



GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED
गार्डन रीच शिपबिल्डर्स एण्ड इंजीनियर्स लिमिटेड
(A GOVERNMENT OF INDIA UNDERTAKING)
(भारत सरकार का प्रतिष्ठान)

Registered & Corporate Office Address: GRSE Bhavan, 61, Garden Reach Road, Kolkata – 700 024

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CIN सी आई एन: L35111WB1934GOI007891

NOTICE INVITING TENDER (NIT)

निविदा आमंत्रण सूचना

Garden Reach Shipbuilders & Engineers Limited, a **leading Warship Builders and Engineering Product Company**, invites interested, reputed, resourceful and financially solvent Electrical Contractors to submit **single stage two-part (Part I- Techno-Commercial & Part II- Price) bids** through e-tendering mode for the work package as per following bid document:

NIT No निविदा संख्या:	SCC/KKC/OT(Web)/HARDSTAND SLIPWAY-2 & DD-3/158/ET-3307 Dated: 16/10/2025
Job Title कार्य का नाम:	“PERMANENT PROTECTION WORK OF EASTERN SIDE EMBANKMENT OF SLIPWAY-2 & DD-3 AT RBD UNIT”
Tender issuing Dept. बिभाग द्वारा जारी:	Contract Cell (संविदाबिभाग), GRSE (61 Park)

ARTICLE 1 अनुच्छेद-1: SCHEDULE OF CALENDAR DATES समायावली की अनुसूची:

SCHEDULE सारणी		
Pre-Bid Meeting (if applicable) बोली-पूर्व बैठक (यदि लागु है)	27/10/2025	10.00 Hrs.
Bid submission Starting Date निविदा जमा करने की प्रारंभिक तिथि	28/10/2024	10:00 hrs.
Tender Due Date निविदा जमा की अंतिम तिथि	06/11/2025	12:00 hrs.
Tender Opening Date (Part I) निविदा खुलने की तिथि (तकनीकी- वाणिज्यिक बोली भाग-I)	07/11/2025	02:00 hrs.
Offer Validity Period minimum ऑफर की नियुक्तम वैधता अवधि	180 days from date of opening of Tender (Part – I)	

ARTICLE 2 अनुच्छेद-2: COMMERCIAL REQUIREMENT FOR THE NIT निविदा की ब्यवसायिक आवश्यकता:

FEES / DEPOSITS	
Tender Fee (refer clause 03 of STAC) निविदाप्रपत्र मूल्य (स्टैक के परिच्छेद 03 में उद्धृत)	INR 500 (Rupees Five Hundred only)
Earnest Money Deposit (EMD) (refer clause 04 of STAC) बयाना राशि जमा (स्टैक के परिच्छेद 04 में उद्धृत)	INR 6,00,000/- (Rupees Six Lakhs Only)
Security Deposit (SD) प्रतिभूति	5% of Work Order Value (inclusive of GST)
PBG पी बी जी	10% of Order Value (incl. GST)
Liquidated Damages परिनिर्धारित नुकसान	0.5 % per week, Max 5% of unexecuted job
Billing Frequency बिल करने की अवधि	RA Bill
Evaluation of L1 एल1 का मूल्यांकन	L1 bidder will be decided on Totality basis

Note: - 1. Bidders are required to submit EMD amount as Bid Security against this tender. In case of withdrawal of the bid/ fail or refuse to execute the contract / fail or refuse to furnish the security deposit, the EMD shall liable to be forfeited.

2.MSE/NSIC registered firms having the tendered service listed in their MSE document will be eligible for exemption from submitting the EMD. Non-submission of EMD or a valid MSE/NSIC certificate may lead to offer rejection.

3.The vendor registered with GRSE shall be exempted from submission of EMD subject to submission of valid copy of the registration certificate issued by GRSE. Having tender's service similar to tendering service listed with the list items/ services for which they are registered. In lieu they shall be required to submit " Bid Security Declaration" as per format enclosed

ARTICLE 3 अनुच्छेद-3: ANNEXURES ENCLOSED FORMING PART OF THIS e-TENDER ई-निविदा अंतर्गत संलगित परिच्छेद:

ANNEXURES	DOCUMENT DESCRIPTION
Annexure 1 संलग्नक-1	Statement of Technical Requirement (SOTR) (attached with NIT)
Annexure 2 संलग्नक-2	GRSE Standard Terms and Conditions (STAC) (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 3 संलग्नक-3	Format for Technical Eligibility Criteria (attached with NIT)
Annexure 4 संलग्नक-4	Format for Financial Eligibility Criteria (attached with NIT)
Annexure 5 संलग्नक-5	Format for Self-Certification for not having blacklisted/ not received any tender holiday (attached with NIT)
Annexure 6 संलग्नक-6	Format for Bid Security Declaration (attached with NIT)
Annexure 7 संलग्नक-7	Format for - Integrity Pact(attached with NIT) To be submitted in Non-Judicial stamp paper of value not less thanRs.100/-.
Annexure 8 संलग्नक-8	Confirmation by Bidder and checklist for bid submission (attached with NIT)
Annexure 9 संलग्नक-9	Check List of Statutory Responsibility of Contractor and Principal employer (attached with NIT)
Annexure 10 संलग्नक-10	Fire & Safety Guidelines (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 11 संलग्नक-11	Special condition of contract (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 12 संलग्नक-12	Contractors Responsibility (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 13 संलग्नक-13	General Requirement (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 14 संलग्नक-14	PF, ESI declaration form (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)

Annexure 15 संलग्नक-15	Format for - Bank Guarantee Format for EMD (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 16 संलग्नक-16	Format for - Bank Guarantee Format for SD (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 17 संलग्नक-17	Format for - Bank Guarantee Format for PBG (please refer www.grse.nic.in)
Annexure 18 संलग्नक-18	Guide line for Bank Guarantee (please refer www.grse.nic.in)
Annexure 19 संलग्नक-19	Penalty for non-clearance of work area post job completion
Annexure 20 संलग्नक-20	Payment For Utilization of Portable ACs By Vendors

ARTICLE 4 अनुच्छेद-4: DOCUMENTS TO BE UPLOADED अपलोड हेतु दस्तावेज

Self-Attested documents are to be scanned and uploaded with Part I of GeM-bid ई-बिड के भाग-1 के साथ स्कैन एवं अपलोड हेतु स्वअभिप्रामाणित दस्तावेज		
1	DD/PO or MSE/NSIC Exemption certificate towards tender fee	Yes
2	DD/PO/BG or MSE/NSIC Exemption certificate towards EMD	Yes
3	Technical Acceptance Format as available with NIT after being downloaded and filled up	Yes
4	Commercial Acceptance Format as available with NIT after being downloaded and filled up	Yes
5	Documents meeting the Technical Eligibility Criteria as per format at Annexure-3	Yes
6	Documents meeting the Financial Eligibility Criteria to be submitted with filled in format at Annexure - 4 along with documentary evidences	Yes
7	Audited/Certified Annual Accounts and Annual Report for immediate last three (03) financial years ending on 31st March'2025 in support of Financial Eligibility.	Yes
8	Solvency Certificate of (as mentioned in NIT document under eligibility criteria) from Banker to be submitted – Solvency certificate should not be older than 03 (three) month from tender publication date	Yes
9	Self-Certification for not having blacklisted /not received any tender holiday as per eligibility criteria to be submitted as per format at Annexure-6	Yes
10	Integrity Pact (refer clause 01 of STAC) as per format at Annexure-7	
11	PAN /TAN, GST, Labor License Certificate, Registration Certificate of the Company with ROC, Memorandum and the Article of Association of the firm.	Yes
12	Copies of registration with PF, ESI authorities/ last challans etc.	Yes
13	Partnership Deed / Memorandum and the Article of Association of the firm confirming partners and lead partner	Yes
14	Government E-Market Place (GeM) registration certificate with Unique GeM Seller ID . GeM ID is to be indicated in Commercial Matrix.	Yes
15	Confirmation of TReDS registration number (Entity ID) allotted to MSME's by Trades Receivable e-Discounting System (TReDS) for invoice discounting system in case of MSME Organization	Yes
16	Checklist for bid submission at (Annexure - 8) in Company's letterhead	Yes

- a. In case of non-submission of documents as mentioned above, the bidder may liable to be considered as disqualified.
- b. The Bidders has to submit ink signed hard copy of all above documents within 03 days from opening of Part I bid.
- c. Registered Vendors with GRSE need not upload documents at Sl. 7 above, if valid documents already submitted / available with GRSE Vendor Registration Cell.
- d. Bidders have to indicate Unique GeM Seller ID in COMMERCIAL MATRIX or prior to opening of price bids, failing which price bid of the bidder will not to be opened for further processing.

ARTICLE 5 अनुच्छेद-5: DOCUMENTS IN PHYSICAL FORM TO SUBMIT वास्तविक प्रपत्र जो जमा करने हैं:

PHYSICAL SUBMISSION		
1	Tender Fee instrument	Within 03 days from opening of Part-I bid
2	EMD Instrument	Within 03 days from opening of Part I bid
NOTE:	If instruments submitted through demand draft, the same to be drawn in favour of:	GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED
	The demand drafts should be payable at	<u>Kolkata</u>
3	Integrity Pact	Scanned copy to be uploaded along with the bid & original to be submitted within 03 days from opening of Part I bid
Note:	Above mentioned original Negotiable Instruments as stipulated, to reach the office of Mr. Krishnakanta Chatterjee, SM(Contract), Contract Cell, GRSE 61Park Unit, 2ndFloor (North Block of the building), Garden Reach Road, Kolkata 700 024 within stipulated period as indicated above in a sealed envelope with tender number and job duly superscripting on it.	

ARTICLE 6 अनुच्छेद-6: JOB EXECUTION SCHEDULE कार्य निष्पादन सूची

- (A) **Mobilisation Period लामबंदी अवधी-** 15 days from the date of placement of LOA/Purchase Order (whichever is earlier) will be given for commencement of work.
- (B) **Job Starting Date कार्य आरम्भ तिथी** - The job is to be commenced immediately after issuance of PO/LOI whichever is earlier.
- (C) **Job Completion date / Period of Contract कार्य समाप्ती तिथी/अनुबन्ध का समय** – The job has to be completed within **03 months (90 days)** from the date of issue of PO/LOI. Details will be as per SOTR No. YM/1/SOTR/RBD/SP/ 2025 dt. 02.09.2025 (Annexure-1)
- (D) **Inspection Authority:** YM dept.,
 - (i) For Site inspection, the Contractor shall give adequate notice to the Engineer (authorised representative of GRSE).

(ii) The Contractor shall provide the Engineer with proper free and safe access to the Contractor's works and stores or his sub-contractor's works and stores at all times and shall provide reasonable facilities to enable him to undertake his inspection.

(iii) The Contractor shall make all necessary arrangements to enable stage inspections by the Engineer.

(iv) The Engineer or his Representative shall have power to certify or disapprove/reject works or materials, in accordance with the Conditions of Contract.

(E) Record Keeping अभिलेखरक्षण: The contractor has to keep records of all dates for receipt of Materials, Drawings/Nesting along with the date of inspection by GRSE (YM dept.) and update the same on regular basis which shall be checked / verified by GRSE on demand.

(F) Place of Work - GRSE RBD Unit.

ARTICLE 7 अनुच्छेद-7: JOB EXECUTION कार्य निष्पादन -

Job is to be carried out strictly as per **SOTR** (SOTR No: **YM/1/SOTR/RBD/SP/ 2025 dt. 02.09.2025** at **Annexure 1**, Drawings, GRSE requirement and in case of doubt, instructions of YM dept.,/ or their nominated representative are to be followed.

ARTICLE 8 अनुच्छेद-8: GUARANTEE & WARRANTY गारंटी एवं वारंटी -

The work executed including equipment or components thereof are to be guaranteed for satisfactory performance for the period of 12 (Twelve) months from the date mentioned in the Completion Certificate, unless otherwise agreed in writing by the Engineer. This will be deemed as the 'Guarantee Period'/ 'Defect Liability Period'. Details as per SOTR No: **YM/1/SOTR/RBD/SP/ 2025 dt. 02.09.202**

ARTICLE 9 अनुच्छेद-9: PRICE मूल्य -

The quoted Price will be firm and fixed till the tenure of the contract. **Price is to be quoted considering all Taxes & duties except GST.** GST is to be indicated separately in the Price Bid and will be paid extra as per ruling rate. No escalation whatsoever will be considered under any circumstances within the valid tenure of contract.

ARTICLE 10 अनुच्छेद - 10: ESCALATION मूल्य वृद्धि: Not Applicable.

ARTICLE 11 अनुच्छेद- 11: UNREASONABLE QUOTES अतर्कसंगत भाव -

i) In case the price of L-1 Bidder is found to quote unreasonably low and/or express desires to withdraw from the tender then such bid will be cancelled and EMD will be forfeited and punitive action will be taken in line with the provision as per GRSE Vendor Policy.

ii) However, in case the L1 Bidder agrees to take-up the job with such unreasonable low quote, lower by 30% or more than estimate and also if the difference in price between L1 & L2 is 30% or more, then the quoted price to be analyzed w.r.t tender requirement and if the L1 bidder fails to justify their quoted rate, the obtained L1 quote will be rejected and punitive action will be taken in line with the provision as per GRSE Vendor Policy.

iii) If the justification is acceptable to GRSE, then the bidder has to submit Bank Guarantee of 10% of the total Contract value (inclusive of GST) in addition to the Security Deposit (SD) and Performance Bank Guarantee (PBG) for execution of the job till satisfactory completion of entire contract. There shall be no exemption / relaxation for the Guarantee against unreasonable quote. In case of breach of contract GRSE shall reserve the right to invoke the BG and may impose tender holiday for a period as per GRSE Vendor policy.

ARTICLE 12 अनुच्छेद -12: OFFER VALIDITY प्रस्ताव की वैधता-

Offer should be valid for **180 days** from the date of opening of Part-I bid i.e. Techno-commercial bid. Under exceptional circumstances GRSE may request for extension of price validity, beyond **180 days** against valid reason.

ARTICLE 13 अनुच्छेद-13: CONDITIONAL OFFER सशर्त प्रस्ताव -

Conditional offers w.r.t. this tender will not be accepted.

ARTICLE 14 अनुच्छेद-14: DETERMINATION OF L1 एल-1 का चयन -

L1 bidder will be decided **on Totality basis**.

ARTICLE 15 अनुच्छेद-15: BOQ बी ओ क्यू -

BOQ as part of SOTR given in the tender is tentative and it may vary according to actual requirement of job during the period of rate contract. The selected Bidder has to execute the required quantity at same rate, terms & conditions up to variation of **(+25%)** in addition to the initial quantity for individual line items. Similarly, the quantity of individual items may be reduced also as per GRSE project requirement. Necessary amendment of the Purchase Orders will be issued accordingly. The contractors will be loaded according to GRSE project requirement. Other details as per **SOTR No. YM/1/SOTR/RBD/SP/ 2025 dt. 02.09.2025**.

The detailed BOQ as per SOTR is given below:

SI No	Description of Item	Qty	Unit
1	Detail survey of construction site along with the design,drawing and detailing of the following: i) G.A Drawing ii) Detail Design & Drawing of sheet piles iii)Detail Design & Drawing of Embankment iv) Vetting of final design & drawing from IEST/JU/IIT/NIT (All drawing should be submitted both in hard and soft copies along with PDF & Auto Cad files)	1.00	LS
2	Dismantling all types of plain cement concrete works, stacking serviceable materials at site and removing rubbish as directed within GRSE premises	43.00	Cum
3	Dismantling R.C. floor, roof, beams etc. including cutting rods and removing rubbish as directed within GRSE premises including stacking of steel bars	5.00	Cum
4	Dismantling all types of masonry excepting cement concrete plain or reinforced, stacking serviceable materials at site and removing rubbish as directed within GRSE premises	10.00	Cum
5	Labour for lowering and stacking after dismantling in parts R.S. joists, channels, angles, tees, plates etc. complete as directed.	50.00	Qntl
6	Removal of rubbish,earth etc. from the working site and disposal of the same beyond the compound, in conformity with the Municipal/Corporation Rules for such disposal, loading into truck and cleaning the site in all respect	100.00	Cum
7	Surface Dressing of the ground in any kind of soil including removing vegetation inequalities not exceeding 15 cm depth and disposal of the rubbish within GRSE premises	250.00	Sqm
8	Earth work in excavation of foundation trenches or drains, in all sorts of soil including removing, spreading or stacking the spoils within GRSE Premises	350.00	Cum

9	Earth work in filling in foundation trenches or plinth with good earth, in layers not exceeding 150 mm. including watering and ramming Compacting upto 96 % compaction etc. layer by layer complete, With earth obtained from excavation of foundation	200.00	Cum
10	Levelling and Compacting original ground (Sub Grade) by power tandem vibratory roller of capacity min. 80Kn to 100 Kn including filling in depression occur during rolling to obtain the desired dry density	50.00	Cum
11	Filling in foundation or plinth by silver sand in layers not exceeding 150 mm as directed and consolidating the same by thorough saturation with water, ramming complete including the cost of supply of sand	100.00	Cum
12	Single Brick Flat Soling of picked jhama bricks including ramming and dressing bed to proper level and filling joints with local sand.	10.00	Sqm
13	Brick work with 1st class bricks in cement mortar (1:4) In superstructure, ground floor	20.00	Cum
14	Ordinary Cement concrete (mix 1:2:4) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement, if any, in ground floor as per relevant IS codes.	20.00	Cum
15	Supplying ready mixed concrete of M 25 Grade with well graded stone chips of 20 mm nominal size containing designed quantity of cement per Cu.m of wet concrete produced in computerised batching plant under controlled condition using approved super plastisizer, designing concrete mix following I.S. 10262 and I.S. 456, transporting the mix with agitation in transit mixer to work site depositing the mix on a platform erected for the purpose at required levels of concreting and then placing the mix in its final location of form work, compacting and curing the same complete as per specification & direction of the Engineer-in-charge including computerised batching plant transit mixer with all accessories vibrators etc. inclusive of all other incidental charges in this connection complete but excluding cost of hire charge of platform and its supporting staging which would be paid through separate item. ii) With approved concrete pump	65.00	Cum
16	Providing, erecting & fixing in position steel shuttering at all locations for all shapes etc in all complete including deshuttering of the same after specified period without damaging the concrete works as directed by Engineer-in-charge, etc. Providing and applying approved form oil on all surfaces of formwork coming in contact with concrete as per specifications and drawings and as directed by Engineerin-charge.	150.00	Sq.m
17	Reinforcement for reinforced concrete work in all sorts of structures including distribution bars, stirrups, binders , dowel bar (dowel bar should be installed as per normal practice) etc initial straightening and removal of loose rust (if necessary), cutting to requisite length, hooking and bending to correct shape, placing in proper position and binding with 16 gauge black annealed wire at every intersection, complete as per drawing and direction (Sail/Tata/RINL)	0.50	MT
18	Supplying and laying Polythene Sheet (150gm / sq.m.) over damp proof course or below flooring or roof terracing or in foundation or in foundation trenches	100.00	Sq.m

19	M.S. structural works in columns, beams etc. with simple rolled structural members (e.g. joists, angle, channel sections conforming to IS: 226, IS: 808 & SP (6)- 1964 connected to one another with bracket, gussets, cleats as per design, direction of Engineer-in-charge complete including cutting to requisite shape and length, fabrication with necessary bolting, metal arc welding conforming to IS: 816- 1969 & IS: 1995 using electrodes of approved make and brand conforming to IS:814- 2004, haulage, hoisting and erection all complete. The rate includes the cost of rolled steel section, consumables such as electrodes, gas and hire charge of all tools and plants and labour required for the work including all incidental chages such as electricity charges, labour insurance charges etc.	9.00	MT
20	Plaster (to wall, floor, ceiling etc.) with sand and cement mortar including rounding off or chamfering corners as directed and raking out joints including throating, nosing and drip course, scaffolding/staging where necessary,With 1:4 cement mortar,15 mm thick plaster	50.00	Sq.m
21	Applying Exterior grade Acrylic primer of approved quality and brand on plastered or concrete surface old or new surface to receive decorative textured (matt finish) or smooth finish acrylic exterior emulsion paint including scraping and preparing the surface throughly, complete as per manufacturer's specification and as per direction of the EIC	30	Sq.m
22	Protective and Decorative Acrylic exterior emulsion paint of approved quality, as per manufacturer's specification and as per direction of Engineer-in-Charge to be applied over acrylic primer as required. The rate includes cost of material, labour, scaffolding and all incidental charges but excluding the cost of primer	30	Sqm
23	Priming one coat on timber or steel or other metal surface with synthetic oil bound primer of approved quality including scaffolding, smoothening surfaces by sand papering etc.	3400.00	Sqm
24	Applying two coats of anti corrosive EPOXY paint (black) of approved make and brand to MS section only after preparing the surface by rough sand blasting.	3400.00	Sqm
25	Filler joint Providing and filling joint sealing compound as per drawings and technical specifications of best engineering practice with coarse sand and bitumen for proper water proof or to seal the joint to protect from ingress of water.	200.00	M
26	Painting Lines, Dashes, Arrows etc on Roads in Two Coats on Old Work Painting lines, dashes, arrows etc on roads in two coats on old work with ready mixed road marking paint conforming to IS: 164 on bituminous surface/concrete, including cleaning the surface of all dirt, dust and other foreign matter, demarcation at site and traffic control (Reference to MORT&H's specification 803). (ii) Up to 10 cm in width	30.00	Sqm
27	To ensure proper bonding between old and new concrete application of Epoxy based, two component structural bonding agent	150.00	Sq.m

28	Labour for Chipping of concrete surface before taking up CONCRETEING/Plastering work	150.00	Sqm
29	Insertion of 22 mm dia pipe by hammering upto a depth of 4M.	80.00	EA
30	Charge for grouting of soil by pressure grouting of cement slurry. Soil grouting with cement and fine silica preferably white sand admixed with Sika Ment 170 PL4 @ 0.2 % by weight of cement at a pressure of approx 1.5 to 4 kg/Sqm. Cm	100.00	Bag
31	Supplying ,laying, placing & fixing of 200 mm Wide Geocell for stabilizing the subgrade of road work or slope protection in all respect as per directed including all except cost of filler materials.	150.00	Sq.m
32	Supplying at site composite geotextile bags of size 1.00 m x 0.70 m comprising UV stabilized needle punched 200 gsm polypropylene nonwoven geotextile as inner liner and 300 gsm UV stabilized woven polypropylene geotextile as outer liner as per specification, double stitched at two ends with polypropylene or equivalent yarn including cost of transportation by all means and other incidental charges complete.	200.00	Each
33	Labour charges for filling Geo-textile bags with filler materials (sand), machine stitching the open end of the bag with thread as per design and placing the same on slope or dumping from bank within initial lead of 150m and all lifts including carriage and hire charges of all materials and equipments but excluding the cost of filler materials as directed by the Engineer-in-Charge i) Bag size 1.00m x 0.70m of capacity 0.1325 cum/bag	200.00	Each
34	Supply of Silver sand at site for filler of Geo-textile bags	350.00	Cum
35	Supplying, fitting and fixing PVC pipes for underground work of approved make of Schedule 80 (medium duty) conforming to ASTM D - 1785 and threaded to match with GI Pipes as per IS: 1239 (Part-I). with (Payment will be made on the centre line measurement of the total pipe line including all specials No separate payment will be made for accessories, specials.) (use for weep hole) 50 mm	50.00	M
36	Supplying at site and laying in position UV stabilized needle punched, stapled fibre / continuous filament polypropylene non-woven geotextile of 300 gsm as filter, as per specification, including cost of preparing the bed, placing the geotextile as per profile with at least 15cm lapping, wherever required and anchorage at top, sewing / welding the overlapped portion, storage and transportation by all means, complete as per direction of the Engineer-in-charge. Note: 1. Payment to be made on measurement of finished surface without lapping, but including anchoring length at top. 2. Payment will be made subject to the result of 3rd Party Testing, to be done by the Engineer-in-charge departmentally. Paragraphs 2.7.7, 2.7.9 and 2.7.10 under the Chapter of "Specification for Works" in the USoR	250.00	M2
37	Supplying, fitting, fixing end pieces for rectangular / square / circular sausages at the ends, with 10 SWG / 8 SWG G I wire net of different mesh sizes tying & sewing the same maintaining a lap length of 150 mm all around with 12 SWG G I wire complete, including the cost of supply of wire netting, fitting etc, complete as per direction of the Engineer - in -	100.00	M2

	charge. a) Mesh size 100 mm x 100 mm with 10 SWG wire		
38	Materials Supplying, Providing & Labour Charges for Driving M S sheet piles of any kind of approved type and size conforming to I.S. code in all kinds of soil/ soil mixed with gravel, shingle & pebbles, by vibro-sinker including handling, cutting to requisite size, drilling holes, hoisting in position, welding, fabrication of sets of tapper piles, corner piles etc. with clutch bars as may be required including staging, scaffolding and hire charges of driving machinery and equipments, scraping and cleaning piles, including all cost of labours, supply and carriage of equipments to site (by any mean) as per drawing and direction of the Engineer-in-charge	166.50	MT
39	Extraction of driven sheet piles/existing ISMB carefully by chain pulley block and rope drum or equivalent arrangement, stacking at site at a suitable location within a lead of 100 metre from the site of work as per direction of the Engineer-in-charge NB:- Measurement of area underground to be taken i.e. straight length of pile/ISMB multiplied by driven length)..	44.00	M2

NB: (i) UOM = Unit of Measurement, (ii) MT = Metric Tonne; (iii) Qntl = Quanta; (iv) CUM= Cubic Meter (v) EA= Each; (vi) M=Meter; (vii) M2= Square Meter. Details as per SOTR at Annexure - 1

ARTICLE 16 अनुच्छेद-16: OPENING OF BIDS निविदा खुलना-

Part I (Techno-commercial) bid will be opened on the date declared in NIT. Part II bid will be opened post techno-commercial evaluation by GRSE. Price bid of only those who qualify techno-commercially will be opened. Opening date of Price Bid will be intimated accordingly to all qualified bidders. Disqualified bidders, either during technical assessment or commercial discussion or both techno-commercial evaluation will also be intimated about their non-consideration for further processing.

ARTICLE 17 अनुच्छेद-17: MICRO& SMALL ENTERPRISES सूक्ष्म एवं छोटे उद्योग -

- The 'Public Procurement Policy for Micro & Small Enterprises (MSEs) Order, 2012' and subsequent amendments / guidelines / press publications / circulars to the Order, as issued by the Ministry of MSME, shall be applicable as on the date of opening of the price bids.
- The bidders are advised to check the website of the Ministry of MSME for details of the amendments / circulars issued by the Ministry of MSME.

ARTICLE 18 अनुच्छेद-18: ASSESSMENT OF VENDORS AND DISTRIBUTION OF JOBS TO MULTIPLE BIDDER विक्रेताओं का आंकलन एवं विविध बोली लगाने वालों में कार्य वितरण - Not Applicable.

ARTICLE 19 अनुच्छेद-19: ELIGIBILITY CRITERIA पात्रता के मापदंड -

- Technical Eligibility Criteria तकनीकी मापदंड** - As per SOTR No: YM/1/SOTR/RBD/SP/ 2025 dated 02.09.2025 (Annexure 1).

Supporting documents meeting Technical eligibility criteria as detailed in SOTR to be submitted along with the Part-I bid. Satisfactory Work Completion Certificates indicating the work order numbers, issued by the party for whom the work has been done to be submitted for assessment during TNC

meeting. GRSE has the right to verify / cross verification of authenticity of the said documents whenever felt necessary.

B. Financial Eligibility Criteria वित्तीय मापदंड -

i. Bidder's average annual financial turnover during last 03 financial years ending on 31st March, 2025 should be at least **Rs. 90 lakhs**.

ii. Supporting documents meeting Financial Eligibility Criteria i.e. Audited Balance Sheet, Profit & Loss Account etc. of the company for last 03 (three) financial years to be submitted along with techno-commercial offer (part – 1) bid as per format given in **Annexure-4**.

C. Self-Certification Criteria: The bidder should give self-certification (as per **Annexure 5**) that they have neither been Blacklisted nor have received any tender holiday from any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations during last 03 (three) years ending on **30.09.2025**. The bidder has to submit self-certification for the same along with the techno-commercial offer. GRSE reserves the right to independently verify the same. In case violation of declaration is detected at any stage of tender process and during currency of contract, the order will be terminated.

Note:

- a) If any bidder has been black listed by any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations, then the bidder is not eligible to participate in this tender. If any discrepancy is detected at any stage of the tender, then the offer submitted by the bidder / contract awarded to the bidder will be cancelled and EMD/SD shall be forfeited and appropriate action will be taken in accordance with the vendor policy of GRSE.
- b) If any bidder has been 'Put on Tender Holiday' by any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations, then this fact must be clearly stated and it may not necessarily be a cause for disqualifying them.
- c) If case of non-submission of the self-certification document as per format at **Annexure 4**, the bidder will be treated as non-responsive and their offer will be rejected.

[Requisite formats attached with NIT as Annexure **3 & 4** of Article 3 to be filled up by the bidders in support of above eligibility criteria and to be submitted the same along with the Techno-Commercial bid.]

ARTICLE 20 अनुच्छेद-20: INSTRUCTION TO THE BIDDERS बिडर हेतु अनुदेश -

1. Before submitting a bid, bidders are expected to examine the Bid Documents carefully, if they desire, may visit the work front, fully inform themselves of existing conditions and limitations including all items described in the Bid Documents. NO consideration will be granted for any alleged misunderstanding regarding
 - (i)The materials (if any) which are to be furnished by vendor for the work.
 - (ii)The work which is to be performed by the vendor.
 - (iii) Actual considerations made by bidder to complete all work.
 - (iv) To comply with conditions specified in the Bid Document.
2. Any qualified deficiency, errors, discrepancies, omissions, ambiguities or conflicts in the Bid Documents, or there be any doubts as to the meaning of a provision or requirement, the same shall immediately brought to notice of GRSE Tendering Dept.in writing, not less than 07 days prior to bid

closing date.

3. It is understood that in receiving this bid, GRSE assumes no obligation to enter into a contract for the WORK covered by this bid request. GRSE reserves the right to reject any and all unqualified proposals or waive irregularities therein. GRSE reserves the right to evaluate each and every proposal and accept the whole or any part of the tender and the Tenderer shall be bound to perform the same at the rates quoted.
4. GRSE also reserves the right to reject any or, all bids and accept the bid, which in its opinion, appears to be most advantageous to GRSE. Receipt and review of this Bid Request constitutes an agreement of confidentiality between GRSE and each of the contracting Firms preparing its Bid. GRSE reserves the right to change the form of this request to Bids, or make clarifications thereto, within a reasonable time before date of submission of Bids.
5. Generally, Contractor will assume all safety related responsibility for the site and will furnish and maintain its own safety program for itself and its subcontractors. Contractor are bound to comply with all applicable Environmental, Occupational Health & Safety rules, regulations, procedures and guidelines when performing work in the facility or site.
6. Bidders objecting on any grounds to any bid specification or legal requirements imposed by these bidding documents shall provide written notice to GRSE within **07** calendar days from the day bid document was made available to public. Failure of a bidder to object in the manner set forth in this paragraph shall constitute and irrevocable waiver of any such objection.
7. Job is to be carried out as per SOTR and instruction of the Engineer in-charge /his nominated representative.
8. Any Drawings or technical information attached / provided with this NIT is the Intellectual Property of the Company and will be governed by the specific Acts applicable thereto.
9. Post submission of Tender, such drawings and technical information are to be physically returned. Also, all soft copies are to be destroyed and a self-certification to be submitted during TNC, failing which the processing of bid will not be taken further.
10. Contractors are responsible to clean up the area of work w.r.t all sort of debris generated on daily basis. If they fail to do so GRSE reserves the right to perform the cleaning activity and charge the contractor with penalty of up to 25%. As a part of National Mission of *Swachh Bharat*, GRSE has adopted *Swachh GRSE* and maintaining cleanliness of work area is an essential pre-requisite.
11. Bidder has to declare, in what capacity he is participating in the tender viz PSU, Limited Co, Pvt. Ltd. Co., Sole Proprietorship Organization, Partnership firm, Joint Venture etc. Supporting documents (scanned copy) confirming such status to be uploaded as attachment to Part I bid.
12. A Bidder is allowed to submit only one Bid under any capacity / status.
13. Difficulty in submitting the bid:
 - a. Any query/difficulty in understanding of SOTR or other technical Terms may be got clarified from **Mr. Tanay Saha, DGM (YM), Mobile No. +91 7603039445, e-mail: saha.tanay@grse.co.in** and **Mr. Debojit Nandi AM(YM), e-mail: nandi.debojit@grse.co.in**
 - b. Any query/difficulty in understanding of Commercial Terms may be got clarified from **Mr. Krishnakanta Chatterjee, Sr. Mgr. (Contract-Cell)/ GRSE 61-Park Unit, Mobile No. +91 93286 51199, e-mail: chatterjee.krishnakanta@grse.co.in**

c. Any difficulty in submitting / uploading of e-tender or for any system help **Mr. Saraswata Palit, DGM (GRSE E-PROCUREMENT)**, e-mail/ Palit.Saraswata@grse.co.in / GRSE Service Provider M/s. NIC personnel may be contacted [Land line no: 033 24893902]

14. **E-mail Address for communication** संचार हेतु ई. मेल पता: Vendor to provide e-mail address to enable faster communication.

ARTICLE 21 अनुच्छेद- 21: e-BID INSTRUCTION ई बिड के अनुदेश –

- a) To participate in the e-Bid submission for GRSE, it is mandatory for the bidders to get their firms registered with GRSE E-Procurement portal <https://eprocuregrse.co.in>
- b) It is mandatory for all bidders to have class – III Digital Signature Certificate (DSC) in the name of the person who will digitally sign the bid from any of licensed Certifying Agency (CA). Bidders can see the list of licensed CAs from the link <http://www.cca.gov.in>.
- c) Bidders can view / download Part-I (Techno-Commercial) bid documents along with all attachments in E-Procurement portal <https://eprocuregrse.co.in>; Central Public Procurement Portal <https://eprocure.gov.in/cppp/> and GRSE website <https://grse.in/tender-published>. They need to fill up the downloaded documents as per instruction and upload the same during bid submission. Non-acceptance of any techno-commercial criteria is discouraged. However, if there is any, it is to be commented accordingly and also stated in the separate deviation format.
- d) Bidders need to fill up Part II (Price) bid online in Excel Template price bid format by inserting unit price only. No other attachment to the price bid will be reckoned.
- e) In case the bidder does not quote his rate for any item(s), it will be presumed that the bidder has included the cost of that/those item(s) in the rates of other items and the rate for such item(s) shall be considered as **Zero** and the tender will be evaluated by the Employer accordingly and the work executed by the successful bidder accordingly.
- f) Bids can be submitted only during validity of registration of bidder with GRSE e- Procurement portal.
- g) The amendments / clarifications to the bid document, if any, will be posted on E- Procurement portal / GRSE web site only.
- h) It will be the bidder's responsibility to check the status of their Bid on-line regularly after the opening of bid till award of work.

i) **AMENDMENT OF TENDER DOCUMENT**

- i. Before the deadline for submission of tenders, the Tender Document may be modified by GRSE Ltd. by issue of addenda/corrigendum. Issue of addenda / corrigenda will however be stopped 7 days prior to the deadline for submission of tenders as finally stipulated.
- ii. Addendum/corrigendum, if any, will be hosted on website / e procurement portal and shall become a part of the tender document. All Tenderers are advised to see the website for addendum/ corrigendum to the tender document which may be uploaded up to 7 days prior to the deadline for submission of Tender as finally stipulated.
- iii. To give prospective Tenderers reasonable time in which to take the addenda/ corrigenda into account in preparing their tenders, extension of the deadline for submission of tenders may be given as considered necessary by GRSE.

ARTICLE 22 अनुच्छेद-22: BID REJECTION CRITERIA बिड अस्वीकृति के मापदंड –

Following bid rejection criteria may render the bids liable for rejection:

1. Bidder's failure to furnish sufficient or complete details for evaluation of the bids within the given period which may range in between two to three weeks depending on the deficiencies noticed in the drawings / technical data which shall not however conflict with validity period.
2. Incomplete / misleading / ambiguous bid in the considered opinion of the Technical Negotiation Committee (TNC)/ Commercial Negotiation Committee (CNC) of GRSE.
3. Bid with technical requirements and/or terms not acceptable to GRSE / Customers / External agency nominated, as applicable.
4. Bid received without qualification documents, where required as per the Tender.
5. Bid not meeting the pre-qualification parameters / criteria stipulated in the Tender Enquiry.
6. Bid with validity expiry date shorter than that specified in the Tender Enquiry.
7. Bidders not submitting Original instrument of EMD within 3 GRSE working days from the tender closing date. (Not Applicable for this job)
8. EMD validity period is shorter than specified in the tender enquiry. (Not Applicable for this job)
9. Bidders who have not agreed for the fixed price till the validity of the tender or have quoted the variable price.
10. Bidder not agreeing for furnishing of the required Security Deposit (SD).
11. Bidder submitted false/incorrect documents etc.
12. Bidders who have submitted **PRICE** along with Techno-Commercial Bid.

ARTICLE 23 अनुच्छेद-23: POST AWARD APLLICABLE CLAUSES ठेका जारी करनेके पश्चात लागू उपधारा -

(A) Security Depositप्रतिभूति जमा -

- i. An amount equivalent to 05% (percent) of the total contract value (inclusive of GST) as interest free refundable Security Deposit (SD) is to be submitted in the form of Pay Orders/D.Ds/Bank Guarantees (in case of BG- with validity of sixty days beyond contract period as per GRSE format) on any schedule bank other than Co-operative bank payable at Kolkata, duly crossed favoring “**Garden Reach Shipbuilders & Engineers Limited**”, within 15 days from the date of released order. In case of non-submission of SD as per schedule, penal interest will be charged for delayed period of submission of SD beyond 15 days at the prevailing SBI cash credit rate on the amount of SD to be submitted.
- ii. If SD is to be submitted in the form of BG then the same should be executed on the non-judicial stamp paper of Rs.100/- which should be obtained in the name of the executing Banker. **Bank guarantee must explicitly mention GRSE SAP PO no. else B.G. will not be accepted.** In case a single stamp paper of Rs.100/- is not available, stamp paper of multiple denomination is acceptable provided serial no. of such stamp paper are consecutive and are purchased on the same date. Bank Guarantee

should be executed strictly as per GRSE's format. Any alteration in the writing is required to be authenticated by the signatory executing the Bank Guarantee under official seal. **Hard copy/Original B.G. must be submitted by supplier's bank in banker's sealed envelope directly to dealing officer of Commercial dept/ordering dept. BG in PDF is to be uploaded by vendor in OBPS portal.**

NOTE: B.G. receipt date (date of receipt of hard copy B.G. by dealing officer of Commercial Dept/ordering dept) is to be recorded in a register with B.G. no, PO no & banker name. Envelope is to be retained with the B.G. for sending to Finance.

- iii. S.D. amount would be refunded / returned after successful execution of the job and certification of Material Reconciliation Statement by Internal Audit. Vendor is to apply for release of their SD along with Job Completion Certificate which has to be certified by PL/Engineer-in-charge/authorized representative of concerned department through GRSE Ordering Dept. In the event of failure to execute the order satisfactorily or default by the contractor/ sub-contractor, the security deposit will be forfeited.

(B) Work Done Certificate (W.D.C.) कार्य पूर्ति प्रमाण-पत्र (डबल्यू.डी.सी.)-

Work done certificate will be certified by DGM(YM)/AM(YM) or Nominated officer YM dept. GRSE through OBPS portal after completion of job based on clear inspection report signed by Quality Assurance/Inspection Authority during the period as detailed in SOTR. W.D.C. is to include whether work has been completed as per delivery schedule or with delay [in days/weeks specified therein]. Any recovery towards usage of GRSE resources is also to be indicated.

(C) Bill Submission बिल प्रस्तुति:

Bill to be raised through OBPS portal after WDC certification.

Note: - Transaction fee of Rs. 500.00 for first return & Rs. 1000.00 for subsequent return of bill with inappropriate documents will be charged.

(D) Payment Terms भुगतान की शर्तें:

- i. The contractor shall submit the R/A bill through OBPS along with all necessary / required supporting documents, measurement sheet etc.
- ii. 90% (Ninety percent) of the value of actual work done will be paid progressively against R/A bill at a frequency of once every month during construction. The amount paid at every month shall be evaluated on the basis of actual completed works done during the previous month, against the BOQ item and unit Rates, certification of quantum and quality of work by Engineer / Engineer's Representative.

- iii. 10% (ten) payment will be retained as Guarantee money from each bill and will be released after expiry of Guarantee Period duly certified by Concerned authority of GRSE.

The guarantee money may be released on submission of Performance Bank Guarantee equivalent of 10% (ten) of total order value with validity up to Guarantee Period plus 02 months will be required to be submitted by the Contractor.

- iv. Payment will be made on actual certification basis.

- v. **Bill Certifying Authority:** DGM(YM) / AM(YM) / their nominated officer of GRSE RBD Unit .

(E) Liquidated Damages निर्णीत हर्जाना -

The vendor will be liable to pay minimum Liquidated Damages @ ½ % per week or part thereof on the undelivered work subject to a maximum of 5 % of the value of the order for delayed part. The amount of L.D. may be adjusted or set-off against any sum payable to the Contractor under this or any other Contract with GRSE Ltd.

(F) Risk Purchase जोखिम खरीद -

In case the progress of work is not satisfactory and the contractor fails to maintain the schedule, GRSE reserves the right to get the work done by alternative source at the risk and cost of sub-contractor.

GRSE shall be at liberty to purchase/obtain the service from the alternative source as it deems fit, to make good such default and or in the event of the contract being terminated, the balance of the remaining service to be delivered there under. Any excess over the job price / service rates, paid and incurred by GRSE, as the case may be, over the contract price shall be recoverable from the firm. To make good the recoverable excess amount paid, GRSE shall be at liberty to invoke Bank Guarantee and/or with other available dues of the firm.

(G) Damage of Materials/ Equipment: - The Subcontractor will ensure that **NO Damage** is caused to the Materials, Equipment's or any other property of GRSE during execution of the work due to negligence and/ or any reason whatsoever by the subcontractor. The cost of damage will be suitably recovered from Subcontractor's Bill.

(H) Ownership of Scrap: - All scrap items (salvageable) i.e. Metal scrap materials (loose) if obtained/generated by demolishing of any structure / during excavation shall remain the property of the Owner/GRSE and shall be shifted and stacked at place earmarked by owner within GRSE premises. However, steel embedded within concrete shall be disposed of from site by the Contractor along-with excess earth, debris and rubbish etc.

(I) Payment for Extra, Additional, Omitted, Substituted Work:-

- i. The Contractor shall not be entitled to any claim of additional work unless they have been carried out under the written orders of the Engineer.
- ii. The Engineer shall solely determine the amount (if any) to be added to or deducted from the sum named in the Tender in respect of any additional work done or work omitted by his order subject to approval of the Owner.
- iii. All additional or substituted work done or work omitted by order of the Engineer shall be valued on the basis of the rates and prices set out in the Contract, if in the opinion of the Engineer, the same shall be applicable. If the Contract does not contain any rates or prices directly applicable to the extra, additional or substituted work, the engineer shall solely determine suitable rates in the manner deemed by him as fair and reasonable, and his decision shall be final, binding and conclusive.
- iv. Rates of item of work that is not included in the schedule of items/BOQ shall be fixed as per the following procedure:
- v. Where the extra works are of similar character and of equivalent value and / or executed under similar conditions as to any item of work appearing at Schedule of Quantities, then the rates for such extra items shall be equal to the rates of such items.
- vi. If the extra works are of similar character but differing in particulars then the rate of such item or items shall be derived from Schedule of Quantities, as modified to take fair account of the differences in particulars.

- vii. Where items of similar character are not contained in the Schedule of Quantities and none of the foregoing methods are applicable, rates shall be based on the norms of PWD/CPWD for labour, materials content respectively
- viii. Where rates for extra item of works cannot be established by rate analysis as per the above, then rate for such item shall be estimated and fixed by the Engineer based on the market rates and assessment for labour, materials and other factors involved thereon.

(J) Completion Certificate: -

- i. When the whole of the work has been completed to the satisfaction of the Engineer and has passed any final test as per the Specification/Contract/ instruction of the Engineer, the Contractor shall, within 21 (twenty-one) days of submission of his application to the Engineer, be entitled to receive a “Certificate for Completion” of work.
- ii. If any part of the total work having been completed to the satisfaction of the Engineer, be taken over and / or used by the Owner, the Contractor shall on application be entitled to partial completion certificate indicating the portion of the work covered by it, so that the Contractor’s liability during Defect Liability Period of the Contract, if any, shall commence from the date mentioned in such certificate so far as the completed portion of the work is concerned.

(K) Variation and its Valuation: -

(i) The Engineer shall have the power to order the Contractor in writing to make any variation of the quantity, quality or form of the works or any part thereof that may, in his opinion, be necessary and the Contractor upon receipt of such an order shall act as follows:

- (a) Increase or decrease the quantity of any work included in the Contract.
- (b) Omit any work included in the Contract.
- (c) Change the character or quality of kind of any work included in the Contract.
- (d) **Fire & Safety Precautions (for working inside GRSE): -**

The Vendor/Contractor shall abide by the Safety regulations/rules of the GRSE as detailed in Fire & Safety Guidelines (please refer www.grse.in). The Contractor should take all safety precautions and provide adequate supervision & control for their workmen in order to carry out the job safely. In case of any violation of safety precaution and non-usage of safety equipment, Contractor shall be liable for a penalty which is detailed in Fire and Safety Guidelines (please refer www.grse.in). Penalty amount depends on the type and frequency of violation mentioned in the safety guideline and the same will be deducted from the defaulter’s bill.

- ix. **Mandatory use of ISI marked PPE by Contractor Employees: -** The Contractor shall ensure the use of ISI marked PPE by their engaged Employees. An indicative list of ISI marked Personal Protective Equipment, is appended below for mandatory compliance by the vendors without any deviation:

LIST OF PPES

Sl. No.	Name of PPE	Standard
(a)	Safety Helmet	IS: 2925 / EN 397.
(b)	Safety Footwear	IS 15298 / EN ISO 20345
(c)	Safety Goggles	ANSI Z87.1 / EN166.
(d)	Ear Plug	IS: 9167/ EN 352

(e)	Hand Gloves	(i) IS 4770 for electrical work (ii) EN 420 for general requirement (iii) EN 388 for mechanical hazard (iv) IS:6994 / EN 407 for heat applications (gas cutting / welding).
(f)	Welding Fume Respirator & Dust mask	IS: 9473 / EN: 149
(g)	Double lanyard Safety Belt & harness, automatic fall arrestor	IS: 3521
(h)	Cotton Boiler Suit Cloth	IS: 177 - 1989 (Amended up to date), Variety 3

Note: Apart from the above-mentioned PPE, vendors may consider any other type of standardized PPE as per job requirement, in consultation with GRSE Safety Department.

- x. **Contractor's Safety Personnel (संविदाकार के बचाव कर्मचारी) (for working inside GRSE):** - One fully specialist and certified Safety Personnel has to be posted at the site during progress of work. The responsibility of the safety personnel is to supervise and monitor the site safety obligations of all work places and to comply all laid down Fire & Safety Rules of GRSE. He also ensures all workmen working under the sub-contractor at site are made aware of and comply with all the safety norms.

ARTICLE 24 अनुच्छेद 24: SUBMISSION OF BIDबिड की पेशी –

1. Last date of submission of Bid / Date of opening of bid is indicated in Tender Document. Tender is liable to be rejected if all the requisite documents are not enclosed with the Part I, Techno-Commercial offer.
2. Date of opening of Part II offer i.e. Price Bid will be notified to all Techno-Commercially qualified bidders in due course after conclusion of TNC/CNC meetings and acceptance of Techno-Commercial offer. After opening of e-Price bids, the techno-commercially qualified bidders can view the System Generated Price Comparison Sheet from their own portal.
3. GRSE reserves the right to accept / reject any Tender in full or in part without assigning any reason.
4. Acceptance Format Matrix should be filled up and attached with techno-commercial bid as marks of acceptance of NIT/SOTR/STAC. In case of non-receipt of filled in STACs acceptance format matrix, it would be presumed that you have accepted all our terms & conditions as per GRSE tender until & unless deviation is specially mentioned in offer.

ARTICLE 25 अनुच्छेद 25: CONTRACT WORKMAN WAGE PAYMENT: -

- a. Contractor is liable for payment of PF, ESI to their engaged workmen and for other labour oriented mandatory liabilities as applicable for the job.
- b. The Contractor has to comply with the minimum wages & statutory liabilities (as revised time to time) of the engaged manpower applicable for the job.
- c. Payment of wages to the contractor's employee should be made through individual bank account on monthly basis instead of cash payment. PF-UAN activation of all the contractor's employee/workmen is mandatory. Vendors are to comply all statutory provisions for disbursing payment to their workmen/employees.

ARTICLE 26 अनुच्छेद 26: STATUTORY RESPONSIBILITY OF CONTRACTOR DEPLOYING THEIR WORKMEN INSIDE GRSE PREMISES – AS PER ANNEXURE- 8.



ARTICLE 27 अनुच्छेद-27: PRE-BID MEETING बोली-पूर्व बैठक:

A pre-bid meeting with post site visit will be held on **27.10.2025** at GRSE Main Unit, YM-Dept, at 10:00 AM to discuss the detail Scope of Work of the Tender/ clarifying the queries of the bidders, if any. Vendors interested to participate in pre-bid meeting should inform **Mr. Tanay Saha, DGM (YM), Mobile No. +91 7603039445, e-mail: saha.tanay@grse.co.in**

Krishnakanta Chatterjee
Senior Manager (Contract Cell)
Garden Reach Shipbuilders & Engineers Limited
61-P, Garden Reach Road, Kolkata – 700 024
Mobile: +91 9328651199
Mail Id: Chatterjee.Krishnakanta@grse.co.in

FORMAT FOR TECHNICAL ELIGIBILITY

1. **Name of the Bidder:**

2. **Job Description:**

3. **Tender Reference:**

(A) Details of Executed relevant jobs:

Sl. No.	Description of Executed relevant jobs	Order No., Date & Value (in INR) (Supporting soft or, hard copy to be submitted)	Start & Completion date as per Order	Actual start date	Actual Completion Date	Order placed by	Scope of work for executed contract (To quantify)	Details of Resources/ Machinery Deployed	Work completion certificate Ref. No. & date (Supporting soft or, hard copy to be submitted)

(Signature of Authorized Representative with official seal)

Date:

Name:

Designation:

Note: Please add additional pages if required.

**FORMAT for FINANCIAL ELIGIBILITY
(To be submitted in Letterhead of bidder)**

1. **Name of the Bidder:**
2. **Job Description:**
3. **Tender Reference:**

A. Financial Data for evaluating Financial Eligibility

SL. No.	Financial Years	Turn Over (in INR)
1	2024-25	
2	2023-24	
3	2022-23	
Average for 03 years		

(Signature of Authorized Representative)

Date:

Name:

Designation:

Note:

- (i) Financial Statements to be attached
- (ii) Annual Statement Audited / Certified by Chartered Accountant for the relevant last three (03) years is to be provided while submitting the bid.



ANNEXURE-5

FORMAT OF SELF-CERTIFICATION FOR DECLARATION REGARDING BLACKLISTING/ TENDER HOLIDAY

(To be submitted in Company's Letterhead)

I / We, Proprietor/ Partner(s)/ Director(s) of M/s. ----- hereby declare that our firm/company namely M/s.-----have neither been blacklisted nor have received any tender holiday by any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations during last 03 (three) years ending on **30.09.2025** from taking part in Government tenders.

Or

I / We Proprietor/ Partner(s)/ Director(s) of M/s. ----- hereby declare that our firm/company namely M/s.-----has received tender holiday from M/s----- (name of PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations) from taking part in Government tenders for a period of ----- months w.e.f.-----to ----- (date). The period is over on ----- (date) and now our firm/company is entitled to take part in Government tenders. (relevant withdrawal/revocation document is attached).

In case the above information are found inappropriate, I/We are fully aware that the offer submitted by our firm / contract awarded to our firm/company namely M/s -----will be rejected/cancelled by M/s GRSE, and EMD/SD shall be forfeited and appropriate action will be taken in accordance with the vendor policy of GRSE.

Signature -----

Name -----

Designation: -----

Name & address of the firm: -----

Date:

Signature of Bidder with Seal.



FROM FOR BID SECURITY DECLARATION
(To be submitted in Company's Letterhead)

Date:
Bidder's Ref:
Tender Ref:

To
Garden Reach Shipbuilders & Engineers Ltd.
61, Garden Reach Road,
Kolkata - 700 024

We the undersigned declare that:

We understand and undertake that, according to tender requirements, being a MSE / Registered vendor of GRSE (copy of certificate attached) our bid for the tender mentioned above is supported by this Declaration towards Security of this Bid / Offer.

We accept that we will automatically be suspended from being eligible for bidding in any Tender of Garden Reach Shipbuilders & Engineers Ltd. for the period of 03 years starting from date of opening of price bid, if we are in breach of any of our obligation(s) under the bid conditions as indicated hereunder:

- (a) Have withdrawn our bid after opening of price bid and within the bid validity specified in the tender: or
- (b) Having been notified of the acceptance of our bid by Garden Reach Shipbuilders & Engineers Ltd. during the period of bid validity, (i) fail or refuse to execute the contract, OR (ii) fail or refuse to furnish the security deposit, in accordance with relevant Article of the tender.

We also understand that this bid security declaration shall expire if we are not the successful bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful bidder; or (ii) twenty-eight days after the expiration of our bid.

Signature of authorized representative

Legal capacity of the person signing the declaration

Complete name of person signing the declaration

Duly authorized to sign the bid for and on behalf of M/s

Date:

[Corporate seal as appropriate]

NON-DISCLOSURE AGREEMENT

(to be executed in Non-Judicial Stamp Paper of Rs.100/-)

This Non-Disclosure Agreement executed thisDay of2024.

Between

GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED, a company incorporated under the provisions of the Companies Act, 1956, having its Registered Office at 43/46, Garden Reach Road, Kolkata – 700024, hereinafter referred to as “**GRSE**” (which expression shall unless excluded by or repugnant to the subject or context be deemed to mean and include its successors-in-interest, administrators and assigns) of the **FIRST PART**.

AND

M/s _____ (with full address), hereinafter referred to as the L1 Bidder (which expression shall unless excluded by or repugnant to the subject or context be deemed to mean and include its successors-in-interest, administrators and assigns) of the **SECOND PART**.

WHEREAS

For purpose of this Agreement, GRSE discloses (herein after referred to as the “Disclosing Party”) to the Bidder (herein after referred to as ‘Recipient’) Confidential Information as are required to give effect to the terms of the NIT/Purchase Order and the Recipient receives and or accesses the said Confidential Information

WHEREAS The Bidder being considered inter alia for the purpose of _____ work and as such some of the data, drawings/documents in connection with construction of Anti-Submarine Warfare Shallow Water Craft (ASW SWC) are required to be disclosed which shall be treated as confidential and the said Recipient, shall not disclose or part with such drawings/documents either whole or in part to any other third party, without prior written consent from GRSE.

AND WHEREAS the said Recipient, is obliged to execute an undertaking in the form of “Non-Disclosure Agreement” on receiving Confidential Information in the form of data drawings/ documents and also confidential/proprietary drawings or technical information of Indian Navy through Government of India or any other party, as the case may be, by GRSE, duly promising and/or undertaking to keep and treat such data, drawings/documents as strictly ‘confidential’.

NOW THEREFORE both GRSE and the Bidder do hereby agree as follows in the premises aforesaid: -

1. In the Premises aforesaid it is agreed as follows:

- (a) “Confidential Information” means and includes any and all facts, knowledge, information, data and drawings and documents of any nature whatsoever, whether written or electronic mode owned and/or possessed by GRSE notwithstanding it belongs to any person, government or otherwise not limited to ideas, designs, data, source code, processes, computer programming, flow diagrams, know how, computer programming and other software and software techniques and such other notes, interpretation, derivative or analysis of data that has been or may hereafter be provided or shown to the Recipient or is gathered, received or obtained directly or is otherwise obtained from the review of GRSE’s documents. It is agreed that any and all reports, notes, minutes, summaries, flow charts, diagrams and any other information that is prepared based on the discussions and interaction with GRSE pursuant to this Agreement shall be deemed to be Confidential Information under this Agreement.
- (b) During the pre-bid discussion and subsequent agreement between the parties herein, if any, for execution of the job and also for a period of 10 years from the date of Expiry and/or foreclosure and/or termination of the said NIT/PO, M/s _____, the Recipient, undertakes that the Confidential Information so received in any form whatsoever shall be:

- i) Protected and kept as strictly confidential by them.
 - ii) Disclose to and used only by the persons within the organization of M/s_____, who have a need to know solely for the purpose of pre-bid meeting and for execution of the work if awarded by GRSE subsequently subject to their taking due care and protection of the system and data.
 - iii) Used in whole or in part solely for the purpose of pre-bid meeting and for execution of the work if awarded by GRSE subsequently in the manner as ordered by GRSE or to be ordered from time to time exclusively and shall not be exploited for any other purpose or customers.
 - iv) Neither be disclosed nor cause to be disclosed directly or indirectly to any third party.
 - v) Neither be copied nor otherwise be reproduced, in whole or in part without prior express consent from GRSE.
 - vi) Returned to GRSE forthwith on demand at any point of time and upon immediate foreclosure /expiry of the contract if subsequently entered.
2. Nothing in this agreement or the disclosure of the Confidential Information or data or systems, to be intended to be granted or shall be construed as granting to the Recipient., any rights, title, interest or license other than the right to use such Confidential Information for the purpose of pre-bid meeting and for the execution of the contract/job if subsequently awarded by GRSE and shall not be exploited for any other purpose or customers of the Recipient. In this regard for the purpose of pre-bid meeting or for execution of job if any, to be subsequently awarded by GRSE to the Recipient shall at all times remain the exclusive property of GRSE and rest with GRSE.
 3. The Recipient shall resort to any publicity or advertising in respect of this agreement or the subject matter thereof and the subject matter of PO and/ or any Agreement, if any, to be entered into subsequently.
 4. The Recipient shall not make any copies or duplicate or reduce in writing the Confidential Information or part thereof in anyway in whole or part any information without the prior written consent of GRSE and where such copies or reproductions are permitted in accordance with this clause, the Recipient shall treat them strictly confidential in accordance with the provisions of this agreement and comply with the instructions of GRSE with regard to the protection and disposal of them.
 5. If the Recipient is compelled under any law to disclose (whether by way of announce or otherwise) any Confidential Information, it shall give prompt notice in writing of such fact to GRSE and shall provide all cooperation and assistance as may be requested by GRSE in order to seek an appropriate remedy to prevent or restrict such disclosure.
 6. It is agreed by the Recipient that the Recipient shall take full responsibility while handling the Confidential Information provided by GRSE, which means that the Recipient shall be fully responsible of the acts of its employees/subcontractors/officers/associates who are required to handle the Confidential Information provided by GRSE.
 7. **Indemnity:** Recipient shall indemnify GRSE and hold harmless from and against all actions, proceedings, claims, demands, losses, damages, costs (including between attorney and clients) charges, expenses and consequences whatsoever that may be brought or made against or sustained or incurred by GRSE in consequences resulting from any act or omission on the part of Recipient including its employees/subcontractors/officers/associates.
 8. The Recipient agrees and undertakes GRSE that the Recipient shall obtain appropriate indemnity from its sub-contractors and outside personnel/workers to the effect that they will use Confidential Information for construction of the ships only and for no other purpose and also, they would not divulge or pass on any Confidential Information to any third party for any reason whatsoever.



9. The Recipient acknowledges the competitive value and confidential nature of the Confidential Information and the resultant damage to GRSE if the Confidential Information is disclosed or allowed to be disclosed to any unauthorized persons or used for the purpose of violation of this Agreement. The Recipient confirms that it is imperative that all Confidential Information remains confidential. The Recipient acknowledges that GRSE possesses Intellectual Property Rights in the Confidential Information.
10. The expiry, foreclosure or termination of the PO or any or all of the subsequent agreements entered into by GRSE and the Recipient, if any, in pursuance of the pre-bid discussion, shall not relieve the Recipient of their/its obligations under these presents which shall be effective and remain effective and in full force, for a period of 10 years from the date of such expiry/foreclosure/termination of the PO.
11. In the event of expiry, foreclosure or termination, the Recipient shall forthwith return to GRSE, the Confidential Information as received by them/it during tenure of the PO and/or subsequent agreements.
12. Neither party shall assign any PO and / or any Agreement, if any, to be subsequently entered into, without the written consent of the other and should there be any re-organization, merger, take over or the like, its successor-in-interest shall be bound by the conditions of this Agreement.
13. Failure to enforce any provision of this agreement and/or failure to initiate timely action, will not construe to be waiver and GRSE shall be freely entitled to enforce the provisions of this agreement at any appropriate time thereafter.
14. In the event any provision of this Agreement shall be held invalid or unenforceable for any reason, that provision shall not affect any other provision of this Agreement.
15. The Recipient acknowledges that Confidential Information belonging to GRSE is a valuable asset. Disclosure in breach of this Agreement will result in irreparable injury to GRSE for which monetary damage alone will not be an adequate remedy. Therefore, the parties agree that in the event of a breach or threatened breach of the terms of this Agreement, GRSE will be entitled to specific performance, injunctive relief or other equitable relief prohibiting any breach of this Agreement. Any such equitable remedy shall be in addition to and not in lieu of, other appropriate relief at law which GRSE may be entitled.
16. This agreement shall be governed under the Indian Laws and the Courts in Kolkata shall have exclusive jurisdiction to try determine and adjudicate any disputes arising between the parties in relation to this agreement.
17. GRSE' standard arbitration clause as contained in NIT shall apply to this agreement for resolution of disputes between the parties.

IN WITNESS WHEREOF the parties have hereunto set and subscribed their respective hands and seals on the day, month and year first above written.

**FOR GARDEN REACH SHIPBUILDERS &
ENGINEERS LTD**

Signature:
Name:
Address:

FOR M/s _____,

Signature:
Name:
Address:

WITNESS 1

Signature:
Name:
Address:

WITNESS 2

Signature:
Name:
Address :

CONFIRMATION BY BIDDER & CHECKLIST FOR BID SUBMISSION
1. Name of the Bidder:
2. Job Description:
3. Tender Reference:

Bid Number	
Job Title:	
Bidder's Name	
Proprietorship / Partnership / JV / Consortium	
Bidder's Address	
Phone	
E-mail	
Vendor Regn No. with GRSE (if applicable)	
MSME / MSE (Details if applicable)	
NSIC (Registration Details & Certificate Number, if applicable)	
GST Registration	
PAN No.	
GEM UNIQUE SELLER ID	
TreDS Regn No.	
PF Details	
ESI Details	
ROC/ Trade Licence	
Joint Venture/ Consortium agreement (if applicable)	
EMD (Details of Instrument, if applicable)	
ACCEPTANCE MATRIX FOR NIT [indicate SUBMITTED (WITHOUT DEVIATION) / SUBMITTED (WITH DEVIATION) / NOT SUBMITTED]	
ACCEPTANCE MATRIX FOR STAC [indicate SUBMITTED (WITHOUT DEVIATION), SUBMITTED (WITH DEVIATION), NOT SUBMITTED]	
ACCEPTANCE MATRIX FOR SOTR [indicate SUBMITTED (WITHOUT DEVIATION), SUBMITTED (WITH DEVIATION), NOT SUBMITTED]	
FORMAT FOR TECHNICAL ELIGIBILITY [indicate SUBMITTED / NOT SUBMITTED]	
DISCLOSURE BY CONTRACTOR OF EXISTING WORK [indicate SUBMITTED / NOT SUBMITTED]	
FORMAT FOR FINANCIAL ELIGIBILITY CRITERIA [indicate SUBMITTED / NOT SUBMITTED]	
AVERAGE ANNUAL TURNOVER FOR LAST 3 FINANCIAL YEARS ENDING ON 31-Mar-2025	
TURNOVER FOR FY 2025-25	
TURNOVER FOR FY 2023-24	
TURNOVER FOR FY 2022-23	
Submission of DOCUMENTS IN SUPPORT OF FINANCIAL ELIGIBILITY CRITERIA [indicate SUBMITTED / NOT SUBMITTED]	
SELF-CERTIFICATION FOR DECLARATION REGARDING BLACKLISTING/ TENDER HOLIDAY [indicate SUBMITTED / NOT SUBMITTED and if put on Tender Holiday / Blacklisted]	
NON-DISCLOSURE AGREEMENT (in non-judicial stamp paper of Rs 100/-) [indicate SUBMITTED / NOT SUBMITTED and reference No. if any]	
INTIGRITY PACT (in non-judicial stamp paper of Rs 100/-) [indicate SUBMITTED / NOT SUBMITTED and reference No. if any]	

(Signature of Authorized Representative with official seal)
Date:
Name:
Designation:

ANNEXURE- 9 “A

CHECK LIST OF STATUTORY RESPONSIBILITY OF CONTRACTOR THE CONTRACT LABOUR (R& A), ACT, 1970 AND CENTRAL RULES, 1971

SL. NO.	NATURE OF STATUTORY REQUIREMENTS	FORM NO.	RESPONSIBILITY	REMARKS
01	Labour License	Form –II	Contractor	Contractors engaging 20 or more contract labours would apply for obtaining labour license (in triplicate) to the ALC (C), Kolkata. A copy of the license should be submitted to concerned Unit HR Department. <i>Note:</i> The Contractor cannot deploy more than the number of workmen mentioned in the license on any day.
02	Renewal of labour license	Form –II	Contractor	The contractor shall apply to the ALC(C), Kolkata for renewal of license at least 30 days prior to its expiry. A copy of the acknowledgement / renewed license should be submitted to concerned Unit HR Department.
03	Notice for commencement / completion of work	Form-VII	Contractor / Principal Employer	The contractor shall submit Form – VII to the Inspector / Labour Enforcement Officer (C), Kolkata within 15 days intimating the actual date of commencement / completion of the work. The receipted copy of Form – VII should be submitted to concerned Unit HR Department.
MAINTENANCE OF REGISTERS				
04	Employee Register	FORM – A	Contractor	Comprising of personal details like name, father's name, DOB, Address etc. of the workmen engaged by the contractor.
05	Wages Payment Register	FORM – B	Contractor	Comprising of current rate of minimum wages, employees PF & ESI contribution and other allowances, if any.
06	Register of Loan / Recoveries / Fines etc.	FORM – C	Contractor	To maintain record of loans, fines and advances given, if any and monthly record of recoveries.
07	Attendance Registers	FORM – D	Contractor	Data of daily attendance of each workmen engaged by the contractor indicating their in and out time.

SL. NO.	NATURE OF STATUTORY REQUIREMENTS	FORM NO.	RESPONSIBILITY	REMARKS
08	Employment Card	Form – XII	Contractor	Every contractor shall issue employment card / appointment letter to their contract workers within 03 days from their date of employment.
09	Service Certificate	Form – VIII	Contractor	To be issued by the contractor upon termination of employment / completion of work etc.
10	Wage-slip	Form – XIX	Contractor	Contractors shall issue wage-slip to their workmen at least 01 day prior to disbursement of wages.
11	Annual Return	Online Submission	Contractor	Every Contractors shall prepare Annual Return for the previous year which is submitted online by the Contractors' in <i>Shram Suvidha</i> Portal to the Registering Officer within 31st Jan of the following year.

CHECK LIST OF STATUTORY RESPONSIBILITY OF CONTRACTOR
COMPLIANCE OF OTHER STATUTES FOR ENGAGEMENT OF CONTRACTORS' WORKMEN

Sl. No.	Relevant Statutes	Responsibility	Compliances to be ensured as per the Statute
01	The Factories Act, 1948 & West Bengal Factories Rules, 1958	Contractor	1. <u>Leave with Wages</u>: Every worker who has worked for a period of 240 days or more is entitled to get leave with wages to be calculated one day for every 20 days of work performed by him. 2. <u>Payment of Overtime</u>: Where a worker has worked for more than 09 hours in any day or for more than 48 hours in a week, he shall, in respect of overtime work, be entitled to wages twice the hourly rate. 3. <u>Hours of Work</u>: The total nos. of hours of work in a week, including overtime, shall not exceed sixty. 4. <u>Hours of Overtime</u>: The total hours of overtime shall not exceed fifty in any quarter i.e. during three consecutive months for any worker.
02	Payment of Wages Act, 1936	Contractor	Contractors (employer) engaging less than 1,000 persons have to pay wages before expiry of the 7th day after the last day of wage period.
03	The Minimum Wages Act, 1948	Contractor	Contractors (employer) shall pay minimum wages to every worker as per the Central rates circulated by the Management from time to time.
04	The EPF & MP Act, 1952	Contractor	1. Every contractor shall obtain the following before commencement of work: (a) PF Code No. of the firm. (b) PF UAN i.r.o of the workmen engaged by him. (c) Ensure submission of nominee and dependent details while applying for UAN of workmen.
		Contractor	2. Every contractor shall contribute towards PF @ 12% of the monthly wages of each workman as employer's share and recover 12% of monthly wages from each employee, as employees share and thereafter remit the entire amount to EPFO i.r.o every workman engaged by him. The contribution for the preceding month should be remitted prior to expiry of the 15th day of the following month. Contractors (Employers) are also required to bear the administrative charges as applicable.

Sl. No.	Relevant Statutes	Responsibility	Compliances to be ensured as per the Statute
05	The ESI Act, 1948	Contractor	1. Every contractor shall obtain the following: a) ESI Code No. of the firm (b) ESI code no. i.r.o of the workmen engaged by him (c) Ensure submission of nominee and dependent details while applying for ESI TIC (E-Pehchan Card).
		Contractor	2. Every contractor shall remit ESI contribution (employers' share @ 3.25% and employees' share @ 0.75%) i.r.o every workman engaged by him for the preceding month prior to expiry of the 15th day of the following month.
06	The Payment of Bonus Act 1965 & Rules	Contractor	1. Contractors shall pay annual bonus to their workmen (Contract Labour) drawing wages below and upto Rs. 21,000/- per month. Bonus will be payable minimum @ 8.33% and maximum @ 20% of annual wages.
		Contractor	2. Register in Form - C format {Rule 4(b)} of 'The Payment of Bonus Act, 1965' is to be maintained by the contractor for submission of Annual Return as per the Act.

**RESPONSIBILITIES OF CONTRACTORS OVER AND
ABOVE THE STATUTORY REQUIREMENTS**

- (i) Contractors shall take all necessary steps for disbursement of wages through bank-transfer and issue a payment notice at least 02 days prior to such bank-transfer for information of respective unit HR Dept. as well his workers. (should be incorporated in the contract document in the Payment Terms).
- (ii) All contractors should obtain labour-licenses prior to commencement of work. Principal Employer shall not allow any contractor without license.
- (iii) All outsourced jobs are required to be supervised by a Supervisor duly appointed by the Contractor. The contractor should declare the name and contact number of the supervisor(s) against each P.O before commencement of work and submit the details of the supervisor(s) to the respective unit HR Department. He should keep adequate nos. of supervisors to supervise and co-ordinate the execution of job by contract labours. (The principal employer must check that the name and number of the supervisor which has been provided by the contractor, whether the same person is coming as the said supervisor).
- (iv) The supervisor's name should not be mentioned in the employee register as he is not a contract labour.
- (v) Supervisor of concerned contractor should be present in the work-site where the contract labours of the concerned contractor are supposed to work. To ensure the presence of the supervisor, their attendance may be recorded by the user department on daily basis.
- (vi) Contractor should mention the name of his Supervisor / agent / manager in Form-II which is to be submitted to ALC (C) for obtaining labour license.
- (vii) The supervisor should maintain the attendance register of their contract labours (Form-D) which may be randomly checked by the Officers of the user department. This attendance register will be submitted by the contractors on monthly basis along with the wages-payment registers to the respective unit HR Depts. for obtaining certification of payment of wages to each contractor labour based on their daily / monthly attendances.
- (viii) Contractors must submit details of their firms in the Appendix B1 format prior to commencement of work. They must also submit details of their contract labours in B2 formats for making new gate-passes for the purpose of entry / exit prior to the engagement of such contract labour.



गार्डन रीच शिपबिल्डर्स एण्ड इंजीनियर्स लिमिटेड
GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED

निदेशक (कार्मिक) का सचिवालय / D(P)'s Secretariat

संदर्भ सं / Ref No.: D(P)/TY/24/172

Date: 30 दिसंबर / Dec 2024

PENALTY FOR NON-CLEANING OF WORK AREA POST-JOB COMPLETION

To
All Contractors

1. It has been observed with serious concern that work areas onboard ships are often left uncleaned after job completion which causes waste accumulation, workflow disruptions, and safety hazards. Some of the examples are as follows:

- (i) non-removal of blasting grits after blasting activity.
- (ii) left over remaining electrodes, plastic welding spool after welding activity.
- (iii) left over Oxyfuel gas hose of gas cutting sets after gas cutting activity.
- (iv) Remain Welding set in on condition.
- (v) left over damaged/unused grinding wheel/cutting wheel after grinding and cutting activity.
- (vi) left over empty paint drums, thinner drums, painting machines and Spray-painting kit after painting activity.
- (vii) left over scraps & loose material after fabrication activity.
- (viii) left over Die Penetrant testing kit after D.P. test.
- (ix) left over cotton jute & waste after cleaning activity.
- (x) left over plastic wrappers removed from machinery items.
- (xi) left over excess / unused/cut piece cable after cable laying work.
- (xii) left over excess / unused insulation materials, cartoon box, gasket, drawing paper, plastic bottles and polyethene's, etc.
- (xiii) Any flammable or hazardous items (liquid or solid).

Contd... P/2

In addition, some of the contractors' workmen are spitting pan & gutkha & do urinal inside the ships which not only affects swacchata of the workplace but also gives a bad impression of cleanliness culture of GRSE.

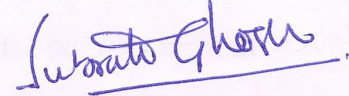
2. To address this issue, the following guidelines are being enforced:

2.1 *Responsibility of Cleaning Work Areas:* Contractors must ensure that work areas are cleaned immediately after the completion of tasks and no worker should spit inside the compartments onboard the ships.

2.2. *Penalty for Non-Compliance:* Failure to clean the work area and spitting will result in the imposition of stringent penalties, including but not limited to:

- (i) Monetary fines: Rs. 5000/- per instance on defaulter company.
- (ii) Debar the concerned contractors' workman from entering the unit for maximum 10 (ten) days period in each instance of violation.
- (iii) Temporary or permanent debarment from participating in future tenders of GRSE.

3. All contractors are advised to comply strictly with this directive to maintain a safe and efficient working environment.



DIG Subrato Ghosh, ICG (Retd.)
Director (Personnel)

ARTICLE/अनुच्छेद 1. PAYMENT FOR UTILISATION OF PORTABLE ACs BY VENDORS

GRSE will allow fitment of portable ACs at the vendors' premises/PORTA cabins on chargeable basis.

Following to be complied with respect to installation / usage of AC machines: -

- (a) Installation of New AC Machines.
 - (i) ACs are to be of 5-Star Green rating upto a maximum of 1.5 Tons.
 - (ii) Vendors to seek installation clearance from ES&CM department. Post accord of clearance by ES&CM, vendor to install the AC and take power supply from designated place shown by the ES&CM dept.
 - (iii) All cables, RCCB, socket etc required for connection of the AC are to be arranged by the respective vendor.
 - (iv) Post completion of installation, an inspection will be carried out by the ES Dept for readiness to energise. Same procedure will be followed in case vendor willing to discontinue this facility.
 - (v) Charges toward electrical bills will be on monthly fixed rate basis @ 700.00 per month per AC irrespective of utilization / restriction of utilization.
 - (vi) In case vendor desires to remove AC connection, approval for the same to be obtained from ES Dept. However, full month charges will applicable for the said month in which the AC will be disconnected.
 - (vii) Any damage to GRSE property occurred due to use of AC to be made good by the vendor. In case vendor fails to carry out the same, defect will be made good under the risk and cost of the vendor.
- (b) Usage of Existing AC Machine
 - (i) Vendors to apply for inspection of the installed AC by ES Dept. Any observations made by ES&CM dept during the inspection process are to be liquidated by the vendor. Cables, RCCB, socket etc, if required to be replaced, are to be undertaken by the vendor at his own cost.
 - (ii) Charges toward electrical bills will be on monthly fixed rate basis @ 850.00 per month (for below five stars rating) and ₹ 700.00 per month (for five stars rating) irrespective of utilization / restriction of utilization.
 - (iii) In case vendor desires to remove AC connection, approval for the same to be obtained from ES Dept. However, full month charges will applicable for the said month in which the AC will be disconnected.

Any damage to GRSE property occurred due to use of AC to be made good by the vendor. In case vendor fails to carry out the same, defect will be made good under the risk and cost of the vendor.