Sealed quotation / tender are invited office of D.G.M.(T) O&M (East) , Room No. 105, 220KV Office Complex, PatparGanj, Delhi-110 092 from the experienced companies/contractors in relevant business for the following works:-

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Quotation/ Tender Enquiry No.</th>
<th>Name of Work (full details given later)</th>
<th>Estimated Cost(Rs)</th>
<th>Earnest Money Deposit (EMD) (Rs)</th>
<th>Quotation /Tender Fee(Rs)</th>
<th>Work Completion period</th>
<th>Scheduled Date/Time</th>
</tr>
</thead>
</table>
| 1      | Enquiry No. F.DTL/206/ 2017-18 / Mgr.(T) O&M (E-4) / TR-794/ Q-7/227 Dt. 20-07-17 | Weeding out of grass at 220 KV substation South of Wazirabad under Manager(O&M) E-4 | 30502/- | Rs.800/- | Rs.500/- per document (Non-Refundable) | 1.5 month | Start of Sale of Quotation / Tender 06-09-17 at 10.00 A.M.

Start of bid submission of quotation 06-09-17 at 11.00 A.M

End of Sale of Quotation / Tender 26-09-17 up to 5:00PM

End of Bid Submission 27-09-17 up to 10:30 A.M

Opening of Quotation/ Tender 27-09-17 at 11:30 AM

The quotation form & other documents can be obtained from the office of Manager (T) O&M E-4, 220 KV Substation, South of Wazirabad Village Garhi Mendu, Near Khajouri Chowk, Delhi-53,.after furnishing a request & requisite amount of fee Rs.500/- non-refundable in the form of Bank Draft / Demand Draft / Pay Order in favour of DELHI TRANSCO LIMITED; payable at Delhi. In case the enquiry document is downloaded from the website then the enquiry document fee should be enclosed with offer by clearly specifying the same on the face of offer envelop. The request for purchasing of quotation document should be made on original letter head of the party and should contain the signature along with seal/stamp of contractor showing his competency as partnership, proprietorship, authorized signatory etc. In case the request is to issue the quotation document to the bearer of the application then the request should contain clearly the name of the bearer and attested/authenticated signature of the bearer of the application.
These things should also be clarified while submitting offer and other documents with the offer. In case of any difference in the address in the documents submitted by the contractor then that should also be clarified properly. The quotation will be submitted & opened at Office of D.G.M.(T) O&M) (East) , Room No. 105, 220KV Office Complex, Patpar Ganj, Delhi-110 092. Complete Quotation/Tender documents can also be downloaded from the website of DTL http://www.dtl.gov.in.

NOTE:

1. In case the enquiry document is downloaded from the web site then the enquiry document fee should be enclosed with offer, clearly specifying the same on the face of offer envelop.
2. The face of the envelope of quotation/enquiry must have following details, failing which the Quotation shall not be opened/considered & liable to be rejected.
   a) Name of work/supply.
   b) Enquiry No. / Tender No. with Date.
   c) Date of opening.
   d) Details of Earnest money & Quotation/Enquiry document fee, FDR/DD/Pay Order No. with Date and Amount., Name of Bank & Branch.
   e) Name and address of the party.
   f) Registration No., if any.
   g) Validity period of quotation must be 120 days from the date of opening.
3. Incomplete quotations are liable to be rejected. Offer must be signed by the contractor with rubber stamp.
4. Rates quoted should be inclusive of all taxes & duties etc.
Other terms and conditions as per Annexure -‘A’ shall also be applicable.

Sd/-
Manager (T) O&M, E-4

Cc:-
1. D.G.M.(T)(O&M)-EAST : For kind information please
2. Asstt. Manager (T), SOW : Please attend the opening as per the schedule.
4. Office copy.

Manager (T) O&M, E-4
M/s.____________________
_______________________

Subject: General sweeping and cleaning at 220 KV S/stn South of Wazirabad under Manager (O&M) E-4

It is requested to quote the rates in the following format with terms and conditions mentioned hereunder and as per Annexure-“A”, enclosed herewith in the sealed envelope:-

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Category of personnel</th>
<th>Number of personnel</th>
<th>Rate of wages as per Delhi Govt. (Per Month)</th>
<th>Additional Allowance (For T&amp;P etc.) @ 3% of 4</th>
<th>EPF (13.61% of 4)</th>
<th>ESI (4.75% of 4 )</th>
<th>Management Charges (Rs)</th>
<th>Total cost per personnel per month</th>
<th>GST 18%</th>
<th>Total Amount (Rs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Multi tasking staff - Sweeper/Cleaner</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
</tr>
<tr>
<td>2.</td>
<td>Total cost for 1.5 Month</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Total amount for 1.5 month including materials</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
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   c) Date of opening.
   d) Details of Earnest money & Quotation/Enquiry document fee, FDR/DD/Pay Order No. with Date and Amount., Name of Bank.
   e) Name and address of the party.
   f) Registration No., if any.
   g) Validity period of quotation must be 120 days from the date of opening.
3. Incomplete quotations are liable to be rejected. Offer must be signed by the contractor with rubber stamp.
4. Rates quoted should be inclusive of all taxes & duties etc.
5. Bidder will have to quote as per GST and to complete all formalities as per GoI instructions related to GST, no extra payment shall be borne by DTL

Other terms and conditions as per Annexure -‘A’ shall also be applicable.

**Manager (T) O&M, E-4**
DELHI TRANSCO LIMITED

ANNEXURE- ‘A’

1 RATES: The rates quoted shall be firm and including of all taxes, duties etc. The rates should be quoted based on the units specified in words as well as in figures without any cutting, in case of difference of values/rates in figures and words or any confusion it will be constituted to take the rates, which are lowest.

2 Following document should be submitted along with the offer, failing which offer is liable to be rejected.
   a). Copy of Permanent Account No.(PAN),
   b). Copy of GSTIN certificate.

3 Qualification Requirement:- Bidder should submit the copy of similar supply Purchase Order copy along with satisfactory performance / completion report of similar work executed in DTL or other State transmission utility. Similar works means: Works/Supply of Similar items (Electrical spares for EHV equipments) in DTL / State Transmission utilities. Offer submitted without satisfactory completion report and P.O. copy is liable to be rejected.

4 SECURITY: The successful tenderer shall have to deposit the security at @ 5% of the total Ex-works price for the proper performance of the contract within ten days of receipt of purchase order failing which a penalty @ 0.05% per week subject to maximum of 2% shall be imposed, security will be release after completion of work.

5 If there is no improvement in proper execution of the order as per terms & conditions of this order, the order shall be cancelled within 15 days with written notice to you and no claim for damage will be entertained.

6 WORK/MATERIAL APPROVAL: The work/materials to be supplied shall have to be got approved by the respective Asstt. Manager (T) 220KV S/Stn. SOW.

7 PAYMENT: Payment shall be made as per DTL norms through ECS after receipt and approval of materials & submission of bill by the party.

8 ARBITRATION: If any dispute/question of controversy arises between DTL and contractor relating to the contract/order or any clause or thing contained therein, the dispute shall be referred at the arbitration of G.M.(O&M)-II or his nominee and the decision of the G.M.(O&M)-II or his nominee shall be final and binding on both the parties.

9 EXEMPTION: Earnest Money is to be deposited by all tenderers/bidders, whether registered with DGS&D/NSIC/DTL or such bodies except the exempted categories as per the relevant government rules like small scale enterprises etc. Such exempted category bidders claiming E.M.D. exemption shall enclose the verified copy of exemption certificate issued by relevant govt. agency, along with the bid failing which their bid shall liable to be rejected.

10 INTEREST & REFUND OF EMD: No interest is payable by DTL on the amount of Earnest Money deposited by the Tenderers/Contractor. Earnest Money is held by DTL till obligations are satisfactorily and completely discharged by the Tenderer/Contractor. The amount of the Earnest Money shall be refunded to the unsuccessful bidders immediately after decision taken by the authority competent to accept the tenders.

11 BLACK LISTING: Any Party making post tender development directly or indirectly may be black listed for a period up to 3 years. In case tenderer amends/modifies/revise/withdraws the prices/price structure of the offer without the consent of Delhi Transco Limited, after the tender opening and during the period of validity of their 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 tenders of DTL for the period ranging from 1 to 5 years and shall be placed under Black List. If the supplier fails to supply the material in full or in part within stipulated delivery period specified in the purchase order of material/equipment is found to be defective or failing of fulfill the Guaranteed Performance of the Contract as specified in the Purchase Order, they shall be debarred or black listed from participating in future tender of DTL for the period ranging from 3 to 5 years.

12 CONTRACTOR’S REPRESENTATIVE: The contractor shall depute authorized representative or assign this job to skilled man for execution of the contract, who shall be available for communication during any time, and he shall represent the contractor in his absence & all directions give to him shall be binding on the contractor.

13 ENTRY PASSES: All such material to be used by the contractor shall be brought in with proper challan & similar authentic document which shall be got inspected by Engineer along with material as per security rules in force. Contractor shall be responsible for antecedents of the workmen & for getting gate passes. Gate pass shall be issued to them by Security wing of the plant. No labour below the age of 18 years shall be employed on the work & labour so employed must be able-bodies persons. The right of entry of the contractor & his workmen in the stations will be reserved with DTL.
FORCE MAJEURE:  No liability shall be attached to contractor for non operation of execution of their obligation under this contract as a result of Force Majeure or any other factor beyond the reasonable control of the Management. No liability shall be attached to contractor for any damage due to natural calamities such as Earth vibro meter/Quake, War, Civil Commotion and Willful damage.

SUB-LETTING OF CONTRACT:  The contractor shall not unreasonable with hold, assign or sublet his contract or any substantial part thereof, without the written consent of purchaser. Such subletting shall not in any way be interpreted as releasing the contract from his liability & obligations under the contract.

TERMINATION OF CONTRACT:  DTL reserves the right to terminate the contract after giving 2 week notice in case of performance of the contractor is not found satisfactory or on account of non-compliance of any of the condition of the contract. In such case the security deposit shall also be forfeited without prejudice to right of the DTL to take any other action of recover any loss suffered by the DTL due to non-performance of the contract.

T & P:  The contractor shall use his own labour, tools & plants required to complete the work.

Transportation:  In case of transportation works contractor shall strictly observe the regulations as laid down by Delhi Traffic Police. Any damage to DTL property / material during transportation shall be recovered from the contractor’s bill.

Delhi Transco Limited reserves the right to reject the offer/offers without assigning any reason.

Delhi Transco Limited reserves the right to cancel the order, if found unsatisfactory performance and will have the right to procure material from other party at the Risk and Cost of the contractor.

Successful bidder shall be liable to provide all technical support, as and when required, for installation and commissioning at site.

In case of opening day is holiday/closed day, opening date may be treated as the next working day or can be postponed by the officer opening authority.

Contractor whose offer is accepted will be required to execute an agreement on a stamp paper of Rs.100/- within Ten days of the receipt of the written orders. The agreement paper to be furnished by successful contractor and he will not be paid for such paper.

Detail scope of work:-

1. Weeding out of developed area & undeveloped area
   - Developed area means weeding out of grass in 220 KV & 66 KV Yard at 220 KV S/stn South of Wazirabad.
   - Removal of garbage/scattered material rubbish generated from cutting of hedges/bushes etc. and rubbish/malba collected from office and disposing the same to the nearest authorized MCD dumping bin as per direction of Engineer in charge
   - Any materials, tools etc. required for execution of the jobs, will not be provided by DTL. It will be arranged by contractor itself.
   - Contractor will take the written permission from the Engineer-In Charge for the workers/staff, deputed by him for execution of the said work.
   - Any Extra charges viz. transportation, wages, allowances, will be borne by contractor.

Manager (T) O&M, E-4

Signature of the contractor with stamp