

**TENDER DOCUMENT  
FOR  
INSTALLATION OF WATER PROJECT**

**TENDER NOTICE NO.: PTS.Gen-11/AICTE/GAINER/25/4507, Date:17/11/2025.**

**NAME OF BIDDER:**



**SILCHAR POLYTECHNIC  
MEHERPUR, CACHAR, ASSAM**

**PIN - 788015**

**PART – I**  
**GENERAL DETAILS**

**SILCHAR POLYTECHNIC**  
**P.O. – Meherpur, Cachar, Assam – 788015**  
**Email: [principalsilcharpolytech@gmail.com](mailto:principalsilcharpolytech@gmail.com)**

Ref. No. PTS.Gen-11/AICTE/GAINER/25/4507

Date: 17.11.2025

**TENDER NOTICE**

Sealed offers are invited **up to 3:00 PM on 28.11.2025** on behalf of **Silchar Polytechnic** from reputed and resourceful contractors/agencies for the work of: **“Installation of Water Project at Silchar Polytechnic”**.

The Tender Document can be obtained from the office of the undersigned at Silchar Polytechnic during working hours or can be downloaded from the institute’s website.

Corrigendum/Addendum, if any, will be uploaded on the Institute Website and on the Government Portal.

For detailed information, please visit:

**[www.silcharpolytechnic.ac.in](http://www.silcharpolytechnic.ac.in)**



Principal (i/c)  
Silchar Polytechnic



FROM: - (Full name and address of the tenderer)

M/s.....  
.....  
.....  
.....

To,  
.....  
.....

**Subject: - Offer in response to Tender Notice No. PTS.Gen-11/AICTE/GAINER/25/4507, Date:17/11/2025**

Sir,

We hereby submit our offer in full compliance with the terms and conditions of the attached tender document under **Part-I (Technical Bid)** and **Part-II (Financial Bid)**.

We request you to kindly consider our tender for further evaluation.

(Signature of Tenderer)

Seal

**NOTICE INVITING TENDER**

Silchar Polytechnic, Meherpur, Cachar, Assam, invites sealed tenders from reputed and resourceful contractors having valid EPF, Sales Tax/DVAT, PAN and other statutory registrations, for the following work under a Three-Envelope System.

Details of Work:

Particulars	Information
Name of Work	Installation of Water Projects
Estimated Cost	₹ 13,53,000/-
Earnest Money Deposit (EMD)	₹ 27,100/-
Time for Completion	60 days
Performance Security Deposit	The successful tenderer/Lowest bidder will be required to deposit an amount of 5% of the CA amount
Cost of Tender Document	₹ 1,000/- (Non-refundable)
Last Date of Submission	28.11.2025 up to 3:00 PM
Opening of Technical Bid	28.11.2025 at 3:30 PM

- Bidders must submit the tender in three separate sealed and clearly superscribed envelopes: Envelope-1: EMD, Envelope-2: Technical Bid, and Envelope-3: Price Bid.
- Tender documents may be obtained from the office of the undersigned between **11:00 AM to 4:00 PM**, from **22.11.2025 to 28.11.2025**.
- Documents may also be downloaded from **[www.silcharpolytechnic.ac.in](http://www.silcharpolytechnic.ac.in)**
- Downloaded tenders must be submitted with a Demand Draft of ₹ 1,000, in favour of "Silchar Polytechnic", payable at Silchar, enclosed separately and superscribed as "Cost of Tender Form".
- Tenders submitted without Tender Fee and EMD will be rejected outright.
- Technical Bids will be opened as per schedule.
- Date of Price Bid opening will be intimated only to technically qualified bidders.

Principal(i/c)  
Silchar Polytechnic.



## GENERAL PARTICULARS OF TENDERER

Tenderers are required to furnish the following details along with supporting documents wherever applicable:

Sl. No.	Particulars	Details
1	Name of Tenderer	
2	Postal Address	
3	E-mail	
4	Telephone / Mobile No.	
5	Name, Designation & Contact Number of the Authorized Representative to whom all communications shall be made	
6	Nature of the Firm (Individual / Partnership / Consortium / Pvt. Ltd. / Public Ltd. / Public Sector, etc.) <i>Attach attested copies of Registration Certificate, Partnership Deed / Memorandum &amp; Articles of Association</i>	
7	Amount and Particulars of Earnest Money Deposited (EMD)	
8	Annual Turnover for the Last Three Financial Years. <i>Attach CA-certified Balance Sheets</i>	
9	Name and Address of Indian / Foreign Collaboration, if any	
10	GST Registration Number. <i>Attach copy of Registration Certificate</i>	
11	Whether the Tenderer/Firm has ever been debarred/blacklisted by any organization for undertaking any work (If yes, furnish details)	
12	Any Other Information Provided by the Tenderer (Specify details and attach Annexure with page number)	

Tenderers are requested to provide complete and accurate information along with copies of relevant supporting documents.

(Signature of tenderer with Seal)

## DECLARATION BY THE TENDERER

I/We, \_\_\_\_\_ (Hereinafter referred to as “*the Tenderer*”), being desirous of submitting a tender for the proposed work and having fully understood the nature, scope, terms, conditions, and specifications mentioned in the tender document, do hereby solemnly declare that:

1. I/We have carefully examined and fully understood all the provisions, terms, conditions, and specifications of the tender document, and agree to comply with and abide by them in full.
2. I/We are fully aware of the site conditions, local environment, accessibility, availability of materials and labour, and all other relevant factors necessary for proper execution of the work. We have made ourselves acquainted with the actual working conditions and other prevailing circumstances.
3. I/We confirm that the firm/company is financially sound, technically competent, and adequately experienced to execute the tendered work to the complete satisfaction of the Institution, Silchar polytechnic , Mentor Members, and AICTE.
4. I/We declare that there is no collusion or unlawful agreement with any other tenderer, firm, or individual in the preparation or submission of this tender.
5. I/We confirm that no employee or representative of the Institution, Silchar Polytechnic, or AICTE has influenced or induced us to submit this tender. The offer is made solely based on the information provided in the tender document.
6. I/We declare that we are fully aware of and shall comply with all applicable laws, acts, ordinances, rules, and regulations of Municipal, District, State, and Central Government authorities relevant to the execution of the proposed work.
7. I/We further declare that our firm/company has never been debarred, blacklisted, or suspended by any Government department or undertaking for similar works. *(A declaration on a non-judicial stamp paper shall be submitted in this regard.)*
8. I/We accept that the Earnest Money Deposit (EMD) may be forfeited by the Institution if the tenderer fails to sign the contract or commence the work within the stipulated time after award.
9. I/We confirm that the tender offer shall remain valid for a period of 60 (Sixty) days from the date of opening of the Technical Bid.
10. All information, statements, and documents submitted with this tender are true, complete, and correct to the best of our knowledge and belief.

Signature of Tenderer

Name & Designation

Seal of the Firm/Company

**PART – II**

**CRITERIA FOR TECHNICAL & FINANCIAL  
QUALIFICATIONS**

## INSTRUCTION FOR TENDERERS

1. The details of work to be carried out and its scope is given in the “Notice Inviting Tender” which also indicate a brief description of the project where work is to be executed. The tenderers are advised to study the same carefully before tendering and they shall be deemed to have fully acquainted themselves with the same.

2. The tenderers, in their own interest, are also advised to inspect and examine the site and its surroundings and satisfy themselves, before submitting their tenders, in respect of the site conditions including, but not restricting to, the following which may influence or effect the work or cost thereof under the contract.

2.1 Site conditions including access to the site, existing and required roads and other means of transport/communication for use by him in connection with the work.

2.2 All other information pertaining to and needed for the work including information as to the risks, contingencies and other circumstances which may influence or effect the work or the cost hereof under this contract.

2.3 The tenderers should note and bear in mind that the institute shall bear no responsibility for the lack of acquaintance of the site and other conditions or any information relating thereto, on their part. The consequences of the lack of any knowledge, as aforesaid, on the part of the tenderer shall be at their risk and cost and no charges or claims whatsoever consequent upon the lack of any information, knowledge of understanding shall be entertained or payable by the institute.

3. The offer should be valid for 60(Sixty) days from the date of opening of the tender.

4. The tender should be submitted in the prescribed form and the same should be signed properly as laid down here under: -

4.1 If the tender is submitted by an individual, it shall be signed by the proprietor above his full name and full name of his firm with its current business address.

4.2 If the tender is submitted by a firm in partnership, it shall be signed by all the partners of the firm above their full name and current business addresses, or by a partner holding the power of attorney of the firm by signing the tender in which case a certified copy of the power of attorney shall accompany the tender. A certified copy of the partnership deed and current business address of all the partners of the firm shall accompany the tenders.

4.3 If the tender is submitted by a limited company or a limited Corporation, it shall be signed by a duly authorized person holding the power of attorney for signing the tender in which case a certified copy of the power of attorney shall accompany the tender. Such limited company or corporation may be required to furnish satisfactory evidence of its existence before the existence before signature.

4.4 All witnesses and sureties shall be persons of status and their full names, occupation and addresses shall be stated below their signatures. All signatures affixed on each page in the tender will be dated.

4.5 The tender for the works shall not be witnessed by a tenderer or tenderers who himself/themselves has/have tendered or who may and has/have tendered for the same works. Failure to observe this condition shall render the tender of the tenderer tendering as well as of the witnessing the tender liable to rejection.

5.1 If during the tender validity period, the tenderer withdraws his tender the earnest money deposit shall be forfeited.

5.2 The earnest money deposit will be returned to the unsuccessful tenderers after expiry of validity period or on finalization of tender whichever is earlier.

6. The rates shall be written both in words and in figures. Tenderer shall also show the total of each item, the total of each schedule and the grand total of the whole contract, corrections, if any, shall be made by crossing out, initialling, dating and rewriting. In case of conflict between the figures and words in the rates, the later shall prevail.

7. The corporation shall have the right of rejecting all or any of the tenders and split the work between two or more parties or may reduce the scope of work and also will not be bound to accept the lowest or any other tender and the Corporation's decision in this regard shall be final and binding on all tenderers.

8. Tenders will be opened in the presence of tenderers who may be present at the time of opening of tender. Corporation's Officers will on opening of tender of the absentee tenderer, prepares a statement of the attested and unattested corrections in the tender over their signatures. Such a list shall then be binding on the absentee tenderer.

9. The tenderers shall not be entitled during the period of validity of their offers, to revoke or withdraw their tenders or vary any terms in regard thereof without the consent of the institute in writing. Tenderer shall get his earnest money paid along with the tender forfeited for any violation of this clause.

10. If the tenderer fails to commence the work given in the scope of work within 02 days from the date of issue of written order to commence the work, the institute shall have a right to forfeit the earnest money deposited by the tenderer absolutely without prejudice to other rights and remedies available.

11. The "Notice Inviting Tender" and this "Instructions for Tenderer" shall form part of the Tender Documents. Any addendum/corrigendum issued before the date of opening of tender will form part of tender documents.

12. Intending tenderers should visit the site, satisfy themselves regarding the site conditions, location of site, access roads to the site and collect all relevant information required before tendering for the work, tenderer shall be deemed to have full knowledge of the site, specifications and no excuse as regard to want of information or clarification shall be considered after the tender has been received.

## **CRITERIA FOR TECHNICAL & FINANCIAL QUALIFICATIONS**

1. The yearly turnover of the agency should not be less than Rs. 40 lakhs (Rs. Forty lakhs) during the last three years ending 31st March of the previous year. Copy of balance sheet needs to be enclosed.
2. The agency who have earlier worked with govt. department/ PSU's would be preferred. If worked in private sector TDS certificate may be attached
3. The agency should have independent EPF code No. or should demonstrate its willingness to obtain the same after the award of work.
4. The agency should have a valid sale tax, service tax, PAN, & DVAT registration No.
5. The agency should have sufficient & qualified/ experienced technical man power resources. List of such personal be supplied along with the details of their qualification & experience.
6. The agency should have solvency limit more than Rs. 15 lakhs (Rs. Fifteen lakhs)
7. The agency must have successfully completed/executed single work for an amount not less than Rs. 25 lakhs (Rs. twenty lakhs), two works for an amount not less than Rs. 20 lakhs (Rs. Fifteen lakhs) of similar nature in the last three FYs. The copy of supporting documents needs to be enclosed.
8. Earnest money must accompany with the tender and the same should only be deposited in the form of a DD from any nationalized bank/ Scheduled bank in favour of Silchar Polytechnic Payable at Meherpur. Tender not accompanied by earnest money shall be rejected. Earnest money in any other form is not acceptable.

9. The rates shall be written both in words and in figures. The tenderer shall also show the total of each item, the total of each schedule and the grand total of the whole contract. Corrections, if any, shall be made by crossing out, initialling, dating and rewriting. In case of conflict between the figures and words in the rates, the later shall prevail.
10. Original Equipment Manufacturers having manufacturing facility in India. The manufacturing facility should include Fabrication, assembly as well as “FAT-factory acceptance testing” run at the same premises.
11. Contractor should have experience of supply of Drinking water treatment plants with the govt. The plants supplied should be RO & UF based technology one same plants.
12. Only the firms having suitable infrastructure may apply giving Company’s detailed profile, latest ITCC or Copies of latest Income Tax Return and proof of having done the work and giving address, telephone numbers along with performance certificate from their clients, copy of Sales Tax Registration Certificate and works Contract Tax Certificate 1985 (Form II, Rule 4(1), Financial statements for the last three financial years and latest solvency certificate-Not more than 12 months old of any Nationalized Bank/ Scheduled Bank.
13. The above stated requirements are compulsory to be fulfilled by the tenderer and Tendering Authority may also ask for any additional information as may be deemed necessary in public interest.

## **PART-III**

# **GENERAL CONDITIONS OF CONTRACT**

## **CLAUSE-1**

### **(A) Definitions of various term used in the contract**

Various term related to contract will have their usual meaning as per State Govt Organization like PWD, PHE etc.

### **(B) Contract Agreement**

The Parties shall sign a Contract Agreement within 30 days after the Contractor receives the Letter of Acceptance, unless they agree otherwise. The Contract Agreement shall be based on the form annexed to the Particular Conditions. The costs of stamp duties and similar charges (if any) imposed by law in connection with entry into the Contract Agreement shall be borne by the Employer.

### **(C) Confidentiality**

The Contractor shall disclose all such confidential and other information as the Engineer may reasonably require in order to verify the Contractor's compliance with the Contract. The Contractor shall treat all documents forming the Contract as confidential, except to the extent necessary to carry out the Contractor's obligations under the Contract. The Contractor shall not publish, permit to be published, or disclose any particulars of the Contract in any trade or technical paper or elsewhere without the Employer's prior consent. The Contractor shall be permitted to disclose information required to establish its qualifications to compete for other projects.

### **(D) Compliance with Laws**

The Contractor and the Employer shall, in performing the Contract, comply with all applicable Laws.

### **(E) Right of Access to the Site**

The Employer shall give the Contractor right of access to, and possession of, all parts of the Site within the time (or times) stated in the Contract Data. The right and possession may not be exclusive to the Contractor. If, under the Contract, the Employer is required to give (to the Contractor) possession of any foundation, structure, plant or means of access, the Employer shall do so in the time and manner stated in the Employer's Requirements. However, the Employer may withhold any such right or possession until the Performance Security has been received.

## **CLAUSE-2**

### **A. Discrepancies and adjustment of errors**

1. The several documents forming the contract are to be taken as mutually explanatory of one another, detailed drawings being followed in preference to small scale drawing and figured dimensions in preference to scale and special conditions in preference to General Conditions.  
In the case of discrepancy between the schedule of quantities, the specifications and/ or the drawings, the following order of preference shall be observed:
  - i) Description of Schedule of Quantities.
  - ii) Particular Specification and Special Condition, if any.
  - iii) Drawings
  - iv) P.W.D Specifications.
  - v) Indian Standard Specifications of B.I.S.

## **B. Signing of Contract**

The successful tenderer/contractor, on acceptance of his tender by the Accepting authority, shall, within 15 days from the stipulated date of start of the work sign the contract consisting of:

- i) The notice inviting tender, all the documents including drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
  
- ii) Standard agreement form consisting of (i) NIT, General terms and condition, clause of contract, price schedule of quantity, plan & elevation, minutes of negotiation held with the agency.

## **CLAUSE-3**

### **A. Compensation for Delay**

If the contractor fails to maintain the required progress to complete the work and clear the site on or before the contract or extended date of completion, he shall, without prejudice to any other right or remedy available on account of such breach, pay as agreed compensation the amount calculated at the rates stipulated below or such smaller amount as the Principal of Silchar Polytechnic being the accepting Authority ( whose decision in writing shall be final and binding) may decide on the amount of tendered value of the work for every completed day/week (as applicable):

(a) Compensation @ 1% of the estimated value of work per week for the delayed period provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10% of the Tendered Value of work.

The amount of compensation may be adjusted or set- off against any sum payable to the contractor under this or any other contract with Institute.

## **CLAUSE 4**

### **A. When Contract can be terminated:**

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

(i) If the contractor having been given by the Engineer-in-Charge a notice in writing to rectify, reconstruct or replace any defective work or that the work is being- per-formed in an inefficient or otherwise improper or un-workman like manner shall omit to comply with the requirement of such notice for a period of seven days thereafter.

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

(iii) If the contractor fails to complete the work within the stipulated date or items of work with individual date of completion, if any stipulated, on or before such date(s) of completion and does not complete them within the period specified in a notice given in writing in that behalf by the Engineer-in-Charge.

(iv) If the contractor persistently neglects to carry out his obligations under the contract and/or commits default in complying with any of the terms and conditions of the contract and does not remedy it or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf by the Engineer-in Charge.

## **CLAUSE 5**

Contractor liable to pay compensation even if action not taken under Clause-3. In any case in which any of the powers conferred upon the Engineer-in-Charge by Clause 3 thereof, shall have become exercisable and the same are not exercised, the non-exercise thereof shall not constitute a waiver of any of the conditions hereof and such powers shall notwithstanding be exercisable in the event of any future case of default by the contractor and the liability of the contractor for compensation shall remain unaffected.

## **CLAUSE -6**

### **A. Time and extension for delay**

The time allowed for execution of the works shall be the essence of the Contract. The execution of the works shall commence from the 15th Day or such time period as mentioned in letter of Award after the date on which Engineer-in-Charge issues written orders to commence the work or from the date of handing over the site whichever is later. If the Contractor commits default in commencing the execution of the work as aforesaid, the Institute shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the earnest money absolutely.

(B) As soon as possible after the Contract is concluded the Contractor shall submit a Time and Progress Chart and get it approved by the Department. The chart shall be prepared in direct relation to the time stated in the contract documents for completion of items of the works. It shall indicate the forecast of the dates of commencement and completion of various trades of sections of the work and may be amended as necessary by agreement between the Engineer-in-charge and the contractor.

If the work(s) be delayed by:

- i) Force majeure, or
- ii) Abnormally bad weather, or
- iii) Serious loss or damage by fire, or
- iv) Civil commotion, local commotion of workmen, strike or lockout, affecting any of the trades employed on the work or
- v) Delay on the part of other contractors or tradesmen engaged by Engineer-in Charge in executing work not forming part of the contract.

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

(C) Request for extension of time, to be eligible for consideration, shall be made by the Contractor in writing within fourteen days of the happening of the event causing delay on the prescribed form. The Contractor may also, if practicable, indicate in such a request the period for which extension is desired.

(D) In any such case the authority may give a fair and reasonable extension of time for completion of work. Such extension shall be communicated to the Contractor by the Engineer-in-Charge in writing, within 3 months of the date of receipt of such request. But compensation in any form during such extended period is not admissible. Non application by the contractor for extension of time shall not be a bar of giving a fair and reason-able extension by the Engineer-in-Charge and this shall be binding on the contractor.

### **(E) Progress of work as per milestones:**

As soon as possible after the contract is concluded, the contractor shall submit a time and progress chart for each milestone and get it approved from the Department. The chart shall be prepared in direct relation to the time stated in the contract documents for completion of the items of the work. It shall indicate the forecast of the dates of commencement and completion of various trades of sections of the work and may be amended as necessary by agreement between the Engineer-in-charge and the contractor within the limitations of time imposed in the contract documents

### **(F) Finality of decision on EOT**

According to this clause, the opinion of the Engineer-in-charge as to whether the grounds shown for extension of time are or are not reasonable, are final. If the Engineer-in-charge declines to grant extension of time, it is not

within the competence of the contractor to challenge the soundness of the opinion by reference to arbitration under the relevant clause.

#### **CLAUSE -7**

##### **A. Measurements of work done**

Engineer-in-Charge shall, except as otherwise provided, ascertain and determine by measurement the value in accordance with the contract of work done.

All measurement of all items having financial value shall be entered in Measurement Book and/ or level field book so that a complete record is obtained of all works performed under the contract.

All measurements and levels shall be taken jointly by the Engineer-in-Charge or his authorized representative and by the contractor or his authorized representative time to time during the progress of the work and such measurements shall be signed and dated by the Engineer in-Charge and the contractor or their representatives in token of their acceptance. If the contractor objects to any of the measurements recorded, a note shall be made to that effect with reason and signed by both the parties.

#### **CLAUSE-8**

##### **A. Completion Certificate and Completion Plans**

Within ten days of the completion of the work, the contractor shall give notice of such completion to the Engineer-in-Charge and within thirty days of the receipt of such notice the Engineer in-Charge shall inspect the work and if there is no defect in the work shall furnish the contractor with a final certificate of completion, otherwise a provisional certificate of physical completion indicating defects (a) to be rectified by the contractor and/or (b) for which payment will be made at reduced rates, shall be issued. But no final certificate of completion shall be issued, nor shall the work be considered to be completed until the contractor shall have removed from the premises on which the work shall be executed all scaffolding, surplus materials, rubbish and all huts and sanitary arrangements required for his/their (work people on the site in connection with the execution of the works as shall have been erected or constructed by the contractor(s) and cleaned off the dirt from all wood work, doors, windows, walls, floor or other parts of the building, in, upon; or about which the work is to be executed or of which he may have had possession for the purpose of the execution thereof, and not until the work shall have been measured by the Engineer-in-Charge. If the contractor shall fail to comply with the requirements of this clause as to removal of scaffolding, surplus materials and rubbish and all huts and sanitary arrangements as aforesaid and cleaning off dirt on or before the date fixed for the completion of work, the Engineer-in-Charge may at the expense of the contractor remove such scaffolding, surplus materials and rubbish etc., and dispose of the same as he thinks fit and clean off such dirt as aforesaid, and the contractor shall have no claim in respect of scaffolding or surplus materials as aforesaid except for any sum actually released by the sale thereof.

#### **CLAUSE – 9**

##### **A. Payment of Final Bill**

The final bill shall be submitted by the contractor in the same manner as specified in interim bills within three months of physical completion of the work or within one month of the date of the final certificate of completion furnished by the Engineer-in-Charge which-ever is earlier. No further claims shall be made by the contractor after submission of the final bill and this shall be deemed to have been waived and extinguished.

#### **CLAUSE-10**

##### **A. Materials to be provided by the Contractor:**

The contractor shall, at his own expense, provide all materials, required for the work. The contractor shall, at his own expense and without delay; supply to the Engineer-in-Charge samples of materials to be used on the work and shall get these approved in advance. All such materials to be provided by the Contractor shall be in conformity with the specifications laid down or referred to in the contract. The contractor shall, if requested by the Engineer-in Charge furnish proof, to the satisfaction of the Engineer-in-Charge that the materials so comply. The Engineer-in-Charge shall within thirty days of supply of samples or within such further period as he may require intimate to the contractor in writing whether samples are approved by him or not. If samples are

not approved, the contractor shall forthwith arrange to supply to the Engineer-in-Charge for his approval fresh samples complying with the specifications laid down in the contract. When materials are required to be tested in accordance with specifications, approval of the Engineer-in-Charge shall be issued after the test results are received.

The Engineer-in-Charge shall have full powers to require the removal from the premises of all materials which in his opinion are not in accordance with the specifications and in case of default the Engineer-in-Charge shall be at liberty to employ at the expense of the contractor, other persons to remove the same without being answerable or accountable for any loss or damage that may happen or arise to such materials. The Engineer-in-Charge shall also have full powers to require other proper materials to be substituted thereof and in case of default the Engineer-in-Charge may cause the same to be supplied and all costs which may attend such removal and substitution shall be borne by the contractor.

#### **CLAUSE-11**

##### **A. Work to be executed in accordance with specifications, drawings, orders etc.**

The contractor shall execute the whole and every part of the work in the most substantial and workman like manner both as regards materials and otherwise in every respect in strict accordance with the specifications. The contractor shall also conform exactly, fully and faithfully to the design, drawings and instructions in writing in respect of the work signed by the Engineer-in Charge and the contractor shall be furnished free of charge one copy of the contract documents together with specifications, designs, drawings and instructions as are not included in the standard specifications.

#### **CLAUSE -12**

##### **Deviations/ Variations Extent and Pricing**

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

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

- (i) In the proportion which the additional cost of the altered, additional or substituted work, bears to the original tendered value plus.
- (ii) 25% of the time calculated in (i) above or such further additional time as may be considered reasonable by the Engineer-in-Charge.

Deviation limit shall apply to individual items. The value of additions of items, of any individual trade not already included in the contract, shall not exceed 10% of the Tendered value of work, subject to overall permissible deviation limit.

#### **CLAUSE -13**

##### **A. Foreclosure of contract due to abandonment or reduction in scope of work**

If at any time after acceptance of the tender Institution shall decide to abandon or reduce the scope of the works for any reason whatsoever and hence not require the whole or any part of the works to be carried out, the Engineer-in-Charge shall give notice in writing to that effect to the contractor and the contractor shall act accordingly in the matter. The contractor shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the works in full but which he did not derive in consequence of the

foreclosure of the whole or part of the works.

The contractor shall be paid at contract rates full amount for works executed at site and in addition a reasonable amount as certified by the Engineer-in-Charge for the items hereunder mentioned which could not be utilized on the work to the full extent in view of the foreclosure:

#### **CLAUSE -14**

##### **Cancellation of contract in full or part**

###### **If contractor:**

- i) At any time makes default in proceeding with the works or any part of the work with the due diligence and continues to do so after a notice in writing of 7 days from the Engineer-in-Charge; or
- ii) Commits default to complying with any of the terms and conditions of the contract and does not remedy it or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf by the Engineer-in-Charge; or
- iii) Fails to complete the works or items of work with individual dates of completion, on or before the date(s) of completion, and does not complete then within the period specified in a notice given in writing in that behalf by the Engineer-in-Charge; or
- iv) Shall offer or give or agree to give to any person in Institute service or to any other person on his behalf any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or for bometo do any action relation to the obtaining or execution of this or any other contract of the Institute; or
- v) Shall obtain a contract with Institute as a result of wrong tendering or other non bonafide methods of competitive tendering; or vi) Being an individual, or if a firm, any partner thereof shall at any time be adjudged insolvent or have a receiving order or order for administration of his estate made against him or shall take any preceding for liquidation or composition (other than a voluntary liquidation for the purpose of amalgamation or reconstruction) under any insolvency Act for the time being in force or make any conveyance or assignment of his effects or composition or arrangement for the benefit of this creditors or purport so to, or if any application he made under any Insolvency Act for the time being in force for the sequestration of his estate or if a trust deed be executed by him for benefit of his creditors; or
- vi) Assigns, transfers, sublets (engagement of labour on apiece-work basis or of labour with materials not be incorporated in the work, shall not be deemed to be subletting) or otherwise— parts with or attempts to assign, transfer sublet or otherwise parts with the entire works or any portion thereof without the prior written approval of the Accepting Authority.

Accepting Authority may, without prejudice to any other right or remedy which shall have accrued or shall accrue hereafter to Institute, by a notice in writing to cancel the contract as a whole or only such items of work in default from the Contract. The Engineer-in-Charge shall on such cancellation by the Accepting Authority have powers to:

- (a) Take possession of the site and any materials, constructional plant, implements, stores, etc. thereon; and/or.
- (b) Carry out the incomplete work by any means at the risk and cost of the contractor.

On cancellation of the contract in full or in part, the Engineer-in-Charge shall determine what amount, if any, is recoverable from the contractor for completion of the works or part of the works or in case the works or part of the works is not to completed, the loss or damage suffered by Institute. In determining the amount, credit shall be given to the contractor for the value of the work executed by him up to the time of cancellation, the value of contractor's materials taken over and incorporated in the work and use of plant and machinery belonging to the contractor.

Any excess expenditure incurred or to be incurred by Institute in completing the works or part of the works or the excess loss or damages suffered or may be suffered by Institute as aforesaid after allowing such credit shall without prejudice to any other right or remedy available to Institute in law be recovered from any moneys due to the contractor on any account, and if such moneys are not sufficient the contractor shall be called upon in writing and shall be liable to pay the same within 30

days.

## **CLAUSE 15**

### **A. Labour laws to be compiled by the contractor**

The contractor shall obtain a valid license under the contract labour (R&A) Act 1970, and the contract labour (R&A) central rules 1971, before the commencement of the work, and continue to have a valid license until the completion of the work. The contractor shall also abide by the provisions of the Child Labour (Prohibition and Regulation) Act, 1986.

Payment of wages:

- i) The contractor shall pay to labour employed by him either directly or through subcontractors, wages not less than fair wages as defined in the CPWD contractor's Labour Regulations or as per provisions of the Contract Labour (R&A) Act 1970 and the contract labour (R&A) Central Rules, 1971, wherever applicable.

In respect of all labour directly, or indirectly employed in the works for the performance of the contractor's part of this contract, the contractor shall comply with or cause to be complied with all the rules framed by Government from time to time for the protection of health and sanitary arrangements for workers employed by the Institute and its contractors

### **B. Employment of Technical Staff and employees**

(i) The contractor shall provide all necessary superintendence during execution of the work and as along thereafter as may be necessary for proper fulfilling of the obligations under the contract.

(ii) The contractor shall immediately after receiving Letter of Acceptance of the tender and before commencement of the work intimate in writing to the Engineer-in Charge the name, qualifications, experience, age, address and other particulars along with certificates, of the Principal technical representative to be in charge of the work.

If the contractor (or any partner in case of firm/company) who himself has such qualifications, it will not be necessary for the said contractor to appoint such a principal technical representative

- i) The contractor shall provide and employ on the site only such technical assistants as are skilled and experienced in their respective fields and such foremen and supervisory staff as are competent to give proper supervision to the work.
- ii) The contractor shall provide and employ skilled, semiskilled and unskilled labour as is necessary for proper and timely execution of the work.

**CLAUSE – 16**

- (I) Sales Tax / G.S.T or any other tax as imposed by the Govt. of India/State Govt. from time to time on materials in respect of his contract shall be payable by the contractor and Institution shall not entertain any claim whatsoever in this respect.
- (II) The contractor shall deposit royalty and obtain necessary permit for supply of the red bajri, stone, kankar, etc. from local authorities.

## **PART –IV**

# **CLAUSES OF CONTRACT**

## **1. Definitions**

- 1.1 The Contract: Means the tender, acceptance thereof, the formal agreement, and all documents referred to therein, including these conditions, specifications, and drawings.
- 1.2 The Works/Work: The Water Supply Project at Silchar Polytechnic as described in the contract documents.
- 1.3 The Site: The land and premises of Silchar Polytechnic where the work is to be executed.
- 1.4 The Contractor: The individual, firm, or company whose tender has been accepted.
- 1.5 The Principal: The Principal, Silchar Polytechnic, Silchar, who is the Accepting Authority and holds all financial and administrative powers for this contract.
- 1.6 The Engineer-in-Charge: The officer appointed by the Principal to supervise the work and act as its representative on site.
- 1.7 Tendered Value: The total value of work as stipulated in the Letter of Award.

## **2. Security Deposit & Its Recovery**

- 2.1 The Security Deposit may be forfeited wholly or partly in case of breach of contract, failure to commence work, or insolvency of the contractor.

## **3. Measurement Of Work**

- 3.1. The value of the work done shall be ascertained by measurement jointly taken by the Engineer-in-Charge and the contractor's representative.
- 3.2. All measurements shall be recorded in a Measurement Book (MB). The contractor shall provide all necessary assistance for measurements.
- 3.3. If the contractor's representative is absent after due notice, the measurements recorded by the Engineer-in-Charge shall be deemed to be correct and binding.

## **4. Payments**

### **4.1. Interim Payments (Running Account Bills):**

- The contractor may submit interim bills monthly for work executed.
- The Engineer-in-Charge shall verify the bill and certify the amount payable.

- 4.2. All interim payments are on account and shall not be construed as final acceptance of any part of the work.

### **4.3. Final Bill:**

- 20% of the amount of the estimated work done will be held in the Final Bills.
- The contractor shall submit the final bill within 3 (three) months of physical completion or within 1 (one) month of the issuance of the Completion Certificate, whichever is earlier.
- No further claims shall be entertained after the submission of the final bill.

## **5. Completion And Maintenance**

- 5.1. The contractor shall give notice of completion to the Engineer-in-Charge. A Completion Certificate will be issued after a joint inspection confirms the work is complete and defect-free.
- 5.2. The contractor shall clear the site of all his tools, plants, and surplus materials.
- 5.3. Defects Liability Period: The contractor shall be responsible for rectifying any defects, shrinkages, or faults that appear in the work for a period of 12 (twelve) months from the date of the Completion Certificate, at his own cost.

## **6. Materials**

- 6.1. Materials Provided by Contractor: The contractor shall provide all materials unless otherwise specified. All materials shall conform to the relevant Indian Standards and shall be subject to testing and approval by the Engineer-in-Charge at the contractor's cost.
- 6.2. Rejection of Materials: The Engineer-in-Charge has the power to reject and remove from the site any

materials that do not conform to the specifications.

6.3. Materials Provided by Polytechnic: If any materials are issued from the Polytechnic's store, the contractor shall be responsible for their safe custody and proper use. The value of such materials shall be deducted from the contractor's bills.

### **7.Variations And Deviations**

7.1. The Engineer-in-Charge shall have the power to make any variation in the works, including additions, alterations, or omissions.

7.2. The rates for such varied work shall be determined as follows, in order of precedence:

7.2.1 At the rates specified in the Schedule of Quantities for the same item.

7.2.2 At rates derived from analogous items in the Schedule of Quantities.

7.2.3 On a fair and reasonable basis based on analysis of rates or market rates, as decided by the Engineer-in-Charge.

### **8.Labour And Regulations**

8.1. The contractor shall comply with all applicable labour laws, including:

- The Minimum Wages Act, 1948
- The Contract Labour (Regulation & Abolition) Act, 1970
- The Workmen's Compensation Act, 1923
- The Payment of Wages Act, 1936

8.2. The contractor shall maintain proper records of labour employed and submit fortnightly returns to the Engineer-in-Charge.

8.3. The contractor shall provide all necessary safety equipment and facilities (first-aid, drinking water, sanitation, creche if required) for his labour as per statutory provisions.

8.4. The Engineer-in-Charge may require the contractor to dismiss any person employed on the work who is incompetent or misconducts himself.

### **9.Settlement Of Disputes And Arbitration**

9.1. Except where otherwise specified, any dispute arising out of the contract shall be referred to the sole arbitration of a person appointed by the Principal, Silchar Polytechnic.

9.2. The arbitration shall be conducted in accordance with the Arbitration and Conciliation Act, 1996, or any statutory modification thereof.

9.3. The venue of arbitration shall be Silchar, and the language shall be English.

### **10.Lien**

The Polytechnic shall have the right to withhold any payment due to the contractor under this or any other contract to recover any sum which may become payable by the contractor to the Polytechnic.

## **PART-V**

# **SPECIAL CLAUSES OF CONTRACT**

1. The bill of quantities is as per the detail enclosed with this tender document.
2. **Deduction of income tax:** Silchar Polytechnic shall deduct income tax at source from all the payments to be made to the contractor in accordance with the provisions of India Income Tax Laws as applicable to the contractor from time to time.
3. **Liability for EPF deduction:** The contractor shall be responsible for deduction contribution towards Employees Provident Fund from its employees and deposit the same along with its contribution to the concerned Regional Provident Fund commissioner under the Employees Provident Fund and Misc. Act,1952 as amended from time to time.
4. **Price variation:** Quantities given in the tender document may increase or decrease. No extra payment shall be made for variation in quantities, whatever may be the percentage of increase or decrease in the quantities of any item. Rates shall remain firm even if certain items are required to be deleted.
5. **Mobilization advance:** No mobilization advance will be paid.
6. **Work Contract Tax:** Work contract tax will be recovered from each running account bill as applicable.
7. **Taxes, duties, levies etc.:** The contractor shall be responsible for the payment of all taxes, duties, levies, octroi, labour cess etc. all materials articles that may be used in this work. Any increase in the aforesaid taxes, duties and levies etc. that may arise during the currency of the contract shall not be paid to the contractor by Corporation.

## 8.0 Security Deposit And EMD

### 8.1 Performance Security Deposit

The successful tenderer will be required to deposit an amount of 5% of the Estimated cost or the quoted amount whichever is higher towards Performance Security Deposit in the form of Bank Guarantee from any nationalized Bank at the time of executing agreement with the Silchar Polytechnic as performance guarantee.

### 8.2 Release of Performance Security Deposit

**Release of the performance security deposit will be done after 12 months from the completion of the work.**

8.3 If a tender is withdrawn before final acceptance the EMD is liable to be forfeited.

### 8.4 Release Of EMD

8.5 The E.M.D of the unsuccessful tenderer will be returned within six months from the date of opening of the tender.

8.6 The E.M.D of the successful tenderer will only be released, when the successful tenderer deposits the Performance Security Deposit.

8.7. Interest will not be paid either on E.M.D or Security Deposit in any case for any period whatsoever.

8.8 E.M.D of the tenderer will be forfeited if the successful tenderer fails to deposit Security deposit within the specified period or fails to execute the agreement within the period specified on his being called upon to do so.

9.All the materials to be incorporated in the works under this contract must be of reputed makes and /or as approved by the Engineer-in-charge.

10.The Engineer-in-charge reserves the right to increase or decrease the number of workmen to be deployed for the works to any extent.

11.The Engineer-in-charge reserve the right to deploy the workmen of the contractor anywhere in the Campus of the Silchar Polytechnic as per the requirement.

12. Items for routine maintenance of electrical installation, which could not be specified in above details, will also be covered under this contract.

13.The contractor will provide consumable like cloth, etc. cleaning insulation, electric tubes, bulbs, CFL, Teflon tape, fittings, taps, tower bolt, hinges, M-seal, glass, cleaning material (like phenyl, surf, wipers, etc.), pesticides, fertilizer, etc. for which nothing extra shall be payable.

14.All dismantled materials resulting from replacement shall be returned to the Engineer-in-Charge or the representative appointed by him.

15.The operating staff will maintain daily log book and get it duly verified from the Engineer-in-Charge or his authorized agent.

16.The contractor has to follow all electricity rules as amended from time to time and contractor shall be responsible for any mishap due to negligence on his part.

17.In the event of break down or major maintenance works, any extra staff required thereof and for cable jointing and for handling heavy equipment shall be your responsibility and no extra charges shall be payable on this account.

18.**Uniform:** The contractor has to provide two pairs of uniforms of approved color to his employees while on duty within the premises they shall always be in uniform.

19. **Service Tax:** The rates are inclusive of Service tax as applicable from time to time. The contractor shall have to furnish the deposit challans to the corporation in token that the service tax for the work has been paid by him.

Signature of Tenderer with seal

## **PART-V (A)**

# **SPECIAL CONDITIONS OF CONTRACT**

## SPECIAL CONDITIONS

### 1. Duties & Power

Site Engineers:

- i) The duties of the Site Engineer(s) are to watch and supervise the works and the workman-ship employed in connection with works, and to test and examine any materials to be used.
- ii) The Engineer-in-charge, from time to time in writing, delegates to the Site Engineer(s) any of the powers and authorities in them. Any written instruction or written approval given by the Engineer-in-charge to the contractor shall bind the contractor to carry out the instruction in total.

### 2. Assignment & Subletting

The contractor shall not assign the contract or any part thereof or any benefit or interest therein or there under without the written consent of the Engineer-in- charge. The whole of the works included in the contract shall be executed by the contractor except where otherwise provided in the contract. The contractor shall not sublet any part of the works without the written consent of the Engineer-in- charge and such consent, if given, shall not relieve the contractor from any liability or obligation under the contract, and, he shall be responsible for the acts, defaults and neglects of sub-contractor, his agent's servants or workmen.

### 3. Scope Of Contract

**The contract comprises the construction, completion and maintenance of the works for 6 (six) months after the completion, and the provision of all labour.** materials, constructional plant, equipment and transportation, temporary works and everything, whether of a temporary or permanent nature required in and for such construction, completion and maintenance so far as the necessity for providing the same is specified in or reasonably to be inferred from the contract. The contractor shall make his own arrangements for the safe storage of materials; accommodation for his staff etc. and no claim for the temporary accommodation from the contractor shall be entertained.

The contractor shall carry out and complete the said work in every respect in accordance with this contract and as per the directions and to the, satisfaction of the Engineer-in-charge/Architect. Issue of further drawings and/or written collectively referred to as instructions of the Engineer-in-charge/ Architect's in regards.

### 4. Contract Document

The contractor shall give adequate notice in writing to the Engineer-in-charge of any further drawings or specification that may be required for the execution of the works or otherwise under the contract.

The Engineer-in-charge shall have full powers and authority to supply to the contractor from time to time during the progress of the work such drawings and instructions as shall be necessary for proper execution and the contractor shall carry out and be bound by the same.

1. Canvassing in connection with tenders is prohibited and the tenders, submitted by the tenderers who resort to canvassing, are liable for rejection,
2. Tenderers are not allowed to make additions and alternations in the tender document. Any additions and alternation, if incorporated in the tender, shall be at the tenderer's risk since the modified tender is liable for rejection.

3. The contractor shall have to make his own arrangement of water. The drawal of water from the network of the Institute shall not be allowed in normal course.
4. Temporary electrical connection (single/three phase) shall be provided by the Institute from its distribution network and the charges shall be realized as per the existing estate rates per unit on the basis of actual consumption through separate sub-meter under the control of the Engineer-in-charge. The cable for service connection and the sub meter shall be arranged by the contractor at his own cost.

#### 5. Specifications For Cement

- i) The contractor shall procure cement confirming to relevant Indian Standard as required in the work, from reputed manufacturer of cement having a production capacity of one million tons per annum or more. Supply of cement shall be taken in 50 Kg bags bearing manufacturers name and ISI marking. The brand of cement shall be got approved from Engineer-In- charge.
- ii) The cement shall be brought at site in bulk supply of approximately 50 M.T or as decided by the Engineer-in-charge.
- iii) The cement godown of a suitable capacity, to store a minimum of 2500 bags of cement, shall be constructed by the contractor at site of work at his own cost. Double lock provision shall be made to the door of the cement godown. The keys of one lock shall remain with the Engineer-in-charge or his authorized representative and the key of the other lock shall remain with the contractor. The contractor shall be responsible for the watch and ward and safety of the cement godwon. The contractor shall facilitate the inspection of the cement godown by the Engineer-in-charge or his authorized representative at any time during working hours.

#### 6. Specifications For Steel

- i) The contractor shall procure TMT bars conforming to IS: 1786: 2008.
- ii) The steel reinforcement shall be brought at the site in bulk supply of 10 tonne (ten) or more, as directed by the Engineer-in-charge.
- iii) The steel reinforcement shall not be stored by the contractor at the site of work on wet ground so as to prevent rusting. Bars of different sizes and lengths shall be stored separately to facilitate easy counting and checking.

#### 7. Specifications For Sand

Zone-II or Zone-III sand is preferable. Sand available at this locality is generally of Zone-IV. If Zone IV sand is used, 25% crusher sand of 4.75 mm down to be added with best quality Zone-IV sand approved/accepted by the Department and improve the quality of sand at as per Zone-III for R.C.C./C.C work. No extra cost will be paid for the purpose.

8. The earnest money of the unsuccessful tenders shall be refunded on written request, within 1 (one) month of the award of work. The earnest money of the successful tenderer shall however be adjusted towards the security deposit.

#### 9. Testing

All materials of construction shall be tested in certified laboratory. The cost of such testing shall be borne by the con-tractor. The test results shall comply with BIS specifications. In case the material fails to comply with specifications, the same shall be replaced by the contractor at his/her own cost.

## **PART – VI**

**BOQ along with Drawings.**

**(As per Annexures)**

## **PART – VII**

### **CONTRACT FORMS**

F-1

**BIDDER'S GENERAL INFORMATION**

To,  
The Principal  
Silchar Polytechnic  
Meherpur, Cachar, Assam – 788015

Sub: Bidder's General Information for the Project – *Installation of Water Project.*

Sl. No.	Particulars	Details
1	Bidder's Name	
2	Status of Firm	Proprietorship / Partnership / Limited / Others (Specify) _____ <i>(Enclose Certificate of Registration)</i>
3	Name of Proprietor / Partners / Directors	
4	Number of Years in Operation	
5	Registered Office Address	City: _____ District: _____ State: _____ PIN: _____ <i>For partnership firms, attach letter with full names and current addresses of all partners.</i>
6	Address where Order/Contract is to be placed	City: _____ District: _____ State: _____ PIN: _____
7	Address for Dispatch of Goods/Services & GST No.	City: _____ District: _____ State: _____ PIN: _____ GST No.: _____ <i>For multiple supply locations, provide all addresses with GST numbers.</i>
8	Telephone Number (Order Placement Address)	
9	Email Address	
10	Website	

11	Fax No.	
12	ISO Certification (If Any)	Details: _____
13	Bid Currency	
14	Banker's Name	
15	Branch	
16	Bank Account Number	
17	PAN No.	<i>(Enclose copy of PAN Card)</i>
18	GST No.	<i>(Enclose copy of GST Certificate)</i>
19	EPF Registration No.	<i>(Enclose relevant certificate)</i>
20	ESI Code No.	<i>(Enclose relevant certificate)</i>
21	MSME Status	Micro / Small / Medium <i>(Attach supporting documents)</i>
22	Type of Entity	Corporate / non-corporate <i>(Attach documentary proof)</i>
23	Startup Status	Yes / No <i>(Attach documents as required in ITB Clause 50)</i>

### Declaration

I hereby declare that the information furnished above is true and correct. Any false information may lead to rejection of the bid.

Place: [Signature of Authorized Signatory of Bidder]

Date: Name:

Designation:

Seal:

F-2

**BID FORM**

To,

The Principal  
Silchar Polytechnic  
Meherpur, Cachar, Assam – 788015

Sub: Submission of Bid for “*Installation of Water Project*” at Silchar Polytechnic

Dear Sir,

Having examined the complete Bidding Documents for the above-mentioned work, including the Specifications, Scope of Work, General Conditions of Contract (GCC), Special Conditions of Contract (SCC), and Schedule of Rates (SOR), we, the undersigned, hereby submit our bid for the Installation of Water Project at Silchar Polytechnic.

We confirm that:

1. We have thoroughly reviewed all tender conditions, addenda/corrigenda \_\_\_\_ and undertake to execute the entire work as per the tender provisions.
2. Our bid is valid for the period specified in the Bid Data Sheet (BDS) from the date of opening of the Technical Bid and shall remain binding upon us.
3. If our bid is accepted, we agree to:
  - Provide the Contract Performance Security/Security Deposit as required in the tender document.
  - Commence and complete the work within the stipulated time frame mentioned in the tender.
4. We fully understand that:
  - The tender document and the Notification of Award shall constitute a binding contract until the final agreement is executed.
  - The Employer (Silchar Polytechnic) is not bound to accept the lowest or any bid.
5. We undertake to complete the Installation of Water Project in accordance with all applicable technical standards, safety norms, and quality requirements specified in the tender.
6. We declare that the information furnished in our bid is true and correct to the best of our knowledge and that any false information may lead to rejection of our bid.

Place: [Signature of Authorized Signatory of Bidder]

Date: Name:

Designation:

Seal:

**F-3**  
**LIST OF ENCLOSURES**

Name of Work:

Name of Bidder:

Address:

Contact No.:

Email ID:

List of Enclosures Submitted:

Sl. No	Particulars / Document Name	Attached (Yes/No)	Page No.
1	Bid Submission Form (F-1)	Yes / No	
2	General Information of Bidder (F-2)	Yes / No	
3	Registration Certificate (PWD/CPWD/MES/Other)	Yes / No	
4	PAN Card Copy	Yes / No	
5	GST Registration Certificate	Yes / No	
6	Valid Trade License	Yes / No	
7	Work Experience Certificates	Yes / No	
8	Financial Turnover Certificate from CA	Yes / No	
9	Audited Balance Sheets (Last 3 Years)	Yes / No	
10	EMD Deposit Receipt / Proof	Yes / No	
11	Non-Blacklisting Declaration	Yes / No	
12	Technical Proposal	Yes / No	
13	Financial/Price Bid	Yes / No	
14	Power of Attorney / Authorization Letter	Yes / No	
15	Any Other Document (Specify)	Yes / No	

**Declaration**

I hereby certify that the above enclosures have been submitted as part of Form F-3 for this bid, and all documents provided are true and correct to the best of my knowledge.

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal:

**LETTER OF AUTHORITY**  
*(On Bidder's Letterhead)*

Ref. No. PTS.Gen-11/AICTE/GAINER/25/4507

Date: 17.11.2025

To

The Principal  
Silchar Polytechnic  
Meherpur, Cachar, Assam – 788015

Sub: Authorization for Participation in Tender – Installation of Water Supply System

Dear Sir,

We hereby authorize the following representative(s) to attend Pre-Bid Meetings, Techno-Commercial / Un-priced Bid Opening, Price Bid Opening, and to communicate or act on our behalf in connection with the tender for:

Name of Work: *Installation of Water Supply System at Silchar Polytechnic*  
Tender No.:

Authorized Representative(s)

*(Not more than two persons)*

1.

- Name & Designation: \_\_\_\_\_
- Phone: \_\_\_\_\_
- Email: \_\_\_\_\_
- Signature: \_\_\_\_\_

2.

- Name & Designation: \_\_\_\_\_
- Phone: \_\_\_\_\_
- Email: \_\_\_\_\_
- Signature: \_\_\_\_\_

We hereby confirm that any commitment, communication, or clarification made by the above representatives shall be binding on us.

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal:

F-5

**NO DEVIATION CONFIRMATION**  
*(To be submitted on Bidder's Letterhead)*

To

The Principal  
Silchar Polytechnic  
Meherpur, Cachar, Assam  
PIN – 788015

Sub: Submission of “No Deviation Confirmation” for the Water Treatment Plant Project

Dear Sir,

We hereby confirm that we have carefully examined the complete Bidding Documents, including all instructions, terms and conditions, specifications, schedules, and any addenda/corrigenda issued for the above-mentioned project.

We fully understand that any deviation or exception to the tender conditions may result in rejection of our bid.

Accordingly, we hereby certify that:

- We have not taken any deviation or exception in any part of our bid submission.
- We agree that if any deviation/exception is found at any stage, our bid may be rejected without further correspondence.

We undertake to comply fully with all provisions of the Bidding Documents.

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal:

F-6

**ACKNOWLEDGEMENT CUM CONSENT LETTER**

*(To be submitted on Bidder's Official Letterhead)*

To

The Principal  
Silchar Polytechnic  
Meherpur, Cachar, Assam – 788015

Sub: Acknowledgement of Receipt of Tender Documents for the Water Treatment Plant Project

Dear Sir,

We hereby acknowledge that we have received the complete set of Bidding Documents, including all attachments, specifications, and relevant information pertaining to the above-mentioned project.

Please find below our confirmation regarding participation in the tender:

**A. Intention to Participate in the Tender**

We hereby confirm our intention to submit a bid for the subject work. The details of our quoting office are as follows:

Particulars	Details
Postal Address with PIN Code	
Telephone Number	
Fax Number	
Contact Person	
E-mail Address	
Mobile Number	
Date	
Seal/Stamp	

**B. Non-Participation in the Tender**

We regret to inform that we are unable to submit a bid for the following reason(s):

Reason(s) for non-submission:

Particulars	Details
Agency's Name	
Signature	
Name	
Designation	
Date	
Seal/Stamp	

F-7

**UNDERTAKING ON LETTERHEAD**

*(To be printed on Bidder's Official Letterhead)*

To,

The Principal  
Silchar Polytechnic  
Meherpur, Cachar, Assam  
PIN – 788015

Sub: Undertaking Regarding Originality of Tender Document

Dear Sir,

We hereby confirm that the contents of the Tender Document No. \_\_\_\_\_, issued for the *installation of water project*, have not been modified, altered, or tampered with in any manner by M/s \_\_\_\_\_ (Full name and address of the Bidder).

We further declare that, if at any stage it is found that the tender document submitted by M/s \_\_\_\_\_ has been modified or altered, whether wholly or partially, the bid shall be liable for outright rejection without any further notice.

We agree to abide by all terms and conditions of the tender as originally issued.

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal:

**F-8**

**BIDDER'S EXPERIENCE**

*(To be submitted on Bidder's Letterhead)*

To,

The Principal  
Silchar Polytechnic  
Meherpur, Cachar, Assam  
PIN – 788015

Sub: Details of Past Experience – Installation of Water Project

Sir,

The details of our completed and ongoing works relevant to this tender are furnished below:

Experience Details

Sl. No.	Description of Services Executed	LOA / Work Order No. & Date	Client's Full Address & Contact Details (Including Engineer / Officer-in-Charge)	Contract Value (₹ / Other Currency)	Date of Commencement	Scheduled Completion Period (Months)	Actual Completion Date	Reasons for Delay (if any)
1								
2								
3								

We certify that the above information is true and correct to the best of our knowledge.

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal:

**F-9**

**Chartered Accountant / CPA Certificate**  
**Financial Capability of the Bidder**

This is to certify that we have verified the audited financial statements and relevant records of M/s \_\_\_\_\_ (Name and full address of the Bidder). Based on the examination of books of accounts and other documents made available to us, we certify the following financial information:

**A. Audited Annual Turnover for Last 3 Financial Years**

Financial Year	Turnover Amount (₹ / Currency)
Year 1:	
Year 2:	
Year 3:	

**B. Net Worth as per Last Audited Financial Statement**

Description	Financial Year	Amount (₹ / Currency)
Net Worth		

**C. Working Capital as per Last Audited Financial Statement**

Description	Financial Year	Amount (₹ / Currency)
1. Current Assets		
2. Current Liabilities		
3. Working Capital (Current Assets – Current Liabilities)		

**Declaration:**

It is hereby certified that the financial figures mentioned above are true and correct as per the audited accounts and match with the returns filed with the Registrar of Companies (ROC), wherever applicable.

Name of Audit Firm:

[Signature of Authorized Signatory]

Chartered Accountant/CPA

Name:

Date:

Designation:

Seal:

Membership No.:

**BILLS OF QUANTITY (BOQ)**

<b>Name of Work:</b> Installation of Water Project at Silchar Polytechnic, Meherpur, Silchar-15							
<b>Tender No.:</b>							
<b>Name of the Bidder/ Bidding firm/ Company:</b>							
<b><u>PRICE SCHEDULE</u></b> (This BOQ template must not be modified/replaced by the bidder, else the bidder is liable to be rejected for this tender)							
Sl. No.	Description of Item	Unit	Qty	Estimated Rate per Unit	Rate in figure To be entered by the Bidder in Rs.	Total Amount with Taxes in Rs	Total Amount in words
1	Construction of raising structure of foundation of various size filter bed by earthwork in excavation, PCC 1:3:6, supplying, fitting, fixing in position reinforcement bars conforming to relevant I.S code for RCC work/R. B Walling of TATA/SAIL/Essex Steel/ Jindal steel/Shyam steel/RINL or equivalent make (For equivalent make prior approval from the Directorate office is mandatory) (No extra measurement for lap, hook, chair, anchor etc. will be entertained in the measurement as they are included in the rate) (Upto 1st floor level), providing , laying RCC works of grade M15 all complete including providing formwork using 25 mm thick plank and raising low site area around the building with approved soil obtained from outside by truck carriage including breaking clods, dressing etc. complete including paying necessary forest royelty, sales tax, land compensation, municipal gate fees, if any monopoly duty etc. all complete as specified and directed by the engineer in charge of the department.	RM	0.465	61999.00			

2	<p>Construction of gravity type Rapid Sand Filter of Size 4m<sup>2</sup>/6m<sup>2</sup> including the following item of works:</p> <p>(i) Earthwork for excavation  (ii) 150 mm thick PCC (prop. 1:3:6)  (iii) Brick soling  (iv) Formwork of ordinary timber planking including centering, shuttering, propping, etc.  (v) PCC/RCC works (M25 grade in foundation &amp; superstructure)  (v) 250 mm brick work in cement mortar with 1st class brick including racking out joints and dewatering if necessary, and curing complete as directed.  (vi) 15 mm thick Cement plaster in single coat on rough and fair side (prop. 1:4)  (vii) Finishing old / new wall with water proofing weather coat smooth anti-fungal exterior painting of approved make (two coats)  (viii) Supplying, fitting and fixing including labour charge of under drainage with 150 mm dia PVC manifold and 63 mm dia PVC laterals and interconnection of the filter unit including necessary GI fittings.  (ix) supplying and charging of filter media considering all materials for the filter bed constructed as per the specification provided by the deptt. The specification of the sand and gravel is as below:  (a) Sand should be hard, resistant quartz, free from clay, fine particles, soft grains, organic matter and dirt. Effective size of sand (d<sub>10</sub>) has to be within the range from 0.45 mm to 0.7 mm and uniformity coefficient (d<sub>60</sub>/d<sub>10</sub>) within 1.3 to 1.7. The effective depth of sand bed has to be 0.60 m.  (b) Gravel has to be hard preferably rounded stone and not crushed stone, with average specific gravity not less than 2.5 and shall be free from clay, loam and organic impurities. Size range has to be from 2mm to 65mm properly graded as directed by the deptt. The effective depth of gravel bed has to be 0.50 m.  i) 4 sq.m filter bed-For Surface Source</p>	Job	1.00	400600.00		
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3	<p>Supplying,fitting,fixing of internal connection between TP &amp; UGR including labour charge and materials which includes the following jobs:</p> <p>a. Earth work in excavation in foundation trenches (of size 1 x 1 x 18.00 m x 0.60m x 0.90m=9.72 Cu.M) including refilling the quantity as necessary after completion of works of pipe line dressing, ramming, watering etc as directed by the Deptt.</p> <p>b. Supplying of UPVC perforated laterals of 50mm dia and 60 cm long by making hole of 5mm dia at a spacing of 8 cm centre to centre in two lines at 60 degree with the centre of the pipe and threading at both ends and supplying, fitting and fixing 40mm dia U.P.V.C. threaded End Plug at one end, the other end to be fitted with a UPVC threaded nipple of 75 mm long properly embedded in RCC cover slab all complete.</p> <p>c. Providing precast R.C.C slab over drain ,septic tank etc. in prop. 1:3/2:3 reinforced with 10mm M.S. bar @ 150mm centre both ways tying with 20 gauge black annealed wire with necessary shuttering , curing etc. complete including fixing in position as directed.</p> <p>d. Supplying and placing of filter sand of hard and resistant quartz, uniform size and shape free from dust, clay, soft grains, dirt and any other foreign materials includind inorganic salt and organic substance, washed and screened. Having uniformity coefficient between 1.3 to 1.7, effective size between 0.45 to 0.70mm, ignition loss not exceeding 0.7% by weight, soluble fraction in Hydrochloric acid not exceeding by 5% by weight, silica content not less than 90%, specific gravity between 2.55 to 2.65, wearing loss less than 3% as per IS: 1419 (Part-I):1977 all complete as directed.</p> <p>e. Supplying and placing of filter gravel of uniform size and shape without flacky &amp; elongated shape, free from dust , clay, soft grains, dirt and other foreign materials, washed and screened to different sizes as per IS 8419 (Part-I) : 1977 all complete as directed.</p>	Job	1.00	203350.00			
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4	<p>Construction of RCC Under Ground Reservoir of various capacities by excavating necessary earthwork, including dewatering, stabilising side earth, preparation of sub soil etc. with 100 mm thick PCC (in prop. 1:3:6), using M25 grade of concrete including dewatering if necessary, and curing; application of air entraining and water reducing plasticiser (masterplast PAE ) conforming to IS 9103-1999 @ 0.15 Lit per bag of cement (or equivalent); and 15mm thick plastering and painting, along with inlet channel, vent pipe and other pipe connections, form work, shuttering and shoring etc. for storage of treated drinking water as per approved drawings and specification, along with 450 mm inlet channel with hydraulic jump for mixing of fluid and fitting and fixing of 100mm dia GI outlet, vent pipes as per approved drawings and specification as per approved good for construction drawing issued by the deptt. (UGR to be tested for leak proof). 40000 liters</p>	Job	1.00	462100.00			
5	<p>Construction of Pump House of following size including necessary earthwork, 100 mm thick PCC (in prop. 1:3:6) over flat brick soling for foundation, 12 mm dia main reinforcement for columns, providing, fitting, hoisting and fixing of roof trusses including purlins fabricated out of M.S. circular hollow section, as per approved design and drawings including providing M.S. cleats, base plates, bolts and nuts and one coat of red oxide Zinc Chromate primer and two coats of approved enamel paints complete including fitting necessary cleats, providing PPGL sheets and accessories (Ridges / Valley / Gutter / Flashing) including fitting and fixing sheets for ceiling. Providing and laying plain/reinforced CC work including dewatering and curing including 1st class brick work of 112 mm thickness and providing wood work in frame (Chowkat) of door, window and other similar works as directed with 1st Class timber along with fitting and fixing battend ledged and braced door including painting and priming 2 coats on the wooden surface. Providind and laying 65mm thick Cement Concrete flooring underlayer of 50mm</p>	Sqm	9.00	16950.00			

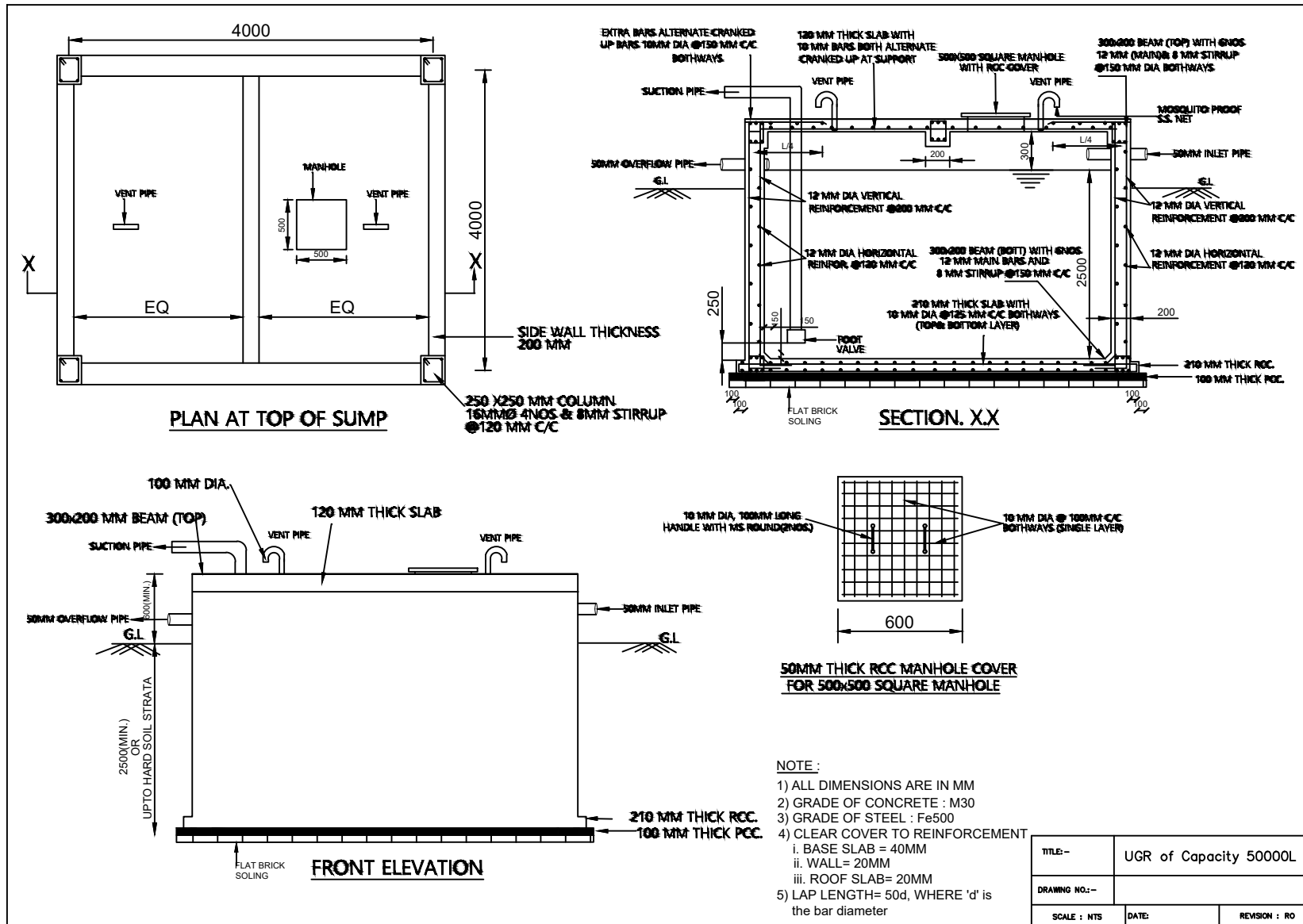
	(1:3:6 prop.) and 15mm thick cement plastering in cement mortar 1:4 all complete as per approved good for construction drawing issued by the deptt.						
6	<p>Supplying, installation, fitting &amp; fixing, testing and commissioning of Electric driven 3-phase (for 5HP/ 7.5HP/10HP/12.5HP/15HP) / Single phase (for 1 HP / 2HP / 3 HP pump) Centrifugal pump set of approved make with bronze impeller of suitable diameter with G.I. suction pipe, suction strainer, non-return valve, delivery piping up to sluice valve all complete. The pump set should be coupled with electric motor drive of adequate power suitable for operation at 230V / 415 V, 50 Hz input power with DOL Starter /Star delta Starter including Electric Control panel board enclosure made of MS Sheet duly painted with Anti-corrosive paints complete, fitted with all electrical accessories i.e. Off-On Switch, Voltmeter, Ammeter, Indicator light etc., Complete wiring from Panel Board to Main Line including supply of Aluminium Armoured Cable of adequate cross section, Earthing wire and all necessary materials for the same, including cost of CC pump foundation with base plate complete and other accessories and labour charge for installation of the pump etc. all complete as specified and directed by the Department with One year warranty from the date of commissioning and satisfactory testing against any manufacturing defect. [If any such defect is found during the year from the date of installation and satisfactory testing, supplier will have to rectify the defect at their cost and risk &amp; if necessary replace the pump set.] Test Certificate of Pump, Motor, Starter, Panel Board, etc. from the manufacturer shall have to be submitted:</p> <p>5.0 HP pump set Three Phase</p>	Each	1.00	75325.00			
7	Supplying and fitting fixing of 100 mm dia Canoflex pipe including G.I. Specials, Foot valve etc.in the Suction / Delivery line of <b>Raw</b> Water Pump Set as well as testing of the Suction and Delivery line complete as directed.	Job	1	30000.00			

<b>Total In Figures</b>	
<b>Quoted Rate In Words</b>	

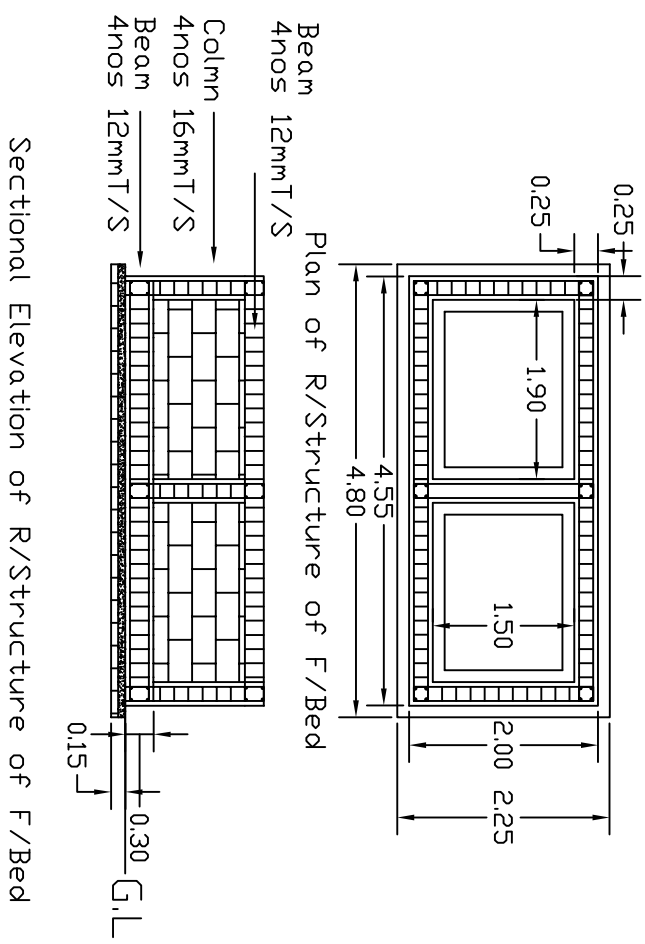
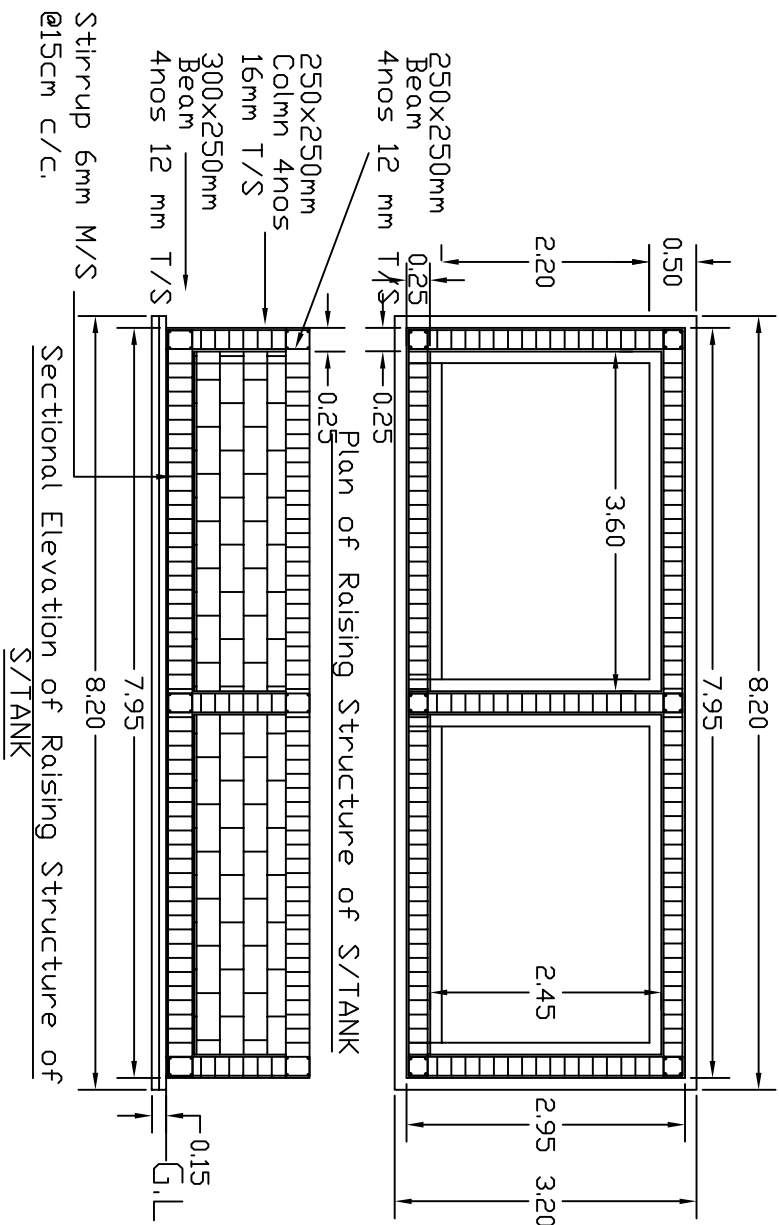
(Signature of Bidder)

Seal

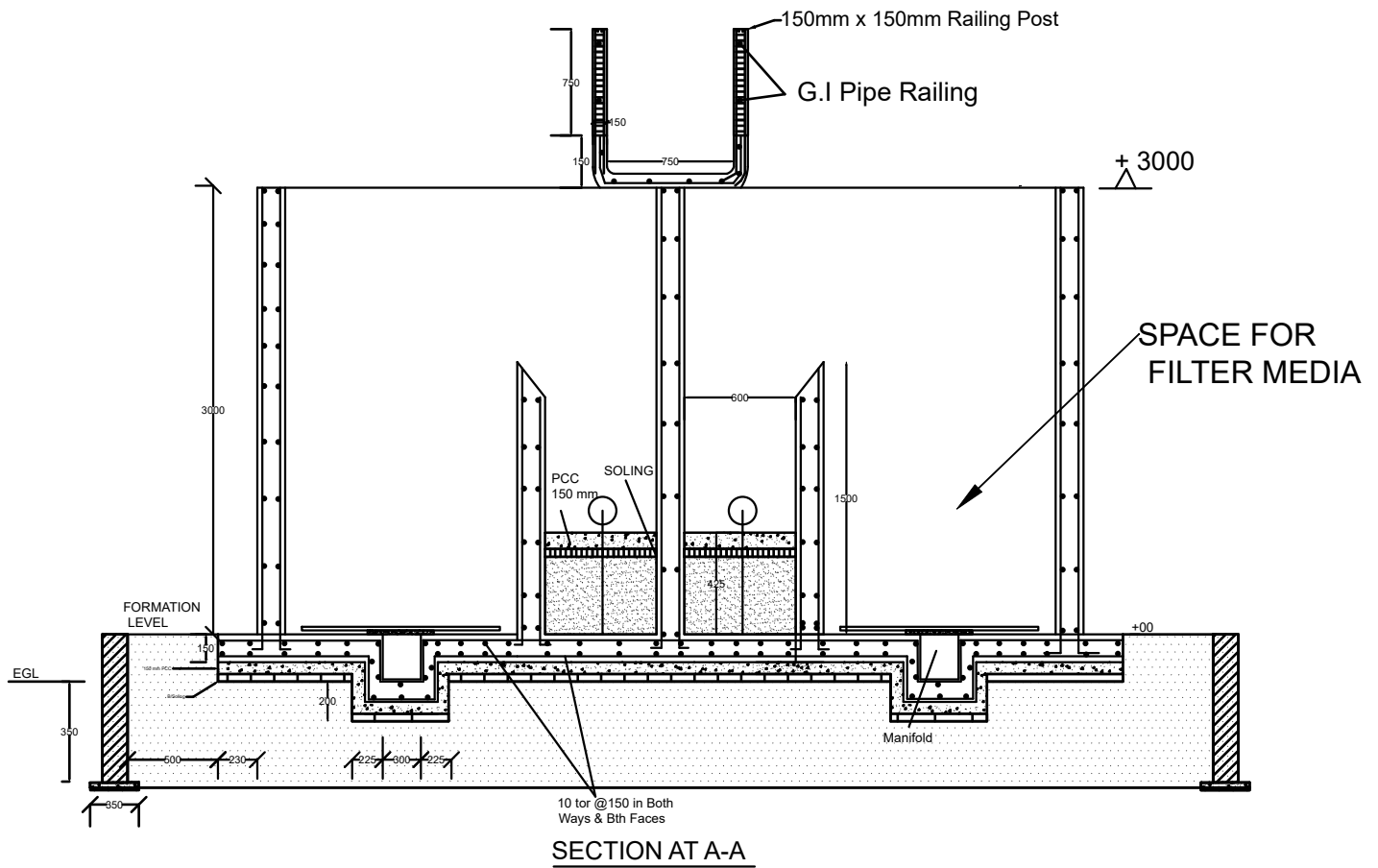
ANNEXURE III



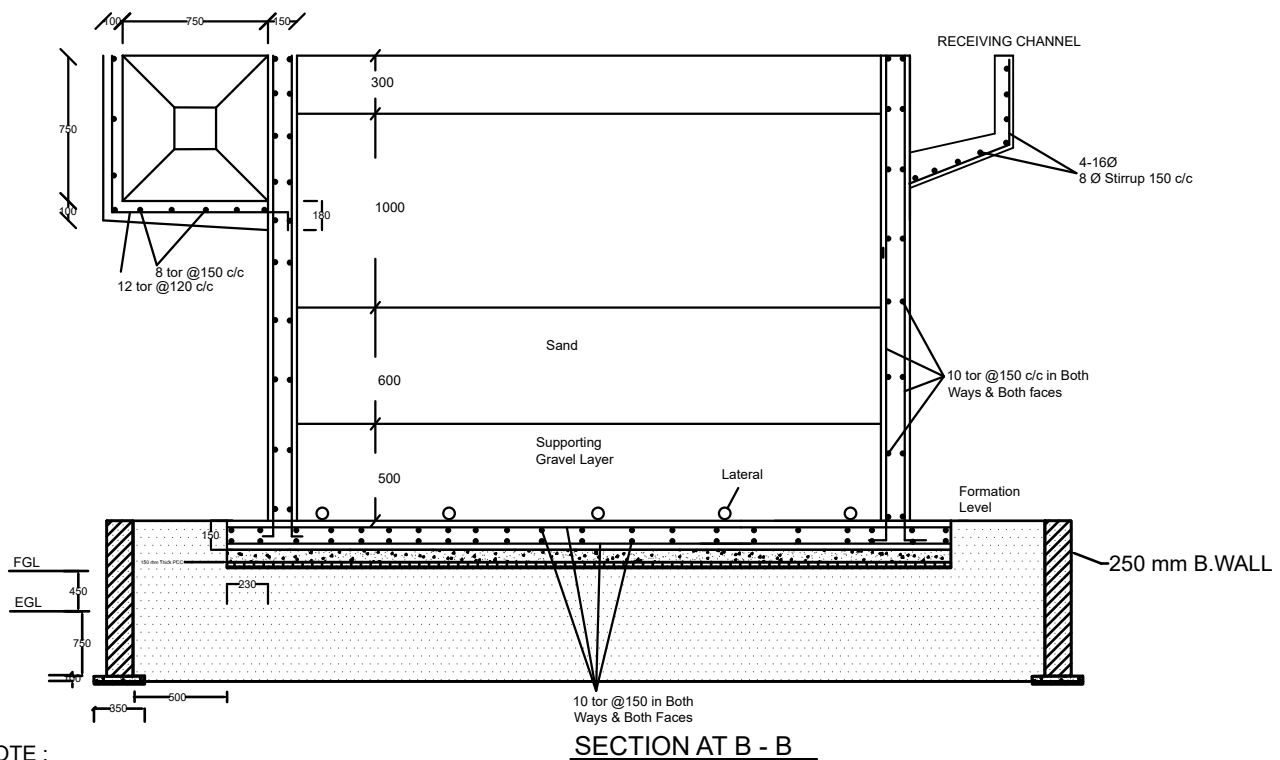
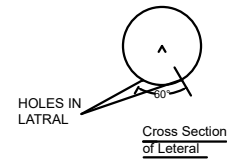
SKETCH OF RAISING STRUCTURE OF S/TANK & F/BED UNDER ..... W/S/S.



SKETCH NDT TO SCALE



All Dimensions are in MM

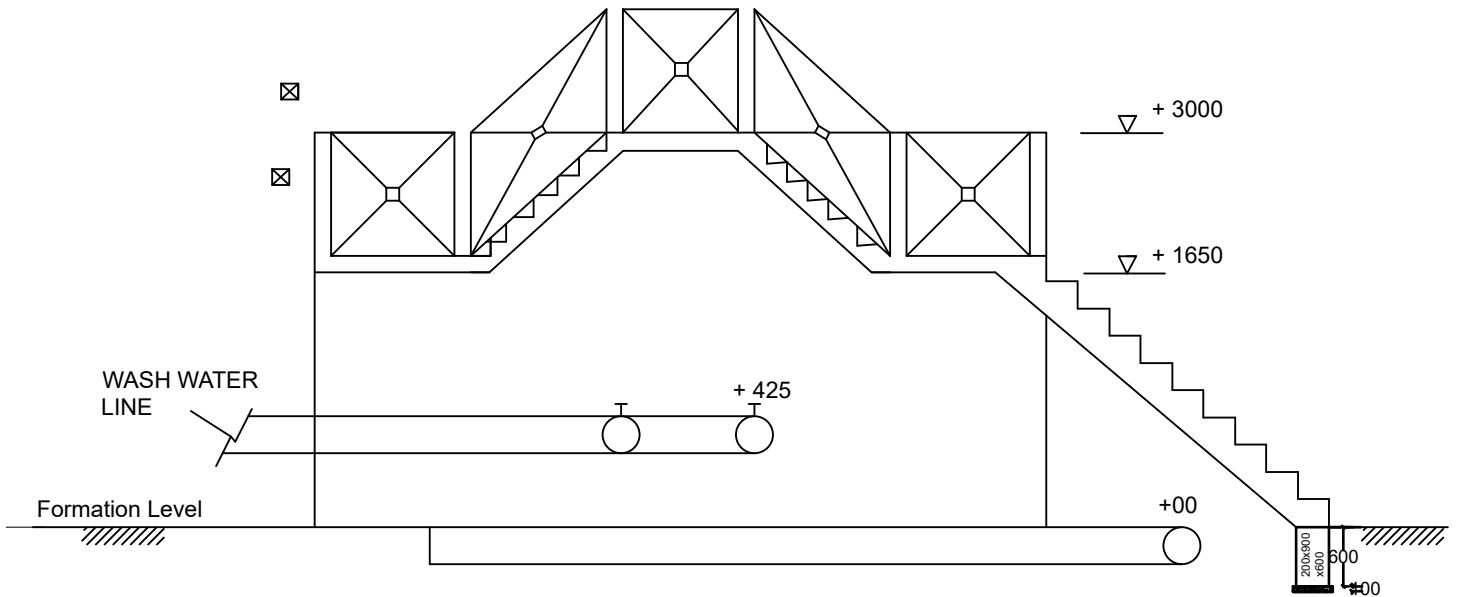


**NOTE :**

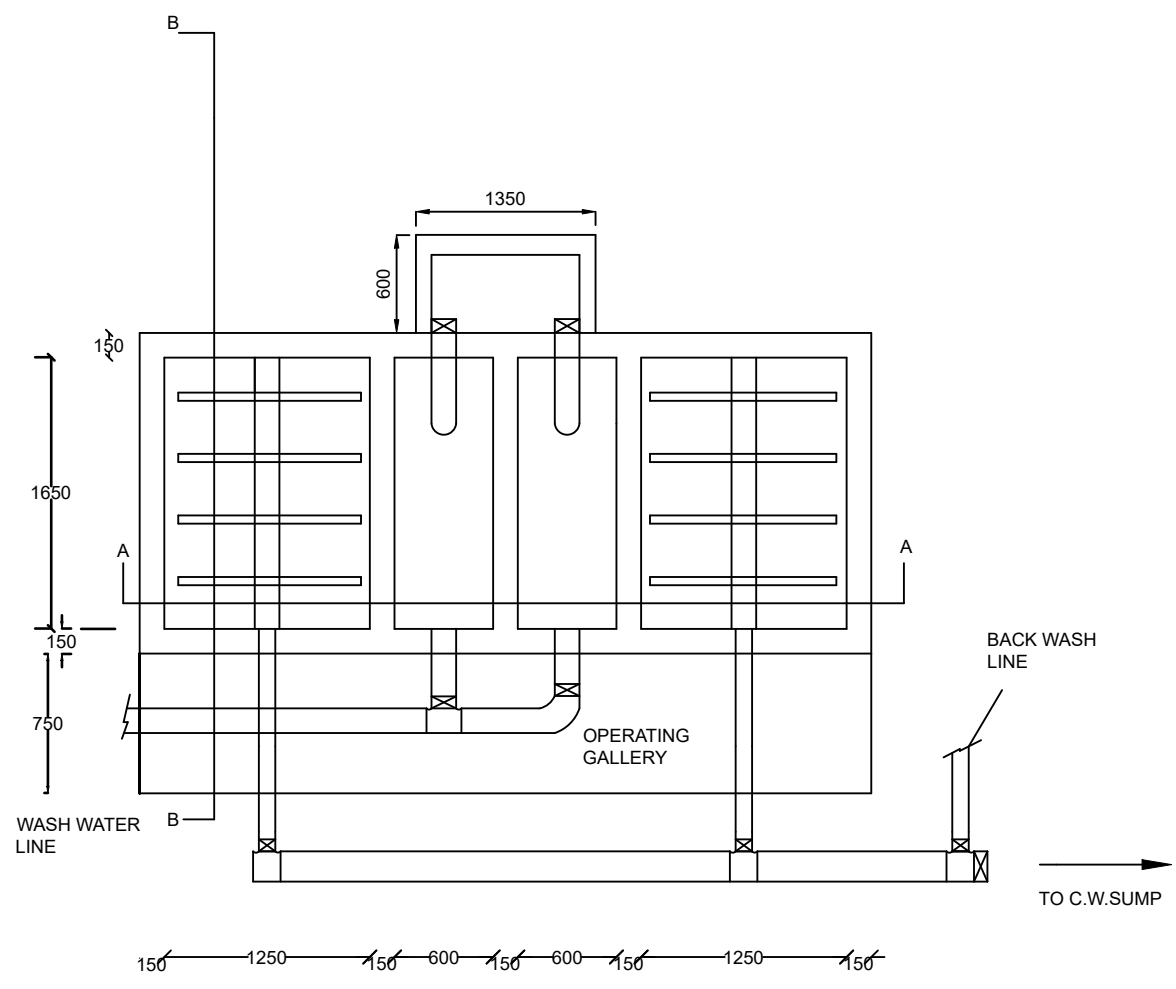
- 1) ALL DIMENSIONS ARE IN MM
- 2) GRADE OF CONCRETE : M25
- 3) GRADE OF STEEL : Fe500
- 4) CLEAR COVER TO REINFORCEMENT
  - i. BASE SLAB = 40MM
  - ii. WALL = 20MM
  - iii. ROOF SLAB = 20MM
- 5) LAP LENGTH = 50d, WHERE 'd' is the bar diameter

DETAILS OF TREATMENT PLANT  
FOR DTW

SIZE : 4 SQM



FRONT ELEVATION



PLAN

- NOTE :**
- 1) ALL DIMENSIONS ARE IN MM
  - 2) GRADE OF CONCRETE : M25
  - 3) GRADE OF STEEL : Fe500
  - 4) CLEAR COVER TO REINFORCEMENT
    - i. BASE SLAB = 40MM
    - ii. WALL = 20MM
    - iii. ROOF SLAB = 20MM
  - 5) LAP LENGTH = 50d, WHERE 'd' is the bar diameter

DETAILS OF TREATMENT PLANT
FOR DTW
SIZE : 4 SQM

INTERNAL CONNECTION OF \_\_\_\_\_ W/S/S.

