



The quotation form & other documents can be downloaded from the Delhi Transco Ltd. Website :- <http://www.dtl.gov.in>.

. The quotation document should be filled in completely and clearly by the party and should contain the signature along with seal/stamp of contractor showing his competency as partnership, proprietorship, authorized signatory etc.

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 A.G.M. (T) (O&M) North, 220kV Sub Station building, Shalimar Bagh, opposite Rohini District Jail, Rohini, New Delhi 110089

**NOTE:-**

**1. 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 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.
2. Incomplete quotations are liable to be rejected. Offer must be signed by the contractor with rubber stamp.
3. Rates quoted should be inclusive of all taxes & duties etc.

Other terms and conditions as per **Annexure - 'A', 'B', 'C', 'D' & 'X'** shall also be applicable.

**Manager (T) N-5**

<b>DELHI TRANSCO LIMITED</b> (A Govt .of NCT of Delhi Undertaking) <b>Office of the Manager(T) – N5 Delhi-110040.</b>		<b>DELHI TRANSCO LIMITED</b> (A Govt .of NCT of Delhi Undertaking) <b>Office of the Manager(T) – N5 Delhi-110040.</b>
वेबसाइट/ Website: www.dtl.gov.in		

No. F.DTL/206/Q - 05 /2024-25/Mgr(T)N-5/33

Dated: 24.10.2024

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

**Date of Opening: 12.11.2024**

**Subject:** Fabrication, Supply & fixing of Bay Indication Boards along with nomenclature work for 220kV Open Yard at 220 KV Sanjay Gandhi Transport Nagar under manager(T) N-5.

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

SL. NO.	DESCRIPTION	QTY.	Unit	RATE IN (RS)	AMOUNT IN RS.
01	Fabrication, Supply & fixing of Bay Indication Boards along with nomenclature work for 220kV Open Yard at 220 KV Sanjay Gandhi Transport Nagar under manager(T)N-V	12	EA		
<b>TOTAL (Exclusive of all taxes &amp; duties) in figures</b>					
<b>In words</b>					
<b>GST @ <u>18 %</u></b>					
<b>GRAND TOTAL (Inclusive of all taxes &amp; duties) in figures</b>					
<b>In words</b>					

**Manager (T) N-5,**

# **DELHI TRANSCO LIMITED**

## **ANNEXURE- 'A'**

- 1 **SCOPE OF WORK :** As per Annexure “X” The work will be completed as per direction of engineer-in-charge. Contractor will satisfy himself with the details of the work to be executed and if considered necessary they should visit the site on any working days and get any other information required in this connection.
- 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 GST registration certificate.
- 3 **Qualification Requirement:-** Bidder should submit the satisfactorily completion report/certificate of “similar maintenance work /Supply” executed in DTL or other Govt. organizations/State Transmission utility. Similar work means “Any Maintenance works / supply order awarded by DTL/STU/Govt. organization, during last 07 years with satisfactory performance report. Offer submitted without Purchase Order with satisfactory completion report, shall not be considered / liable to be rejected.
- 4 **DELIVERY :** The materials / Service shall have to be delivered/ completed within delivery / completion period as mentioned in order at 220KV S/Stn. Sanjay Gandhi Transport Nagar without any extra cost, failing which penalty shall be imposed- @ 1% per week subject to Maximum 10% on delayed portion of the order valued.
- 5 **SECURITY :** The successful bidder 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. The security amount shall be refunded after successful and satisfactory completion of guarantee period.  
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 **GUARANTEE :** The service shall be guaranteed for satisfactory operation for 6 months from the completion date.
- 7 **INSPECTION :** In case of Supply, the materials during or after manufacture could be inspected at the works if considered necessary by the material approving officer. DTL also reserves the right of getting the material tested for metallurgy at the cost of Bidder if so desired by approving officer.
- 8 **MATERIAL APPROVAL :** In case of Supply, the materials to be supplied shall have to be got approved by Asstt.Manager (T) 220KV S/Stn Sanjay Gandhi Transport Nagar at site.
- 9 **PAYMENT :** Payment shall be made as per DTL norms through ECS after receipt and approval of materials /completion of Service & submission of bill by the party after completion of work.
- 10 **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) or his nominee and the decision of the G.M.(O&M) or his nominee shall be final and binding on both the parties.
- 11 **QUANTITY VARIATION:** During the execution of the Contract, DTL reserves the right to increase or decrease the quantity of item under the contract but without any change in unit price and other terms & condition. However, such variation shall not be subject to any limitation for the individual items but the total variation in all such items under the contract shall be limited to plus twenty five or minus five percent (+20/-5%) of the Contract Price.
- 12 **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.
- 13 **INTEREST & REFUND OF EMD:** No interest is payable by DTL on the amount of Earnest Money deposited by the Tenderes / 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.

- 14 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 / execute the service 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, or in case of service, proper rectifications are not made within specified period of time as per NIT/NIQ ( as per clause No. 31), they shall be debarred or black listed from participating in future tender of DTL for the period ranging from 3 to 5 years.
- 15 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.
- 16 DEDUCTION FROM CONTRACT PRICE (RECOVERIES):** All costs, damages or expenses, which the purchaser may have paid or which under the contract the contractor is liable, are to be deducted and recovered by the purchaser from any money due or becoming due to contractor from the purchaser or otherwise from the contractor by action of law. In the event of recovery of the necessary extent becoming impossible, owing to in-sufficient security money and otherwise held amounts, the balance due to the purchaser & may be recovered in any way the purchaser may deem fit.
- 17 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 labor below the age of 18 years shall be employed on the work & labor so employed must be able-bodied persons. The right of entry of the contractor & his workmen in the stations will be reserved with DTL.
- 18 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 Quake, War, Civil Commotion and Willful damage.
- 19 PACKING & DESPATCH:** The contractor, In case of Supply, shall include and provide the strong protection and packing material so as to avoid damage in the transit of suit under proper conditions and shall be responsible for all losses or damages caused or occasioned by any defect in packing. The Contractor shall be responsible to get each consignment properly numbered, marked for handling during transit and clearly addressed to Delhi Transco Limited, New Delhi and safely placed in wagons. For all such consignment which are wrongly address labeled or miscued, the contractor shall bear such demurrage warfare or any other charges which may become due on the consignment received.
- 20 PRICE BASIS:** All prices and price components of materials and services under the subject contract shall remain firm during execution of contract and no price variation whatsoever will be allowed on any of the components.

- 21 REPLACEMENT OF DEFECTIVE AND REJECTED MATERIAL:** The contractor shall replace / Rectify free of cost at destination any such quantities of material / service or any parts thereof, which be found defective due to inferior quality or bad material or workmanship etc. during the guarantee period within 7 days of the intimation to the effect. The material on receipt at purchaser's office/site shall be verified and inspected by the purchaser. If the material / service is not found to purchaser's satisfactions and specifications the same shall be rejected and the intimation thereof shall be conveyed to the contractor. The contractor shall also be intimated of the shortage and / or damages in the material received or defective workmanship in the Purchaser's site/offices. The rejected / short Supplied / damaged stock/ defective workmanship shall be replaced / rectified free of cost at destination within 7 days of intimation from DTL failing which the cost of such material / service shall be recovered from any amounts due to the contractor. Rejected supplies shall be removed within 10 days of receipt of intimation failing which the contractor may loose the claim of material.
- 22 RISK PURCHASE:** The Project shall be completed satisfactorily and within the period specified in the order, failing which purchaser reserves the right to complete the project from other sources at the sole risk and cost of the supplier / tenderer and the difference of rates will be recovered from the suppliers. If on checking, testing and using, the supplies/services proves to be defective or fails to fulfill the guarantee performance of the contract as specified by himself, the contractor shall have to make good the defects at his costs. If the contractor fails to do so the purchaser may arrange supplies/services at the cost of the contractor. Where supplies/services are not according to specifications and it is decided to retain the inferior supplies/services at the discretion of the purchaser, supplier will be entitled to receive the payment at rates by the purchaser with due regard to the quality of the supplies/services and not at the rates mentioned in the order. In case there is no improvement in the proper execution of the order as per terms and conditions or the contract the purchaser reserves the right to cancel the order after serving 15 days written notice to contractor and no claim or damages will be entertained.
- 23 Stoppage & Starting of Work:** The Contractor shall accept all risks of stoppage of hindrances of his work by outside interferences. In the event of any obstruction at site, change in scheme, or due to any reasons the contract can be cancelled for the balance quantity of the unexecuted work. The work can also be suspended temporarily due to any reasons and for such period, extension will be given by Manager (T) if required on the written request of the contractor. No idle charges shall be payable by the department. The work shall be started within **one hour** from the date of notice either through telegram/special messenger/telephonically. The contractor has to execute the work on working days during the working hours. However, if required, the work can be executed on holidays; under special circumstances.
- 24 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.
- 25 TAXES AND DUTIES:** All the statutory taxes and levies applicable on supplies and services are inclusive in the Contract Price. Relevant Confessional Central Sales Tax declaration forms, as admissible, would be issued to you by DTL as per the provisions of Bidding Document against the supplies on receipt of your written request for all the items identified in this Letter of Award. The above contract price is inclusive of applicable GST and cess thereon. DTL shall not bear any liability whatsoever on this account. DTL shall make statutory deduction at source in accordance with the statutory provisions including income Tax Act, as applicable from time to time, for which necessary TDS certificate(s) shall be issued to you in due course. C Form will be issued to you if requested by you and bills also represent taxation as per FORM C.
- 26 TERMINATION OF CONTRACT:** DTL reserves the right to terminate the contract after giving Two 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.

- 27 T & P :** The contractor shall use his own labor, tools & plants & Transportation required to complete the work.
- 28 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.
- 29 WARRANTY:** The contractor warrants that the equipment / Material will be new and in accordance with the specifications. The contractor warrants that the equipment / Material will be free from defects in design material and workmanship. The acceptance of the supplies & services by the purchaser shall in no way relieve the contractor of his obligation under this article. In case of defective supplies & services not repairable at site but essential in the maintenance of the commercial operation of the equipment the parties shall mutually agree to a program of replacement by renewal which will minimize to the maximum extent, any interruption in the operation of the equipment. It becomes necessary for the contractor to replace or renew any defective equipment / Material under this article the provision of this articles shall apply to the replacement until the expiration of six months from the date of such replacement of renewal or until the period of twelve (12) months after receipt of material which ever may be later. The contractor shall have to submit a written warrant on a non-judicial stamp paper incorporating provision of the other clauses.
- 30** Delhi Transco Limited reserves the right to reject the offer/offers without assigning any reason.
- 31** 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.
- 32** Successful bidder shall be liable to provide all technical support, as and when required, for installation and commissioning at site if required within 01 months of receipt of Equipment / Material or for repair work, if required, from next day of receiving of Contract.
- 33** 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.
- 34** Items are to be supplied as per technical details/ DTL specifications of sample/items available at site (220 KV S/Stn. SGTN). During installation miscellaneous for installation in the scope of bidder. Bidder can visit site for further details of items on any working day.

**Manager (T) O&M-N-5**

**Signature of the contractor with stamp**

## **DELHI TRANSCO LIMITED**

### **ANNEXURE 'B'**

1. The DTL reserves the right to accept or reject any offer in whole or part without assigning any reason.
2. 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.
3. The rates should be firm in all respects.
4. The rates quoted should be valid for 120 days from the date of opening of quotations/tenders except during negotiation if required.
5. Earnest money @ 2% of the total value of the works, is specified shall be deposited along with tender/quotation by bank draft/FDR of any scheduled bank of Delhi in favor of DTL. The same shall be refunded without interest after decision of the case, without earnest money offer will not be opened. In the event of the offer if accepted, it can be adjusted towards the security deposit amount.
6. **Security Deposit :-** Apart from earnest money the successful party will have to deposit security through demand draft/FDR at the rate specified under clause 5 of Annexure-A for due performance of the contract. The successful tenderer shall have to deposit the security at @ 5% of the total ex-work price within 10 days of receipt of Order failing which penalty @0.05% per week up to maximum 2% of total contract value shall be levied. Failure to deposit the security deposit money on the part of the contractor within the said period shall amount to backing out of the offer entitling the earnest money to be forfeited outright. No interest will be payable on the above amount and on security deposit. Any damage caused to the material/tools of the undertaking will be recovered from the security deposit/earnest money or other running bills. Safety of DTL material & property handed over to the contractor will be responsibility of the contractor.
7. 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.
8. Incomplete tender/quotations will be rejected summarily.
9. Following document should be submitted along with the offer, failing which offer is liable to be rejected.
  - a). Self attested Copy of Permanent Account No. (PAN card).
  - b). Self attested Copy of GST Tax Registration certificate.
  - c). Bidder should submit the copy of Purchase Order along with the completion certificate of DTL or other Govt. department or organization/State transmission utility.In case of services contract only, successful 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 failing which penalty @ 0.05% per week up to maximum 2% of total contract value shall be levied. The agreement paper to be furnished by successful contractor and he will not be paid for such paper. This is not valid for supply cases.
10. DTL reserves the right of dividing the work order can be split on more than one party.

**Manager (T) N-5**

**SIGNATURE OF THE CONTRACTOR WITH STAMP**

**SCOPE OF WORK**

<b>S. No</b>	<b>Detail of work</b>
01	<p>SCOPE OF WORK: Fabrication, Supply &amp; fixing of Bay Indication Boards along with nomenclature work for 220kV Open Yard at 220 KV Sanjay Gandhi Transport Nagar under manager(T) N-5</p> <p>The work shall be executed during the normal working hours and on working days only.</p> <p>Site should be cleared and cleaned after the completion of work.</p> <p>Before bidding, contractor may visit the site on any working day and time to check the actual scope of work. NO clarifications / conditions / deviations regarding work completion shall be entertained after award of work and contractor shall be bound to complete the work as per site requirements. The work will be completed as per direction of engineer-in-charge. If considered necessary they should visit the site i.e. Office of Dy. Manager(T) Mtc., 220 kV S/Stn. SGTN, Delhi Transco Limited, on any working day and get any other information required in this connection.</p>

**UNDERTAKING**

**(FOR ANTI PROFITEERING MEASURE)**

I/We (Mr./Ms.) ..... proprietor/partner/director of M/s ..... (GST Reg. No.....) do hereby /undertake that we have been complying with the provision of section 171 of the GST Act, 2017 and all the benefits accrued to us on account of any reduction in rate of tax and/or Input tax credit etc. on any supply of goods or services which will be supplied to DTL under LOA/PO No./ Tender No \_\_\_\_\_ Dt.\_\_\_\_will be passed on to Delhi Transco Limited by way of commensurate reduction in the prices. In future, if anything found contrary, we are accountable for any contravention of the law and we undertake to indemnify Delhi Transco Limited for the loss suffered on account of not passing the aforesaid benefit.

We further undertake that benefit accrued @NIL(%) shall be passed on DTL.(write Nil if no benefit is to be passed.)

Date :  
(Authorized Signatory)

**ANNEXURE'D'**

**UNDERTAKING REGARDING NOT BEING BLACKLISTING**

It is hereby certified that, I/we \_\_\_\_\_ are not blacklisted by any Ministry/ Departments of Central/ State Government or any other organization/ Funding Agencies as on date. The Organization will immediately inform to Delhi Transco Limited in case of any change in the situation any time here in after.

Place: \_\_\_\_\_

Signature of Authorized  
Signatory

Date: \_\_/\_\_/\_\_\_\_  
Name: \_\_\_\_\_

