

**PRAGATI POWER CORPORATION LTD.**  
(Govt. of NCT of Delhi Undertaking)  
220 KV SUB-STATION BUILDING, PRAGATI POWER STATION, I P ESTATE,  
RING ROAD, NEW DELHI – 110002.

**TENDER DOCUMENT (TWO PART BIDDING)**  
**FOR CONTRACTS ONLY**

M/s \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

- SUBJECT** : Appointment of Consultant for CDM & VCS for Barnauli & Bawana Projects.  
**TENDER No.** : SM/ PPCL/ CS-II/ Consultant / 10-11  
**COST OF TENDER DOCUMENTS** : Rs.500/- only (Rs. One Thousand Only), in f/o PPCL.  
**EARNEST MONEY DEPOSIT** : Rs.30,000/- only (Rs. Thirty Thousand only) in f/o PPCL.  
**CONTRACT PERIOD** : As per NIT attached.  
**QUALIFICATION REQUIREMENT:**
- The bidder must have capability and experience in building CDM or VCS projects covering various steps required for its registration with UNFCCC or VCS Board.
  - The bidder should have registered or working on similar project/ have been awarded such project by any Board/ CPU/ SPU for CDM or VCS registration with UNFCCC/ VCS Board in the field of Coal/ Gas based power Generation.

**Dear Sirs,**

Please send your sealed offers for above Jobs/items/materials in the enclosed annexure, strictly as given in following instructions, otherwise, offer shall be ignored.

**IMPORTANT GUIDELINES:**

- |   |  |
|---|--|
| 1(a) Date of start of sale of NIT documents   | Date of notification in Newspapers / Company Website / Delhi Government Website w.e.f. 07.04.2011 from 10:00 hrs. on all working days. |
| (b) Last date of sale of NIT documents        | 27.04.2011 up to 1630 hours  |
| (c) Date of receiving of tenders upto         | 28.04.2011 up to 1100 hours  |
| (d) Date of opening of Techno commercial bid. | 28.04.2011 at 1130 hours   |
| (e) Date of opening of Price Bid              | Will be intimated later by Deptt.  |

The above all activities will take place at 1<sup>st</sup> floor, 220 KV Sub-Station Building, Pragati Power Station, I.P. Estate, Ring Road, New Delhi – 110 002.

- Bids are to be submitted in two parts viz- **Part-A- Techno Commercial bid** containing complete technical and all commercial aspects except prices, **Part-B- Price Bid**-containing price element only.  
The envelope containing the bids will be superscribed appropriately with the type of bid (Techno commercial Bid / price Bid), tender no., due date, validity, Details of EMD etc. and other relevant details. Envelope of Part –A and Part-B of each bid should be kept together in one suitable envelope (this container envelope should be superscribed that **it contains both techno commercial bid and price bid**) in sealed condition.
- EMD as applicable shall be accompanied with techno commercial bid only (Please note that the firm registered with NSIC or with Small Scale Industries, are exempted from furnishing Earnest Money provided the monetary limit fixed by NSIC/SSI authority is not below the quoted value. EMD can be furnished in any one of the forms as per instructions to bidders enclosed). Vendor availing exemption for EMD, his envelope must be superscribed with

**“NSIC/SSI Registration Certificate”** as the case may be. The detail of EMD or NSIC/SSI Registration Certificate must be indicated on the top of envelope.

4. The techno commercial bid only will be opened on the due date. After techno commercial evaluation of the bids, the price bid of qualified bidders will be opened after due information, by Tender Opening Authority in the presence of representative of the bidders, if any. Purchase of tender documents on payment of tender document cost / down loading the tender documents and furnishing the tender document cost, shall not construe that Bidder is considered qualified.
5. PPCL reserves the right to reject any/full tender without assigning any reason.
6. Tender documents could be purchased on any working day from the office of Manager (CS)-II, 1<sup>st</sup> floor, 220 KV Sub-Station Building, Pragati Power Station, I.P. Estate, Ring Road, New Delhi – 110002, on or before the above time and date on presentation of Pay Order/Demand Draft of required tender fee in favour of PPCL, payable at New Delhi.
7. The sealed tenders will be received upto 1100 hours on the above said date. In case, the date of opening of the tender happens to be holiday, the tenders will be opened on next working day.
8. Please fill in the blank space and confirm the details as per Performa for terms & conditions available with the tender documents and be enclosed with techno-commercial bid.
9. Tender should be submitted on your own letter head in prescribed format/guidelines in duplicate withall enclosures.
10. These standard documents are not transferable.
11. Tempering with NIT documents is not allowed. In case of tempering made by the vendor, their offer is liable to be rejected.
11. The bidder shall have to submit documents towards the proof for meeting the QR along with techno-commercial bid (for guidance of bidders, check list enclosed):

Yours faithfully,

**(V. Kumar)**  
**MANAGER (CS)-II**

**Enclosures:**

1. Check List
2. Instructions to Bidders.
3. General Terms & Conditions.
4. Performa for terms and conditions acceptance.
5. Performa for Deviation Statement.
6. Performa for Letter of Authority.
7. List of Non-Nationalized Banks for acceptance of Bank Guarantee.
8. Scope of work.
9. Special Terms & Conditions.
10. Summary Price Proposal.

**CHECK LIST**

**Part – A ( Techno commercial bid)**

1. Duly Signed terms & conditions of NIT (complete set).
2. Demand Draft / Fixed Deposit Receipt / Pay Order **as Earnest money deposit in favour of PPCL payable at New Delhi, enclosed with NIT.**
3. Tender fees: If tender documents down loaded from Web site of PPCL/ Delhi Govt.. in favour of PPCL payable at New Delhi, enclosed with NIT
4. Self attested copy of documents towards S. No. 1 & 2 of Qualifying Requirements.

**Note: Non Submission of above documents will result in rejection of the offer.**

**Part - B ( Price Bid)**

1. Duly filled & signed summary price proposal in figure & words.

**Note: Non Submission of above documents will result in rejection of the offer.**

I under take that I have enclosed all the required credential duly authenticated by undersigned as given above. In case of shortage of any document PPCL have the right to ignore my offer. I will not claim for considering my offer.

Place : -----

Vendors Signature with rubber stamp showing his name  
and designation

Date : -----

# PRAGATI POWER CORPORATION LIMITED

## INSTRUCTION TO BIDDER (For Contract Cases)

### TENDER WILL BE OPENED IN THE PRESENCE OF AVAILABLE AUTHORIZED REPRESENTATIVE OF BIDDERS:

1. The offer should be in sealed envelope and preferably be dropped in tender box kept in S&M Deptt, Pragati power station or sent by Registered Post / speed post. Intending bidders are advised to post their offers well in-time so as to reach this office before bid due date and time. Offers sent through courier / by hand shall not be accepted if presented after prescribed time of submission of bids on due date. In the event of any contingency, a bidder may send his offer by FAX with all terms and conditions. The same shall also be considered subject to the fulfillment of the following:-
  - a) The FAX should have been transmitted before the due date and time for submission of bids.
  - b) Confirmation that the confirmatory copy has been sent by registered post / speed post at least one day before the scheduled bid opening date and received within three days of last day of submission of bid.
2. OFFER MUST BE PREFERABLY TYPED.
3. THE TENDER / ENQUIRY NO., BID DUE DATE, VALIDITY OF OFFER AND DETAILS OF EARNEST MONEY DEPOSIT (EMD) SHOULD BE SUPERSCRIBED ON THE ENVELOPE, FAILING WHICH THE OFFER MAY BE REJECTED.
4. (i) If tender enquiry is passed on to an agent / dealer, duly authorized by the vendor to whom enquiry was sent originally, then authorization letter in the format enclosed as ANNEXURE-IV should be sent in advance by the party invited to quote. A copy of the same should also be inside or outside alongwith the bid Envelope.  
(ii) In case of any change in the name of the Company vis-à-vis what has been indicated in the tender enquiry, bidders are requested to intimate such changes in advance, supported by relevant documents, failing which the offer may be treated as unsolicited & run the risk of being not opened.
5. The quoted price must be written in both figures and words in capital letters, alteration if any, should be made clearly by crossing the whole entered rate and last corrections should be attested by the tenderer with their full signature and rubber stamp. In no case there should be overwriting and all tenders with such overwriting shall be liable for rejection. In case of any discrepancy between figures and words, the rates in words shall be considered for the purpose of evaluation.
6. Offers shall be accompanied with earnest money deposit (EMD) of requisite value as specified in separate envelope failing which offer are liable for rejection.

#### **EMD upto Rs. 25000/- (Rs. Twenty five thousand only) shall not be accepted in the form of Bank Guarantee**

EMD may be furnished in any of the following forms:-

- A) Call deposit receipt fully pledged in favour of PPCL as the case may be. or Pay Order or Demand draft in the name of PPCL as the case may be.
- B) Bank Guarantee from a Nationalized Bank / other banks (as per PPCL approved list enclosed as ANNEXURE-V) and irrevocable and operative till the validity of the offer (as per Pro-forma.)
- C) Post Office/National Savings/National Defence Deposit Certificate duly endorsed in favour of PPCL as the case may be.
- D) Fixed Deposit Receipt issued by Nationalized Banks endorsed by the Bank on whom it has been drawn.
- E) Certified Cheque in favour of PPCL as the case may be duly endorsed by the bank on whom it has been drawn.

The earnest money will be forfeited in following cases: -

- i) On revocation of tender, or increase in rates after opening of the tender but before the expiry of validity of the offer expires
- ii) On refusal to enter into the contract after the award is made by PPCL to the tenderer within the validity period of offer.
- iii) If the work is not commenced after the work is awarded to contractor

Bidders registered with Small Scale Industries / National Small Scale Industries Corporation shall be exempted from the deposition of Earnest Money Deposit, provided the quoted value of the tender is within the monetary limit for the said unit set by NSIC / State Director of Industries. Tenderer seeking exemption should enclose a photocopy of valid registration certificate preferably attested by Gazetted Officer / Magistrate 1st class, giving details such as validity, stores and monetary limits failing which they run the risk of their tenders, as ineligible

7. Offer should be strictly as per the specification/Scope of Work as spelt out in the enquiry. Deviations there from, if any, should be clearly spelt out by the tenderer in the enclosed Pro-forma ANNEXURE-II. In case no such deviation is indicated, it shall be taken for granted that the item / work have been offered strictly as per requirement given in the enquiry /NIT.
8. Tenderers should base his offer on the delivery schedule indicated in the enquiry. In case of any deviation, the tenderer should quote his best, realistic delivery. The same shall be specific and guaranteed. The delivery period shall commence from the date of Telex / Fax of Intent / Letter of Intent /Contract Order, whichever is the first intimation of acceptance of vendor's offer. Final dates of delivery shall be the date of dispatch of materials (job work) evidenced by the relevant Good Receipt Note (GR). Wherever stage inspections and / or pre-dispatch inspections is involved, the vendor shall take into account, 7 days notice to PPCL for deputing the Inspector. The delivery period should be inclusive of the time taken for such inspection. The completion period shall be inclusive of the time taken for mobilizing / demobilizing of the site. For delays beyond the contractual delivery period, provisions of PPCL General Terms & conditions shall apply.
9. PPCL reserves the right to accept or reject any/ all offers without assigning any reason thereof / decrease the tendered quantity. The quoted rates, terms & conditions shall apply for part quantity/work also.
10. In case of non submission of quotations, tenderer may send a regret letter and return all drawings etc. if any, enclosed with the enquiry failing which they may not be considered for future cases.
11. PPCL may, at its sole discretion, blacklist/ debar any supplier /contractor /for participating in any tendering process with PPCL, who indulges or is suspected to be indulged in unethical practices while dealing with PPCL
12. Order placed as result of this Tender /enquiry shall be subject to the PPCL's General Terms & Conditions, a copy of which is enclosed with Tender / Enquiry.
13. The bidder should specifically indicate the rates of Service Tax/VAT/CST /or any other tax. If nothing is mentioned then these taxes etc. shall be taken as inclusive at maximum prevailing rates.
14. If the bidder is on DGS & D Rate contract for enquired items, a copy of the same should be enclosed along with the offer Units registered with SSI / NSIC shall indicate the registrations number and enclose copy of the registration certificate.
15. Test certificate of Manufacturer / Government Test House shall be required to be submitted wherever so stipulated.
16. Tenderers shall certify that the quoted rates are same as applicable to other Government Departments / Public Sector undertakings.
17. The quoted rates must be firm till the complete executions of the contract and must be valid for period of 120 days or four months from the date of opening of tender for placement of order.
18. Tenderers are requested to fill in the enclosed Pro-forma for terms & conditions and submit the same along with their offer in duplicate.
19. In case of placement of an order, the tenderer shall be required to furnish Security Deposit/ Performance Bank Guarantee as given in general terms & conditions. The Security Deposit may be furnished in any of form as detailed in clause No. 6.above. This security deposit is liable to be forfeited if job /work shall not be carried out as per specification or due to manufacturing defects /poor workmanship /poor performance and in case of any deficiencies found during this period are not repaired /rectified/ replaced free of cost immediately.

20 The list of customers to whom tenderer had repaired / executed similar equipment / work in the past along with the contract order number and date etc and performance if any should be furnished.

**21 COST COMPENSATION FOR DEVIATIONS**

- Deviations specifically declared by the bidders in the respective Deviations Schedules of bid proposal Sheets only will be taken into account for the purpose of evaluation. The bidders are required to declare the prices for the withdrawal of the deviations declared by them in the Deviations schedules. Such prices declared by the bidders for the withdrawal of the deviations in the Deviation Schedules shall be added to the bid price to compensate for these deviations. In case, the bidder does not furnish prices for the withdrawal of deviations, the Company shall convert such deviations into a Rupee value and add to the bid price to compensate for these. In determining the Rupee Value of the deviations the Company will use parameters consistent with those specified in the specifications and documents and / or other information as necessary and available to the Company. In case the bidder refuses to withdraw the deviation at the cost of withdrawal indicated by the bidder in the Deviations Schedules, the bid security of the bidder may be forfeited.
  - Bidder may note that deviations, variations and additional conditions etc. found elsewhere in the bid, other than those stated in the Deviation Schedules, save those pertaining to any rebates shall not be given effect to in evaluations and it will be assumed that the bidder complies to all the conditions of Bidding documents. In case bidder refuses to withdraw without any cost to the Company, those deviations which the bidder did not state in the Deviations Schedules, the bid security of the bidder may be forfeited.
- 22 Bidder may note that the due date and time of opening of tenders will be strictly adhered to and accordingly if they wish to present themselves in the tender opening, they should bring necessary authorization letter from the company. However, due to declaration of unexpected holiday or any unforeseen circumstances the tenders are not opened on the due date, the same will be opened on the next working day.
- 23 Bidders should note their printed terms & conditions shall not be considered for evaluations purposes unless otherwise specifically mentioned in the offer itself & signed by the bidder.
- 24 Bidder should quote their prices including transit insurance charges / insurance charges.
- 25 In case, any clause is not acceptable to the tenderers, the same should be specifically brought out in the bid with a categorical confirmation for particular clause not acceptable and that all other clauses are acceptable to the bidder. If no mention in made in this regard it shall be presumed that all the clauses, terms & conditions of NIT are acceptable to bidder.
- 26 PPCL at its sole discretion unilateral can change the quantity to the extent of  $\pm 20\%$  as indicated in the NIT unless otherwise specified. The bidder would be bound to do revised work on the same terms and conditions of prices and schedule.
- 27 Our standard terms of payment are 100% payment within 30 days of receipt and acceptance of the material/ Work at our site. In case of any deviation in payment terms, loading for interest on the advance payment @ 1.5% of cost per months shall be considered.  
In case, if bidder is ready to accept the payment through Electronic Clearing Service, then duly filled up Pro-forma enclosed as ANNEXURE-III may please be submitted with the offer.
- 28 Bidders should note that the exchange rate applicable on the BOD shall be considered for Evaluation purposes in case offers are submitted in foreign currency.

## **PRAGATI POWER CORPORATION LIMITED**

### **GENERAL TERMS & CONDITIONS (FOR CONTRACT)**

#### **1. Definition**

The following terms and expression used herein shall have the meaning as indicated therein:-

*Contractor/ Vendors:* Shall mean the individual, firm, company or Corporation whether incorporated or otherwise to whom this Contract Order is addressed and shall include its permitted assigns and successors.

*PPCL/ Owner:* Shall mean Indraprastha Power Generation Company Ltd. /Pragati Power Corporation Limited a Company incorporated in India under the Companies Act, 1956 having its registered office at Himadri, Rajghat Power House Complex, New Delhi and shall include its permitted successors and assign.

#### **2. Reference**

The number of this Contract Order must appear on all correspondence, drawings, invoices, packing and shipping documents and on all documents or papers connected with Contract Order.

#### **3. Specifications and Drawings**

Any information, details etc called for in the specification and not shown in the drawings and vice-versa shall have the same effect and meaning as if called for and shown both in the specification and drawings. In case of conflict between the specification and drawings, the decision of PPCL or his duly authorized representative shall be final and binding.

#### **4. Price Basis**

Price mentioned in the Contract Order shall be firm and not subject to escalations till the execution of the complete order and its subsequent amendments accepted by the vendor, even though the completion / execution of the order may take longer time than the delivery period specified and accepted in the Contract Order.

#### **5. Taxes, Levies and Duties**

The bidder should specifically indicate the rates of Service Tax/VAT/CST/Excise Duty or any other tax if to be paid extra by PPCL. If nothing is mentioned then these taxes etc. shall be taken as inclusive at maximum prevailing rates.

#### **6. Inspection/ Checking/Testing**

Inspection by the PPCL and or his authorized representative or failure by the PPCL and / or his authorized representative to inspect the material / equipment shall not relieve the vendor of any responsibility or liability under this Contract order in respect of such material / equipment not be interpreted in any way to imply acceptance thereof by the PPCL.

Whenever specifically asked for by the PPCL and or his duly authorized representative, the vendor shall arrange for inspection/testing by Institutional Agencies such as Lloyds Register of Industrial Services, Boiler Inspectorate etc. In such cases, vendor shall adhere to the inspection/ testing procedure laid down by such agencies. All expenses including inspection fees shall be to the vendors account unless agreed to the contrary and specified in the Contract Order.

#### **7. Access to Vendors' Premises**

The PPCL and/ or his authorized representative shall be provided access to vendors and / or his sub-vendors' premises at any time during the pendency of the Order, for expediting, inspection, checking etc. of work.

#### **8. Removal of Rejected Goods and Replacement**

If upon delivery, whether inspected and approved earlier or otherwise, the material/ equipment is not in conformity with the specifications, the same shall be rejected by the PPCL or his duly authorized representative and notification to this effect will be issued to the vendor normally within 30 days from the date of receipt of the material at the Works /Site/Office. The vendor shall arrange removal of the rejected items within 15 days from the date of notification. In the event, the vendor fails to lift the materials within the said 15 days, the Owner shall be at liberty to dispose off such rejected items in any manner as he may think fit. All expenses shall be recoverable from the vendor.

#### **9. Terms of Payment**

Our standard terms of payment are 100% payment within 30 days of receipt and acceptance of the materials/Work at our site. In case of any deviation in payment terms, loading for interest on the advance payment @ 1.5% of cost per months shall be considered.

In case, if bidder is ready to accept the payment through Electronic Clearing Service, then duly filled up Pro-forma enclosed as ANNEXURE-III may please be submitted with the offer.

#### **10. Additions/ Alterations / Modifications**

The PPCL reserves the right to make additions/ alterations /modifications to the quantity of the items in the Contract Order. The vendor shall supply such quantities also at the same rate as originally agreed to and incorporated in the Contract Order. If, however, the additional work is at variance in design, size and specifications and not already covered by the Contract Order or the amendments therein, the rates for such additional work shall be negotiated and mutually agreed.

#### **11. Delivery/Completion Schedule**

Time is the essence of this Order and no variation shall be permitted in the delivery/Completion schedule mentioned in the Order. Delivery/ Completion of the equipment / materials/Services described shall be deemed to constitute acceptance of this Order and terms & conditions by the vendor at the price specified.

#### **12. Recovery for Delay in Completion**

- i) In case of any delay in the execution of the Order beyond the stipulated date of delivery/ Completion schedule including any extension permitted in writing, the PPCL reserves right to recover from the vendor a sum equivalent to 0.5% of the value of the delayed materials/equipment for each week of delay and part thereof subject to a maximum of 5%(Five Percent) of the total value of the Order.
- ii) Alternatively the PPCL reserves the right to purchase the material / equipment from elsewhere at the sole risk and cost of the vendor and recover all such extra cost incurred by the PPCL in procuring the material by the above procedure.
- iii) Alternatively the PPCL may cancel the Order completely or partly without prejudice to his right under the alternative mentioned above.
- iv) In event of recourse to the alternative (ii) and (iii) above, the PPCL will have the right to reorder the stores/services which are readily available to meet the urgency in requirement caused by vendors failure to comply with the scheduled delivery irrespective of the fact whether the materials/ equipments are similar or not.

#### **13. Patent Rights**

Royalties and fees for patents covering material/ equipment or processes used in executing the work shall be to the account of the vendor. The vendor shall satisfy all demands that may be made at any time for such royalties and fees and he alone shall be liable for damages, infringement and shall keep the PPCL indemnified in that regard in the event of any equipment / material part thereof supplied by the vendor is involved in any suit or proceeding held to constitute infringement and its use is enjoyed, the vendor shall at his own expenses either procure for the PPCL the right to continue the use of such equipment / material or replace it with a non-infringing material / equipment or modify it so it become non infringing.

#### **14. Force Majeure**

Vendor shall not be considered in default if delay in delivery occurs due to causes beyond his control such as acts of God, natural calamities, civil wars, strikes, fire, frost, floods, riot and acts of unsurpassed power. Only those causes which have duration of more than 7 days shall be considered cause of force/calendar majeure. A notification to this effect duly certified by local Chamber of Commerce / Statutory Authorities shall be given by the vendor to the PPCL by registered letter. In the event of delay due to such causes, the delivery schedule will be extended for a length of time equal to the period of force majeure or at the option of the PPCL, the order may be cancelled. Such cancellation would be without any liability whatsoever on the part of the PPCL. In the event of such cancellation, the vendor shall refund any amount, advanced or paid to the vendor by the PPCL and deliver back any materials issued to him, by the PPCL and release facilities, if any provided by the PPCL.

#### **15. Cancellation**

The Owner reserves the right to cancel the Order in part or in full by giving one week advance notice thereby if.

- i) The vendor fails to comply with any of the terms of the order
- ii) The vendor becomes bankrupt or goes into liquidation.
- iii) The vendor makes general assignment for the benefit of the creditors and

iv) Any Receiver is appointed for the property owned by the vendor.

In case of unsatisfactory execution of work or inordinate delay on the part of the contractor and if the performance is not improved even after 15 days notice, given to the contractor, PPCL reserves the right to cancel the order, forfeit the security deposit and get the balance work executed departmentally or through any other outside agency at the sole risk and cost of the contractor

#### **16. Waiver**

Any waiver by the owner of any breach of the terms & conditions of the Order shall not constitute any subsequent breach of the waiver of any other right or conditions.

#### **17. Compliance of Regulations**

The vendor shall warrant that all goods and/ or services covered by this Contract Order shall have been produced, sold, dispatched, delivered, tested and commissioned in strict compliance with all applicable laws, regulations Including Industries (Development & Regulations ) Act, 1951 and any amendments there under, labour agreements, working conditions and technical codes and requirements as applicable from time to time.

The vendor should execute and deliver such documents as may be needed by the PPCL in evidence of compliance of all laws, rules and regulations required for reference. Any liability arising out of contravention of any of the laws on executing this order shall be the sole responsibility of the vendor and the PPCL shall not be responsible in any manner whatsoever.

#### **18. Sub Letting & Assignment**

The vendor shall not sub-let, transfer or assign any part of this Contract Order, without the prior written consent of the PPCL. Such assignments or subletting or transfer shall not relieve the vendor from any obligation duty and responsibility under this Contract Order. Any assignment, transfer or subletting without the prior written approval of the PPCL shall be void. The PPCL shall have the right to cancel the order and to Contract the goods/work from elsewhere and the vendor shall be liable to the PPCL for any loss or damage which the PPCL may sustain in consequences or arising out of such Contract and the vendor shall indemnify such loss or damage to the PPCL.

#### **19. Vendor Drawing & Data**

All drawings, data and documentation in respect of the ordered items are an integral part of the Contract Order. The vendor will furnish all such drawings, data and documentation to the PPCL. The schedule for submission of these documents by the vendor and the required number of copies shall be specified by PPCL. The vendor shall ensure strict compliance to this schedule.

#### **20. Information Provided by the PPCL**

All Drawings data and documentation that are given to the vendor by the PPCL for the execution of the Order shall be the property of the PPCL and shall be returned by the vendor on demand by the PPCL. The vendor shall not make use of any of the above documents for any purpose at any time except for the purpose of executing order of the PPCL. The vendor shall not disclose any of the information given by the PPCL to any person, firm, body corporate and / or authority and shall use all endeavors to ensure that the above information is kept confidential. All such information shall also remain the absolute property of the PPCL.

#### **21. Vendor Liability**

Vendor hereby accepts full responsibility and indemnifies the PPCL and shall hold the PPCL harmless from all acts of omissions and commissions on the part of the vendor, his agents, his sub contactors and employees in execution of the Order. The vendor also agrees to defend and hereby undertakes to indemnify the PPCL and also hold him harmless from any and all claims for injury to or death of any and all persons including but not limited to employees and for damage to the property arising out of or in connection with the performance of the work under the Contract Order.

#### **22. Indemnify of PPCL Materials**

- i) In case, the PPCL has to supply Free Issue Materials under the Contract Order, the same shall be issued to the vendor only when the vendor submits a Bank Guarantee indemnity bond for the full value thereof strictly in the manner and as per the pro-forma of the Bank Guarantee indemnity bond approved by the PPCL.
- ii) Wherever possible such Free Issue Materials shall be consigned to the vendor's sidings. In case vendor does not have any siding or for any reasons materials can not be consigned to his siding the same shall be consigned to the public siding/ Goods Depot to be specifically confirmed by the vendor. The loading / unloading and any further handling of such materials for the siding/ destinations shall be arranged by the vendor at his own cost and responsibility.
- iii) The vendor shall give a Firm List of "Free Issue Materials" and the schedule of their delivery strictly in accordance with the sequence of the fabrication vis-à-vis the delivery schedule.
- iv) Unused materials or scrap from the "Free Issue Materials" supplied by the PPCL shall be returned to the PPCL or if the PPCL so directs, the vendor may dispose off the same by sale or otherwise on such terms and conditions as the PPCL may stipulate and the vendor shall pay to the PPCL the sale proceeds of such sale of the materials deducting there from expenses incurred by him on such sale (the quantum of such deduction to be mutually agreed upon in advance between the PPCL and the vendor) by means of DD in favour of PPCL.

#### **23. Security Deposit**

Security deposit will be collected from the successful tenders at the rates mentioned below. This amount is to be deposited PPCL in the form as per details in clause No 6 of instructions to bidder within 10 days of the issue of contract order. During depositing security amount the earnest money already paid at the time of the tender may be considered as a part of the Security Deposit.

Work Costing Up to Rs. 1 Lac	10% of the total cost
Work costing over Rs. 1 Lac but not exceeding Rs. 2 Lacs	10% of the first Rs. 1 Lac and 7 ½ % on the balance.
Works costing over Rs. 2 Lac but not exceeding Rs.20 Lacs	10% on the first Rs. 1 Lacs and 7 ½ on the next Rs. 1 Lacs and 5% on the Balance amount.
Works costing over Rs. 20 Lac but not exceeding Rs.50 Lacs	5% of the total cost subject to a minimum of Rs.1,07,500/-
Works costing over Rs. 50 Lac but not exceeding Rs.100 Lacs	3% of the total cost subject to a minimum of Rs.2,50,00/-
Works costing over Rs. 100 Lac but not exceeding Rs.250 Lacs	3% of the total cost subject to a minimum of Rs. 4,00,000/-
Work costing over Rs 250 Lacs but not exceeding Rs 500 Lacs	2% of the total cost subject to a minimum of Rs.7,50,000/-
Work costing over Rs 500 Lacs	1% of the total cost subject to a minimum of Rs.10 Lacs

No interest will be paid on this amount and will be returned back on satisfactory completion of work. Security deposit may be forfeited in case of contractor fails to complete the work or fails to abide the terms and conditions of the order.

#### **24. Acceptance and Agreement**

##### **ACCEPTANCE**

The vendor shall return duplicate copy of the Contract Order / Contract Order and the other enclosed documents duly signed as a token of acceptance within 7 days from the date of receipt of this order, failing which it shall be assumed that contract order with all terms and conditions mentioned in the order is acceptable to vendor.

##### **AGREEMENT**

Successful tenderer shall have to execute the contract agreement, if called upon to do so by the PPCL, within a period of 10 days from the issue of letter of intent OR before start of work, whichever is earlier, on the Non-judicial stamp paper of Rs.100/- (to be arranged by contractor) in accordance with the contract specifications (will be annexed with contract) failing which the contract / offer is liable for rejection and the amount of Earnest Money deposited shall be forfeited.

#### **25. Arbitration**

- i) In the event of any question dispute or difference whatsoever arising under this contract or in connection therewith including any question relating to existence, meaning and interpretation of this contract or any alleged breach thereof, the same shall be referred to the Sole Arbitrator, the MD of the PPCL or to a person appointed by him for the purpose. The arbitration shall be conducted in accordance with the provision of the Indian Arbitration and Conciliation Act, 1996.

- ii) It will be no objection that the Arbitrator is interested persons and/or that he had to deal with the matter to which the contract relates and/ or in the course of his duties he has expressed any view on any matter in dispute or difference. The award of arbitrator shall be final and binding.
- iii) In the event of Arbitrator dying, neglecting, resigning or being unable to act for any reason or his award being set aside by the court for any reason, it will be lawful for the MD of PPCL to appoint another Arbitrator in place of outgoing Arbitrator.
- iv) It is further terms of this agreement that no person other than a person shall act as an Arbitrator and that, if for any reason that is not possible, the matter should not be referred to Arbitration at all.
- v) The Arbitrator may from the time to time, with the consent of all parties extend the time in making the award.
- vi) The cost incidental to the arbitration shall be at the discretion of the Arbitrator. The arbitration shall be conducted at New Delhi.
- vii) Notwithstanding any dispute between the parties Supplier shall not be entitled to withhold, delay or defer his obligation under the contract and same shall be carried out strictly in accordance with the terms & conditions of the contract.
- viii) In the event of disputes or differences arising between the Public Sector Enterprises and a Government, the provisions of BPE office memorandum No. BPE /GL -001/76/MAN/2110-75-BPE (GML-1) dt. 1<sup>st</sup> Jan. 1976 shall be applicable.
- ix) The arbitrator shall give his speaking or reasoned award with respect to the disputes referred to him by either of the parties.

**26. Jurisdiction**

The court at Delhi shall have exclusive jurisdiction to entertain and try all matters arising out of this contract.

**27. Contractor to Inform Himself**

The contractor shall be deemed to have satisfied himself about the detailed job content, the conditions and circumstances affecting the contract prices and the possibility of executing the works as shown and described in the tender. The contractor shall be deemed to have inspected and examined the site, its surrounding and have satisfied himself as to the form and nature of the site, the accommodation he may require for his labour and general labour position at site and to have based his prices taking into account the risk, contingencies and other circumstances, which may influence the execution of the work.

**28. Action for the Default**

In case tenderer amends/ modifies/ revises/ withdraws the price/ price structure of the offer without the consent of PPCL, after the tender opening and during the minimum period of validity of the offer i.e. 120 days, the earnest money in full or part deposited by them, shall be liable to be forfeited or their offer liable to be rejected. They shall also be debarred from participating in future tender for the period ranging from 1 to 5 years and shall be placed under black list.

**29. Contractual Responsibilities**

- i) The contractor shall ensure compliance of all statutory and mandatory requirements, including all labour law requirements. The contractor shall also keep PPCL indemnified against any liabilities that may arise on this account.
- ii) The contractor shall be further responsible for observance of all acts and rules under Factory Act like minimum wages act, EPF act, ESI or any other act which may become applicable to contractor time to time. The contractor has to submit copies of all insurance covers, EPF registration and ESI registration before start of work.
- iii) The right of entry of the contractor and his workmen in the power station will be reserved with PPCL.
- iv) The present tender shall be governed and be subjected to the applicable laws of India. The Courts of Delhi shall have execution jurisdiction in all matters arising under this contract.
- v) The contract shall provide all necessary superintendence during the execution of the work.
- vi) The contractor shall have no claims to compensation for any loss sustained by him by reason of purchased or produced by advance on account of with view to the execution of the work for the performance of the contract.
- vii) Contractor shall be fully responsible for any injury which the contractor or his workmen or any other person may sustain during the performance of the contract.
- viii) The contractor shall, in all dealings with its labour for the time being employed on or in connection with the contract, pay due regards to all recognized festivals, official holidays and all Regulations and rules framed there under appertaining to the employment of labour
- ix) The contractor shall provide all necessary superintendence during the execution of contract. The contractor shall depute a competent authorized qualified representative for execution of contract who shall be available round the clock in the premises for communication during any time. The representative shall represent the contractor in his absence and all direction given to him shall be binding on the contractor.
- x) All traveling expenses of contractor's personnel shall be borne by him.
- xi) The contractor shall engage permanent / regular employees of his establishment for the job and shall be fully responsible for their monthly wages, provident fund liabilities as per Government of NCT of Delhi and Govt. of India, rules, enforce from time to time all the necessary records have to be maintained by the contractor at his own, as per the labour law and shall have to be produced on demand by the concerned authorities.
- xii) The contractor shall be responsible for the control and supervision of his staff. The labour and the contractor should work to the satisfaction and requirement of PPCL.
- xiii) It shall be contractor's responsibility to maintain and keep the labour in specified areas only. Strict action may be taken against the contractor and his labour if found in other places and indulged in unlawful activities.
- xiv) All the safety appliances, if required to carry out the job, are to be arranged by the contractor for his staff.

**30. INDEMNITY DAMAGES AND INSURANCE:**

- i) The tenderer shall indemnify and make harmless the owner or the Engineer, their agents or employees from and against all losses and all claims, demands, payments, suits, actions, recoveries and judgments of every nature and description brought or recovered against him or the owner by reason or any act or commission of the said contractor, his agents or employees in the execution of the work. An indemnity bond to this effect will be submitted by the contractor before start of work.
- ii) The tenderer shall also indemnify the owner against payment under the workman's compensation act., which the owner may suffer, sustain or be in any way subjected to be reason of injuries to the Tenderer's or the Owner's employees, or other person or damage to the property of any person or corporation arising out of or resulting from the performance of the work of this contract.
- iii) Workman's compensation policy shall contain or waiver of the insurer's right under the workman's compensation law to recover from the owner compensations and other expenses paid for any injury to or death of any employee or the tenderer while performing the work covered by the contract.
- iv) The tenderer shall pay all costs and maintain throughout the period of the contract, public liability and property damage liability insurance with the following coverage: -
- v) Public liability limits for bodily injury or death not less than Rs.1,00,000/- for the person and Rs. 2,00,000/- for each accident.
- vi) Property liability limit for each accident not less than Rs. 1,00,000/-.
- vii) The owner shall have the right at any time to require public liability insurance and property damage liability greater than those specified in sub-sections (i) & (ii) above. In any such event the additional premiums payable solely as the result of such increase in insurance shall be added to the contract sum.
- viii) In addition, the tenderer is fully responsible for all the equipment and material for damage or loss from any cause during transition and/or while in custody of Contractor's at his works site until his complete work is formally accepted by the owner.
- ix) The Tenderer shall submit all policies of insurance to the Engineer for approval prior to executing such insurance and starting his work on the site.

The tenderer must submit to the engineer-in charge a certificate in duplicate, from the Insurance Company covering each type of insurance the tenderer is required to take and each certificate shall state that no policy will be cancelled without the written consent of engineer-in charge. The tenderer shall name the owner in each policy in addition to himself as the insured. Selection of the Insurance Co. shall be with the owner's approval.

**31. Recoveries**

Where any claim against the contractor for payment of a sum of money arises out of or under the contract, PPCL shall be entitled to recover such sum by appropriating, in parts of such security. In the event of the security being insufficient, the balance of the total sum recoverable, as the case may be shall be deducted from any sum then due, or which at any time thereafter become due from the contractor under this or any other contract with PPCL, should this sum be not sufficient to recover the full amount recoverable, the contractor shall pay to PPCL on demand the balance remaining dues.

**32. Discipline**

- i) The contractor shall on instruction of Engineer immediately remove from work any person employed who may misbehave or cause any nuisance, of any type or otherwise in the opinion of the Engineer is not a fit person to be retained on the work and such person shall not be employed again or allowed on the work without prior written permission of the Engineer. All the rules and regulations prevailing and applicable from time to time at the installation or as directed by PPCL will be strictly adhered to by the contractor.
- ii) The contractor shall at all time during the progress of the contract use its best endeavors to prevent any unlawful, riotous or disorderly behavior or conduct by or amongst its employees and the labour.

### **33. Cleanliness of the Plant**

The contractor shall keep the site clean and remove from the site and dispose of all waste materials and rubbish etc. and carry out any measures required to comply with health and hygiene regulations. The site shall be left clean and tidy to the satisfaction of the Engineer.

### **34. Replenishment/Repair of Damaged Parts**

In respect of the damage of any equipment or part there of due to negligence on the part of the contractor the same shall be repaired/replenished by the contractor at its own cost to the entire satisfaction of the Engineer, failing which PPCL shall be at liberty to repair/replenish the damaged part/equipment at the risk and cost of the contractor.

### **35. Safety Measures**

1. The safety of the Contractor's staff is the responsibility of the Contractor itself. The Contractor shall provide at his own cost all safety equipment such as safety helmet, shoes, gumboots, dust respirator, hand gloves etc. as per the work requirement and as felt necessary by the Engineer-in-Charge of Safety Engineer. The site Engineer of PPCL or Contractor shall take adequate steps to ensure the proper use of the safety equipments by Contractor's staff at all times failing which Clause No.8 for penalty will be applicable on Contractor.

1(b) Persons working at height should use safety belt/fall arresters. If required fall arresting net must be provided for protection.

Uses of matchbox, lighters and smoking or other such act, which may cause fire, are strictly prohibited. In the power station all hot works such as welding, gas cutting etc. which may cause fire shall be carried out with proper care. If required the work permit may be obtained.

1(c) Flash back spark arrestors are to be installed in both the gas cylinders used for gas cutting/welding at both ends of the pipes.

2 (a) The Contractor shall comply all the labour laws governing the workmen engaged by them, directly or through a sub-contractor and implementing the provision of PF Act, Gratuity Act, Minimum wages Act, W.C. Act, Payment of Wages Act, Rules & Regulations framed there under and also provision of any other act as may be applicable for operation or carrying out of the said contract.

2 (b) The Contractor shall get insured his workers under ESI or workmen compensation act, 1923 and shall indemnify for any such claim, which may be made under the act in respect of any accident or injury sustained to any workmen in the employment.

2 (c) All works should be executed in accordance with the requirement of the Factories Act and rules, Electricity Act and other applicable act and rules or codes of the company. The contractor shall comply with all rules and regulations of the local authorities in performance of his work.

3. The Contractor shall use only tested T&P, lifting tackles, pressure vessels (Compressors etc.) and other machines, tested by authorized/competent persons/company from Govt. of Delhi or other states. The Contractor shall submit the copy of such test certificates on demand.

4. All cases of serious accident to the Contractor's staff or any one of them however caused and whenever on the work site the Contractor shall immediately report to the Engineer Incharge and other statutory authorities and shall make adequate arrangements for rendering all possible aid to the victims of the accident.

5. The Contractor shall produce certificate of physical fitness of all his employees and shall employ only fit and healthy persons.

6. The site shall be maintained neat, clean and with good sanitary conditions at all costs by the Contractor failing which clause no.8 for penalty shall be applicable.

#### **7. For Electrical Works:**

7. (a) All electrical installations and portable equipments should be earthed properly. When workers employed in electrical installation, which are readily energized-wearing apparel, such as gloves & boots as may be necessary shall be provided. The workers should not wear any ring, watches etc., which are good conductor of electricity when working on live board/equipments.

7. (b) The electrical work Contractor shall have valid "Electrical Contractor License" issued from Govt. of Delhi/ Other states and shall deploy the "License holder" supervisor at site.

8. In case of continued violation of these safety instructions and safety codes and applicable Act & Rules, which are necessary to ensure safety of men, material, environment, and equipment or Contractor's willful failure to comply with the instructions of Engineer in charge/Safety Engineer PPCL can impose a penalty @1% or Rs.500/- (Rs. Five Hundred Only) whichever is less for each instance of noncompliance subject to maximum 5% of the total contract value. Also PPCL may provide the safety equipment to the Contractor's employees and the cost of which will be recovered from the contractor's bill.

### **36. Entry Passes**

All such materials, which are required to be used by contractor, shall be brought with proper gate pass and similar authentic document that shall be got inspected by Engineer along with material as per security rules in force, contractor shall be responsible for antecedents of his workman and for getting the gate passes. The security wing of the plant shall issue gate pass to them. No labour below the age of eighteen shall be employed on the work and labour so employed must be able-bodied persons.

### **37. Banning/Blacklisting/Debar**

PPCL may, as its sole discretion, blacklist/debar any supplier/contractor for participating in any tendering process with PPCL, who indulges or is suspected to be indulged in unethical practices while dealing with PPCL.

#### **Banning**

Banning of vendors for future dealing will be done:

- i) In case unethical business practice is established against a vendor.
- ii) Vendor furnishes wrong information or manipulated documents.
- iii) Vendor is charged with CBI investigation for an offence against Govt. regulation and subsequently in a court of Law.

### **38. Termination Of Contract**

The PPCL/Engineer In charge may, without prejudice to his right, against the contractor in any respect of any delay or inferior workmanship or otherwise or to any claim of damages in respect of any breaches on the part of the contractor and without prejudice to any rights or remedies under any of the provisions of this NIT or otherwise and when the date for completion has or has not elapsed, by notice in writing, absolutely terminate the contract-

- (i) if the contractor, having been given by the Engineer In charge a notice in writing to rectify or replace any defective work or that the work is being performed in any inefficient or to otherwise improper or unworkmanship like manner, shall delay or suspend the execution of work so that either in the Judgment of the Engineer In charge (which shall be final and binding) he shall be unable to secure completion of the work by the date for completion or he has already failed to complete the work by that date;
- (ii) if the contractor, being the Company pass a resolution or the court make an order that the Co. shall be wind up or if a receiver or Manager on behalf of a creditor, shall be appointed or if circumstances was arise which entitle the court to make a winding up order; if the contractor commits breaches of any of the terms and conditions of this contract.

When the contractor has made himself liable for action under the terms of NIT, the Engineer-in-charge / PPCL may, without prejudice to the right of PPCL terminate or rescinded the contract and the security deposit of contractor shall stand forfeited and shall be absolute at the disposal of PPCL. PPCL reserve the right to take any action to recover the loss, if any suffered by the PPCL due to non-performance of the contract or due to non-compliance of any of the Terms & conditions of the contract.

**Note: Notwithstanding anything contained in any clause of General Terms & Conditions, if there is contradiction in clauses of the General Terms & Conditions and special Terms & Conditions, then special Terms & Conditions shall have overriding effect on the General Terms & Conditions.**

Signature of Bidder  
(With Rubber Stamp) & Designation

MANAGER (CS)-  
For and behalf of PPCL

**PRAGATI POWER CORPORATION LTD**

(A GOVT. OF NCT OF DELHI UNDERTAKING)

220 KV Sub Station Building, Pragati Power Station I.P. Estate, Ring Road, New Delhi- 110002

**PERFORMA FOR TERMS & CONDITIONS**

Please ensure to submit duly filled up this Performa of terms & Conditions with your offer failing which your offer is likely to be ignored. In case of incomplete / vague information, the offer shall be loaded / evaluated as per terms & Conditions:

1.	Tender Enquiry No. & due date	
2.	Name of the bidder.	
3.	NSIC/SSI Registration No, if any. (With monitory limit and validity date.)	
4.	Earnest Money Deposit Details	Rs. _____ by DD / PO / BG No _____ dt. _____ Bank _____ In favour of PPCL / PPCL payable at New Delhi is enclosed in original. In favour of PPCL in case work pertains to PPCL. In all other works it will be in favour of PPCL.
5.	Price Basis (FOR)	Inclusive / exclusive of rate, P&F and transit insurance etc. (#)
6.	Discount	
7.	Price Variation	The price quoted shall remain firm till complete execution of order (In case of any specific price variation formulae, the same shall be indicated by bidder)
8.	VAT / CST	Registration No. _____ dt. _____ VAT / CST are inclusive / exclusive / not applicable. (#) If it is not mentioned then it shall be taken as inclusive at maximum prevailing rate
9.	Service Tax	Registration No. _____ dt. _____ Service Tax is inclusive / exclusive / not applicable. (#) If it is not mentioned then it shall be taken as inclusive at maximum prevailing rate
10.	Excise Duty / any other tax	Registration No. _____ dt. _____ Excise Duty / any other tax are inclusive / exclusive / not applicable. (#) If it is not mentioned then it shall be taken as inclusive at maximum prevailing rate

**We confirm acceptance towards the following:**

11.	Payment Term	Accepted as per NIT.
12.	Validity	120 days from due date of opening.
13.	Security Deposit / Performance Bank Guarantee	Acceptable as per NIT
14.	Recovery for delay in completion	In the event of un-satisfactory delay or non-completion of the job, the Contractor shall be liable to pay Penalty @0.5% per week or part thereof subject to maximum 5% of the ordered value
15.	Rate certificate	It is certified that the prices quoted herein are not more than being charged to other Govt. / Semi-Govt. / PSUs / SEB's.
16.	Guarantee Certificate	Material / executed work quoted shall be guaranteed according to PPCL'S terms & conditions and are acceptable
17.	PPCL / PPCL Terms and Condition	Acceptable
18.	Part Order	Acceptable / Not Acceptable. (#)
19.	Completion Period.	_____ Months / Weeks / Days (#) from the date of receipt of order.

(#) Strikeout which is not applicable.

**We further confirm that:**

1. We possess ESI registration with \_\_\_\_\_ (Registering Authority) vide registration no. \_\_\_\_\_. In case our registration is not valid in NCT of Delhi we shall not object, in case PPCL / PPCL ignore our offer for consideration on this account.
2. We possess EPF registration with \_\_\_\_\_ (Registering Authority) vide registration no. \_\_\_\_\_. In case our registration is not valid in NCT of Delhi we shall not object, in case PPCL / PPCL ignore our offer for consideration on this account.
3. We confirm that we shall fulfill all requirement of the workman Compensation Act and shall keep valid insurance covers for public liability and property liability as per NIT.
4. We confirm that no workman below the age of 18 years shall be deployed on job and his per day wages shall not be less than the approved rates by Govt. of NCT of Delhi for respective categories to which that workman belong.

(SIGNATURE OF BIDDER WITH NAME, DESIGNATION & OFFICE SEAL)

**Note:**

1. In case any clause is not acceptable to the tenderers, the same should be specifically brought out in the bid with a categorical confirmed that all other clauses are acceptable to the bidder if no mention is made in this regard it shall be presumed that all clause, mentioned herein above are acceptable to the bidder.
2. All bidders are requested to attach copies of executed orders by them for similar works to any Govt / Semi Govt. / PSU / SEB's, reputed Industrial organizations for justification of rates.

## STATEMENT OF DEVIATIONS

Bidder's Name and Address

.....  
.....To,  
Manager (CS)- I  
PPCL  
IP Estate Ring Road,  
New Delhi-110 002.

Sub: Tender/Enquiry No. \_\_\_\_\_

Dear Sirs,

Irrespective of whatsoever has been stated to the contrary anywhere else in our offer, only following are the deviations and variations from any exception to the specifications and tender documents for the above mentioned subject works/ supplies. These deviations and variations are exhaustive. Except for these deviations, the entire works/ supplies shall be performed as per specifications and tender documents. Further we agree that additional conditions if any found in our offer, other than those stated below, save that pertaining to any rebates offered, shall not be given effect to.

Sr. No.	Description of Deviation	Ref. of page, clause & Vol. No. Of bid documents	Monetary Implications of the conditions in Case of withdrawal	
			Rs. (in figure)	Rs. (In words)

\*Note: Here the tenderer should indicate the amount of money if any which he would charge extra (i.e. in addition to the rates quoted by him) for withdrawal of his conditions / deviation and accepting the conditions as stipulated in tender documents. (Use additional sheet of the same size and format if necessary).

Signature  
(With Rubber Stamp) & Designation

ANNEXURE- III

FORM NO.E-5

**ELECTRONIC CLEARING SERVICE (CREDIT CLEARING)  
(MODEL MANDATE FORM)  
(INVESTOR/ CUSTOMER'S OPTION TO RECEIVE PAYMENTS THROUGH CREDIT CLEARING MECHANISM)**

**(SCHEME NAME AND THE PERIODICITY OF PAYMENT)**

**1. INVESTOR/ CUSTOMER'S NAME:****2. PARTICULARS OF BANK ACCOUNT :**

A. BANK NAME :

B. BRANCH NAME :

Address :

Telephone :

C. 9-DIGIT CODE NUMBER OF :

THE BANK &amp; BRANCH

(Appearing on the MICR Cheque issued by the bank)

D. ACCOUNT TYPE :

(S.B. Account/Current Account or  
Cash Credit with Code 10/11/13)

E. LEDGER NO./LEDGER FOLIO NO. :

F. ACCOUNT NUMBER :

(As appearing on the Cheque Book)

(In lieu of the bank certificate to be obtained as under, please attach a blank cancelled Cheque, or photocopy of a Cheque or front page of your saving bank passbook issued by your bank for verification of the above particulars).

**3. DATE OF EFFECT:**

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the User institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

Date:

Signature of the Investor/ Customer.

(.....)

Certified that the particulars furnished above are correct as per our records.

(.....)  
Signature of the Authorized Official from the Bank.  
With Rubber Stamp

**LETTER OF AUTHORITY-PERFORMA**  
(To be furnished on the principal's letterhead)

To,  
**Indraprastha Power Generation Company Ltd./**  
**Pragati Power Corporation Ltd**  
**New Delhi**

Dear Sirs,

Ref: Tender Notice No .....

In connection with your letter above captioned invitation to bid M/s \_\_\_\_\_ (Name & Full address) Tel \_\_\_\_\_ and Fax \_\_\_\_\_, has been duly authorized by the undersigned to act as an agent by us under power of attorney dated \_\_\_\_\_. We confirm that any offer/commitment made by them including price, technical specification and delivery schedule shall be binding on us as if the same has been made by us and we shall fully abide by the said condition. A copy of power of attorney Duly attested is enclosed herewith.

This authority shall be irrevocable and remain valid during the currency of the contract (If awarded by PPCL in our favour)

Thanking you,

Yours Faithfully,

For and on behalf of \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_  
With Rubber Stamp \_\_\_\_\_

Encl: as Above.

**ANNEXURE-V**

**INDRAPRASHTHA POWER GENERATION COMPANY LIMITED**  
**&**  
**PRAGATI POWER CORPORATION LIMITED**

**LIST OF NON-NATIONALISED BANKS,WHOSE ISSUED DOCUMENTS / BANK GUARANTEE ARE ACCEPTABLE TO PPCL / PPCL,**  
**{OTHER THAN NATIONALISED BANKS}**

The List of banks whose issued documents / bank guarantees are acceptable to PPCL {other than nationalized banks} are as under:

1. Bank of America.
2. Bank of Tokyo.
3. Banque Indo Suez.
4. Bank National de Paris.
5. Citi Bank N.A.
6. Deutsche Bank (Asia) Aktienge Sellschaft.
7. ICICI Bank.
8. Hong Kong and Shanghai Banking Corporation.
9. Standard Chartered Bank.
10. Sanwa Bank.
11. Sumitomo Bank.
12. Society Generate Bank.
13. Credit Lyonnais.
14. Barclays Bank.
15. ABN Amro Bank N.V.
16. Svenska Handels banken SA.
17. Credit Suizse First Boston.
18. Vyasya Bank.
19. IDBI Bank.
20. UTI Bank
21. Bank of Punjab
22. HDFC Bank.

**PROFORMA OF BANK GUARANTEE IN LIEU OF EARNEST MONEY DEPOSIT**

**Ref:**

To,  
Indraprastha Power Generation Company Limited.

Rajghat power House Complex,  
New Delhi- 110 002

Dear Sirs,

In accordance with your Notice Inviting Tender for \_\_\_\_\_ under your specification No. \_\_\_\_\_ Dt \_\_\_\_\_ M/s \_\_\_\_\_ (hereinafter called the Tenderer ) with following directors on their Board of Directors/ Partners of firm:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

Whereas to participate in the said tender for the following:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Whereas it is a condition in the tender documents that the tenderer has to deposit Earnest Money with respect to the tender with Indraprastha Power Generation Company ( hereinafter referred to as Company ) amounting to Rs. \_\_\_\_\_ and tenderer in lieu of EMD can submit Bank Guarantee from a nationalized bank irrevocable and operative till \_\_\_\_\_ days after the validity of the offer (i.e 210 days from the date of opening of tender ) for the like amount which is likely to be forfeited on the happening of contingencies mentioned in the tender documents.)

And whereas the tenderer desires to secure exemption from deposit of Earnest Money and has offered to furnish a Bank Guarantee for a sum of Rs. \_\_\_\_\_ to the Company for Earnest Money.

Now, therefore, we the \_\_\_\_\_ Bank, a body corporate constituted under the Banking Companies (Acquisition and Transfer of Undertaking ) Act 1969 and branch office at \_\_\_\_\_ ( hereinafter referred to as the Bank) do hereby undertake and agree to pay on demand in writing by the Indraprastha Power Generation Company Ltd. without any demur, reservation or recourse.

We, the aforesaid bank further agree that the Company shall be the sole judge of and as to whether the tenderer has committed any breach or breaches of any of the terms, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the Company on account thereof to the extent of the Earnest Money required to be deposited by the Tenderer in respect of the said Tender Document and the decision of the Company that the Tenderer has committed such breach or breaches and as to the amount or amounts of loss, damage, cost, charges and expenses caused to or suffered by or that may be caused to or suffered by the Company shall be final and binding on us.

We, the said Bank further agree that the Guarantee herein contained shall remain in full force and effect until it is released by the Company and change in the constitution, liquidation or dissolution of the tenderer, shall not effect our liability guaranteed herein, it is further declared that it shall not be necessary for the Company to proceed against the Contractor before proceeding against the Bank and the Guarantee herein contained shall be enforceable against the Bank, notwithstanding any security which the Company may have obtained or shall obtain from the contractor at the time when proceedings are taken against the Bank for whatever amount may be outstanding or unrealised under the Guarantee.

The right of the Company to recover the said amount of Rs \_\_\_\_\_ (Rupees \_\_\_\_\_ ) from us in manner aforesaid will not be effected due to dispute have been raised by the said M/S \_\_\_\_\_ (Tenderer and / or dispute or disputes are pending before any authority, officer, tribunal \_\_\_\_\_ arbitrator (s) etc.

Notwithstanding anything stated above, our liability under this guarantee shall be restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) and our guarantee shall remain inforce upto \_\_\_\_\_ and unless a demand or claim under the guarantee is made on us in writing within three months after the aforesaid date i.e. on or before the \_\_\_\_\_ all your rights under the guarantee shall be forfeited and we shall be relieved and discharged from all liability thereunder

Date \_\_\_\_\_  
Place \_\_\_\_\_

(Signature ) \_\_\_\_\_  
(Printed Name ) \_\_\_\_\_  
(Designation \_\_\_\_\_  
(Bank's common seal) \_\_\_\_\_

Witness With full name & Address)  
(1) \_\_\_\_\_  
(2) \_\_\_\_\_

Authority No.

**Sub: Tender for development of CDM Project and sale of CERs, VCU.**

1. Pragati Power Corporation Limited (A Public Sector Company of Govt. of NCT of Delhi) is likely to secure and sale CERs and VCSs for its 750MW Combined Cycle Bamnauly Project (Pragati Power Station-II) and 1371 MW Combined Cycle Bawana Power Project (Pragati Power Station-III).

2. This invitation for identification/appointment a Consultant dealing with the CDM activities and have experience of registering at least one of the Power Project with CDM Executive Board/VCS Board.

3. **Broad scope of work is as under:-**

S. No.	Description	Category	Capacity in MW
1.	Combined Cycle Power Plant at Bamnauly (Pragati Power Station-II)	CDM	750 MW
2.	Combined Cycle Power Plant at Bawana (Pragati Power Station-III)	VCS	1371 MW

4. **Information about the Project.**

Project Idea notes for the Project as mentioned above is enclosed

5. **Terms & Conditions**

A. Services to be provided by the bidders.

- i) Preparation of PDD documents as required.
- ii) Validation services.
- iii) Registration services.
- iv) Monitoring Support.
- v) National approval support (i.e. assistance in approval by the Indian DNA)
- vi) Verification and CER, VCS issuance support.
- vii) CER, VCS selling support.
- viii) Other necessary services in the process.

B. The bidder shall; quote the price in the prescribed Proforma Form (Forms & Procedures) for individual Projects.

C. **Fees.**

- i) The bidder shall bear all the charges for the preparation of PDD document in format as required by DNA, Host Country Approval Support, Validation, Registration, Monitoring support, Annual verification for first crediting period, CER, VCS issuance, Annex-1 approvals, share of proceeds for administration charges, Annual CER VCS selling support. The break up of charges is at format Form No.4 (Forms & Procedures). The bidder/Consultant will raise the claim to PPCL according to schedule of payment indicated at "Schedule of payment".
- ii) PPCL shall bear share of proceeds (SOP) towards adaptation fund.
- iii) All the travel costs shall be borne by the bidder.

D. **TAXES.**

- i) Applicable taxes in India on the fees payable by PPCL to the bidder will be reimbursed by PPCL on actual basis.
- ii) The Income tax on CDM, VCS revenue will be borne by the respective parties.
- iii) If any other taxes or levies are imposed in the future by the statutory authority, the liability and responsibility for the same shall be borne by the respective parties in their share of proceeds.
- iv) If any applicable tax is deducted at the time of making payments, the relevant certificates to this effect will be issued by PPCL within 30 days of the depositing of the tax with the concerned authority.

E. **The price quoted by the bidder shall be firm & final.**

F. **The agreement shall be for a period of First crediting period of 10 years under valid CDM Regime/VCS regime.**

G. **Schedule of Payment.**

- i) UNFCCC/IETA fees shall be paid by PPCL as and when demanded by CDM Executive Board/VCS Board.

- ii) Fees towards registration support shall be paid as under:
  - a. After obtaining Host Country Approval from National CDM, VCS Authority 25%.
  - b. After Validation of the Project 25%.
  - c. After Registration of the Project 50%.
- iii) **Fees towards Annual Verification Support ) shall be paid as under:**
  - i) Monitoring Report uploaded in CDM, VCS Website 35%.
  - ii) After Verification of the Project 35%.
  - iii) After Issuance of CERs, VCS 30%.

6. Standard Schedule of Activities to obtain CERs, VCS for above Projects may please be incorporated in the above proposal.

**SPECIAL CONDITIONS:**

1. The bidder must have capability and experience in building CDM or VCS Projects covering various steps required for its registration with UNFCCC or VCS Board.
2. The bidder should have registered or working on similar Project / have been awarded such project by any Board/CPU/SPU for CDM or VCS registration with UNFCCC/VCS Board in the field of Coal/Gas based Power Generation.
3. The relevant proof of document is to be attached along with bid.
4. Schedule of Payment:
  - i) UNFCCC/IETA fees shall be paid by PPCL as and when demanded by CDM Executive Board/VCS Board.
  - ii) Fees towards registration support shall be paid as under:
    - a. After obtaining Host Country Approval from National CDM, VCS Authority 25%.
    - b. After Validation of the Project 25%.
    - c. After Registration of the Project 50%.
  - iii) Fees towards Annual Verification Support shall be paid as under:
    - i) Monitoring Report uploaded in CDM, VCS Website 35%.
    - ii) After Verification of the Project 35%.
    - iii) After Issuance of CERs, VCS 30%.

**Signature of Bidder**

## **SCOPE OF WORK**

### **DESCRIPTION OF APPROACH, METHODOLOGY, MILESTONES AND SCOPE OF SERVICES.**

#### **CONTEXT**

1 PPCL is commissioning 1371 MW Combine Cycle Power Project at Bawana and proposed to commission 750 MW Combined Cycle Power Project at Bamnauly. PPCL is keen on taking Gas based combined Cycle power project through VCS,CDM process and get it registered as VCS, CDM Project activities.

2 Keeping this context in view , set below is the scope of work to assist in designing, developing, implementing VCS,CDM activities and transacting the carbon credits from the said power project.

#### **SCOPE OF WORK:**

3 Preparing the write-up from available feasibility report and Environmental Impact Assessment Transaction and other report for submission of PDD as per requirement.

4 The successful bidder is required to develop the Project Concept Notes (PCNs) in format required for Host Government Approval, Project Design Documents (PDDs) and monitoring and Verification Protocol, which would inter alia, address the requirements of the Kyoto Protocol, the CDM Executive Board's (CDM-EB), VCS board procedures and the host country sustainable development criteria of the Government of India.

5 The main task will include:

- > Preparatory Work- data information collection, review of Policies.
- > Review Environmental Impact Assessment Report for the project, if available/applicable.
- > Delineate project boundary and identification of leakages.
- > Develop emission baseline.
- > Estimate project GHG emission.
- > Detail monitoring and verification protocol.
- > Estimate Emission Reductions from the Project.
- > Stake holder consultancy work.

6 PPCL would give project related information to the successful bidder. Bidder will source information that is available in public domain related to sector performance and legislative requirements.

#### **ASSISTANCE IN APPOINTMENT OF VALIDATOR (DESIGNATED OPERATIONAL ENTITY):**

7 PPCL would appoint a Designated Operating Entity (DOE) for validation of the Project activities. Bidder will assist PPCL in selection of DOE.

#### **HOST GOVERNMENT APPROVAL PROCESS ASSISTANCE;**

8 Bidder will assist PPCL in filing the project activities for (Indian) host government approval including assistance in presentations to the Designated National Authority (DNA). Filing for host government requires the project detail to be filled in the required format of PCN along with PDD and submitting them to the Ministry in the required number of copies.

9 Bidder would assist PPCL in defending the project at MOEF/DNA and in the meeting of the inter-ministerial group. Indian DNA encourages project developers to take lead in presentations and discussions and bidder would accordingly fully support the employer and shall follow up with MOEF/MNRE and or other involved Agency for obtaining approval at the earliest.

#### **VALIDATION PROCESS ASSISTANCE:**

10 Upon an approved methodology being in place for the Project(s), the PDD will be undertaken for validation. The validation process includes a 30 days public consultation process followed by observations of the validator (including any public comments) in the first validation report. Bidder would assist PPCL in responding to the queries raised in the first validation report for both the Project. If a validator requires any changes to be made to the PDD. Bidder would carry out the changes. The validator will then provide the final validation report alongwith the revised version of the PDD, if applicable. The validation process needs to be tightly controlled as it can lead to substantial time delays.

#### **REGISTRATION PROCESS ASSISTANCE:**

11 The Designated Operating Entity, on behalf of PPCL, will forward the validated project(s) with a request for registration to the Executive Board and the Secretariat. In the event that the project faces a request for review the bidder would assist PPCL to respond to all the queries and clarifications raised by CDM,VCS Executive Board. Bidder would further assist PPCL in case a review is ordered for the project.

#### **MONITORING SYSTEMS EVALUATION ASSISTANCE:**

12 It is important that the monitoring plan set out in the PDD is exactly followed in practice and therefore bidder would assist PPCL in evaluating whether the project activity that is being implemented has the monitoring arrangements as per the monitoring plan. Bidder would discuss with PPCL to consider commissioning an Initial Verification exercise where a DOE is appointed to check whether the monitoring arrangements have been implemented according to the monitoring plan in the PDD and suggest corrective action, if any.

#### **VERIFICATION AND CERTIFICATION PROCESS ASSISTANCE:**

13 PPCL would need to appoint a DOE for verification and certification of the project activities. Bidder would assist PPCL in drawing up a list of DOE from which PPCL can seek offers and appoint the verification and certification assistance.

14 In accordance with the monitoring plan and data made available to bidder by PPCL, bidder would assist PPCL in preparing a Monitoring Report which would form the basis for the verification and certification agency to carry out the verification process. Bidder would also assist PPCL in site visits conducted by the verification and certification agency. Bidder would also assist PPCL in responding to the queries raised by the verification and certification agency.

15 Similar to the process during registration, the issuance of Certified Emission Reductions becomes final after a request for issuance is made by the DOE alongwith verification and certification reports. CER,VCU are issued automatically at the end of days period unless 3 or more members of the Executive Board request a review of the verification and the request is upheld in the subsequent Executive Board. In the event of a request for review or a review of the verification and certification exercise, bidder would assist PPCL in responding to the queries raised by the Executive Board

#### **MARKETING OF CERS/VCU PROCESS ASSISTANCE:**

16 Bidder would require carrying out a number of transactions on behalf of clients. Bidder should have access to the major buyers of Certified Emission Reductions and Verified Emissions Reductions and having assisted clients in negotiating and closing deals with these buyers. Bidder should be aware of their requirements and their preferences.

There are several issues in relation to transaction of emission reductions including the timing of the market, hedging requirements, pricing of CERs, VCU, credit worthiness of the counterparty, stage of CDM,VCS development etc. Bidder will discuss with PPCL to finalize the CER,VCU transaction strategy including the timing to the market, what volumes to sell forward, the method of sales (Open versus limited tender) etc.

In line with CER, VCU transaction strategy, bidder would assist PPCL during the transaction of these certificates. Bidder would prepare a list of potential buyers and carry out a market sounding to evaluate buyer interest. He would prepare a preliminary information memorandum setting out the terms and conditions of the transaction, timeless and tender rules. Bidder would provide PPCL the Preliminary Information Memorandum (PIM) and assist PPCL in circulating the PIM to the buyers according to the method of sales. In addition, bidder would assist PPCL in signing up non-disclosure Agreement with the parties who have received Preliminary Information Memorandum..

Bidder would assist PPCL in evaluating the responses from the buyers and assist in preparation of a shortlist of buyers to carry out negotiations. Bidder would work in drafting and finalizing a Memorandum of Understanding which would cover the key heads of terms and indicative price. Then assist PPCL in negotiating and finalizing a binding contract for sale and purchase of above certificates, if desired by PPCL.

**Signature of Bidder**

## **FORMAT OF PROPOSAL**

### **EXECUTIVE SUMMARY**

1. The chapter should provide general information on the Company in development of the CDM, VCS projects, experience in registration of CDM, VCS project and trading carbon certificates.

### **BIDDER'S PAST EXPERIENCE**

2. PPCL seeks to ascertain the technical, financial and organizational strength of the bidder to implement the project. The qualifications and experience of the application as explained below should be provided.
3. The bidder must have demonstrated capability and experience in building CDM, VCS project covering various steps required for its registration with UNFCCC, VCS authority particularly of Combined Cycle Power Project in India. PPCL is interested in information concerning other similar projects developed by the bidder. Relevant Combined Cycle Power Plant experience is required to be attached with the bid documents.
4. Time line proposed for the work in line with our requirement as proposed in the tender document.
5. The details of successful registered CDM, VCS Projects as asked in the Bid Response Sheet No.2.

**Signature of Bidder**

**Bid Response Sheet No.1**

**PROFORMA FOR ACKNOWLEDGEMENT OF REQUEST FOR PROPOSAL DOCUMENT.**

The undersigned hereby acknowledges and confirm receipt of the tender document from PPCL and to submit the proposal by due date for CDM,VCS service provider.

The undersigned confirms that the Bidder is in possession of the complete tender document.

NAME (COMPANY) with telephone fax & e-mail details:-

SIGNATURE

Name of Signatory (printed)

Title of signatory (printed)

Date of Receipt of tender document

Date of transmittal of this Form

NOTE: The form should be returned by the Cable (telex or fax) within  
four days of purchase or downloading of tender document and should be followed by mailing the  
form with the original signature.

**Signature of Bidder**

**Bid Response Sheet No.2**

**PROFORMA FOR DETAILS OF EXPERIENCE IN VCS/CDM SERVICES FOR COMBINED CYCLE POWER PROJECT.  
(Separate sheet for each CDM/VCS Project)**

S. No.	Description
1.	Name of works & owner's address, contract person with telephone numbers
2.	Detailed Scope of Work.
3.	Type of Plant & Machines used (only for major components).
4.	Capacity of the Plant
5.	Date of starting and completion of PDD & PIN.
6.	Date of getting Host country approval (HCA).
7.	Validating agency and time period of completing and issuance of final validating report.
8.	Project review details by UNFCCC/ITEA , if any.
9.	Number and date of registration of CDM Project with UNFCCC.
10.	Copy of work order for the above mentioned work to be furnished.
11.	Name of project activity as per record of UNFCCC/VCS Board.
12.	No. of verification carried out and Nos. of CERs/VCUs issued, till date.
13.	Additional information, if any.

**Signature of Bidder**

**Bid Response Sheet No.3**

**PROFORMA FOR EXCEPTIONS AND DEVIATIONS.**

The bidder is required to stipulate the list of exceptions & deviations, if any in the proforma given below only : Any deviations given elsewhere in the offer will not be considered.

Sr.No.	Description of Section of Tender Document page No.	Clause	Exceptions & deviations with justifications

**Signature of Bidder**

Bid Response Sheet No.4

**FEE SCHEDULE (to be furnished in separate sealed cover)**

**Fixed Fee- Rs.----- lac. (Rs. -----Lacs) plus service tax as applicable.**

**Success fee -** To be quoted by the bidder in terms of percentage of carbon Revenue received from sale of CERs during each sale from the CDM/VCS Projects.

The quoted are to be given as per following format:

Sr No	Description	Unit	Value
1	Fixed Fee	Rs	
2.	Success Fee	%	

- Note: 1. Fee & other expense payable to validator/verifier (DOE) and UNFCCC /VCS Board shall be paid by PPCL and not to be paid by the bidder.
2. PPCL shall not pay any other charges to bidder except as mentioned above.
3. Bids shall be evaluated on the basis of minimum quote of fixed fee and success fee. In case of same quoted fee, preference shall be given on the basis of work experience for successful registered CDM/VCS projects.
4. The rate of service tax if levied on the fixed fee & success fee, it is to be indicated by the bidder.
5. Evaluation Will be based on minimum of Fixed Fee (in Rupees) and Success Fee (in%) taking

**Signature of Bidder**