

CLAUSES (TERMS, CONDITIONS , ELIGIBILITY AND GUIDELINES) OF TENDER

ARUNACHAL POLICE HOUSING & WELFARE CORPORATION LTD

Police Headquarter::ITANAGAR

NIT NO:-PH/EC/NIT/09-10/02/1871

Date 04/03/2010

A. TERMS AND CONDITIONS

- 1) Rates quoted shall be inclusive of all taxes like Income Tax, Forest Royalty, Mineral Royalty and VAT etc...Hence the Taxes such as Income tax and VAT shall be deducted from the bill in accordance with the rate/percentage fixed by the Government from time to time. In regards of FR & MR, contractor has to make payment to Forest/Mine Department and produce proof of such payment before clearing his/her bill in this office. The contractors have to submit a copy of option for VAT deduction duly signed by the competent authority of the Tax Department.
- 2) The successful bidder has to deposit 5% of bid amount as performance guarantee within 15 days from the date of acceptances of quotation failing which his work order shall not be issued and quotation shall be cancelled. Such amount shall not bear any interest at the time of refund.
- 3) The payment shall be made within 40 days from the date of receipt of bill in this office. Intermediate payment as advance or running account bill can be made against the completed items of works on request of the contractor.
- 4) No extra payment shall be made for escalation of price.
- 5) The rate abnormally high will be rejected and low rate which may affect the quality of work adversely shall also liable to be rejected. Hence the Corporation is not bound to accept the lowest Tender.
- 6) The Corporation reserve the right to reject or accept any bid from highest to lowest without assigning any reason.
- 7) Since Managing Director is the authority to accept/reject the tender, the tender opening board will not declare result on the spot.
- 8) Procurement of quotation format or having experience or and bidding lowest amount are not sufficient ground for selection of the contractors for a particular schemes. The first records (written or unwritten) of the contractor and his behaviour with any staff in APH & WCL or in other organisation shall also be a guiding factor for selection of the contractors.
- 9) The black listed contractor of the Government or Government undertaking Department, if come to the notice of the APH & WCL before opening of the tender shall be rejected straightway.
- 10) The contractor of APH & WCL who failed to complete previously allotted work within the stipulated time shall also be rejected straightway.
- 11) Work should be started within 15 (Fifteen) days from the date of issue of the Agreement / Work Order, failing which the Corporation reserve the right to cancel.
- 12) 10% of gross amount from the bill shall be deducted as security which will be refunded on expiry of liability period of 6 months subject to satisfactory technical certificate from the Executive Engineer. Such amount will not bear any interest.
- 13) Contractor should procure timber through Forest Department/ Authorised Saw Mill and produce challan/bill at the time of clearing bill. Payment of Mineral Royalty shall also be done by the Contractor and should produced proof of such payment.
- 14) In case of deuce/equal rate quoted by more than one bidder, the approving authority will decide by assesing the bidders past performance, experience or any modality as may be decided by the officer competent to approve/accept the tender.
- 15) Maximum Time for completion:-Mentioned against each scheme.
- 16) The Firm /Contractor shall not form any joint venture or sublet or enter into association with other person / agency for execution of the works. No contractor shall use directly or indirectly others firm and get regularised through power of attorney. If such case is reported, the tender shall be cancelled and appropriate action shall be taken against the firm.
- 17) The Contractor should produce PAN Card or Income Tax Exemption Certificate and NOC from Apex bank at the time of clearing their Bill.
- 18) The building materials must be in conformity with the specifications given in the Work order, failing which Corporation reserve the right to reject it.
- 19) Contractors shall get the materials brought to the site inspected and certified by Corporation Engineers or DEO before putting into use in construction.
- 20) At the event of a Contractor failing to complete the work within stipulated time in the work order, The Corporation reserves the right to cancel the work order by giving one time notice. In such case all the liabilities to contractors such as Performance Guarantee, Security Deposit and balance amount if any shall be forfeited.
- 21) All items of work mentioned in Bill of Quantities are compulsory. Contractor omitting any item shall be rejected straightway.
- 22) The Rate quoted should be rounded up to 2 (Two) decimal point.

- 23) The Tender /quotation Paper shall not be transferred / sold to any other person.
- 24) The Grand Total amount quoted shall be the basis for considering as highest or lowest bidder.
- 25) Plinth area shall be measured at Plinth Level, For Verandah and Porch, half of the area shall be taken for the purpose of payment. The projection of roof, Chajja, Plinth Protection shall not be measure separately which is covered under tender rate.(For Buildings only)
- 26) The Contractor shall handover the Works to the client and get clearance certificate from Unit Incharge of the Police Department before final payment is released. Or if Engineer Incharge of the work himself is satisfied and certify the authenticity of the bill , payment can also be released.
- 27) Extension of time on valid ground can be given by the Engineer in charge on receipt of proper application from the Contractor. But no compensation for escalation of price shall be applicable due to such extension. At the event of a Contractor failing to complete the work within stipulated time or within extended time , the Corporation reserves the right to imposed fine @ 1% per month from the date of expiry of time and on balance value of works OR may cancel the work order by giving one time notice.
- 28) At the event of a cancellation of Work Order, no part payment shall be made to the defaulting Contractor. All liabilities due to Contractor shall stand forfeited or as may be decided by the Corporation. Balance work shall be taken up Departmentally or may be awarded to any other suitable Contractor.
- 29) For Electrical works, the Contractor must produce wiring test certificate from the authorised wireman.
- 30) Any dispute arising out of this tender,including interpretation of meanings if any shall have the jurisdiction within Board of Director of the Arunachal Police Housing & Welfare Corporation Ltd.
- 31) The decision of the Managing Director shall be final and binding.
- 32) Contractor shall take care of the ongoing building till the building is handed over to client. If the structure is destroyed/damaged by any means during construction period Corporation shall not held any responsibility.
- 33) Value for the balance work/unexecuted work or part item shall be as per APSR 2006 Plus/Minus current Rate difference of CGI sheet, cement, rod and labour.
- 34) The drawings are subjected to change as per site conditions.
- 35) In the event of withdrawal of fund or non-allocation of fund by the Government the tender shall be cancelled.

B) Some other possibility reasons for non-selection of contractors (from confidential records).

- 1) If the qualities of works done by the contractor in the past were not satisfactory.
- 2) If the contractor or his workers needs constant supervision for quality works.
- 3) You have indirectly sold your works to others or sublet to others and regularised through power of attorney in earlier case or allow other to work by earning commissions.
- 4) You and your employee's behaviour with the employees of the Corporation at site or in office.
- 5) If you repeatedly sought extension of time in earlier case or you fail to complete previously allotted works.
- 6) Your firms or you have the records of blacklisting by any Department/Corporation.
- 7) You are not financially sound to carry out the work, but any how manage to get solvency certificates by influence.
- 8) Or any other adverse remarks in the Police Department may also be the cause for your rejection.
- 9) You do not practically possess quality, equipment and man power but manage to registered as contractor.
- 10) For the above 9 possibilities, no evidence/ proof is necessary and reports of our intelligence/Engineers are sufficient to prove such case.

B) Eligibility Criteria:-

- 1) The bidder should be Contractor having valid registration certificate as Contractor under CPWD/NHPC/NEEPCO/BRTF/MES/Railways/P&T/any Govt. and Semi Construction

Department as per the require class of contractor mentioned against each scheme Or having experienced certificate of APH&WCL as contractor.

- 2) The bidder should be domicile of the District where the work is located. The Permanent Residence Certificate or domicile certificate shall be submitted along with the tender paper.
- 3) The bidder should enclose in the Technical Bid, The VAT Registration Certificate, PAN Card, Contractor Registration Certificate, Solvency Certificate (the amount not less than 50% of the cost of the Scheme to be tendered and updated) from any recognised Bank. The bidder exempted from Income Tax shall produce proof of such exemption from Income Tax Authority in place of PAN Card. The APST candidate may submit ST certificate in place of Exemption Certificate or PAN Card.
- 4) The Contractor having working experiences in APH & WCL should submit Experience Certificate. The maintainance works done & Supply work shall not come under work experiences, in this context.
- 5) The capital/city District means the jurisdiction within the administrative jurisdiction of the DC Capital/City as notified by the Government.

C) Guidelines for Submission of Tender:-

There shall be two Envelope:- One envelope called technical bid ,shall contain all the documents such as Contractor Registration Certificate, PAN Card, VAT Registration, Solvency Certificate, Permanent Residence/Domicile Certificate and all others as required. Another envelope will contain only financial/price bid.

Both the envelope shall be sealed separately and tag together and drop into single tender box.

The board shall open and verify technical bid first. The financial /price bid of those who qualify in technical bid shall only be opened.

Sd/-
Managing Director
APH&WCL