top of mouth of Gully trap to arrest rubbishes shall be provided. The foundation, should project 75mm from outer.

## **TECHNICAL SPECIFICATION OF INTERNAL ELECTRIFICATION WORKS**

The details of internal wiring, the position of fittings, fans, switches and plug sockets etc. are indicated in the layout drawings. The position of light fittings, fans, switchboards etc. indicated in these drawings are only for the guidance of the supplier and the actual position of these shall be mutually decided between the supplier and the purchaser. The supplier shall submit the purchaser of his consideration and approval all runs of wiring and the exact position of all the points and the switch boxes first marked on the points buildings.

All internal wiring shall be done in conformity to the latest Indian standard specification/Rules, code of practice adopted by CPWD and other standard practices prevalent in the part of the country. For the purpose of the specification the terminology used shall be as defined in IS:732 and IS:1356 of the definition of points wiring. The installation shall be carried out in conformity to all requirements of IE Act, 1910 and IE Rules 1956.

- a) Ceiling rose in (in case of ceiling and exhaust fan).
- b) Ceiling rose or connector (in case of pendants except stiff pendant points)
- c) Bank plate (in case of stiff pendant).
- d) Socket outlet (in case of socket outlet points)
- e) Lamps holder (in case of wall Bracket, batten holder bulk head fitting and similar other fittings)
- f) Call bell / buzzer (in case words 'via' the switch shall be read 'via' the ceiling rose / socket outlet for bell push, where no ceiling rose / socket outlet its provided.

The following shall be deemed to be included in the point wiring

- a) Switch and ceiling rose are required
- b) In case of wall brackets, bulk head fittings, cables as required up to the lamp holders]
- c) Bushed conduit for porcelain tubing where cables pass through walls.
- d) All wood or metal blocks, boards and boxes, R.J. Boxes sunks or surface type including those required for fan regulator but excluding those under the distribution board and main control switch.
- e) Earth wire from 3 pin socket point to the common earth including connection to the earth dolly.
- f) Earth wire with insulated single core 1/18<sup>th</sup> SWG.
- g) All fixing accessories such as clips, nails, screw, plug, raw plug, wooden plug, round blocks etc. as required
- h) Connections to ceiling rose or connection socket outlet, lamp holders, switch, fan regulators etc

The point wiring in case of fan and light points shall mean the distance between the control switch and ceiling rose, connect or back plate, socket outlet or lamp holder depending upon the fittings measured along the runs of wiring irrespective of the number of wires in run. In the case of socket outlet points, the length shall mean the distance between the socket outlet and the tapping point of live wire on the nearest switchboard or junction box, as the case may be.

In the case of exclusive socket outlet circuits wired on 'Joint Box' system of wiring, any junction provided for extending the wiring beyond the point referred to, shall be treated as the nearest tapping point. In case of call bell / buzzer points the length shall mean the distance between the call bell and the ceiling rose / socket outlet or the bell push (when the ceiling rose / socket outlet is not used).

Sub main shall include the earth wire of adequate size main distribution Board up to sub distribution board B.B. such wiring has been classified on the basis of length. For the internal lighting, either surface conduct wiring system or recessed conduit or batten wiring system shall be provided as specific in the bill of quantities and working drawings.

### **Main and Sub distribution Boards:**

The position of main boards for lighting and sub distribution board for different buildings are approximate and the exact location shall be given to the successful tenderer at the time of installation.

The scope of this specification includes installation of the panel boards and distribution boards and making necessary connections. The installation of the boards shall be done strictly in accordance with the details supplied with the specifications; the instructions supplied by the switchgear manufacturer, Indian standard specifications and I.E. Rules.

The supplier shall submit the details of installations to the purchaser for his consideration and approval, prior to installation.

When the switchboards are wall / column mounted top, they shall, be mounted on a suitable angle iron framework. All the metal supports etc. shall be protected against corrosion. The mounting height for such switchboards shall be such that it can be conveniently operated.

### **Earthing**

Earthing shall generally be carried out in accordance with the requirements of Indian Electricity Rules and the relevant rules and regulations of electrical supply authorities. The complete earthing work for the installation covered by this specifications shall also be provided taking into account Indian Standard Specification No.IS:732 and IS:3043. The earthing system adopted shall also have adequate mechanical strength.

The work shall include earthing of noncurrent carrying metallic parts of all the equipment, light fittings, conduit pipes, cable and cable supports and earth strips (the design to be approved by the purchaser) and all the inter connection between the earthing system to a value mutually agreed upon between the purchasers and the supplier.

### **Installation, testing and commissioning:**

The supplier shall be responsible for the installation testing the commissioning of all the equipment and materials supplied by him against this specification. This shall also include the provision of miscellaneous wiring and supports and earthing in compliance with Indian Electricity rules and to the full satisfaction of the Government Electrical Inspector. All small items such as clamps, bolts, nuts, racks, supports, miscellaneous wiring etc. required to make the installation complete, shall constitute the part of major items specified in the bill of quantities and the tenderer should quote for each item taking these into consideration.

The responsibility of the supplier shall include receiving all the equipment and materials at site, storage for required period, handling the same at the site of erection, final execution, erections, revisions of equipment, if any, testing and commissioning and handing over the installation complete in all respect to the entire satisfaction of the purchaser's authorized representative. The supplier shall make good of all the damaged equipment and materials during this period at his own expense.

The supplier shall submit sample of each and every equipment and materials for the final approval of the purchaser's representatives immediately after the acceptance of offer. All the equipments and materials shall be supplied exactly as per to the approved samples. If at any stage the purchaser brings to the notice of the supplier any discrepancy or defect the supplier shall replace the same at his own expense.

The supplier shall render all reasonable assistance to the purchaser in getting the installation approved by the Government Electrical Inspector prior to the energisation and supply necessary drawings, test certificates and both for tests carried out at the factory and site as well as the tests which the inspector may demand. In case any addition of alternations are required, to be made in the installation or in the equipment as per the directive of the Government Electrical Inspector / Local Authorities, he same will have to be carried out by the supplier , at his own expense.

The position of light fittings, main board, switches, sockets and routes of pipes and cables shown in the drawings are only indicative. The actual position of these shall be decided at site at the time of execution joints by the supplier and the purchaser's authorized representative. The position of light fittings, pipes and board if required, to be changed / shifted due to the change in the building design etc by the purchaser's authorized representative, the same shall be carried out at no extra cost.

All the materials supplied to the contractor according to the Contract condition will be subject to inspection and approval of the officer or his representative from time to time. The contractor will provide all facilities of such inspections free of cost. At the time of inspection, the owner or his representative will have full liberty to reject any such materials, which does not conform to the specification / requirement. No claim for any rejected materials will be entertained by the owner. The contractor will remove all rejected materials from site at his own cost.

No surplus materials procured by the contractor will be accepted by the owner.

The contractor will be responsible to get the Electric installations cleared by the Electrical Inspector of Orissa Government.

Only the inspection fee will be reimbursed by Department on production of challan copy.

#### **Installation and Maintenance Tools:**

The supplier along with the tender shall furnish a complete list of tools, appliances and accessories required for the installations of switch gear, light fittings, pipes cables and wires.

#### **Drawings:**

All drawings, test certificates, instructions manuals etc. shall be in English Language and all dimensions and weights shall be in metric units.

The tenderer shall submit with the tender general arrangement drawings for the installations work, typical methods and cabling and cables supports pipe work and pipe supports, typical methods of earthing and fixing of light fittings earthing etc. as offered by him in the tender.

The contractor shall submit for the purchaser's approval all layout, the general arrangement drawings as well as the typical details of all types of installation work in three sets before commencing the manufacture and the site installations work well in advance so that the site work shall not suffer.

After obtaining approval of the above drawings the contractor shall supply three sets of the following drawings:

- (a) The arrangement and support of conduit pipe / Polithene conduit.
- (b) The position of light fittings, switches / plug socket and switch boards
- (c) Earthing installations
- (d) Layout plan showing the entire cable network

On completion of work, the successful tenderer shall supply one set of tracing in transparent linen and five sets of prints of all drawings incorporating all the changes / modifications affected during the execution of the contract. All wiring diagrams shall

indicate clearly, the switch board, the runs of main and sub main wiring and the position of all the points with their controls. All the circuits shall be clearly indicated and numbered in accordance with IS:375.

The technical literatures and operating instructions and the maintenance manuals shall also be supplied in triplicate to the purchasers after the completion of the installations work.

**Test:**

Manufactures standard tests in accordance with Indian Standard and other standards, adopted shall be carried out on all the equipment and accessories covered by this specification so as to ensure efficient and satisfactory performances of all the components and also the equipment as a whole under working conditions at site. The tenderer shall submit a complete list of all such tests. If the purchaser, if so desired for special tests, to be carried out, under certain conditions the same shall be made by the successful tenderer at his own expenses.

All equipment shall be tested at site before the commissioning in accordance with the adopted standard and Indian Electricity Rules. Voltage test shall be carried out on each circuit on completion of wiring and cabling.

**Technical Data:**

The tenderers shall submit with their tender all such technical data, which are required for complete evaluation of the equipment offered. The suppliers shall give complete technical information of the equipment as detailed in Annexure and relevant Indian standards. The tenderer should supply such details of all equipment and materials offered specially with regard to the following.

- a) Fuse switch board and distribution boards
- b) Light fittings
- c) Conduits and the accessories for them
- d) Switches / plug sockets
- e) Cable and wires

The tender shall give along with his tender the following details:

- a) Complete details of earthing electrodes, earthing station and earthing conductors
- b) Details of conduit supports
- c) Details of all the equipment and accessories to be supplied

**Exception to Specifications:**

The object of this specification is to have all tenderers quote for equivalent materials and workmanship. It is, however, understood the certain manufacturers may not be able to offer as specified in every case, where the tenderer may find it necessary to deviate from the exact letter and not the intent of the specification, he must specifically state what these deviations may be at the time he submits the tender. All deviations must be grouped in one statement.

No deviations other than those included in the tender will be permitted. These deviations should be listed as per Annexure.

### **PVC insulated Cables and Wires:**

For 415V Distribution system, cables of voltage grade not less than 1000V shall be used. These cables shall be heavy-duty class, PVC insulated and aluminum/copper conductors. The wires used in the lighting installation shall be PVC insulated and copper wire/aluminum wire in case of conduits wiring and of 660V grade. Wires of different colours shall be made use of for quick identification of phase wire / neutral wire etc. All cable of wires shall comply with the requirements regarding the manufacture and testing etc as specified in India Standard Specification IS: 1554 and IS:694.

The length of cables indicated in the bill of quantities and drawings are only indicative and the Successful tenderer will be paid for the exact length of cables laid at site. No joint shall be allowed in a run of cables, which can be covered by a possible drum length of cables.

Fuse switch / switch fuse shall be metalclad dust and vermin proof suitable for use under climatic conditions prevailing at site. Switch fuse / fuse switch units shall comply in general to IS:1567/4064 with regard to design and constructional / features.

The 'ON' and 'OFF' position of the switch handles shall be distinctly indicated and interlocks shall be provided to ensure that the switch cover cannot be opened unless the switch is in the 'OFF' position. Means shall, however, be provided for releasing the interlock to permit closing of switch with cover open for testing purposes. Designs with normal conventional position of switch handles, i.e. with switch handle up in the 'ON' position and down the 'OFF' position shall be preferred. All live parts inside the switch shall be properly surrounded and inter phase barrier shall be provided.

Switch fuse / fuse switch units, distribution boards shall be provided with necessary metal frame work so that they can be mounted on wall / columns structure etc. as desired. The panel boards shall be wall mounted type or floor mounted type as specified in the bill of quantities or drawings. Necessary supporting metal frame of approved design shall be provided for all panel boards

The arrangements of work boards shall be such that the operational handle of the top mounted switches are within the convenient of operators (about 1.2 M from the finished floor level) and proper space shall be provided for the termination of the cable in the switches provided below the bus-bars.

The bus-bars within the bus-bar chamber shall be liberally spaced for taking the riser connection. The bus bars with aluminium conductors shall be provided and PVC sleeves of different colour shall be mounted on them for easy identification, Clamped joints for taking the riser connections, instead of bolted type shall be preferred.

Two bolted type earthing terminals shall be provided on the switch boards. All individual switches shall be connected with suitable size earth wire to the main earthing terminals of the switchboard.

Hanger Board and shock treatment / charts shall be supplied wherever required.

At the incoming side of each pen phase, 3-neon type indicating lamps should be provided at the main board.

### **Switches and Plug Sockets**

Switches provided for control of light points shall conform to IS:1087 and shall be rated for 5A/15A 250V

### **Ceiling Fans and Exhaust Fans:**

Ceiling fans shall conform to Indian standard specification IS: 374-1960. The fans shall be supplied with all standard accessories like regulator and capacitors etc.

The performances rating of the propeller fans shall in accordance with stipulations of IS:2312. All fans shall be robust in design and construction and shall be supplied complete with wall brackets / clamps etc.

### **Fluorescent Fittings:**

All fluorescent fittings supplied shall conform in general to IS:1913 and shall be complete with all standard accessories like choke, starter and capacitor etc

The type of enclosure provided for the fittings shall be of that specified in the bill of quantities and the working drawings. The materials of construction for fittings used for outdoor installations and for use in the work anodes shall be such that they shall withstand the atmospheric condition in that area.

Lamp holders used shall be fully shock proof, spring-loaded rotary type to ensure positive lamp locking. It should also be not possible to touch live parts of the lamp holder both after the lamp has been taken out and during the insertion or removal of the lamp. The starters shall be designed to give designed starting characteristics that shall promote full lamp life. Starter shall have high mechanical strength and topic proof construction. It should be incorporated with radio suppression capacitor o adequate rating and\ capacity. Power factor improvement capacitors are provided with hermetically sealed housing to ensure long and trouble fee service. Terminal soldering tango shall be provided for easy electrical connections. The capacitors in general shall conform to IS:1569-1963 and P.F improvement up to 0.95 for twin fluorescent light fittings and 0.9 for single fluorescent light fittings is to be maintained.

The ballast provided in the fluorescent fittings shall generally be in accordance to IS:1534.

The ballast should incorporate the following design features.

- i) Low working temperature
- ii) Correct pre heating current for the electrodes
- iii) Proper wave foam
- iv) Small in dimensions
- v) Correct power supply to the lamp
- vi) No hum.
- vii) Easy connection leads.

All the metal construction of the fittings shall be such that they shall:

- 1) Withstand the atmospheric condition prevailing in the area
- 2) Provide maximum mechanical protection to the tubes and fittings accessories.

Assists in maximum and uniform light distribution.

All fittings shall be provided complete with florescent lamps. All lamps shall conform to IS:2418.

### **Incandescent Fittings:**

The incandescent fittings shall be supplied strictly as per the details given in the enclosed annexure and bill of quantities, deviation if any regarding designs; construction of materials should be specified clearly. All the metal parts used in construction of the fittings shall have no effect due to dust / fumes / gases likely to exist in the atmosphere. All the bolts, clamps, nuts and guard wire etc shall be galvanized. The wall fittings shall be provided with necessary hooks / clamps / supports etc for fixing the light fittings on wall / ceiling etc as detailed in the bill of quantities and the working drawings.

Light fittings shall be suitable for connection with 19mm dia. Conduit pipe as required. If fittings are to be connected through PVC cables, glands of adequate size and

capacity shall be provided. The lamp holders provided in the fittings shall conform to IS:1528.

## CODES

Codes shall mean the following including the latest ascendants and / or replacement if any.

- a) Indian Boiler Act, 1923 and Rules and Regulations made there under
- b) Indian Electricity Act, 1923 and Rules and Regulations made there under
- c) Indian Factories Act, 1948 and Rules and Regulations made there under
- d) The minimum wages Act
- e) The Women's Compensation Act
- f) The Payment of Wages Act
- g) The Fatal Accident Act
- h) The Industrial Employment Act
- i) The Employment provident Fund Act
- j) Indian Explosive Act 1984 the Rules and Regulations made there under
- k) Indian Petroleum Act 1934, and Rules and Regulations made there under
- l) A.S.M.E. Test Codes
- m) AIRE Test, Codes
- n) American Society of Materials Testing Codes
- o) Standards of the Indian Standards Institution
- 1) Low Tension Circuit Breakers: IS 2516-1955 Part I Sec.1
- 2) Switchgear Bus Bars IS 375-1963
- 3) HRC fuse links IS 2208-1962
- 4) Distribution fuse boards IS2675-1966
- 5) Enclosure for Low Voltage switchgear IS214701962
- 6) PVC Cables IS1554-1975
- 7) Tabular fluorescent lamps for  
Cameral lighting service IS2418-1963
- 8) Tungsten Filament Lamps for  
cameral service IS415-1963
- 9) Ceiling Fans IS274-1966
- 10) Flood lights IS1947-1961
- 11) Wall Glass flame-proof  
electric light fittings IS2206-1962 (Part 1)
- 12) Water Tight Electric Light Fittings IS3553-1956
- 13) Steel Boxes for Enclosure of  
Electrical Accessories IS5133-1969
- 14) Fittings for Rigid Steel conduit IS2667-1979
- 15) Rigid steel circuits for electrical wiring IS3837-1966
- 16) Accessories for Rigid Steel  
Conduits for Electrical Wiring IS3837-1966
- 17) Switch Socket Outlets IS3837-1966
- 18) PVC Wiring IS694-1977
- 19) Switches for domestic and  
similar purpose IS3854-1966
- 20) PVC wiring IS694-1977
- 21) Call Bell and Buzzers IS2268-1966
- 22) Straight through joint boxes and leads sleeves or

- |     |   |                      |
|-----|---|----------------------|
|     | paper insulated cables-   | EID-0032-1964        |
| 23) | Earthing  | IS3043-1966          |
| 24) | Electrical Wiring installations   | IS732-1963           |
| 25) | Switchgear  | IS3072-1965 (Part I) |
| 26) | Lighting protection   | IS2309 –1969         |
| 27) | Public Address system   | IS1882-1962          |
| 28) | Low Tension switch use units  | IS4064-1978          |
| 29) | Code of Practice for Automatic<br>FIRE ALAM system  | IS2189-1970          |
| 30) | Specification for Heat<br>Sensitive Fire Detectors  | IS2175-1977          |
| 31) | Guide for Safety procedure<br>in Electric work  | IS5216-1969          |
| 32) | Rubber Mats for Electric works  | IS5424-1969          |
| p)  | Other internationally approved standards and / or Rules and Regulations touching the subject matter of the contract |                      |

## **INTERIOR WORKS CONTENTS**

<b>SL NO</b>	<b>DESCRIPTION</b>
1.0	GENERAL
2.0	JOINERY
3.0	HARDWARE AND METALS
4.0	GLAZIER
5.0	PAINTS & POLISHES
6.0	POLISH
7.0	TIMBER
8.0	CARPENTRY WORKS
10.0	PANNELING / BOXING

### 1.0 GENERAL

This Specification is for work to be done, item to be supplied and materials to be used in the works as shown and defined on the drawings and described herein, all under supervision and to the satisfaction of the client. The specification given under is General Specifications and shall be applicable only to relevant items specified in the tender Schedule. In case of brought out items where the model number is mentioned the manufacturer's specifications shall be valid.

The workmanship is to be the best available and of a high standard, use must be made of a special trades men in all aspect of the work and allowance must be made in the rates for so doing.

The materials and items to be provided by the Contractor shall be approved by the client in accordance with any samples which will be submitted for approval by Contractor and generally in accordance with the Specifications. Also if products are specified in the Specification and/or bill of brand, trade name or catalogue reference, the Contractor will be required to obtain the approval of the client before using the materials. The Contractor shall produce all in voices, Vouchers or receipts for any material if called upon to do so by the client.

Samples of all materials are to be submitted to the client for approval before the Contractor orders or deliver the materials at site. Samples together with their packing are to be provided free of charge by the Contractor and should any materials be rejected, they will be removed from the site at the Contractor's

expense. All samples will be retained by the client for comparison with materials which will be delivered at the site. Also, the Contractor will be required to submit specimen finishes of colours, fabrics etc. for the approval of the client before proceeding with the work.

The contractor shall be responsible for providing and maintaining and boxing or other temporary coverages required for the protection of dresses or finished work if left unprotected. He is also to clean out all shelving, out ends and other waste from all pairs of the works before coverings or in-fillings are constructed.

Templates, boxes and moulds shall be accurately set out and rigidly constructed so as to remain accurate during the time they are in use. All unexposed surface of timber e.g. false ceiling, backing fillets, backs of door frames, cupboard framing, grounds, etc. are to be treated with two coats of approved timber preservative before fixing or converging. Only first class workmanship will be accepted. Contractor shall maintain uniform quality and consistency in workmanship throughout.

## 2.0 JOINERY

2.1 Joinery is to be prepared immediately after the placing of the Contract framed up, bonded and waged up. Any portions that are warped or found with other defects are to be replaced before wedging up. The whole of the work is to be framed and finished in a workmen-like manner in accordance with the detailed drawings wrought and whenever required, fitted with all necessary metal ties. Straps, belts, screws, glue etc. Running beaded joints are to be cross tongued with teak tongues wherever 1(1/2) thk. Double cross tongued. Joiners work generally to be finished with fine sand/glass paper.

## 2.2 JOINTS

All joints shall be standard mortise and tenon, dowel, dovetail, and cross halved. Nailed or glued but joints will not be permitted, screws, nails etc. will be standard iron or wire of oxidized Nettle fold tenons should fit the mortises exactly.

Nailed or glued butt joints will not be permitted, exceptional cases with approval of client. Where screws shown on a finished surface, those will be sunk and the whole plugged with a wood plug of the same wood and grain of the finished surfaces will be neatly punched and the hole filled with wood filler to match the colour.

Should joints in joiner's work open, or other defects arise within the period stated for defect liability in the contract and the clause thereof be deemed by the client to be due to such defective joinery shall be taken down, and refilled, redecorated and/or replaced if necessary and any work disturbed shall be made good at the Contractor's expense.

Nails, spikes and bolts shall be of lengths and weights approved by the client. Nails shall comply with IS 1959-1960. Brass headed nails are to comply with B.S.1210. Wire staples shall comply with B.S.1494 or equivalent.

The contact surface of dowels, tendons, wedges etc., shall be glued with an approved adhesive. Where glued, joinery and carpentry work is likely to come into contact with moisture; the glue shall be waterproof grade.

## 3.0 HARDWARE AND METALS

The hardware throughout shall be of approved manufacture or supplier well made and equal to in every respect to the samples to be deposited with the client. The Contractor may be required to produce and provide samples from many different sources before the client take decision and he should allow his rates for doing so.

Fittings generally shall be brass polished & lacquered, unless otherwise specified and shall be suitable for their intended purpose. In any case, it will have to be approved by client before the Contractor procures it at site of work.

Screws are to match the finish of the article to be fixed, and to be round or flat headed or counter sunk as required. The contractor should cover up and protect the brass and bronze surfaces with thick grease or other suitable protective material, renew as necessary and subsequently clean off away on completion.

Aluminium and stainless steel shall be of approved manufacture and suitable for its particular application. Generally the surface of aluminium shall have an anodized finish and both shall comply with the samples approved by the client. All stainless steel sheets shall be 304 SS Japan or equivalent with gauge as specified but not thinner than 16 G.

All steel, brass, bronze, aluminium and stainless steel articles shall be subjected to a reasonable test for strength, if so, required by the client at the Contractor's expense. All brazing and welds are to be executed in a clean and smooth manner rubbed down and left in the flattest and tidiest way, particularly where exposed. Chromium plating shall be in accordance with I.S. Standard or as per approved specification for normal outdoor conditions and shall be on a base material of copper or brass.

#### 4.0 GLAZING

All glass to be of approved manufacturer complying with I.S. 3548-1966 as per approved quality and sample to be of the selective qualities specified and free from bubbles, smoke, air holes and other defects.

Polished plate glass shall be "glazing glass" (G.G.) conforming to IS 3438-1965 or as per approved sample and quality. The compound for glazing to metal is to be a special non hardening compound manufactured for the purpose and of a brand and quality approved by the client.

While cutting glass, proper allowance be made for expansion. Each square of glazing to be in one whole sheet. On completion of work clean all glass inside and out, replace all cracked scratched and broken panes and leave in good condition.

#### 5.0 PAINTS & POLISHES

All material required for the works shall be of specified and approved manufacturer, delivered to the site in the manufacturer's containers with the seals etc., unbroken and clearly marked with the manufacturer's name or trade mark with a description of the contents and colour. All materials are to be stored on the site of the work.

Spray painting with approved machines will be permitted only if written approval has been obtained from the client prior to painting. No spraying will be limited in the case of priming neither coats nor where the soiling of adjacent surfaces is likely to occur. The nozzle and pressure to be so operated as to give an even coating throughout to the satisfaction of the client. The paint used for spraying is to comply generally with the specification concerned and is to be specially prepared by the manufacturer for spraying. Thinning of paint made for brushing will not be allowed.

Wood preservative shall be Bison or other equal and approved impregnating wood preservative and all concealed wood work shall be treated with wood preservative. All brushes, tools, pots, kettles etc. used in carrying out the work shall be clean and free from foreign matter and are to be thoroughly cleaned out before being used with a different type of class of materials.

All iron or steel surfaces shall be thoroughly scraped and rubbed with wire brushes and shall be entirely free from rust, mill scale etc. before applying the priming coat.

Surfaces of new wood work which to be painted are to be rubbed down, cleaned, down to the approval of the client.

Surfaces of previously painted woodwork which are to be cleaned down with soap and water, detergent solution or approved solvent to remove dirt, grease etc. While wet the surfaces shall be flatted down with a suitable abrasive and then rinsed down and allowed to dry. Minor areas of defective paint shall be removed by scraping back to a firm edge and the exposed surface touched in with primer as described and stopped with putty. Where wood work has been previously painted or polished and is to be newly polished, scrapping, burning off or rubbing down.

Surfaces of previously painted metal which shall be painted are to be cleaned down and flattened down as described in surfaces of any rust and loose scale shall be removed completely by chipping , scrapping and wire brushing back to the bare metal and touched in with primer as described .

## 6.0 POLISH

### 6.1 FRENCH POLISH

The basic material shall be shellac dissolved in methylated spirit.

Preparation:-The timber must be sanded and cleaned and the grain filled with a grain filler .Any staining must be done before applying the polish.

Equipment:-The polishing rubber the most important implement in French polish shall consist of a pad of cotton wool , which acts as a reservoir for the polish , and a cover of soft white linen or cotton fabric , similar to a well-worn handkerchief which acts as a fitter , the rubber must never be dipped into the polish .; it should be changed by pouring the pouring the polish on to the pad with the cover removed .

Application:- Work evenly over the surface with a slow figure-of-eight motion until the timber is coated with a thin layer of polish. The objective is to apply a series of thin coats, allowing only a few minutes for drying between the coats. When a level and even-boiled surface is obtained the work is ready for the second stage i.e. spiriting off. Allow the work to stand for at least eight hours then take a fresh rubber with a double thickness of cover material and charge it with methylated spirit. The object of spiriting off into and remove the rubber marks and to give the brilliance of finish. Finally, work in the direction of the grain and continue until the surface is free from smears and rubber marks then leave to harden off.

### 6.2 WAX POLISH

Wax polish shall contain silicones and driers. A good silicon wax is to be used not a creamy or spray. The timber shall be sealed first with another finish such as Ronseal, before applying the wax.

Application:- Apply a light coat of the sealer by brush or cloth direct to the unfilled timber, working it well in and finishing evenly with the grain. Allow to dry thoroughly then sand lightly with fine abrasive paper. Apply a heavy coat of wax by cloth or on flat surfaces, with a stiff brush. Work it well into timber and finish off by stroking with the grain before leaving to harden. Leave for several hours before rubbing up with a soft

brush .Finally; buff the grain with a soft cloth.

Transparent Colored Polyurethane (Melamine) this shall be applied where natural grain of the wood is required to show. Polyurethane gives tough surface which resist chipping, Scratching and boiling water.

Application:- Clean off all grease and wax with an abrasive and white spirit, this should not be applied in humid conditions. Apply the first coat, preferably of clear hard glaze with a cloth pad. Leave this to dry for at least six hours, and then apply

further coats with a paint brush. If you wait for longer than 24 hours between coats , rub down the previous coat with fine glass paper or a medium grade of steel wool .Obtain a Matt finish , if required by giving a final coat of clear Renseal Matt coat .

#### 7.0 TIMBER

Only seasoned New Burma Teak Wood or Sal Wood to be used.

All the wood shall be properly seasoned, natural growth and shall be free from worm holes, loose or dead knots or other defects, saw die square and shall not suffer warping, ting or other defects.

The moisture content shall not exceed 12%

All internal frame work shall be treated with approved wood preservative.

All wood brought to site should be clean shall not have any preservative.

All rejected decayed, bad quality wood shall be immediately removed from site.

All wood brought to site must be stacked-stored properly as per instructions.

#### 8.0 PLYWOOD

Plywood/medium density fiber board/teak particle board/ Veneered board etc., as specified in the approved list of manufacturers shall only be used.

Only Fire retardant type exterior grade Phenol formaldehyde bonded, hot pressed ply generally conforming to I.S.I. 5509 of approved make only to be used.

Marine plywood shall generally conform to I.S.710-1980 and also to Defense/ Navy specification bonded, with phenol formaldehyde, treated with wood preservative.

#### 9.0 CARPENTRY WORK

Providing and fixing in position Double skin Exterior Grade Plywood frame work for partitions upto true ceiling height, panelling, boxing, soffit with Aluminium members at not more than 600 mm centres and horizontal members not more than 600 mm centres complete including necessary additional supports, bracing runner etc. complete as per drawing and directions.Items are to be completed in all respects as per drawings & instructions from client. Rate to include applying of approved wood preservative approved make on the finished frame work.

Providing and fixing 12mm thick Glass in partition of approved make ( MODI GUARD / SAINT GOBAIN etc ), of appropriate size as per drawings and design with necessary wooden mouldings / biddings to hold the glass in position . All exposed wooden surfaces has to be finished with 2/3 coats of malamine polish. Finishes for Partitions / Panelling, Etc

#### 10.0 PANELLING / BOXING

Providing and fixing in position 12/19 mm thick Exterior Grade Ply board. Item are to be completed in all respects as per drawings & instructions from Architect. Rate to include make on the inner side of the board. Actual executed area will be measured.

#### 10.1 MODULAR FURNITURE

Supply of table should be made out of 25mm thick Prelam Board with approved shade of Laminate& Veneear.The table should have two no legs of 18 mm that continues up to the floor and the legs should be connected by a modesty panel of 18mm thickness.All exposed edges are to be edgebanded mechanically with PVC (Rehau/Dolkán) Edgebanding tape And hotmelt glue.It should have knock down arrangement of fitting.All hardware should be of Heitich make. The table should be provided with in built storage at left or right as per orientation.

**IMPORTANT NOTE:** Actual executed area will be measured on one side of partition. Rate of this item shall include cost of providing fixing wooden facia, if any, matching laminate in approved pattern, skirting, Cornice Moulding at both

door level and false ceiling level, Top Cap moulding in case of Low Height Partition etc. as per details and finished in melamine polish of wooden and veneered surfaces for which no extra payment shall be made but shall measured along with the partition dimensions. The finishing material shall be fixed in required divisions/ panels/ pattern with proper grooves etc. as per drawings & directions. Item are to be completed in all respects as per drawings & instructions from client. Rate shall include supplying and installing electrical light modular switches as per the ceiling lighting plan and also providing 15nos 5/15 amps modular plug points along with switches in the interior partitionings, rate to include for wiring.

## **AIR-CONDITIONING WORKS CONTENTS**

<b>SL NO</b>	<b>DESCRIPTION</b>
1.0	GUIDE LINES
2.0	DIVISION OF WORK
3.0	MEASUREMENTS & PAYMENTS
4.0	SHEET METAL WORKS
5.0	DUCT THERMAL INSULATION
6.0	AIR DISTRIBUTION OUT LETS
1.0	GUIDE LINES
1.1	SCOPE The scope of this section covers guidelines for the contractor on the specification and schedule of material and the general requirements.
1.2	SCOPE OF CONTRACT The scope of work under this contract covers equipment, material, accessories and labour required for the specified works and to carry out the erection as specified and shown on the drawing and schedule of material. Safety, good workmanship and quality are the prime requisites of the work covered under this contract. All the equipments, material and the work carried out shall meet the relevant codes, specification and the intents of specifications and the proper functioning of the systems and installation and shall be in correct lines, levels etc.
1.3	MATERIAL The equipments and material shall meet the specifications and requirements indicated in the technical specifications covered under specific section and the relevant equipment data. The makes of material shall be one of the recommended makes covered under Section 104 makes of material.
1.4	SPECIFICATION The technical specification attached herewith gives general guidelines and minimum standards for equipments material and workmanship. However it is the responsibility of the contractor to meet the statutory provision and local codes.
1.5	SCHEDULE OF WORK The schedule of work indicates the scope and quantity of the work estimated at the time of preparation of this tender. The quantity indicated are based on rough estimate on the basis of the drawings and subject to variation due to site condition. Also additional requirements may arise during the installation and deletion or replacement of items. Hence there shall be variation in quantities indicated and the unit rates quoted shall remain firm during the contract period.

## 1.6 STANDARDS & REGULATIONS

Each section indicates the Indian Standard Specification to be followed. It is the responsibility of the contractor to meet the statutory regulation local codes and other relevant standards and specifications connected to the work being carried out.

## 1.7 INSPECTION & TESTING

The Consultants/Clients have the right to inspect the plants, equipments and material at manufacturer's work or at site at any stage and reject the material that is substandard or does not meet the requirements of the specification and codes.

The contractor shall provide at his cost at site and elsewhere instruments and appliances for testing and equipments and installation at various stages of manufacturing /installation. These instruments shall be got tested and calibrated for their accuracy and performance from the approved institutions.

The inspection and testing carried out by the Consultants/Clients/Third party does not relieve the contractor of their responsibility of carrying out routine inspection during each stage of procurement, manufacture and installation and also meeting the intents and requirements of the specification and statutory requirements.

All equipments and the installation to be tested in the presence of the Consultants/Clients after carrying out necessary rectification, adjustments and balancing. Four sets of test readings should conform to the specification, equipment data, standards and codes.

## 1.8 TRAINING

The operating staff of the clients shall be trained free of cost for the operation, maintenance overhauling etc. of the equipments and installation.

## 1.9 STATUTORY INSPECTION

The contractor shall be fully responsible for meeting all the statutory obligations and local inspectorates pertaining to the works carried out by them. The contractor should prepare all working drawings and obtain approval of competent authorities and also have the equipment and installation inspected and got approved.

All official fees will be paid by the clients directly against demand in writing from the appropriate authorities and all other expenses for submission and approval of the various relevant statutory bodies shall be embodied in the tender prices. You shall also do the necessary liaison work with the power supply company on client's behalf.

## 1.10 DEVIATIONS

Should the tenderer wish to deviate from the provision of specification and drawings, the same shall be indicated separately along with supporting drawing and specifications to decide the merits of such deviation. In the absence of any deviation it is deemed that the tenderer is fully satisfied with the intents of specification and drawings and their compliance with the statutory provisions and codes.

However, the offer shall be strictly on the basis of tender specification and schedule of material. The offer for the deviated items shall be furnished separately.

## 1.11 REFERENCE DRAWINGS

The drawings issued with the tender and shown in relevant section are basic diagrammatic drawings and is part of the tender documents. Contractor shall preserve one set of this drawing in good condition incorporating all modifications carried out from time to time during the erection period at the site and shall return them to the Consultants/Clients after completion of the work.

### 1.12 WORKING DRAWINGS

Contractor shall prepare and get approved drawings/fabrication drawings prior to execution of work for the following:

- a) Layout of ducting indicating the details of size of duct and details of air out lets

etc.

On completion of work the contractor shall prepare 'AS BUILT' drawings and one set in CD in Autocad format and two sets hard copy shall be submitted.

### 1.13 MEASUREMENTS AND PAYMENTS

The mode of measurement and payment shall be strictly indicated under relevant Section measurements and payments. This indicates the mode of measurement, items to be included and items excluded etc. in a board basis. However, it is the responsibility of the contractor to meet the intents of the specification and total installation on the works contract/turnkey basis.

### 1.14 HANDING OVER

The installation shall be handed over after a satisfactory testing along with the following documentation.

- a) Two sets of prints of the as installed drawings along with CD
- b) Two sets of test reading and certificate of local authorities.
- c) Two sets of detailed equipment data and operation and maintenance manuals.
- d) List of recommended spares.
- e) Performance guarantee in the prescribed form.

The final acceptance shall be effective only after the submission of the above documents. Final payment will be released only after the handing over and submission of documentation.

### 1.15 PERFORMANCE GUARANTEE

All equipment and the entire installation shall be guaranteed to yield the specified ratings and design conditions plus/minus 3% tolerance. Any equipment found short of the specified ratings by readings shall be rejected.

## 2.0 DIVISION OF WORK

### 2.1 SCOPE

Scope under this section the division of work between the contractor and others on a broad basis, both supply of material and installation. The details of material to be included in the supply items as well as installation, testing and commissioning of the system are covered under respective section and measurements and payments.

The scope of work of the contractor for installation of equipments and material supplied by the clients covers:

- a) Taking delivery of material, storage and safe custody till handing over.
- b) Transportation to the site of erection.
- c) Supply of all fixing material, supports and accessories.
- d) Supply of consumables for testing and commissioning.
- e) Maintaining register of material received and utilized.
- f) Hand over excess material.

Clients hold the option to supply some of the major material and debit it at the quoted supply rate.

## 3.0 MEASUREMENT & PAYMENT

### 3.1 SCOPE

The scope under this section covers the mode of measurements and payments for all items.

### 3.2 DIVISION OF WORK

The measurement and payments of items shall be based on the stage of completion of the work and shall be as indicated elsewhere in the tender.

### 3.3 REQUIREMENTS

The general requirements for the above items shall be as shown below:

#### A) SUPPLY OF ITEMS

This shall include supply material and accessories required for the completion of the entire installation specified under various headings.

#### B) INSTALLATION, TESTING & COMMISSIONING

This shall include supply of all supporting material and accessories, equipments, tools and consumables for fixing, testing and commissioning.

### 3.4 MODE OF MEASUREMENT

The mode of measurement and the basis material to be included are as shown below. However, the item required for the proper installation other than that clearly indicated in the items excluded to achieve proper installation finish and functioning of the whole system shall be the responsibility of the contractor.

Cutting and chasing of brick walls, rectifying, leveling etc., wherever required shall be included in the scope of work. No chasing or cutting shall be done on RCC work. The fixing of supports and hangers to RCC work shall be done using anchor bolts/fasteners of adequate capacities, which are included in the scope of work. Cutting of brick shall be done with wheel cutter. The final finish of chased area will be carried out by civil agencies.

SL NO	ITEM	ITEM INCLUDED	ITEM EXCLUDED
1	Sheet metal work	GSS Duct fabrication; modification & necessary erection only, complete with necessary canvas connection and hangers / supports for modified portion only, with all necessary rod, angle, support etc.	Nil
2	Duct thermal Insulation	Duct Thermal insulation shall mean external Nitril rubber sheet pasting with adhesive complete with necessary PVC black tape over the insulations.	Nil
3	Air distribution outlets	Supply & Installation of Supply air / Return air Aluminum extruded Powder coated linear fixed bar / Discrete grille of sizes 100 / 150 mm wide with end flanges & 15° deflection of following size.	Nil

### 3.5 PAYMENTS

The payment shall be made on the basis of quantities measured and the unit rates accepted. The payments shall be made according to the stages/terms indicated in 1201 tender details. Surplus material after completion of the installation shall be taken back by the contractor. In case the owner intends to take over these material, payments shall be made to the contractor at the supply rates/mutually agreed upon.

#### 4.0 SHEET METAL WORKS

##### 4.1 GENERAL REQUIREMENTS

G. S. S. DUCTS with accessories like anchor fasteners, black painted MS angles/rods for supporting, bracing & frames rubber gaskets, galvanized hardware, rivets, vanes, radius collars, etc. As specified in article SHEET METAL WORK. cutting of duct collars to match the grille fixing details, black painting of ducts/ insulation/ false ceiling members visible through grille cutouts etc.

#### 5.0 DUCT THERMAL INSULATION

##### 5.1 SCOPE

ACOUSTIC INSULATION OF DUCTS/ PLENUM with 0.5" FG CR 300 finished with RP Tissue & 32 G perf. Aluminum sheet.

THERMAL INSULATION OF DUCTS with 1" FG CR 150 finished with factory applied Aluminum foil fixed with Aluminum tape only tail end.

Thermal insulation of Ducts with 2" FG CR 150 covered with factory applied aluminum foil using aluminum tape & GI chicken wire mesh bracing.

Thermal insulation of exposed duct with 2" TF quality Thermocole , polythene faced Hessian cloth vapor barrier, chicken wire mesh finished with sand cement plaster

Under deck insulation with 2" TF quality expanded polystyrene (max. sheet size 1m x 0.5 m) stuck hot bitumen with min. 5 wood screws with washers per sheet (or more as per site requirement). Finally GI wire lacing to create a safety grid. All areas which are airconditioned incl. AHU rooms but excluding any surface of beams.

#### 6.0 AIR DISTRIBUTION OUTLET

##### 6.1 SCOPE

POWDER COATED EXTRUDED ALUMINUM LINEAR GRILLES/ of required flow angles. Joints to be adjusted as per architectural requirements (random joints will not be permitted).

POWDER COATED EXTRUDED ALUMINUM CURVED Grill required flow angles. Joints to be adjusted as per architectural requirements (random joints will not be permitted).

Aluminum OPPOSED BLADE BOX TYPE DAMPER for above grilles & as per article SHEET METAL WORK.

POWDER COATED EXTRUDED ALUMINUM / DIFFUSERS WITH VCD( For Supply Air) suitable for fixing in grid ceiling grid size approximate 600x600 or as per site (Neck size As below).

300x300

375x375

450x450

POWDER COATED EXTRUDED ALUMINUM / DIFFUSERS WITHOUT VCD( For Return Air) suitable for fixing in grid ceiling grid size approximate 600x600 or as per site (Neck size As below)

300x300

375x375

450x450

OPPOSED BLADE BOX TYPE DAMPER for above grilles & diffusers as per article SHEET METAL WORK

## **GENERAL CONDITIONS**

### **1. Drawings & Specifications**

The Contractor, after the award of the contract and on signing the agreement shall be furnished free of cost two copies of each of the drawings specifications, descriptive schedules and other details necessary for execution of the work. All further drawings and details as may be prepared by the department from time to time for reasonable development of the work described in the contract documents and reasonably necessary to explain and amplify the contract drawings and to enable the contractor to execute and complete the work shall also be supplied in duplicate to contractor free of cost.

Any further copies of such drawings, required by the contractor shall be paid for by him. The contractor shall keep one copy of all the drawings specifications, price schedule of items and quantities at work site and the Engineer-in-charge or his authorized representative shall at all reasonable times have access to the same.

### **2. Contractor's Responsibility.**

- a) The contractor shall provide at his cost everything necessary for the proper execution of the works according to the intend and meaning of the drawings, schedule of items and quantities and specifications taken together, if the same is not particularly shown or described therein, provided that the same can reasonably be inferred there from, if the Contractor finds any discrepancy in the drawings or between the drawing and schedule of quantities and specifications, he shall immediately in writing refer the same to the Engineer-in-charge whose decision shall be final & binding.
- b) Any work done at any time or even before receipt of such details shall be removed/replaced by the contractor without any expense to the department If the work is not in order and if so directed by the Engineer-in-charge error inconsistencies in drawings and local conditions affecting the works shall be brought to the notice of the Engineer-in-charge immediately for his decision All drawings, bill of quantities and specifications and copies therefore furnished by the department, are their property. They shall not be used on any other work and shall be returned to the Department on request on completion and before issue of final certificate or termination of the contract.
- c) All materials and workmanship shall be of the respect kinds described in the specification. B.O.Q, contract and in accordance with the instruction of the Engineer-in-charge. The contractor must satisfy himself about the same while furnishing samples for approval of the Engineer-in-charge before incorporation in the works.
- d) The Engineer-in-charge may from time to time cause at his discretion such tests on samples of materials or workmanship of all/any materials and work, as he may consider necessary at places of manufacture, fabrication, on the site or at such other places. The expenditure incurred for all such tests shall be borne by the contractor.
- e) All approved samples are to be preserved by the contractor in a regular manner in the site office for inspection and verification of the Engineer-in-charge or his representative from time to time.

### **g) Alteration / Addition & Omissions**

The Engineer-in-charge shall make any variation of the form, quality or quantity of the works or any part thereof that may be in his opinion be necessary and for that purpose or if for any, other reason it shall, in his opinion be desirable, he shall have power to order the Contractor to do so and the Contractor shall do any or all of the followings:

- a) Increase or decrease the quantity of any work included in the contract.
- b) Omit any such work.
- c) Change the levels, lines, position and dimensions of any part of the works, and
- d) Execute additional works of any kind necessary for the completion of the work. No such variation shall in any way radiate or invalidate the contract, but the value of all such variations shall be taken into account and shall be added to or deducted from the contract sum accordingly, but no such variation shall be made by the contractor without prior written instruction from the Engineer-in-charge.
- e) The Schedule of quantities/rates shall be deemed to have been prepared and included in accordance with the method of measurement of work set out and as per the relevant specifications or in its absence relevant I.S. code of practice Any error in the specification or in quantity or omission of any item from the schedule of quantities/ rates shall not vitiate the contract, but he adjusted by adding to or deduction from the contract sum provided that no rectification of errors, if any, shall be allowed in the contract schedule of rates.

### **4. Valuation of variations**

- a) All extra or additional work done or work omitted shall be valued at the rates and price set out in the prices schedule of quantities, and/or derived there-from, if in arriving at the contract sum, the Contractor have added to or deducted from the total of the items in the tender any sum either as a percentage or proportion, then the same percentage of proportion shall apply to all items or works in the prices schedule as also for valuation of variation.
- b) If the contract does not contain any rate or price applicable to the extra or additional work, or the rate or price in the priced schedule of quantities has become inapplicable in the opinion of the Engineer-in-charge by virtue of such addition or omission, then suitable rates or price shall be agreed such rates shall be derived by analysis based on standard schedule of rates of State P.W.D. / P.H.D or in case such is not available therein, from any approved schedule with the various elements valued at local market price plus 10 (ten) percent towards over-heads.

### **5. The Offers are also to include**

- a) To supply all materials, labour, supervision, services, supports, scaffoldings, approach road, construction equipments, tools and plants etc., as required for proper execution of all the items of the work as per drawing and specification.

- b) To provide all incidental items not shown or specified in particular, but reasonable or necessary for successful completion of the work in accordance with the drawings, specifications and schedule of quantities.
- c) Cleaning, Uprooting the stumps, vegetation and old masonry etc., met in the trenches and excavations.
- d) Providing shoring and shuttering to avoid sliding of the soils and removal of the same or completion.
- e) De-watering as required and directed.
- f) Excavation at all depths (Unless otherwise mentioned in schedule), stacking separately usable and disposal of surface earth and materials from site as directed.
- g) Curing of all concrete and cement works as per specification and direction,
- h) Centering, shuttering as required for all concrete work.
- i) Bending, binding, tying the grill & placing in position, including supply of all materials & labour etc.
- j) To provide water and power required for construction testing and commissioning,
- k) Testing of materials and works as per specification and direction

**WARRANTY CLAUSE**

The bidder hereby declare that the Goods / Stores / Articles Sold or to be sold to the SDA, Sambalpur under this tender shall be of the best quality (and workmanship) and shall be strictly in accordance with the specification and particulars contained / mentioned in **specification** of DTCN and the bidder hereby guarantees that the said goods / stores / articles shall continue to conform to the description and quality aforesaid for a period of 18 (Eighteen) months from the date of delivery or 12 (Twelve) months of use which ever is earlier of the said goods / stores/ articles to the Engineer-in-Charge who may have inspected and / or approved the said goods / stores / articles. If during the aforesaid period of 18 (Eighteen) months the said goods / stores / articles be discovered not to conform to the specification of the DTCN, the decision of Engineer-in-Charge in that behalf will be final and conclusion and binding on the parties), the Engineer-in-Charge will be entitled to reject the said goods / stores / articles or such portion thereof as may be discovered not be confirm to the said description and quality. On such rejection the goods / stores / articles will be at the bidder risk and there of shall Mutatis Mutandis apply to the removal of the goods / stores / articles rejected under this clause. The bidder shall if so called upon to do, replace the said goods / stores / articles of such portion thereof as has been rejected by the Engineer-in-Charge or otherwise the bidder shall pay to SDA, Sambalpur such damages as may arise by reason of the breach of the condition therein contained. Nothing therein contained shall prejudice to any other right of SDA, Sambalpur in that behalf under this tender or otherwise.

Signature of Tenderer

**SCHEDULE – A****Certificate of No Relationship**

I/We hereby certify that I/We am/are related/not related to any officer of SDA of the rank of Assistant Engineer & above and any officer of the rank of Assistant/ Under Secretary and above of the H&UD Department, Govt. of Odisha. I/We am/are aware that, if the facts subsequently proved to be false, my/our contract will be rescinded with forfeiture of EMD and security deposits and I/We shall be liable to make good loss or damage resulting from such cancellation.

I/We also note that, non-submission of this certificate will render my/ our tender liable for rejection.

Signature of Tenderer

**SCHEDULE – B****STRUCTURE & ORGANISATION****1. General Information**

a) Name of Applicant

b) Head Office Address

e-Mail Address:

Telephone No.

Fax :

c) Regional Office Address (if any)

e-Mail Address:

Telephone No.

Fax :

d) Local Office (if any)

e-Mail Address:

Telephone No.

Fax :

e) Class of contractor / firm and year of incorporation  
(attach copy of certificate of registration)

f) Name and Address of Bankers

g) Main Lines of Business

**2. STAFF PROPOSED FOR EXECUTION OF THE WORKS**

**a) Office**

Name(s)	Educational qualification	Designation	Relevant Experience	Remarks

**b) Key Engineering Personnel to be deployed at the site**

Sl. No.	Name of Engineering Personnel to be deployed	Educational qualification	Experience	Remark
1.				
2.				
3.				
4.				
5.				

**Note: BIO-DATA of each personnel shall be attached related with the proposed site.**

A summary of the work experience of each key staff shall be attached.

**SCHEDULE C**

**INFORMATION REGARDING CURRENT LITIGATION,  
DEBARRING / EXPELLING OF TENDER OF ABANDONMENT  
OF WORK BY TENDER**

1.(a) Is the applicant currently involved in any litigation relating to any contract works  
- **Yes/No**

(b) If yes, give details

2.(a) Has the applicant or any of its constituent partners have been debarred /  
expelled by any agency in India during the last 5 years - **Yes/No**

(b) If yes, give details

3 (a) Has the applicant or any of its constituent partners failed to perform/absconded/  
rescinded on any contract work in India during the last 5 years - **Yes/No**

(b) If yes, give details

*Note : If any information in this schedule is found to be incorrect or concealed  
pre-qualification application will be summarily rejected.*

**SCHEDULE – D**

**AFFIDAVITS / DECLARATION**

1. I/We have read the instructions appended in the DTCN.
2. I/We agree that the decision of Sambalpur Development Authority, Sambalpur in selection of contractors will be final and binding upon me/us.
3. All the information furnished herewith are correct to the best of my/our knowledge and belief. In case of any information or documents furnished found to be false or incorrect, I / we have no objection if my / our tender is rejected.
4. I/We agree that I/We have no objection if inquiries are made about construction work and its related areas regarding all projects and works listed by us in the accompanying sheets or any other enquiry on information furnished herewith in the accompanying sheets.
5. I/We agreed that I/We have no objection if our past construction works are inspected by any authority of SDA, Sambalpur to assess the quality of construction.

Date:

Place:

Signature  
Name & Designation  
Name of the organisation

**SCHEDULE E**

**Detailed Schedule of Plan for Timely Completion**

**Executive Instruction regarding calling for and acceptance of tenders in e-Procurement in Govt. of Odisha.**

**Government of Odisha**

**Works Department**

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**Office Memorandum**

**File No.07556900042013 (Pt-II) – 7885/W dated 23.07.2013**

**Sub: Codal Provision regarding e-procurement**

After introduction of e-procurement in Government of Odisha, necessary guidelines / procedures has been issued in Works Department Office Memorandum No.1027 dt.24.01.2009 which consists of the procedural requirement for e-procurement of tenders. After careful consideration Government have been pleased to make following modifications to codal provisions by way of addition as Appendix – IX(A) of OPWD Code Vol.II) as follows:

**(Appendix-IX (A) of OPWD Code, Vol-II)**

**Executive instructions regarding calling for and acceptance of tenders in e-Procurement.**

1. This office memorandum consists of the procedural requirement of e-procurement and shall be made part of the Detailed Tender Call Notice or Instruction to Bidder for all "works" tenders hoisted in the portal.
2. The e-procurement portal of Government of Odisha is "<https://tendersodisha.gov.in>".
3. Use of valid Digital Signature Certificate of appropriate class (Class II or class III) issued from registered certifying authorities (CA) as stipulated by Controller of Certifying Authorities (CCA),

Government of India such as n-Code, Sify, TCS, MTNL, e-Mudhra is mandatory for all users.

4. The DSC issued to the Department users is valid for the period of two years only. All the Department users are responsible to revalidate their DSC prior to expiry.

5. For all purpose, the server time displayed in the e-Procurement portal shall be the time to be followed by all the users.
6. Government after careful consideration have decided to hoist all tenders costing 5lakhs or above in the e-procurement portal. This will be applicable across all Engineering Departments such as Works Department, Department of Water Resources, Rural Development and Housing & Urban Development Department. Government of Odisha also welcomes hoisting of tenders by any other departments, authority, corporations, local bodies etc. of the State with prior approval from Works Department. Works Department is the Nodal Department for the implementation of e-Procurement in the State.
7. The e-procurement shall be operated compliant to relevant provisions of OGFR/ OPWD code/ Accounts code/ Government statues including any amendments brought from time to time to suit to the requirement of the best national practice.
8. Registration in the e-procurement portal is without levy of any charges but Government reserves the right to levy any charges for such value added services in future.
9. Contractor not registered with Government of Odisha, can participate in the e-Procurement after necessary enrolment in the portal but have to subsequently register themselves with the appropriate registering authority of the State Government before award of the work as per prevalent registration norms of the State.
10. For the role management "Department" is the Administrative Department, Organisation or wing is the Chief Engineer or highest tender accepting authority or equivalent officer, Division is the Executive Engineer or equivalent Officer and Subdivision is the Assistant Engineer or equivalent officer.
11. The e-Procurement software assigns roles for operation of the module for specific function. The terminologies used in the portal and their respective functions in the software are as follows.
  - 11.1 Application Administrator (NIC & State Procurement Cell)
    - i. Master Management
    - ii. Nodal Officer Creation
    - iii. Report Generation
    - iv. Transfer of Officer's login ID.
    - v. Blocking & unblocking of officer's and bidder's login ID.

- 11.2 Nodal Officer (At organization level not below the Superintending Engineer or equivalent rank)
  - i. Creation of Users
  - ii. Role Assignment
  - iii. Report Generation
  - iv. Transfer of Officer's login ID.
  - v. Blocking & unblocking of officer's Login ID.
- 11.3 Procurement Officer Publisher (Officer having tender inviting power at any level)
  - i. Publishing of Tender
  - ii. Publishing of Corrigendum / addendum / cancellation of Tender
  - iii. Bid Clarification
  - iv. Uploading of Pre-Bid minutes.
  - v. Report generation.
- 11.4 Procurement Officer Administrator (Generally sub-ordinate officer to Officer Inviting Tender)
  - i. Creation of Tender
  - ii. Creation of Corrigendum / addendum / cancellation of Tender
  - iii. Report generation.
- 11.5 Procurement Officer Opener (Generally sub-ordinate officer to Officer Inviting Tender)
  - i. Opening of Bid
- 11.6 Procurement Officer Evaluator (Generally Sub-Ordinate Officer to Officer Inviting Tender)
  - i. Evaluating Bid
- 11.7 Procurement Officer-Auditor (Procurement Officer Publisher and/or Accounts Officer / Finance Officer)
  - i. To take up auditing

12. NOTICE INVITING BID (NIB) or INVITATION FOR BID (IFB):

- 12.1 The Notice Inviting Bids (NIB) and Bid documents etc., shall be in the

Standard formats as applicable to conventional Bids and will be finalized / approved by the officers competent as in the case of conventional Bids.

- 12.2 The officers competent to publish NIB in case of conventional Bids will host the NIB in portal. Simultaneously, a notification should also be published in the newspapers, as per existing rules preferably, in the following format, to effect economy:-

Government of Odisha "e" procurement Notice
<b>Bid Identification No.</b> -----
1. Name of the work: .....
2. Estimated cost: Rs. ....
3. Period of completion -----
4. Date & Time of availability of bid document in the portal _____
5. Last Date / Time for receipt of bids in the portal _____
6. Name and address of the O.I.T.:.....
Further details can be seen from the e-procurement portal <b>"<a href="https://tendersodisha.gov.in">https://tendersodisha.gov.in</a>"</b>

- 12.3 The tender documents published by the Tender Inviting Officer (Procurement Officer Publisher) in the website <https://tendersodisha.gov.in> will appear in the "Latest Active Tender". The Bidders/ Guest Users can download the Bid documents only after the due date & time of sale. The publication of the tender will be for specific period of time till the last date of submission of bids as mentioned in the 'Notice inviting Bid' after which the same will be removed from the list of "Latest Active tenders".

13. ISSUE OF ADDENDA/ CORRIGENDA/ CANCELLATION NOTICE:

13.1 The Procurement Officer Publisher (Officer Inviting Tender) shall publish any addendum/ corrigendum/ cancellation of tender in the website <https://tendersodisha.gov.in>, notice board and through paper publication and such notice shall form part of the bidding documents.

13.2 The system generates a mail to those bidders who have already uploaded their tenders and those bidders if they wish can modify their tenders. The bidders are required to watch the website till last date and time of bid submission for any addendum/ corrigendum/ cancellation thereof. Tender Inviting Authority is not responsible for communication failure of system generated mail.

14. CREATION AND PUBLISHING OF BID:

14.1 All the volumes/documents shall be uploaded in the portal by the tender

creating officer (Procurement Officer Administrator) and published by the Officer Inviting Tender (Procurement Officer Publisher) using their DSCs in appropriate format so that the document is not tampered with

14.2 The tender document comprise the notice inviting tender, bid document/ SBD, drawings in

.pdf format and the schedule of quantities / BoQ in .xls format to be uploaded by the Officer Inviting Tender.

14.3 Procurement Officer Administrator creates tender by filling up the following forms:

i. BASIC DETAILS

ii. COVER CONTENT: The Procurement officer Administrator should briefly describe the name and type of documents to be uploaded by the bidder in the following format:

**(a) For Single Cover/ Packet:**

Sl. No	Cover Type	Document Description	Type
1	Fee / Prequal /	Tender Cost, EMD, GST, PAN, Contractor RC	.pdf
		Affidavits, undertakings and any other document as per SBD/DTCN.	.pdf
	Technical / Finance	BoQ	.xls

**(b) For Two Cover/ Packet:**

Sl. No	Cover Type	Document Description	Type
1	Fee / Prequal /	Tender Cost, EMD, GST, PAN, Contractor RC	.pdf
		Affidavits, undertakings and any other document as per SBD/DTCN.	.pdf
	Technical	BoQ	.xls
2	Finance	Special condition if any specifically mentioned by Officer Inviting Tender	.pdf

iii. TENDER DOCUMENT: The Procurement Officer Administrator should upload the NIT in .pdf format.

iv. WORK ITEM DETAILS

v. FEE DEATILS: The Procurement Officer Administrator should mention the cost of tender paper and EMD amount as laid down in DTCN/SBD.

vi. CRITICAL DATES: The Procurement Officer Administrator should mention the critical dates of tender such as publishing date, document download start date & end date, seek clarification start date & end date (optional), bid submission start date & closing date, bid opening date as per DTCN/SBD.

- vii. BID OPENER SELECTION: The Procurement Officer creator can select two / three / four bid openers for a particular bid. If required the bid openers can also be selected within an organization from other procurement units (Circles /Divisions).
- viii. WORK ITEM DOCUMENTS: The Procurement Officer Administrator should upload the digitally signed tender document (SBD/DTCN) or any other addition document/drawings in .pdf format and Bill of Quantities in .xls format.
- ix. PUBLISHING OF TENDER: The Procurement Officer Publisher shall publish the tender using his/her DSC after detail scrutiny of the fields created and documents uploaded by the Procurement Officer Administrator. Procurement Officer Publisher can publish tenders for multiple procurement units using multiple DSCs procured for each post separately. After being relieved from the additional charges he has to surrender the additional DSCs to the Nodal Officer of the concerned organisation.

## 15. PARTICIPATION IN BID:

- 15.1 PORTAL REGISTRATION: The Contractor/Bidder intending to participate in the bid is required to register in the portal using his/her active personal/official e-mail ID as his/her Login ID and attach his/her valid Digital signature certificate (DSC) to his/her unique Login ID. He/She has to submit the relevant information as asked for about the firm/contractor. The portal registration of the bidder/firm is to be authenticated by the State Procurement Cell after verification of original valid certificates/documents such as (i) PAN and (ii) Registration Certificate(RC) / GST of the concerned bidder. The time period of validity in the portal is at par with validity. Any change of information by the bidder is to be re-authenticated by the State Procurement Cell. After successful authentication bidder can participate in the online bidding process.
  - 15.1.1 Bidders participating through Joint Venture shall declare the authorised signatory through Memorandum of Understanding duly registered and enrol in the portal in the name and style of the Joint venture Company. It is mandatory that the DSC issued in the name of the authorised signatory is used in the portal.
  - 15.1.2 Any third party/company/person under a service contract for operation of e- Procurement system in the State or his/their subsidiaries or their parent companies shall be ineligible to participate in the procurement process that are undertaken through the e-Procurement system irrespective of who operates the system.
- 15.2 LOGGING TO THE PORTAL: The Contractor/Bidder is required to type his/her *Login ID* and password. *The system will again ask to* select the DSC and confirm it with the password of DSC as a second stage authentication. For each login, a user's DSC will be validated against its date of validity and also against the Certificate Revocation List (CRL) of respective CAs stored in system database. The system checks the unique Login ID, password and DSC combination and authenticates the login process for use of portal.

15.3 DOWNLOADING OF BID: The bidder can download the tender of his choice and save it in his system and undertake the necessary preparatory work off-line and upload the completed tender at his convenience before the closing date and time of submission.

15.4 CLARIFICATION ON BID: The bidder may ask question related to tender online in the e-procurement portal using his/her DSC; provided the questions are raised within the period of seeking clarification as mentioned in tender call notice/Bid. The Officer Inviting the Bid / Procurement Officer-Publisher will clarify queries related to the tender.

#### 15.5 PREPARATION OF BID

15.5.1 The bids may consist of general arrangements drawings or typical or any other drawings relevant to the work for which bid has been invited. Bidder may download these drawings and takeout print for detail study and preparation of his bid. Any other drawings and documents pertaining to the works available with the Officer Inviting The bid will be open for inspection by the bidders.

15.5.2 The Bidder shall go through the Bid carefully and list the documents those are asked for submission. He shall prepare all documents including cost of Bid Document, Bid Security, Declaration form, price bid etc. and store in the system.

#### 15.6 PAYMENT OF EMD/BID SECURITY AND COST OF BID DOCUMENTS:

15.6.1 The Bidder shall furnish, as part of his Bid, a Bid security for the amount mentioned under NIT/Contract Data. The bidder shall scan all the written/printed pages of the bid security and up load the same in portable document format (PDF) to the system in designated place of the technical BID. Furnishing scanned copy of such documents is mandatory otherwise his/her bid shall be declared as non-responsive and liable for rejection.

15.6.2 The EMD or Bid Security payable along with the bid is 1% of the estimated contract value (ECV) or as mentioned in the bid document. The validity period of the EMD or Bid Security shall be as mentioned in the bid document. Any bid not accompanied by an acceptable Bid Security and not secured as indicated in the bid document shall be rejected as non-responsive. The bid security shall be retained till such time the successful bidder furnishes Initial Security Deposit (ISD) or Performance Security acceptable to the Officer Inviting the Bid. Failure of the successful Bidder to comply with the requirements shall constitute sufficient grounds for cancellation of the award and forfeiture of the Bid Security. The Bid security in the form of FD / BG shall be from a Nationalized Bank valid for a period of 45 days beyond the validity of the bid. Bid security in other form is acceptable if the bid documents provides for it.

15.6.3 The Fixed Deposit / Bank Guarantee or any other form as mentioned in detailed tender call notice in respect of Earnest Money Deposit / Bid Security and the Bank Draft in respect of cost of Bid are to be scanned and up loaded in portable document format (PDF) along with the bid.

15.6.4 The tender accepting authority will verify the originals of all the scanned documents of the successful lowest bidder only within **20.07.2026** of opening of the tender. In the eventuality of failure on the part of the lowest successful bidder to produce the original documents, he will be debarred in future from participating in tender for 3 years and will be black listed by the competent authority. In such a situation, successful L-2 bidder will be required to produce his original documents for consideration of his tender at the negotiated rate equal to L1 bidder.

15.6.5 Contractor exempted from payment of EMD will be able to participate in the tender directly by uploading documentary evidences towards his eligibility for such exemption

15.6.6 Government of Odisha has been actively considering integrating e-payment gateway in to the portal for payment of Cost of Bid and Bid Security/ Earnest Money Deposit. The process of using e-payment gateway shall be issued separately after it is established.

## 16. SUBMISSION OF BID:

16.1 The bidder shall carefully go through the tender and prepare the required documents. The bid shall have a Technical Bid & a Financial Bid. The Technical bid generally consist of cost of Bid documents, EMD/ Bid Security, GST, PAN / TIN, Registration Certificate, Affidavits, Profit Loss statement, Joint venture agreement, List of similar nature of works, work in hand, list of machineries, and any other information required by OIT. The Financial Bid shall consist of the Bill of Quantities (BOQ) and any other price related information/undertaking including rebates.

16.2 Bidders are to submit only the original BoQ (in .xls format) uploaded by Procurement Officer Publisher (Officer Inviting Tender) after entering the relevant fields without any alteration/ deletion / modification. Multiple BoQ submission by bidder shall lead to cancellation of bid. In case of item rate tender, bidders shall fill in their rates other than zero value in the specified cells without keeping it blank. In the percentage rate tender the bidder quoting zero percentage is valid and will be taken at par with the estimated rate of the work put to tender.

16.3 The bidder shall upload the scanned copy/copies of document in support of eligibility criteria and qualification information in prescribed format in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid.

16.4 The bidder shall write his name in the space provided in the specified location in the Protected Bill of Quantities (BoQ) published by the Officer Inviting Tender. The bidder shall type rates in figure only in the rate column of respective item(s) without any blank cell in the rate column in case of item rate tender and type percentage excess or less up to two decimal place only in case of percentage rate tender.

16.5 The bidder shall log on to the portal with his/her DSC and move to the desired tender for up loading the documents in appropriate place one by one simultaneously checking the documents.

- 16.5.1 Bids cannot be submitted after due date and time. The bids once submitted cannot be viewed, retrieved or corrected. The Bidder should ensure correctness of the bid prior to uploading and take print out of the system generated summary of submission to confirm successful uploading of bid. The bids cannot be opened even by the OIT or the Procurement Officer Publisher/ opener before the due date and time of opening.
- 16.5.2 Each process in the e-procurement is time stamped and the system can detect the time of log in of each user including the Bidder.
- 16.5.3 The Bidder should ensure clarity/legibility of the document uploaded by him to the portal.
- 16.5.4 The system shall require all the mandatory forms and fields filled up by the contractor during the process of submission of the bid/tender.
- 16.5.5 The bidder should check the system generated confirmation statement on the status of the submission.
- 16.5.6 The Bidder should upload sufficiently ahead of the bid closure time to avoid traffic rush and failure in the network.
- 16.5.7 The Tender Inviting Officer is not responsible for any failure, malfunction or breakdown of the electronic system used during the e-procurement process.
- 16.5.8 The Bidder is required to upload documents related to his eligibility criteria and qualification information and Bill of Quantity duly filled in. It is not necessary for the part of the Bidder to up-load the drawings and the other Bid documents (after signing) while uploading his bid. It is assumed that the bidder has referred all the drawings and documents uploaded by the Officer Inviting the Bid.
- 16.5.9 The Bidder will not be able to submit his bid after expiry of the date and time of submission of bid (server time). The date and time of bid submission shall remain unaltered even if the specified date for the submission of bids declared as a holiday for the Officer Inviting the Bid.
- 16.6 **SIGNING OF BID:** The 'online bidder' shall digitally sign on all statements, documents, certificates uploaded by him, owning responsibility for their correctness / authenticity as per IT ACT 2000. If any of the information furnished by the bidder is found to be false / fabricated / bogus, his EMD/Bid Security shall stand forfeited & his registration in the portal shall be blocked and the bidder is liable to be blacklisted.

17. SECURITY OF BID SUBMISSION:

17.1 All bid uploaded by the Bidder to the portal will be encrypted.

17.2 The encrypted Bid can only be decrypted / opened by the authorised openers on or after the due date and time.

18. RESUBMISSION AND WITHDRAWAL OF BIDS:

18.1 Resubmission of bid by the bidders for any number of times before the final date and time of submission is allowed.

18.2 Resubmission of bid shall require uploading of all documents including price bid afresh.

18.3 If the bidder fails to submit his modified bids within the pre-defined time of receipt, the system shall consider only the last bid submitted.

18.4 The bidder should avoid submission of bid at the last moment to avoid system failure or malfunction of internet or traffic jam or power failure etc.

18.5 The Bidder can withdraw his bid before the closure date and time of receipt of the bid by uploading scanned copy of a letter addressing to the Procurement Officer Publisher (Officer Inviting Tender) citing reasons for withdrawal. The system shall not allow any withdrawal after expiry of the closure time of the bid.

19. OPENING OF THE BID:

19.1 Bid opening date and time is specified during tender creation or can be extended through corrigendum. Bids cannot be opened before the specified date & time.

19.2 All bid openers have to log-on to the portal to decrypt the bid submitted by the bidders.

19.3 The bidders & guest users can view the summary of opening of bids from any system. Contractors are not required to be present during the bid opening at the opening location if they so desire.

19.4 In the event of the specified date of bid opening being declared a holiday for the Officer Inviting the Bid, the bids will be opened at the appointed time on the next working day.

19.5 Combined bid security for more than one work is not acceptable.

19.6 The electronically submitted bids may be permitted to be opened by the predefined Bid opening officer from their new location if they are transferred after the issue of Notice Inviting Bid and before bid opening. Further, action on bid documents shall be taken by the new incumbent of the post.

19.7 In case of non-responsive tender the officer inviting tender should complete the e-Procurement process by uploading the official letter for cancelled / re-tender.

## 20. EVALUATION OF BIDS :

20.1 All the opened bids shall be downloaded and printed for taking up evaluation. The officer authorized to open the tender shall sign and number on each page of the documents downloaded and furnish a certificate that "the documents as available in the portal containing \_\_\_\_\_ nos. of pages".

20.2 The bidder may be asked in writing/ online (in their registered e-mail ids) to clarify on the uploaded documents provided in the Technical Bid, if necessary, with respect to any doubts or illegible documents. The Officer Inviting Tender may ask for any other document of historical nature during Technical Evaluation of the tender. Provided in all such cases, furnishing of any document in no way alters the Bidder's price bid. Non submission of legible documents may render the bid non-responsive. The authority inviting bid may reserve the right to accept any additional document.

20.3 The bidders will respond in not more than 7 days of issue of the clarification letter, failing which the bid of the bidder will be evaluated on its own merit.

20.4 The Technical evaluation of all the bids shall be carried out as per information furnished by Bidders.

20.5 The Procurement Officer-Evaluators; will evaluate bid and finalize list of responsive bidders.

20.6 The financial bids of the technically responsive bidders shall be opened on the due date of opening. The Procurement Officer-Openers shall log on to the system in sequence and open the financial bids.

20.6.1 The Financial Bid will be opened on the notified date & time in the presence of bidders or their authorised representative who wish to be present.

20.6.2 At the time of opening of "Financial Bid", bidders whose technical bids were found responsive will be opened.

20.6.3 The responsive bidders' name, bid prices, item wise rates, total amount of each item in case of item rate tender and percentage above or less in case of percentage rate tenders will be announced.

20.6.4 Procurement Officer-Openers shall sign on each page of the downloaded BoQ and the Comparative Statement and furnish a certificate to that respect.

20.6.5 Bidder can witness the principal activities and view the documents/summary reports for that particular work by logging on to the portal with his DSC from anywhere.

20.6.6 System provides an option to Procurement Officer Publisher for reconsidering the rejected bid with the approval of concern Chief Engineer / Head of Department.

21. NEGOTIATION OF BIDS:

21.1 For examination, evaluation, and comparison of bids, the officer inviting the bid may, at his discretion, ask the lowest bidder for clarification of his rates including reduction of rate on negotiation and breakdown of unit rates.

22. NOTIFICATION OF AWARD AND SIGNING OF AGREEMENT:

22.1 The Employer/Engineer-in-Charge shall notify acceptance of the work prior to expiry of the validity period by cable, telex or facsimile or e-mail confirmed by registered letter. This Letter of Acceptance will state the sum that the Engineer-in-Charge will pay the contractor in consideration of execution & completion of the Works by the contractor as prescribed by the contract & the amount of Performance Security and Additional Performance Security required to be furnished. The issue of the letter of Acceptance shall be treated as closure of the Bid process and commencement of the contract.

22.2 The Contractor after furnishing the required acceptable Performance Security & Additional Performance Security, "Letter to Proceed" or "Work Order" shall be issued by the Engineer-in-Charge with copy thereof to the Procurement Officer –Publisher. The Procurement Officer-Publisher shall up load the summary and declare the process as complete.

22.3 If the L-1 bidder does not turn up for agreement after finalization of the tender, then he shall be debarred from participation in bidding for three years and action will be taken to blacklist the contractor. Besides the consortium / JV / firm where such an agency / firm already happens to be or is going to be a partner/member/proprietor, he/ they shall neither be allowed for participation in bidding for three years nor his/ their application will be considered for registration and action will be initiated to blacklist him / them. In that case, the L-2 bidder, if fulfils other required criteria, would be called for drawing agreement for execution of work subject to condition that the L-2 bidder negotiates at par with the rate quoted by the L-1 bidder, otherwise the tender will be cancelled.

23. BLOCKING OF PORTAL REGISTRATION:

23.1 If the Registration Certificate of the Contractor is cancelled /suspended by the registering authority/ blacklisted by the competent authority his portal registration shall be blocked automatically on receipt of information to that effect.

23.2 The portal registration blocked in the ground mentioned in the above Para-23.1 shall be unblocked automatically in receipt of revocation order of cancellation / suspension/ blacklisting from the concerned authority.

23.3 The Officer Inviting Tender shall make due inquiry and issue show cause notice to the concerned contractor who in turn shall furnish his reply, if any, within a fortnight from the date of issue of show cause notice. Thereafter the Officer Inviting Tender is required to issue an intimation to the defaulting bidder about his unsatisfactory reply and recommend to the Chief Manager (Tech.) for blocking of portal registration within 10 days of intimation to the defaulting bidder regarding his unsatisfactory reply with intimation to the Registering Authority and concerned Chief Engineer/ Heads of Office if any of the following provisions are violated.

23.3.1 Fails to furnish original Technical / Financial (Tender Paper Cost, EMD/Bid Security) instruments before the designated officer within the stipulated date and time.

23.3.2 Backs out from the bid on any day after the last date of receipt of tender till expiry of the bid validity period.

23.3.3 Fails to execute the agreement within the stipulated date.

23.3.4 If any of the information furnished by the bidder is found to be false / fabricated / bogus.

Accordingly the Officer Inviting Tender shall recommend to the Chief Manager (Tech.), State Procurement Cell, Odisha for blocking of portal registration of bidder and simultaneously action shall also be initiated by OFFICER INVITING TENDER for blacklisting as per Appendix- XXXIV of OPWD Code, Volume-II.

24. GUIDELINES FOR UNBLOCKING OF PORTAL REGISTRATION: 24.1 UNBLOCKING OF PORTAL REGISTRATION:

Unblocking of portal registration of a contractor shall be done by a Committee consisting of the following members.

EIC (Civil)-cum-CPO,	-	Chairman
Engineer-in-Chief (WR)	-	Member
Concerned Chief Engineer	-	Member
Sr. Manager (Finance), SPC	-	Member
Officer Inviting Tender	-	Member
Chief Manager (Technical), SPC-		Convener

24.2 The Chief Manager (Tech), State Procurement Cell will be the convener and he will maintain all records for this purpose. The Committee shall meet not less than once in a month if required & shall consider the recommendation of the officer inviting tender for unblocking of portal registration. The quorum of the meeting will be four.

24.3 The minimum period of blocking of Portal Registration shall in no case be less than 90 days. After blocking of Portal Registration, the Contractor whose Portal Registration has been blocked may file application to the concerned

officer inviting tender showing sufficient ground for unblocking of his portal registration along with a Treasury Challan showing deposit of Rs. 10,000/- (Rupees ten thousand) only (non-refundable) under the head of accounts '0059 - Public Works' as processing fees. The officer inviting tender shall forward the application filed by the contractor to the Chief Manager (Tech), State Procurement Cell.

24.4 On receipt of recommendation from the concerned Chief Engineer along with the copy of challan as mentioned above, the Chief Manager (Tech) being the member Convener of the Committee shall place the case before the Committee for examination and taking a decision in this regard. After examination the Committee may recommend for unblocking of the portal registration of said contractor if the Committee is satisfied that the fault committed by the contractor is either unintentional or done for the first time.

24.5 After scrutiny by the State Procurement Cell if it is found that the portal registration of a contractor has been blocked for the 2<sup>nd</sup> time the Chief Manager (Tech), SPC may not consider his case to be placed before the Committee and may advise the concerned officer inviting tender to issue show cause notice to the contractor asking him to explain as to why his portal registration shall not remain blocked. On receipt of show cause reply from the contractor the officer inviting tender shall examine the same & if considered proper he may report to the Chief Manager (Tech), SPC along with his views furnishing the copy of the show cause reply for placement of the same before the Committee for taking a decision in respect of blocking/unblocking. If the Committee found that the contractor is in habit of committing such fault again and again intentionally the committee may advise the concerned officer inviting tender to initiate proceeding for blacklisting as per the existing rule.

1. These amendments shall take effect from the date of issue of the order.
2. This amendment is an addition to the existing provision and will be placed below Appendix-IX to OPWD Col, Vol-II.
3. Accordingly Office Memorandum No.1027 dt.24.01.2009 stands modified.
4. This has been concurred in by the Finance Department vide their UOR No.3-WF-1 dt.04.01.2013.

**Sd/19.07.2013**  
**E.I.C-cum-Secretary to Government**