

भारत सरकार
Govt of India
राष्ट्रीय सुरक्षा गारद
National Security Guard

TENDER DOCUMENT

Name of work	: - Annual Comprehensive maintenance of passenger and goods (Otis make) lift installed in Residential buildings of 27 SCG RH Chennai during 2026-27
Estimated cost	: ₹7,08,567/-
Earnest Money	: ₹ 14,171/-
Performance Guarantee	: As below: a. <u>5%</u> of tendered value or Estimated Cost Put to Tender (ECPT)(whichever is higher) b. Where the tendered amount is less than eighty percent (80%) of the Estimated Cost put t to Tender (ECPT), the Performance Guarantee, in addition to the requirement under (a) above, shall be increased by an amount equal to the difference between eighty percent (80%) of the ECPT and the tendered amount
Security Deposit	:2.5% of tendered amount
Completion Period	:12 Months
NIT No.	: 03/RHC/NSG/2026

Name of Work: - **Annual Comprehensive maintenance of passenger and goods (Otis make) lift installed in Residential buildings of 27 SCG RH Chennai during 2026-27**

I N D E X

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TENDER NOTICE
INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING FORMING PART OF BID
DOCUMENT AND TO BE POSTED ON WEBSITE.

The **Squadron Commander (Engg), 27 SCG National Security Guard Chennai, (Tamil Nadu)-600127** on behalf of President of India invites online percentage rate bids on two bids system from OEM/authorize service dealer for the work of :

Sl. No	NIT No.	Name of Work and Location	Estimated Cost Put to Tender (In Indian Rupees)	Earnest Money (In Indian Rupees)	Time/ Period of completion	Last date & time of submission of bid.	Date and Time of opening of tender
1	03/RHC/NSG/2026-27	Annual Comprehensive maintenance of passenger and goods (Otis make) lift installed in Residential buildings of 27 SCG RH Chennai during 2026-27.	Rs. 708567/-	Rs. 14171/-	12 month	Upto 1100 Hrs on 05.06.26	Upto 1130 Hrs on 06.06.26

1. Contractors who fulfill the following work experience requirements along with above enlistment shall be eligible to apply. Joint ventures are not accepted.

Should have satisfactorily completed the works as mentioned below during the last seven years **ending last day of the month previous to the one in which tenders are invited.**

- I. 3 (three) similar works each costing not less than **(Rs. 283427/-)**
Or
- II. 2 (two) similar works, each costing not less than **(Rs. 425140/-)**
Or
- III. 1 (one) similar works, costing not less than **(Rs. 566854/-)**

Experience of only Govt. sector shall be considered with valid experience certificates of works having been completed satisfactorily, and the work completion certificate shall be issued by an authority of the rank not below the rank of Executive Engineer.

Similar work shall mean work of “ Annual Comprehensive maintenance of passenger and goods (Otis make) lift installed in Residential buildings of 27 SCG RH Chennai during 2026-27” and satisfactory completion shall mean “works completed within stipulated time or extended time without levy of compensation for delay”.

Note: 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 up to the previous day of last day of submission of bids.

2. The bid can only be submitted online to **Squadron Commander (Engg) 27 SCG, NSG Chennai**, by uploading the mandatory scanned documents. The intending bidder must read the terms and conditions of **CPWD-6 & 7 carefully as amended/modified and uploaded in the Bid Documents of this Tender**. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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3. This information and instructions for bidders posted on website shall form part of bid document.
4. The contractor submitting the bid should read the schedule of quantities special conditions, particulars specifications and other terms and conditions given in the NIT and drawing. The bidder should also read the Terms and Conditions of the CPWD General condition of contract 2023 for Maintenance works with all correction slips issued upto last date of submission of bid, which is applicable as Government of India publication. However, provision included in the bid documents shall prevail over the provision contained in the standard form. The set of drawings and NIT will be available with the office of **Squadron Commander, 27 SCG National Security Guard Chennai**. The contractor may also visit the site of work and make himself acquainted with the site conditions before tendering. The conditions which already form part of the tender are specially brought to his notice for compliance while filling the tender.
5. The successful tender shall be required to deposit a performance guarantee of 5% (Five Percent) of accepted tendered value within seven days of issue of letter of Intent. This Period can be further extended by Engg-In-charge upto a maximum period of 7 days on the written request of the contractor, subject to payment of late fees @ 0.1% per day of Performance guarantee amount. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F', including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance guarantee.
6. On opening date, the contractor can login and see the bid opening process. After opening of bids, he will receive the competitor bid sheets.
7. Contractor can upload documents in the form of JPG format and PDF format.
8. Contractor must ensure to quote percentage above or below the estimated cost.
9. The Technical Bid shall be opened first on due date and time as mentioned above. The time and date of opening of financial bid of contractors qualifying the technical bid shall be communicated to them at a later date.
10. The contractor whose bid is accepted will also be required to furnish original documents along with **certified/attested** copies of each of the applicable Licenses/registrations or proof of applying for obtaining labor licenses/registration with EPFO, ESIC and BOCW Welfare Board and Program Chart (Time and Progress) within the period specified in schedule "F".
11. The reimbursement of EPF & ESI contributions paid by the contractor on the part of employer shall be made on submission of documentary proof of payment provided the same is in order.
12. GST which shall mean Goods and services tax- central, state and inter-state GST or any other Tax applicable in respect of inputs procured by the contractor for this contract shall be paid by the contractor and Government will not entertain any claim whatsoever in respect of the same. However, component of GST at the time of supply of service (as provided in CGST Act 2017) provided by the contract shall be varied only if by any notification of the Govt. it is changed from that applicable on the last date of receipt of tender including extension, if any.
13. Earnest Money in the form of DD/ BC/ FDR/ Pay Order/ Deposit at call receipt/ Bank Guarantee (Drawn in favour of **RPAO CISF, Chennai payable at Chennai** shall be scanned and uploaded to the e-Tendering Website within the period of bid submission. The Physical EMD Shall be dropped in the box placed at office of the **Squadron Commander, 27 SCG National Security Guard Chennai** by **1100 hrs on 05.06.2026**. In case EMD is not found in the box at time of opening of Tender, online bid of such bidder shall be treated as cancelled without any notice.
14. **The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.**
15. List of documents other than financial instruments to be scanned and uploaded within the period of bid submission :-
 - (i) EMD in form of Demand Draft/FDR/Pay Order/Bankers Cheque/ Deposit at call receipt/ Bank Guarantee of any scheduled Bank against EMD.
 - (ii) Certificate of OEM/ authorized dealer of OTIS lifts.
 - (iii) Experience certificate of successful completion of required works as per eligibility conditions as per **Performa** attached in **Annexure-III at page No. 30**.
 - (iv) **GST Registration Certificate (of the State in which the work is to be taken up), if already obtained by the bidder.**

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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If the bidder has not obtained GST registration as applicable **(of the State in which the work is to be taken up, or as required by GST authorities)** then he shall scan and upload following under taking along with other bid documents.

“If work is awarded to me, I/we shall obtain GST registration Certificate as applicable, within one month from the date of receipt of award letter or before release of any payment by NSG, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and/or for any action taken by NSG or GST department in this regard.

- (v) Copy of PAN card.
- (vi) EPF and ESIC registration Certificate.

Note : - Any shortfall of documents as mentioned above shall not be sought from contractor after period of bid submission or extension, if any. The above mentioned documents need to be scanned and uploaded carefully on e-tender portal.

Squadron Commander (Engg)
27 SCG, NSG Chennai

CPWD-6 FOR e-TENDERING

Online Percentage rate bids are invited on behalf of President of India invites online percentage rate bids on two bids system from OEM/authorize service dealer for the work of:

Annual Comprehensive maintenance of passenger and goods (Otis make) lift installed in Residential-buildings of 27 SCG RH Chennai during 2026-27

1. The enlistment of the contractors should be valid on the last date of submission of bids. In case the last date of submission of bid is extended, the enlistment of contractor should be valid on the original date of submission of bids.
 - 1.1 The work is estimated to cost **Rs 7,08,567(Rupees Seven Lakh Eight Thousand Five Hundred Sixty Seven only)**. This estimate however, is given merely as a rough guidance.
 - 1.2 Intending bidders is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude as specified below. Contractors have to fulfill the following work experience requirements along with above enlistment, to be eligible to apply. Joint ventures are not accepted.

Should have satisfactorily completed the works as mentioned below during the last seven years **ending last day of the month previous to the one in which tenders are invited.**

- I. 3 (three) similar works each costing not less than **(Rs. 283427/-)**
Or
- II. 2 (two) similar works, each costing not less than **(Rs. 425140/-)**
Or
- III. 1 (one) similar works, costing not less than **(Rs. 566854/-)**

Experience of only Govt. sector shall be considered with valid experience certificates of works having been completed satisfactorily, and the work completion certificate shall be issued by an authority of the rank not below the rank of Executive Engineer.

Similar work shall mean work of “ Annual Comprehensive maintenance of passenger and goods (Otis make) lift related services” and satisfactory completion shall mean “works completed within stipulated time or extended time without levy of compensation for delay”.

Note: 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 up to the previous day of last date of submission of bids.

2. Agreement shall be drawn with the successful bidder on prescribed Form No. CPWD 7, which is available as a Govt. of India Publication and also available on website www.nsg.gov.in & www.cpwd.gov.in. Bidders shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
3. The time allowed for carrying out the work will be **12 (Twelve) months** from the date of start as defined in schedule ‘F’ or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.
4. (i) The site for the work is available.
(ii) **The architectural and structural drawing for the work is available**
or
The architectural and structural drawings shall be made available in phased manner, as per requirement of the same as per approved programme of completion submitted by the contractor after award of work.
5. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents except Standard General Conditions of Contract Form can be seen from CPP Portal (<http://www.eprocure.gov.in/epublish/app>), NSG official website (<http://nsg.gov.in>) & CPWD official website (<http://www.cpwd.gov.in>) free of cost.
6. After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
7. While submitting the revised bid, contractor can revise the rates any number of times but before last time and date of submission of bid as notified.
8. Earnest Money in the form of DD/ BC/ FDR/ Pay Order/ Deposit at call receipt/ Bank Guarantee (Drawn in favour of **RPAO CISF, Chennai payable at Chennai** shall be scanned and uploaded to the e-Tendering Website within the

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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period of bid submission. The Physical EMD Shall be dropped in the box placed at office of the **Squadron Commander, 27 SCG NSG Chennai** by **1100 hrs on 05.06.2026**. In case EMD is not found in the box at time of opening of Tender, online bid of such bidder shall be treated as cancelled without any notice.

A part of earnest money is acceptable in the form of bank guarantee also. In such case, minimum 50% of earnest money or Rs. 20 lac, whichever is less, shall have to be deposited in shape prescribed above, and balance may be deposited in shape of Bank Guarantee of any **Scheduled** bank having validity for a period of 90 days for single bid works and **180 days for two bid system or more from the last date of receipt of bids** which is to be scanned and uploaded by the intending bidders.

The earnest money given by all the tenderers except the lowest tenderer shall be refunded immediately after the expiry of stipulated bid validity period or immediately after acceptance of the successful bidder, whichever is earlier. However, in case of two/ three bid system, earnest money deposit of bidders unsuccessful during technical bid evaluation etc. should be returned within **30** days of declaration of result of technical bid evaluation.

Copy of Enlistment Order and other documents as specified in the tender notice shall be scanned and uploaded to the e-Tendering website within the period of bid submission. However, **original** copy of all the scanned and uploaded documents as specified in tender notice shall be submitted for verification to the office of **Squadron Commander (Engg) 27 SCG Chennai** by the lowest bidder, within 07 days of the financial bid opening, failing which his tender shall be deemed to be unresponsive and be treated as withdrawn as such.

The bid submitted shall be opened at 11:30 AM on 06.06.2026 .

9. **The bid/tender submitted shall become invalid if:-**

- (i) The bidders are found ineligible.
- (ii) The bidder does not upload scanned copies of all the following documents:-
 - (a) EMD in form of Demand Draft/FDR/Pay Order/Bankers Cheque/ Deposit at call receipt/ Bank Guarantee of any scheduled Bank against EMD.
 - (b) Certificate of OEM/ authorized dealer of OTIS lifts.
 - (c) Experience certificate of successfully completion of required works as per eligibility conditions as per proforma attached in Annexure-III at page No. 31.
 - (d) **GST Registration Certificate (of the State in which the work is to be taken up)**, if already obtained by the bidder.

If the bidder has not obtained GST registration as applicable **(of the State in which the work is to be taken up, or as required by GST authorities)** then he shall scan and upload following under taking along with other bid documents.

“If work is awarded to me, I/we shall obtain GST registration Certificate as applicable, within one month from the date of receipt of award letter or before release of any payment by NSG, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and/or for any action taken by NSG or GST department in this regard.

- (e) Copy of PAN card.
- (f) EPF and ESIC registration Certificate.

Note : - Any shortfall of documents as mentioned above shall not be sought from contractor after period of bid submission or extension, if any. The above mentioned documents need to be scanned and uploaded carefully on e-tender portal.

- (iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and original documents submitted for verification by the lowest tender in the office of tender opening authority.

Addition-Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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- (iv) If a tender does not quote percentage (above /below) on the total amount of tender, the tender shall be treated as invalid will not be considered as lowest tender.

10. Contractor should scan and upload Email ID, Correspondence Address along with his signatures on his letter head for any online official correspondence related to work.

11. The contractor whose bid is accepted will be required to furnish performance guarantee of 5% (Five Percent) of the bid amount within the period specified in Schedule F. This guarantee shall be in the form of Deposit at Call receipt of any schedule bank/bankers cheque of any schedule bank/ demand draft of any schedule bank/Pay Order of any scheduled bank (in case guarantee amount is less than Rs 01 lakh) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F', including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance guarantee. The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses/ registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC, BOCW Welfare Board including Provident Fund Code No. (if applicable) and Programme Chart (Time and Progress) within the period specified in Schedule F. **If applicable and also ensure the compliance of aforesaid provisions by the subcontractors, if any engaged by the contractor for the said work within the period specified in Schedule F.**

12 The reimbursement of EPF & ESI contributions paid by the contractor on the part of employer is to be made on submission of documentary proof of payment provided the same is in order.

12.1 GST which shall mean Goods and services tax- central, state and inter-state GST or any other Tax applicable in respect of inputs procured by the contractor for this contract shall be paid by the contractor and Government will not entertain any claim whatsoever in respect of the same. However, component of GST at the time of supply of service (as provided in CGST Act 2017) provided by the contract shall be varied only if by any notification of the Govt. it is changed from that applicable on the last date of receipt of tender including extension, if any.

13. The Description of the work is as follows:-

Annual Comprehensive maintenance of passenger and goods (Otis make) lift installed in Residential buildings of 27 SCG RH Chennai during 2026-27

Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidders implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.

14. The competent authority on behalf of the President of India does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.

15. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.

16. The competent authority on behalf of President of India reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.

17. **The contractor shall not be permitted to bid for works in the NSG Engineering Circle (Division in case of contractors of Horticulture/Nursery category) responsible for award and execution of contracts, in which his near relative is posted a TC (Accounts) or as an officer in any capacity between the grades of Director (Engineering) and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in the National Security Guard or in the Ministry of Home Affairs. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.**

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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18. No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or before submission of the bid or engagement in the contractor's service.

19. The bid for the works shall remain open for acceptance for a period of **Sixty (60) days** from the date of opening of technical. Further

- (i) If any tender withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department within 7 days after last date of submission of bids, then the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 50% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.
- (ii) If any tender withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department after expiry of 7 days after last date of submission of bids, then the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 100% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.
- (iii) In case of forfeiture of earnest money as prescribed in para (i) and (ii) above, the bidders shall not be allowed to participate in the rebidding process of the same work.

20. This notice inviting Bid shall form a part of the contract document. The successful bidders/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-

- (a) The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
- (b) Standard C.P.W.D. Form 7 or other Standard C.P.W.D. Form as applicable.

21. The person/persons whose tender(s) may be accepted (herein after called the contractor) shall permit Government at the time of making any payment to him for work done under the contract to deduct a sum at the rate of 2.5% of the gross amount of each running and final bill till the sum deducted will amount to security deposit of 2.5% of the tendered value of the work. Such deductions will be made and held by Government deposit by way of Security Deposit unless he/they has/have deposited the amount of Security at the rate mentioned above in the form of Government Securities of fixed deposit receipts. In case a fixed deposit receipt of any scheduled bank is furnished by the contractor to the Government as part of security deposit and the Bank is unable to make payment against the said fixed deposit receipt, additional security to the Government to make good the deficit.

All compensations or the other sums of money payable by contractor under the terms of this contract may be deducted from, or paid by the sale of a sufficient part of his security deposit or from the interest arising there from, any sums which may be due to or may become due to the contractor by Government on any account whatsoever and in the event of his Security Deposit being reduced by reason of any such deductions or sale as aforesaid, the contractor shall within 10 days make good in cash or fixed deposit receipt tendered by the State Bank of India or by Schedule Bank of Government Securities (If deposited for more than 12 month) endorsed in favour of the Engineer-in-Charge, any sum or sums which may have been deducted from, or raised by sale of his security deposit or any part thereof. The security deposit shall be collected from the running bills of the contractor at the rates mentioned above.

22. For Composite Bids:-

22.1.1 The Engineer in charge of the work will call bids for the composite work.

22.1.2 The bid document will include following:-

Part A:- CPWD-6, CPWD-7 including schedule A to F for the work, Standard General Conditions of Contract for CPWD 2023 as amended/ modified up to last date of submission of bid.

Part B:- General / specific conditions, specifications and schedule of quantities applicable to the work.

22.1.3 The bidders must associate him self, with agencies as per NIT conditions.

22.1.4 The eligible bidders shall quote percentage rates of estimated cost (for major component as well as for minor components of work, if bifurcated).

22.1.5 After acceptance of the bid by competent authority, **Squadron Commander (Engg.), 27 SCG, National Security Guard Chennai** i.e in charge of the work shall issue letter of award on behalf of the President of India.

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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After the work is awarded, the main contractor will have to enter into one agreement with **Squadron Commander (Engg.), 27 SCG, National Security Guard Chennai**, incharge of the composite work.

22.1.6 Entire work under the scope of composite bid including major and all minor components shall be executed under one agreement.

22.1.7 Security Deposit will be worked on the tendered amount of the agreement of work.

22.1.8 The main contractor has to associate agencies for minor component(s)/ **specialized component(s)** conforming to eligibility criteria as defined in the bid document and has to submit detail of such agency(s) to Engineer-in-charge, within prescribed time. **Name of the agency(s) to be associated shall be approved by Engineer-in-Charge of relevant component(s).**

22.1.9 In case the main contractor intends to change associated agency during the operation of the contract, he shall obtain prior approval of Engineer-in-charge. The new agency/ agencies shall also have to satisfy the laid down eligibility criteria. In case Engineer-in-charge is not satisfied with the performance of any agency, he can direct the contractor to change the agency executing such items of work and this shall be binding on the contractor.

22.1.10 The main contractor has to enter into MoU with agency associated by him. Copy of such MoU shall be submitted to Engineer in charge. In case of change of associate contractor, the main agency(s) has to enter into MoU/agreement with the new contractor associated by him.

22.1.11 Running payment for the work shall be made by Engineer in charge of the work to the main contractor only.

22.1.12A The composite work shall be treated as complete when all the components of the work are complete. The completion certificate of the composite work shall be recorded by Engineer-in-charge.

22.1.12B Final bill of whole work shall be finalized and paid by the Engineer in charge.

**Squadron Commander
27 SCG NSG Chennai**

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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CPWD FORM NO. 7
GOVERNMENT OF INDIA
NATIONASL SECURITY GUARD

STATE : Tamil Nadu **Division : 27 SCG, NSG Chennai**
BRANCH : Engineering **CIRCLE : Director (Engg), NSG HQ, Palam, New Delhi**

PERCENTAGE RATE TENDER & CONTRACT FOR WORKS

Tender for the work of: - Annual Comprehensive maintenance of passenger and goods (Otis make) lift installed in Residential buildings of 27 SCG RH Chennai during 2026-27

- (i) to be submitted/uploaded online by **1100 Hours** on **05.06.2026** through website :- <http://eprocure.gov.in/epublish/app> & NSG official website <http://nsg.gov.in>
- (ii) To be opened online **in presence of tenderers who may be present** at/after **1130 Hours** on **06.06.2026** in the office of **Squadron Commander (Engr.), 27 SCG, National Security Guard, Chennai** TENDER

I/We have read and examined the notice Inviting Tender, Schedule A, B, C, D, E & F, Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, Clauses of Contract, Special Conditions, Schedule of Rate and other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the President of India within the time specified in Schedule 'F', viz. Schedule of Quantities and in accordance in all respects with the Specifications, Designs, Drawings and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause 11 of the Conditions of Contract and with such materials as are provided for, by and in respects in accordance with, such conditions so far as applicable.

I/We agree to keep the tender open for **(60) sixty** days from the date of opening of **technical bid** and not to make any modifications in its terms and conditions.

I/We have deposited EMD for the prescribed amount in the office of **Squadron Commander (Engr.) 27 SCG Chennai** as per the bid document.

A sum of **Rs. 14171/-** in form of Demand Draft/FDR/Pay Order/Bankers Cheque/ Deposit at call receipt/ Bank Guarantee (In respect of portion of EMD prescribed in the shape of BG, having validity for a period of 90 days for single bid and 180 days for two bid systems or more from the last date of receipt of bids) issued by any scheduled Bank as Earnest Money Deposit (Drawn in favour of **PAO HQ NSG payable at NEW DELHI-110037**) has been deposited in the office of **Squadron Commander (Engr.) 27 SCG Chennai** as per the bid document. If I/We, fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the said President of India or his successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I/We fail to commence work as specified, I/ We agree that President of India or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance guarantee absolutely. The said Performance Guarantee shall be a guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in **Clause 12.2 (c)** of the tender form.

Further, I/We agree that in case of forfeiture of Earnest Money or Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I / We undertake and confirm that eligible similar work(s) has/ have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for tendering in NSG in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of **Earnest Money Deposit/Performance Guarantee**.

I/We hereby declare that I/we shall treat the tender documents, drawings and other records connected with the work as Secret / Confidential documents and shall not communicate information / derived there from to any per-

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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son other than a person to whom I/we am/are may authorized to communicate the same or use the information in any manner prejudicial to the safety & integrity of the State.

Dated**

Witness: -**.

Address: -**.

Occupation: -**.

Signature of Contractor.....

Postal Address: -

Telephone No.

Fax:-

E-Mail:-

**** To be filled by the Contractor**

ACCEPTANCE

The above tender (as modified by you as provided in the letter mentioned hereunder) is accepted by me for and on behalf of the President of India for a sum of Rs..... (Rupees)

The letters referred to below shall form part of this contract agreement

i).....**

ii).....**

iii).....**

iv).....**

For & on behalf of the President of India

Signature.....

Designation.....

Dated.....

***** To be filled by the Squadron Commander (Engr.), 27 SCG, NSG Chennai**

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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SCHEDULES (A TO F)**SCHEDULE 'A'**

Schedule of quantities (Enclosed)

- As attached

SCHEDULE 'B'

Schedule of materials to be issued to the contractor.

S.No.	Description of item.	Quantity.	Rate in figures & words at which the material will be charged to the contractor	Place of issue
(1)	(2)	(3)	(4)	(5)
		—————	NIL	—————

SCHEDULE 'C'

Tools and plants to be hired to the contractor

S.NO.	DESCRIPTION.	HIRE CHARGES PER DAY	PLACE OF ISSUE
		—————	NIL

SCHEDULE 'D'

Extra schedule for specific requirements/ documents for the work, if any:

NIL**SCHEDULE 'E'**

Reference to General Conditions of Contract:-

General Conditions of Contract for CPWD 2024 (Maintenance Works) as amended/modified upto last date of submission of Tenders.

1.1 Name of Work:

Annual Comprehensive maintenance of passenger and goods Otis make lifts installed in Residential buildings of 27 SCG RH Chennai during 2026-27.

1.2 Estimated Cost of work: -

Rs.7,08,567/-

1.3 Earnest Money: -

Rs 14,171/- (to be returned after receiving performance guarantee)

1.4 Performance Guarantee

5% of tendered value.

1.5 Security Deposit

2.5% of tendered value.**SCHEDULE 'F':-****General Rules & Directions:-**

Officer Inviting Tender: -

Squadron Commander (Engr.), 27 SCG, NSG Chennai

Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with

Clauses 12.2(C)

No Limits

Definitions:-

2(v) Engineer-In-Charge

Squadron Commander (Engr.), 27 SCG, NSG Chennai

2(viii) Accepting Authority

Squadron Commander (Engr.), 27 SCG, NSG Chennai

- 2(x) Percentage on cost of 15% materials and labour to cover all overheads and profits
- 2(xi) Standard Schedule of Rates D.S.R 2022 (ELECT) as published by CPWD with correction slips up to last date of submission of tender including extension, if any/market rate
- 2(xii) Department National Security Guard
- 9(ii) Standard CPWD Contract Form CPWD form 7 & General Conditions of Contract for CPWD Maintenance Works-2023 with upto-date correction slips.

Clause-1:-

- (i) Time allowed for submission of performance guarantee, **Programme Chart (Time & Progress) and applicable labour licenses, Registration with EPFO, ESIC and BOCW welfare Board or proof of applying thereof** from the date of issue of letter of acceptance **07 days**
- (ii) Maximum allowed extension with late fee @ 0.1% Per day of PG amount beyond the period (i) above **07 days**

Clause-2:- Authority for fixing compensation under clause-2. **Director Engineering, HQ NSG, New Delhi**

- Clause-5:-** i. Number of days from the date of issue of letter of acceptance for reckoning date of start **10 days**
- ii. Time allowed for execution of work **12 Months**
- iii. Mile Stone (s) as per table given below

Sl.No.	Description of Mile Stone (value of work to be done)	Time allowed in day (From the date of start)	Amount to be withheld in case of Non achievement of Mile Store
1	1/8 of the work	In 1/4 of time	1% of tender amount
2	3/8 of the work	In 3/8 of time	-do-
3	3/4 of the work	In 3/4 of time	-do-
4	Full work	Full time	-do-

Time allowed for execution of work : **12 Months**

Authority to decide:-

- (i) Extension of time **Sqn Cdr (Engg.)
27 SCG NSG Chennai**
- (ii) Re-scheduling of milestones **Director (Engg.)
HQ NSG, Palam, New Delhi**
- (iii) Shifting of date of start in case of delay in handing over of site. **Director (Engg.)
HQ NSG, Palam, New Delhi**
- Clause 5.4 Schedule of rate of Recovery for delay in submission of the modified programme in terms of delay days **Rs 1000/- per week**
- Clause 6:- Computerised Measure Book (CMB) Applicable**
- Clause-7:-** Gross work to be done together with net payment/ adjustment of advances for material collected, if any since the last such payment for being eligible to interim payment **Rs. 2,25,000/-**

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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- Clause-7A:-** Whether clause 7A shall be applicable: Yes
- Clause-8A :-** Authority to decide compensation on account if contractor fails to submit completion plans Sqn Cdr (Engg)
27 SCG, NSG, Chennai
- Clause-10A:-** List of testing equipment to be provided by the Agency at Site Lab As per Direction of Engineer-in-Charge
(Equipment for conducting necessary Site Tests as per requirements of Specifications and quality assurance plan shall be provided and installed at Site Laboratory by the contractor at his own cost).

Clause-10-B (i):-

Whether clause 10-B (i) shall be applicable Not Applicable

Clause-10C : This clause shall be applicable only if Clause 10CC is not applicable.

Component of Labour Expressed as percent of value of work	25%
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Clause-10-CC:- This clause is **Not Applicable** in this contract

Clause-11:- Specifications to be followed for execution of work Latest C.P.W.D. Specifications

Clause-12:- Authority to decide deviation upto 1.25 Times of tendered amount Engineer-in-Charge

From 1.25 to 1.5 times of TA Director (Engg.), HQ NSG

Above 1.50 TA Not allowed

Clause 12.2 (c) Deviation limit beyond which clause 12.2 (c) shall apply for Building work. No Limits

Clause 12.4 (i) Deviation limit beyond which clause 12.2 (c) shall apply for foundation works No Limits

Clause 12.4 (ii) Deviation Limit for items mentioned in earth work subhead of DSR and related items No Limits

Note : The rate for extra and substituted items shall be lower of the following (DSR/Non DSR both):

(a) Market rate of that (EI/SI) at the time of execution plus / minus the percentage above / below the Estimated cost of the work at which the tender has been accepted.

Or

(b) Market rate of that item (EI/SI) at the time of execution.

Clause-16:- Competent Authority for deciding reduced rates. Director (Engg.),
Engineering Directorate,
National Security Guard,
New Delhi-110037

Clause-18:- List of Mandatory machinery, tools & plants to be deployed by the contractor at site : As per site requirement & as per direction of Engineer-in-charge

Clause 19C:- Clause 19C Authority to decide for each default Engineer-in-Charge

Clause 19D Authority to decide for each default Engineer-in-Charge

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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Clause 19G Authority to decide for each Default Engineer-in-Charge

Clause 19K Compensation to be paid by contractor in case of failure to deploy qualified tradesman Not Applicable

**Clause-25 :- (i) Conciliator - Director (Engg.), HQ NSG
(ii) Arbitrator Appointing Authority – The Director General, HQ NSG
(iii) Place of Arbitration – New Delhi**

Clause-32:- Clause 32 Requirement of Technical Representative(s) and Recovery Rate

SI No.	Minimum Qualification of Technical representative		Minimum Experience	Designation	Discipline
	Qualification	Number			
1.	Graduate Engineer OR Diploma engineer	1 (Major Component)	2 Yrs 5 Yrs	Project manager cum planning/ quality /site/ billing engineer	One Civil Engineering

Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of major component Rs. 15000/- per month per Engineer.

Assistant Engineers retired from Government services that are holding Diploma will be treated at par with Graduate Engineers. Diploma holder with minimum 10 year relevant experience with a reputed construction co. can be treated at par with Graduate Engineers for the purpose of such deployment subject to the condition that such diploma holders should not exceed 50% of requirement of degree engineers.

Squadron Commander (Engg)
27 SCG, NSG Chennai

GENERAL CONDITIONS

1. GST tax, Water charges, income tax and other taxes like construction workers welfare cess as applicable on work done will be charged on gross amount of the Bill as per the latest provision of Govt. of India.
2. The work shall be carried out as per CPWD yardstick, current CPWD Specification with up to date correction slip for CPWD specification Horticulture/Civil/Electrical.
3. The contractor shall take instruction from the officer-in-charge regarding supply and stacking of material at site and execution of work etc. He shall bear all charge for storage and safe custody of materials. He will dispose of mulba inside campus at designated place. Nothing extra shall be payable on this account.
4. The contractor or his supervisor will regularly meet with the site officer-in-charge for taking the direction.
5. The rejected and substandard material should be removed from the site of work immediately, the Department shall not be responsible for any damage/loss of rejected material, If the same will not be removed within five days after issuing notice in writing by **Squadron Commander (Engg)**, then necessary recovery shall be made @ Rs. 500/- per day.
6. The contractor shall have registration with EPFO and ESIC for safeguard interest of his workers. The contractor shall make deduction on account of EPF & ESIC to labour/staff deployed by him on the work and will furnish detail of each worker at division office every month.
7. The contractor will be responsible for police verification of the labour & permission of vehicles deployed for the execution of work they have to follow all the security norms/guidelines of the concerned Ministries/Department. A list of workers deployed will have to provide to the officer-in-charge before starting the work to get the necessary security passes and other security clearance well in advance.
8. All the engaged workers are to be equipped with photo identity cards issued by the contractor and contractor will maintain their particulars (i.e. Name, Father's Name, Local Address and permanent Address etc.) A Copy of the same will be provided to the Officer-in-charge. The expenditure on this account will be borne by contractor and nothing will be reimbursed for it.
9. The attendance register shall be maintained by the contractor. Officer-in-charge can verify this register at any time. This will be submitted with each RA bill along with particulars as mentioned above.
10. The contractor will have to engage the minimum labour (as per yard stick of the work) not below the age of 18 years.
11. The contractor or his representative should be available at site on every visit of officer-in-charge as well as visit of senior officers.
12. The contractor shall make his own arrangements for obtaining electric/water connections, if required, and necessary payment will be made by contractor directly to the Department concerned.
13. The Department shall not be responsible for any injury partial or permanent or death of any workers at site due to accident or mal functioning of the equipment or by negligence of the staff.

14. **PROGRAMME CHART**

(i) The contractor shall prepare an integrated programme chart for the execution of work, showing clearly all activities from the start of work to completion, with details of manpower, equipment and machinery required for the fulfillment of the programme within the stipulated period or earlier as indicated in the mile stones under clause 5 of the contract and submit the same for approval to the Engineer-in-Charge within ten days of the award of the contract.

(ii) The programmes chart should include the following:-

- (a) Descriptive note explaining sequence of various activities.
- (b) Net work (PERT/CPM/BAR CHART).

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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- (c) Programme for procurement of materials by the contractor
- (d) Programme of procurement of machinery/equipment's having adequate capacity commensurate with the quantum of work to be done within the stipulated period by the contractor.

15. If it appears to the Engineer-in-Charge that the actual progress of work does not conform to the approved programme referred above the contractor shall produce a revised programme showing the modifications to the approved programme to ensure completion of the work within the stipulated time for completion.

16. The submission for approval by the Engineer-in-Charge of such programme or the furnishing of such particulars shall not relieve the contractor of any of his duties or responsibilities under the contract. This is without prejudice to the right of Engineer-in-Charge to take action against the contractor as per terms and conditions of the agreement.

17. The order of preference in case of any discrepancy as indicated in condition No. 8.1 under "Conditions of Contract" give in standard NSG contract form may be read as the following:-

- (i) Nomenclature of items as per schedule of quantities.
- (ii) Particular specification and special condition, if any.
- (iii) CPWD specifications.
- (iv) Architectural Drawings
- (v) Indian standard specifications of B.I.S.
- (vi) Sound Engineering Practice A reference made to any Indian Standard specification in these documents, shall imply to the latest version of that standard. Including such revision/amendments as issued by the bureau of Indian standard upto last date of receipt of tenders. The contractor shall keep at his own cost all such publications of relevant Indian standard applicable to the work at site. If there are varying or conflicting provisions made in any document forming part of the contract, the Engineer-in-Charge shall be the deciding authority with regard to the intention/interpretation of the tender and his decision shall be final and binding on the contractor.

FLY LEAF

1. **Ministry of Urban Development may be read as Ministry of Home Affairs.**
2. **Superintending Engineer may be read as Director (Engg) NSG**
3. **Divisional Officer/Executive Engineer/Engineer-in-charge may be read as **Squadron Commander (Engg).****
4. **Sub-Divisional Officer/Assistant Engineer shall mean Team Commander (Electrical) 27 SCG, NSG**
5. **Divisional/Sub-divisional office shall mean **Sqn Cdr(Engg) office 27 SCG chennai****

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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Instructions for online Bid submission

Instructions to the Bidders to submit the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>

- 1) Possession of valid Digital Signature Certificate (DSC) and enrollment/ registration of the contractors/bidders on the eprocurement /etender portal is a prerequisite for etendering.
- 2) Bidder should do the enrollment in the eProcurement site using the “Click to Enroll” option available on the home page. Portal enrollment is generally free of charge. During enrollment/registration, the bidders should provide the correct/true information including valid email_id. All the correspondence shall be made directly with the contractors/bidders through email_id provided.
- 3) Bidder need to login to the site thro’ their user ID / password chosen during enrollment / registration.
- 4) Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY/TCS/nCode/ eMudra or any Certifying Authority recognized by CCA India on eToken/ Smart Card, should be registered.
- 5) The DSC that is registered only should be used by the bidder and should ensure safety of the same.
- 6) Contractor/Bidder may go through the tenders published on the site and download the required tender documents/ schedules for the tenders he/she is interested.
- 7) After downloading / getting the tender document/schedules, the Bidder should go thro’ them carefully and then submit the documents as asked, otherwise bid will be rejected.
- 8) If there are any clarifications, this may be obtained online thro’ the tender site, or thro’ the contact details. Bidder should take into account the corrigendum published before submitting the bids online.
- 9) Bidder then logs in to the site through the secured log in by giving the user id/password chosen during enrolment/registration and then by giving the password of the eToken/Smart Card to access DSC.
- 10) Bidder selects the tender which he/she is interested in by using the search option & then moves it to the ‘my tenders’ folder.
- 11) From my tender folder, he selects the tender to view all the details indicated.
- 12) It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, the bid will be rejected.
- 13) 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/xls/rar/zip formats. If there is more than one document, they can be clubbed together and can be provided in the requested format. Each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through zip/rar and the same can be uploaded, if permitted. Bidders Bid documents may be scanned with 100 dpi with 12 black and white option. However of the file size is less than 1 MB the transaction uploading time will be very fast.
- 14) If there are any clarifications, this may be obtained through the site, or during the pre-bid meeting if any. Bidder should take into account the corrigendum published from time to time before submitting the online bids.
- 15) The Bidders can update well in advance, the documents such as certificates, annual report details etc., under My Space option and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.
- 16) Bidder should submit the Tender Fee/ EMD as specified in the tender. The original should be Posted / couriered/given in person to the Tender Inviting Authority, within the bid submission due date & time for the tender. Scanned copy of the instrument should be uploaded as part of the offer.
- 17) While submitting the bids online, the bidder reads the terms & conditions and accepts the same to proceed further to submit the bid packets.
- 18) The bidder has to select the payment option as offline to pay the Tender FEE/ EMD as applicable and enter details of the instruments.
- 19) The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise submitted bid will not be acceptable.
- 20) The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections and pages of the bid document including General conditions of contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.
- 21) The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.
- 22) Tenderers should submit price bid in format available Annexure in **CPP Portal** <http://eprocure.gov.in/eprocure/app> and don’t change the name of downloaded Annexure. Only fill the area which is available to fill and validate by the given button in Annexure, save the file and upload the file on portal.

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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- 23) The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.
- 24) After the bid submission (ie after Clicking “Freeze Bid Submission” in the portal), the acknowledgement number, given by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and will also act as an entry pass to participate in the bid opening date.
- 25) The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
- 26) All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
- 27) Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers’ public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

TERMS AND CONDITIONS

1. The work is required to be executed in restricted area and the contractor shall abide by the security instructions/written directions of NSG officials regarding working hours and entry in the building/area. No claim shall be entertained on this account.
2. **Rates are inclusive of all leads, lifts including head lead. Before quoting rates, sites of works may be seen. Nothing extra shall be payable on this account. For plaster/paint up to 10 mtr height nothing extra will be payable on account of scaffolding. Contractor should quote the rate accordingly.**
3. **The main contractor has to associate agency(s) for specialize component(s) conforming to eligibility criteria as defined in the tender document and has to submit detail of such agency(s) to Engineer-in-charge of relevant component(s) within prescribed time. Name of the agency(s) to be associated shall be approved by Engineer-in-charge of relevant component(s).**
4. **The malba /garbage generated at site due to construction activities shall be removed from the site immediately & shall be disposed off by the contractor to the approved dumping site identified by the Engineer-in-charge within NSG Campus. Nothing extra shall be paid on this account.**
5. In case the main contractor intends to change any of the above agency/agencies during the operation of the contract, he shall obtain prior approval of Engineer-in-charge of relevant . component(s).
The new agency/agencies shall also have to satisfy the laid down eligibility criteria. In case Engineer-in-charge is not satisfied with the performance of any agency, he can direct the contractor to change the agency executing such items of work and this shall be binding on the contractor.
6. The main contractor has to enter into MoU with agencie(s) associated by him. Copy of such MoU shall be submitted to **Squadron Commander, 27 SCG, NSG Chennai**. In case of change of associate contractor, the main contractor has to enter into MoU/ agreement with the new contractor associated by him.
7. The service and repair work shall be treated as complete when all the components of the work are complete. The completion certificate of the service and repair work shall be recorded by Engineer-in-Charge of major component after record of completion certificate of all other components.
8. All materials obtained from the Govt. stores or otherwise on receipt shall be got checked by the Engineer-in-charge of the work or his representations before use.
9. The contractor shall bear all incidental charges for cartage, storage and safe custody of materials issued by department.
 - i) The contractor shall submit for the approval of Engineer-in-Charge names of specialized agencies of repute along with their technical capacity proposed to be engaged by him, who must have executed satisfactorily works of value as specified in mandatory conditions.
10. In case of testing of materials, contractor shall arrange sample of materials and its cartage to the test laboratory. testing charges shall be borne by the contractor.
11. Quantities of items indicated in schedule of work may vary either side. Before bringing materials at site, contractor may verify quantity as per actual requirement.
12. The contractor shall have to submit the list/document of workers and engineers to the department before execution of work for issuing the entry permission/passes etc. This process should complete before date of start of work as stipulated in award letter/ LOI.
13. **All materials are required to be got approved from the Engineer in charge before execution of the work by the contractor.**
14. **If the contractor uses electricity during execution of work, he has to obtain Electricity connection from TC/JE (E) of area concerned. If found any irregularity or theft case action will be taken as per SOP of 27 SCG.**
15. **All extra / substituted items shall be paid on the rates calculated on the basis of clause 12 of Schedule 'F' of NIT.**

Addition-Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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16. **Direction of Engineer in charge about the priority of items should be final and time frame should be strictly adhered to. If the contractor fails to execute the items with in time frame asked by the Engineer- in-charge, Engineer- in- charge will reserves the right to imposed penalty @ Rs. 1000/ day. If the contractor continuous to violate the direction of EIC continuously/ repeatedly, EIC reserve the rights to cancel the agreement and take action according to relevant clauses of agreement.**
17. The contractor has to follow all COVID-19 guideline issued by GOI/NSG. Nothing will be paid extra on this account
18. **Statutory Requirements:** All the statutory obligations with respect to taxes etc. should be borne by the intending agency and the department shall remain indemnified.
19. **General Conditions:** Contractor / agency shall nominate sufficient eligible candidate of required profile against each workmen required. They will be screened for best candidate by Engineer – In – Charge before they are actually engaged at work. However, the firm shall be responsible for suitability of all workers engaged each category.
20. **Non Payment of Wages:** In case of any complaint by any worker against the contractor / agency is received by Engineer – In – Charge, the proportionate payment due to the contractor / agency shall be withheld from his bill and the case shall be referred to the concerned authority.
21. **Periodical Meeting:** A periodical review meeting of the contractor’s / agency’s representative with the Engineer – In – Charge after every fortnight (As per convenience of the Engineer – In – Charge) shall be held.
22. **Safety of NSG Assets:** Any loss caused to NSG or its asset in any manner as result of carelessness / lack of skill / unwanted behavior or due to any other reason in any other form shall be recoverable from the agency. The decision of the Engineer – In – Charge with regard to quantum of loss and the penalty to be imposed shall be final and binding.
23. **T & P:** All the skilled workers should with equipped with personal tool kit on work as per site requirements (like irrigation/water supply pipe, hessian cloth, brooms or any other type). First – Aid box shall also be arranged by the contractor / agency at site of work. No extra payments will be made on those accounts by the department.
24. **Antecedents:** The contractor / agency shall employ only such persons whose antecedents are satisfactory. The contractor / agency have to certify that the persons engaged bear a good moral character. The bio – data of the staff engaged shall also be submitted to the Engineer – In – Charge before actually engaging them on work.
25. **Accidents:** Department shall not be responsible for any injury partial or permanent or death of any worker at site due to accident or malfunctioning of the equipments by negligence of the staff. The contractor shall absolve the department of any obligation on the above account.
26. **Termination of Contract:** The department shall be at liberty to discontinue contract / agreement by giving One month notice without assigning reason thereof (01 month shall be reckoned from the date of issue of the letter for discontinuation). Decision of Engineer – In – Charge shall be final and binding on the contractor, for which no claim on any account will be entertained by the department.
27. **Wages:** It shall be responsibility of the contractor to pay minimum wages to his workers as approved by the Government.
28. **Conduct:** The contractor / agency shall be responsible for the conduct and behavior of his employees. If any employee of the contractor / agency is found misbehaving with the supervisory staff or any other staff member, the contractor / agency shall terminate the services of such employee within 24 hours at their own risk and responsibility.
29. **Area:** The work is required to be executed in restricted area and the contractor / agency shall abide by all instructions / written directive of NSG official and follow all security norms.
30. **Experience:** Staff provided by duty shall be professionally competent and experienced in respective fields as described in these documents elsewhere.
31. **Loss & Damage:** Any loss or damage to the listed inventory of all services by way of theft, sabotage or mal operation of equipment or any other machinery / switch gear shall be made good by the contractor / agency at his own cost.

Any loss and damage to the Govt. property due to the negligence/theft of the contractor's labour, shall be the responsibility of the contractor and the recovery shall be made from the bills.

32. **Services:** The contractor / agency should visit site before quoting and see himself the services for which he has to provide suitable necessary staff for its operation / maintenance.
33. The contractor shall provide necessary barriers, warning signals, and other safety measures while executing the work wherever required to prevent accidents.
34. Bidder must read the conditions given vide MoF, DoE, order no. F.No. 06/18/2019-PPD dated 23 July 2020. If any condition applies to any bidder, respective certificate as given in above order shall be enclosed duly signed by bidder, in case of any shortcoming in reference to this order is found, bids of such bidders shall be treated as cancelled.

ADDITIONAL CONDITIONS

1. The Firm/OEM will service the lifts at regular intervals and as frequently as necessary based on the age, nature, type, location and condition of the elevator and all reasonable care should be taken and maintain the lift equipment in safe and proper working condition.
2. Carry out the service work on normal working days other than Sundays & Holidays and during regular working hours. Any complaints rose after 3 pm it will be attended by on priority first half of next working day.
3. In this contract following responsibility for refinishing, repairing the following non-proprietary items of the lift equipment and have not been included for the same in this contract: Car enclosures, car flooring, hoist way enclosure, hoist way and car door, door and gate handles, door beading, door glasses, door frames, sills, push box covers in landings and car electric incoming mains, main switch, EPABX Telephone intercom, all kind of TFT/LED/LCD displays, access control system, fan and light fittings, mirror, alarm bell and buzzer, emergency light, alarm device & batteries.
4. Firm/OEM entitled to depute its authorized service personnel to attend all call backs during normal working hours, free of charges.
5. Repair/overhaul the lift parts as per requirement assessed by firm/OEM the conditions warrant and the old parts will be removed and this will become property of Firm/OEM.
6. Firm/OEM will be responsible for replenish the Gear and Motor bearing with necessary Johnson lubricants whenever necessary and all parts of the lift will be checked, cleaned and lubricated to keep them, both mechanically and electrically in perfect working condition.
7. Carry out customary annual safety test to examine all safety devices according to the prescribed standard. The company will not be required to make any other tests. The company will not be required to install new attachments or to make replacements with parts of a different design to the elevator whether or not recommended or directed by Insurance Companies or by Government or Non-governmental authorities.
8. Any additional work required due to any incident and accident in lifts which would be not covered under the contract then such work will be carried out after obtaining your approval of Engineer-in-charge otherwise, the cost of which will be bear by firm or OEM.
9. After submission of bill minimum 15 days time will be required under the Engineering branch & 30 days time will be required for processing of payment by the Accounts branch/RPAO. If any query / correction are required at any stage, similar time frame will be required again after re-Submission of bill. Bill payment will be made on quarterly basis only, i.e. also subjected to the availability of funds.
10. The contractors are advised to get acquainted with the proposed work and its site and also inspect installed Fire fighting equipments and hydrant system and special conditions carefully before tendering. No claim of any sort shall be entertained on account of any site conditions and ignorance of specifications and special conditions.
11. The rates quoted by the contractor shall be taken as gross and nothing extra shall be paid on any account i.e. royalty, cartage, taxes (including GST) etc.
12. After submission of bill minimum 15 days time will be required under the Engineering branch & 30 days time will be required for processing of payment by the Accounts branch/RPAO. If any query / correction are required at any stage, similar time frame will be required again after re-Submission of bill. Bill payment will be made on quarterly basis only, i.e. also subjected to the availability of funds.
13. The rates for different items of work shall apply for all heights and depths, leads and lifts unless otherwise specified in the agreement or specifications applicable to the agreement.
14. Any damage done by the contractor to any existing work during the course of execution of the work shall be made good by him at his own cost.
15. Quality of samples brought by the contractor shall be judged by standards laid down in the relevant CPWD specifications. For the items not covered by CPWD specifications relevant BIS standards shall apply. The sample of materials to be brought to site for use in work shall be got approved from the Engineer-in-Charge before actual execution of work.
16. The quantities of each item shall not be exceeded beyond the agreement quantities without prior permission of Engineer-in-Charge.
17. Statutory deductions as per prevailing rules shall be made from the gross amount of the bill.
18. No payment shall be made to the contractor for any damage caused by rain, snow fall, floods or any other natural causes whatsoever during the execution of work. The damage caused to work shall have to be made good by the contractor at his own cost and no claim on this account shall be entertained.
19. Testing of materials:-
 - a. In case there is any discrepancy in the frequency of testing as given in the list of mandatory test and that in the individual sub-head of work as per the CPWD specifications for work-2019 Vol-I & II with upto date correction

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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slips, the higher of the frequencies shall be followed and nothing extra shall be payable to the contractor on this account.

- b. Samples of all fittings and fixture to be provided shall be got approved from the Engineer-in-charge before use in the work.
- c. All expenditure to be incurred for testing of samples e.g. packaging, sealing, transportation, loading, unloading etc. including testing charges shall be borne by contractor.
- d. All material shall be tested from the list of approved labs, IITs, NITs, reputed Government Engineering Colleges and field laboratory as per direction of Engineer-in-charge.

20. Co-Ordination with other Agencies:

- a. Other agencies may also simultaneously be executing the civil work, Electrical work, Horticulture or external services and other building works for the same building along with this work. The following services shall be extended by contractor to other agencies for carrying out their work.
 - b. Access to various works of site.
 - c. Make available clear site
21. The contractor shall co-ordinate with all other agencies involved at the site of work so that the work of other agencies is not hampered. Where activity of contractor is directly affecting the progress of other agencies, the same shall be given priority. Contractor is required to note the milestones of other agencies and plan his activities to facilitate so as to avoid any hindrance to other agencies. In case of any conflict with work schedule of any other agency at site, decision of Engineer-in-charge shall be final and binding.
 22. Contractor has to co-ordinate with other contractor in such a manner so that they get reasonable time to take up their work. During execution of work Department may desire for completion of certain areas on priority, in such cases contractor shall modify his plan accordingly.
 23. The cost of Co-ordination/facilities extended to other contractors shall be deemed to be included in the quoted amount of contractor and nothing extra shall be payable.
 24. Some restrictions may be imposed by the security staff etc. on the working and or movement of labour and materials, etc, the contractor shall be bound to follow all such restrictions / instructions and nothing shall be payable on this account.
 25. The contractor shall take all precautions to avoid accidents by exhibiting necessary caution boards. He shall be responsible for all damages and accidents caused due to negligence on his part. No hindrance shall be caused to traffic during the execution of the work by storing materials on the road.
 26. The contractor shall be fully responsible for the safe custody of the material issued or brought by him to site for doing the work, till the time of handing over to NSG.
 27. The rate for all items of work, shall unless otherwise clearly specified include cost of all labour, material and other inputs involved in the execution of the items.
 28. Any reference made to any Indian Standard Specifications in these documents, shall imply to the latest version of that standard, including such revisions / amendments as issued by the Bureau of Indian Standards up to last date of receipt of tenders. The contractor shall keep at his own cost all such publications of relevant Indian Standards applicable to the work, at site.
 29. The contractor shall make his own arrangement of electricity and its distribution at his own cost. The department will render only assistance to the contractor for making application to authorized Electric supply agency, if required. All the fees and charges including consumption charges shall be borne by the contractor for carrying out work at site.
 30. The contractor shall clean the site thoroughly of scaffolding materials, rubbish, equipments left out of his work and dress the site around the building to the complete satisfaction of the Engineer-in-charge before the work is treated as completed.
 31. The labour welfare cess/ fund @ 1% of gross work done shall be deducted.
 32. Maintenance of Register of Tests- All the registers of tests carried out at Construction Site or in outside laboratories shall be procured & maintained by the contractor which shall be issued to the contractor by Engineer-in-charge.
 33. Maintenance of Material at Site (MAS) Register- All the MAS Registers including Cement and Steel Registers

shall be procured & maintained by Contractor which shall be issued to the contractor by Engineer-in-charge.

34. Contractor shall be responsible for safe custody of all registers e.g. test registers, MAS registers, cement register, etc. issued by the Engineer-in-charge.
35. The department shall be at full liberty to get the installation inspected by the third party or any other quality check team and the contractor shall have to make all modifications in the designing and installations as communicated to it by the department inter-alia advised by the third party.
36. **DISCREPANCY BETWEEN THE NOMENCLATURE OF ITEMS, SPECIFICATIONS, AND /OR THE DRAWINGS**
37. The following specifications are applicable for the work. In case of discrepancy between the nomenclature of items, specifications, and /or the drawings or in case no specifications are specified (Refer clause 28 of the General Conditions of the Contract-2023) the following order of preference shall be observed:
- i) Nomenclature of items including the scope of work as given in Schedule of Quantities of this tender.
 - ii) Technical / Particular Specifications, Special Conditions and other provisions of this tender and model of fixtures mentioned.
 - iii) Drawings.
 - iv) CPWD Specifications (latest edition) with upto date correction slips issued upto the last date of the month prior to month of submission of tender.
 - v) BIS Codes with latest revisions issued upto the last day of the month prior to month of submission of tender.
 - vi) International standards and accepted international practices as approved by Engineer-in-Charge.
 - vii) Sound Engineering Practice as per directions of the Engineer-in-Charge.

If there are varying or conflicting provisions made in any document forming part of the contract, the Engineer-in-Charge shall be the deciding authority with regard to the intention/interpretation of the tender and his decision shall be final and binding on the contractor.

38. **ENTRY IN CAMPUS**

The contractor shall be responsible for making pass of all the engineers/ labours required for executing of work for which all required documents shall be arranged by contractor himself. Any observation raised by Security staff shall be complied by contractor himself. No hindrance will be paid to the contractor on this behalf.

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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SPECIAL CONDITIONS

1. The work to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, tools, plants, machinery, equipment, temporary structures and transport which may be required in preparation of and for the full and entire execution and completion of the works. The descriptions given in Schedule of Quantities shall, unless otherwise stated, be held to include wastage on materials, carriage and cartage, carrying and return of empties, hoisting, setting, fitting and fixing in position and all other laborers necessary in and for the full and entire execution and completion of the work as aforesaid in accordance with good practice and recognized principles.

2. DEVIATION FROM THE DRAWINGS, SPECIFICATIONS, STIPULATION, CONDITIONS

The contractor is not to vary or deviate from the drawings, specifications, stipulation, conditions of tender document or instructions to execute any work of any kind whatsoever unless so authorized by the Engineer-in-Charge in writing. For any extra work involved in consequence of some breach of this contract the part of the contractor(s), no extra payment will be admissible to the contractor.

3. PROTECTION OF WORKS

All finished Works shall be protected from damage that could arise from other construction activities. Work shall be planned and executed in such a manner that work completed by others is not damaged. The compliance of these provisions is deemed to be included in the quoted amount and nothing extra shall be paid on this account. The contractor shall maintain in good condition all work till the completion of entire work allotted to him. Engineer-in-Charge shall not be held responsible for any claims for injuries to persons/workmen or for structural damage to property happening from any neglect, default, want of proper care or misconduct on the part of the contractor or of any other of his authorized representatives / labour in his employment during the execution of the work. The compensation, if any, shall be paid directly to the department/authority/persons concerned, by the contractor at his own cost.

The contractor shall take adequate precautions for work in progress as well as completed works from flooding particularly during the rainy season.

4. RIGHT TO CARRY OUT THE WORK

The right to carry out the work either in conformity with or in a manner entirely different from the terms of this tender document that may be considered the most suitable before or subsequent to the receipt of tenders due to exigencies of work is reserved with the Engineer-in-Charge.

5. PROGRESS OF WORK

Contractor shall give the Engineer-in-Charge on the 10th day of each month, progress report in the prescribed format of the work done during the previous month and program/ proposal for the next month. Such progress report will include the quantum of work done, important materials consumed, and materials available, materials proposed to be procured during the month & photographs of important activities as well as showing progress of the work.

6. NIGHT WORK

For completing the work in time, the contractor /manufacturer might be required to work in two or more shifts (including night work) and no claim whatsoever shall be entertained on this account, notwithstanding the fact that the contractor/manufacturer will have to pay to the labourers and other staff engaged directly or indirectly on the work according to the provisions of the labour regulations and the agreement entered upon and /or extra amounts for any other reason.

7. CONTRACTOR TO INDEMNIFY

The Contractor shall at all times indemnify the department against all claims, damages or compensation under the provisions of payments of Wages Act 1936, Workmen's Compensation Act 1923, Minimum Wages Act 1948, Employment Liability Act 1938, Industrial Disputes Act 1947, Maternity Benefit Act 1961, Interstate Migrant Workmen (Regulation of Employment and Conditions Sewage) Act 1979 or any modifications thereof or any other law relating thereto any rules made there under from time to time or as a consequence of any accident or injury to any workmen or other person in or about the works, whether in the employment of the Contractor or not, save and except where such accident or injury has resulted from any act of the department, their agents or servants and also against all costs, charges and expenses of any suit, action or proceedings arising out of such accident or injury and against all sum or sums which may with the consent of the Contractor be paid to compromise or compound any such claim without limiting his obligation and liabilities as above. The Contractor shall insure against all claims, damages or compensation

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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payable under the Workmen's Compensation Act 1923, or any modifications thereof for any other law relating thereto. The Contractor shall ensure that similar insurance policies are taken out by his sub-contractor (if any) and shall be responsible for any claims or losses to department resulting from their failure to obtain adequate insurance protection in connection thereof. The contractor shall procure or cause to be produced by his Sub-Contractors (if any) as the case may be relevant policy or policies and premium receipts as and when required by the Engineer-in-charge.

8. SAFETY OF WORKERS

Over and above the provisions made in CPWD Safety Code the following will also be applicable: In respect of all workmen directly or indirectly employed in the work for the performance of the contractor's part of this agreement, the contractor shall at his expense arrange for the safety provisions as per Indian Standard Safety codes shown below and shall at his own expense provide for all facilities in connection there with. In case the contractor fails to make arrangement and provide necessary facilities as aforesaid, he shall be liable to pay penalty prescribed under relevant clauses of these tender documents for each default and in addition the Engineer-in-charge shall be at liberty to make arrangement and provide facilities as aforesaid and recover the cost incurred on that behalf from the contractor, and no claims on this account whatsoever shall be entertained.

1. IS: 3696 (part I) Safety code for scaffolds and ladders.
2. IS: 3696 (part II) Safety code for scaffolds and ladders Part II ladders.
3. IS: 4081 Safety code for blasting and drilling operations.
4. IS: 7293 Safety code for working with construction machinery.
5. IS: 7969 Safety code for storage and handling of building materials.
6. Any other code and/or as per directions of Engineer-in-charge.

9. COMPLIANCE OF LAWS

The contractor shall keep himself fully informed of all acts and laws of the Central and state govt. (i.e. Govt. of National Capital Territory of Delhi) all local bye laws, ordinances, rules and regulations and all orders and decrees of bodies or, tribunals having any jurisdiction or authority which in any manner affect those engaged or employed on the work or which in any way affect the conduct of the works. Contractor shall at all times, observe and comply with all such laws, ordinances, rules, regulations, orders and decrees, and shall give all notices and pay out of his own money any fees or charges to which he may be liable. He shall protect and indemnify the Department and its officers and employees against any claim or liability arising out of violations of any such law, ordinances, legislations, order or decree, whether by himself or by his employees & authorized representatives.

10. PREVENTION OF NUISANCE AND POLLUTION

The contractor shall take all necessary precautions to prevent any nuisance or inconvenience to the owners, tenants or occupiers of adjacent properties and to the public in general and to prevent any damage to such properties and any pollution. He shall make good at his own cost and to the satisfaction of the Engineer-in-charge, any damage to roads, paths, drainage works or public or private property whatsoever caused by the execution of the work or by traffic brought thereon by the contractor. All waste or superfluous materials shall be cleaned away by the contractor without any reservations entirely to the satisfaction of the Engineer-in-charge at no extra cost.

11. NO WAIVING OF LEGAL RIGHTS AND POWERS

The Engineer-in-Charge shall not be precluded or stopped from taking any measurements, and framing of estimates or detaining any certificates made either before or after the completion and acceptance of the work and payment, from showing the true amount and character of the works performed and materials furnished by the contractor and from showing that any such measurements, estimates or certificates untrue or incorrectly made and that Engineer-in-charge shall not be precluded or stopped from recovering from the contractor such damages as it may be sustained by reasons of his failure to comply with the terms and conditions of the contract. Neither the acceptance by the Engineer-in-Charge nor any payment for acceptance of the whole or any part of the work nor any extension of time nor any possession taken by the Engineer-in-Charge shall operate as a waiver of any portion of the contract or any power here in reserved or of any risk to damage. A waiver of any breach of the contract shall not be held to be a waiver of any other or subsequent breach.

12. SITE MAINTENANCE

The Contractor shall maintain the Sites in good order during the whole construction period. It is strictly prohibited to bury any kind of waste materials, solid or liquid, in the ground. In the event of accidental discharge of polluting materials, the Contractor shall take immediate mitigating action and shall immediately inform the Client and the appropriate authorities.

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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13. PERSONAL PROTECTIVE EQUIPMENTS (PPEs)

The contractor shall provide required PPEs to workmen to protect against safety and/or health hazards.

Primarily PPEs are required for the following protection.

- i. Head Protection (Safety helmets)
- ii. Foot Protection (Safety footwear, Gumboot, etc.)
- iii. Body Protection (High visibility clothing (waistcoat/jacket), Apron, etc)
- iv. Personal fall protection (Full body harness, Rope-grap fall arrester, etc)
- v. Eye protection (Goggles, Welder's glasses, etc)
- vi. Hand protection (Gloves, finger coats, etc.)
- vii. Respiratory Protection (Nose mask, SCBAs, etc.)
- viii. Hearing protection (Ear plugs, Ear muffs, etc)

The PPEs and safety appliances provided by the contractor shall be of the standard as prescribed by Bureau of Indian Standards (BIS). If materials conforming to BIS standards are not available the contractor as approved by the Engineer-in-charge shall procure PPE and safety appliances

All construction workers should be provided with high visibility jackets with reflective tapes conforming to the requirement specified under BS EN 471: 1994. The conspicuity of workmen at all times shall be increased so as to protect them from speeding vehicular traffic.

The contractor shall provide safety helmet, safety shoe and high visibility clothing for all employee including workmen, traffic marshal and other employees who are engaged for any work under this contract as per the following requirement.

In addition to the above any other PPE required for any specific jobs like, welding and cutting, working at height, tunneling etc shall also be provided to all workmen and also ensure that all workmen use the PPEs properly while on the job. The contractor shall not pay any cash amount in lieu to PPE to the workers/sub-contractors and expect them to buy and use during work. The contractor shall at all time maintain a minimum of 10% spare PPEs and safety appliances and properly record and show to the Engineer-in-charge during the inspections. It is always the duty of the contractor to provide required PPEs for all visitors. Towards this required quantity of PPEs shall be kept always at the security post.

14. VISITORS TO SITE

No visitor is allowed to enter the site without the permission of the Engineer-in-charge. All authorized visitors should report at the site office and contractor shall provide visitor's helmet (White helmet with visitor sticker) and other PPEs like safety shoe, reflective jacket, and respiratory protection etc. as per requirement of the site.

All visitors shall be accompanied at all times by a responsible member of the site personnel. The contractor shall be fully responsible for all visitors' safety and health within the site.

15. EMPLOYER'S RISK

- a) In the event of any such loss or damage happening from any of the excepted risks defined in GCC 2023 pertaining to permanent works, as in combination with other risks, the contractor shall, if so required by the Engineer-in-charge, rectify the loss or damage. An addition to the contract price shall be determined treating the work done to rectify the loss or damage as variation/ extra/ substituted item, as given in the relevant clauses.
- b) Whenever any event as mentioned above occurs, the contractor will notify the Engineer-in-charge, within 14 days and provide a forecast cost of repairs / rectifications of damages / losses. As soon as information demonstrating the effect of such event is available, the Engineer-in-charge shall assess the cost of repairs/ rectifications to be paid. In case contractor's forecast is deemed unreasonable, the Engineer-in-charge shall adjust the contract price and/ or extend the contract.

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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On non-judicial stamp paper of minimum Rs. 100
Performa for Form of Bank Guarantee for Earnest Money Deposit /
Performance Guarantee/Security Deposit/Mobilization Advance

1. Whereas the **Squadron Commander (Engg) 27 SCG , NSG, Chennai** on behalf of the President of India (hereinafter called "The Government") has invited bids under **NIT- 03/RHC/NSG/2026-27** dated _____ for **Annual Comprehensive Maintenance of passenger and goods lifts installed in residential buildings of 27 SCG RH Chennai during 2026-27.**

- The Government has further agreed to accept irrevocable Bank Guarantee for Rs.....(Rupees.....only) valid upto..... (date)..... as Earnest Money Deposit from.....(name and address of contractor).....(hereinafter called "the said Contractor(s)") for compliance of his obligations in accordance with the terms and conditions in the said NIT.

OR

Whereas the **Squadron Commander (Engg) 27 SCG, NSG, Chennai** on behalf of the President of India (hereinafter called "The Government") has entered into an agreement bearing number.....with(name and address of the contractor).....(hereinafter called "the Contractor") for execution of work **Annual Comprehensive Maintenance of passenger and goods lifts installed in residential buildings of 27 SCG RH Chennai during 2026-27.**

The Government has further agreed to accept an irrevocable Bank Guarantee for Rs..... (Rupees..... only) valid upto.....(date).....as Performance Guarantee/Security Deposit/Mobilization Advance from the said Contractor for compliance of his obligation in accordance with the terms and conditions of the agreement.

2. We.....(indicate the name of the bank) (herein after referred to as "the Bank"), hereby undertake to pay to the Government an amount not exceeding Rs.....(Rupees.....only) on demand by the Government within 10 days on the demand.
3. We..... (indicate the name of the bank).....do hereby undertake to pay the amounts due and payable (indicate the name of the Bank) under this Guarantee without any demure, merely on a demand from the Government 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).
4. We,(indicate the name of the bank) further undertake to pay to the Government 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, our liability under this present being absolute and unequivocal. The payment so made by us under this Bank Guarantee shall be a valid discharge of our liability for payment there under and the contractor shall have no claim against us for making such payment.
5. We(indicate the name of the bank) further agree that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligation here under to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said contractor or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said Contractor 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. We,(indicate the name of the bank) further agree that the Government at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor at the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee the Government may have in relation to the Contractor's liabilities.
7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.
8. We (indicate the name of the Bank), undertake not to revoke this guarantee except with the consent of the Government in writing.
9. This Bank Guarantee shall be valid upto..... unless extended on demand by Government. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs..... (Rs.....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 liabilities under this guarantee shall stand discharged.

Date :... ..

Witness:

1. Signature.....
Name and address

Authorized signatory
Name
Designation
Staff code No.

2. Signature.....
Name and address

Bank seal.

Addition- Nil	Deletion – Nil	Correction – Nil	Overwriting - Nil
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ANNEXURE-III
(Refer to Rule 6.0)

OFFICE OF THE (COMPLETE ADDRESS OF THE ISSUING AUTHORITY)

Tele No. : _____, Email: _____

TO WHOM IT MAY CONCERN : COMPLETION CERTIFICATE

1.	Name of Work/Project & Location	
2.	Name of Agency	
3.	Agreement Number	
4.	Agreement Amount	
5.	Gross value of completed work	
6.	Stipulated date of start	
7.	Date of completion a. Stipulated date of completion b. Actual date of completion c. Justified extended date of completion, if any	
8.	Details and cost of services included (a) Civil Works (b) Electrical Works (c) Number of storeys constructed	
9.	Amount of compensation levied for delayed completion if any a. Whether case of levy of compensation for delay has been decided or not Yes/No b. If decided, amount of compensation levied for delayed completion, if any	
10.	Details of litigation/arbitration, if any	

Executive Engineer
Name of Department with address

SCHEDULE OF WORK

Name of Work :- Annual Comprehensive maintenance of passenger and goods Otis make lift installed in Residential buildings of 27 SCG RH Chennai during 2026-27.

A Comprehensive AMC of Passenger and Goods Lift					
S/No.	Description of Item	Qty	Unit	Rate	Amount
	OTIS MAKE LIFT				
1	Annual comprehensive maintenance and servicing of following Lift of 6 stops, G+5 floors installed at Type III New, Otis make Lift No. (a) 52 ND 2058 having capacity of 13 person (884Kg) and (b) 52 N D2060 having capacity of 16 persons (1088 Kgs) & Annual comprehensive maintenance and servicing of following Lifts of 10 stops, G+9 floors installed at Type II new, Otis make Lift No. (a)52 ND 2057 having capacity of 13 persons (884Kgs) (b) 52 ND 2059 having capacity of 16 person/1088 kg	12	Month	59047.25	708567.00
Total					708567.00
SAY					708567.00