



**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

Web site वेब: [www.grse.in](http://www.grse.in), E-Mail ई मेल: [dey.ashimkumar@grse.co.in](mailto:dey.ashimkumar@grse.co.in)

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:	<b>SCC/AKD/OT(Web)/DG SET/025/ET-3435 Dated: 24/04/2026</b>
Job Title कार्य का नाम:	<b>HIRING 250 KVA / 200 KW DG SET FOR POWER SUPPLY OF ASW SWC YD 3034</b>
Tender issuing Dept. बिभाग द्वारा जारी:	<b>Contract Cell (संविदाबिभाग), GRSE (61 Park)</b>

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

SCHEDULE सारणी		
Bid submission Starting Date निविदा जमा करने की प्रारंभिक तिथि	<b>25/04/2026</b>	<b>18:00 hrs</b>
Tender Due Date निविदा जमा की अंतिम तिथि	<b>28/04/2026</b>	<b>12:00 hrs</b>
Tender Opening Date (Part I) निविदा खुलने की तिथि (तकनीकी- वाणिज्यिक बोली भाग-I)	<b>28/04/2026</b>	<b>15:00 hrs</b>
Offer Validity Period minimum ऑफर की नियुक्तम वैधता अवधि	<b>90 days</b> 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 निविदा प्रपत्र मूल्य (स्टैंक के परिच्छेद 03 में उदधृत)	<b>INR 500/-*</b> (Rupees Five hundred Only)
Earnest Money Deposit (EMD) बयाना राशि जमा	<b>Not Applicable</b>
Security Deposit (SD) प्रतिभूति	5% of Work Order Value (inclusive of GST)
Liquidated Damages परिनिर्धारित नुकसान	0.5 % per week, Max 5% of unexecuted job
Evaluation of L1 एल1 का मूल्यांकन	L1 bidder will be decided on <b>Totality basis</b>

**Note:**

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

**\* [The submission of Tender Fee instrument is MANDATORY for joint-venture or consortium of two or more firms and there shall be no exemption applicable against submission of NSIC/MSE certificates by the firms]**

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

ANNEXURES	DOCUMENT DESCRIPTION
<b>Annexure 1</b> संलग्नक-1	Statement of Technical Requirement (SOTR) <b>(attached with NIT)</b>
<b>Annexure 2</b> संलग्नक-2	GRSE Standard Terms and Conditions (STAC) (please refer <a href="http://www.grse.in">www.grse.in</a> →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
<b>Annexure 3</b> संलग्नक-3	Format for Technical Eligibility Criteria <b>(attached with NIT)</b>
<b>Annexure 4</b> संलग्नक-4	Format for Self-Certification for not having blacklisted/ not received any tender holiday <b>(attached with NIT)</b>
<b>Annexure 5</b> संलग्नक-5	Check List of Statutory Responsibility of Contractor and Principal employer <b>(attached with NIT)</b>
<b>Annexure 6</b> संलग्नक-6	Check List for Bill submission (please refer <a href="http://www.grse.in">www.grse.in</a> →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
<b>Annexure 7</b> संलग्नक-7	Fire & Safety Guidelines (please refer <a href="http://www.grse.in">www.grse.in</a> →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
<b>Annexure 8</b> संलग्नक-8	Special condition of contract (please refer <a href="http://www.grse.in">www.grse.in</a> →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
<b>Annexure 9</b> संलग्नक-9	Contractors Responsibility (please refer <a href="http://www.grse.in">www.grse.in</a> →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
<b>Annexure 10</b> संलग्नक-10	General Requirement (please refer <a href="http://www.grse.in">www.grse.in</a> →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
<b>Annexure 11</b> संलग्नक-11	PF, ESI declaration form (please refer <a href="http://www.grse.in">www.grse.in</a> →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
<b>Annexure 12</b> संलग्नक-12	Format for - Bank Guarantee Format for EMD (please refer <a href="http://www.grse.in">www.grse.in</a> →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
<b>Annexure 13</b> संलग्नक-13	Format for - Bank Guarantee Format for SD (please refer <a href="http://www.grse.in">www.grse.in</a> →Tender→Enclosures Related to tenders of Sub-Contracting Activities)

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

Self-Attested documents are to be scanned and uploaded with Part I 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	Technical Acceptance Format as available with NIT after being downloaded and filled up	Yes
3	Commercial Acceptance Format as available with NIT after being downloaded and filled up	Yes
4	Documents meeting the Technical Eligibility Criteria as per format at <b>Annexure-3</b>	Yes
5	Self-Certification for not having blacklisted /not received any tender holiday as per eligibility criteria to be submitted as per format at <b>Annexure-4</b>	Yes
6	PAN /TAN, GST, Labor License Certificate, Registration Certificate of the Company with ROC, Memorandum and the Article of Association of the firm.	Yes
7	Copies of registration with PF, ESI authorities/ last challans etc.	Yes
8	Partnership Deed / Memorandum and the Article of Association of the firm confirming partners and lead partner	Yes
9	Joint Venture Agreement / Memorandum of Understanding with Power of Attorney in favour of lead member.	Yes
10	Government E-Market Place (GeM) registration certificate with Unique GeM Seller ID	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 upload all above documents along with Part I bid.**

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

PHYSICAL SUBMISSION		
1	<b>Tender Fee Instrument</b>	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>

**Note:** Above mentioned original Negotiable Instruments as stipulated, to reach to **CGM (CC, HP & IP, YAM)**, Contract Cell, 2nd Floor, GRSE 61 Park Unit, 61, 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) Tenure of Contract संविदा कार्यकाल-** The contract shall be established for a period of **01 year** from the date of commencement. The contract period may be extended for another 01 year at the same rate, terms & conditions or reduced as per GRSE project requirement & the contractor has to execute the job



accordingly. The contract shall be valid for ASW SWC ships and other ongoing and upcoming projects of GRSE.

**(B) Job Starting Date / Job Completion date कार्य आरम्भ तिथी/ कार्य समाप्ती तिथी** - The job has to be commenced immediately on receipt of intimation from berth/ issuance of PO whichever is earlier and to be completed as per requirement of berth.

**(C) Inspection Authority** - PL/PCO of respective Yard / GRSE officer nominated by Project Leader (PL) / DGM (L&W).

**(D) Place of Work** - GRSE Main / FOJ / RBD / KPDD Unit as per location of the Ship.

#### **ARTICLE 7 अनुच्छेद-7: JOB EXECUTION कार्य निष्पादन -**

Job is to be carried out strictly as per **SOTR** (SOTR No: L&W/3034/01)-Rev 01 dt. 23.04.2026 at **Annexure 1**, Drawings, GRSE requirement and in case of doubt, instructions of the Engineer in-charge / PL or their nominated representative are to be followed.

**ARTICLE 8 अनुच्छेद-8: GUARANTEE & WARRANTY गारंटी एवं वारंटी** – Not Applicable.

#### **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 L1 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 analysed 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 **90 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 **90 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 contract. The selected Bidder has to execute the required quantity at same rate, terms & conditions up to variation of **(+100%)** 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.

The detailed BOQ as per SOTR is given below:

Sl. No.	Description	Quantity	Unit of Measure
1	SERVICE_HIRING OF DG SET	90	DAY
2	SER_CHARGES BASED ON RUNNING HOUR	600	HR

NB: i) UOM = Unit of Measurement, ii) HR = Hour. 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 सूछम 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: L&W/3034/01-Rev 01 dt. 23.04.2026 (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.

- Financial Eligibility Criteria वित्तीय मापदंड** - Not Applicable

- Self-Certification Criteria:** The bidder should give self-certification (as per Annexure 4) 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 **31.03.2026**. 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 **02** 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. Nilanjan Roy Chowdhury, AM (Electrical & Weapon)/ Main Unit, Mobile No. +91 89101 32376, e-mail: [Roychowdhury.Nilanjan@grse.co.in](mailto:Roychowdhury.Nilanjan@grse.co.in)**
  - b. Any query/difficulty in understanding of Commercial Terms may be got clarified from and **Mr. Ashim Kumar Dey, SM (Contract)/ 61 Park Unit, Mobile No. +91 75960 23717, e-mail: [Dey.Ashimkumar@grse.co.in](mailto:Dey.Ashimkumar@grse.co.in)** prior to submission of offer.
  - 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](mailto: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 हेतू 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://eprocoregrse.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.
  - 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.
  - 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 APLICABLE CLAUSES ठेका जारी करनेके पश्चात लागू उपधारा -**

##### **A. Security Deposit प्रतिभूति जमा -**

Interest free refundable security deposit of **5%** of individual work order value (inclusive of GST) is to be deposited in the manner elaborated at GRSE STAC.

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

Work done certificate will be issued by PCO / DGM (L&W) or his nominated L&W Officer. 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. WDC to be submitted through OBPS portal.

##### **C. Payment Terms भुगतान की शर्तें:**

- a. The 100% bill amount with full GST will be paid on monthly progressive basis within 30 days of receipt of bill duly certified by bill certifying authority & supported with satisfactory Work Done Certificate duly certified by WDC certifying Authority. Moreover, release of payment is subject to clearance of ESI / P.F and other labour oriented mandatory liabilities of the Contractor.
- b. Payment will be made on actual certification basis.
- c. **Bill Certifying Authority:** Project Leader / DGM (L&W) or his nominated officer.
- d. **Bill Submission:** Payment to be made as per payment terms as stated above through ECS/NEFT within 30 days against online submission of GST e-invoice through OBPS portal with work done certificate duly certified by appropriate authority for the respective services and subject to compliance of labour laws and statutory dues where ever applicable.

##### **Note:**

- (i) All Vendors having turnover above Rs. 5 Crore have to mandatorily submit Invoice.



- (ii) All Vendors having turnover below Rs. 5 Crore are also to submit E-Invoice/digitally signed invoice. (Vendors having turnover under Rs. 5 Crore have option to create E-Invoice).
- (iii) Invoice in hard copy is not desirable.
- (iv) Transaction fee of Rs 500.00 for first return & Rs 1000.00 for subsequent return of bill with inappropriate documents will be charged.

**D. 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.

**E. Penalty - As per SOTR Clause no. 15.**

**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. 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](http://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](http://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.

**I. Mandatory use of ISI marked PPE by Contractor Employees (for working inside GRSE) -**

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.

- J. 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 BID/बिड 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 26अनुच्छेद 26: STATUTORY RESPONSIBILITY OF CONTRACTOR DEPLOYING THEIR WORKMEN INSIDE GRSE PREMISES – AS PER ANNEXURE- 5.**

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