



राष्ट्रीय रेडियो खगोलभौतिकी केंद्र
National Centre for Radio Astrophysics
टाटा मूलभूत अनुसंधान संस्थान
Tata Institute of Fundamental Research

गणेशखिंड डाकघर, सावित्रीबाई फुले पुणे विश्वविद्यालय परिसर, पुणे- 411007, महाराष्ट्र, दूरभाष : 020-2571-9000/9111/9242
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ई-निविदा सूचना /E-TENDER NOTICE

एम/एस टाटा कम्युनिकेशन्स लिमिटेड, आरवी, तालुका जुन्नर, जिला पुणे से 18-मीटर डिश एंटीना का विघटन (डिस्मैंटलिंग), परिवहन तथा स्थापना तक जायंट मीटरवेव रेडियो टेलीस्कोप (GMRT), खोडद, तालुका जुन्नर, जिला पुणे - 410504

FOR
DISMANTLING, TRANSPORTATION AND ERECTION OF 18-METER DISH
ANTENNA FROM M/S TATA COMMUNICATIONS LTD., ARVI, TAL. JUNNAR, DIST.
PUNE
TO GIANT METREWAVE RADIO TELESCOPE (GMRT) KHODAD,
TAL. JUNNAR, DIST. PUNE -410504

E-TENDER NO: NCRA:WF017:CPPP:2026



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PART A – NOTICE INVITING TENDER

1.0 Tender Notice

Online bids under Two- bid System are invited on behalf of Centre Director, NCRA-TIFR, Pune for award of contract for **Dismantling, Transportation and Erection of 18-Meter Dish Antenna Parts from M/s Tata Communications Ltd., Arvi, Tal. Junnar, Dist. Pune to GMRT Khodad, Tal. Junnar, Dist. Pune 410504, Maharashtra.** The details of the tender including the scope of work etc is given in this tender document. All the prospective bidders are requested to go through the tender document before submitting their bids.

1	Tender No.	NCRA:WF017:CPPP:2026
	Name of Work/Service	Dismantling Transportation and Erection of 18-Meter Dish Antenna Parts from M/s Tata Communications Ltd., Arvi, Tal. Junnar, Dist. Pune to GMRT Khodad, Tal. Junnar, Dist. Pune
2	Estimated Cost of Work/Service	Rs.1.5 Crore (Including GST).
3	Location of supply/work/service	Dismantling site:- M/s Tata Communication Ltd ,Arvi , Junnar Transportation :- From TCL ,Arvi to GMRT ,Khodad (Approx. 20 Km) Erection Site:- GMRT Khodad, Tal. Junnar, Dist. Pune-410504, Maharashtra
4	Online download of Tender documents	From 05.05.2026 to 26.05.2026 up to 1800 hrs Tender documents can be downloaded from CPPP portal https://eprocure.gov.in . The details of the bid notifications are available on NCRA-TIFR website http://www.ncra.tifr.res.in under the Current Tender Sections for reference and information. Bidders are required to submit their bids in online mode only through the CPP Portal.
5	Type of Bid	Two Part Bid (Technical & Financial -BOQ)
6	Earnest Money Deposit (EMD)	EMD of Rs. 3 Laacs. to be submitted to NCRA-TIFR directly in a separate sealed envelope so as to reach us on or before the due date of opening of technical bids. The EMD shall be in the form of Demand Draft, drawn in favour of TIFR payable at Pune issued by Nationalised or Scheduled Bank. EMD will be refunded to the unsuccessful bidder after award of contract to the successful bidder.
7	Pre-bid queries	Prospective bidders are requested to submit their pre-bid queries via email to manish@gmrt.ncra.tifr.res.in or mechanical@gmrt.ncra.tifr.res.in prior to the pre-bid meeting ie on or before 16.05.2026 by 1600 hrs . This will ensure that the queries can be addressed effectively during the meeting
8	Pre-bid meeting and Site visit	A pre-bid meeting with all the prospective bidders is schedule to be held on Monday 18.05.2026 at GMRT Khodad at 1400 hrs. Interested bidders are invited to attend the same with a written statement of their query. *Site Visit and Pre bid meeting will be done on same date mentioned in the tender due to security restriction at Arvi Site, <u>no other alternate date is entertained.</u>
9	Notification of amendments to the tender document	In case of any modification, suitable amendment to this tender document will be issued and the same will form part of the tender document. Prospective bidders are advised to

		regularly visit the NCRA-TIFR web site or the CPP portal. Corrigendum /amendments etc., if any, will be notified only on the NCRA-TIFR web site/CPP portal and no separate advertisement will be made for this.
10	Submission of Bids	The bids are required to be submitted online on the CPP portal i.e http://eprocure.gov.in . Under the Two bid system the Technical bid and Price bid are required to be uploaded separately on portal.
11	Website for Online Bid Submission	https://eprocure.gov.in Bidders are required to submit their bids in online mode only through the CPP Portal.
12	Period for completion of work	Entire work Of Phase-I (Dismantling and Transportation) to be completed within 50 Working days from handing over Arvi site and Phase-II (Erection) to be completed within 100 working days from the date of handing over of GMRT site. The period may be extended, if the reasons furnished are acceptable to the Centre
13	Security Deposit	2.5 % of tender value

KINDLY NOTE THAT ONLY ONLINE BID WILL BE CONSIDERED AGAINST THIS TENDER. Further, requests for postponement will not be entertained. Bids send by post/Fax/email shall be rejected straightaway. Centre Director, NCRA-TIFR, Pune reserves the right to accept/ reject any or all tenders either in part or in full without assigning any reasons thereof.

CPPP Tender Submission Notification

All bidders submitting their bids on the CPPP portal must also send a confirmation email to purchase@ncra.tifr.res.in immediately after successful submission. This will enable us to track participation and take timely action if bid responses are low to avoid the retendering process. Bidders are advised to submit their bids at least one day before the due date or at least five hours before the deadline to avoid any technical or system errors.

Sd/-
Administrative Officer-C (P)
NCRA-TIFR, Pune

Note:

- 1) In case of any clarification with regard to submission of bids please contact Purchase Department, NCRA-TIFR, Pune ; Tel: 020-25719266-9276-9206.
Also, you may contact Shri Manish Patil/A.K.Nandi for any technical clarifications by email: manish@ncra.tifr.res.in , manish@gmrt.ncra.tifr.res.in, nanidi@gmrt.ncra.tifr.res.in Tel. 02132-258334/258300/400/309.
- 2) The bidders are advised to read the "Guidelines to bidders on CPPP's e-procurement module" available at the end of this tender document before submitting their bids.

A) General Instructions:

- 1.** The Prospective bidder shall carefully examine and understand the specifications/conditions of the tender document and seek clarifications in writing, if required, to ensure that they have understood all specifications/conditions of tender. These clarifications should be sought before submission of bids. If no such clarifications are sought in writing, it will be taken that the Bidder has read, understood and accepted all the terms, conditions and specifications in the tender document.
- 2.** The Bidder is required to upload a copy of this tender document, with all pages signed by the authorized person, to confirm that Bidder has read and understood the conditions of this tender document and that the proposal is submitted in full understanding and agreement of the requirements of NCRA-TIFR.
- 3.** The Bidder shall bear all costs associated with the preparation and submission of the Bid, and NCRA-TIFR will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.
- 4.** NCRA-TIFR reserves its rights to amend any of the terms and conditions of the tender document. All such changes can be made up to one week before the last date of submission of bid. The notice of such amendment will be published on NCRA/CPPP website only. No separate advertisement will be issued in the newspapers for such changes / corrigendum's. All the prospective bidders are therefore requested to regularly visit NCRA/CPPP website for any such updates.
- 5.** The complete bid shall be online as per the specified formats only. The bids should be without alteration or erasures, except those to accord with instructions issued by the NCRA-TIFR or as necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing the bid.
- 6.** The bidder shall submit only one option, which is best suitable to meet NCRA-TIFR requirements. The bids submitted with more options shall be liable to be rejected.
- 7.** The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and NCRA-TIFR, shall be in English only.
- 8.** Wherever a specific form is prescribed in the Bid document, the Bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information. For all other cases, the Bidder shall design a form to hold the required information.
- 9.** The Bidder shall explicitly indicate the non-compliance or deviation of the Solution offered in the Proposal to all the terms, clauses, conditions and specifications stipulated in this Tender. If non-compliance or deviation for any term, clause, condition or specification is not explicitly indicated, it will be construed as compliance and if successful in the bid, the bidder is obligated to comply with all the requirements (excluding those non-compliances explicitly accepted by NCRA-TIFR in writing) in toto.

10. Successful bidder shall perform all the obligations specified in accordance with the terms and conditions laid down in the tender document. All details provided by the Bidder should be specific to the requirements specified in this tender document. Detailed clarification may be provided by Bidder, if so desired by NCRA-TIFR. The Bidder shall specify the responsibilities of NCRA-TIFR, if any, separately for the successful implementation of the project.

11. Bidder shall ensure that all documents are uploaded with the Technical bids or Price bid. The **“TECHNICAL BID”** should contain the following documents:

- i) Registration / empanelment certificate with government organization / semi-govt organization / PSU / reputed private organization etc.
- ii) Scanned Copies of Demand Draft/ Pay Order for EMD.
- iii) Copy of PAN (Permanent Account Number) card.
- iv) List of similar works in hand & works carried out by them for last 7 years indicating A) Agency for whom executed, B) Value of work, C) Completion time as stipulated and actual, or present position of the work
- v) Experience testimonials along with work orders and completion certificates.
- vi) Bank solvency certificate
- vii) Certificate of Registration for GST and Income Tax and acknowledgement of up to date filed return if required.

B) Earnest Money Deposit (EMD)

The Earnest Money Deposit (EMD) will be accepted only in the form of Insurance Safety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt (any one) from any Nationalised or Scheduled Bank or payment online in an acceptable form, safeguarding the purchaser’s interest in all respects for the following purpose (Drawn in favour of “Centre Director, NCRA-TIFR, Pune”

	Earnest Money Deposit (EMD) (to be enclosed with Technical Bid-Part I)
In Figure	Rs. 300,000/-
In Words	Rupees Three Lakhs only

No exemption in Earnest Money Deposit (EMD) shall be given.

Tender submitted without requisite amount of Earnest Money Deposit (EMD) shall be rejected and their commercial bids shall not be opened. No interest is payable on EMD.

The EMD will be returned to the bidders (s) whose offer is not accepted by NCRA-TIFR within one month from the date of the placing of the final order(s) to the selected bidder(s).

The Earnest Money Deposit will be forfeited If a bidder withdraws the bid during the period of bid validity specified in the tender OR fails to furnish Performance Guarantee within the stipulated time period mentioned in the tender documents.

Bank Details for online Transfer of payment : -

Bank A/c Name : TIFR
Name of Bank : Bank of India
Branch : Pashan Road, Pune
Bank A/c No : 51620110000508
IFSC code : BKID0000516

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with technical bid – Part-I).

C) Performance Guarantee

Performance Guarantee to be furnished by the successful bidder for satisfactory performance of the contract. "Satisfactory performance of the contract here means satisfactory completion of work in respect of works / services.

a. Quantum of Performance Guarantee

Performance Guarantee of 5% of total order value including all taxes, duties etc

Successful bidder, shall deposit an amount equal to 5% of the value of the work including taxes as Performance Guarantee within 21 days of award of work, valid till completion of work plus Two months for proper fulfillment of the Contract.

In case Performance Guarantee is not submitted within 21 days interest @ 12% per annum will be levied till the date you submit the Performance Guarantee.

If the successful bidder fails to submit the Performance Guarantee / Performance Guarantee with interest or refuses to submit the Performance Guarantee even after reminders, Centre reserves the right to cancel the order without notice and such bidder will be debarred from participating in any tender for a period of one year and their EMD will be forfeited.

b. Forms in which Performance Guarantee can be submitted

Performance Guarantee should be in the form of Demand Draft in favour of TIFR, Pune OR Fixed Deposit Receipt (FDR) pledged in favour of TIFR, Pune OR Bank Guarantee (BG) in favour of Centre Director, NCRA-TIFR, Pune as per the prescribed format. The Bank Guarantee should be from any one of the nationalized banks or Scheduled Bank and to be executed on non-judicial stamp paper of appropriate value. The Bank Guarantee should be valid upto at least 2 months beyond the contractual date for completion of the order.

- c. Refund of Performance Guarantee
Performance Guarantee shall be released / returned to the contractor after the completion of the work/contract period + 2 months without any interest.
- d. Forfeiture of Performance Guarantee
Performance Guarantee is taken for due performance of the Contract and can be forfeited in the event of a breach of contract.

Bank Guarantee / Fixed Deposit Receipt obtained towards Performance Guarantee will be invoked when there is a specific breach on the part of the Contractor.

D) Security Deposit:

The tenderer, whose tender is accepted, will also be required to furnish by way of Security Deposit for fulfillment of his contract.

Security Deposit is obtained as a back-up surety for fulfilment of work obligation by the Contractor till satisfactory completion of the work.

A sum of **2.5%** of gross amount of the work order (including GST) value shall be deposited in the form of Fixed Deposit Receipt or Bank Guarantee or Demand Draft.

The Security Deposit shall be released after the defect liability period + 2 months reckoned from the date of completion as certified by Engineer-In-Charge.

- E) Acceptance of Tender:** The competent authority, on behalf of Centre Director, National Centre for Radio Astrophysics (NCRA), Tata Institute of Fundamental Research (TIFR), Pune, does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all the tenders received, without assignment of any reason. All tenders, in which any of the prescribed condition is not fulfilled or any condition, including that of conditional rebates is put forth by the tenderer, shall be summarily rejected.

The Competent Authority, on behalf of the National Centre for Radio Astrophysics (NCRA), Tata Institute of Fundamental Research (TIFR), Pune reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted. The officer inviting tenders shall have the right of rejecting all or any of the tenders and will not be bound to accept the lowest tender or any other tender.

F) Validity of Tender: The tender for the work shall remain open for acceptance for a period of **120 days** from the last date of submission of tenders. If any tenderer withdraws his tender before the said period, or before issue of Letter of Acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then National Centre for Radio Astrophysics (NCRA), Tata Institute of Fundamental Research (TIFR), Pune shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money absolutely. Further the tenderer shall not be allowed to participate in the retendering process of the work.

G) Levy / Taxes payable by contractor: GST @18% on materials and services in respect of this contract (or as applicable from time to time as per Govt. notification) shall be payable by the contractor.

H) Deduction of Income Tax :As per Section 194-C of Income tax Act 1961, as amended by letter No. 275/9/72/9-TJ (Circular No. 86) dated 19.5.72 and No. 275/14/91-IT (B) (Circular No. 593) dated 5.2.91, received from Ministry of Finance, Department of Revenue, Central Board of Direct Taxes, New Delhi, the Income tax @ 2% and Surcharge thereon @12% (or any other amended rate by Ministry of Finance from time to time), of the gross value of the work done will be recovered from the bills. A certificate for the amount so recovered will be issued by the Department.

I) Signing of Tender and receipts for payments: In the event of the tender being submitted by a firm, it must be signed separately by each partner thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power-of-attorney authorizing him to do so, such power of attorney to be produced with the tender, and it must disclose that the firm is duly registered under the Indian Partnership Act-1952. Receipts for payments made on account of work, when executed by a firm, must also be signed by all the partners, except where contractors are described in their tender as a firm, in which case the receipts must be signed in the name of the firm by one of the partners, or by some other person having due authority to give effectual receipts for the firm.

J) Tenderer's responsibilities: The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a tenderer implies that he has read this notice & all other contract documents, and has made himself aware of the scope & specifications of the work to be done and local conditions and factors having a bearing on the execution of the work. Electricity shall be provided for the work by NCRA-TIFR free of charge.

K) Canvassing, either directly or indirectly, in connection with the tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection and may be barred from the future participation in NCRA-TIFR works.

L) Inspection: Inspection of the work shall be carried out as per the inspection schedule and/or inspection requests submitted by the Vendor. The detailed erection procedure, along with the required accuracy parameters, will be shared at the time of award of the tender. Critical tolerances and important control points are specified in the Technical Document. Final acceptance of the work will be carried out only after verification of the required accuracy levels and alignment of structure . The Centre reserves the right to accept or reject the work if the Vendor fails to achieve the specified accuracy during erection.

Administrative Officer -C (P)
For and on behalf of NCRA -TIFR, Pune

The procurement shall be carried out through submission of online tenders only. No offer in physical form will be accepted and any such offer if received by NCRA-TIFR will be out rightly rejected. Tender documents can be downloaded from website of CPPP www.eprocure.gov.in. The bids are to be uploaded/submitted in electronic form on website www.eprocure.gov.in.

The steps noted below shall be the general methodology to be followed by the bidders for submission of his bid on the E-procurement module of CPPP: -

1. It is mandatory for tenderer to have a valid digital signature certificate issued by any of the valid Certifying Authority approved by Government of India for participation in tendering event at the time of submission of offer. The cost of digital signature will be borne by respective tenderer.
2. Offer against the NIT has to be submitted online on e_procurement website mentioned in the NIT with valid digital signature certificate. The bidders shall be required to submit their offers in 2 separate parts_ (a) 'Technical & 'Un-priced Commercial Bid' and (b) 'Financial Bid'.
3. Submission of online Bids / Offers electronically against E-tendering: All interested bidders are requested to register themselves on www.eprocure.gov.in with their digital signature certificate with the user ID for participation in the tender. Kindly refer bidders manual kit available on bidders section on above mentioned website for details procedure for bid submission or Bidders can take help of Helpdesk Center (18002337315) for registration and bid submission procedures.
4. The Unpriced Technical Bids and Price Bid have to be submitted online only. However, documents which necessarily have to be submitted in originals like EMD instrument if applicable have to be submitted offline.
5. The online offer, Pre-qualification details & Technical Bid, shall be opened as per the date and time mentioned in the NIT.
6. The Technical & Un-priced Commercial bids opened shall be scrutinized for technical commercial acceptability including the pre-qualification criteria. The offers not fulfilling these criteria as per the NIT shall be rejected outright.
7. The offer which meets the NIT requirements, technically (including pre-qualification criteria) and commercially, shall be eligible for further consideration.
8. Price bids of bidder shall be considered who fulfill the Eligibility criteria and techno-commercial requirement of NIT. Please read instructions given below before submission of Price Bid i.e. BOQ (spreadsheet).
9. Bids should be submitted as per following instructions only:

(A) Technical Bid:

Packet 1: Scanned copy of "Technical Bid" along with the scanned copies of technical Details / Documents as per tender document

Packet 2: Scanned copy of DD / Pay Order (For EMD)

(B) FINANCIAL BID:

Financial Bid i.e. BOQ given with tender to be uploaded after filling all relevant information like rate. The Rate should be inclusive of all charges and no other charges shall be considered. The priced BOQ should be uploaded strictly as per the format available with the tender failing which the offer is liable for rejection (renaming or changing format of BOQ sheet will not be accepted by system)

The Evaluated Cost shown in last column of BOQ sheet is the amount on which Lowest bidder will be decided subject to the bid being found technically qualified.

(C) Please read following instructions before filling & submission of BOQ sheet:

- a. Please note that e-procurement system accepts the uploaded BOQ sheet only, any modification in file format or changing name of file will results into non-acceptance of your offer by e-Procurement System.
- b. Kindly fill in the fields of the 'BOQ Sheet': Enter the complete name of the bidding firm/company in the designated field for "Bidder's Name." Provide the rate per unit and the applicable GST percentage.
- c. Please save your BOQ sheet (Financial bid) without changing name and format and upload this completed BOQ sheet in Finance Envelope (Part-II).

Eligibility Criteria for Bidders

PRE-QUALIFICATION CRITERIA – to be filled as per the statement attached.

To qualify for participation in this tender, bidders must meet the following eligibility requirements:

ELIGIBILITY CRITERIA

Sr. No.	Description	Details to be furnished by the contractor, enclosing relevant documents in the technical bid.		
1	Experience in Similar Work: The bidder must have executed similar work involving Parabolic reflector antenna erection . Relevant work orders and completion certificates must be submitted as documentary evidence. <i>Note: If similar work is not demonstrated through the submitted documents, NCR4 reserves the right to reject the bid.</i>			
1a	Specific Project Experience: The bidder must have successfully completed the erection of at least one parabolic antenna of minimum 11-meter diameter . Supporting documents (such as work orders and completion certificates) must be provided to validate this requirement.			
1b	The bidder must submit details of the Surface / reflector accuracy in previous antenna erection work. The submitted data should clearly reflect the performance outcomes of the completed project(s) .			
2	Bidder must visit the site to know exact scope of work and to see site conditions etc. and they must be fully confident of carrying out the work tendered, site conditions etc. and submit certificate of visit as per Annexure-VII with their technical bid compulsorily.			
3	Average annual turnover for the last 5 financial years should be at least Rs.45 Lakhs.- , ending, March 2026.			
4	Bid must be valid for a minimum period of 120 (One Hundred Twenty Days) from the due date for submission of bid.			
5	Bidders must have Experience of Similar works of having successfully completed at least during last as per following :			
	One similar work completed costing not less than 40 % of tender value or			
	Two similar works completed costing not less than 50 % of tender value each; Or			
	Three similar works completed costing not less than 40 % of tender value.			
	a. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of receipt of applications for tender.			
	b. Copies of work orders together with completion certificates duly signed by the competent authority to be submitted evidencing the above without fail.			
6	Bidder must submit Chartered Accountant's Certificate showing their turnover/ Net worth for the past Financial 5 years i.e. prior to 31.03.2025 i.e. for 2020-21, 2021-22, 2022-23, 2023-24 & 2024-25	Period	Turnover	Net Worth
		2020-21		
		2021-22		
		2022-23		
		2023-24		
		2024-25		
7	Latest Bank Solvency Certificate issued by a Nationalized / Scheduled Bank, should be issued on or after 31 March 2026), for a minimum amount of Rs 60 Lakhs (Rupees Sixty Lakhs Only), to be submitted **as per the prescribed format enclosed in the Annexure -XV.			
8	Successful bidder must be able to submit: - Indemnity Bond, Performance Guarantee and other documents mentioned at Annexures wherever applicable.			

NOTE : KINDLY FILL UP THE ABOVE DETAILS AND ENCLOSE ALONGWITH YOUR TECHNICAL BID – PART I, OTHERWISE YOUR BID WILL BE REJECTED.

A. Definitions:

- a) The '**Contract**' means the documents forming the tender and acceptance thereof and the formal agreement executed between the Competent authority on behalf of the Centre Director, NCRA-TIFR and the Contractor together with the documents referred to therein including these conditions, the specifications, designs, drawings and instructions issued from time to time by the Engineer-in-charge and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.
- b) The expression '**Works**' or '**Work**' shall, unless there be something either in the subject or context repugnant to such construction, be construed and taken to mean the works by or by virtue of the contract contracted to be executed whether temporary or permanent and whether original, altered, substituted or additional.
- c) The '**Site**' shall mean the land or other places on, into or through which work is to be executed under the contract or any adjacent land, path or street through which work is to be executed under the contract or any adjacent land, path or street which may be allotted or used for the purpose of carrying out the contract.
- d) The '**Contractor**' shall mean the individual, firm or company, whether incorporated or not, undertaking the works and shall include the legal personnel representative of such individual or the persons composing such firm or company or the successors of such firm or company and the permitted assignees of such individual, firm or company.
- e) The '**Engineer-in-Charge**' means the Engineer / Officer, who shall supervise and be in charge of the work on behalf of NCRA-TIFR, Pune.
- f) '**Temporary Work**' means all temporary works of every kind required in or about the execution, completion and maintenance of the works.
- g) '**Market Rate**' shall be the rate as decided by the Engineer-in-Charge on the basis of the cost of materials and labour at the site where the work is to be executed plus 15% to cover, all overheads and profits.
- h) '**NCRA-TIFR**' means National Centre for Radio Astrophysics-Tata Institute of Fundamental Research, Pune.
- i) '**Tendered value**' means the value of the entire work as stipulated in the letter of award / acceptance.
- j) '**Time Limit**: The time allowed for carrying out the work reckoned from 10th day of the date of issue of work order OR from the date of handing over the site.

B. Declaration by tenderer: The tenderers shall sign a declaration under the Official Secret Act-1923 for maintaining secrecy of the tender documents, drawings or other records connected with the work given to them. The unsuccessful tenderers shall return all the drawings given to them.

C. Filling up of rates: All rates shall be quoted on the tender form by the tenderers in figures and words. All rates shall be quoted on the prescribed tender form. The amount for each item should be worked out and requisite totals given.

- i. The rate(s) must be quoted in decimal coinage. Amounts must be quoted in full rupees by ignoring fifty paise and considering more than fifty paise as rupee one.
- ii. If a discrepancy is found, the rates which correspond with the amount worked out by the contractor shall, unless otherwise proved, be taken as correct.
- iii. If the amount of an item is not worked out by the tenderer, or it does not correspond with the rate written either in figures or in words, then the rates quoted by the tenderer in words shall be taken as correct.
- iv. Where the rate quoted by the tenderer in figures and in words tally but the amount is not worked out correctly, the rate quoted by the tenderer will, unless otherwise proved, be taken as correct and not the amount.

- D. Quoted rates to includes all taxes:** As per the directives of the Government Authorities, the tax due at the rates notified by the Government from time to time, shall be deducted from the bills payable to the Contractors, for which TDS certificate shall be issued by the Department.
- E. Action in case of un realistic rates:** In the case of any tender where unit rate of any item (s) appear unrealistic, such tender will be considered as unbalanced and in case the tenderer is unable to provide satisfactory explanation, such a tender is liable to be disqualified and rejected.
- F. Contractor to depute his representative at site:** The successful tenderer for the work should have responsible and responsive representative with adequate powers to take speedy decisions during the entire period of execution at the Work place. On acceptance of the tender, the name of the accredited representative(s) of the contractor, who would be responsible for taking instructions from the Engineer-in-Charge, shall be communicated in writing to the Engr-in-Charge.
- G. List of works in hand:** The contractor shall submit list of works which are in hand / in progress in the following form:

Name of work	Name & address of the establishment under whom the work is being executed	Value of the work	Completion time as per the contract	Position of the works in progress	Remarks
1	2	3	4	5	6

- H. 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 Bill of Quantities, at 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 maintenance of the works.
- I. Signing of Contract:** The successful tenderer / contractor, on acceptance of his tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of complete tender document including conditions, bill of quantities, drawings, if any, and acceptance thereof together with any correspondence leading thereto along with DAE Safety Code and Model Rules for the protection of health, sanitary arrangements for workers employed by DAE or its contractors, DAE Contractor's Labour Regulations, List of Acts and omissions for which fines can be imposed. No payment for the work done will be made unless contract is signed by the contractor.

1. TIME FOR COMPLETION OF WORK :**a) Phased Execution of Work:**

The entire scope of work shall be carried out in **two phases**:

- i. **Phase 1:** Dismantling and transportation of the antenna and associated components to the designated site.
- ii. **Phase 2:** Erection of the antenna at the final location with desired accuracy and alignment.

b) Coordination for Phase 2:

Phase 2 shall commence **only after the completion of civil works**, which is under the scope of NCRA. The vendor must coordinate closely with NCRA for scheduling. NCRA will formally notify the vendor once the civil work is completed and the site is ready for erection. NCRA will inform the vendor during the alignment of the rail and sole plate, which is within the scope of the civil tender. However, it shall be the responsibility of the vendor to ensure the accuracy of the alignment during the execution of the civil work. NCRA will also witness and supervise the same in coordination with both contractors. Further details are provided in the Technical Document.

c) Completion Timeline:

- i. The vendor shall complete **Phase 1** within *50 working days* from the starting date decided by the NCRA.
- ii. **Phase 2** must be completed within *100 working days* from the date of intimation by NCRA regarding readiness of the site.

- d) **Total Duration:** The total project timeline shall be monitored accordingly, with flexibility granted between Phase 1 and Phase 2 depending on site readiness (Approx. 6-8 month gap can be consider by vendor in between two phases). Delays not attributable to the vendor (e.g., pending civil works, NCRA Procurement delay) will not be counted against the vendor's performance. All working days are consider excluding the monsoon.

The period may be extended, if the reasons furnished are acceptable to the Centre.

2. Compensation for delay / Liquidated Damages :

For all delays, which do not merit any extension of time, the Contractor/ Supplier shall attract **0.5% penalty per week** or part thereof subject to a **maximum of 5% of the total contract value**. The amount liquidated damages shall be recoverable from the payment due to the Contractor/Supplier. The deduction of liquidated damages shall not, however, absolve the Contractor/Supplier of his responsibility and obligations under the contract to complete the work in its entirety and shall also be without prejudice to action by the Purchaser under clause:

'Termination of Contract by the Purchaser'. After that the same shall be completed by the Institute at the Contractors/Suppliers risk and cost.

3. **Determination of contract:** Subject to other provisions contained in this clause, the Engineer-in- Charge may, without prejudice to his any other right or remedy against the contractor in respect of any delay, inferior workmanship, any claim for damages and /or any other provisions of this contract or otherwise, and whether the date for completion has or has not elapsed, by notice in writing absolutely determine the contract in any of the following cases:

- i.If the contractor having been given by the Engineer-in-Charge 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 unworkman-like manner shall omit to comply with the requirements of such notice for a period of 7 days thereafter.

- ii.If the contractor has, without reasonable cause, suspended the progress of the work or has failed to proceed with the work with due diligence so that in the opinion of the Engineer-in-Charge (which shall be final and binding) he will be unable to secure completion of the work by the date for completion and

continue to do so after a notice in writing of 7 days from the Engineer-in-Charge.

- iii. If the contractor fails to complete the work within the stipulated date or items of 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 that behalf by the Engineer-in-Charge.
- iv. If the contractor persistently neglects to carry out his obligations under the contract and / or commits default in complying with any of the terms and conditions of the contract and does not remedy it or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf by the Engineer-in-Charge.
- v. If the contractor shall offer or give or agree to give to any person in NCRA-TIFR or to any other person on his behalf any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of this or any other contract for NCRA-TIFR.
- vi. If the contractor shall obtain a contract elsewhere as a result of wrong tendering or other non-bonafide methods of competitive tendering.
- vii. If the work is not started by the contractor within 1 / 8th of the stipulated time.
- viii. When the contractor has made himself liable for action under any of the cases aforesaid, the Engineer-in

- Charge on behalf of the Centre Director, NCRA-TIFR shall have powers:

A) To determine the contract as aforesaid (of which termination notice in writing to the contractor under the hand of the Engineer-in-Charge shall be conclusive evidence). Upon such determination, the Earnest Money Deposit, Security Deposit already recovered and Performance Guarantee under the contract, shall be liable to be forfeited, and shall be absolutely at the disposal of NCRA-TIFR.

B) After giving notice to the contractor to measure up the work of the contractor and to take such whole, or the balance or part thereof, as shall be unexecuted out of his hands and to give it to another contractor to complete the work. The contractor, whose contract is determined as above, shall not be allowed to participate in the tendering process for the balance work.

C) In the event of above courses being adopted by the Engineer-in-Charge, the contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials or entered into any engagements or made any advances on account or with a view to the execution of the work or the performance of the contract. And in case action is taken under any of the provisions aforesaid, the contractor shall not be entitled to recover or be paid any sum for any work thereof or actually performed under this contract unless and until the Engineer-in-Charge has certified in writing the performance of such work and the value payable in respect thereof and he shall only be entitled to be paid the value so certified.

4. **Contractor liable to pay compensation even if contract is not determined:** In any case in which any of the powers conferred upon the Engineer-in-Charge under the contract, shall have become exercisable and the same are not exercised, the non-exercise thereof shall not constitute a waiver of any of the conditions hereof and such powers shall notwithstanding be exercisable in the event of any future case of default by the contractor and the liability of the contractor for compensation shall remain unaffected. In the event of the Engineer-in-Charge putting in force all or any of the powers vested in him under the preceding clause he may, if he so desires after giving a notice in writing to the contractor, take possession of (or at the sole discretion of the Engineer-in-Charge which shall be final and binding on the contractor), use as on hire (the amount of the hire money being also in the final determination of the Engineer-in-Charge) all or any tools, plant, materials and stores, in or upon the works, or the site thereof, belonging to the contractor, or procured by the contractor and intended to be used for the execution of the work / or any part thereof, paying or allowing for the same in account at the contract rates, or, in the case of these not being applicable, at current market rates to be certified by the Engineer-in-Charge, whose certificate thereof shall be final and binding on the contractor, his clerk of the works, foreman or other authorised agent to remove such tools, plant, materials, or stores from the premises (within a time to be specified in such notice); in the event of the contractor failing to comply with any such requisition, the Engineer-in-Charge may remove them at the contractor's expense or sell them by auction or private sale on account of the contractor and at his risk in all respects and the certificate of the Engineer-in-Charge as to the expenses of any such removal and the amount of the proceeds and expenses of any such sale shall be final and conclusive against the contractor.

5. **Time Extension for delay:** The time allowed for execution of the works as stipulated in the contract or the extended time in accordance with these conditions shall be the essence of the Contract. The execution of the works shall commence from such time period as mentioned in contract. If the Contractor commits default in commencing the execution of the work as aforesaid, NCRA-TIFR shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the earnest money & performance guarantee absolutely.

As soon as possible after the Contract is signed, the Contractor shall submit a *Time and Progress Chart* for each mile stone and get it approved by the Department. The Chart shall be prepared in direct relation to the time stated in the Contract documents for completion of items of the works. It shall indicate the forecast of the dates of commencement and completion of various trades of sections of the work and may be amended as necessary by agreement between the Engineer-in-Charge and the Contractor within the limitations of time imposed in the Contract documents, and further to ensure good progress during the execution of the work, the contractor shall in all cases in which the time allowed for any work, exceeds one month (save for special jobs for which a separate programed has been agreed upon) to complete the work as per the mile stones given.

If the work(s) be delayed by:

- a. Force majeure, or
- b. Abnormally bad weather, or
- c. Serious loss or damage by fire, or
- d. Civil commotion, local commotion of workmen, strike or lockout, affecting any of the trades employed on the work, or
- e. Delay on the part of other contractors or tradesmen engaged by Engineer-in-Charge in executing work not forming part of the Contract, or
- f. Non-availability of stores, which are the responsibility of NCRA-TIFR to supply or
- g. Non-availability or break down of tools and plant to be supplied or supplied by NCRA-TIFR or
- h. Any other cause which, in the absolute discretion of the Engineer-in-Charge is beyond the Contractor's control,

then upon the happening of any such event causing delay, the Contractor shall immediately give notice thereof in writing to the Engineer-in-Charge but shall nevertheless use constantly his best endeavors to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the Engineer-in-Charge to proceed with the works.

Request for rescheduling of Mile stones and extension of time, to be eligible for consideration, shall be made by the Contractor in writing within 14 days of the happening of the event causing delay on the prescribed form. The Contractor may also, if practicable, indicate in such a request the period for which extension is desired. In any such case the **Engineer-in-Charge** may give a fair and reasonable extension of time and reschedule the mile stones for completion of work. Such extension shall be communicated to the Contractor by the Engineer-in-Charge in writing, within 20 days of the date of receipt of such request. Non-application by the contractor for extension of time shall not be a bar for giving a fair and reasonable extension by the Engineer-in-Charge and this shall be binding on the contractor.

6. Measurements and Payments of work done:

The Engineering Department measures accuracy of alignment and schedule compliance based on the technical documents submitted by the awarded vendor, as well as the completion schedule bar chart submitted by the vendor and approved by NCRA.

- i) Performance Bank Guarantee (PBG)
 - a. The successful bidder shall submit a Performance Bank Guarantee (PBG) equivalent to 5% of the total contract value including taxes within 21 days from the date of issue of order.
 - b. The PBG shall remain valid for the entire completion period of the contract including any extensions, plus an additional 2 months as a claim period.

- ii) **Milestone-Based Payment Schedule**
Payments shall be released as per the following milestones:
 - a. **On Completion of Dismantling**
 - i. 30% of the contract value upon successful completion and certification of dismantling work by the Engineer-in-Charge (EIC).
 - b. **On Completion of Transportation and Material Delivery**
 - i. 10% of the contract value upon safe transportation and delivery of materials to the designated site, duly certified by the Engineer-In-Charge.
 - c. **On Completion of Erection and Installation**
 - i. 50% of the contract value upon successful erection, alignment, and installation, duly certified by the Engineer-In-Charge.
 - d. **Final Payment & Retention**
 - i. Balance 10% shall be released upon successful completion of all works, final inspection, and acceptance by Engineer-In-Charge.
 - ii. No escalation and advance payment will be made till the completion of the project.
- iii) **Taxes & Deductions**
 - a. All payments shall be subject to applicable statutory deductions, such as TDS, GST, and other levies as per government regulations.
 - b. In case of any damages occurred during work costing can be done by appropriate committee formed by Center director and amount will be deducted from the contractor's bill.
- iv) **Maximum 5 numbers of RA Bill and final will be cleared which include above.**
- v) *Contractor shall submit all the bills to Shri.Manish Patil. /A.K.Nandi Giant Metrewave Radio Telescope (GMRT)*

7. **Indemnity Bond**

In case of order, you should also indemnify us on a non-judicial Stamp Paper of **Rs. 500/-** that in the event of happenings of anything of such nature, it would neither affect the work nor us in any way in respect of all Actions, Acts, Suits, Claims and Demands brought or made against NCRA-TIFR by your workmen or any other person or persons whomsoever in connection with the works or in respect of any matter or thing done or committed to be done by you in the execution of or in connection with the works notwithstanding that all reasonable and proper precautions may have been taken by you against any loss or damage to the Owner in consequence of any action or suit being brought against NCRA-TIFR for anything done or committed to be done in connection with the execution of the work. The indemnity given by you as aforesaid shall extend to making good all claims and demands arising out of losses/damages to property of every description and kind, the infringement of any legal right as well as injury or accident to any person resulting in death or otherwise. Original Bond to be submitted directly to our Accounts section with copy of the same to be given to Engineer

8. **Completion Certificate:**

Within ten (10) days of the completion of the antenna dismantling, transportation, and erection work, the Contractor shall provide a formal Notice of Completion to the Engineer-in-Charge. Upon receipt of this notice, the Engineer-in-Charge shall, within fifteen (15) days, inspect the work.

If the work is found to be satisfactory and free from defects, a Certificate of Completion shall be issued to the Contractor. However, if any defects or deficiencies are observed, the Engineer-in-Charge may issue a Provisional Certificate of Physical Completion, detailing:

- (a) Defects to be rectified by the Contractor, and/or
- (b) Elements for which payment shall be made at reduced rates due to non-conformity.

No Final Certificate of Completion shall be issued, nor shall the work be deemed fully complete until the Contractor has:

- Removed all dismantled components, temporary scaffolding, packaging materials, debris, surplus tools and equipment from both the dismantling and erection sites.
- Cleared and cleaned all associated working areas, including but not limited to platforms, antenna structures, mounting areas, access paths, and any temporary support systems installed during the execution of work.
- Ensured the site is returned to its original or specified condition as per contract requirements, free from any construction-related residues.
- Completed all documentation, handover formalities, and final measurements as verified and certified by the Engineer-in-Charge.

Should the Contractor fail to comply with these post-completion clean-up and clearance obligations by the scheduled completion date, the Engineer-in-Charge reserves the right to arrange the removal of such scaffolding, surplus materials, and debris, and to restore cleanliness at the Contractor's **risk and cost**. Any proceeds from the disposal of materials shall not be claimable by the Contractor, except for sums actually realized and credited by the Engineer-in-Charge from the sale thereof.

9. **Contractor to keep site clean:** The contractor has to keep the site / work place clean as and when the work is in progress and work is completed. In case the contractor fails to comply with the requirements of this clause, the Engineer-in-Charge shall have the right to get this work done at the cost of the contractor either departmentally or through any other agency. Before taking such action, the Engineer-in-Charge shall give **10** days notice in writing to the contractor.

10. **Completion plans and HIRA document:** Before commencing the antenna dismantling, transportation, and erection activities, the contractor shall submit detailed completion plans and a finalized HIRA (Hazard Identification and Risk Assessment) document to the Engineer-in-Charge within fifteen (10) days. The completion plans shall include as-built drawings, match marking drawings, proposed site scheme for execution, antenna alignment records, cable routing details, and photographic documentation of key stages of the work. These plans must reflect any anticipated changes and shall be submitted in both hard and soft copies. The HIRA document shall identify potential hazards associated with each phase of the work, provide corresponding risk assessments, and outline the control measures to be implemented. It shall also include records of safety compliance, usage of personal protective equipment (PPE), and documentation of any incidents or near-misses along with the corrective actions taken. Submission and approval of these documents are mandatory prerequisites for the commencement of work, as well as for the issuance of the final completion certificate and release of final payment.

11. **Work to be executed in accordance with specifications, drawings, orders, etc. :** The contractor shall execute the whole and every part of the work in the most substantial and workman like manner both as regards materials and otherwise in every respect in strict accordance with the specifications. The contractor shall also conform exactly, fully and faithfully to the designs, drawings and instructions in writing in respect of the work signed by the Engineer-in-Charge. The several documents forming the Contract are to be taken as mutually explanatory of one another, detailed drawings being followed in preference to small scale drawing and figured dimensions in preference to scale.

The Contractor shall prepare and submit **as-built drawings** whenever required during the execution of the work. These drawings shall accurately reflect the completed work, incorporating all modifications and deviations carried out at site. The as-built drawings will serve as an essential reference during the erection and installation of the antenna system, ensuring proper alignment, fitment, and coordination of all components. Contractor need to submit and take approval of the drawing from NCRA representative.

The following order of preference shall be observed :

- a) Dismantling procedure Document
- b) Erection procedure document

- c) Procedure for erection of antenna.
- d) Particular Specifications and Special Clauses, if any.
- e) Drawings.
- f) Documents specifications made by NCRA
- g) 3D Model for reference.
- h) Indian Standard Specifications of B.I.S.
- i) Manufacturer's specifications

The contractor shall comply with the provisions of the contract and with the care and diligence execute and maintain the works and provide all labour and materials, tools and plants including for measurements and supervision of all works, structural plans and other things of temporary or permanent nature required for such execution and maintenance in so far as the necessity for providing these, is specified or is reasonably inferred from the contract. The Contractor shall take full responsibility for adequacy, suitability and safety of all the works and methods of executions.

- 12. Deviations / Variations : Extent And Pricing:** The Engineer-in-Charge shall have power (i) to make alteration in, omissions from, additions to, or substitutions for the original specifications, drawings, designs and instructions that may appear to him to be necessary or advisable during the progress of the work, and (ii) to omit a part of the works in case of non-availability of a portion of the site or for any other reasons and the contractor shall be bound to carry out the works in accordance with any instructions given to him in writing signed by the Engineer-in-Charge and such alterations, omissions, additions or substitutions shall form part of the contract as if originally provided therein and any altered, additional or substituted work which the contractor may be directed to do in the manner specified above as part of the works, shall be carried out by the contractor on the same conditions in all respects including price on which he agreed to do the main work except as hereafter provided.

A. Deviation and Time Extension: The time for completion of the works shall, in the event of any deviations resulting in additional cost over the tendered value sum being ordered, will be extended, if requested by the contractor, as follows:

- i. In the proportion which the additional cost of the altered, additional or substituted work, bears to the original tendered value, plus
- ii. 10% of the time calculated in (i) above or such further additional time as may be considered reasonable by the Engineer-in-Charge.

13. Suspension of work :

- a. The contractor shall, on receipt of the order in writing of the Engineer-in-Charge, (whose decision shall be final and binding on the contractor) suspend the progress of the works or any part thereof for such time and in such manner as the Engineer-in-Charge may consider necessary so as not to cause any damage or injury to the work already done or endanger the safety thereof for any of the following reasons:

- i. on account of any default on the part of the contractor or;
- ii. for proper execution of the works or part thereof for reasons other than the default of the contractor; or
- iii. for safety of the works or part thereof.

The contractor shall, during such suspension, properly protect and secure the works to the extent necessary and carry out the instructions given in that behalf by the Engineer-in-Charge.

14. Action in case of work not done as per specifications:

All work related to antenna dismantling, transportation, and erection, whether under execution or completed in accordance with the contract, shall at all times remain open to inspection and supervision by the Engineer-in-Charge, his authorized representatives, and

any officers or quality assurance personnel appointed by the Department or its designated agencies. The contractor shall ensure that either he or a duly authorized and accredited representative is present during all working hours and at other times when prior reasonable notice has been given for such inspections. Instructions issued to the contractor's authorized representative shall be deemed to have the same authority as if given directly to the contractor. If, at any stage, it is found that the work has been executed using substandard materials, with unskilled workmanship, or in a manner not conforming to the approved specifications, drawings, or terms of the contract, the contractor shall, upon written notice from the Engineer-in-Charge be required to rectify, remove, and/or reconstruct the defective work or replace the inferior materials at his own cost. This requirement applies even if the work in question has previously been inspected, passed, and paid for.

Should the contractor fail to comply with the Engineer-in-Charge's instructions within the specified period, he shall be liable to pay compensation as per the relevant clause of the contract governing delay or default. Additionally, the Engineer-in-Charge reserves the right to accept such defective work at reduced rates, and his decision in this regard, communicated in writing, shall be final and binding on the contractor.

- 15. Contractor's Liability for Damages and Defects During Execution (Defect Liability Period):** The contractor shall be fully responsible for any damage caused by him, his workers, or agents during the execution of antenna dismantling, transportation, and erection activities. If, in the course of such work, any part of the premises—including buildings, fences, roads, road kerbs, enclosures, footpaths, underground utilities such as water pipes, cables, drains, or overhead installations such as electric or telephone poles or wires—or any trees, cultivated land, or grassed areas adjacent to the work site are broken, defaced, injured, or otherwise damaged, the contractor shall make good such damage at his own cost, to the satisfaction of the Engineer-in-Charge.

Additionally, if any damage or defect appears in the executed work within a period of **12 months** from the date of issue of the completion certificate—whether final or provisional—due to poor workmanship, use of substandard materials, or any other reason attributable to the contractor, he shall, upon receiving written notice from the Engineer-in-Charge, promptly rectify such defects at his own cost. In case of default, the Engineer-in-Charge shall be at liberty to have the defects rectified by alternative means and recover the cost from any amount due to the contractor or from his security deposit.

The security deposit shall not be refunded prior to the expiry of the Defect Liability Period as stated above, or until the final bill has been prepared and passed—**whichever is later**.

- 16. Contractor to supply tools & plants etc.:**

The contractor shall, at his own cost, provide all materials (excluding any special materials that may be supplied by the Engineer-in-Charge as specified in the contract), machinery, tools and plants required for the execution of antenna dismantling, transportation, and erection activities. This includes, but is not limited to, appliances, implements, lifting equipment, ladders, cordage, tackles, scaffolding, and any temporary works necessary for the proper and safe execution of the work—whether such items are specifically mentioned in the contract documents or not. All such tools, equipment, and materials must be in good working condition and suitable for the intended purpose and site conditions.

The contractor shall also provide, without any additional charge, all required personnel, materials, and assistance necessary for setting out the works and for facilitating the Engineer-in-Charge or his representatives in inspecting, measuring, counting, or verifying the materials and workmanship at any stage of the project.

Failure to provide such equipment, personnel, or support when required shall entitle the Engineer-in-Charge to arrange the same at the risk and cost of the contractor. The expenses incurred in doing so shall be recovered from any dues payable to the contractor, or from his security deposit, or through the sale of contractor's materials, equipment, or any portion thereof, as deemed necessary by the Engineer-in-Charge.

17. Additional Scope and Responsibilities:

i. **Vegetation Clearance and approach road:**

Prior to the commencement of dismantling, transportation, and erection activities, the contractor shall carry out vegetation clearance around the antenna site and along the approach road. This activity must be undertaken in consultation with Tata Communications Limited (TCL) and NCRA-GMRT to ensure proper access and safety during equipment movement and operations.

ii. **Supply and Replacement of all Nuts and Bolts:**

The contractor shall be responsible for assessing and supplying and installation of all the appropriate quantity and specifications of nuts and bolts required for the project (Standard of nut bolts as approved by NCRA). This shall be done in consultation with NCRA-GMRT, ensuring compatibility with the antenna structure and compliance with engineering standards which is equivalent to existing system.

iii. **Supply and Replacement of Shims for Alignment (Whenever Required):**

For precise alignment during erection, shims shall be required. The contractor shall either procure or manufacture these shims as per project requirements, strictly in consultation with NCRA-GMRT to meet the specified tolerances and design considerations.

iv. **Any other item not possible to remove due to embedded in civil structure & found to be non-usable to be replaced. Supply of such item to be in the scope of NCRA however Erection is in the scope of Bidder**

v. **During dismantling and erection of the antenna, if honey bees are encountered at site, the safe removal of the honey bee hive and necessary preventive measures shall be within the scope of the Vendor. The Vendor shall ensure that the removal activity is carried out through authorized and safe methods without causing damage to the structure or risk to personnel.**

18. Recovery of compensation paid to workmen : In every case in which by virtue of the provisions of section 12 sub-section (1) of the Workmen's Compensation Act. 1923, NCRA-TIFR is obliged to pay compensation to a workman employed by the contractor, in execution of the works, TIFR will recover from the contractor the amount of the compensation so paid; and, without prejudice to the rights of NCRA-TIFR under Section 12, sub-section (2) of the said Act, NCRA-TIFR shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by NCRA-TIFR to the contractor whether under this contract or otherwise. NCRA-TIFR shall not be bound to contest any claim made against it under section 12, sub-section (1) of the said Act, except on the written request of the contractor and upon his giving to NCRA-TIFR full security for all costs for which NCRA-TIFR might become liable in consequence of contesting such claim.

19. Ensuring payment and amenities to workers if contractor fails: In every case in which by virtue of the provisions of the Contract Labour (Regulation and Abolition) Act, 1970 and of the contract labour (Regulation and Abolition) Central Rules, 1971, NCRA-TIFR is obliged to pay any amounts of wages to a workman employed by the contractor in execution of the works, or to incur any expenditure in providing welfare and health amenities required to be provided under the above said Act and the Rules, under Clause

19 H or under the DAE Contractor's Labour Regulations, or under the rules framed by Government from time to time for the protection of health and sanitary arrangements for workers employed by Department of Atomic Energy contractors, NCRA-TIFR will recover from the contractor the amount of wages so paid or the amount of expenditure so incurred; and without prejudice to the rights of NCRA-TIFR under Section 20, sub-section (2) and Section 21, sub-section (4) of the contract labour (Regulation and Abolition) Act, 1970, NCRA-TIFR shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by NCRA-TIFR to the contractor whether under this agreement or otherwise. NCRA-TIFR shall not be bound to contest any claim made against it under Section 20, subsection (1) and section 21, sub-section (4) of the said Act, except on the written request of the contractor and upon his giving to NCRA-TIFR full security for all costs for which NCRA-TIFR might become liable in contesting such claim.

20. **Labour laws to be complied by the contractor :** The contractor shall obtain a valid license under the Contract Labour (R & A) Act, 1970 and the Contract Labour (Regulation and Abolition) Central Rules, 1971, before the commencement of the work, and continue to have a valid license until the completion of the work. The contractor shall also abide by the provision of the Child Labour Prohibition & Regulation) Act-1998. The contractor shall also comply with the provisions of the building and other Construction Workers (Regulation of Employment & Conditions of Service) Act, 1996 and the building and other Construction Workers Welfare Cess Act, 1996. Any failure to fulfill these requirements shall attract the penal provisions of this contract arising out of the resultant non execution of the work.

21. **Minimum wages act to be complied with :** The contractor shall comply with all the provisions of the Minimum Wages Act, 1948, Contract Labour (Regulation and Abolition) Act, 1970 and rules framed thereunder and other labour laws affecting contract labour that may be brought into force from time to time.

22. Settlement of Disputes & Arbitration:

- i. Centre and the contractor shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- ii. If, after twenty-one (21) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either Centre or the contractor may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion Contract.
- iii. The dispute settlement mechanism/arbitration proceedings shall be concluded as under:
(a) In case of Dispute or difference arising between Centre and contractor relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996 as amended till date and the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to a sole arbitrator mutually acceptable to contractor and Centre. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order. Charges of the arbitrator will have to be shared equally by the Contractor and the Centre.
- iv. The venue of the arbitration shall be the place at Pune.

23. **Confidential Information:** The drawings, specifications, proto-type, samples and such

other information furnished to the contractor relating to the supply / work, sub-systems / equipment etc. are to be treated as confidential which shall be held by the contractor in confidence and shall not be divulged to any third party without the prior written consent of the Department. The contractor, therefore, binds himself, his successors, heirs, executors, administrators, employees and the permitted assignees or such other persons or agents directly or indirectly concerned with the work / supply to the confidential nature of the drawings, specifications, proto-type samples etc. It is a further condition of the contract that the contractor shall not, without prior written permission from the Department, transmit, transfer, exchange, gift or communicate any such confidential information, and also the component, sub assembly, products, by-products etc. pursuant to the fabrication under taken by the contractor, to any third party.

24. **Safety with Scaffolding and Mobile Elevated Platform:** Every scaffold or mobile elevated platform and its supporting members, railings, Tee-boards, ropes should be designed to support given load, with a safety factor of at least four. No alterations should be made that might impair the strength of such structures, no improvised, make-shift or substandard scaffold should be permitted even for the most temporary use. All work in connection with such structures, including construction, operation, maintenance, alteration and removal should be carefully done under the direction and supervision of persons with specialized experience in such works. A safe and convenient means of access should be provided to the platform or scaffold. Means of access may be a portable ladder, fixed ladder, ramp or it may be a stairway. The use of cross braces or frame work as means of access to the working surface should not be permitted. Time to time certificate need to submit by the contractor if and when asked by Engineering in charge

25. **SAFETY & SECURITY:**

The Contractor will be responsible for the safety and security of all their workmen and staff and will ensure to maintain necessary records for payment and other details as per the prevailing Procedures and Acts. Contractor will be fully responsible for any personal injury, accident, death of your personnel and shall take proper precautions against any such loss or damages by taking **WORKMEN COMPENSATION INSURANCE POLICY (WCI Policy)**, valid till completion of the work for all the persons you deploy for this work. **Charges towards the same will have to be borne by the contractor.** However, it may please be noted that, you will be solely responsible for Safety and Security of your personnel at site deployed by you for this work. The contractor must strictly adhere to all safety rules and guidelines as instructed by **Tata Communications Limited** and **NCRA**. Prior to the execution of the work, all personnel involved must be trained and certified in **“Work at Height and Fall Protection Systems”** by **KARAM Industries**. No staff shall be permitted to undertake any height-related tasks without valid certification and use of approved safety gear in compliance with the prescribed safety standards.

Contractor need to submit HIRA document before starting of work

Workmen Compensation policy must be taken keeping in consideration following:

i. Laboure’s and Supervisor deployed for the work.

ii. Place of Work:

Dismantling: At Tata communication limited(TCL), Arvi, Junnar, Pune, Maharashtra

Transportation: From TCL to GMRT (Appx. 20 Km)

Erection: At Giant meter wave radio telescope, National Centre for Radio Astrophysics, Khodad , Pune, Maharashtra.

If any work to be executed under defect liability period, you shall obtain workmen insurance policy for all the persons you deploy at our site before starting such work at your own cost.

Copies of Insurance Policy be submitted directly to our Administrative Officer, NCRA, our Engineer and Purchase Section, NCRA. You should also promptly report in writing to us

all cases of accidents and damages. However, irrespective of the cause and place of occurring, during the execution of the work, you should make adequate arrangements to render all possible aid to the victims of such accidents and damages during the execution of the work.

26. **DEPLOYMENT OF LABOUR & MACHINERY :** You shall not employ any person who has not attained the age of 18 years. You shall deploy sufficient equipment's and labour as may be necessary to maintain the progress of schedule. Night work which requires supervision shall not be permitted except when specially allowed by Engineer each time. On your request, you will be provided necessary lighting arrangements etc. for night work as directed by Engineer.
27. **ASSIGNING & SUBLETTING:** The contractor shall not assign, transfer, or sublet any part or whole of the antenna dismantling, transportation, and erection work to any third party without the prior written permission of the Engineer-in-Charge. Any such unauthorized assignment or subletting shall be treated as a breach of contract, and may lead to termination of the contract and forfeiture of security deposit. The contractor shall remain solely responsible for the execution and quality of the entire scope of work as per the contract terms.
28. **RIGHT TO ASSURANCES & REPUDIATION:** Whenever we in good faith have reason to question your intent to perform, we may demand in writing that you should give a written assurance of your intent to perform. In the event that the demand is made and no assurance is given within a reasonable period of time, say not exceeding four weeks, we may treat failure as an anticipatory repudiation of the order.
29. **WORK AT NIGHT OR ON HOLIDAYS:** No work at night or on legal holidays will be carried without the written consent of the Engineer and if permitted such work to be done in the presence of the Engineer or his representative.
30. **PROTECTION OF PROPERTY:** You shall be responsible for making good to the damages to the existing property during actual work by your men. During the execution of work, it is likely that you may come across telephone cables, electrical cables, water supply lines, electrical items, sanitary fittings, etc. It will, therefore, be your responsibility to protect them carefully. All such cases should be brought to the notice of the Engineer by you and also to the concerned department. Any damage what-so-ever done to these cables / other valuables be made good by you at your own cost. The contractor must ensure that all materials are properly secured, packed, and protected during dismantling, throughout transportation, and after unloading at the destination site. Adequate care shall be taken to prevent any damage, loss, or deterioration of materials at all stages of handling and movement.
31. **INSPECTION:** Inspection of the antenna dismantling, transportation, and erection work shall be carried out by the representatives of the client and/or authorized personnel during various stages of execution as well as after the completion of the job, including at the contractor's works or premises, if applicable. However, such inspections by the client shall in no way absolve the contractor of his responsibility to carry out thorough internal supervision and quality control during all phases of the work. It shall be the contractor's duty to ensure that all activities are executed in strict compliance with the specifications, standards, and safety requirements laid out in the contract, regardless of whether the client's representatives are present at all times.
32. **PROVISION FOR CANCELLATION :** At any time after the acceptance of the order, we shall have the absolute right to cancel the entire order upon payment to you for all disbursements or expenses which you have incurred or become liable for, prior to the date of notice of cancellation, less the reasonable resale value of material and equipment which shall have been obtained or ordered to become an integral part of the work, plus a sum as profit, bearing the same ratio to the profit that you would have received upon completing the work as the work done bears to the entire amount of work to be done by you under this order, provided that the total payment so made shall not exceed the contract price.
33. **FORCE MAJEURE :** Neither party shall be held responsible for any losses, if the fulfillment of any terms

or provisions of the order, are delayed or prevented by Acts of lawful Government revolutions or other disorders, wars, acts of enemies, strikes, fires, floods, acts of God or acts of states without limiting the foregoing. Any other cause not within the control of the party whose performance is interrelated with, and which by the exercise of reasonable delinquance is unable to prevent, whether of the class of causes hereinbefore enumerated or not.

34. **TERMINATION OF THE CONTRACT** : If you have become bankrupt or have abandoned the work without any serious reason or deliberately delayed the work or is not carrying out the works under the terms and conditions of this contract, the Engineer. Reserves the right to terminate the contract at any time by giving written notice to you and you shall not be eligible for any compensation for the same.

In this case, the department shall take over the charge of the work and other materials lying on the site of works. The work shall carry out by employing other persons. All such work shall be carried out at your own risk and cost. Any difference in the cost due to all such matters shall be deducted by the Institute from the security deposit or your payment against this or any other works.

35. **Water, Accommodation, transportation and Electricity:** Water, transportation and accommodation of labor will be in the scope of vendor. NCRA will provide required electricity for execution of work.

NOTE: In case NCRA is not able to provide electricity, **the contractor shall make his own arrangement of getting the power supply from MSEDCL at his own cost.** Necessary documents like NOC's and other related documents shall be provided by Centre.

36. **GENERAL CONDITIONS TO CONTRACT**

- **Access to Site:** The contractor shall be responsible for ensuring safe and unobstructed access to the antenna site. This includes clearing all vegetation, debris, or any other obstructions necessary for the safe execution of dismantling activities. The contractor must also create and maintain a clear, stable, and safe approach path to the antenna location for the movement of personnel, tools, equipment, and transport vehicles. All such preparatory work shall be carried out at the contractor's own cost and in compliance with applicable safety and environmental regulations.
- Contractor must strictly follow all applicable safety measures and guidelines at all stages of work. Details will be inform time to time as well as mentioned in the point number 25.
- Contractor shall inform the Engineering In-Charge / Project Engineer of day-to-day activities.
- All tools and tackles which required for dismantling, transportation and erection of antenna are in the scope of vendor.
- Anything not specifically mentioned but required for completion of the work is in the scope of bidder
- Contractor must submit an activity chart / project plan **prior to commencement** of work.
- Contractor must submit engineering calculations **wherever and whenever required** by the Engineering In-Charge.

Scope of Work :

Dismantling , transportation and Erection of of 18-meter Dish Antenna from M/s. Tata Communication Ltd. Arvi. Tal Junner Dist. Pune. To GMRT Khodad. Tal. Junner Dist Pune. involving Safe Dismantling Procedure, Transportation Procedure. Erection Procedure

PART -F (I)

Dismantling Procedure -18m Wheel and track, Arvi antenna

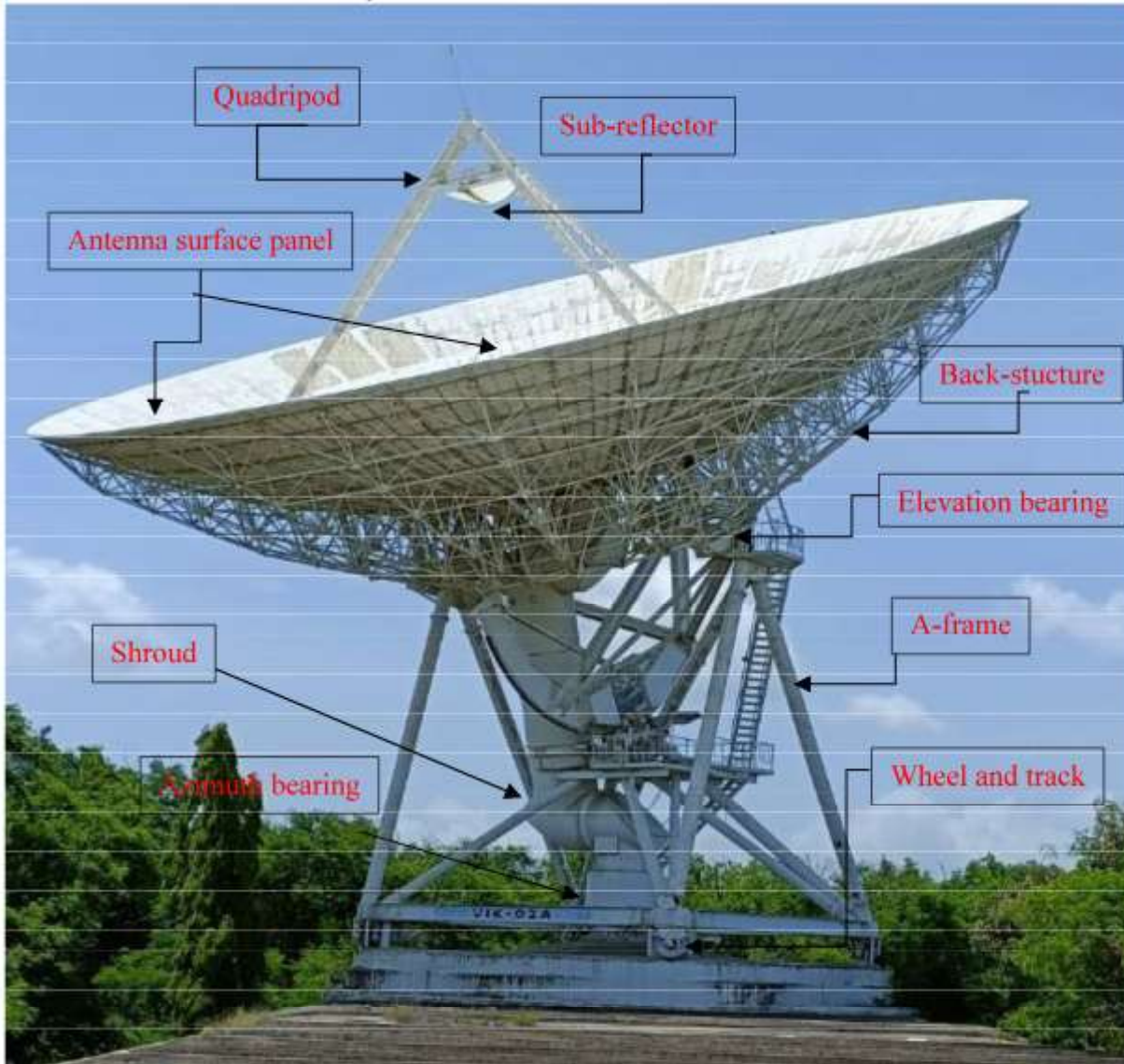
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2. Nomenclature of systems	29
3. Pre requisite –	29-30
4. Schematic drawing of 18 mtr antenna	31
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1. Basic Details of antenna

A wheel and track type of antenna is required to shift at GMRT location for astronomical observations. The antenna is having 18 mtr. in diameter of Cassegrain type antenna and 96 Ton in weight .It consist of Back structure, A frame like structure, Surface panels, Sub reflector, Quadripod structure, AZ and Elevation bearing. Total quantity of antenna dismantle is one. Total working height of the antenna is apprx.25 mtr from ground. Currently this antenna is at Tata communication limited, Arvi location. Vendor need to Dismantle ,transport all items above civil structure to GMRT site which is approx. 22 km from the TCL..

2. Nomenclature of systems



(Currently 18 mtr is not having Shroud)

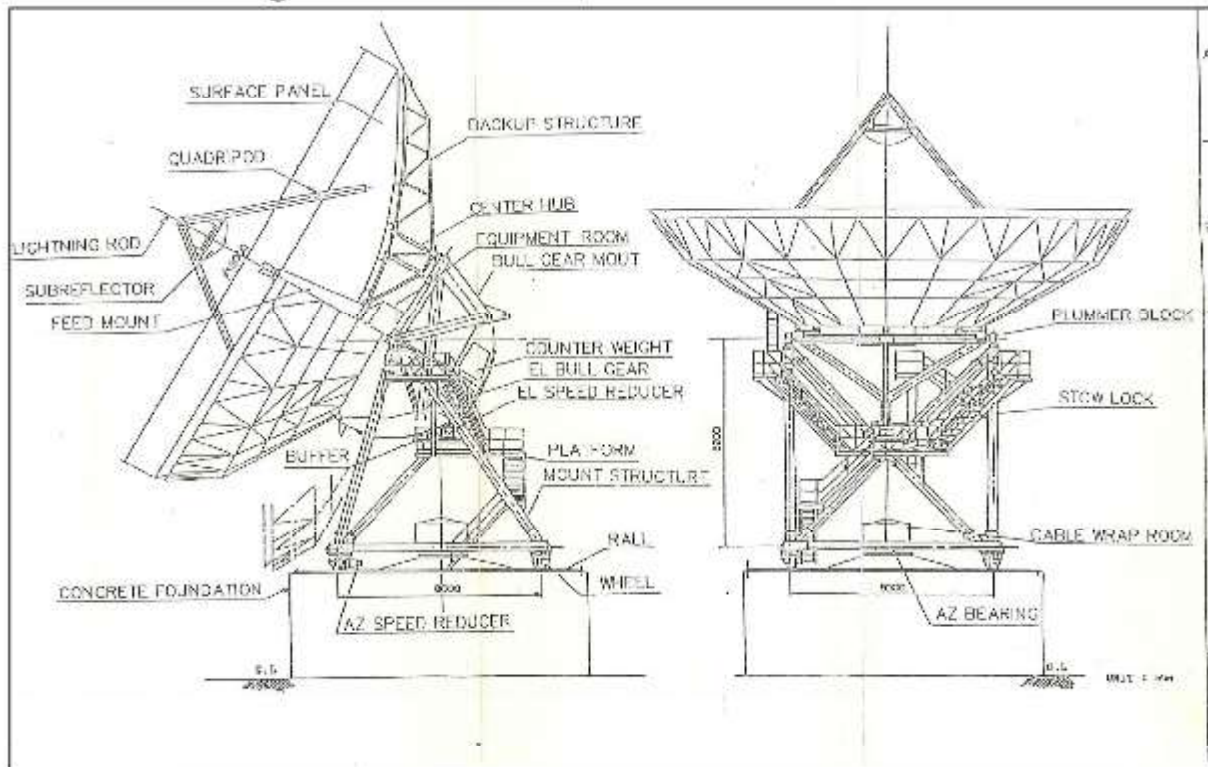
3. Pre requisite – (In Vendors Scope)

1. ~50 ton Cranes – two numbers but vendor can decide after visiting to the site.
2. 15 ton Crane/Hydra – two numbers
3. Man lift – one number Capacity ~250KG @ 25/30 mtr, vendor can decide
4. Tools and tackles to remove the bolts
5. Gas Cutter in case of any requirement
6. Laser Distance meter – 2nos
7. Measuring tape 50mtr- 5nos
8. Material Rust lick etc which is not mentioned in the above list
9. Any other material required for the dismantling

Weight Table for Selection of crane

18 Mtr Antenna Weight Details		<u>79.6</u>
Sr no	Details	Weight (Tons)
A	Main Frame	41.9
1	Surface panel	2.9
2	SuBreflector support	0.8
3	Sub ref & Adjusting Mechanism	0.2
4	Panel Support	0.6
5	Back up structure	6.2
6	Centre Hub	5.5
7	EL Bull gear Mount	12.4
8	Counter weight	11.6
9	EL Bull gear	0.5
10	High Strength bolt	0.9
11	Zinc Of Hot Dipping	0.3
B	Pedestal	33.9
1	Plummer Block	0.3
2	Mount Structure	26.1
3	AZ Bearing	0.3
4	Platform & Stairway	2.3
5	Front Wheel and AZ Speed reducer (2nos)	2.1
6	Rear Wheel (2 nos)	1
7	EL Speed Reducer (2 nos)	1
8	EL Stow Lock Device	0.3
9	High Strength Bolts	0.5
C	Track	3.8
1	Az Bearing base, anchor bolts , horn and horn support	1
2	Rail , sole plate & Anchor Bolts	2.8

4. Schematic drawing of 18 mtr antenna



Arvi 18mtr antenna Schematic diagram.

5. Procedure-

1. NCRA will carry out the surface reading measurement before vendor start dismantling of antenna.
2. Match marking and numbering of each part and preparing the schematic drawing for same.
3. Dismantling must be done with current Elevation position, TCL will not allowed to rotate antenna.
4. Checking the rail level – With use of theodolite check the level of rail.
5. Checking of wheel Camber angle and checking of toeing error –
Checking of camber angle to be done as per procedure mentioned in the procedure for antenna erection book. NCRA will provide the details before inspection.
6. Removal of Reflector panels –All surface panels to be removed sequentially safely and kept in the good quality wooden boxes. Precautions can be taken are to preserve these items to avoid damage/dent etc. All match marking to be done before dismantling. Drawing to be prepared as per match marking.



7. Lock the Bull gear structure before the mesh panel opening



8. Removal of back structure – Match marking of structure to be done. 2 D sketch drawing can be made for future reference. Back structure can be dismantled so that one can easily shift the material to GMRT.



9. Removal of Quadripod with sub reflector -
Remove Quadripod structure with sub reflector safely as an integral set ,after QPD taken on the ground remove sub reflector and keep it safely (on Rubber tyre) to avoid the damage. If there is any dowel pins vendors has to take care during removal of Quadripod.



10. Removal of Horn feed

Remove the Horn feed safely and keep it on ground.

11. Removal of remaining back structure- Procedure is same as mentioned above.

12. Removal of HUB structure: Match mark the Hub structure. Remove the Hub structure in two/four parts.



13. Removal Counter weight: - Counter weight to be removed Remove the counter weight from the bull gear assembly one by one. Location of the counterweight need to be marked.



14. Removal of Front end System



15. Removal of EL Shaft , EL bearing, Bull gear in one piece and Plummer blocks -
Remove the EL plumber block, EL bearing etc. Remove the Platform etc which are near to EL bearing. Before dismantling of EL bearing remove the Encoder housing and handover to NCRA. Remove EL bull gear safely.



16. Removal of Platform

17. Removal of A-frame (Mount structure)



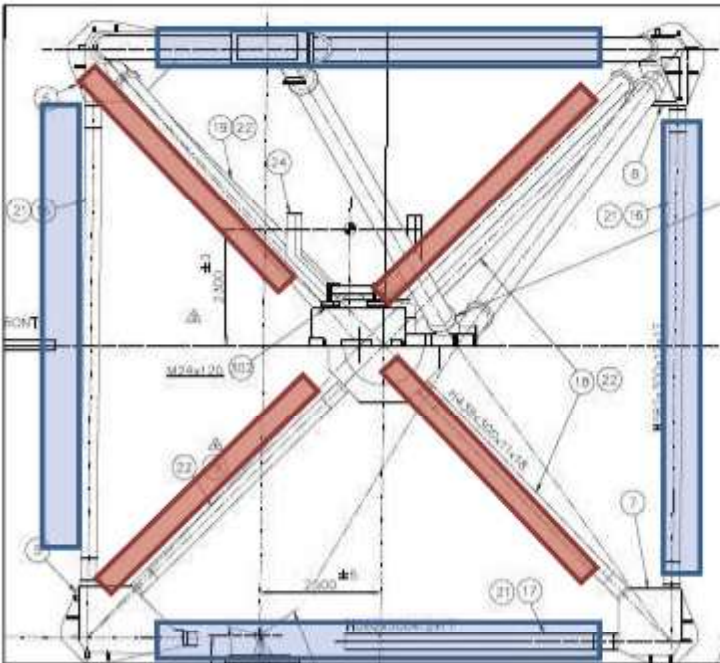
18. Removal of remaining platform, Staircase, Remove the EL gear box (2 nos), EL stow lock assembly etc.



19. Removal of Mount structure (inner One) :



20. Removal of Mount structure - 4 nos (marked in Blue color)



21. Removal of AZ wheels and AZ gear box (2 nos)



22. Removal of Cable wrap cover (room)



23. Removal of I beam Connected to AZ bearing and AZ wheel (Shown in Red block in above picture)

24. Removal of AZ bearing: Remove the AZ bearing properly and keep it in wooden Box for transportation.



25. Checking of AZ bearing level by theodolite

After removing the AZ bearing check level of bearing rest area by using theodolite, to get the idea of level maintained during the installation.

26. Removal of Rail , sole plates :

Make the Rail level measurement by using theodolite, then remove the rails and sole plate, side support plate and keep record of rail with match mark

27. Removal of Cable wrap , structures in the shield room etc

28. Removal and Tagging of Electrical Components: The vendor shall safely remove all limit switches, cables, and connectors associated with the antenna system. All cables must be properly tagged and labelled to preserve identification for reinstallation. A General Arrangement (GA) drawing indicating the cable locations and identification markers must be prepared and submitted. Care must be taken to avoid any damage to the components during removal, handling, and storage.

29. Safe Removal of Front-End Electronic Components: All front-end electronic parts of the antenna, including sensitive RF and control modules, must be carefully dismantled and safely removed by the vendor. These components are to be packed appropriately to prevent damage during transportation and storage. The removal must be conducted under the supervision or guidance of NCRA-GMRT representatives to ensure proper handling.

6. Additional notes:

- Vendor must Make match mark before dismantling of components.
- Vendor must take precautions during the removal of bolts , threads must be protected
- All structural items to be numbers and drawings to be made.
- All reflector panels to be numbered and drawing to be prepared.
- Critical dimension to be taken before dismantling.
- Reflector panels and sub reflector is high accuracy items, these should be properly packed in wooden box before Transportation and kept in safe place.
- All items to be handle properly to avoid any damage. Any damage should be noted and these should be repaired and or replaced by vendor without any additional cost.
- All safety PPE are in the scope of vendor. Person who are working at height must have “Telecom-work height and fall protection system” Certification by KARAM
- Vendor must submit HIRA document, before start of work. NCRA will approach TCL for approval, if any changes/ improvement required vendor must agree with TCL.
- All clearance required for dismantling will be given by NCRA.
- All Clearance required for safety and other related aspects clearance will be given by TCL (Contact must be done Through NCRA)
- All Tools and tackle are certified from well reputed company and in vendor’s scope, Vendor must submit these document before execution work.
- Form 10 and 11 must be submit for crane and man lift.
- Working on holiday must be approved form NCRA Engineer.
- Any kind of welding activity needs pre approval from NCRA as it creates Radio frequency interference at GMRT.
- Wherever there are dowels, vendor has to take care about during removal of parts.

PART -F (II)

TRANSPORTATION OF ALL PARTS TO GMRT.

Sr. No	Item Description
1	<p>Scope of Work</p> <p>The contractor shall be responsible for the safe Transportation of the antenna parts as per the following scope:</p> <ol style="list-style-type: none"> 1. Safe Transportation of antenna parts as per the attached list with proper packing. 2. Arranging Proper Vehicles weight-wise and volume-wise for transportation. 3. Loading of Goods/Parts of the Antenna using appropriate crane; manual loading/unloading is not allowed for heavy parts. 4. Unloading of Goods at GMRT Khodad using a proper crane. 5. Stacking of material at GMRT as per Engineer's instructions. 6. Storage of Goods at GMRT stockyard as per Engineer's instructions. 7. Use of Appropriate Fixtures during transportation for safety. 8. Use of ISI-marked Lifting Equipment and Slings for handling. 9. Working Hours: 09:00 AM to 05:30 PM. 10. Repair , clearance of road in side TCL campus is vendors scope <p>A. General Instructions to Bidders</p> <ol style="list-style-type: none"> 1. The contractor must have experience in handling and Transportation large industrial equipment. 2. The contractor must arrange cranes and transportation vehicles as per the weight and size of the parts. 3. The contractor must follow all safety protocols while transporting and handling the antenna parts. 4. Insurance of the goods in transit is to be arranged by the contractor. 5. Documents/certificate for tools and tackle fitness etc.to be submitted to NCRA.

PART -F (III)

Erection Procedure -18mtr Wheel and track, Arvi antenna

Contents

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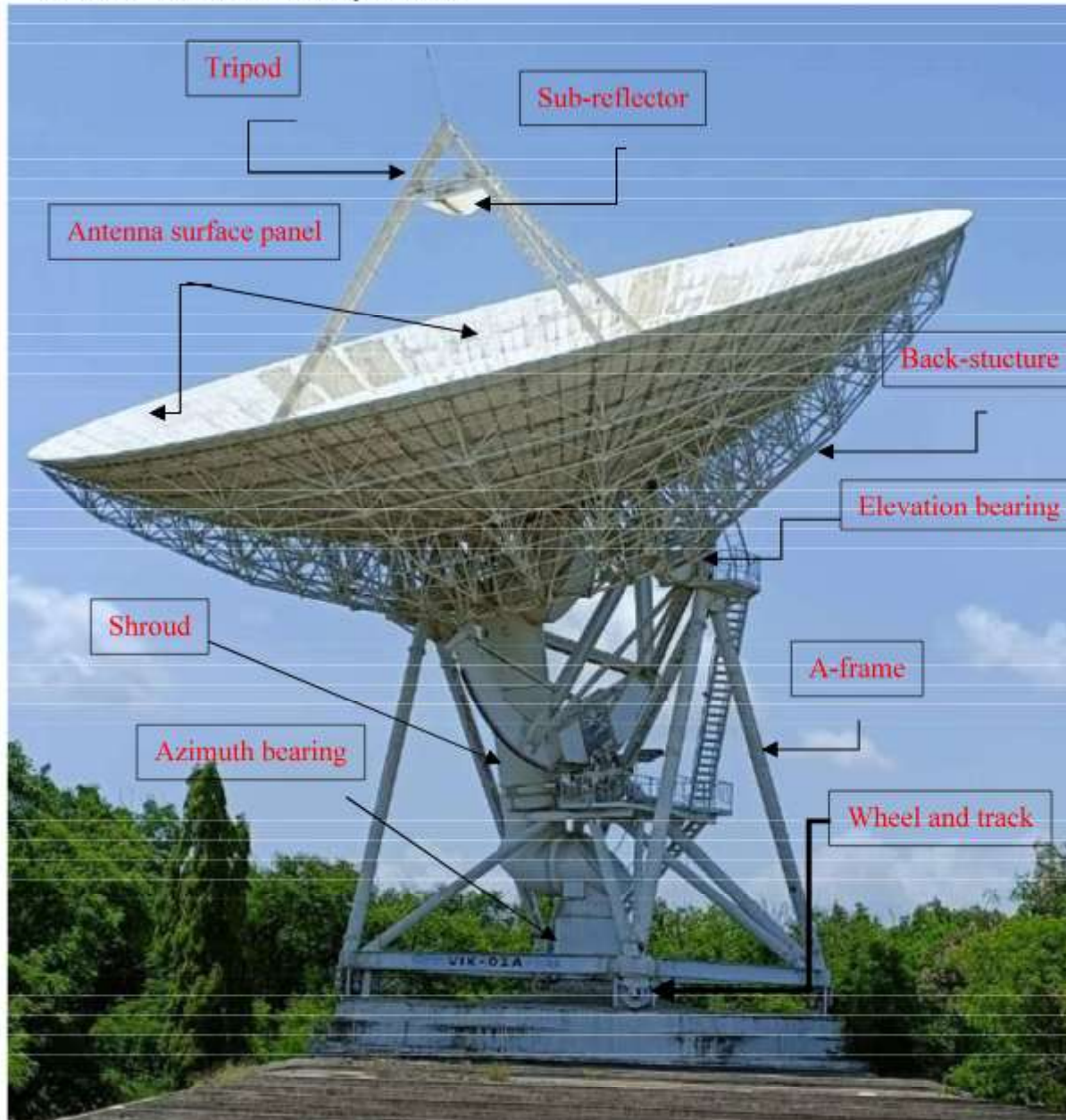
1. Basic Details of antenna

A wheel and track type of antenna is required to shift at GMRT location for astronomical observations. The antenna is having 18 mtr. in diameter and 96 Ton in weight .It consist of Back structure, A frame like structure, Surface panels, Sub reflector, Quadripod structure, AZ and Elevation bearing. Total quantity of antenna dismantle is one. Total working height of the antenna is apprx.25 mtr from ground.

2. Scope of Work:

Vendor has to erect the antenna with required accuracy mentioned in the accuracy annexure. Erection procedure is mentioned by the NCRA in below document but if vendor wants to use there scheme then it has to approve from NCRA. Erection site for this antenna is in GMRT campus.

3. Nomenclature of systems



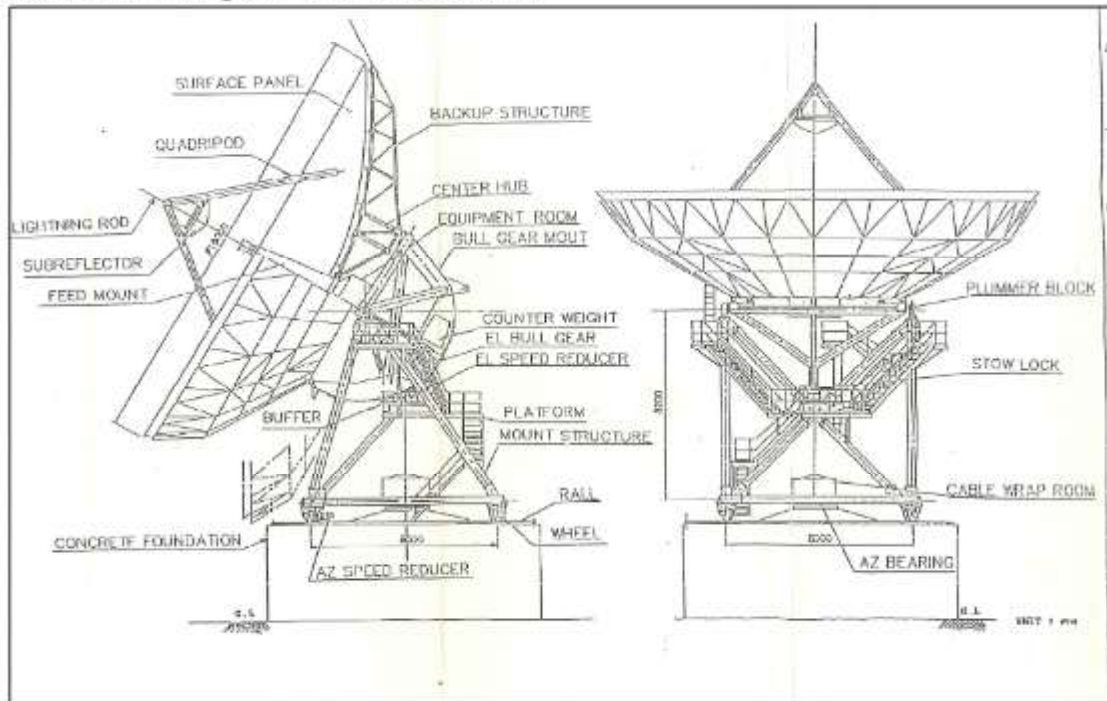
(Currently 18 mtr is not having Shroud)

4. Pre requisite

1. ~50 ton Cranes two numbers but vendor can decide after visiting to the site and based on erection procedure.
2. 15 ton Crane/Hydra – two numbers
3. Man lift – one number Capacity ~250KG @ 25 mtr, vendor can decide
4. Tools and tackles to tight the bolts etc

5. Gas Cutter in case of any requirement
6. Laser Distance meter – 2nos
7. Measuring tape 50mtr- 5nos
8. Material Rust lick etc which is not mentioned in the above list
9. Any other material required for the Erection of antenna for example PPE , D shackles etc. are in vendors scope.

5. Schematic drawing of 18 mtr antenna



Arvi 18mtr antenna Schematic diagram.

6. Procedure-

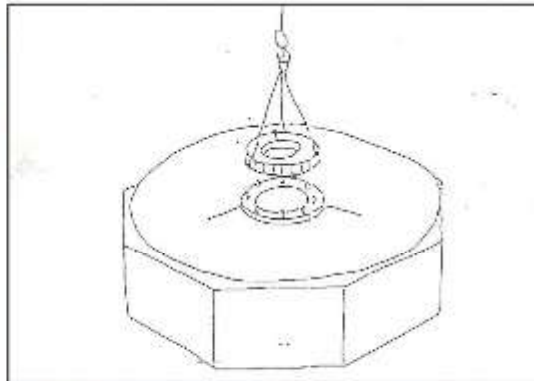
a. Ground Setup:

- i. Civil Foundation: Vendor must make foundation for Antenna backup structure assembly. Analysis of foundation need to submit and approved from the NCRA. Vendor must visit during the Main Civil foundation work-Concrete Shell (NCRA activity) for Joint inspection for AZ bearing Mounting and Rail level.
- ii. Assembly of back Structure:
 1. Assembly of back structure with required accuracy mentioned in the procedure.
 2. Installation of panels with required RMS value -150micron. Laser tracking reading for surface check needs to take one at ground and one after installation at the required height after erection.
 3. Installation of Quadripod with required accuracy
 4. Installation of sub reflector assembly with required accuracy
 5. Touch up painting wherever required
 6. Layout preparation for Reference mount block with Elevation bearings.
 7. Making of Theodolite Mount structure wherever required

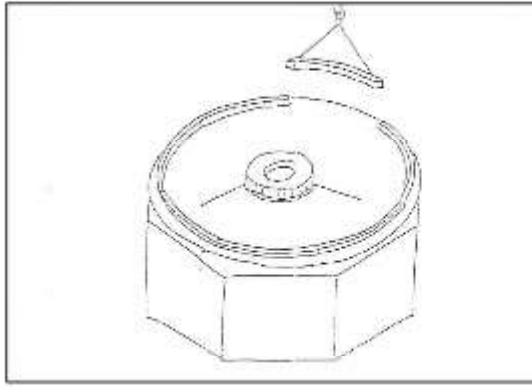


b. Erection procedure:

- i. Installation and adjustment of AZ bearing base including AZ bearing. Accuracy is mentioned in the table.



- ii. Installation and alignment of Track assembly (Rail, Sole plate, Clips)



iii. Installation of AZ cable wrap room



iv. Installation of Horn support /Feed system etc.



v. Assembly of Mount structure with wheels and as per required accuracy mentioned in details



vi. Assembly of Mount structure Inner structure. (Inner Member)

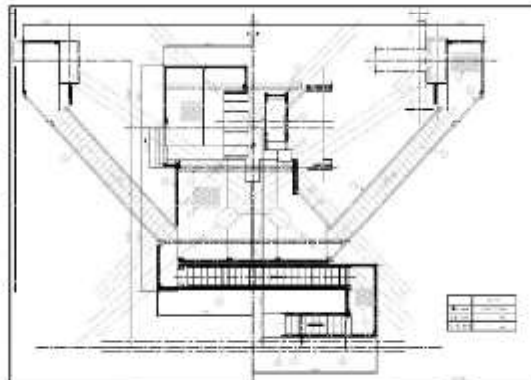


vii. Installation of platform (Partial)

viii. Assembly of Mount structure (Side and rear member)



ix. Installation of Platform



x. Installation of Theodolite mount structure including EL bearing and Plummer blocks.



xi. Installation of EL bull gear mount and connection with EL Plummer mounts



xii. Installation of Counter weight



- xiii. Installation of Back structure with surface panel, Quadripod, sub reflector assembly on A frame with required accuracy as mentioned in the details.
- xiv. All bolts need to be torque as per Specification and Standard and procedure.
- xv. Final acceptance will be as per accuracy and alignment of the structure required. Vendor need to take some reading before dismantling and same can be match after erection of antenna.



7. Tolerance and accuracy table for Erection of the Antenna

Sr no	Details	Reference Chapter No
1	<p>Rail and AZ bearing The following specified values shall be satisfied in the installation of rail and AZ Bearing.</p> <ol style="list-style-type: none"> 1. Level of Rail: Less than 0.35mm (peak to valley) 2. Tilt of Rail: Less than 60 seconds 3. Radius of Rail: 5657 mm \pm 6mm 4. Height from Rail Tread Surface to AZ Bearing Top Surface: 607 +2 mm 5. Horizontality of Bearing Top Surface: Less than 0.15mm 	Chapter No.1
2	<p>Wheel alignment</p> <p>Camber Error Camber error is angular error in the vertical plane of the wheel axis for the reference inclination θ of the wheel axis from the absolute horizontal. *Note: Reference inclination angle θ is 2°31'59" for 18m ANT. from the absolute horizontal.</p> <ul style="list-style-type: none"> • Allowable error upon the adjustmentwithin 3' • Allowable error after assembling back up structure and QPD assembly... within 5' <p>2. Tow in error</p> <p>Toe-in error is angular error in the horizontal plane of the wheel axis relative to the reference line drawn in the radial direction of the track.</p> <ul style="list-style-type: none"> • Allowable error upon the adjustment.....within 50" • Allowable error after assembling back up structure and QPD assembly... Within 3' 	Chapter no.2
3	<p>Mechanical Axis</p> <p>AZ. Axis quasi Verticality; Lee than 15 seconds</p>	Chapter no.3

	2) AZ. EL. Axes quasi Orthogonality; Less than 15 seconds	
4	Reflector mount and bull gear (Details procedure is given in the chapter)	Chapter no.4
5	Canter Hub and Back up structure Level difference between 6 outside pads are within 6 mm , and inside and outside of EL axis within 3 mm. (Details procedure is given in the chapter)	Chapter no.5
6	Surface accuracy of main reflector The surface accuracy of the main reflector must satisfy the following R.M.S. value at zenith, under wind conditions of less than 4m/s. R.M.S. value at EL.90°..... 0.15* mm(150 micron) For Coarse measurement 264 target points For fine measurement 540 target points Number of readings = 1 at Ground level and one after installation , For high accuracy Laser tracker is to be used for final reading. Also these reading must be taken in the night time to avoid thermal deformation and work to carry out without damage of panels.	Chapter no.6
7	Sub reflector The Sub reflector adjustments shall meet the following specified values: 1) Distance (L) from top of theodolite mount base to vertex of Sub reflector on reflector axis: $L=5278.9 \pm 2.0$ for 18m Antenna 2) Eccentricity of Sub reflector axis with respect to main reflector axis: Less than 1.0 mm. 3) Inclination of Sub reflector axis with respect to main reflector axis: Less than 0.1°	Chapter no.7
8	AZ and EL drive: EL Drive : a) Bull Gear/Pinion Backlash (1) No.2 Segment Gear/Pinion Backlash0.2-0.4 mm Normal Backlash (0.005° in EL axis) (2) Segment Gears except for No.2/Pinion Backlash0.2-0.8 mm Normal Backlash (0.01° in EL axis) b) Tooth Bearing70% or more Blue match can be used for alignment of gear boxes. Stow lock : It must smooth working after erection	Chapter no.8

Details chapters will be shared with awarded vendor.

8. Additional Notes:

1. All Photos are here attached are only for the reference.
2. All Bolts required must be procured by Vendor.
3. Panel accuracy required is as per the accuracy sheet.
4. Shims required for better accuracy need to arrange by vendor.
5. Separate detail accuracy book will be provided.
6. All items to be handle properly to avoid any damage. Any damage should be noted and these should be repaired and or replaced by vendor without any additional cost.
7. All safety PPE are in the scope of vendor. Person who are working at height must have “Telecom-work height and fall protection system” Certification by KARAM
8. Vendor must submit HIRA document, before start of work. NCRA will approach TCL for approval, if any changes/ improvement required vendor must agree with TCL.
9. All Tools and tackle are certified from well reputed company, Vendor must submit these document before execution work.
10. Form 10 and 11 must be submit for crane and man lift.
11. Working on holiday must be approved form NCRA Engineer.
12. Any kind of welding activity needs pre approval from NCRA as it creates Radio frequency interference.
13. All Other work required for erection, which is not mentioned above but required for erection of antenna with alignment as per values taken by vendor before and after.

APPLICATION FORM (TO BE USED FOR TECHNICAL BID)

[NOTE: On the letterhead of the applicant including full postal address, email address, telephone no. and fax no.]

Date: _____

To,
The Centre Director,
National Centre for Radio Astrophysics,
Tata Institute of Fundamental Research,
Savitribai Phule Pune University Campus,
Ganeshkhind, Pune – 411007.

Sirs,

1. Being duly authorized to represent and act on behalf of.....(hereinafter referred to as “the Applicant”) and having reviewed and fully understood all the pre-qualification information provided, the undersigned hereby applies to be pre-qualified by yourselves as a tenderer for award of work(s) for **“Dismantling , Transportation and Erection of 18 mtr wheel and track antenna at GMRT campus ”** specification attached.
2. Attached to this letter are copies or original documents defining:
 - (a) the applicant’s legal status
 - (b) the principal place of business
 - (c) the place of incorporation (for applicants who are corporations) or the place of registration and the nationality of the owners (for applicants who are partnerships or individually owned firms)
 - (d) All Annexure.
3. Your agency and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This letter of application will also serve as authorization to any individual or authorized representative or any institution referred to in the supporting information, to provide such information deemed necessary and requested by you to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.
4. Your agency and its authorized representatives may contact the following persons for further information on general, personnel, technical and financial enquiries.
Contact 1 : Name, email and Phone
no. Contact 2: Name, email and
phone no.
5. This application is made with the full understanding that:
 - (a) Bids submitted by applicants will be subject to verification of all information submitted at the time of bidding
 - (b) Your agency reserves the right to:
 - amend the scope and value of the contract / bid under this project; in such event, bids will only be called from pre-qualified bidders who meet the revised requirements; and
 - reject or accept any application, cancel the pre-qualification process, and reject all applications without assigning reasons or incurring any liability thereof; and
 - (c) Your agency shall not be liable for any such actions and shall be under no obligation to inform the applicant.
6. The undersigned declares that statements made and the information provided in the duly completed application are true and correct in every detail.

Signed and sealed, Name

For and on behalf of

GENERAL INFORMATION

1.	Name of firm with address:
2	Head office address
3	Telephone Contact
4	Fax E-mail No.
5	Place of incorporation/ Registration Year of incorporation/ registration

Signature and seal of the Authorized Signatory of the bidder

CA Certificate
(Financial Capabilities)

(ON CA's Letter Head)

- I. Financial Analysis – Details to be furnished duly supported by figures in balance sheet/ profit & loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Financial Year	Turnover	Net Worth
2020-21		
2021-22		
2022-23		
2023-24		
2024-25		

For _____

Chartered Accountants

Name & Signature :

Company Seal & Phone No. :

Date :

SOLVENCY CERTIFICATE**FORM OF BANKERS' CERTIFICATE FROM A
SCHEDULED BANK**

This is to certify that to the best of our knowledge and information that M/s.....
Sh..... having marginally noted address, a customer of
our bank are/is respectable and can be treated as good for any engagement upto a limit of
Rs.....
(Rupees.....)

(Signature) For the Bank

NOTE :

- (1) Bankers certificates should be on letter head of the Bank, sealed in cover addressed to tendering authority.
- (2) In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

EXPERIENCE OF COMPLETION OF PROJECTS OF SIMILAR NATURE & COMPLEXITY

(During last five years ending last day of month previous to the one in which applications are invited)

Sl. No.	Name of work / project and location	Owner or sponsoring organization	Cost of work in Lakhs	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Name and address/ telephone number of officer to Whom reference may be made	Remarks

NOTE : Please attach supporting documents (completion certificates along with order copies) for the above information
Signature and seal of the Authorized Signatory of the bidder

LITIGATION DETAILS (COURT CASES/ARBITRATION)

Year	Name of the work	Name of the Client, with Address	Title of the court Case/Arbitration	Detail of the Court/ Arbitrator	Status Pending/ Decided	Disputed Amount (Current Value, the equivalent) in case of Court Cases/arbitration	Actual Awarded Amount (Rs) in decided Court Cases/arbitration

Signature and seal of Authorized Signatory of bidder

CERTIFICATE FOR SITE INSPECTION

NCRA CPPP TENDER No. NCRA:WF017:CPPP:26-27 Dismantling , Transportation and
Erection of 18 mtr antenna at GMRT , Khodad, Pune

Certified that we.....(Name of bidder) have visited the site on dated..... and assessed
the nature and amount of work involved before submitting our offer. We will be able to complete the works within the
stipulated time and also certify that we will be able to supply the material/executing the work as per specification to
suit the site conditions.

Name & Signature of Bidder :

Designation :

Company Seal & Phone No .:

Date :

CERTIFICATE OF COMPLIANCE

[On the letterhead of the applicant, including full postal address, email address and telephone no.]

Bid Ref. No.: _____

Date: _____

To,
The Centre Director
National Centre for Radio Astrophysics (NCRA)
Tata Institute of Fundamental Research (TIFR)
Savitribai Phule Pune University Campus
Ganeshkhind, Pune – 411007, Maharashtra, INDIA

Sub.: Restrictions on procurement from Bidders from a country or countries or a class of countries under Rule 144(xi) of the General Financial Rules 2017.

Sir,

“We have read the clause regarding restrictions on procurement from a Bidder of a country which shares a land border with India; and solemnly certify that we are not from such a country or, if from such a country, we are registered with the Competent Authority (copy enclosed). We hereby certify that we fulfil all requirements in this regard and are eligible to be considered.”

Penalties for false or misleading declarations:

We hereby confirm that the particulars given above are factually correct and nothing is concealed and also undertake to advise of any future changes to the above details. We understood that any wrong or misleading self-declaration by us would be a violation of the Code of Integrity and would attract penalties as mentioned in this tender document, including debarment.

Authorized Signatory (signature in full):

Name:

Designation:

Seal of the Firm/Company:

Technical Manpower Detail Sheet

S. N.	Name of staff	Qualification	Designation	Years of Experience/ Specialization	Remarks
01					
02					
03					
04					
05					
06					
07					
08					
09					
10					
11					
12					
13					
14					

Signature with Seal &Date

Details of machinery, equipment's, accessories & infrastructure facilities possessed by the bidder

S. N.	Name of Instruments/equipment's along with Make and Model number to be specified	Remarks
01		
02		
03		
04		
05		
06		
07		
08		
09		
10		
11		
12		
13		
14		
15		
16		
17		

FORM OF AGREEMENT

This Agreement made the _____ day of _____ 2025 _____ between National Centre for Radio Astrophysics (NCRA)- Tata Institute Of Fundamental Research (TIFR), Pune for the entering into work(s) for **Dismantling , transportation and Erection of 18 mtr wheel and track antenna at GMRT , Khodad, Pune** , (hereinafter called "The Employer") who enters into this Agreement of the one part and M/s (herein after called "The Contractor") of the other part.

Whereas the Employer is desirous that certain works should be executed by the Contractor, viz _____ ("the Works") and has accepted a Bid by the Contractor for the execution and completion of the works and the remedying of any defects therein.

Now this Agreement witnessed as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz :
 - (a) The Letter of Award;
 - (b) The said Bid;
 - (c) The General Conditions of Contract;
 - (d) Prequalification document
 - (e) Instructions to Tenderers and Specific Conditions of Contract;
 - (f) The Specification;
 - (g) The Drawings;
 - (h) The Price Bid
 - (i) Any other relevant documents referred to in this Agreement or in the aforementioned documents
3. 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 any defects therein in conformity in all respects with the provisions of this work.
4. The Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects therein the Contract Price or only such other sums as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

In Witness whereof the parties hereto have caused this Agreement to be executed the day and year first before written. Signed, Sealed, and Delivered by the Said

Binding Signature for and on behalf of NCRA-TIFR-Pune .

Binding Signature of Contractor _____

In the presence of

Witness (1) :

Witness (2) :

PROFORMA FOR PERFORMANCE BANK GUARANTEE

(On a stamp paper of appropriate value from any Nationalised Bank or Scheduled Bank)

In consideration of the NATIONAL CENTER FOR RADIO ASTROPHYSICS- TATA INSTITUTE OF FUNDAMENTAL RESEARCH (hereinafter called "The NCRA-TIFR") having agreed under the terms and conditions of Work Order No..... dated.....made between NCRA-TIFR and M/s_

.....
(hereinafter called " the said Contractor{s}") .forthe work(hereinafter called " the said Work Order")
having agreed to production of a irrevocable bank Guarantee for Rs.

(Rupees

only), as a security / guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said Work Order, we.....(Indicate the name of the Bank)

(hereinafter

referred to as "the Bank") hereby undertake to pay to the NCRA-TIFR an amount not exceeding Rs. . (Rs.....only) on demand by the NCRA-TIFR.

2. We.....(indicate the name of Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the NCRA-TIFR stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....(Rupees.....only).

3. We, the said bank, further undertake to pay to the NCRA-TIFR any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the Contractor(s) shall have no claim against us for making such payment.

4. We.....(indicate the name of Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Work Order and that it shall continue to be enforceable till all the dues of the NCRA-TIFR under or by virtue of the Work order have been fully paid and its claims satisfied or discharged or Purchase Officer on behalf of the NCRA-TIFR certifies that the terms and conditions of the said Work Order have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.

5. We (indicate the name of Bank) further agree with the NCRA-TIFR that the NCRA-TIFR shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Work Order or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the NCRA-TIFR against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Work Order and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the NCRA-TIFR or any indulgence by the NCRA-TIFR to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).

7. We,.....(indicate the name of Bank) lastly undertake not to revoke this guarantee except with the previous consent of the NCRA-TIFR in writing.

8. This guarantee shall be valid up to....., unless extended on demand by NCRA-TIFR. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. (Rupees only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liability under this guarantee shall stand discharged.

Signed and sealed Dated the day of for..... (indicate the name of Bank)

*
* * (Note: The Letter of Intent shall form part of the Agreement)

Format of Indemnity Bond

(to be executed on **Rs. 500/-** Non-Judicial Stamp Paper by the successful bidder before commencement of work at site)

Work Order No. _____ Dt. _____

In consideration of National Centre for Radio Astrophysics, Tata Institute of Fundamental Research (NCRA/TIFR) having office at Savitribai Phule Pune University Campus, Ganeshkhind, Pune 411 007, hereinafter referred to as "The Institute", which expression shall unless it be repugnant to the context or meaning thereof, include its successors and assignors having awarded to M/s. _____ having registered office at _____, a firm carrying in such name and style the business of _____ (hereinafter referred to as "The Contractor" which expression shall unless it be repugnant to the context or meaning thereof, include its partner(s) / proprietor(s) for the time being or its surviving partner(s) or its heirs and executors, administrators and assignees, its successors and assignors) the contract for _____ and in compliance with the terms and conditions of the said contract.

We M/s. _____ being the contractor shall save harmless and indemnify the Institute in respect of:

- a. Any expenses arising from any injury or accident or death of workers hired for this work or damage to property of any third party.
- b. Any claim made under any Act of Government or otherwise in respect of injury or damage as aforesaid.
- c. Any award of compensation or damages upon any claim as above.
- d. Any claim against the Institute by any member of the public or other third party in respect of anything, which may arise in respect of the works or in consequence thereof.
- e. Any claim which may be made upon the Institute whether under the Workman's Compensation Act or any other statute in force during the currency of this contract or of common law in respect of any worker of the contractor/or their family member(s) or of his sub-contractor(s).
- f. Any costs, charges or expenses arising out of any claim or proceeding and in respect of any award of compensation of damages arising therefrom.

We also hereby confirm that we have taken Workman's Compensation Policy No. _____ dtd. _____ valid till _____ for _____ persons deployed for work awarded to us against the above-cited order form M/s. _____.

For and on behalf of M/s. _____

Date:

S E A L

Accepted By

for and behalf of NCRA (TIFR) Pune

UNDERTAKING

1. We have studied the **complete tender document** and accept all the terms and conditions.
2. It is certified that my firm/agency/company has never been black listed by any of the Departments / Autonomous Institutions / Universities / Public Sector Undertakings of the Government of India or Government of Maharashtra or any other State Government or Public Sector Banks or Local Bodies / Municipalities and no criminal case is pending against the said firm / agency as on date of bidding.
3. The eligible similar Works (s) has / have not been got executed through another contractor (or by third parties) on back to back by basis.

(Scanned copy of undertaking duly signed and sealed on letter head of the bidder to be uploaded at the time of submission of bid).

Date:

Signature of the Bidder :

Place :

Name of the Bidder :

Designation :

Company Seal:

:

SOLVENCY CERTIFICATE

**FORM OF BANKERS' CERTIFICATE FROM A
SCHEDULED BANK**

This is to certify that to the best of our knowledge and information that M/s.....
Sh.....having marginally noted address, a customer of our bank
are/is respectable and can be treated as good for any engagement upto a limit of Rs.....
(Rupees.....)

(Signature) For the Bank

NOTE : (1) Bankers certificates should be on letter head of the Bank, sealed in cover
addressed to tendering authority.

(2) In case of partnership firm, certificate should include names of all partners as
recorded with the Bank.

1. Procedure for Registration by the Bidder

- 1.1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll" on the CPP Portal.
- 1.2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 1.3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 1.4. Upon enrollment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 1.5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.

Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

2. Searching for Tender Documents

- 2.1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2.2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 2.3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

3. Procedure for preparation and submission of bids

- 3.1. The documents should be page numbered and contain the list of contents with page numbers. The deficiency in documentation may result in the rejection of the Bid.
- 3.2. Bidder should take into account any corrigendum published (if any) on the tender document before submitting their bids.
- 3.3. Bidders are advised to go through the Tender advertisement and the Tender document carefully to

understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

3.4. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF formats. Bid documents may be scanned with 100dpi.

3.5. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

3.6. As part of the bid, bidder should provide all the documents as follows:-

- Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- The serve time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid

submission.

- All the documents being submitted by the bidders would be encrypted to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings

4. Assistance to Bidders:

Any queries relating to the NIT document and the terms and conditions contained therein should be addressed to the Purchase Officer, NCRA-TIFR, Pune. For, any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 0120-4200462 / 0120-4001002 / 0120-4001005 / 0120-6277787.