

Model Bidding Document

For

Supply of Materials

(Approved by Uttar Pradesh Government)

(Vide GO No 3271/92-1-2018-65M/2014 dated 16-11-2018 and GO No 3471/92-1-2021-65M/2014 dated 13-01-2022)

**UTTAR PRADESH
RURAL ENGINEERING DEPARTMENT**

DISTRICT: -----

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SECTION 1

LIST OF IMPORTANT DATES

E-PROCUREMENT NOTICE

NOTICE INVITING TENDERS

SECTION 1**Uttar Pradesh Rural Engineering Department****List of Important Dates of Bids for Construction of Roads and Building under**
Office of the Executive Engineer U.P.R.E.D. -----**Address: - -----****For e-tendering**

1.	Name of Building Work: - -----		BLOCK: -----	
or	Name of Road		Block	Length (Km.)
	From	To		
1.				

2	Completion Period for construction of works:	months (including Rainy Season)
3	Date of Issue of Notice Inviting Bid	
4	Period of availability of Bidding Documents on website https://etender.up.nic.in .	from dated: ----- to -----
5	Time, Date and Place of Pre-bid Meeting	Place: Office of the Executive Engineer, Rural Engineering Department, ----- Date: ----- Time: - 12.30 PM
6	Deadline for Receiving Bids online, including required document as mentioned in clause 11 of ITB	----- Time up to 12:00 Noon ,
7	Date of Submission of original documents.	Original Affidavit of Correctness and Self Attested copy of Bid id generated after submission of bid will be submitted at the time of Signing of Contract Bond to the Employer Employer Office: - Executive Engineer, Rural Engineering Department, -----
	web site of RED	: https://www.upred.gov.in (not for tendering)
8	Time and Date for opening Bid/Bids	Opening of Bids: The Bids will be opened online by the authorized officer at the appointed time Time and Date for opening of the Bid Date: ----- Time: - 12.30 PM
9	Place of opening Bid/Bids	OFFICE OF THE EXECUTIVE ENGINEER RURAL ENGINEERING DEPARTMENT DIVISION -----
10	Last Date of Bid Validity	90 Days from the deadline date for bid submission
11	Officer inviting Bids	Executive Engineer Rural Engineering Department District: ----- on behalf of the Governor of UP

SECTION 1**Uttar Pradesh Rural Engineering Department****List of Important Dates of Bids for Construction of Roads and Building under****Office of the Executive Engineer U.P.R.E.D. -----****Address: - -----****For Manual Tendering**

1.	Name of Building Work: - -----	BLOCK: -----	
or	Name of Road	Block	Length (Km.)
	From To		
2.			

2	Completion Period for construction of works:	months (including Rainy Season)
3	Date of Issue of Notice Inviting Bid	
4	Period of availability of Bidding Documents in the concerned Employer office, Superintending Engineer Office, DM Office as per NIT	from dated: ----- to -----
5	Time, Date and Place of Pre-Bid Meeting	Place: Office of the Executive Engineer, Rural Engineering Department, ----- Date: ----- Time: - 12.30 PM
6	Deadline for Receiving Bids in Employer office, Superintending Engineer Office, DM Office as per NIT, including required document as mentioned in clause 12 of ITB	----- Time up to 12:00 Noon ,
7	Date of Submission of original documents such as Bid Security, Cost of Bid Document (if any) and Affidavit of Correctness, T-6, Authorized address of the bidder.	To be submitted with Bid along with other tender document as required in NIT. Employer Office: - Executive Engineer, Rural Engineering Department, -----
	web site of RED	: https://www.upred.gov.in (not for tendering)
8	Time and Date for opening Bid/Bids	Opening of Bids: The Bids will be opened in the office of ----- as specified by the authorized officer at the appointed time Time and Date for opening of the Bid Date: ----- Time: - 12.30 PM
9	Place of opening Bid/Bids	OFFICE OF THE EXECUTIVE ENGINEER RURAL ENGINEERING DEPARTMENT DIVISION -----
10	Last Date of Bid Validity	90 Days from the deadline date for bid submission
11	Officer inviting Bids	Executive/Assistant Engineer Rural Engineering Department District: ----- on behalf of the Governor of UP

Section 1

Office of the Executive Engineer U.P.R.E.D. -----

Address: - -----

e-Procurement Notice

Letter NO: -----/RED/Tender/File No-----/ Bond Clerk/----- dated: -----

The Executive Engineer, U.P.R.E.D.----- on behalf of Governor of Uttar Pradesh invites the percentage rate bids through e-tendering system from the eligible and approved Contractors registered with UP RED, in appropriate class A, B, C, and D as the case may be. The Rates floated in Bill of Quantity enclosed with bid document are inclusive of all taxes except GST which will be paid extra to the contractor as per latest Government orders. The Bidder may submit bids for any or all of the works.

1. Name of work as per table.

S. No	Name of District	Name of work	Total estimated cost (in Lakh)	Bid security (EMD) in Lakh	Cost of Bid document/ Tender Fee including GST (if any) in rupees.	Period of completion including rainy season
1	2	3	4	5	6	7
1	-----	-----	-----	----	---	----

2. Date of release of Invitation for Bids on on-line: - ----- at 12.00 Noon
3. Start date and time of down loading of Bid Documents ----- from 11.00 AM
4. Start date and time of submission of bid on tender website: - ----- from 10.00AM
5. **Last Date/ Time for receipt of bids through e-procurement:** ----- up to 12.00 Noon
6. Date of opening of bids through e-procurement: ----- at 12.30 pm.
7. Any affidavit issued before start of tender process will not be accepted.
8. **Availability of Bid Documents and mode of submission:** The bid document is available online and should be submitted online in <https://etender.up.nic.in>
9. The Employer has right to issue addendum/corrigendum as per ITB clause-9 on-line which will not be published in any newspaper. All prospective bidders are advised to keep regular watch and visit e-tender portal regularly.

For further details please log on to <https://etender.up.nic.in> and down load the bid document

All prospective bidders are requested to read the bid document thoroughly before submission of bid

Executive Engineer/
Assistant Engineer
Rural Engineering Department

On behalf of Governor of UP

Strike out which one is not applicable.

कार्यालय अधिशासी अभियन्ता, ग्रामीण अभियन्त्रण विभाग,

पता:—.....।

ई-प्रोक्योरमेंट निविदा सूचना

पत्रांक—...../ग्रा0अ0वि0/निविदा पत्राली/पत्रावली सं0...../अनु0सहायक/20...../दिनांक:.....

महामहिम श्री राज्यपाल, उ0प्र0 की ओर से अधिशासी अभियन्ता, ग्रामीण अभियन्त्रण विभाग, प्रखण्ड के द्वारा ग्रामीण अभियन्त्रण विभाग उ0प्र0 में ए.बी.सी एवं डी श्रेणी में कार्य की लागत के सीमा के अनुरूप पंजीकृत निविदादाताओं से ई-टेंडरिंग के माध्यम से प्रतिशत दर के आधार पर नीचे दर्शाये गये कार्य हेतु निविदा आमंत्रित की जाती है। बिड डोक्यूमेंट के साथ संलग्न बिल ऑफ क्वान्टिटी के अंकित दरों में जी0एस0टी0 के अतिरिक्त अन्य सभी कर सम्मिलित हैं, जी0एस0टी0 का भुगतान सरकार के निर्देशानुसार नियमानुसार अलग से किया जायेगा। निविदादाता किसी एक कार्य अथवा सभी कार्यों के लिए निविदा दे सकता है।

1. कार्य से सम्बंधित विवरण निम्नवत् है:—

क्र0 सं0	जनपद का नाम	कार्य का नाम	अनुमानित लागत (लाख रू0 में)	बिड सिक्युरिटी (इ0एम0डी0) (लाख में)	निविदा प्रपत्र का मूल्य या निविदा फीस जी.एस.टी. सहित (यदि आवश्यक हो) (रू0में)	कार्य पूर्ण करने की अवधि वर्षाऋतु सहित
1	2	3	4	5	6	7
1

- वैब साइट पर बिड डोक्यूमेंट की उपलब्धता की तिथि:— को दोपहर 12.00 बजे से।
- बिड डोक्यूमेंट डाउन लोडिंग प्रारंभ करने की तिथि एवं समय:— को प्रातः 11.00 बजे से।
- ई-निविदा के माध्यम से निविदा डालने की प्रारंभ तिथि/समय:— को प्रातः 10:00 बजे से।
- ई-निविदा के माध्यम से निविदा प्राप्ति के लिए अंतिम तिथि/समय:— को दोपहर 12:00 बजे तक।
- ई-निविदा के माध्यम से निविदा खोलने की तिथि एवं समय:— को अपराह्न 12:30 बजे।
- टेंडर प्रक्रिया से पूर्व का कोई भी शपथ पत्र मान्य नहीं होगा।
- निविदा आन-लाईन वैब साइट <https://etender.up.nic.in> पर उपलब्ध होगा एवं उसी साइट पर डाला जायेगा।
- निविदा आमंत्रणकर्ता को आईटीबी के क्लॉज-9 के अनुसार परिशिष्ट/शुद्धि पत्र जारी करने का अधिकार है, जो किसी भी समाचार पत्र में प्रकाशित नहीं किया जायेगा। सभी संभावित निविदादाताओं को सलाह दी जाती है कि वह नियमित रूप से ई-निविदा पोर्टल पर निगरानी रखें।
अधिक जानकारी के लिए कृपया वैब साइट <https://etender.up.nic.in> पर लॉग इन करें तथा बिड डोक्यूमेंट को डाउनलोड करें।

सभी सम्भावित निविदादाता को सलाह है कि बिड सब्मिट करने से पूर्व बिड डोक्यूमेंट को भली भाँति पढ़ लें।

जो लागू न हो उसे काट दें।

अधिशासी अभियन्ता/
सहायक अभियन्ता,
ग्रामीण अभियन्त्रण विभाग,

.....
श्री राज्यपाल, उ0प्र0 की ओर से।

Section 1

Office of the Executive Engineer U.P.R.E.D. -----

Address: - -----

Press Notice for Manual Tender

Letter NO: -----/RED/Tender/File No-----/ Bond Clerk/----- dated: -----

The Executive Engineer, U.P.R.E.D.----- on behalf of Governor of Uttar Pradesh invites the percentage rate bids through manual tendering system from the eligible and approved Contractors registered with UP RED, in appropriate class A, B, C, D and E as the case may be. The Rates floated in Bill of Quantity enclosed with bid document are inclusive of all taxes except GST which will be paid extra to the contractor as per latest Government orders. The Bidder may submit bids for any or all of the works.

1. Name of work as per table.

S.N o	Name of District	Name of work	Total estimated cost (in Lakh)	Bid security (EMD) in shape of FDR pledged in favour of EE RED ----- (in Lakh)	Cost of Bid document/ Tender Fee including GST (if any) in rupees or in shape of DD in the name of EE RED ----- or cash payment (in Rupees)	Period of comple- tion includi- ng rainy season	Name of Superin- tending Engine- er's Office,	Name of Distri- ct Magi- strate Offic- e
1	2	3	4	5	6	7	8	9
1	-----	-----	-----	-----	-----	-----	-----	----

- Date of availability of Bid document in the offices as mentioned in NIT: - -----
- Start date/ Time for sale of bids:** - ----- from 10.00AM in the office of the EXECUTIVE ENGINEER RURAL ENGINEERING DEPARTMENT DIVISION -----, Superintending Engineer or District Magistrate mentioned in columns 8 and 9 of NIT.
- Last Date/Time for Sale of bids:** ----- up to 04.00 PM in the office of the EXECUTIVE ENGINEER RURAL ENGINEERING DEPARTMENT DIVISION -----, Superintending Engineer or District Magistrate mentioned in columns 8 and 9 of NIT.
- Last Date/Time for receipt of bids:** ----- up to 12.00 Noon in the office of the EXECUTIVE ENGINEER RURAL ENGINEERING DEPARTMENT DIVISION -----, Superintending Engineer or District Magistrate mentioned in columns 8 and 9 of NIT.
- Date of opening of bids:** ----- at 12.30 PM in the Office of the EXECUTIVE ENGINEER RURAL ENGINEERING DEPARTMENT DIVISION -----/Superintending Engineer/District Magistrate mentioned in columns 8 and 9 as decided by the competent authority.
- Any affidavit issued before start of tender process will not be accepted.
- The Employer has right to issue addendum/corrigendum as per ITB clause-9 on-line which will not be published in any newspaper.

For further details, please contact the employer office i.e. office of the Executive Engineer U.P.R.E.D. -----

Address: - -----

All prospective bidders are requested to read the bid document thoroughly before submission of bidExecutive Engineer/Assistant Engineer
Rural Engineering Department

On behalf of Governor of UP

Strike out which one is not applicable

कार्यालय अधिशासी अभियन्ता, ग्रामीण अभियन्त्रण विभाग,

पता:—.....।

मैन्यूवल निविदा की प्रेस सूचना

पत्रांक—...../ग्रा0अ0वि0/ निविदा पत्राली/पत्रावली सं0...../अनु0सहायक/20...../.....दिनांक:.....

महामहिम राज्यपाल, उ0प्र0 की ओर से अधिशासी अभियन्ता, ग्रामीण अभियन्त्रण विभाग, प्रखण्ड के द्वारा ग्रामीण अभियन्त्रण विभाग उ0प्र0 में ए.बी.सी.डी एवं ई श्रेणी में कार्य की लागत के सीमा के अनुरूप पंजीकृत निविदादाताओं से मैन्यूवल विधि के माध्यम से प्रतिशत दर के आधार पर नीचे दर्शाये गये कार्य हेतु निविदा आमंत्रित की जाती है। बिड डाक्यूमेन्ट के साथ संलग्न बिल ऑफ क्वान्टिटी के अंकित दरों में जी0एस0टी0 के अतिरिक्त अन्य सभी कर सम्मिलित हैं, जी0एस0टी0 का भुगतान सरकार के निर्देशानुसार नियमानुसार अलग से किया जायेगा। निविदादाता किसी एक कार्य अथवा सभी कार्यों के लिए निविदा दे सकता है।

1. कार्य से सम्बंधित विवरण निम्नवत् है:—

क्र0सं 0	जनपद का नाम	कार्य का नाम	अनुमानित लागत (लाख रु0 में)	बिड सिक्योरिटी (इ0एम0डी0) (लाख में)	निविदा प्रपत्र का मूल्य या निविदा फीस जी.एस.टी. सहित (यदि आवश्यक हो) (रु0में) कैश अथवा डी0डी0के रूप में	कार्य पूर्ण करने की अवधि वर्षात्रद्व सहित	अधीक्षण अभियन्ता का कार्यालय	डी0एम0 का कार्यालय
1	2	3	4	5	6	7	8	9
1

- निविदा सूचना में अंकित कार्यालयों में बिड डाक्यूमेन्ट की उपलब्धता की तिथि:—
 - निविदा बिक्री प्रारंभ की तिथि, समय व स्थान:— को कार्यालय अधिशासी अभियन्ता ग्रामीण अभियन्त्रण विभाग प्रखण्ड....., अधीक्षण अभियन्ता ग्रामीण अभियन्त्रण विभाग परिमण्डल....., एवं जिलाधिकारी जनपद..... पुवान्ह 10:00 बजे से ।
 - निविदा बिक्री के लिये अन्तिम तिथि, समय व स्थान:— को कार्यालय अधिशासी अभियन्ता ग्रामीण अभियन्त्रण विभाग प्रखण्ड....., अधीक्षण अभियन्ता ग्रामीण अभियन्त्रण विभाग परिमण्डल....., एवं जिलाधिकारी जनपद..... अपरान्ह 4:00 बजे तक ।
 - निविदा प्राप्ति के लिए अंतिम तिथि, समय व स्थान:— को दोपहर 12:00 बजे तक क्रम सं0 3 पर अंकित स्थानों पर ।
 - निविदा खोलने की तिथि एवं समय व स्थान:— को अपरान्ह 12:30 बजे, कार्यालय अधिशासी अभियन्ता ग्रामीण अभियन्त्रण विभाग प्रखण्ड..... अथवा सक्षम अधिकारी के निर्देशानुसार ।
 - टेण्डर प्रक्रिया से पूर्व का कोई भी शपथ पत्र मान्य नहीं होगा ।
 - निविदा आमंत्रणकर्ता को आईटीबी के क्लॉज-9 के अनुसार परिशिष्ट/शुद्धि पत्र जारी करने का अधिकार है, जो किसी भी समाचार पत्र में प्रकाशित नहीं किया जायेगा। अधिक जानकारी के लिए कृपया नियोक्ता कार्यालय अर्थात् अधिशासी अभियन्ता ग्रामीण अभियन्त्रण विभाग प्रखण्ड..... में सम्पर्क करें।
- सभी सम्भावित निविदादाता को सलाह है कि बिड सब्मिट करने से पूर्व बिड डाक्यूमेन्ट को भली भाँति पढ़ लें।

अधिशासी अभियन्ता/
सहायक अभियन्ता,
ग्रामीण अभियन्त्रण विभाग,
.....

जो लागू न हो उसे काट दें।

श्री राज्यपाल, उ0प्र0 की ओर से।

Office of the Executive Engineer U.P.R.E.D.-----

Address: - -----

Notice Inviting Tenders for e-tendering.

Letter NO: -----/RED/Tender/File No-----/ Bond Clerk/----- dated: -----

The Executive Engineer, U.P.R.E.D.-----on behalf of Governor of Uttar Pradesh invites the percentage rate bids through e-tendering system from the eligible and approved Contractors registered with UP RED, in appropriate class A, B, C, and D as the case may be. The Rates floated in Bill of Quantity enclosed with bid document are inclusive of all taxes except GST which will be paid extra to the contractor as per latest Government orders. **The Bidder may submit bids for any or all the works.**

1. Name of work as per table.

S.No	Name of District	Name of work	Total estimated cost (in Lakh)	Bid security (EMD) in Lakh	Cost of Bid document/ Tender Fee including GST (if any) in rupees.	Period of completion including rainy season
1	2	3	4	5	6	7
1	-----	-----	-----	-----	-----	-----

2. Date of release of Invitation for Bids on on-line: - ----- **at 12.00 Noon**
3. Start date and time of down loading of Bid Documents ----- **from 11.00 AM**
4. Start date and time of submission of bid on tender website: - ----- **from 10.00 AM.**
5. **Availability of Bid Documents and mode of submission:** The bid document is available online and should be submitted online in <https://etender.up.nic.in>. The bidder would be required to register himself in the website. For submission of the bids, the bidder is required to have a valid Digital Signature Certificate (DSC) issued from any one of the authorized Certifying Authorities. Digital signature is mandatory to participate in the e-tendering.
6. **Cost of Bid Document:** as per column 6 (*non-refundable*). To be deposited in the account of UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Document's Cost (Tender Fee) is not paid through e-tender portal by Internet Banking.
7. **Bid Security (EMD):** Bids must be accompanied with security of the amount specified for the work in the table as per column 5. Bid security will be deposited in the account of UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Security (EMD) is not paid through e-tender portal by Internet Banking. No other form of bid security will be accepted.
8. **Submission of Original Documents:** The bidders are required to submit the following documents at the time of Signing of Contract Bond.
 - (a) Affidavit regarding correctness of information furnished with the bid as per-provisions of Clause 3.1 (a) (i) of ITB with the office specified in the Bid Data Sheet,
 - (b) Self-attested bid id sheet generated after submission of bid through e-tender portal.

Original documents must match the scanned copies submitted along with the bids online. In case, of any discrepancy in this respect, it will be treated as miss-representation by the bidder. Such bidder shall be liable to be debarred for participating in bids for five years.

- Employer Office:** - Executive Engineer, Rural Engineering Department, -----
9. **Last Date/Time for receipt of bids through e-procurement:** ----- up to 12.00 Noon.
 10. **Date of opening of bids through e-procurement:** ----- at 12.30 pm in the Office of the EXECUTIVE ENGINEER RURAL ENGINEERING DEPARTMENT DIVISION -----
 11. For further details please log on to <https://etender.up.nic.in> and download the bid document.
 12. **Time allowed for completion of each work is as mentioned in column no. 7, including rainy season.**
 13. The bids shall remain valid for acceptance for a period of 90 (ninety) days from the last date of submission of bids. Bids once submitted cannot be withdrawn after the deadline date of submission of bids.
 14. The site for the work is available.
 15. In case of any discrepancy between the downloaded bid document and that available with the concerned Executive Engineer, the bid document available in the Executive Engineer's office would be considered authentic.
 16. Bid must be submitted through **e-procurement**: on or before dated ----- up to 12.00 Noon.
 17. Each Bidder is required to submit the scanned copy of the following affidavit and document on line and **original copy at the time of signing of agreement.**
 - (a) An affidavit on Format RED-T-6 on a single non-judicial stamp paper of Rs. 100/-
 - (b) An affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-.
 - (c) Self-attested copy of valid T-4 Character certificate issued by DM/Collector.
 - (d) Self- attested copy of valid T-5 Solvency certificate issued by DM/Collector.
 - (e) Self- attested copy of valid registration certificate of appropriate class in RED.
 - (f) Authorized address of the bidder: email-id, mobile no, facsimile no, and contact address written on his letter pad duly signed.
 - (g) Self-attested statements on format A and B of clause 3.1(c) of ITB.
 18. A bidder shall not be permitted to bid for works in the Division responsible for award and execution of contracts in which his or his spouse's near relatives (defined as first blood relations, and their spouses) is posted in any capacity of RED or as an officer in any capacity between the grades of Executive Engineer to Junior Engineer (both inclusive) bidder shall also submit an affidavit clearly mentioning the names and designation of relatives working in any capacity in the in the Department along with Posting Place.
 19. Any retired Gazetted officer (retired within two years) from any state/Central Government is not allowed to work in the contractor establishment without Government permission. This contract is liable to be cancelled if either the Contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government as aforesaid before submission of the tender or engagement in the Contractor's service. Same condition will be applicable for the other retired employee of this department.
 20. Bid documents and other details consisting of eligibility criteria of bidders, plans, specifications, drawings, the schedule of quantities of the various classes of work to be done and the set of terms & conditions of contract to be complied with by the Contractor can be downloaded from the website: <https://etender.up.nic.in>
 21. Any bidder who is punished by any Honourable court for any criminal activity is not allowed to participate in the bidding process.
 22. Any bidder who is registered with the any bar council is not allowed to participate in the bidding process.
 23. Conditional Bid will not be accepted.
 24. The undersigned officer is fully empowered to reject or accept any one bid, or all bid without assigning any reason or notice.
 25. Work cannot be Sublette to any other contractor.
 26. The bidder is required to register his labour in the labour department within a week from the date of receiving the letter of start of work.
 27. Each bidder is required to quote his rate on line in the attached BOQ along with on Section -6 and Form of Bid part I and II of Section-5
 28. Bidder is required to submit the following affidavit and document at the time of signing of agreement.

- (a) An affidavit on a single non-judicial stamp paper of Rs. 100/- The bidder must not have in his employment:
- (i) The near relations (defined as first blood relations, and their spouses, of the bidder or the bidder's spouse) of persons listed in the Appendix to ITB.
 - (ii) Any person without Government permission, who retired as gazetted officer within the last two years from any Central or State Government Departments listed in the Appendix to ITB.
 - (iii) He will own/arrange the machinery and equipment, as per requirement of work.
 - (iv) He will not sublet the work to another contractor.
- (b) Self-attested copy of PAN of Firm or contractor.
- (c) Self-attested copy of GST registration certificate.
- (d) Self-attested copy of Labour registration certificate issued from Labour Department.
29. The GO Nos. 3385/86-2015-292/2015 dated 15.10.2015, 3821/86-2015-292/2015 dated 21.11.2015, 2799/86-2016-292/2015 dated 12.09.2016, 3209/86-2016-127/2015 dated 18.11.2016, 336/86-2020-52(SA)/2019TC dated 24.02.2019, 1345/86-2019-292/2015 dated 15.07.2019, 2146/86-2020-52(SA)/2019TC dated 30.09.2019, 115/86-2020-52(SA)/2019TC dated 15.01.2020, 115(1)/86-2020-52(SA)/2019TC dated 15.01.2020, 847/86-2020-52(SA)/2019TC dated 06.06.2020, 990/86-2020-52(SA)/2019TC dated 23.06.2020, 1360/86-2020-52(SA)/2019TC dated 05.08.2020, 2470/86-2020-52(SA)/2019TC dated 31.12.2020, 254/86-2021-52(SA)/2019TC dated 05.02.2021, 1063/86-2021-52(SA)/2019TC dated 09.08.2021 issued by UP Mining Department as amended time to time will be enforced for Royalty deductions.
30. The GO No 2474/62-3-09-88RE/06 dated 14.07.2009 issued by UP RED will be applicable to the contractor.
31. Relevant clauses of the GO No 2466/92-1-2018-65M/2014 dated 30.07.2018 issued by UP RED will be applicable to the contractor.
32. Any circular or instruction issued by National Green Tribunal will be applicable to the contractor.
33. After issue of Notice to Proceed with the Work, the contractor will submit the name of the labourers to be employed at the concerned work site registered by labour Department
34. All notices and letters sent to e-mail given by the bidder and SMS on registered cell phone of the bidder will be presumed that has been received by the bidder.
35. Other details can be seen in the bidding documents. The Employer shall not be held liable for any delays due to system failure beyond his control. Even though the system will try to notify the bidders of any bid updates, the Employer shall not be liable for any information not received by the bidder. It is the bidders' responsibility to verify the website for the latest information related to the tender.
36. The bidder must satisfy himself before submission of multiple bids that he has sufficient bid capacity to execute the work and act as per clause 3.1(c) of ITB.
37. All affidavits must bear the NIT number as well as name of work for which bid is submitted otherwise it will be treated as fictitious also any affidavit issued before start of tender process will not be accepted.

Executive Engineer/
Assistant Engineer
Rural Engineering Department

On behalf of Governor of UP

Strike out which one is not applicable.

Office of the Executive Engineer U.P.R.E.D.-----

Address: - -----

Notice Inviting Tenders for Manual Tendering

Letter NO: -----/RED/Tender/File No-----/ Bond Clerk/----- dated: -----

The Executive Engineer, U.P.R.E.D.-----on behalf of Governor of Uttar Pradesh invites the percentage rate bids through *manual tendering system* from the eligible and approved Contractors registered with UP RED, in appropriate class A, B, C, D and E as the case may be. The Rates floated in Bill of Quantity enclosed with bid document are inclusive of all taxes except GST which will be paid extra to the contractor as per latest Government orders. **The Bidder may submit bids for any or all the works.**

1. Name of work as per table.

S.No	Name of District	Name of work	Total estimated cost (in Lakh)	Bid security (EMD) in shape of FDR pledged in favour of EE RED ----- (in Lakh)	Cost of Bid document including GST (if any) in rupees in shape of DD in the name of EE RED ----- or cash payment (in Rupees)	Period of completion including rainy season	Name of Superintending Engineer's office,	Name of District Magistrate's office
1	2	3	4	5	6	7	8	9
1	-----	-----	-----	-----	-----	-----	-----	----

2. Date of availability of Bid documents in office: - -----
3. **Availability of Bid Documents and mode of submission:** A set of Bidding documents may be purchased from the office of concerned Executive Engineer, Superintending Engineer, District Magistrate as mentioned in columns 8 and 9 respectively of the table corresponding to the respective works, between the hours of 11:00 am and 04:00 pm on any working day from ----- to ----- for a non-refundable cost of bid document for stationary charges and tender cost per set per work as indicated in column 6, in the form of cash or Demand Draft drawn on any scheduled Bank in favour of "Executive Engineer, U.P.R.E.D.----- Payable at ----- . Interested bidders may obtain further information at the same office from where the documents are purchased. Bidding documents requested by mail will be dispatched by registered / speed post on payment of an extra amount of Rs. 200.00 (Rupees two hundred only). Applications for issue of bidding documents by post shall be entertained only up to 4.00 PM on ----- . The authority inviting tender will not be held responsible for the postal delay, if any, in the delivery of documents or non-receipt of the same. Bidding document can also be downloaded from the departmental website: <https://www.upred.gov.in>. But Cost of Bid document as mentioned in column 6 above) in the form of cash or Demand Draft drawn on any scheduled Bank in favour of "Executive Engineer, U.P.R.E.D.----- Payable at ----- will necessarily be attached with the bid. However, the drawings of each work if required for bid document downloaded from the website will be available in the office of concerned Executive Engineer at the address.
4. **Cost of Bid Document:** as per column 6 (*non-refundable*) in the form of cash or Demand Draft drawn on any scheduled commercial Bank in favour of "Executive Engineer, U.P.R.E.D.----- Payable at ----- will necessarily be attached with the bid if the bid is down loaded from departmental web site.

5. **Bid Security (EMD):** Bids must be accompanied with security of the amount specified for the work in the table as per column 5. Bid security will be only in the form of FDR/TDR of a scheduled commercial Bank, pledged in favour of concerned Executive Engineer No other form of Bid Security will be accepted.
6. **Affidavit regarding correctness** of information furnished with bid as per-provisions of Clause 3.1 (a) (i) of ITB, with the office specified in the Bid Data Sheet,
7. **Employer Office:** - Executive Engineer, Rural Engineering Department, -----
8. **Last Date/Time for receipt of bids:** ----- up to 12.00 Noon in the office of the EXECUTIVE ENGINEER RURAL ENGINEERING DEPARTMENT DIVISION -----, /Superintending Engineer /District Magistrate mentioned in columns 8 and 9.
9. **Date of opening of bids:** ----- at 12.30 pm in the Office of the EXECUTIVE ENGINEER RURAL ENGINEERING DEPARTMENT DIVISION -----/Superintending Engineer/District Magistrate mentioned in columns 8 and 9 as decided by the competent authority.
10. For further details, if required the concerned Executive Engineer office may be contacted.
11. **Time allowed for completion of each work is as mentioned in column no. 7, including rainy season.**
12. The bids shall remain valid for acceptance for a period of 90 (ninety) days from the last date of submission of bids. Bids once submitted cannot be withdrawn after the deadline date of submission of bids.
13. The site for the work is available.
14. In case of any discrepancy between the downloaded bid document and that available with the concerned Executive Engineer, the bid document available in the Executive Engineer's office would be considered authentic.
15. Bid must be submitted in the office of the EXECUTIVE ENGINEER RURAL ENGINEERING DEPARTMENT DIVISION -----, Superintending Engineer or District Magistrate mentioned in columns 8 and 9 on or before dated ----- up to 12.00 Noon.
16. Each Bidder is required to submit the following affidavit and document.
 - (a) An affidavit on Format RED-T-6 on a single non-judicial stamp paper of Rs. 100/-
 - (b) An affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-.
 - (c) Self-attested copy of valid T-4 Character certificate issued by DM/Collector.
 - (d) Self attested copy of valid T-5 Solvency certificate issued by DM/Collector.
 - (e) Self attested copy of valid registration certificate of appropriate class in RED.
 - (f) Authorized address of the bidder: email-id, mobile no, facsimile no, and contact address written on his letter pad duly signed.
 - (g) Self-attested statements on format A and B of clause 3.1(c) of ITB.
17. A bidder shall not be permitted to bid for works in the Division responsible for award and execution of contracts in which his or his spouse's near relatives (defined as first blood relations, and their spouses) is posted in any capacity of RED or as an officer in any capacity between the grades of Executive Engineer to Junior Engineer (both inclusive) bidder shall also submit an affidavit clearly mentioning the names and designation of relatives working in any capacity in the in the Department along with Posting Place.
18. Any retired Gazetted officer (retired within two years) from any state/Central Government is not allowed to work in the contractor establishment without Government permission. The contract is liable to be cancelled if either the Contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government as aforesaid before submission of the tender or engagement in the Contractor's service.
19. Bid documents and other details consisting of eligibility criteria of bidders, plans, specifications, drawings, the schedule of quantities of the various classes of work to be done and the set of terms & conditions of contract to be complied with by the Contractor can also be downloaded from departmental website: <https://www.upred.gov.in>.
20. Any bidder who is punished by any Honourable court for any criminal activity is not allowed to participate in the bidding process.
21. Any bidder who is registered with the any bar council is not allowed to participate in the bidding process.
22. Conditional Bid will not be accepted.

23. The undersigned officer is fully empowered to reject or accept any one bid or all bid without assigning any reason or notice.
24. Work cannot be sublet to any other contractor.
25. The bidder is required to register his labour in the labour department within a week from the date of receiving the letter of start of work.
26. Each bidder is required to quote his rate in the attached BOQ along with on Section -6 and Form of Bid- Section-5
27. Bidder is required to submit the following affidavit and document at the time of signing of agreement.
 - (a) Each bidder is required to furnish an affidavit on a single non-judicial stamp paper of Rs. 100/- The bidder must not have in his employment:
 - (i) The near relations (defined as first blood relations, and their spouses, of the bidder or the bidder's spouse) of persons listed in the Appendix to ITB.
 - (ii) Any person without Government permission, who retired as gazetted officer within the last two years from any Central or State Government Departments listed in the Appendix to ITB.
 - (iii) He will own/arrange the machinery and equipment, as per requirement of work.
 - (iv) He will not sublet the work to another contractor.
 - (b) Self-attested copy of PAN of Firm or contractor.
 - (c) Self-attested copy of GST registration certificate.
 - (d) Self-attested copy of Labour registration certificate issued from Labour Department.
28. The GO Nos. 3385/86-2015-292/2015 dated 15.10.2015, 3821/86-2015-292/2015 dated 21.11.2015, 2799/86-2016-292/2015 dated 12.09.2016, 3209/86-2016-127/2015 dated 18.11.2016, 336/86-2020-52(SA)/2019TC dated 24.02.2019, 1345/86-2019-292/2015 dated 15.07.2019, 2146/86-2020-52(SA)/2019TC dated 30.09.2019, 115/86-2020-52(SA)/2019TC dated 15.01.2020, 115(1)/86-2020-52(SA)/2019TC dated 15.01.2020, 847/86-2020-52(SA)/2019TC dated 06.06.2020, 990/86-2020-52(SA)/2019TC dated 23.06.2020, 1360/86-2020-52(SA)/2019TC dated 05.08.2020, 2470/86-2020-52(SA)/2019TC dated 31.12.2020, 254/86-2021-52(SA)/2019TC dated 05.02.2021, 1063/86-2021-52(SA)/2019TC dated 09.08.2021 issued by UP Mining Department as amended time to time will be enforced for Royalty deductions.
29. The GO No 2474/62-3-09-88RE/06 dated 14.07.2009 issued by UP RED will be applicable to the contractor.
30. Relevant clauses of the GO No 2466/92-1-2018-65M/2014 dated 30.07.2018 issued by UP RED will be applicable to the contractor.
31. Any circular or instruction issued by National Green Tribunal will be applicable to the contractor.
32. After issue of Notice to Proceed with the Work, the contractor will submit the name of the labourers to be employed at the concerned work site registered by labour Department
33. All notices and letters sent to e-mail given by the bidder and SMS on registered cell phone of the bidder will be presumed that has been received by the bidder.
34. Other details can be seen in the bidding documents. The Employer shall not be held liable for any delays due to system failure beyond his control. The Employer shall not be liable for any information not received by the bidder. It is the bidders' responsibility to collect the latest information related to the tender.
35. The bidder must satisfy himself before submission of multiple bids that he has sufficient bid capacity to execute the work and act as per clause 3.1(c) of ITB.
36. All affidavits must bear the NIT number as well as name of work for which bid is submitted otherwise it will be treated as fictitious also any affidavit issued before start of tender process will not be accepted.

Executive Engineer/
Assistant Engineer
Rural Engineering Department

On behalf of Governor of UP

SECTION 1

OFFICE OF SUPRINTENDING ENGINEER RURAL ENGINEERING

DEPARTMENT, -----

List of Important Dates of Bids for Construction of Roads under Uttar Pradesh Rural Engineering Department

1.	Name of Building Work:	Block: -
	Name of Road	Block
	From	To
10.		Length (Km.)

2	Completion Period for construction of works:	----- months (including Rainy Season)
3	Date of Issue of Notice Inviting Bid	-----
4	Period and Places of Sale of Bidding Documents	Period of availability of Bidding Documents on website https://etender.up.nic.in from dated: ----- to dated: - -----
5	web site of tender	https://etender.up.nic.in
6	Time, Date and Place of Pre-Bid Meeting	Place: <u>OFFICE OF THE SUPRINTENDING ENGINEER RURAL ENGINEERING DEPARTMENT,</u> ----- Address: - ----- Time: - 12.30 PM
7	Deadline for Receiving Bids	Deadline for Receiving Bids on line, including Scanned copy another document. ----- Time up to 12:00 Noon
8	Date of Submission of original documents	Original Affidavit of Correctness and Self Attested copy of Bid id generated after submission of bid will be submitted at the time of Signing of Contract Bond.to the Employer Employer Office: - <u>SUPRINTENDING ENGINEER RURAL ENGINEERING DEPARTMENT,</u> ----- ----- Address: - -----
9	Time and Date for opening Bid/Bids	Opening of Bids: The Bids will be opened on-line by the authorized officer at the appointed time Time and Date for opening of the Bid Date: ----- Time: - 12.30 PM
	web site of RED	https://www.upred.gov.in (not for tendering)
10	Place of opening Bid/Bids	<u>OFFICE OF THE SUPRINTENDING ENGINEER RURAL ENGINEERING DEPARTMENT,</u> ----- ----- Address: - -----
8	Last Date of Bid Validity	90 Days from the deadline date for bid submission
9	Officer inviting Bids	<u>SUPRINTENDING ENGINEER RURAL ENGINEERING DEPARTMENT,</u> ----- on behalf of the Governor of UP

Section 1

OFFICE OF THE SUPRINTENDING ENGINEER RURAL ENGINEERING DEPARTMENT,

Address: - -----

E-Procurement Notice**Letter NO: -----/RED/Tender/File No----/ Bond Clerk/----- dated:**

THE SUPRINTENDING ENGINEER RURAL ENGINEERING DEPARTMENT, ----- on behalf of Governor of Uttar Pradesh invites the percentage rate bids through e-tendering system from the eligible and approved Contractors registered with UP RED, in appropriate class **A, B, and C** as the case may be. The Rates floated in Bill of Quantity enclosed with bid document are inclusive of all taxes except GST which will be paid extra to the contractor as per latest Government orders. **The Bidder may submit bids for any or all the works.**

- 1.
- Name of work as per table.**

S. No	Name of District	Name of work	Total estimated cost (in Lakh)	Bid security (EMD) in Lakh	Cost of Bid document/ Tender Fee including GST (if any) in rupees.	Period of completion including rainy season
1	2	3	4	5	6	7
1	-----	-----	-----	----	---	----

2. Date of release of Invitation for Bids on on-line: - ----- **at 12.00 Noon**
3. Start date and time of down loading of Bid Documents ----- **from 11.00 AM**
4. Date and Time of Pre-Bid Meeting: - ----- **at 11.00 AM.**
5. Start date and time of submission of bid on tender website: - ----- **from 10.00 AM.**
6. **Last Date/ Time for receipt of bids through e-procurement:** ----- up to 12.00 Noon
7. Date of opening of bids through e-procurement: ----- at 12.30 pm
8. Any affidavit issued before start of tender process will not be accepted.
9. **Availability of Bid Documents and mode of submission:** The bid document is available online and should be submitted online in **<https://etender.up.nic.in>**
10. The Employer has right to issue addendum/corrigendum as per ITB clause-10 on-line which will not be published in any newspaper. All prospective bidders are advised to keep regular watch and visit e-tender portal regularly.

For further details please log on to **<https://etender.up.nic.in>** and download the bid document

All prospective bidders are requested to read the bid document thoroughly before submission of bid

SUPRINTENDING ENGINEER
RURAL ENGINEERING DEPARTMENT,

----- CIRCLE -----

For and on behalf of Governor of UP

कार्यालय अधीक्षण अभियन्ता, ग्रामीण अभियन्त्रण विभाग,।

पता:—.....।

ई-प्रोक्योरमेन्ट निविदा सूचना

पत्रांक—...../ग्रा0अ0वि0/निविदा पत्राली/पत्रावली सं0...../अनु0 सहायक/20...../दिनांक:.....

महामहिम श्री राज्यपाल, उ0प्र0 की ओर से अधीक्षण अभियन्ता, ग्रामीण अभियन्त्रण विभाग, परिमण्डल के द्वारा ग्रामीण अभियन्त्रण विभाग उ0प्र0 में ए,बी एवं सी श्रेणी में कार्य की लागत के सीमा के अनुरूप पंजीकृत निविदादाताओं से ई-टेण्डरिंग के माध्यम से प्रतिशत दर के आधार पर नीचे दर्शाये गये कार्य हेतु निविदा आमंत्रित की जाती है। बिड डाक्यूमेन्ट के साथ संलग्न बिल ऑफ क्वान्टिटी के अंकित दरों में जी0एस0टी0 के अतिरिक्त अन्य सभी कर सम्मिलित हैं, जी0एस0टी0 का भुगतान सरकार के निर्देशानुसार नियमानुसार अलग से किया जायेगा। निविदादाता किसी एक कार्य अथवा सभी कार्यों के लिए निविदा दे सकता है।

1. कार्य से सम्बंधित विवरण निम्नवत् है:—

क्र0 सं0	जनपद का नाम	कार्य का नाम	अनुमानित लागत (लाख रू0 में)	बिड सिक्योरिटी (इ0एम0डी0) (लाख में)	निविदा प्रपत्र का मूल्य अथवा निविदा फीस जी. एस.टी. सहित (यदि आवश्यक हो) (रू0में)	कार्य पूर्ण करने की अवधि वर्षाऋतु सहित
1	2	3	4	5	6	7
1

- वैब साइट पर बिड डाक्यूमेन्ट की उपलब्धता की तिथि:— को दो पहर 12.00 बजे से।
- बिड डाक्यूमेन्ट डाउन लोडिंग प्रारंभ करने की तिथि एवं समय:— को प्रातः 11.00 बजे से।
- प्रि बिड मीटिंग की तिथि एवं समय:— को प्रातः 11.00 बजे से।
- ई-निविदा के माध्यम से निविदा डालने की प्रारंभ तिथि/समय:—को प्रातः 10:00 बजे से।
- ई-निविदा के माध्यम से निविदा प्राप्ति की अंतिम तिथि/समय:— को दोपहर 12:00 बजे तक।
- ई-निविदा के माध्यम से निविदा खोलने की तिथि एवं समय:— को अपरान्ह 12:30 बजे।
- टेण्डर प्रक्रिया से पूर्व का कोई भी शपथ पत्र मान्य नहीं होगा।
- निविदा आन-लाईन वैब साइट <https://etender.up.nic.in> पर उपलब्ध होगा एवं उसी साइट पर डाला जायेगा।
- निविदा आमंत्रणकर्ता को आईटीबी के क्लॉज-10 के अनुसार परिशिष्ट/शुद्धि पत्र जारी करने का अधिकार है जो किसी भी समाचार पत्र में प्रकाशित नहीं किया जायेगा। सभी संभावित निविदादाताओं को सलाह दी जाती है कि वह नियमित रूप से ई-निविदा पोर्टल पर निगरानी रखें।
अधिक जानकारी के लिए कृपया वैब साइट <https://etender.up.nic.in> पर लॉग इन करें तथा बिड डाक्यूमेन्ट को डाउनलोड करें।

सभी सम्भावित निविदादाता को सलाह है कि बिड सब्मिट करने से पूर्व बिड डाक्यूमेन्ट को भली भाँति पढ़ लें।

अधीक्षण अभियन्ता
ग्रामीण अभियन्त्रण विभाग,

.....
श्री राज्यपाल, उ0प्र0 की ओर से।

OFFICE OF THE SUPRINTENDING ENGINEER RURAL ENGINEERING DEPARTMENT,

 Address: - -----

Notice Inviting Tenders

Letter NO: -----/RED/Tender/File No----/ Bond Clerk/20----- dated:

1. THE SUPRINTENDING ENGINEER RURAL ENGINEERING DEPARTMENT, -----
 ----- on behalf of Governor of Uttar Pradesh invites the percentage rate bids through e-tendering system from the eligible and approved Contractors registered with UP RED, in appropriate class **A, B, and C** as the case may be. The Rates floated in Bill of Quantity enclosed with bid document are inclusive of all taxes except GST which will be paid extra to the contractor as per latest Government orders. **The Bidder may submit bids for any or all the works. Bidders are advised to note the minimum qualification criteria specified in clause 4 of the Instruction to Bidders to qualify for the award of the contract.**

2. **Name of work as per table.**

S.No	Name of District	Name of work	Total estimated cost (in Lakh)	Bid security (EMD) in Lakh.	Cost of Bid document/ Tender Fee including GST (if any) in rupees.	Period of completion including rainy season
1	2	3	4	5	6	7
1	-----	-----	-----	-----	-----	-----
2	-----	-----	-----	-----	-----	-----
3	-----	-----	-----	-----	-----	-----
4	-----	-----	-----	-----	-----	-----

3. Date of release of Invitation for Bids on on-line: - ----- **at 12.00 Noon**
4. Start date and time of down loading of Bid Documents ----- **from 11.00 AM**
5. Date and Time of Pre-Bid Meeting: - ----- **at 11.00 A**
6. Start date and time of submission of bid on tender website: - ----- **from 10.00 AM**
7. **Availability of Bid Documents and mode of submission:** The bid document is available on-line and should be submitted on-line in <https://etender.up.nic.in>. The Bidder would be required to register himself in the web-site. For submission of the bids, the Bidder is required to have a valid Digital Signature Certificate (DSC) issued from any one of the authorized Certifying Authorities. Digital signature is mandatory to participate in the e-tendering.
8. **Cost of Bid Document:** as per column 6 (*non-refundable*). To be deposited in the account of **UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Document's Cost (Tender Fee) is not paid through e-tender portal by Internet Banking.**
9. **Bid Security (EMD):** Bids must be accompanied with security of the amount specified for the work in the table as per column 5. Bid security will be deposited in the account of **UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if**

the Bid Security (EMD) is not paid through e-tender portal by Internet Banking. No other form of bid security will be accepted.

10. **Submission of Original Documents:** The bidders are required to submit the following document at the time of signing the Contract Bond
 - (a) **Affidavit regarding correctness** of information furnished with bid as per-provisions of Clause 4.4(B) (a) (ii) of ITB with the office specified in the Bid Data Sheet,
 - (b) **Self-attested bid id sheet generated when the bid successfully submitted by the bidder**

Original documents must match the scanned copies submitted along with the bids online. In case, of any discrepancy in this respect, it will be treated as miss-representation by the Bidder. Such Bidder shall be liable to be debarred for participating in bids for five years.

Employer Office: - SUPRINTENDING ENGINEER RURAL ENGINEERING DEPARTMENT, -----

11. **Last Date/Time for receipt of bids through e-procurement:** ----- up to 12.00 Noon.
12. **Date of opening of bids through e-procurement:** ----- at 12.30 pm in the Office of the SUPRINTENDING ENGINEER RURAL ENGINEERING DEPARTMENT, -----
13. For further details please log on to **<https://etender.up.nic.in>** and download the bid document.
14. **Time allowed for completion of each work is as mentioned in column no. 7, including rainy season.**
15. The bids shall remain valid for acceptance for a period of 90 (ninety) days from the last date of submission of bids. Bids once submitted cannot be withdrawn after the deadline date of submission of bids.
16. The site for the work is available.
17. In case of any discrepancy between the downloaded bid document and that available with the concerned Employer office, the bid document available in the Employer office would be considered authentic.
18. Bid must be submitted through **e-procurement**: on or before dated ----- up to 12.00 Noon.
19. Only on-line submission of bids is permitted, therefore; bids must be submitted on-line on website **<https://etender.up.nic.in>**.
20. Bidders may bid for any one or more of the works mentioned in the Table above. To qualify for a package of contracts made up of this and other contracts for which bids are invited in the same NIT, the Bidder must demonstrate having experience and resources sufficient to meet the aggregate of the qualifying criteria for the individual contracts. Bidder must satisfy himself for qualifying criteria before bidding.
21. Each Bidder is required to submit the scanned copy of the following affidavit and document on-line and original copy at the time of signing the agreement.
 - (a) An affidavit on Format RED-T-6 on a single non-judicial stamp paper of Rs. 100/-
 - (b) An affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-.
 - (c) Self attested copy of valid T-4 Character certificate issued by DM/Collector.
 - (d) Self- attested copy of valid T-5 Solvency certificate issued by DM/Collector.
 - (e) Self- attested copy of valid registration certificate of appropriate class in RED.
 - (f) Authorized address of the Bidder: email-id, mobile no, facsimile no, and contact address written on his letter pad.
 - (g) Form of bid for Part I and II of the bid, as per format given in section 6.
 - (h) Bank credit facilities as per format provided in bid documents.
22. Each Bidder is required to submit on-line the scanned copy of other documents mentioned in clause 12.2 of ITB.
23. A Bidder shall not be permitted to bid for works in the Division / Circle responsible for award and execution of contracts in which his or his spouse's near relatives (defined as first blood relations, and their spouses) is posted in any capacity of RED or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive) Bidder shall also submit an affidavit clearly mentioning the names and designation of relatives working in any capacity in the Division / Circle of RED.

24. Any retired Gazetted officer (retired within two years) from any state/Central Government is not allowed to work in the Contractor establishment without Government permission. This contract is liable to be cancelled if either the Contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government as aforesaid before submission of the tender or engagement in the Contractor's service.
25. Bid documents and other details consisting of qualification information and eligibility criteria of Bidders, plans, specifications, drawings, the schedule of quantities of the various classes of work to be done and the set of terms & conditions of contract to be complied with by the Contractor can be downloaded from the website:
<https://etender.up.nic.in>.
26. Any Bidder who is punished by any Honorable court for any criminal activity is not allowed to participate in the bidding process.
27. Any Bidder who is registered with the any bar council is not allowed to participate in the bidding process.
28. Conditional Bid will not be accepted.
29. The undersigned officer is fully empowered to reject or accept any one bid or all bid without assigning any reason or notice.
30. The Bidder is required to register his labour in the labour department within a week from the date of receiving the letter of start of work.
31. Each Bidder is required to quote his rate on-line in the attached BOQ.
32. The GO Nos. 3385/86-2015-292/2015 dated 15.10.2015, 3821/86-2015-292/2015 dated 21.11.2015, 2799/86-2016-292/2015 dated 12.09.2016, 3209/86-2016-127/2015 dated 18.11.2016, 336/86-2020-52(SA)/2019TC dated 24.02.2019, 1345/86-2019-292/2015 dated 15.07.2019, 2146/86-2020-52(SA)/2019TC dated 30.09.2019, 115/86-2020-52(SA)/2019TC dated 15.01.2020, 115(1)/86-2020-52(SA)/2019TC dated 15.01.2020, 847/86-2020-52(SA)/2019TC dated 06.06.2020, 990/86-2020-52(SA)/2019TC dated 23.06.2020, 1360/86-2020-52(SA)/2019TC dated 05.08.2020, 2470/86-2020-52(SA)/2019TC dated 31.12.2020, 254/86-2021-52(SA)/2019TC dated 05.02.2021, 1063/86-2021-52(SA)/2019TC dated 09.08.2021 issued by UP Mining Department as amended time to time will be enforced for Royalty deductions.
33. The GO No 2474/62-3-09-88RE/06 dated 14.07.2009 issued by UP RED will be applicable to the Contractor.
34. Relevant clauses of the GO No 2466/92-1-2018-65M/2014 dated 30.07.2018 issued by UP RED will be applicable to the contractor.
35. Any circular or instruction issued by National Green Tribunal will be applicable to the Contractor.
36. After issue of Notice to Proceed with the Work, the Contractor will submit the name of the labourers to be employed at the concerned work site registered by labour Department.
37. Any change of technical personnel of the Contractor is subjected to the Employer consent during the construction period.
38. All notices and letters sent to e-mail given by the Bidder and SMS on registered cell phone of the Bidder will be presumed that has been received by the Bidder.
39. Other details can be seen in the bidding documents. The Employer shall not be held liable for any delays due to system failure beyond its control. Even though the system will attempt to notify the Bidders of any bid updates, the Employer shall not be liable for any information not received by the Bidder. It is the Bidders' responsibility to verify the website for the latest information related to the tender.
40. All affidavits must bear the NIT number as well as name of work for which bid is submitted otherwise it will be treated as fictitious also any affidavit issued before start of tender process will not be accepted.

Superintending Engineer, RED,

Address: -----

(Designation and address of Authority inviting bids)

Section 2

RURAL ENGINEERING DEPARTMENT

Condition for the supply of Materials

Conditions of Contract

1. Earnest Money/Bid security shall be deposited by the Supplier or Contractor @ 10% of the Tender Cost at the time of Tender in shape of Interest-bearing Securities like FDR of Schedule commercial Bank pledged to Executive Engineer / Superintending Engineer_____ Div. / Circle, R.E.D.
2. The person whose tender has been accepted shall, before the date fixed for commencing the work, if so required, sign a bond available in the Assistant Engineer/Assistant Engineer/ Executive Engineer / Superintending Engineer's office. The earnest money paid by the contractor when submitting his tender, will be retained as security for the due performance of his contract. All damages payable by the contractor under the terms of his contract may be deducted by the Executive Engineer from this Security deposit, or from any other sums due, or which may become due to him by Government.
3. The date fixed by the Assistant Engineer/Assistant Engineer/ Executive Engineer / Superintending Engineer for the commencement and completion of work, as entered in the tender, shall be strictly observed by the contractor. To ensure good progress during the execution of the work the contractor shall be bound to carry on work in accordance with the dates and quantities entered in the progress statement attached to the tender. This progress statement will be signed by the contractor. In the event of the contractor's failing to abide by the terms of Progress Statement he will be liable to a fine of 1 % for every day that the work remains in complete. Provided always that the entire amount of damages to be paid under the provision of this clause shall not exceed 10% of the total cost of agreement.
4. In every case in which the Contractor/Supplier fails to proceed with work accordance with the terms of the progress statement, mentioned in the above clause the Assistant Engineer/Assistant Engineer/ Executive Engineer / Superintending Engineer shall have power either to rescine the contract altogether or to have the supply completed without further notice at the contractor's risk and expenses as he may deem best suited to the interest of Government, and the contractor, shall have no claim to compensation for any loss that he may incur in anyway.
5. The Contractor/Supplier will supply the sample of the material to the Engineer or his representative for approval and after getting its approval from Engineer or his representative he will start the supply of material at site.
6. The Engineer or his representative will test the supplied material according to the specification. The material supply shall be considered complete only after approval of Engineer or his representative.
7. Quantity of only that material will be entered in measurement book which are approved by the Engineer or his representative.
8. If the Contractor/Supplier feel hindered in the supply of the material so as to necessitate as extension of the time allowed in this tender he shall apply in writing to the Executive Engineer / Superintending Engineer, who shall grant it in writing if reasonable ground be shown for it, and without such written authority of the Executive Engineer / Superintending Engineer, the contractor shall not claim exemption from the fine leviable under clause 3.
9. The delivery will not be considered completed until the contractor shall have removed all rejected materials and shall have the approved materials stacked or placed in such position as may be pointed out on him by the Engineer or his representative.
10. In the event of the material being considered to be inferior to that described in the specification the Contractor/Supplier shall on demand in writing forthwith remove the same at his own cost and in the event of his neglecting to do so within the period as intimated by the Engineer or his representative then the department will remove the such rejected material from the site at the contractor's risk and expenses incurred being liable to be deducted from any sums due to the contractor.

11. If the Contractor/Supplier or his personnel deface any building, road, fence, enclosure or grass land or cultivated land he shall make it in original shape at his own cost and in the event of failing to do so the same shall be repaired by the department and the cost of the same shall be recovered from any dues of the Contractor/Supplier.
12. The Contractor/Supplier shall supply at his own expense all tools, plants and implements required for the due fulfilment of his contract and the material shall remain at his risk till the date for final delivery.
13. The Contractor/Supplier shall not sublet the work without written permission of the Employer.
14. The Contractor/Supplier shall follow the labour rules as per act without any gender bias.
15. If the contractor fails to carry out any conditions here to agreed upon for which no liquidated damages are herein before provided, he shall be bounded to pay sum not exceeding the amount of his security by way of liquidated damages to the Government of Uttar Pradesh as the Engineer may assess.
16. Government shall have the right to accept at reduced rate for any sub standard or defective work and if any audit by technical examination/AG team ,of work ,running and final bill including all supporting vouchers, abstract is conducted for any work done by the contractor under any contract and if as a result of such acceptance of sub standard or defective work on audit by technical examination/AG team is found that any sum have been over paid to the contractor in respect of any work done by the contractor under the contract, it will be recovered from any payment due to the contractor or payment of any work claimed by him under the contractor but found not to have been actually executed the contractor shall be liable to refund the over payment amount and it shall be lawful for Government to recover the same from him and if it is found that the contractor was paid less than was due to him under the contract in respect of any work executed by him the amount of such payment will be duly paid by Government to the contractor

Provided the sub-standard or defective work accepted not considered being seriously defective by the Engineer-in-charge and the rate of work so accepted is suitably by him to compensate the Govt and such deduction will be binding on the contractor.

17. If the variation is more than 20% on higher side of Bill of Quantity, it will be approved by the next higher officer to the agreement signing officer with the consent of Contractor/Supplier and if it is more than 20% on lower side of Bill of Quantity it will be treated as breach of Contract.
18. Dispute Redressal system described in T1 and T2 shall be applicable in this contract also as per limit of agreement signing officer.
19. Criminal are prohibited from bidding.
 - (a) Any bidder who is punished by any Honourable court for criminal activity is not allowed to participate in the bidding process or involved in the organised crime or gangster activities or Mafia or Gunda or Anti-Social activities are strictly prohibited to participate in the bidding process. If it is established that any bidder has criminal record, his bid shall be automatically cancelled.
 - (b) The bidder has to produce character certificate, Solvency certificate, Self Declaration Affidavit (on the prescribed proforma which are attached with the bid document) etc. Issued by the competent authority in original with bid document.
- 20 Any bidder who is an advocate and registered with any Bar Council shall not be allowed to participate in the bidding. If it is established that the contractor is registered with any Bar Council, his bid shall be automatically cancelled.

Section 3

Condition for the Stone Metal Collection

1. The stone shall be hard, clean and fit for road metal in every respect and be obtained from approved quarries and shall not be inferior to the sample supplied by the contractor and sealed with the seal of the department and the contractor and kept in custody of the Engineer in Charges.
2. The metal shall not be thrown down on the traveling surface or parts of the road under any circumstance, but the road metal shall be stored in the lower berm where stack is to be formed as directed by the subordinate in charge. The collection and stacking of metal shall always commence at one end of the portion to be renewed in each Kilometer and to be continued to the other end of the portion. The stack shall be regular measurable shape, free from rubbish and dry leaves etc.
3. The tendered rate shall include all quarrying charges, royalty paid by the contractor testing screens tools and plants carriage of the material to the site stacking and the removal charge of any rejected materials to any place where the rejected material is to be deposited as ordered by the Engineer in charge. In proof of payment of royalty, the Contractor/Supplier will produce form e-MM-11 (e-Ravenna) otherwise recovery of royalty will be deducted at prescribed rates.
4. The Contractor/Supplier shall make progress in the collection and staking of metal in accordance with statement attached to the contract bond. where in the monthly installment of collection are laid down, none of the metal in such installment will be considered as collected unless it has been passed and accepted as per specification by the Engineer in Charges.
5. The contractor shall commence and complete his collections in accordance with statement as mentioned in clause 2 above.
6. If the Contractor/Supplier collects any metal on the road beyond what is specified in the contract bond to which the specification and conditions are attached without a written permission from the Engineer in Charges such work will be done at the contractor's risk and he shall not be entitled to payment for any such work or material and all metal to put on the roadside may be confiscated by the Engineer in Charges.
7. All metal brought to roadside which is rejected by the Engineer in Charges or which is not stacked according to the terms to this specification and conditions shall be removed by Contractor/Supplier up to the date intimated by the Engineer in charge, if the Contractor/Supplier will not do the same The Engineer in Charges may have it removed and restacked to such place as he thinks fit and all expenses incurred in removing and re stacking of materials shall be paid by the Contractor/Supplier and any loss of metal due to removing and re-stacking shall be borne by the Contractor/Supplier for which no claim shall be entertained. The expenditure incurred will be recovered from any due to Contractor/Supplier.
8. If the Engineer in Charges, at any stage of the work finds that the contractor progress on collection is not in accordance with the progress statement or such slower rate as may have been allowed to him or considers the quality of metal collected by him unsatisfactory. The Engineer in Charges shall give notice in writing to the contractor and if Contractor/Supplier failed to carry out his direction, The Employer may either.
 - a) Rescine the contract and make other agreement for completing the collection or for removing the defective material or for both and in each case, he may direct that the contractor shall pay by way of liquidated and ascertained damages any sum up to the amount of the contractor security deposit and the contractor shall be bound by such order.
 - b) Or allow the Contractor/Supplier to continue the work at the slower rate of progress in which case the contractor shall pay by way of liquidated and ascertained damages such as the Engineer in Charges may assess up to 10 % of the tendered cost of quantity of road metal collected short at any stages of the progress statement but the total sum assessed under this clause shall not exceed the amount of contractor security deposit for the work.

9. If the contractor fails to attend the measurement of the metal after receiving due notice from the Engineer in Charges stating the date and time. The work shall be measured in his absence and if any dispute occurs to re-measure the work, the expense incurred in re-measurement shall be charged against the contractor's accounts.
10. During the performance of the work on date to be fixed by the Engineer in Charges payments at the contract rate will be made to the contractor for work passed by the Engineer in Charges.
11. The Security deposited by the contractor at the time of contract will be refunded to the contractor after the payment of final bill.

Section 5

'A' Statement having monthly collection of metal under contract bond no _____

Dated: _____ To be carried out by _____ Contractor _____

Name of Road	Km.	Quantity of the collection	Proportion of collection to be completed					Remarks
			By	By	By	By	By	
Total								

I certify that I clearly understand the progress that I have to make and do hereby bind my self and agree to collect monthly installment on the date mentioned above under the penalty specified in paragraph 7 of the condition, attached to the bond.

Dated

Contractor

Section 2

Instructions to Bidders for works up to 40 lakh

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Instructions to Bidders (ITB) for works up to 40 lakh

A. General

1. Scope of Bid

1.1 The Employer as defined in the Appendix to ITB invites bids for the construction of Works as described in these documents and referred to as “the works”. The name and identification number of the works is provided in the Appendix to ITB. The bidders may submit bids for any or all of the works detailed in the table given in the Notice Inviting Tender. Bid for each work should be submitted separately.

1.2 The successful Bidder will be expected to complete the Works by the Intended Completion Date specified in Contract.

1.3 Throughout these documents, the terms “bid” and “tender” and their derivatives (bidder/ tenderer, bid/ tender, bidding/ tendering, etc.) are synonymous.

2. Eligible Bidders

2.1 Invitation for bids is open to all category of registered contractors (bidders) with Rural Engineering Department (UP), Except Contractor registered in class E, who is eligible for works only up to Rs. 5.0 Lakh.

2.2 Bidders shall not be declared ineligible for corrupt and fraudulent practices or declared as Debar or Blacklisted by the Central Government, the State Government or any public undertaking, autonomous body, authority by whatever name called under the Central or the State Government

2.3 Any bidder who is punished by any Honourable court for criminal activity is not allowed to participate in the bidding process, or involved in the organised crime or gangster activities or Mafia or Gunda or Anti-Social activities are strictly prohibited to participate in the bidding process. If it is established at any time that any bidder has criminal record, his bid shall be automatically cancelled.

2.4 The bidder has to be produced character Certificate (T-4), Solvency Certificate (T-5) issued by the competent authority in true copies of original with bid document and originals is to be produced and verified before acceptance of bid, Self-Declaration Affidavit (T-6) on Rs.100.00 Non-Judicial Stamp paper (on the prescribed proforma which is attached with the bid document) etc.

2.5 Any Bidder who is an Advocate and Registered with any Bar Council shall not be allowed to participate in the bidding. If it is established that the Contractor is registered with any bar council, his bid shall be automatically cancelled.

3. Certificates and Affidavits

3.1 (a) Each bidder must produce:

- (i) An affidavit that the information furnished with the bid documents is correct in all respects; exactly in the format attached with bid document.
- (ii) Authorized address of the bidder: email-id, mobile no, fax no., and contact address of residence and office written on his letter pad.
- (iii) Each bidder is required to furnish an affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-.

(b) **Bidder is required to submit the following affidavit and document at the time of signing the agreement.**

Each bidder is required to furnish an affidavit on a single non-judicial stamp paper of Rs. 100/- The bidder must not have in his employment.

- (i) The near relations (defined as first blood relations, and their spouses, of the bidder or the bidder’s spouses) of persons listed in the Appendix to ITB.

- (ii) Any person without Government permission, who retired as gazetted officer within the last two years from any Central or State Government Departments listed in the Appendix to ITB.
- (iii) He will own/arrange the machinery and equipment, as per requirement of work.
- (iv) He will not sublet the work to another contractor.
- (v) Self-attested copy of PAN of Firm or contractor.
- (vi) Self-attested copy of GST registration certificate
- (vii) Self-attested copy of Labour registration certificate.

3.1 (C) **Bidder is required to submit the following document before issue the letter of acceptance.**

If any Bidder is bidding more than one package/lot invited in the Notice Inviting Tender and the Bidder has declared **L-1** in Financial Bid in more than one package/lot, in such case the Bidder must demonstrate having experience and resources sufficient to meet the aggregate of the qualifying criteria for the individual contracts that is why in such case concerning Bidder has to submit his bid capacity calculation sheets along with Civil Engineering works Turn Over Certificate and complete audit report (**3CB, 3CD**) of any one year of last five years issued by Chartered Accountant with the following information in tabular form along with relevant certificate before the issue of Letter of acceptance failing which the Bidder will be awarded only one package/lot as decided by Tender accepting authority for which no any claim shall be entertained latter on.

Information on Bid Capacity (works for which bids have been submitted and works which are yet to be completed) as on the date of this bid.

Each bidder is also required to submit the scanned copy on-line /in tender box (up to 10 lakh only) the self-attested statement on the following format A , B and C with each bid.

Existing commitments and on-going construction work:

Description of Work	Place & State	Contract No & Date	Name & Address of Employer	Value of Contract (Rs. in lakhs)	Stipulated period of completion	Value of * works remaining to be completed. (Rs. Lakhs)	Anticipated Date of completion
1	2	3	4	5	6	7	8

* Enclose certificate(s) from Engineer(s)-in-charge for value of work remaining to be completed.

(A) **Works for which bids already submitted other than this Notice Inviting Tender but not finalized:**

Description of Work	Place & State	Name & Address of Employer*	Estimated Value of* Works (Rs. Lakhs)	Stipulated period of completion	Date when decision is expected	Remarks, if any
1	2	3	4	5	6	7

(c) **Bids already submitted and accepted but agreement not signed.**

Description of Work	Place & State	Name & Address of Employer	Value of Contract (Rs. In lakhs)	Letter of Acceptance issued (Yes or No)	Date of issue of Letter of Acceptance
(1)	(2)	(3)	(4)	(5)	(6)

Bid Capacity Calculation

Bidders who meet the minimum qualification criteria will be qualified only if their available bid capacity for construction work is equal to or more than the total bid value (Bidder Tendered Value). The available bid capacity will be calculated as under:

$$\text{Assessed Available Bid capacity} = (A * N * M - B)$$

Where

A = Maximum value of Turn Over in any one year during the last five years as certified by Chartered Accountant (updated to the price level of the last year at the rate of 8 per cent a year) taking into account the completed as well as works in progress in which there should be at least 50% Civil Engineering works.

N = Number of years prescribed for completion of the works for which bids are invited (period up to 6 months to be taken as half-year and more than 6 months as one year).

M = M is taken 2.5

B = Value, at the current price level, of existing commitments and on-going works to be completed during the period of completion of the works for which bids are invited.

Note: The statements showing the value of existing commitments and on-going works as well as the stipulated period of completion remaining for each of the works listed should be countersigned by the Engineer in charge, not below the rank of an Executive Engineer or equivalent.

Important: - If any bidder is bidding more than one package/Lot in the Notice Inviting Tender the bidder must inform in writing to the Tender Inviting Authority at the time or before the opening of technical bid about one of the following two options failing which the Tender Inviting Authority will act as follows

Financial bids of all qualifying bidders may be opened, and bids arranged in order with that package/Lots where the difference between potential **L-1** and potential **L-2** is the greatest followed by the one in which it is next greatest and so on. **L-1** will be awarded packages/Lots till his bid capacity is exhausted. The process will be repeated for the remaining packages based on difference between earlier potential **L-2** (now potential **L-1**) and earlier potential **L-3** (now potential **L-2**) values etc.

Qualification criteria will be applied to the individual contracts with combined evaluation methodology. If **L1** bidder is not qualifying due to lack of bid capacity in remaining bids, then **L2** may be considered if the variation between **L1** and **L2** is within a reasonable 5 % and bid amount is acceptable by the authority otherwise tender will be re-invited.

3.2 Bids from joint venture are not allowed.

3.3 The bid may be rejected if the bidder has:

- (i) Made misleading or false representations in the forms, statements, affidavits and attachments submitted and/or
- (ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
- (iii) Participated in the previous bidding for the same work and had quoted unreasonably high or low bid prices and could not furnish rational justification for it to the Employer.

4 **One Bid per Bidder**

Each Bidder shall submit only one Bid for one work. A Bidder who submits more than one Bid will cause the proposals with the Bidder's participation to be disqualified.

5. **Cost of Bidding**

5.1 The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the Employer will, in no case, be responsible or liable for those costs.

6. **Site Visit**

- 6.1 The Bidder, at his own cost, responsibility and risk, is encouraged to visit, examine and familiarise himself with the Site of Works and its surroundings including source of earth, water, road aggregates etc. and obtain all information that may be necessary for preparing the Bid and entering into a contract for construction of the Works. He may contact the person whose contact details are given in the Appendix to ITB.
- 6.2 Contact Person as per Appendix to ITB.

B. Bidding Documents

7. **Content of Bidding Documents**

7.1 The set of bidding documents comprises the documents listed below, and addenda issued in accordance with Clause 9 of ITB.

- 1. e-procurement Notice/ Press Notice for Manual Tender
- 2. Notice Inviting Tender for e procurement / Notice Inviting Tender for Manual Tender
- 3. Instructions to Bidders
- 4. Conditions of Contract General and Special
- 5. Contract data
- 6. Specifications & Drawings
- 7. Bill of Quantities
- 8. Form of Bid for e procurement / Form of Bid for Manual Tender
- 9. Form of Acceptance,
- 10. Form of Agreement.
- 11. Notice to Proceed with the Work,

7.2.1 The bid document is available online on the website: <https://etender.up.nic.in>. The bid document can be downloaded free of cost; however, the bidder is required to deposit towards the cost of bid document (*non-*

refundable) as per column 6 of NIT in the account of **UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Document's Cost (Tender Fee) is not paid through e-tender portal.**

7.2.2 **In case of manual tender:** - One set of the bidding documents will be issued to the bidder against the payment from the office places mentioned in NIT. Bid document can also be downloaded from departmental web site <https://www.upred.gov.in> free of cost but cost of bid document is to be paid at the time of bidding in the form of DD in favour of Concerned Employer as mentioned in NIT.

7.3 The bidder is expected to examine carefully all instructions, conditions of contract, contract data, forms, terms and specifications, bill of quantities, forms and drawings in the Bid Document. Failure to comply with the requirements of Bid Documents shall be at the bidder's own risk. Pursuant to clause 29 thereof, bids, which are not substantially responsive to the requirements of the Bid Documents, shall be rejected.

8. Clarification of Bidding Documents

8.1 The electronic bidding system provides for online clarification. A prospective Bidder requiring any clarification of the bidding documents may notify online the Authority inviting the bid. The Authority inviting bid will respond to any request (s) for clarification received earlier than 10 days prior to the deadline for submission of bids. Description of clarification sought and the response of the Authority inviting the bid will be uploaded for information for the public or other bidders without identifying the source of request for clarification.

8.2 A pre-bid meeting is to be held, the prospective bidder or his authorised representative is advised to attend it. Its date, time and address are given in the Appendix to ITB.

8.3 The purpose of the meeting is to clarify issues and to answer questions on any matter that may be raised at that stage.

8.4 Minutes of the meeting, including the text of the questions raised (without identifying the source of the enquiry) and the responses given will be uploaded for information of the public or other bidders. Any modifications of the bidding documents listed in Clause 7.1 of ITB, which may become necessary as a result of the pre-bid meeting shall be made by the Employer exclusively through the issue of an Addendum pursuant to Clause 9 of ITB and not through the minutes of the pre-bid meeting.

8.5 Non-attendance at the pre-bid meeting will not be a cause for disqualification of a bidder.

9. Amendment of Bidding Documents

9.1.1 **In case of e-tendering:** - Before the deadline for submission of bids, the Employer may modify the bidding documents by issuing online corrigendum, but a reasonable time must be given to prospective bidder in which to take a corrigendum into account in preparing their bids. The corrigendum will appear on the web page of the website: <https://etender.up.nic.in>. Under the "Latest Corrigendum" and e-mail notification is also automatically sent to those bidders who have moved his tender to their "My tenders" area.

9.1.2 **In case of manual tender:** - Before the deadline for submission of bids, the Employer may modify the bidding documents by issuing addenda, but a reasonable time must be given to prospective bidder in which to take an addendum into account in preparing their bids.

9.2.1 **In case of e-tendering:** - Any addendum thus issued shall be part of the bidding documents and shall be deemed to have been communicated to all the bidders who have moved this tender to their "My Tenders" area. In case any addendum/ Corrigendum, the system will automatically send e-mail to all bidders who have downloaded the bidding document.

9.2.2 **In case of manual tender:** - Any addendum thus issued shall be part of the bidding documents and shall be communicated in writing by registered post or by e-mail to all purchasers of the bidding documents. Prospective bidders shall acknowledge receipt of each addendum by e-mail to the Employer.

- 9.3 To give prospective bidders reasonable time in which to take an addendum into account in preparing their bids, the Employer shall extend, as necessary, the deadline for submission of bids, in accordance with Clause 22 of ITB.

C. Preparation of Bids

10. **Language of Bid**

All documents relating to the Bid shall be in the language specified in the Appendix to ITB.

11. **Documents Comprising the Bid for e-tendering process**

- 11.1 The Bid submitted by the Bidder online shall be in two separate parts:

Part I this shall be named Technical Part of Bid and shall comprise of:

- (a) An affidavit on non-judicial stamp paper of Rs. 10/- that the information furnished with the bid is correct in all respects; exactly on the format attached with bid document.
- (b) **Cost of Bid Document (Tender Fee):** - To be paid in the account of UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Document's Cost (Tender Fee) is not paid through e-tender portal. (Clause 7.2 of ITB).
- (c) **Bid Security (EMD):** - To be paid in the account of UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid security /EMD is not paid through e-tender portal as per clause 17.2.1 of ITB.
Uploading of proof of payment on online is not mandatory.
- (d) An affidavit on Format RED-T-6 on a single non-judicial stamp paper of Rs. 100/-
- (e) An affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-.
- (f) Self-attested copy of valid T-4 Character certificate issued by DM/Collector.
- (g) Self-attested copy of valid T-5 Solvency certificate issued by DM/Collector.
- (h) Self-attested copy of valid registration certificate of appropriate class in RED.
- (i) Authorized address of the bidder: email-id, mobile no, fax no. and contact address of residence and office written on his letter pad duly signed by the bidder.
- (j) Scanned copy of Form of Bid **Part I** and **Part II** as specified in Section 5.
- (k) Each bidder is required to upload the self-attested statements on format A, B and C of clause 3.1(c) of ITB.

Part II. It shall be named Financial Part of Bid and shall comprise of:

- (i) Form of Bid Part II as specified in Section 5.
- (ii) Priced bill of quantities for items specified in Section 6.

- 11.2 The documents and details mentioned in clause 11.1 Part I above shall be submitted online on website <https://etender.up.nic.in>. Details and process of online submission of the tender and relevant documents are given in the website mentioned above. The above are to be submitted in the manner as prescribed below:

- (a) The following details shall be entered on line in the prescribed formats if option not available on-line
Scanned copy of **Part I** and **Part II** shall be uploaded:
 - (i) Form of bid for Technical Qualification Part I of the bid, as per format given in Section 5.

- (ii) Form of bid for Technical-Financial Part II of the bid, as per format given in Section 5.
- (iii) The entry of percentage rate for the work shall be made by the bidder on line in Section 7 BOQ.

- (b) Scanned copies of the following documents shall be uploaded on the website <https://etender.up.nic.in>
- (i) An affidavit on non-judicial stamp paper of Rs. 10/- that the information furnished with the bid is correct in all respects; exactly on the bid is attached with bid document.
 - (ii) An affidavit on Format RED-T-6 on a single non-judicial stamp paper of Rs. 100/-
 - (iii) An affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-
 - (iv) Self-attested copy of valid T-4 Character certificate issued by DM/Collector.
 - (v) Self-attested copy of valid T-5 Solvency certificate issued by DM/Collector.
 - (vi) Self-attested copy of valid registration certificate of appropriate class in RED.
 - (vii) Authorized address of the bidder: email-id, mobile no, fax no., and contact address of residence and office written on his letter pad duly signed by the bidder.
 - (viii) Each bidder is required to upload the self-attested statements on format A, B and C of clause 3.1(c) of ITB.

NB: - Failing to upload any one document of (a) and (b) on online will cause non opening of Part II i.e Financial Bid.

- (c) **Submission of Original Documents:** The bidders are required to submit the following document at the time of signing of the Contract Bond to Employer.

- (i) **Affidavit regarding correctness** of information furnished with bid as per-provisions of Clause 3.1 (a) (i) of ITB with the office specified in the Bid Data Sheet,
- (ii) **Self-attested bid id sheet generated after submission of bid through e-tender portal.**

Original documents must match the scanned copies submitted along with the bids online. In case, of any discrepancy in this respect, it will be treated as miss-representation by the bidder. Such bidder shall be liable to be debarred for participating in bids for five years.

Employer Office: - Executive Engineer, Rural Engineering Department, of Concerned Division.

- (d) **Bidder is required to submit the following affidavit and document at the time of signing the agreement.**

- (i) An affidavit on a single non-judicial stamp paper of Rs. 100/-. The bidder must not have in his employment:
 - (a) The near relations (defined as first blood relations, and their spouses, of the bidder or the bidder's spouse) of persons listed in the Appendix to ITB.
 - (b) Any person without Government permission, who retired as gazetted officer within the last two years from any Central or State Government Departments listed in the Appendix to ITB.
 - (c) He will own/arrange the machinery and equipment, as per requirement of work.
 - (d) He will not sub-let the work to another contractor.
- (ii) Self-attested copy of PAN of Firm or contractor or Company.
- (iii) Self-attested copy of GST registration certificate of Firm or contractor or Company.
- (iv) Self-attested copy of Labour registration certificate of Firm or contractor or Company.
- (v) Original affidavit on Format RED-T-6 on a single non-judicial stamp paper of Rs. 100/-
- (vi) Original affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-

12.1 The Bid submitted by the Bidder in office mentioned in NIT shall be in two separate envelopes:

Envelope -1

Part I this shall be named Technical Part of Bid and shall comprise of:

- (a) An affidavit on non-judicial stamp paper of Rs. 10/- that the information furnished with the bid documents is correct in all respects as per-provisions of Clause 3.1 (a) (i) of ITB with the office specified in the Bid Data Sheet, exactly on the format attached with bid document.
- (b) **Cost of Bid document:** - Demand Draft drawn on any Scheduled Commercial Bank in favour of "Executive Engineer, U.P.R.E.D. of Concerned Division Payable at Concerned District will necessarily be attached with the bid if the bid is downloaded from departmental web site towards the *non-refundable* cost of Bid document as mentioned in col 6 of NIT.
- (c) **Bid Security (EMD):** Bids must be accompanied with security of the amount specified for the work in the table as per column 5. Bid security will be only in the form of FDR/TDR of a scheduled commercial Bank, pledged in favour of concerned Executive Engineer.
- (d) An affidavit on Format RED-T-6 on a single non-judicial stamp paper of Rs. 100/-
- (e) An affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-.
- (f) Self-attested copy of valid T-4 Character certificate issued by DM/Collector.
- (g) Self-attested copy of valid T-5 Solvency certificate issued by DM/Collector.
- (h) Self attested copy of valid registration certificate of appropriate class in RED.
- (i) Authorize address of the bidder: email-id, mobile no, fax no. and contact address of residence and office written on his letter pad duly signed by the bidder.
- (j) Each bidder is required to submit the self-attested statements on format A, B and C of clause 3.1(c) of ITB

NB: - Failing to submit any one document of 12.1 of Envelope-1 will cause non-opening of Envelope-2 i.e Financial Bid.

Envelope-2

Part II. It shall be named Financial Part of Bid and shall comprise of:

- (i) Form of Bid Section 5 in which the bidder will quote the rate in percentage above/below/at par.
- (ii) Priced bill of quantities for items specified in Section 6;

Both Envelope 1 and 2 should be submitted in One Big Envelope.

12.2 Bidder is required to submit the following affidavit and document at the time of signing the agreement.

- (i) Each bidder is required to furnish an affidavit on a single non-judicial stamp paper of Rs. 100/-. The bidder must not have in his employment:
 - (a) The near relations (defined as first blood relations, and their spouses, of the bidder or the bidder's spouse) of persons listed in the Appendix to ITB.
 - (b) Any person without Government permission, any person who retired as gazetted officer within the last two years of the rank and from the departments listed in the Appendix to ITB.
 - (c) He will own/arrange the machinery and equipment, as per requirement of work.
 - (d) He will not sub-let the work to another contractor.
- (ii) Self-attested copy of PAN of Firm or contractor or Company.
- (iii) Self-attested copy of GST registration certificate of Firm or contractor or Company.
- (iv) Self-attested copy of Labour registration certificate of Firm or contractor or Company.

13. Documents not to be submitted with bid

The following documents, which are not to be submitted with the bid, will be deemed to be part of the bid.

List of Important Dates

- 1 e- Procurement Notice /Press Notice for Manual Tender
- 2 Notice Inviting Tender
- 3 Instructions to Bidders
- 4 Conditions of Contract General and Special
- 5 Contract Data
- 6 Specifications
- 7 Drawings
- 8 Form of Acceptance,
- 9 Form of Agreement.
- 10 Notice to Proceed with the Work,

14. **Bid Prices**

- 14.1 The Contract shall be for the whole Works, as described in contract, based on the priced Bill of Quantities submitted by the Bidder.
- 14.2 The Bidder shall adopt the Percentage Rate Method indicated in NIT.
In Percentage Rate Method requires the bidder to quote *on line* a percentage above / below/ at par of the schedule of rates specified in Bill of Quantity.
- 14.3 While quoting rates, the GST component shall not be added in rates, while all other duties, taxes, royalties and other levies payable by the contractor under the contract, or for any other cause, shall be included in the rates, prices and total bid price submitted by the bidder. **GST** will be paid extra as applicable as per latest Government order.
- 14.4 The rates and prices quoted by the Bidder shall be fixed for the duration of the Contract and shall not be subject to adjustment.

15. **Currencies of Bid**

The unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees.

16. **Bid Validity**

- 16.1 Bids shall remain valid for a period of ninety days after the deadline date for bid submission specified in Bid document. A bid valid for a shorter period shall be rejected by the Employer as non-responsive.
- 16.2 In exceptional circumstances, prior to expiry of the original time limit, the Employer may request that the bidders may extend the period of validity for a specified additional period. The request and the bidders' responses shall be made in writing or by e-mail/Fax. A bidder may refuse the request; refusal will not cause the forfeiting of his Earnest Money.

17. **Earnest Money-Bid security**

- 17.1 The Bidder shall furnish, as part of the Bid, Earnest Money, in the amount specified in Bid Document.
- 17.2.1 **In case of e-tendering: - Bid security will be deposited in the account of *UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Security (EMD) is not paid through e-tender portal by Internet Banking.* No other form of bid security will be accepted.**

- 17.2.2 **In case of Manual Tender:** -The Bid security/Earnest Money shall be in the form of **Fixed Deposit Receipt** of a **scheduled commercial bank** issued in favour of the name given in the Appendix to ITB. The Fixed Deposit Receipt shall be valid for six months or more after the last date of receipt of bids. Other forms of Earnest Money shall not be acceptable to the Employer.
- 17.3 Any bid not accompanied by an acceptable form of Earnest Money, unless exempted on terms given in the bid document shall be rejected by the Employer as non-responsive.
- 17.4 The Earnest Money/Bid security of non-responsive Bidder will be returned after uploading of technical appraisal result on tender website portal <https://etender.up.nic.in> finalization of technical appraisal in case of manual tender.
- 17.5 The Earnest Money of unsuccessful bidders will be returned within 30 days of the end of the Bid validity period.
- 17.6 The Earnest Money of the successful Bidder will be discharged when the Bidder has signed the Agreement and furnished the required Performance Security.
- 17.7 The Earnest Money may be forfeited:
- a) if the Bidder withdraws the Bid after bid opening during the period of Bid validity.
 - b) in the case of a successful Bidder, if the Bidder fails within the specified time limit to
 - i. Sign the Agreement; and/or
 - ii. Furnish the required Performance Security.

18. **Alternative Proposals by Bidders**

Any alternative proposal in the specifications or Drawings or Design other than bid document submitted by the Bidder shall not be accepted.

D. Submission of Bids

19. **Bidding through E-Tendering System:**

- 19.1 The bidding under this contract is electronic bid submission through website <https://etender.up.nic.in> Detailed guidelines for viewing bids and submission of online bids are given on the website. The Invitation for Bids is published on this website. Any citizen or prospective bidder can log-on to this website and view the Invitation for Bids and can view the details of works for which bids are invited. The prospective bidder can submit bids online; however, the bidder is required to have enrolment/registration in the website and should have valid Digital Signature Certificate (DSC) in the form of smart card/e- token. The DSC can be obtained from any authorised certifying agencies. The bidder should register in the web site <https://etender.up.nic.in> using the relevant option available. Then the Digital Signature registration has to be done with the e-token, after logging into the site. After this, the bidder can login the site through the secured login by entering the password of the e-token and the user id/ password chosen during registration.

After getting the bid schedules, the Bidder should go through them carefully and then submit the documents as asked.

- 19.2 The completed bid comprising of documents indicated in ITB clause 11, should be uploaded on the website given above through e-tendering along with scanned copies of requisite certificates as are mentioned in different sections in the bidding document and scanned copies of the Bid Document, Cost of Bid Document and Bid Security in approved form.

20. **Electronic Submission of Bids:**

The bidder shall submit online two separate files. Part I, marked as Part I: Technical Qualification Part and Part II; marked as Part II: Financial Part. The above files will have markings as given in the Bid Data Sheet.

The contents of the Technical Qualification and Technical Financial bid shall be as specified in clause 11 of the ITB. All the documents are required to be signed digitally by the bidder. After electronic bid submission on line, the system generates a unique bid identification number which is time stamped. This shall be treated as acknowledgement of bid submission.

21. **Bidding through Manual Tendering System:**

21.1 **Format and Signing of Bid**

21.1.1 The Bidder shall submit one set of the bid comprising of the documents as described in bid document.

21.1.2 The Bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign on behalf of the Bidder. All pages of the Bid shall be signed by the authorised person or persons signing the Bid.

21.1.3 The Bid shall contain no overwriting, alterations or additions, except those to comply with instructions issued by the Employer, or as necessary to correct errors made by the Bidder, in which case such corrections shall be made by scoring out the cancelled portion, writing the correction and initialling and dating it by the person or persons signing the Bid.

21.2. **Sealing and Marking of Bids**

21.2.1 The Bidder shall place his Technical Bid in **Envelope No 1** and Mark it as Technical Bid.

21.2.2 The Bidder shall place his Financial Bid in **Envelope No 2** and Mark it as Financial Bid.

21.2.3 The Bidder will place the above two envelopes in a big Envelope and Submit it with clearly written his name as well as name of work for which the bid is submitted failing which the envelope will not be opened.

22. **Deadline for Submission of Bids**

22.1.1 **In case of e-Tendering:** - Complete Bids in two parts as per clause 19 above must be submitted by the Bidder online not later than the date and time indicated in the Appendix to ITB.

Any corrigendum for extension in deadline for submission of bid shall be up loaded by the Employer on website within time, if any corrigendum for extension in dead line for submission of bid not up loaded on web site within time will not be accepted in any case.

22.1.2 **In case of manual tendering:** - Complete Bids in two parts as per clause 21.2 above must be received by the Employer at the address specified in the bid document not later than the date and time indicated in the bid documents. In the event of the specified date for the submission of bids being declared a holiday for the Employer, the Bids will be received up to the specified time on the next working day.

22.2 The Employer may extend the deadline for submission of bids by issuing an amendment in accordance with Clause 9.3 of ITB. In such case all rights and obligations of the Employer and the bidders previously subject to the original deadline will then be subject to the new deadline.

23. **Modification/ Withdrawal/Late Bids**

23.1.1 **In case of e-tendering:** - The electronic bidding system would not allow any late submission of bids after due date and time as per server time.

23.1.2 **In case of Manual Tendering:** - Any Bid received by the Employer after the deadline prescribed in bid document will be returned unopened to the Bidder.

- 23.2.1 **In case of e-tendering: -** Bidders may modify their bids by uploading their request for modification before the deadline for submission of bids. For this, the bidder need not make any additional payment towards the cost of tender document. For bid modification and consequential re-submission, the bidder is not required to withdraw his bid submitted earlier. The last modified bid submitted by the bidder within the bid submission time shall be considered as the bid. For this purpose, modification/withdrawal by other means will not be accepted. In online system of bid submission, the modification and consequential re-submission of bids is allowed any number of times. The bidders may withdraw his bid by uploading their request before the deadline for submission of bids; however, if the bid is withdrawn, the re-submission of the bid is not allowed.
- 23.2.2 **In case of Manual Tendering: -** Bidders may modify or withdraw his bid by requesting in written to the employer before the deadline of submission of bids.
- 23.3 No bid shall be modified or withdrawn after the deadline of submission of bids.
- 23.4 Withdrawal or modification of a bid between the deadline for submission of bids and the expiration of the original period of bid validity specified in clause 16.1 above or as extended pursuant to Clause 16.2 may result in the forfeiture of the Bid Security (EMD) pursuant to Clause 17
- 23.5 Bid validity will not be affected in any case by the modification.

E. Bid Opening and Evaluation

24. Bid Opening in e-tendering process

- 24.1 The Employer inviting the bids or its authorised representative will open the bids online and this could be viewed by the bidders also online. In the event of the specified date for the Opening of bids being declared a holiday for the Employer, the Bids will be opened at the appointed time and location on the next working day.
- 24.2 The file containing the Part-I of the bid will be opened first.
- 24.3 In all cases, the amount of Bid Security, cost of bid documents, and the validity of the bid shall be scrutinized first. Thereafter, the bidders' names and such other details as the Employer may consider appropriate, will be notified as Part-I bid opening summary by the Authority inviting bids at the online opening. A separate electronic summary of the opening is generated and kept on-line.
- 24.4 Part II of bids of only those bidders will be opened online, who have qualified in Part I of the bid. The bidders' names, the Bid prices, the total amount of each bid, and such other details as the Employer may consider appropriate will be notified online by the Employer at the time of bid opening.
- 24.5 The Employer will also prepare minutes of the Bid opening, including the information disclosed in accordance with Clause 21.3 of ITB and upload the same for viewing online.

25. Bid Opening in Manual Tendering process

- 25.1 The Employer will open the bids received (except those received late) in the presence of the bidder's/bidders' representatives who choose to attend at the time, date and place specified in the bid document. In the event of the specified date for the submission of bids being declared a holiday for the Employer, the Bids will be opened at the appointed time and location on the next working day.

- 25.2 In all cases, the employer will open 1st Envelope-1, in which the amount of Earnest Money, forms and validity shall be announced 1st. Thereafter, the bidders' names and such other details as the Employer may consider appropriate, will be announced by the Employer at the opening.

26. Process to be Confidential

Information relating to the examination, clarification, evaluation, and comparison of bids and recommendations for the award of a contract shall not be disclosed to bidders or to any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any attempt by a Bidder to influence the Employer's processing of bids or award decisions may result in the rejection of his Bid.

27. Clarification of Bids and Contacting the Employer

- 27.1 No Bidder shall contact the Employer on any matter relating to its bid from the time of the bid opening to the time the contract is awarded.
- 27.2 Any attempt by the bidder to influence the Employer's bid evaluation, bid comparison or contract award decision may result in the rejection of his bid.

28. Correction of Errors in case of Manual Tendering

- 28.1 Bids determined to be substantially responsive will be checked by the Employer for any arithmetic errors. Errors will be corrected by the Employer as follows:
- a) Where there is a discrepancy between the rates in figures and in words, the rate in words will govern; and
 - b) Where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.
- 28.2 The amount stated in the Bid will be adjusted by the Employer in accordance with the above procedure for the correction of errors and shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, the Bid will be rejected, and the Earnest money shall be forfeited.

29. Evaluation and Comparison of Bids

- 29.1 The Employer will evaluate and compare the bids submitted properly as per clause 19 to 23.
- 29.2 In evaluating the bids, the Employer will determine for each Bid the evaluated Bid price by adjusting the Bid price by making correction, if any, for errors.
- 29.3 If the Bid of the successful Bidder is seriously unbalanced in relation to the Engineer's estimate of the cost of work to be performed under the contract, the Employer may require the Bidder to produce detailed price analyses for any or all items of the Bill of Quantities, to demonstrate the internal consistency of those prices with the construction methods and schedule proposed. After evaluation of the price analyses, the Employer may require that the amount of the performance security set forth in bid document be increased at the expense of the successful Bidder to a level sufficient to protect the Employer interest against financial loss in the event of default of the successful Bidder under the Contract. The amount of the increased performance security shall be at the sole discretion of the Employer, which shall be final, binding and conclusive on the bidder. Seriously, unbalanced bid may be rejected if the Bidder fails to produce detailed price analysis.

30. Price Preference

There will be no price preference to any bidder.

F. Award of Contract

31. Award Criteria

Subject to Clause 29 of ITB, The Employer will award the Contract to the Bidder, who has offered the lowest evaluated Bid price, provided the bidder satisfies the conditions as per clause **3** and to be substantially responsive to the bidding documents along with the clause 29.3 of ITB.

32. Employer's Right to accept any Bid and to reject any or all Bids

Notwithstanding the above Clause 31, the Employer reserves the right to accept or reject any Bid, and to cancel the bidding process and reject all bids, at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Employer's action.

33. Notification of Award and Signing of Agreement.

33.1 Bidder is required to submit the following affidavit and document at the time of signing the agreement.

- (i) An affidavit on a single non-judicial stamp paper of Rs. 100/-. The bidder must not have in his employment or his near blood relatives posted in the division which is responsible for the execution of works:
 - (a) The near relations (defined as first blood relations, and their spouses, of the bidder or the bidder's spouse) of persons listed in the Appendix to ITB.
 - (b) Any person without Government permission, who retired as gazetted officer within the last two years from any Central or State Government Departments listed in the Appendix to ITB.
 - (c) He will own/arrange the machinery and equipment, as per requirement of work.
 - (d) He will not sub-let the work to another contractor.
- (ii). Self-attested copy of PAN of Firm or contractor or company.
- (iii) Self-attested copy of GST registration certificate of Firm or contractor or company.
- (iv) Self-attested copy of Labour registration certificate of Firm or contractor or company.
- (v) Original affidavit on Format RED-T-6 on a single non-judicial stamp paper of Rs. 100/-
- (vi) Original affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-.

33.2 The bidder whose Bid has been accepted will be notified of the award by the Employer prior to expiration of the Bid validity period by emails, sms, facsimile or any means of communication confirmed by registered letter. This letter (hereinafter and in the **Part I General Conditions of Contract called the "Letter of Acceptance"**) will state the sum that the Employer will pay to the Contractor in consideration of the execution, completion by the Contractor as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price").

33.3 The notification of award will constitute the formation of the Contract.

33.4 The Agreement will incorporate all agreements between the Employer and the successful Bidder. It will be signed. by the Employer and the successful Bidder after the performance security is furnished.

34. Performance Security

34.1 Within 10 (ten) days after receipt of the Letter of Acceptance, the successful Bidder shall deliver to the Employer a Performance Security of **{(5%) five percent or as per latest GO}** of the Contract Price, valid for the period of **one year** plus the time for completion of works and additional security for unbalanced Bids in accordance with Clauses 29.3 of ITB and Clause **39** Part I General Conditions of Contract and sign the contract.

34.2 The performance security shall be only in the form of fixed deposit Receipts from a Scheduled Commercial Bank in favour of **Concerned Executive Engineer of RED Division.**

34.3 Failure of the successful Bidder to comply with the requirements of Clause **34.1**. Shall constitute sufficient grounds for cancellation of the award and forfeiture of the Earnest Money. He will also be debarred from participating in bids under the concerned division or he may be blacklisted.

35. Corrupt or Fraudulent Practices

35.1 It is required that each Bidder/Contractor (including their respective officers, employees) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or coercion or collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.

35.2 The Bidder(s)/Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:

(a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any employee of the Employer involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.

(b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.

(c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/CRPC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Employer as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

35.3 The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

35.4 The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in Fraudulent Practice, which means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests and, this includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid process at artificial non-competitive levels and to deprive the Employer of the benefits of free and open competition.

35.5 The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

35.6 Without prejudice to any rights that may be available to the Employer under law or the Contract or its established policies and laid down procedures, the Employer shall have the following rights in case of breach under Clauses 35.1 to 35.5 above by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Employer absolute right:

- (a) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Clauses 35.1 to 35.5 above or in any other form, such as to put his reliability or credibility in question, the Employer after giving proper opportunity to the Bidder(s)/Contractor(s) shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes.
 - (b) Forfeiture of Bid Security/Performance Security: If the Employer has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated the Contract or has accrued the right to terminate the Contract, the Employer apart from exercising any legal rights that may have accrued to the Employer, may in its considered opinion forfeit the entire amount of Bid Security and Performance Security of the Bidder/Contractor as the case may.
- 35.7 Please be noted that in case of any documents attached with your bids is found forged or incorrect in any manner, whatsoever, then a legal action like FIR, Blacklisting shall be done against the bidder.

Appendix to ITB or Bid data sheet up to 40 lakh work.

Instructions to Bidders Clause Reference			
(1.1)		The Employer is Governor of Uttar Pradesh	
		Representative: Executive Engineer/Assistant Engineer, Rural Engineering Department, Division- ----- on behalf of Governor of UP <i>Strike out which one is not applicable</i>	
		Identification No. of the works is:	
1.	Name of Building Work: -----		Block: -----
	Name of Road		
	From	To	Block
			Length (Km.)
1.			
		The State is: - Uttar Pradesh	
(2.1)	Eligible Bidders are: Contractors registered with Rural Engineering Department (U.P) in class 'A / B/ C/ D/ E category as the case may be. (Bidder is required to upload the scanned copy of registration certificate on line).		
2.4	The bidder has to be produced character Certificate (T-4), Solvency Certificate (T-5) issued by the competent authority in true copies of original with bid document and originals is to be produced and verified before acceptance of bid, Self-Declaration Affidavit (T-6) on Rs.100.00 Non-Judicial Stamp paper. (Bidder is required to upload the scanned copy of T-4, T-5, T-6 on line).		
3.1(a)(i)	An affidavit that the information furnished with the bid documents is correct in all respects; exactly in the format attached with bid document. Bidder is required to upload scanned copy on line and original in the office at prescribed time.		
3.1(a)(ii) and (iii)	Other certificates required with the bid		
	1. Each bidder is required to furnish an affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-.		
	2. Authorise address of the bidder: email-id, mobile no, fax no. and contact address of residence and office written on his letter pad.		
5.1	3. (a) Cost of Bid Document for e -tendering: - The bidder has to deposit in the Govt. Account of <u>UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Document's Cost (Tender Fee) is not paid through e-tender portal by Internet Banking.</u> (b) Cost of Bid document for Manual Tendering: - Demand Draft drawn on any Scheduled Commercial Bank in favour of "Executive Engineer, U.P.R.E.D. ----- Payable at - ----- will necessarily be attached with the bid if the bid is down loaded from departmental web site towards the <i>non-refundable</i> cost of Bid document as mentioned in col 6 of NIT.		
	Bidder is required to submit the following affidavit and document at the time of signing the agreement		
	Each bidder is required to furnish an affidavit on a single non-judicial stamp paper of Rs. 100/- The bidder must not have in his employment		
3.1(b) (i)	(i) The near relations (defined as first blood relations, and their spouses, of the bidder or the bidder's spouse) of persons listed in the Appendix to ITB		
3.1(b) (ii)	(ii) Without Government permission, any person who retired as gazetted officer within the last two years of the rank and from the departments listed in the Appendix to ITB.		

3.1(b) (iii)	(iii) He will own/arrange the machinery and equipment, as per requirement of work.	
3.1(b) (iv)	(iv) He will not sublet the work to another contractor	
3.1(b) (v)	(v) Self-attested copy of PAN of Firm or contractor.	
3.1(b) (vi)	(vi) Self-attested copy of GST registration certificate	
3.1(b) (vii)	(vii) Self-attested copy of Labour registration certificate	
2.4	(viii) Original affidavit on Format RED-T-6 on a single non-judicial stamp paper of Rs. 100/-	
2.4	(ix) Self-attested copy of valid T-4 Character certificate issued by DM/Collector.	
2.4	(x) Self attested copy of valid T-5 Solvency certificate issued by DM/Collector.	
2.5	(xi) Self attested copy of valid registration certificate of appropriate class in RED.	
3.1(a) (ii)	(xii) Authorize address of the bidder: email-id, mobile no, fax no., and contact address of residence and office written on his letter pad duly signed by the bidder.	
3.1(a) (iii)	(xiii) original affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/-.	
	Bid capacity calculation sheet	
3.1(b) (i)	The bidder must produce an affidavit stating that the near relations of the following departmental officers employed in the division. (J. E's, A.E.'s, DAOs, E.E.'s, and other clerical staff) clearly mentioning the names and designation of relatives working in any capacity in the Department along with Posting Place for award and execution of work. A bidder shall not be permitted to bid for works in the Division responsible for award and execution of contracts in which his or his spouse's near relatives (defined as first blood relations, and their spouses) is posted in any capacity such as Divisional Accountant Officer, other clerical staff or as an officer in any capacity between the grades of Executive Engineer to Junior Engineer (both inclusive).	
3.1(b)(ii)	Any retired Gazetted officer (retired within two years) from any state/Central Government is not allowed to work in the contractor establishment without Government permission. This contract is liable to be cancelled if either the Contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government as aforesaid before submission of the tender or engagement in the Contractor's service. <i>The bidder must produce an affidavit stating the names of retired gazetted officer (if any) in his employment who retired within the last two years.</i>	
	In case there is no such person in his employment, his affidavit should clearly state this fact.	
(6.2)	The contact person or Employer is:	
	Designation:	Executive Engineer,
	Address:	RURAL ENGINEERING DEPARTMENT Division -----
	Telephone No:	-----
10	Language of the bid is:	English
17	The amount of Earnest Money Shall be @ 2 % rounded up to ten rupees.	<p>Rs. ----- Lakh (In words)</p> <p>(a) Bid Security (EMD):- The bidder has to deposit in the Govt. Account of UP <u>e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Security (EMD) is not paid through e-tender portal by Internet Banking.</u> (in case of e-tendering)</p> <p>(b) Bid Security (EMD): Bids must be accompanied with security of the amount specified for the work in the table as per column 5. Bid security will be only in the form of</p>

		FDR/TDR of a Scheduled Commercial Bank, pledged in favour of concerned Executive Engineer. (<i>in case of Manual Tendering</i>)
17.2	Fixed Deposit Receipt must be pledged in favour of only in case of Manual Tender otherwise it will be deposited in Account as mentioned above.	Executive Engineer, Rural Engineering Department Division: -----
17.3	Exemption from Earnest Money is granted to:	None
8.2	Place, Time and Date for pre-bid meeting are:	Place: Office of the Executive Engineer, Rural Engineering Department, ----- Date: ----- Time: - 12.30 PM
14.2	Bids Submission	Bids may be submitted only <i>in percentage rate method</i>
16	Bid validity date:	90 Days from the deadline date for bid submission
	The Employer's address for the purpose of Bid submission is	EXECUTIVE ENGINEER, RURAL ENGINEERING DEPARTMENT Division -----
19 to 23	The deadline for submission of bids shall be:	----- up to 12.00 Noon
24 to 25	The date and time for opening of the Bids are	----- at 12.30 PM
34.2		(i) Performance Security shall be valid until a date of 365 days after intended completion date. (ii) Additional Performance Security for unbalanced Bid shall be valid for 45 days plus intended completion period.

Executive Engineer
Assistant Engineer
Rural Engineering Department
Division: -----

Strike out which one is not applicable.

Procedure for Submission/Withdrawal/Modification of e-Bids by the Bidders

All bidders please follow the following procedures at the time of uploading of their e-bids online on e-tender portal.

1. For Participating in e-Tender through the online system, it is necessary for the interested Bidders/Firms/Companies to be registered users of the e-Tender portal <https://etender.up.nic.in>. For this the interested Bidders/Firms/Companies have to register themselves by depositing a fee of Rs.6000/- (Rupees Six Thousand only) in the office of U.P. Electronics Corporation Limited (UPLC), 10- Ashok Marg, Lucknow 226001 for getting a valid User ID and password and the required training/assistance etc. On e-Tender portal <https://etender.up.nic.in>. The interested Bidders/Firms/Companies may contact to U.P. Electronics Corporation Limited for Registration. The Bidders/Firms/Companies must upload proof of registration/receipt of registration issued by UPLC failing which their bid shall not be considered for evaluation.

2. **Procedure for Submission of e-Bids.**

Submission of Bids shall be in accordance with the instructions mentioned below: -

- a. For participating in e-Bid through the e-tendering system, It is necessary for the bidders to be the registered user of the e-Procurement website <https://etender.up.nic.in>. The bidders must obtain a User Login Id and Password by registering themselves with U.P. Electronics Corporation Limited, Lucknow or any other certifying authorities approved by Controller of Certificate Authorities Government of India as the e-Procurement website <https://etender.up.nic.in> is presently accepting DSCs issued by these authorities only if they have not done so previously for registration.
- b. In addition to the normal registration the bidder must register with his/her Digital Signature Certificate (DSC) in the e-tendering system and subsequently he/she will be allowed to carry out his/her e-Bid submission activities. Registering the Digital signature Certificate (DSC) is a one-time activity. Before proceeding to register his/her DSC the bidder should first log on to the e-tendering system using the User Login option on the home page with the Login Id and Password with which he/she has registered as per clause-(a) above. **From 01-01-2021 onwards only Class-III Digital Signature Certificate (DSC) will be used as per direction from Controller of Certifying Authority, Government of India.**
- c. For successful registration of DSC on e-Procurement website <https://etender.up.nic.in>, the bidder must ensure that he/she should possess Class-2/Class-3 DSC is issued by any certifying authorities approved by Controller of Certificate Authorities, Government of India as the e-Procurement website <https://etender.up.nic.in> is presently accepting DSCs issued by these authorities only. The bidder can obtain User Login Id and perform DSC registration exercise as described in clauses (a) and (b) above even before e-Bid submission date starts. The U.P. Electronics Corporation/Department shall not be held responsible if the bidder tries to submit his/her e-Bid at the last moment before end date of submission but could not submit due to DSC registration problem.
- d. **The Bidder shall be required to use own Digital Signature while uploading its Bid. The Bidder shall be required to upload the Bid using its Digital Signature only. Failure to comply or usage of Digital signature of other firm shall be liable for rejection of the Bid.**
- e. The bidder can search for active tender through **"Search Active tenders"** link, select a tender in which he/she is interested in and then move it to **'My Tender'** folder using the options available in the e-Bid Submission menu. After selecting and viewing the tender, for whom the bidder intends to e-Bid from **'My Tender'** folder the bidder can place his/her e-Bid by clicking **"Pay on-line"** option available at the end of the view tender details form. **Before this, the bidder should download the e-tender document and Price Schedule/Bill of Quantity (BOQ) and study carefully. The bidder should keep all the document ready as per the requirements of e-tender document in the PDF format except the Price schedule/Bill of Quantity (BOQ). Which should be in the XLS format (Excel sheet).**

- f. After clicking the ‘Pay online’ option, the bidder will be redirected to the Terms and Conditions page, The bidder should read the Terms & Conditions before proceeding to fill in the details, the bidder should click “**Encrypt & Upload**” option given in the on line payment details form so that “**Bid Document Preparation and Submission**” window appears to upload the documents as per Technical (Qualification details, e-Bid form and Technical Specification details) and financial (e-Bid form and price Schedule/BOQ) schedules/packets given in the tender details.

It is to be noted that without payment of Tender fee (Bid document cost) and EMD (Bid security) Bids of the Bidder will not be submitted. For on-line payment of tender Fee and EMD the Bidder must follow the following steps.

- (i) *After reading terms and Condition click the submit button, SBI bank site will be opened.*
- (ii) *Select SBI Bank and click submit button.*
- (iii) *A window will be opened in which the Bidder can select the Bank where his internet account exists either SBI or other than SBI Bank.*
- (iv) *If the Bidder are selecting SBI Bank a window will be opened where reference number, payable amount is shown. After clicking confirm button required amount will be paid directly from the Bidder account to UP tender portal. A confirmation slip of payment will be generated.*
- (v) *If the bidder is selecting other than SBI Bank the Bidder can select his internet account holding Bank from drop down list.*
- (vi) *After selecting the Bidder choice bank pay the required amount by fulfilling the formalities. After fulfilling formalities required amount will be paid directly from your account to UP tender portal. A confirmation slip of payment will be generated.*
- (vii) *The Bidder can also select payment through NEFT/RTGS but it requires minimum 24 hour time to complete the payment formalities. In this system a chalan will be generated which will be submitted to SBI Bank or your serving bank for payment. After payment from concerning bank. SBI will update the payment to tender portal. It takes minimum 24 hour to update the payment. After payment to tender your tender will be uploaded. It should be noted in case of selecting NEFT/RTGS payment the bidder cannot back to another bank.*

- g. Next the bidder should upload the Technical e-Bid document for, Qualification details, e-Bid Form as per Technical Specification details and Price Schedule/BOQ of e-tender document. Before uploading, the bidder has to select the relevant Digital Signature Certification. He may be prompted to enter the Digital signature Certificate password, if necessary. For uploading, the bidder should click “Browse” button against each document label in Technical and Financial scheduled/packets and then upload the relevant PDF/XLS files already prepared and stored in the bidder’s computer. The required document for each document label of Technical (Qualification details, e-bid form and Technical Specification details) and financial (e-Bid form and Price Schedule/BOQ) schedules/packets can be clubbed together to make single different files for each label.
- h. The bidder should click “Encrypt” next for successfully encrypting and uploading of required document. During the above Process, the e-Bid documents are digitally signed using the DSC of the bidder and then the documents are encrypt/locked electronically with the DSC’s of the bid openers to ensure that the e-Bid document are protected, stored and opened by concerned bid openers only.
- i. After successful submission of e-Bid document, a page giving the summary of e-Bid submission will be displayed confirming end of e-Bid submission process. The bidder can take a printout of the bid summary using the “Print” option available in the window as an acknowledgement for future reference.
- j. Once the e-Bid submission date and time is over, the bidders cannot submit their e-Bid. The bidder shall only be held responsible for any delay and whatsoever reason in submission of e-Bid.
- k. Bidders are advised to submit their e-Bid in Two-Bid system with Technical and Financial bids separately on e-Tender portal.
- l. Please note that prices should not be quoted in the Technical e-Bid if quoted bidder bids may be liable for rejection The Prices should be quoted in the financial e-Bid only.

3. **Procedure for Withdrawal and Resubmission of e-Bids: -**

Withdrawal: -

At any point of time, a Bidder can withdraw his/her e-Bid submitted online before the e-Bid submission end date and time. For withdrawing, the Bidder should first log in using his/her Login Id and Password and subsequently by

his/her Digital Signature Certificate on the e-procurement portal <https://e-Tender.up.nic.in>. The bidder should then select “My Bids” option in the Bid Submission menu. The page listing all the Bids submitted by the Bidder will be displayed. Click “**View**” to see the details of the Bid to be withdrawn. After selecting the “**Bid Withdrawal**” option the Bidder has to click “**Yes**” to the message “*Do you want to withdraw this Bid*” displayed in the Bid Information window for the selected Bid. The Bidder also has to enter the Bid withdrawing reasons and upload the letter giving the reason for Withdrawing before clicking the “**Submit**” button. The Bidder has to confirm again by pressing “**Ok**” button before finally withdrawing his/her selected Bid. Once the Bidder has withdrawn his/her Bid he/she cannot re-submit this Bid again.

Resubmission: -

The Bidder can resubmit his/her e-Bid as and when required till the Bid submission end date and time. The new one bid will replace the e-Bid submitted earlier. The payment made by the Bidder earlier will be used for revised e-Bids and the new Bid submission summary generated after the successful submission of the revised e-Bidder will be considered for evaluation purpose for resubmission, the Bidder should first log in using his/her Login Id and Password and subsequently by his/her Digital Signature Certificate on the e-Tender procurement portal <https://e-Tender.up.nic.in>. The Bidder should then select “**My Bids**” option in the Bid submission menu. The page listing all the Bids submitted by the Bidder will be displayed. Click “**View**” to see the details of the Bid to be resubmitted. After selecting the “**Bid Resubmission**” option, click “**Encrypt & upload**” to upload the revised e-Bids document by following the methodology provided in clause 2 (submission of e-Bids) above.

The Bidders can submit their revised Bids as many times as possible by uploading their e-Bids document within the scheduled date & time for submission of e-Bids. No e-Bid can be resubmitted subsequently after the deadline for submission of e-Bid.

FORMAT FOR THE AFFIDAVIT OF CORRECTNESS

(NOTE: This affidavit should be on a non-judicial stamp paper of Rs.10/- and shall be attested by Magistrate/ Sub-Judge/ Notary Public)

I (Name of the authorized representative of the bidder) son/daughter of resident of (Full address), aforesaid solemnly affirm and state as under:

1. I hereby certify that all the information furnished with the bid documents submitted online/offline in response to notice inviting bid number -----/RED/Tender/File No-----/Bond Clerk/----- dated: ----- issued by Executive Engineer Rural Engineering Department Division -----

(Authority inviting bids)

For the ----- (name and identification of work) are true and correct in all aspects.

2. * I hereby certify that I have been authorised by (The bidder) to sign on their behalf, the bid mentioned in paragraph 1 above.

Deponent

Place:

Date:

Note: -

1. S.No 2 above will not be applicable if the bidder is an individual and is signing the bid on his own behalf.
2. Name and seal of the attestation officer (Magistrate/ Sub-Judge/ Notary Public) must be readable.
3. S.No. of register as well as registration number of Notary must be mentioned in all affidavit.

Section 5 (Part I) for e-tendering
FORM OF BID FOR PART I OF THE BID
Technical Qualification Part I of Bid

The Bidder shall fill in and load this form for Part I of Bid separately from the form for Part II of the Bid.

To

EXECUTIVE ENGINEER/ASSISSTANT ENGINEER
 RURAL ENGINEERING DEPARTMENT
 DIVISION -----

Name of Works: - -----

Dear Sir.

1. Having read the Bidding Documents, Requirements for submission of documents in ITB Clause 11, and acceptance of provisions for Fraud and Corruption in the Bidding Document, I/we submit in attachment all documents required in the Bidding Document together with all the Affidavits regarding the correctness of information/documents for the above stated bid.
2. I/we confirm that the Bid fully complies with all the requirements including the Bid Validity and Bid Security as required and specified by the bidding documents.
3. I/we certify that the information furnished in our bid is correct to the best of our knowledge and belief.

Authorized Signatory.....

Name and Title of Signatory.....

Name of Bidder.....

Authorized Address of Communication.....

.....

Telephone Nos (Office)

Mobile No.

Facsimile (Fax) No.

Electronic Mail Identification (Email ID)

Strikeout which one is not applicable.

Bidder is to upload mandatorily this part I in Technical Bid.

SECTION 5 (Part II) for e-tendering
Form of Bid for Part II of the Bid
Technical - Financial Part II of Bid

The Bidder shall fill in and load this form for Part II of Bid separately from the form for Part I of the Bid

To

EXECUTIVE ENGINEER/ASSISTANT ENGINEER
 RURAL ENGINEERING DEPARTMENT

Name of Works: - -----.

Dear Sir

1. With full understanding that Part II of our bid will be opened only if I/ we qualify on the basis of evaluation in Part I of the Bid, we offer to execute the works described above, remedy any defects therein, conformity with the Conditions of Contract, Specifications, Drawings and Bills of Quantities accompanying in Part II of the Bid.
2. This Bid and your written acceptance of it shall constitute a binding contract between us. I/ we understand that you are not bound to accept the lowest or any bid you receive.
3. I/ we undertake to commence the works on receiving the Notice to Proceed with the Work in accordance with the Contract Conditions.

Signature of Authorized Signatory.....

Name and Title of Signatory.....

Name of Bidder.....

Authorized Address of Communication.....

.....

Telephone Nos (Office)

Mobile No.

Facsimile (Fax) No.

Electronic Mail Identification (Email ID)

Strikeout which one is not applicable.

Bidder is to upload mandatorily this part II in Technical Bid as well as in Financial Bid.

Section 5 for Manual Tendering

Notes on Form of Bid

The Bidder shall fill in and submit this Bid form with the Bid.

[Date]

To,

THE GOVERNOR OF UTTAR PRADESH Represented by Executive Engineer /Assistant Engineer, Rural Engineering Department, Division-----

Description of the Works

1.	Name of Work:			
or	Name of Road		Block	Length (Km.)
	From	To		
1				

1. I/ We offer to execute the works described above and remedy any defects therein conformity with the Conditions of Contract, specifications, drawings, Bill of Quantities and Addenda for

a) **For percentage rate**..... Percentage below/ -----percentage above/ at par with the rate entered in the schedule of rates/BOQ, as referred to in clause 12 of ITB

2. We undertake to commence the works on receiving the Notice to Proceed with work in accordance with the contract documents.

3. This Bid and your written acceptance of it shall constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Bid you receive.

We hereby confirm that this Bid complies with the Bid validity and Earnest money required by the bidding documents and specified in the bid document.

Signature of Authorized Signatory.....

Name and Title of Signatory.....

Name of Bidder.....

Authorized Address of Communication.....

.....

Telephone Nos (Office)

Mobile No.

Facsimile (Fax) No.

Electronic Mail Identification (Email ID)

Strikeout which one is not applicable

The Bidder Mandatorily filled it and submits with financial envelope.

(a) In case of e-tendering Bidder has to quote %age Above/Below or At par on line at prescribed column/Row.
(b) In case of Manual Tendering Bidder has to quote %age Above/Below or At par in Section-5 at prescribed place.

Note: - Rate quoted in BoQ are inclusive all taxes except GST which will be paid extra as per latest Government order.

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SAMPLE FORMAT FOR BILL OF QUANTITY FOR MANUAL TENDER (For Percentage Rate Bids)

1.	Name of Work:	Block	
or	Name of Road	Block	Length (Km.)
	From	To	

1. Date of Calling Tender: -

2. Date of receiving Tender: -

3. Date of Opening Tender: -

4. Amount of Bid security: - Rs.

5. Time of Completion: -

6. Amount of Tender Fees: - Rs.

Sl. No.	Description of item (with brief specification and reference to book of specification)	Unit	Quantity	Rate		% above or Below (To be filled up by the Bidder)
				In figures	In words	

3. Above quantity are variable for which no any claim shall be entertained.

4. All work shall be carried out as per latest PWD specification/MoRD Specification as amended time to time.

5. Rate quoted in BoQ are inclusive all taxes except GST which will be paid extra as per latest Government order.

6. In case of Manual Tendering Bidder has to quote %age Above/Below or At par in Section-5 at prescribed place.

Signature with name of JE RED-----

Signature of with name of AE (I/II) RED -----

Section 7

Letter of Acceptance and Other Forms

OFFICE OF THE EXECUTIVE ENGINEER,

RURAL ENGINEERING DEPARTMENT, DIVISION-----

NO.....

DATED

LETTER OF ACCEPTANCE

To,

M/s

.....

This is to notify you that on behalf of the Governor of UP, the Executive Engineer /Assistant Engineer, Division-----, RED.,----- has accepted your Bid dated for execution of the Work:

Description of the Works

1.	Name of Building Work: -----		Block: -	
or	Name of Road		Block	Length (Km.)
	From	To		
1				

for District-----for the contract Price of Rs. (in words.....only) is hereby accepted by our Agency.

You are hereby requested to furnish Performance Security, (and additional security for unbalanced bids in terms of ITB Clause 29.3) [where applicable] in the form detailed in Cl. 34.2 of ITB for an amount of Rs. (in words-----) valid up to 45 days from the date of expiry of Defects Liability Period i.e. up to for Performance Security and an amount of Rs. (in words-----) for unbalance security valid up to the construction period plus 45 days extra and sign the Contract within 10 days of the receipt of this Letter of Acceptance, failing which action as stated in Cl. 34.3 of ITB will be taken. All Performance securities and Unbalance security will be duly pledged in the name of **Executive Engineer RED-----**

You are also requested to submit the Non-judicial stamp paper of Rs. (In words) at the time of signing of agreement.

You are also requested to indicate your nominee as required under Clause 50.2 of the GCC.

You are also requested to submit the work programme, List of Tools and Plants to be brought to site, Name of technical personnel to be deployed at site (if any), Name of borrow pits in case of Earth filling by cartage earth, Name of quarry from where the stone ballast will be brought to site.

please be noted in case of any document attached with your tender is found incorrect in any manner whatsoever then this acceptance letter will stand with drawn an action like FIR and Blacklisting shall be taken as per clause 32 of I.T.B of bidding document.

Strikeout, which one is not applicable.

Yours faithfully,
**Executive Engineer/
 Assistant Engineer
 Rural Engineering Department
 Division,**

No. & Dated as above.

Copy to **A.E /DAO/JEs R.E.D. Division-----** for information & necessary action.

**Executive Engineer/
 Assistant Engineer
 Rural Engineering Department
 Division**

(c) Standard Form of Agreement

Notes on Standard Form of Agreement

The Agreement should incorporate any corrections or modifications to the Bid resulting from corrections of errors
(Instructions to Bidders, Clause 26).

Agreement

This agreement, made the day of of 20----- between **Executive Engineer /Assistant Engineer, RED Division -----**, on behalf of Governor of UP
(Hereinafter called “the Employer”) of the one part, and

.....
[Name and address of Contractor] (Hereinafter called “the Contractor” of the other part).

Whereas the Employer is desirous that the Contractor execute the Work of District: -

Description of the Works

1.	Name of Work: -----			
or	Name of Road		Block	Length (Km.)
	From	To		
1				

(Hereinafter called “the Works”) and the Employer has accepted the Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein at a cost of **Rs. ----- (in words-----)**.

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to, and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all aspects with the provisions of the Contract.
3. The Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying the defects wherein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
4. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (1) Agreement,
 - (2) Notice to Proceed with the Work,
 - (3) Letter of Acceptance,
 - (4) Contractor’s Bid Section-5 / Section-5 (Part I and part II)
 - (5) Contract Data,
 - (6) Special Conditions of Contract
 - (7) General Conditions of Contract
 - (8) Specifications,
 - (9) Drawings,
 - (10) Bill of Quantities as up loaded on website with the bid document for the said NIT, No any change in up loaded BOQ will be allowed.

- (11) NIT
- (12) T-4
- (13) T-5
- (14) T-6 in original.
- (15) Name of the Contractor Nominee as per clause 50.2 (if any) and
- (16) Any other document listed in the Contract Data.

In witness whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

The Common Seal of

**Executive Engineer/
Assistant Engineer
Rural Engineering Department
Division,**

Was here unto affixed in the presence of:
Signed, Sealed and Delivered by the said To,

.....
.....
.....

In the presence of:

Assistant Engineer
Rural Engineering Department,
District-

Binding Signature of Employer authorized representative

**Executive Engineer
Assistant Engineer
Rural Engineering Department
Division,**

Binding Signature of Contractor

.....
.....

Strike out which is not applicable.

OFFICE OF THE EXECUTIVE ENGINEER,

DIVISION: -

RURAL ENGINEERING DEPARTMENT, CIRCLE-

Issue of Notice to proceed with the work.

LETTER NO.....

DATED.....

To,

.....

Dear Sirs:

Pursuant to your furnishing the requisite performance security as stipulated in ITB Clause 34.1 and signing of the contract for the construction of

1.	Name of Work: -----		Block:	
or	Name of Road		Block	Length (Km.)
	From	To		
1				

You are hereby instructed to proceed with the execution of the said works in accordance with the contract documents.

Contract Bond No.

Date of Start: -----

Due date of Completion: -----

Due Date of Defect Liability Period: -----

Yours faithfully,

**Executive Engineer/
 Assistant Engineer
 Rural Engineering Department
 Division,**

No. & Dated as above.

Copy to **A.E** Div, R.E.D. for information & necessary action.

**Executive Engineer/
 Assistant Engineer
 Rural Engineering Department
 Division,**

Strike out which is not applicable

Section 2

Instructions to Bidders for works more than 40 lakh

Table of Clauses

Clause	A. General	Clause	D. On-line Submission of Bids
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3	Eligible Bidders	20	Deadline for Submission of Bids
4	Qualification of the Bidder	21	Modification/Withdrawal/Late Bids
5	One Bid per Bidder		E. on-line Bid Opening
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9	Clarification of Bidding Documents and pre bid meetings	26	Evaluation and Comparison of Bids
10	Amendment of Bidding Documents	27	Price Preference
	C. Preparation of Bids		F. Award of Contract
11	Language of Bid	28	Award Criteria
12	Documents Comprising the Bid	29	Employer's Right to Accept any Bid and to Reject any or all Bids
13	Bid Prices	30	Notification of Award
14	Currencies of Bid and Payment	31	Performance Security
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Instructions to Bidders (ITB) for works more than 40 lakh

A. General

1. **Scope of Bid**

- 1.1 The Employer as defined in the Appendix to ITB invites bids for the construction of Works as described in these documents and referred to as “the works”. The name and identification number of the works is provided in the Appendix to ITB. The Bidders may submit bids for any or all of the works detailed in the table given in the Notice Inviting Tender. Bid for each work should be submitted separately.
- 1.2 The successful Bidder will be expected to complete the Works by the Intended Completion Date specified in Contract.
- 1.3 Throughout these documents, the terms “bid” and “tender” and their derivatives (Bidder/ tenderer, bid/ tender, bidding/ tendering, etc.) are synonymous.

2 **Source of Funds**

- 2.1 The Government of the State U.P. as defined in the Appendix to ITB has decided to undertake the works of construction roads and Building works.

3. **Eligible Bidders**

- 3.1 Invitation for bids is open to all Bidders (Contractor) registered with Rural Engineering Department (UP) in Categories **A/B or C** as the case may be or as defined in the Appendix of ITB.
- 3.2 Bidders shall not be declared in-eligible for corrupt and fraudulent practices or declared as Debar or Blacklisted by the Central Government, the State Government or any public undertaking, autonomous body, authority by whatever name called under the Central or the State Government
- 3.3 Any bidder who is punished by any Honourable court for criminal activity is not allowed to participate in the bidding process or involved in the organised crime or gangster activities or Mafia or Gunda or Anti-Social activities are strictly prohibited to participate in the bidding process. If it is established at any time that any bidder has criminal record, his bid shall be automatically cancelled.
- 3.4 The Bidder has to be produced character Certificate (**T-4**), Solvency Certificate (**T-5**) issued by the competent authority in true copies of original with bid document and originals is to be produced and verified before acceptance of bid, Self-Declaration Affidavit (**T-6**) on Rs.100.00 Non-Judicial Stamp paper (on the prescribed proforma which is attached with the bid document) etc.
- 3.5 Any Bidder who is an Advocate and Registered with any Bar Council shall not be allowed to participate in the bidding. If it is established that the Contractor is registered with any bar council, his bid shall be automatically cancelled.

4. **Qualification of the Bidder**

- 4.1 All Bidders shall provide in Section 3, Forms of Bid and Qualification information in the form of affidavit on 100 rupees non-judicial stamp paper (with all column filled up only attached written form will not be accepted), a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.

- 4.1.1 Bidder should have valid registration with Employees Provident Fund organization under EPF and Miscellaneous Provisions Act, 1952.
- 4.2 All Bidders shall include the following information and documents with their bids in Section 3, Qualification Information unless otherwise stated in the Appendix to ITB:
- (a) Copies of documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the Bid to commit the Bidder.
 - (b) Total monetary value of civil construction works performed for each of the last five years.
 - (c) Experience in works of a similar nature and size for each of the last five years, and details of works in progress or contractually committed with certificates from the concerned officer of the rank of Executive Engineer or equivalent.
 - (d) Evidence of ownership of major items of construction equipment named in Clause 4.4 B (b) (i) of ITB or evidence of arrangement of possessing them on hire/lease/buying as defined therein.
 - (e) Details of the technical personnel proposed to be employed for the Contract having the qualifications defined in Clause 4.4 B (b) (ii) of ITB for the construction.
 - (f) Reports on the financial standing of the Bidder, such as profit and loss statements and auditor's reports for the past any three years of last five years
 - (g) An undertaking that the Bidder will be able to invest a minimum of cash up to the percentage (defined in the Appendix to ITB) of the contract price of works, during the implementation of the works.
 - (h) Evidence of access to line(s) of credit and availability of other financial resources/ facilities (10 per cent of the contract value) certified by banker (the certificate being not more than 3 months old.)
 - (i) Authority to seek references from the Bidder's bankers; Authority to seek references on the Bidder letter head will not be accepted.
 - (j) Information regarding any litigation or arbitration during the last five years in which the Bidder is involved, the parties concerned, the disputed amount, and the matter.
 - (k) Proposal for subcontracting the components of the works for construction/ Up gradation aggregating not more than 25% of the contract price: - and
 - (l) The proposed methodology and programme of construction, backed with equipment and material planning and deployment, duly supported with broad calculations and Quality Management Plan proposed to be adopted, justifying their capability of execution and completion of the work as per technical specifications and within the stipulated period of completion also including cash inflow chart and funds required at different stage of works.
- 4.3 **Bids from joint venture are not allowed.**
- 4.4 A To qualify for award of the Contract, each Bidder should have in the last five years:
- a) Achieved in any one year a minimum financial turnover (as certified by Chartered Accountant, and at least 50% of which is from Civil Engineering construction works) volume of construction work of at least the amount equal to the estimated cost of works for which bid has been invited. The turnover will be indexed at the rate of 8 per cent per year.
 - b) Satisfactorily completed, as prime Contractor, at least one similar work equal in value to one-third of the estimated cost of work for which the bid is invited, or such higher amount as may be specified in the Appendix to ITB.
- 4.4 B (a) Each Bidder must produce:
- (viii) PAN Card of Firm/company or contractor.
 - (ii) An affidavit that the information furnished with the bid documents is correct in all respects exactly in the format provided with the bid documents; and
 - (ix) Such other certificates as defined in the Appendix to ITB.

Failure to produce the required certificates shall make the bid non-responsive.

(b) Each Bidder must demonstrate:

- (i) Availability for construction work, of the owned, key equipment required as stated in the Appendix to ITB including equipment's required for establishing field laboratory to perform mandatory tests, and those stated in the Appendix to ITB.
- (ii) Availability of technical personnel required for construction work as stated in the Appendix to ITB.
- (iii) Liquid assets and /or credit facilities, net of other contractual commitments and exclusive of any advance payments which may be made under the Contract, of not less than the amount specified in the Appendix to ITB.

(c) The Bidder must not have his or his spouse near relatives posted in any capacity within Circle/Division:

- (i) The near relations (defined as first blood relations, and their spouses, of the Bidder or the Bidder's spouses) of persons listed in the Appendix to ITB.
- (ii) Without Government permission, any person who is retired as gazetted officer within the last two years of the rank and from the departments listed in the Appendix to ITB.

4.4. C to qualify for a package of contracts made up of this and other contracts for which bids are invited in the Notice Inviting Tender, the Bidder must demonstrate having experience and resources sufficient to meet the aggregate of the qualifying criteria for the individual contracts.

Important: - If any bidder is bidding more than one package/Lot in the Notice Inviting Tender the bidder must inform in writing to the Tender Inviting Authority at the time or before the opening of technical bid about one of the following two options failing which the Tender Inviting Authority will act as follows.

Financial bids of all qualifying bidders may be opened, and bids arranged in order with that package/Lots where the difference between potential **L-1** and potential **L-2** is the greatest followed by the one in which it is next greatest and so on. **L-1** will be awarded packages/Lots till his bid capacity is exhausted. The process will be repeated for the remaining packages based on difference between earlier potential **L-2** (now potential **L-1**) and earlier potential **L-3** (now potential **L-2**) values etc.

Qualification criteria will be applied to the individual contracts with combined evaluation methodology. If **L1** bidder is not qualifying due to lack of bid capacity in remaining bids, then **L2** may be considered if the variation between **L1** and **L2** is within a reasonable **5 %** and bid amount is acceptable by the authority otherwise tender will be re-invited.

4.5 Sub-Contractors experience and resources shall not be taken into account in determining the Bidder's compliance with the qualifying criteria except to the extent stated in 4.4 A above.

4.6 Bidders who meet the minimum qualification criteria will be qualified only if their available bid capacity for construction work is equal to or more than the total bid value (Bidder Tendered Value). The available bid capacity will be calculated as under:

$$\text{Assessed Available Bid capacity} = (A * N * M - B)$$

Where

A = Maximum value of Turn Over in any one year during the last five years as certified by Chartered Accountant (updated to the price level of the last year at the rate of 8 per cent a year) taking into account the completed as well as works in progress in which there should be at least 50% Civil Engineering works.

N = Number of years prescribed for completion of the works for which bids are invited (period up to 6 months to be taken as half-year and more than 6 months as one year).

M = M is taken 2.5

B = Value, at the current price level, of existing commitments and on-going works to be completed during the period of completion of the works for which bids are invited.

Note: *The statements showing the value of existing commitments and on-going works as well as the stipulated period of completion remaining for each of the works listed should be countersigned by the Engineer in charge, not below the rank of an Executive Engineer or equivalent.*

- 4.7 Even though the Bidders meet the above qualifying criteria, they are subject to be disqualified if they have:
- (i) Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements; and/or
 - (ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
 - (iii) Participated in the previous bidding for the same work and had quoted unreasonably high or low bid prices and could not furnish rational justification for it to the Employer.

5 **One Bid per Bidder**

- 5.1 Each Bidder shall submit only one Bid for one work. A Bidder who submits more than one Bid will cause the proposals with the Bidder's participation to be disqualified.

6 **Cost of Bidding**

- 6.1 The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the Employer will, in no case, be responsible or liable for those costs.

7 **Site Visit**

- 7.1 The Bidder, at his own cost, responsibility and risk, is encouraged to visit, examine and familiarise himself with the Site of Works and its surroundings including source of earth, water, road aggregates etc. and obtain all information that may be necessary for preparing the Bid and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the Bidder's own expense. He may contact the person whose contact details are given in the Appendix to ITB.

B. Bidding Documents

8 **Content of Bidding Documents**

- 8.1 The set of bidding documents comprises the documents listed below, and addenda issued in accordance with Clause 10 of ITB.
- 1 Notice Inviting Tender
 - 2. Instructions to Bidders
 - 3. Qualification Information
 - 4. Conditions of Contract (Part I General Conditions of Contract, and Contract Data: Part II Special Conditions of contract)
 - 5. Specifications
 - 6. Drawings
 - 7. Bill of Quantities

8. Form of Bid

9. Form of Acceptance, Form of Agreement, and Issue of Notice to Proceed with the work, form of unconditional Bank Guarantee.

- 8.2 The bid document is available on-line on the website <https://etender.up.nic.in>. The bid document can be downloaded free of cost; however, the Bidder is required to deposit towards the cost of Bid Document (*non-refundable*) as per column 6 of NIT in the account of **UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Document's Cost (Tender Fee) is not paid through e-tender portal.**
- 8.3 The Bidder is expected to carefully examine all instructions, conditions of contract, contract data, forms, terms and specifications, bill of quantities, forms and drawings in the Bid Document. Failure to comply with the requirements of Bid Documents shall be at the Bidder's own risk. Pursuant to clause 25 hereof, bids, which are not substantially responsive to the requirements of the Bid Documents, shall be rejected.

9. Clarification of Bidding Documents and Pre-Bid Meeting

- 9.1 The electronic bidding system provides for on-line clarification. A prospective Bidder requiring any clarification about the bidding documents may notify on-line the Authority inviting the bid. The Authority inviting bid will respond to any request (s) for clarification received earlier than 10 days prior to the deadline for submission of bids. Description of clarification sought and the response of the Authority inviting the bid will be uploaded for information of the public or other Bidders without identifying the source of request for clarification.
- 9.2 If a pre-bid meeting is to be held, the Bidder or his authorised representative is advised to attend it. Its date, time and address are given in the Appendix to ITB.
- 9.2.1 The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage.
- 9.2.2 The Bidder is requested to submit any questions in writing or by email so as to reach the Employer not later than one week before the meeting.
- 9.2.3 Minutes of the meeting, including the text of the questions raised (without identifying the source of the enquiry) and the responses given will be uploaded for information of the public or other Bidders. Any modifications of the bidding documents listed in Clause 8.1 of ITB, which may become necessary as a result of the pre-bid meeting shall be made by the Employer exclusively through the issue of an Addendum pursuant to Clause 10 of ITB and not through the minutes of the pre-bid meeting.
- 9.2.4 Non-attendance at the pre-bid meeting will not be a cause for disqualification of a Bidder.

10. Amendment of Bidding Documents

- 10.1 Before the deadline for submission of bids, the Employer may modify the bidding documents by issuing on-line corrigendum. The corrigendum will appear on the web page of the website <https://etender.up.nic.in> under the "Latest Corrigendum" and e-mail notification is also automatically sent to those Bidders who have moved his tender to their "My tenders" area.
- 10.2 Any addendum thus issued shall be part of the bidding documents and shall be deemed to have been communicated to all the Bidders who have moved his tender to their "My Tenders" area. In case any addendum/ Corrigendum, the system will automatically send e-mail to all Bidders who have downloaded the bidding document.

- 10.3 To give prospective Bidders reasonable time in which to take an addendum into account in preparing their bids, the Employer shall extend, as necessary, the deadline for submission of bids, in accordance with Clause 20.2 of ITB.

C. Preparation of Bids

11. Language of Bid

- 11.1 All documents relating to the Bid shall be in the language specified in the Appendix to ITB.

12. Documents Comprising the Bid

- 12.1 The Bid submitted by the Bidder shall be in two separate parts.

Part I This shall be named as Technical Bid and shall comprise of:

- I. Form of bid for Part I and II of the bid, as per format given in section 6 (to be submitted on line).
- II. **Cost of Bid Document (Tender Fee):** - To be paid in the account of UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Document's Cost (Tender Fee) is not paid through e-tender portal (Clause 8.2 of ITB). Proof of payment will only be generated when payment made through e-tender portal by Internet Banking.
- III. **Bid Security (EMD):** - To be paid in the account of UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Security/EMD is not paid through e-tender portal as per clause 16.2 of ITB. Proof of payment will only be generated when payment made through e-tender portal by Internet Banking.
Uploading of proof of payment on on-line is not mandatory.
- IV. Authorized address and contact details of the Bidder having the following information:
Address of communication:
Telephone No. (s):
Office:
Residence:
Mobile No.:
Facsimile (FAX) No.:
Electronic Mail Identification (E-mail ID):
Qualification information, supporting documents, scanned copy of original affidavit and undertaking as specified in Clause 4 of ITB.
- V. Undertaking that the bid shall remain valid for the period specified in clause 15.1 of ITB.
- VI. Any other information/documents required to be completed and submitted by Bidders, as specified in the Appendix to ITB, and
- VII. Scanned copy of the affidavit affirming that information he has furnished in the bid is correct to the best of knowledge and belief of the Bidder exactly as per format attached.
- VIII. Other documents as mentioned in 12.2.

Part II. It shall be named as Financial Part of Bid and shall comprise of:

- (i) Form of Bid for Part-II of the bid as specified in Section 6.
- (ii) Priced bill of quantities for items specified in Section 7.

12.2 The documents and details mentioned in clause 12.1 above shall be submitted on-line on website <https://etender.up.nic.in> Details and process of on-line submission of the tender and relevant documents are given on the website mentioned above. The above are to be submitted in the manner as prescribed below:

- (a) The following details shall be entered on-line in the prescribed formats:
 - (i) Form of bid for Technical Qualification Part I of the bid, as per format given in Section 6.
 - (ii) Form of bid for Financial Part II of the bid, as per format given in Section 6. The entry of rates will be percentage rate basis for the work shall be made by the Bidder on line.

(If option not available on-line, scanned copy of the Part I and Part II shall be uploaded.)

Technical Qualification Part I bid will consist as per (b) scanned copy uploaded on - line.

- (b) Scanned copies of the following documents shall be uploaded on the website <https://etender.up.nic.in> at the appropriate place in the PDF form.
 - (i) Affidavit regarding correctness certificates exactly in the attached format {Clause 4.4 B (a) (ii) of ITB.
 - (ii) Qualification information shall be furnished by the Contractor in affidavit form on a non-judicial stamp paper of Rs. 100/- only in section-3 (Each column and row of section-3 format must be filled up with supporting documents, scanned copy of original affidavit and undertaking as specified in Clause 4 of ITB. Attached word should not be written in the format otherwise bid may be declared disqualified.
 - (x) Form of bid for Part I and II of the bid, as per format given in section 6 (to be submitted online) and original at the time of agreement. *(If option is not available on-line, scanned copy of Part I and Part II shall be uploaded.)*
 - (xi) Self-attested copy of valid registration certificate of appropriate class in RED (Clause 3 of ITB), (In case of firm or Company Partners hip deed, Power of attorney issued registrar firms and society, Registration in company act etc. as per clause 4.2(a) of ITB.
 - (xii) Annual Turnover Certificate from Chartered Accountant for last five financial years with breakup of Civil Engineering works in each financial year (Clause 4.4A (a) and 4.2(b) of ITB). Along with complete auditor report (3CB and 3CD) at least of 3 years of last five years as per clause 4.2(f) of ITB.
 - (xiii) Similar nature of works executed certificate issued by Executive Engineer {Clause 4.4 A (b) of ITB and 4.2(c)}.
 - (xiv) Copy of PAN Card issued by Income Tax Authorities (Clause 4.4B (a) (i) of ITB).
 - (xv) Affidavit for Machineries owned/brought on hire/ lease with proof of ownership, Affidavit from leaser and lease {Clause 4.4B (b) (i) of ITB and 4.2(d)}.
 - (xvi) Affidavit for availability of technical personnel for constructions work with proof of education, salary payment etc. as per clause 4.4B (b) (ii) and 4.2(e) of ITB.
 - (xvii) An affidavit that the Bidder will be able to invest a minimum of cash up to the percentage (defined in the Appendix to ITB) of the contract price of works, during the implementation of the works as per clause 4.2(g) of ITB.
 - (xviii) Scanned copy of bank credit facilities as per format provided in bid documents and original certificate at the time of agreement as per clause 4.4B (b) (iii) and 4.2(h) of ITB.
 - (xix) Scanned copy of authority to seek references from the Bidder bankers on attached format in bid documents as per clause 4.2(i) of ITB.
 - (xx) Affidavit from Bidder for information regarding litigation or arbitration during the last five years and about proposal for sub-contracting as per clause 4.2(j) and(k) of ITB.
 - (xxi) Proposed methodology and programme, cash inflow etc. as per clause 4.2(l) of ITB.
 - (xxii) Each Bidder is required to furnish an affidavit on a single non-judicial stamp paper of Rs. 10/. And original affidavit at the time of agreement as per clause 4.4B(c) (i) and (ii) of ITB.
 - (a) The Bidder must not have any his or his spouse near relative posted in any capacity in Circle/ Division who award the work. The near relations (defined as first blood relations, and their spouses, of the Bidder or the Bidder's spouse) of persons listed in the Appendix to ITB.
 - (b) Without Government permission, any person who is retired as gazetted officer within the last two years of the rank and from the departments listed in the Appendix to ITB.
 - (xvi) On-going works in hand (Clause 4.4 of ITB).
 - (xvii) Bids for the work submitted but not finalized. (Clause 4.4 of ITB)
 - (xviii) Self-attested copy of valid RED-T-4 Character certificate issued by DM/Collector.

- (xix) Self-attested copy of valid RED-T-5 Solvency certificate issued by DM/Collector.
- (xx) An affidavit on Format RES-T-6 on a single non-judicial stamp paper of Rs. 100/- and original affidavit at the time of agreement.
- (xxi) An affidavit that Bid is valid for 90 days and Bidder has neither criminal record nor registered in any bar council on non-judicial stamp paper of Rs. 10/- and original affidavit at the time of agreement.
- (xxii) Self-attested copy of GST registration certificate of Contractor/Firm/Company.
- (xxiii) Self-attested copy of Labour registration certificate of Contractor/Firm/Company issued by Labour department.
- (xxiv) Self-attested copy of EPF registration certificate issued by EPF authority.
- (xxv) Authorize address of the Bidder: email-id, mobile no, fax no. and contact address of residence and office written on his letter pad. sms on mobile or registered letter sent to Bidder will be presumed that it has been received to Bidder if the same are delivered electronically.
- (xxvi) Any other documents as specified in the Bid Data Sheet.

(c) **Submission of Original Documents:** The bidders are required to submit the following document at the time of signing of the contract Bond to Employer.

- (i) **Affidavit regarding correctness** of information furnished with bid as per-provisions of Clause 4.4(B) (a) (ii) of ITB with the office specified in the Bid Data Sheet,
- (ii) **Self-attested bid id sheet generated when the bid successfully submitted by the bidder.**

Original documents must match the scanned copies submitted along with the bids on line. In case, of any discrepancy in this respect, it will be treated as miss-representation by the Bidder. Such Bidder shall be liable to be debarred for participating in bids for five years.

Employer Office: - SUPRINTENDING/EXECUTIVE ENGINEER, RURAL ENGINEERING DEPARTMENT of Concerned Circle/Division as the case may be.

(d) **Form of bid for Financial Part II of the bid will consist of the following.**

- (i) Form of bid part II of the bid, as per format given in section 6 (to be submitted on line) and original at the time of agreement. *(If option not available on-line, scanned copy of the Part I and Part II shall be uploaded.)*
- (ii) Priced Bill of Quantity. The entry of rates will be percentage rate basis for the work shall be made by the Bidder on line.

12.3 The following documents, which are not submitted with the bid, will be deemed to be part of the bid.

Section	Particulars
11	Notice inviting Tender.
12	Instruction to the Bidders with Appendix to ITB
3.	Conditions of Contract General, Special
4.	Contract Data
5.	Specifications
6.	Drawings
7.	Formats

13 Bid Prices

- 13.1 The Contract shall be for the whole Works, as described in Clause 1.1 of ITB, based on the priced Bill of Quantities submitted by the Bidder on line.
- 13.2 The Bidder shall make on-line entries to fill the Percentage Rate in Bill of Quantities as specified in the Appendix to ITB; only the same option is allowed to all the Bidders.
- Percentage Rate Method requires the Bidder to quote a percentage above / below/ at par of the schedule of rates specified in the Appendix to ITB.
- 13.3 While quoting rates, the GST component shall not be added in rates, while all other duties, taxes, royalties and other levies payable by the contractor under the contract, or for any other cause, shall be included in the rates, prices and total bid price submitted by the bidder. **GST** will be paid extra as applicable as per latest Government order.
- 13.4 The rates and prices quoted by the Bidder shall be fixed for the duration of the Contract and shall not be subject to adjustment.

14. Currencies of Bid and Payments

- 14.1 The unit rates and the prices shall be quoted by the Bidder entirely in Indian Rupees.

15. Bid Validity

- 15.1 Bids shall remain valid for a period of **ninety** days after the deadline date for bid submission specified in Bid document. A bid valid for a shorter period shall be rejected by the Employer as non-responsive.
- 15.2 In exceptional circumstances, prior to expiry of the original time limit, the Employer may request that the Bidders may extend the period of validity for a specified additional period. The request and the Bidders' responses shall be made in writing or by e-mail. A Bidder may refuse the request without forfeiting his Earnest Money. A Bidder agreeing to the request will not be permitted to modify his bid, but will be required to extend the validity of his earnest money for a period of the extension, and in compliance with Clause 16 of ITB in all aspects.

16. Earnest Money/Bid Security

- 16.1 The Bidder shall furnish, as part of the Bid, Earnest Money, in the amount specified in the Appendix to ITB.
- 16.2 The Earnest Money/Bid Security shall, be deposited in the Govt. Account of **UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Security (EMD) is not paid through e-tender portal by Internet Banking.** Other forms of Earnest Money are not acceptable to the Employer.
- 16.3 Any bid not accompanied by an acceptable Earnest Money shall be rejected by the Employer as non-responsive.
- 16.4 The Earnest Money of unsuccessful Bidders will be returned when the contract has been signed by the successful Bidder.
- 16.5 The Earnest Money of the successful Bidder will be discharged when the Bidder has signed the Agreement and furnished the required Performance Security.

16.6 The Earnest Money/Bid security of non-responsive Bidder will be returned after uploading of technical appraisal result on tender website portal <https://etender.up.nic.in>.

16.7 The Earnest Money may be forfeited:

- c) if the Bidder withdraws the Bid after bid opening (technical bid) during the period of Bid validity.
- d) in the case of a successful Bidder, if the Bidder fails within the specified time limit to
 - i. Sign the Agreement; and/or
 - ii. Furnish the required Performance Security.

17. **Alternative Proposals by Bidders**

Any alternative proposal in the specifications or Drawings or Design other than bid document submitted by the Bidder shall not be accepted.

D. On- line Submission of Bids

18. **Bidding through E-Tendering System:**

18.1 The bidding under this contract is electronic bid submission through website <https://etender.up.nic.in>. Detailed guidelines for viewing bids and submission of on-line bids are given on the website. The Invitation for Bids is published on this website. Any citizen or prospective Bidder can log-on to this website and view the Invitation for Bids and can view the details of works for which bids are invited. The prospective Bidder can submit bids on line; however, the Bidder is required to have enrolment/registration in the website and should have valid Digital Signature Certificate (DSC) in the form of smart card/e- token. The DSC can be obtained from any authorised certifying agencies. The Bidder should register in the web site <https://etender.up.nic.in> using the relevant option available. Then the Digital Signature registration has to be done with the e-token, after logging into the site. After this, the Bidder can login the site through the secured login by entering the password of the e-token and the user id/ password chosen during registration.

After getting the bid schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise, the bid will be rejected.

18.2 The completed bid comprising of documents indicated in ITB clause 12, should be uploaded on the website given above through e-tendering along with scanned copies of requisite certificates as are mentioned in different sections in the bidding document and scanned copies of the Bid Document, proof of payment of cost of bid document and bid security in appropriate account.

19. **Electronic Submission of Bids:**

19.1 The Bidder shall submit on-line two separate files. Part I, marked as Part I: Technical Qualification Part and Part II; marked as Part II: Financial Part. The above files will have markings as given in the Bid Data Sheet.

19.2 The contents of the Technical Qualification and Financial bid shall be as specified in clause 12 of the ITB. All the documents are required to be signed digitally by the Bidder. After electronic on-line bid submission, the system generates a unique bid identification number which is time stamped. This shall be treated as acknowledgement of bid submission.

20. **Deadline for Submission of Bids**

20.1 Complete Bids in two parts as per clause 19 above must be submitted by the Bidder on-line not later than the date and time indicated in the Appendix to ITB.

- 20.2 The Employer may extend the deadline for submission of bids by issuing an amendment in accordance with Clause 10.3 of ITB, in which case all rights and obligations of the Employer and the Bidders previously subject to the original deadline will then be subject to the new deadline.
- 20.3 Any corrigendum for extension in deadline for submission of bid shall be up loaded by the Employer on website within time, if any corrigendum for extension in dead line for submission of bid not up loaded on web site within time will not be accepted in any case.
21. **Modification/ Withdrawal/Late Bids**
- 21.1 The electronic bidding system would not allow any late submission of bids after due date and time as per server time.
- 21.2 Bidders may modify their bids by uploading their request for modification before the deadline for submission of bids. For this, the Bidder need not make any additional payment towards the cost of tender document. For bid modification and consequential re-submission, the Bidder is not required to withdraw his bid submitted earlier. The last modified bid submitted by the Bidder within the bid submission time shall be considered as the bid. For this purpose, modification/withdrawal by other means will not be accepted. In on-line system of bid submission, the modification and consequential re-submission of bids is allowed any number of times. The Bidders may withdraw his bid by uploading their request before the deadline for submission of bids; however, if the bid is withdrawn, the re-submission of the bid is not allowed.
- 21.3 No bid shall be modified or withdrawn after the deadline of submission of bids.
- 21.4 Withdrawal or modification of a bid after opening of Technical bid is not allowed it may result the forfeiture of bid security.

E. On-line Bid Opening and Evaluation

22. **Bid Opening**
- 22.1 The Employer inviting the bids, or its authorized representative will open the bids on-line and this could be viewed by the Bidders also on-line. In the event of the specified date for the Opening of bids being declared as holiday for the Employer, the Bids will be opened at the appointed time and location on the next working day.
- 22.2 The file containing the Part-I of the bid will be opened first.
- 22.3 In all cases, the amount of Bid Security, cost of bid documents, and the validity of the bid shall be scrutinized first and thereafter, the Bidders' names and such other details as the Employer may consider appropriate, will be notified as Part-I bid opening summary by the Authority inviting bids at the on-line opening. A separate electronic summary of the opening is generated and kept on-line.
- 22.4 The Employer will also prepare minutes of the Bid opening, including the information disclosed in accordance with Clause 22.3 of ITB and upload the same for viewing on line.
- 22.5 Evaluation of the technical bids with respect to bid security, qualification information and other information furnished in Part I of the bid in pursuant to Clause 12.1 of ITB, shall be taken up and completed within **five** working days of the date of bid opening, and a list will be drawn up of the responsive bids whose financial bids are eligible for consideration.
- 22.6 The result of evaluation of Part-I of the Bids shall be made public on e-procurement systems following which there will be a period of **five** working days during which any Bidder may submit complaint which shall be considered for resolution before opening Part-II of the bid.

- 22.7 Complaint of the any Bidder received either on-line or off-line after **five** working days of up loading of the result of technical appraisal on website will not be entertained in any case.
- 22.8 Any complaint other than the Bidder will neither be entertained nor will it cause to detain the e-procurement process.
- 22.9 The Employer shall inform the Bidders electronically who have qualified during evaluation of **Part I** (technical bid) of bids, of the date, time of on-line opening of **Part II (financial bid)** of the bid, if the specified date of opening of financial bid is changed. In the event of the specified date being declared as holiday for the Employer, the bids will be opened at the appointed time and location on the next working day.
- 22.10 Part II of bids of only those Bidders will be opened on-line, who have qualified in Part I of the bid. The Bidders' names, the Bid prices, the total amount of each bid, and such other details as the Employer may consider appropriate will be notified on-line by the Employer at the time of bid opening.
- 22.11 The Employer shall prepare the minutes of the on-line opening of **Part-II Financial Bids** of the Bids and upload the same for viewing on line.

23. **Process to be Confidential**

- 23.1 Information relating to the examination, clarification, evaluation, and comparison of bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any attempt by a Bidder to influence the Employer's processing of bids or award decisions may result in the rejection of his Bid.

24. **Clarification of Bids and Contacting the Employer**

- 24.1 No Bidder shall contact the Employer on any matter relating to its bid from the time of the bid opening to the time the contract is awarded.
- 24.2 Any attempt by the Bidder to influence the Employer's bid evaluation, bid comparison or contract award decision may result in the rejection of his bid.

25. **Examination of Bids and Determination of responsiveness**

- 25.1 During the detailed evaluation of "Part-I of Bids", the Employer will determine whether each Bid (a) meets the eligibility criteria defined in Clauses 3 and 4; (b) has been properly signed; (c) is accompanied by the required securities; and (d) is substantially responsive to the requirements of the bidding documents. During the detailed evaluation of the "Part-II of Bids", the responsiveness of the bids will be further determined with respect to the remaining bid conditions, i.e., priced bill of quantities, technical specifications and drawings.
- 25.2 A substantially responsive "Financial Bid" is one that conforms to all the terms, conditions, and specifications of the bidding documents, without material deviation or reservation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality, or performance of the Works; (b) which limits in any substantial way, inconsistent with the bidding documents, the Employer's rights or the Bidder's obligations under the Contract; or (c) whose rectification would affect unfairly the competitive position of other Bidders presenting substantially responsive bids.
- 25.3 If a "Financial Bid" is not substantially responsive, it will be rejected by the Employer, and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation.

26. Evaluation and Comparison of Bids

- 26.1 The Employer will evaluate and compare only the bids determined to be substantially responsive in accordance with Clause 25 of ITB.
- 26.2 In evaluating the bids, the Employer will determine for each Bid, the evaluated Bid price by adjusting the bid price through making an appropriate adjustment for any other acceptable variation, deviations or price modifications offered in accordance with sub-clause 21 of ITB.
- 26.3 If the Bid of the successful Bidder is seriously unbalanced in relation to the Engineer's estimate of the cost of work to be performed under the contract, the Employer may require the Bidder to produce detailed price analyses for any or all items of the Bill of Quantities, to demonstrate the internal consistency of those prices with the construction methods and schedule proposed. After evaluation of the price analyses, the Employer may require that the amount of the performance security set forth in Clause 31 of ITB be increased at the expense of the successful Bidder to a level sufficient to protect the Employer against financial loss in the event of default of the successful Bidder under the Contract. The amount of the increased performance security shall be the sole discretion of the Employer, which shall be final, binding and conclusive on the Bidder. Seriously unbalanced bid may be rejected if the Bidder fails to produce detailed price analysis.

27. Price Preference

- 27.1 There will be no price preference to any Bidder.

F. Award of Contract

28. Award Criteria

- 28.1 Subject to Clause 30 of ITB, the Employer will award the Contract to the Bidder whose Bid has been determined:
- i. To be substantially responsive to the bidding documents and who has offered the lowest evaluated Bid price, provided that such Bidder has been determined to be (a) eligible in accordance with the provisions of Clause 3 of ITB, and (b) qualified in accordance with the provisions of Clause 4 of ITB; along with the clause 26.3 of ITB and
 - ii. To be within the available bid capacity adjusted to account for his bid price which is evaluated the lowest in any work opened earlier than the one under consideration.

29. Employer's Right to accept any Bid and to reject any or all Bids

- 29.1 Notwithstanding Clause 28 above, the Employer reserves the right to accept or reject any Bid, and to cancel the bidding process and reject all bids, at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Employer's action.

30. Notification of Award and Signing of Agreement.

- 30.1 The Bidder whose Bid has been accepted will be notified of the award by the Employer prior to expiration of the bid validity period by e-mail or facsimile or by other means of communications confirmed by registered letter. This letter (hereinafter and in the **Part I General Conditions of Contract** called the "Letter of Acceptance") will state the sum that the Employer will pay to the Contractor in consideration of the execution, completion and maintenance (if any) of the Works, by the Contractor as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price"). The letter of acceptance sent to Bidder by e-mail shall be treated as received.
- 30.2 The notification of award will constitute the formation of the Contract, subject only to the furnishing of a Performance security in accordance with the provisions of Clause 31.

30.3 The Agreement will incorporate all agreements between the Employer and the successful Bidder. It will be signed by the Employer and the successful Bidder in case of proprietorship firm and in case of Partnership firm the registered authorised person will sign and in case of company the authorised Director will sign after the performance security is furnished.

30.4 Upon the furnishing by the successful Bidder of the Performance Security, the Employer will promptly notify the other Bidders that their Bids have been declared unsuccessful.

31. **Performance Security**

31.1 Within 10 (ten) days after receipt of the Letter of Acceptance, the successful Bidder shall deliver to the Employer a Performance Security {(5%) five percent or as per latest GO} of the Contract Price for the period of **as mentioned in appendix to ITB** and the time for completion of works plus additional security for unbalanced Bids in accordance with Clauses 26.3 of ITB and Clause 46 Part I General Conditions of Contract and sign the contract.

31.2 The performance security shall be either in the form of a Bank Guarantee or Fixed Deposit Receipts from a Schedule Commercial Bank pledged in favour of **Employer as indicated in Appendix to ITB.**

31.3 Failure of the successful Bidder to comply with the requirements of Clause 31.1. Shall constitute sufficient grounds for cancellation of the award and forfeiture of the Earnest Money. He will also be debarred from participating in bids for one year.

32. **Advances:**

If Employer feels necessary, he will provide mobilization advances and advance against security of equipment as provided in Part I General Condition of Contract, but it will be on the discretion of Employer.

33. **Corrupt or Fraudulent Practices**

33.1 The Employer requires the Bidders/Contractors to strictly observe the laws against fraud and corruption in force in India, namely, Prevention of Corruption Act, 1988.

33.2 It is required that each Bidder/Contractor (including their respective officers, employees and sub-Contractors) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or coercion or collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.

33.3 The Bidder(s)/Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:

- (a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any employee of the Employer involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.
- (b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.

- (c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/CRPC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Employer as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- 33.4** The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 33.5** The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in Fraudulent Practice, which means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests. And, this includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid process at artificial non-competitive levels and to deprive the Employer of the benefits of free and open competition.
- 33.6** The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may be fall upon a person, his/ her reputation or property to influence their participation in the tendering process).
- 33.7** Without prejudice to any rights that may be available to the Employer under law or the Contract or its established policies and laid down procedures, the Employer shall have the following rights in case of breach under Clauses 32.1 to 32.6 above by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Employer absolute right:
- (a) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Clauses 33.1 to 33.6 above or in any other form, such as to put his reliability or credibility in question, the Employer after giving proper opportunity to the Bidder(s)/Contractor(s) shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes.
 - (b) Forfeiture of Bid Security/Performance Security: If the Employer has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated the Contract or has accrued the right to terminate the Contract, the Employer apart from exercising any legal rights that may have accrued to the Employer, may in its considered opinion forfeit the entire amount of Bid Security and Performance Security of the Bidder/Contractor as the case may be.
- 33.8** Please be noted that in case of any documents attached with your bids is found forged or incorrect in any manner, whatsoever, then a legal action like FIR, Blacklisting shall be done against the bidder.

Appendix to ITB for work more than 40 lakh

Instructions to Bidders Clause Reference				
(1.1)	The Employer is Governor of Uttar Pradesh			
	Representative: Superintending Engineer, RED, ----- on behalf of Governor of UP			
	Identification No. of the works is:			
1.	Name of Building Work:		Block:	
	Name of Road		Block	Length (Km.)
	From	To		
2.				
(2.1)	The State is <u>Uttar Pradesh</u>			
(3.1)	Eligible Bidders are: Contractors registered with –Rural Engineering Departments (U.P) in class ‘A / B/ C category as the case may be.			
4.2	<i>The information required from Bidders in Clause 4.2 is modified as follows:</i> NONE			
4.2(g)	The percentage is Ten i.e.,----- lakh			
(4.4. A) (a)	Maximum Turn Over required equal to the estimated cost of works i.e. Rs. ----- Lacs			
(4.4. A) (b)	One Third of the estimated cost of works i.e. Rs. ----- Lacs			
(4.4 B) (a) (iii)	Other certificates required with the bid are GST and Labour registration			
(4.4. B) (b)(i)	Please put the name of machinery required for construction of road works and building works and equipment's required for testing of materials or executed work as the case may be. The key equipment's for road works and field-testing laboratory Road Works is: FOR ROAD WORKS OR BUILDING WORK			
	For Construction of Works			
	Name of the Equipment			
	1			
	2			
	3			
	4			
	5			
	6			
	7			
	8			
	9			
	10			
	11			

	12		
	13		
	14		
	15		
	16		

For field testing Laboratory:

All equipment should be provided at site lab and central lab. or as ordered by Engineer

S.No.	Name of Testing Equipment	No. required
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		

Note: (a) The Bidder must produce the following documentary evidence in support of his availability of the above equipment:

Evidence of ownership of major items of construction equipment named like RC/Invoice/Bill etc

(b) If equipment not owned but proposed to be hired, then

Evidence of arrangement of possessing them on hire/lease/buying as defined therein.

(c) If equipment not owned but proposed to be purchased then Evidence of arrangement of possessing them on buying as defined therein.

(4.4B) b (ii) the no of Technical personnel, qualifications and experience will be as follows.

Please put the number of technical staffs required.

(A) The Technical Personnel are:

S.No.	Technical Personnel	Number required	Experience in Road Works & Building works
A	Degree Holder in Civil Engineering		Minimum 2 yrs of Experience
B	Diploma Holder in Civil Engineering		Minimum 2 yrs of Experience
C	Supervisor BSc (PCM)		Minimum 2 yrs of Experience

To ensure employment of Technical Personnel, the Contractor would require giving the proof of payment of their salaries/ Wages by Cheque / Demand Draft.

(B) For field testing laboratory:

S.No.	Technical Personnel	Number required	Experience in Road Works & Building works
	Diploma in Civil Engineering or BSc with Physics, Chemistry, Mathematics		At least one-year field experience.

(4.4 B) (b)(iii)	The minimum amount of liquid assets and/or credit facilities net of other contractual commitments of the successful Bidder shall be 10% of the contract value	
(4.4 B) (c) (i)	<p>A Bidder shall not be permitted to bid for works in the Division / Circle responsible for award and execution of contracts in which his or his spouse's near relatives (defined as first blood relations, and their spouses) is posted in any capacity such as Clerk or Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive),</p> <p><i>The Bidder must produce an affidavit stating that the near relations of the following departmental officers are not in his employment or not working within circle (J. E's, A.E.'s, DAOs, E.E.'s, S.E.'s, and other clerical staff) clearly mentioning the names and designation of relatives working in any capacity in the Division / circle of RED.</i></p>	
(4.4 B) (c) (ii)	<p>Any retired Gazetted officer (retired within two years) from any state/Central Government is not allowed to work in the Contractor establishment without Government permission. This contract is liable to be cancelled if either the Contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government as aforesaid before submission of the tender or engagement in the Contractor's service.</p> <p><i>The Bidder must produce an affidavit stating the names of retired gazetted officer (if any) in his employment who retired within the last two years.</i></p> <p>In case there is no such person in his employment, his affidavit should clearly state this fact.</p>	
(4.6)	M=2.5	
6.1	<p>Cost of Bid Document: - The bidder has to deposit in the Govt. Account of <u>UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Document's Cost (Tender Fee) is not paid through e-tender portal by Internet Banking.</u></p>	
(7.1)	The contact person is:	
	Designation:	Executive Engineer,
	Address:	
	Telephone No:	

(9. 2.1)	Place, Time and Date for pre-bid meeting are: Place: Superintending Engineer, RED, -----, Address ----- Telephone No.(s): ----- Mobile No.: ----- Facsimile (FAX) No.: ----- Electronic Mail Identification (E-mail ID): ----- Time: 11.30 AM Date: -----	
(11.1)	Language of the bid is:	<i>English</i>
(12.)	The other documents required are:	As per 12.1 pat I and II
(13.2)		Bids will be submitted only in Percentage Rate Method Schedule of Rate applicable for Percentage Rate Method is: As mentioned in the bill of quantities for percentage rate bids
(16.1)	The amount of Earnest Money/Bid Security Shall be	Rs. ----- lacs (Rupees)
(16.2)		To be deposited in the Govt. Account of <u>UP e-tender online Account- through e-tender portal by Internet Banking only. All concerned please note that the bidding process will not move onward if the Bid Security (EMD) is not paid through e-tender portal by Internet Banking.</u>
(20.1)	The Official address for the purpose of Bid submission is	Bids will be submitted on-line on website: <u>https://etender.up.nic.in</u>. before the dead line date of submission
(22.1) & (22.6)	The date, time and place for opening of Bids is:	
	A) Technical Qualification Part –I of Bid	
	Time	12.30 Noon
	Date	
	Place	
	B) Financial Part-II of Bid (For qualified Bidder as)	
	Time	12.30 Noon
	Date	
	Place	
	Phone No.	

(31.1)	<p>The amount and validity period of the performance guarantee is:</p> <p>Amount: <u>{(5%) five percent or as per latest GO}</u> of the Contract Price.</p> <p>Validity Period: - As per SBD</p> <p>Performance security</p> <p>1. For construction work shall be valid until a date 45 days after the expiry of Defect Liability Period of</p> <ul style="list-style-type: none"> (i) One year from intended completion date for works up to 50 lacs. (ii) Two year from intended completion date for works up to 100 lacs (iii) Three year from intended completion date for works above 100 lacs. <p>2. Additional Performance Security for unbalanced Bid shall be valid for 45 days plus intended completion period.</p>
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Signature of Employer/ Authorised Signatory

Date

Procedure for Submission/Withdrawal/Modification of e-Bids by the Bidders

All bidders please follow the following procedures at the time of uploading of their e-bids online on e-tender portal.

1. For Participating in e-Tender through the online system, it is necessary for the interested bidder/firms/Companies to be registered users of the e-Tender portal <https://etender.up.nic.in>. For this the interested Bidders/Firms/Companies have to register themselves by depositing a fee of Rs.6000/- (Rupees Six Thousand only) in the office of U.P. Electronics Corporation Limited (UPLC), 10- Ashok Marg, Lucknow 226001 for getting a valid User ID and password and the required training/assistance etc. On e-Tender portal <https://etender.up.nic.in>. The interested Bidders/Firms/Companies may contact to U.P. Electronics Corporation Limited for Registration. The Bidders/Firms/Companies must up load proof of registration/receipt of registration issued by UPLC failing which their bid shall not be considered for evaluation.

2. **Procedure for Submission of e-Bids.**

Submission of Bids shall be in accordance with the instructions mentioned below: -

- (a) For participating in e-Bid through the e-tendering system, It is necessary for the bidders to be the registered user of the e-Procurement website <https://etender.up.nic.in>. The bidders must obtain a User Login Id and Password by registering themselves with U.P. Electronics Corporation Limited, Lucknow or any other certifying authorities approved by Controller of Certificate Authorities Government of India as the e-Procurement website <https://etender.up.nic.in> is presently accepting DSCs issued by these authorities only if they have not done so previously for registration.
- (b) In addition to the normal registration the bidder must register with his/her Digital Signature Certificate (DSC) in the e-tendering system and subsequently he/she will be allowed to carry out his/her e-Bid submission activities. Registering the Digital Signature Certificate (DSC) is a one-time activity. Before proceeding to register his/her DSC the bidder should first log on to the e-tendering system using the User Login option on the home page with the Login Id and Password with which he/she has registered as per clause-(a) above. **From 01-01-2021 onwards only Class-III Digital Signature Certificate (DSC) will be used as per direction from Controller of Certifying Authority, Government of India.**
- (c) For successful registration of DSC on e-Procurement website <https://etender.up.nic.in>, the bidder must ensure that he/she should possess Class-2/Class-3 DSC is issued by any certifying authorities approved by Controller of Certificate Authorities, Government of India as the e-Procurement website <https://etender.up.nic.in> is presently accepting DSCs issued by these authorities only. The bidder can obtain User Login Id and perform DSC registration exercise as described in clauses (a) and (b) above even before e-Bid submission date starts. The U.P. Electronics Corporation/Department shall not be held responsible if the bidder tries to submit his/her e-Bid at the last moment before end date of submission but could not submit due to DSC registration problem.
- (d) **The Bidder shall be required to use own Digital Signature while uploading its Bid. The Bidder shall be required to upload the Bid using its Digital Signature only. Failure to comply or usage of Digital signature of other firm shall be liable for rejection of the Bid.**
- (e) The bidder can search for active tender through **"Search Active tenders"** link, select a tender in which he/she is interested in and then move it to **'My Tender'** folder using the options available in the e-Bid Submission menu. After selecting and viewing the tender, for whom the bidder intends to e-Bid from **'My Tender'** folder the bidder can place his/her e-Bid by clicking **"Pay on-line"** option available at the end of the view tender details form. **Before this, the bidder should download the e-tender document and Price Schedule/Bill of Quantity (BOQ) and study carefully. The bidder should keep all the document ready as per the requirements of e-tender document in the PDF format except the Price schedule/Bill of Quantity (BOQ). Which should be in the XLS format (Excel sheet).**

- (f) After clicking the ‘Pay online’ option, the bidder will be redirected to the Terms and Conditions page, The bidder should read the Terms & Conditions before proceeding to fill in the details, the bidder should click “**Encrypt & Upload**” option given in the on line payment details form so that “**Bid Document Preparation and Submission**” window appears to upload the documents as per Technical (Qualification details, e-Bid form and Technical Specification details) and financial (e-Bid form and price Schedule/BOQ) schedules/packets given in the tender details.

It is to be noted that without payment of Tender fee (Bid document cost) and EMD (Bid security) Bids of the Bidder will not be submitted. For on-line payment of tender Fee and EMD the Bidder must follow the following steps.

- (i) *After reading terms and Condition click the submit button, SBI bank site will be opened.*
 - (ii) *Select SBI Bank and click submit button.*
 - (iii) *A window will be opened in which the Bidder can select the Bank where his internet account exists either SBI or other than SBI Bank.*
 - (iv) *If the Bidder are selecting SBI Bank a window will be opened where reference number, payable amount is shown. After clicking confirm button required amount will be paid directly from the Bidder account to UP tender portal. A confirmation slip of payment will be generated.*
 - (v) *If the bidder is selecting other than SBI Bank the Bidder can select his internet account holding Bank from drop down list.*
 - (vi) *After selecting the Bidder choice bank pay the required amount by fulfilling the formalities. After fulfilling formalities required amount will be paid directly from your account to UP tender portal. A confirmation slip of payment will be generated.*
 - (vii) *The Bidder can also select payment through NEFT/RTGS but it requires minimum 24 hour time to complete the payment formalities. In this system a chalan will be generated which will be submitted to SBI Bank or your serving bank for payment. After payment from concerning bank. SBI will update the payment to tender portal. It takes minimum 24 hour to update the payment. After payment to tender your tender will be uploaded. It should be noted in case of selecting NEFT/RTGS payment the bidder cannot back to another bank.*
- (g) Next the bidder should upload the Technical e-Bid document for, Qualification details, e-Bid Form as per Technical Specification details and Price Schedule/BOQ of e-tender document. Before uploading, the bidder has to select the relevant Digital Signature Certification. He may be prompted to enter the Digital Signature Certificate password, if necessary. For uploading, the bidder should click “Browse” button against each document label in Technical and Financial scheduled/packets and then upload the relevant PDF/XLS files already prepared and stored in the bidder’s computer. The required document for each document label of Technical (Qualification details, e-bid form and Technical Specification details) and financial (e-Bid form and Price Schedule/BOQ) schedules/packets can be clubbed together to make single different files for each label.
- (h) The bidder should click “Encrypt” next for successfully encrypting and uploading of required document. During the above Process, the e-Bid documents are digitally signed using the DSC of the bidder and then the documents are encrypt/locked electronically with the DSC’s of the bid openers to ensure that the e-Bid document are protected, stored and opened by concerned bid openers only.
- (i) After successful submission of e-Bid document, a page giving the summary of e-Bid submission will be displayed confirming end of e-Bid submission process. The bidder can take a printout of the bid summary using the “Print” option available in the window as an acknowledgement for future reference.
- (j) Once the e-Bid submission date and time is over, the bidders cannot submit their e-Bid. The bidder shall only be held responsible for any delay and whatsoever reason in submission of e-Bid.
- (k) Bidders are advised to submit their e-Bid in Two-Bid system with Technical and Financial bids separately on e-Tender portal.
- (l) Please note that prices should not be quoted in the Technical e-Bid if quoted bidder bids may be liable for rejection. The Prices should be quoted in the financial e-Bid only.

3. **Procedure for Withdrawal and Resubmission of e-Bids: -**

Withdrawal: -

At any point of time, a Bidder can withdraw his/her e-Bid submitted online before the e-Bid submission end date and time. For withdrawing, the Bidder should first log in using his/her Login Id and Password and subsequently by

his/her Digital Signature Certificate on the e-procurement portal <https://e-Tender.up.nic.in>. The bidder should then select “My Bids” option in the Bid Submission menu. The page listing all the Bids submitted by the Bidder will be displayed. Click “**View**” to see the details of the Bid to be withdrawn. After selecting the “**Bid Withdrawal**” option the Bidder has to click “**Yes**” to the message “*Do you want to withdraw this Bid*” displayed in the Bid Information window for the selected Bid. The Bidder also has to enter the Bid withdrawing reasons and upload the letter giving the reason for Withdrawing before clicking the “**Submit**” button. The Bidder has to confirm again by pressing “**Ok**” button before finally withdrawing his/her selected Bid. Once the Bidder has withdrawn his/her Bid he/she cannot re-submit this Bid again.

Resubmission: -

The Bidder can resubmit his/her e-Bid as and when required till the Bid submission end date and time. The new one bid will replace the e-Bid submitted earlier. The payment made by the Bidder earlier will be used for revised e-Bids and the new Bid submission summary generated after the successful submission of the revised e-Bidder will be considered for evaluation purpose for resubmission, the Bidder should first log in using his/her Login Id and Password and subsequently by his/her Digital Signature Certificate on the e-Tender procurement portal <https://e-Tender.up.nic.in>. The Bidder should then select “**My Bids**” option in the Bid submission menu. The page listing all the Bids submitted by the Bidder will be displayed. Click “**View**” to see the details of the Bid to be resubmitted. After selecting the “**Bid Resubmission**” option, click “**Encrypt & upload**” to upload the revised e-Bids document by following the methodology provided in clause 2 (submission of e-Bids) above.

The Bidders can submit their revised Bids as many times as possible by uploading their e-Bids document within the scheduled date & time for submission of e-Bids. No e-Bid can be resubmitted subsequently after the deadline for submission of e-Bid

Section 3

Qualification Information

(Applicable for Bids costing more than Rs. 40 Lacs)

(Following information's shall be furnished by the Contractor on a non-judicial stamp paper of Rs. 100/- only)

(This is only Sample format)

Notes on Form of Qualification Information

The information to be filled in by Bidders in the following pages will be used for purposes of post-qualification as provided for in **Clause 3 and 4** of the Instructions to Bidders. This information will not be incorporated in the Contract. Attach additional pages as necessary. Each Bidder is required to furnish an affidavit on a non-judicial stamp paper of **Rs. 100/-** giving information on following Performa required for evaluation of the bidding capacity of the Bidder. Scanned copy of this affidavit shall be submitted on-line as part of Contractor's documents. Performa shall be filled up complete in all aspects. Incomplete format or attached written format will not be accepted. **Filling up of this form is mandatory otherwise bid may be rejected.**

NIT No: - -----/RED/Tender/File No----/ Bond Clerk/2017-18 / dated.

Name of Work or Identification Number: -----

1. Individual Bidders

1.1	Constitution or legal status of Bidder Place of registration: Registration Certificate attached as annexure -1 Principal place of business: Power of attorney of signatory of Bid Attached as annexure- 2 Partnership deed Attached as annexure-3 Year of formation of firm	<i>[attach copy]</i> _____ _____ <i>[Attach]</i>
1.2	Total annual volume of civil Engineering construction work executed, and payments received in the last five years preceding the year in which bids are invited. (Attach certificate from Chartered Accountant)	(Rs. In lakhs) 20—20- ----- 20- -20- ----- 20- -20- ----- 20- -20- ----- 20- -20- ----- Certificate from CA with clear cut mentioned Civil Engineering Works is attached as annexure 4

1.3.1	Work performed as prime Contractor (in the same name and style) on construction works of a similar nature and volume over the last five years. Attach certificate from the Engineer-in-charge
-------	---

Project Name	Name of the Employer	Description of work	Value of contract	Contract No.	Date of Issue of Work Order	Stipulated Date of Completion	Actual Date of Completion	Remarks explaining reasons for Delay, if any

Experience: - For Proof Attached only one qualifying certificate from Ex. En clearly mentioning the actual work done amount, date of start, actual date of completion, amount of contract bond etc as annexure- 5 & List only the past work in the format above which you have executed.

1.3.2	Work performed as Sub-Contractor (in the same name and style) on construction works of a similar nature and volume over the last five years. Attach certificate from the Engineer-in-charge
-------	---

Project Name	Name of the Employer	Description of work	Value of contract	Contract No.	Date of Issue of Work Order	Stipulated Date of Completion	Actual Date of Completion	Remarks explaining reasons for Delay, if any

1.3.3 Information on Bid Capacity (works for which bids have been submitted and works which are yet to be completed) as on the date of this bid.

(A) Existing commitments and on-going construction work:

Description of Work	Place & State	Contract No & Date	Name & Address of Employer	Value of Contract (Rs. in lakhs)	Stipulated period of completion	Value of * works remaining to be completed. (Rs. Lakhs)	Anticipated Date of completion
1	2	3	4	5	6	7	8

* Enclose certificate(s) from Engineer(s)-in-charge for value of work remaining to be completed.

Attached as annexure -6

(B) Bids already submitted but agreement not signed.

Description of Work	Place & State	Name & Address of Employer	Value of Contract (Rs. In lakhs)	Letter of Acceptance issued (Yes or No)	Date of issue of Letter of Acceptance
(1)	(2)	(3)	(4)	(5)	(6)

* Attach certificate(s) from the Engineer(s)-in-Charge.

(C) Bids already submitted but not finalized.

Description of Work	Place & State	Name & Address of Employer	Value of Contract (Rs. In lakhs)
(1)	(2)	(3)	(4)

1.4 Availability of Major items of Contractor's Equipment proposed for carrying out the Works. List all information requested below. Refer also to Clause 4.2(d) and Clause 4.4 b (b) of the Instructions to Bidders.

Item of Equipment	Description, make, and age (Years), and capacity	Condition (new, good, poor) and number available	Owned, leased (from whom?), or to be purchased
1	2	3	4

Note: - **Attached As annexure -7** Note: (a) the Bidder must produce the following documentary evidence in support of his availability of the above equipment:

Evidence of ownership of major items of construction equipment named like RC/Invoice/Bill etc

(b) If equipment not owned but proposed to be hired, then

Evidence of arrangement of possessing them on hire/lease/buying as defined therein;

(c) If equipment not owned but proposed to be purchased then

Evidence of arrangement of possessing them on buying as defined therein.

1.4. B. List of Lab Equipment available

Attached as annexure -8 List of availability of lab equipment as well as Affidavit & cash memo.

1.5 Qualifications of technical personnel proposed for the Contract. Refer also to Clause 4.2(e) of the Instructions to Bidders and Clause 9.1 of Part-1 General Conditions of Contract.

Position	Name	Qualification	Years of experience		
			Road Works	Building Works	Other

Attached as annexure -9 proofs about their appointment/ Payment of Salary/ Qualification / Experience.

1.6 Proposed sub-Contractors and firms involved for construction. Refer to Clause 7 of Part I General Conditions of Contract

Sections of the Works	Value of subcontract	Sub-Contractor (name and address)	Experience in similar work

Note: The capability of the sub-Contractor will also be assessed (on the same lines as for the main Contractor) before according approval to him

1.7 Financial reports for the last five years: balance sheets, profit and loss statements, auditors' reports, etc. List below and attach copies.

Attached as annexure-10 Audit report only any three years from the last five years.

20—20-----

20- -20- -----

20- -20- -----

20- -20- -----

20- -20- -----

Attached complete audit report including form 3-CB,3-CD, Balance sheet, Loss and profit statements of current year and form 3-CB and 3-CD, Balance sheet, loss and profit statement of proceeding two years.

(TIA must change the year before uploading of documents. This is only indicative)

1.8 Evidence of access to financial resources to meet the qualification requirements: cash in hand, lines of credit, etc. List below and attach copies of support documents. (Sample format attached).

Attached as annexure-11 certificate from the Bank only on the form prescribed.

Attached as annexure-12 an undertaking that the Bidder will expend at least 10% of package value from own resources.

1.9 Name, address, and telephone, telex, and facsimile numbers of banks that may provide references if contacted by the Employer.

Attached as annexure-13, Address & Phone No. Mobile No. of Bank and your own Account No. for seeking references from Bank and an authority from Bankers for enquiry regarding your account No. and relation with Bank.

1.10 Information on current litigation in which the Bidder is involved.

Name of Other party(ies)	Cause of dispute	Litigation where (Court/arbitration)	Amount involved

1.11 Proposed Programme (work method, schedule and cash inflow). Descriptions, drawings, and charts as necessary, to comply with the requirements of the bidding documents.

1.12 Address, Telephone No., Mobile No. e-mail id of the Bidder

1.13. I. Tax PAN,

**SAMPLE FORMAT FOR EVIDENCE OF ACCESS TO OR
AVAILABILITY OF CREDIT FACILITIES
BANK CERTIFICATE**

This is to certify that M/S ----- is a reputed company with a good financial standing.

If the contract for the work, namely, ----- is awarded to the above firm, we shall be able to provide overdraft/credit facilities to the extent of Rs.----- lakh to meet their working capital requirements for executing the above contract. Subject to terms and condition of Bank.

Signature of Bank Manager _____

Name of the Bank Manager _____

Address of the Bank -----

Note: The above letter should be on the letterhead of the concerned Bank branch with full address including telephone no., fax no. and email of the bank branch. The certificate should not be latter than 3 months.

Seek Reference Certificate

To,
Superintending Engineer,

Sub: Seek Reference Certificate for A/c No.

Sir,

We, hereby wish to inform you that M/s who is bidding for -----
----- of the district ----- has authorized us to provide you the concerned information about his account
no. Which the said bidding firm has in our branch/bank relating to the above tenders.
The Superintending Engineer RED, ----- or his authorized representative is permitted to seek reference
from us about the said account as and when required either in person or by post, fax or email.

Dated:

Yours faithfully,

(Sd.)

Branch Manager

Name of the branch with Branch Code and the name of the Bank.

Note: The above letter should be on the letterhead of the concerned Bank branch with full address including telephone no.,
fax no. and email of the bank branch. The certificate should not be latter than 3 months

FORMAT FOR THE AFFIDAVIT OF CORRECTNESS

(NOTE: This affidavit should be on a non-judicial stamp paper of Rs.10/- and shall be attested by Magistrate/ Sub-Judge/ Notary Public)

I, (Name of the authorised representative of the Bidder)
 son/daughter of resident of
 (Full address), aforesaid solemnly affirm and state as
 under:

1. I hereby certify that all the information furnished with the bid submitted on-line in response to notice inviting bid number --- /RED/Tender/File No---/ Bond Clerk/2017-18 dated: issued by Superintending Engineer, -----

(Authority inviting bids)

for the Construction ----- (name
 and identification of work) are true and correct in all aspects.

2. * I hereby certify that I have been authorised by
 (The Bidder) to sign on their behalf, the bid mentioned in paragraph 1
 above.

Deponent

Place:

Date:

Note: -

4. S. No 2 above will not be applicable if the Bidder is an individual and is signing the bid on his own behalf.
5. Name and seal of the attestation officer (Magistrate/ Sub-Judge/ Notary Public) must be readable.
6. S.No. of register as well as registration number of Notary must be mentioned in all affidavit.

Section 6

FORM OF BID FOR PART I OF THE BID

Technical Qualification Part I of Bid

The Bidder shall fill in and load this form for Part I of Bid separately from the form for Part II of the Bid.

To (Name of Employer) Superintending Engineer, RED, -----, Circle-----,

Address [insert address] -----

Identification Number of Works: -----

Description of Works -----

Dear Sir.

1. Having read the Bidding Documents, Requirements for submission of documents in ITB Clause 12, and acceptance of provisions for Fraud and Corruption in the Bidding Document, I/we submit in attachment all documents required in the Bidding Document together with all the Affidavits regarding the correctness of information/documents for the above stated bid.
2. I/we confirm that the Bid fully complies with all the requirements including the Bid Validity and Bid Security as required and specified by the bidding documents.
3. I/we certify that the information furnished in our bid is correct to the best of our knowledge and belief.

Authorised Signatory.....

Name and Title of Signatory.....

Name of Bidder.....

Authorised Address of Communication.....

.....

Telephone Nos (Office)

Mobile No.

Facsimile (Fax) No.

Electronic Mail Identification (Email ID)

Bidder is to upload mandatorily this part I in Technical Bid.

Form of Bid for Part II of the Bid

Financial Part II of Bid

The Bidder shall fill in and load this form for Part II of Bid separately from the form for Part I of the Bid

To [Name of Employer: Superintending Engineer, RED, -----, Circle-----,

Address [insert address] -----

Identification Number of Works: -----

Description of Works. -----

Dear Sir

1. With full understanding that Part II of our bid will be opened only if I/ we qualify on the basis of evaluation in Part I of the Bid, we offer to execute the works described above, remedy any defects therein, and carry out the routine maintenance (if any) in conformity with the Conditions of Contract, Specifications, Drawings and Bills of Quantities accompanying in Part II of the Bid.

2. This Bid and your written acceptance of it shall constitute a binding contract between us. I/ we understand that you are not bound to accept the lowest or any bid you receive.

3. I/ we undertake to commence the works on receiving the Notice to Proceed with the Work in accordance with the Contract Conditions.

Signature of Authorised Signatory.....

Name and Title of Signatory.....

Name of Bidder.....

Authorised Address of Communication.....

.....

Telephone Nos (Office)

Mobile No.

Facsimile (Fax) No.

Electronic Mail Identification (Email ID)

Bidder is to upload mandatorily this part II in Technical Bid as well as in Financial Bid.

OFFICE OF THE SUPERINTENDING ENGINEER
RURAL ENGINEERING DEPARTMENTS,
CIRCLE-----

NO.....

DATED

(a) LETTER OF ACCEPTANCE

To,

M/s

.....

.....

This is to notify you that on behalf of the Governor of UP, the Superintending Engineer R.E.D. CIRCLE
 -----, has accepted your Bid dated ----- for execution of the Work for District-----

1.	Name of Work:			
or	Name of Road		Block	Length (Km.)
	From	To		
1				

for the contract Price of Rs. (In words only) is hereby accepted by our Agency.

You are hereby requested to furnish Performance Security, (and additional security for unbalanced bids in terms of ITB Clause **26.3**) [where applicable] in the form detailed in Cl. **31.2** of ITB for an amount of Rs. (in words-----) valid up to 45 days from the date of expiry of Defects Liability Period i.e. up to for Performance Security and an amount of Rs. (in words-----) for unbalance security valid up to the construction period plus 45 days extra and sign the Contract within 10 days of the receipt of this Letter of Acceptance, failing which action as stated in Cl. **31.3** of ITB will be taken. All Performance securities and Unbalance security will be duly pledged in the name of **Superintending Engineer RED** -----

You are also requested to submit the work programme, List of Tools and Plants to be brought to site, Name of technical personnel to be deployed at site (if any), Name of borrow pits in case of Earth filling by cartage earth, Name of quarry from where the Stone Ballast will be brought to site.

You are also requested to submit the Non-judicial stamp paper of Rs. (In words) at the time of signing of agreement.

You are also requested to indicate your nominee as required under Clause 55.2 of the GCC.
please be noted in case of any document attached with your tender is found incorrect in any manner whatsoever then this acceptance letter will stand with drawn an action like FIR and Blacklisting shall be taken as per clause 32 of I.T.B of bidding document.

Yours faithfully,

Superintending Engineer
Rural Engineering Department
Circle,

No. & Dated as above.

Copy to **E.E** Div, R.E.D. for information & necessary action.

Superintending Engineer
Rural Engineering Department

(b) Standard Form of Agreement

Notes on Standard Form of Agreement
The Agreement should incorporate any corrections or modifications to the Bid resulting from corrections of errors (Instructions to Bidders, Clause 26).

Standard Form: Agreement

This agreement, made the day of of 20----- between Superintending Engineer, R.E.D. Circle, -----
----- on behalf of Governor of UP -----, (hereinafter called "the Employer") of the one part,
and

[Name and address of Contractor] (Hereinafter called "the Contractor" of the other part).

Whereas the Employer is desirous that the Contractor execute the Work of-----

District-

Description of the Works

1.	Name of Work:			
or	Name of Road		Block	Length (Km.)
	From	To		
1				

(Hereinafter called "the Works") and the Employer has accepted the Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein at a cost of Rs. (In words only)

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to, and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all aspects with the provisions of the Contract.
3. The Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying the defects wherein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
4. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (1) Agreement,
 - (2) Notice to Proceed with the Work,
 - (3) Letter of Acceptance,
 - (4) Contractor's Bid Part I and part II
 - (5) Contract Data,
 - (6) Special Conditions of Contract Part II,
 - (7) General Conditions of Contract Part I,

- (8) Specifications,
- (9) Drawings,
- (10) Bill of Quantities as up loaded on website with the bid document for the said NIT, No any change in up loaded BOQ will be allowed.
- (11) NIT
- (12) T-4
- (13) T-5
- (14) T-6 in original.
- (15) Name of the Contractor Nominee as per clause 55.2 (if any) and
- (16) Any other document listed in the Contract Data.

In witness whereof the parties thereto have caused this Agreement to be executed the day and year first before written.
The Common Seal of

**Superintending Engineer
Rural Engineering Department,
Circle,**

Was hereunto affixed in the presence of:
Signed, Sealed and Delivered by the said To,

.....
.....
.....

In the presence of: Executive Engineer
 Rural Engineering Department,
 District-

Binding Signature of Employer authorized representative

**Superintending Engineer
Rural Engineering Department,
Circle,**

Binding Signature of Contractor

.....
.....
.....

OFFICE OF THE SUPERINTENDING ENGINEER,
RURAL ENGINEERING DEPARTMENTS
 CIRCLE, -----

(c) Issue of Notice to proceed with the work

LETTER NO.....

DATED.....

To,

.....

Dear Sirs:

Pursuant to your furnishing the requisite performance security as stipulated in ITB Clause 30.2 and signing of the contract for the construction of -----
 for Distt. -----

1.	Name of Work:			
or	Name of Road		Block	Length (Km.)
	From	To		
1				

You are hereby instructed to proceed with the execution of the said works in accordance with the contract documents.

Contract Bond No.: -

Date of start: -

Due date of Completion: -

Due Date of Defect liability period: -

Yours faithfully,

Superintending Engineer
Rural Engineering Department
Circle,

(d) Form of unconditional Bank guarantee for advance payment
BANK GUARANTEE FOR ADVANCE PAYMENT

To,
 Superintending Engineer,
 R.E.D. Circle

Gentlemen:

In accordance with the provisions of the General Conditions of contract, clause 45 ("Advance Payment") of the above-mentioned Contract, _____ [*name and address of Contractor*] (hereinafter called "the Contractor") shall deposit with _____ [*name of Employer*] a bank guarantee to guarantee his proper and faithful performance under the said Clause of the Contract in an amount of _____ [*amount of guarantee*]¹ _____ [*in words*].

We, the _____ [bank or financial institution], as instructed by the Contractor, agree unconditionally and irrevocably to guarantee as primary obligator and not as Surety merely, the payment to _____ [*name of Employer*] on his first demand without whatsoever right of objection on our part and without his first claim to the Contractor, in the amount not exceeding _____ [*amount of guarantee*]¹ _____ .

We further agree that no change or addition to or other modification of the terms of the Contract or of Works to be performed thereunder or of any of the Contractor documents which may be release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment under the Contract until _____ [*name of Employer*] receives full repayment of the same amount from the Contractor.

Yours truly,

Signature and seal: _____

Name of Bank/Financial Institution: _____

Address: _____

Date: _____

1. An amount shall be inserted by the bank or financial institution representing the amount of the Advance Payment and denominated in Indian Rupees.

(e) Form of unconditional Bank guarantee “Performance Bank Guarantee”).**PERFORMANCE BANK GUARANTEE**

To,
 Superintending Engineer,
 Circle R.E.S.

WREREAS _____ [*Name and Address of Contractor*]
 (Hereinafter called “the Contractor”) has undertaken, in pursuance of Contract No. _____ dated _____
 to execute _____ [*Name of Contract and brief description of Works*] herein after called “The Contract.”

AND WHEREAS it has been stipulated by you in the said contract that the Contractor shall furnish you with a bank guarantee by a Nationalized Bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee.

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you on behalf of the Contractor, up to a total of _____ [*amount of guarantee*] _____ [*in words*], such sum being payable in the types and proportions of currencies in which the Contract price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of _____ [*amount of guarantee*] as aforesaid without your needing to prove or to show grounds or reasons for a demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in anyway release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This Guarantee shall be valid until a date 45 days after the expiry of defect liability period calculated after intended completion date.

Signature and seal of the guarantor _____

Name of Bank _____

Address _____

Date _____

कार्यालय जिला मजिस्ट्रेट,

चरित्र प्रमाण-पत्र

राजपत्रित अधिकारी
द्वारा प्रमाणित
पासपोर्ट साइज का
नवीनतम फोटोग्राफ
चस्पा किया जाय

1. आवेदक का नाम श्री/श्रीमती
2. पिता/पति का नाम श्री
3. आयु
4. शैक्षिक योग्यता
5. व्यवसाय
6. पता— (अ) स्थाई पता दूरभाष सहित
-
- (ब) अस्थायी पता दूरभाष सहित
-
7. अपराधिक मुकदमों का विवरण

व्यक्ति के विरुद्ध जनपद में दर्ज मुकदमों, अपराधिक गतिविधियों और असामाजिक कार्यों का विवरण दिया जाय। यदि किसी न्यायालय में अपराधिक मुकदमा चल रहा है तो उसका विवरण भी दिया जाय। यदि लोक निर्माण विभाग अथवा राज्य सरकार के अन्य विभागों द्वारा ब्लैक लिस्टेड किया गया हो तो उसका विवरण भी दिया जाय। माफिया/गैंगेस्टर गतिविधियों एवं संगठित अपराधों में लिप्त व्यक्तियों के बारे में विशेष रूप से जाँच करने के बाद ही प्रमाण पत्र निर्गत किया जाय और इसका उल्लेख इस कालम में अवश्य किया जाय।

8. सामान्य ख्याति

9. प्रमाण-पत्र :—

मेरे द्वारा श्री के कार्य और आचरण तथा चरित्र के संबंध में पूरी तथ्यात्मक जानकारी कर ली गई है। इनके विरुद्ध अपराधिक मुकदमों की सूचना भी पुलिस से प्राप्त की गई है। सभी तथ्यों की जानकारी के पश्चात् मैं प्रमाणित करता हूँ कि श्री का कार्य और आचरण तथा चरित्र उत्तम है और इनके लोक निर्माण विभाग में अथवा राज्य सरकार के किसी विभाग में ठेकेदार का कार्य करने पर सामान्यतः आपत्ति प्रतीत नहीं होती।

दिनांक

हस्ताक्षर
जिला मजिस्ट्रेट/कलेक्टर
(मुहर सहित)

नोट:—1. जिला मजिस्ट्रेट/कलेक्टर द्वारा यह प्रमाण-पत्र अपने स्वयं के हस्ताक्षर से निर्गत किया जायेगा। उसके स्थान पर किसी अन्य अधिकारी द्वारा प्रमाण-पत्र निर्गत नहीं किया जायेगा।

2. प्रमाण-पत्र देने के पूर्व वह आव" यक्तानुसार वरिष्ठ पुलिस अधीक्षक/पुलिस अधीक्षक/तहसीलदार/एस0डी0एम0/अपर जिलाधिकारी अथवा किसी अन्य अधिकारी से जाँच कराकर रिपोर्ट प्राप्त कर सकते हैं।

3. संबंधित व्यक्ति से स्वघोषणा शपथ-पत्र ले सकते हैं।

4. यह प्रमाण-पत्र सामान्यतः दो वर्ष के लिए मान्य होगा। यदि इससे पूर्व कोई अपराधिक घटना होती है अथवा प्रार्थी के विरुद्ध कोई अपराधिक मुकदमा आदि दर्ज होता है या वह किसी संगठित अपराध में या माफिया गतिविधियों में या असामाजिक गतिविधियों में पकड़ा जाता है तो पुलिस विभाग का यह उत्तरदायित्व होगा कि इसकी सूचना वह जिला मजिस्ट्रेट/कलेक्टर तथा संबंधित विभाग के अधिकारियों को देगा और प्रमाण-पत्र तत्काल निरस्त किया जायेगा।

5. इन प्रमाण-पत्रों की प्रविष्टि जिलाधिकारी कार्यालय में तथा वरिष्ठ पुलिस अधीक्षक/पुलिस अधीक्षक कार्यालय में एक अलग रजिस्टर में विधिवत अंकित की जायेंगी और निर्गत प्रमाण-पत्र की एक प्रमाणित फोटो प्रति रजिस्टर में अवश्य रखी जायेगी।

6. इस प्रमाण-पत्र के निर्गत करने अथवा निरस्त करने के संबंध में अन्तिम निर्णय संबंधित जिला मजिस्ट्रेट/कलेक्टर का होगा।

7. निर्गत प्रमाण-पत्र की एक कार्यालय प्रति (Office copy) वरिष्ठ पुलिस अधीक्षक/पुलिस अधीक्षक कार्यालय में अवश्य रखी जायेगी और एक अलग रजिस्टर में प्रविष्टि अंकित की जायेगी जिससे रिकार्ड रहे।

8. संबंधित व्यक्ति द्वारा पासपोर्ट साइज का अपना नवीनतम फोटोग्राफ, जो राजपत्रित अधिकारी द्वारा प्रमाणित हो, चरित्र प्रमाण-पत्र के ऊपर निर्धारित स्थान पर चस्पा किया जायेगा।

कार्यालय जिला मजिस्ट्रेट,

हैसियत प्रमाण-पत्र

राजपत्रित अधिकारी
द्वारा प्रमाणित
पासपोर्ट साइज का
नवीनतम फोटोग्राफ
चस्पा किया जाय

1. प्रार्थी का नाम (व्यक्ति/फर्म/संस्था का नाम)

2. पिता/पति का नाम श्री

3. निवास स्थान

(अ) पूरा स्थाई पता दूरभाष सहित

.....

(ब) अस्थायी पता दूरभाष सहित

.....

4. व्यवसाय

5. सम्पत्ति का विवरण:- जिला मजिस्ट्रेट/कलेक्टर के द्वारा चल/अचल/ सम्पत्ति/हैसियत के संबंध में पूरा विवरण निम्न प्रकार से दिया जाय।

(i)अचल सम्पत्ति- जमीन/भूखण्ड/मकान/दुकान/व्यवसायिक प्रतिष्ठान/उद्योग धन्धे आदि का पूरा विवरण। यह सम्पत्ति ठेकेदार के नाम है अथवा किसी अन्य व्यक्ति के नाम से है, इसका स्पष्ट उल्लेख किया जाय। इस संबंध में सक्षम अधिकारी द्वारा निर्गत प्रमाण-पत्र संलग्न किया जाय। सम्पत्ति का मूल्यांकन/बाजार मूल्य तथा सम्पत्ति बैंक अथवा किसी वित्तीय संस्था में मार्गेज हो तो उसका विवरण भी दिया जाय।

(ii)चल सम्पत्ति- मोटर वाहन/निर्माण कार्यों में प्रयुक्त मशीनों तथा अन्य चल सम्पत्ति का पूरा विवरण दिया जाय। यह सम्पत्ति ठेकेदार के नाम है अथवा किसी अन्य व्यक्ति के नाम से है, इसका स्पष्ट उल्लेख किया जाय। इस संबंध में सक्षम अधिकारी द्वारा निर्गत प्रमाण-पत्र संलग्न किया जाय। सम्पत्ति का मूल्यांकन/बाजार मूल्य कितना है। यह सम्पत्ति बैंक अथवा किसी वित्तीय संस्था में मार्गेज हो तो उसका विवरण दिया जाय।

6. बैंक अथवा वित्तीय संस्था में कोई धनराशि हो तो इसके लिए बैंक का नाम/खाता संख्या एवं उसमें रखी धनराशि का विवरण दिया जाय। इसके लिए बैंक अथवा वित्तीय संस्था द्वारा निर्गत प्रमाण-पत्र संलग्न किया जाय।

7. हैसियत प्रमाण पत्र के लिए हैसियत के रूप में यदि बैंक में जमा धनराशि दर्शायी जाती है तो वह धनराशि कम से कम तीन माह पहले से बैंक में जमा होनी चाहिए और कार्य पूरा होने तक बैंक में अवश्य जमा रहनी चाहिए।

8. प्रार्थी का पैन नम्बर है।

मेरे द्वारा श्री (यहाँ व्यक्ति/फर्म/संस्था आदि का नाम लिखा जाय).....की चल और अचल सम्पत्ति के बारे में तथ्यों की जानकारी कर ली गई है और उसका विवरण उपरोक्तानुसार दिया गया है।

मैं प्रमाणित करता हूँ कि मेरी जानकारी में उपरोक्त सभी तथ्य सही हैं और तथ्यात्मक रिपोर्ट के आधार पर यह प्रमाण-पत्र निर्गत किया जा रहा है।

दिनांक.....

हस्ताक्षर

जिला मजिस्ट्रेट/कलेक्टर
(मुहर सहित)

नोट:— 1. जिला मजिस्ट्रेट/ कलेक्टर द्वारा यह प्रमाण-पत्र अपने स्वयं के हस्ताक्षर से निर्गत किया जायेगा। उसके स्थान पर किसी अन्य अधिकारी द्वारा प्रमाण-पत्र निर्गत नहीं किया जायेगा।

2. प्रमाण-पत्र देने के पूर्व वह आवश्यकतानुसार तहसीलदार/एस0डी0एम0/अपर जिलाधिकारी/बैंक अधिकारी आथवा किसी अन्य अधिकारी से जाँच कराकर रिपोर्ट प्राप्त कर सकते हैं।

3. संबंधित व्यक्ति से स्वघोषणा शपथ-पत्र भी ले सकते हैं।

4. यह प्रमाण-पत्र सामान्यतः दो वर्ष के लिए मान्य होगा। यदि इससे पूर्व कोई महत्वपूर्ण विक्रय आदि होता है अथवा सम्पत्ति में परिवर्तन होता है या कमी आती है तो संबंधित व्यक्ति का यह उत्तरदायित्व होगा कि इसकी सूचना वह जिला मजिस्ट्रेट/ कलेक्टर तथा संबंधित विभाग के अधिकारियों को देगा और प्रमाण-पत्र में संशोधन जारी किया जायेगा।

5. इस प्रमाण-पत्रों की प्रविष्टि जिलाधिकारी कार्यालय में एक अलग रजिस्टर में विधिवत अंकित की जायेंगी और निर्गत प्रमाण-पत्र की एक प्रमाणित फोटो प्रति रजिस्टर में अवश्य रखी जायेगी।

6. इस प्रमाण-पत्र के निर्गत करने अथवा निरस्त करने के संबंध में अन्तिम निर्णय संबंधित जिला मजिस्ट्रेट/ कलेक्टर का होगा।

7. संबंधित व्यक्ति द्वारा पासपोर्ट साइज का अपना नवीनतम फोटोग्राफ, जो राजपत्रित अधिकारी द्वारा प्रमाणित हो, हैसियत प्रमाण-पत्र के ऊपर निर्धारित स्थान पर चस्पा किया जायेगा।

शपथ-पत्र

राजपत्रित अधिकारी
द्वारा प्रमाणित
पासपोर्ट साइज का
नवीनतम फोटोग्राफ
चस्पा किया जाय

मैं पुत्र श्री

निवासी

(स्थायी पता)

(अस्थायी पता) का निवासी हूँ। मैं शपथ पूर्वक निम्न घोषणा करता हूँ।

1. मैं ग्रा0अ0वि0 का ए/बी/सी/डी/ई श्रेणी का पंजीकृत ठेकेदार हूँ। (विभाग द्वारा निर्गत श्रेणी संबंधी प्रमाण-पत्र संलग्नक किया जाय) मेरे पास पर्याप्त चल और अचल सम्पत्ति है और व्यवसायिक रूप से मैं ग्रा0अ0से0 के कार्यों को पूरा करने के लिए सक्षम और समर्थ हूँ। मेरे पास आवश्यक मशीनें और उपकरण आदि भी हैं तथा मुझे इस कार्य का प्रयाप्त अनुभव है।

2. ग्रा0अ0विभाग द्वारा जो (कार्य का विवरण लिख जाय)..... कराने की निविदा पत्रांक :—/ग्रा0अ0वि0/निविदा पत्राली/पत्रावली सं0...../अनु0सहायक/20...../ दिनांक:.....निर्गत की गई है उसके लिए मैं विभाग द्वारा निर्धारित प्रारूप पर निविदा भर रहा हूँ।

3. मेरे द्वारा दिये जा रहे प्रमाण-पत्र: चरित्र प्रमाण पत्र/हैसियत प्रमाण-पत्र/आयकर प्रमाण-पत्र/व्यापार कर प्रमाण-पत्र/बिड सिक्योरिटी प्रमाण-पत्र/बिड कैपिसिटी प्रमाण-पत्र/जमानत धनराशि आदि का प्रमाण-पत्र तथा अन्य सुसंगत अभिलेख आदि मूलरूप में/आवश्यक प्रमाणित प्रति निविदा पत्र के साथ संलग्नक कर दिये गये हैं।

4. मेरा पैन नं0 है। (आयकर विभाग द्वारा प्रदत्त प्रमाण-पत्र संलग्नक किया जाय)

5. मेरे विरुद्ध अपराधिक मुकदमों का विवरण निम्न प्रकार है। यहाँ पूरा विवरण दिया जाय।

1. मुकदमा नम्बर
2. धारार्यें
3. थाना
4. जनपद
5. न्यायालय (जहाँ मुकदमा चल रहा है)

6. मैं लोक निर्माण विभाग/ ग्रा0अ0 विभाग अथवा राज्य सरकार के अन्य विभागों द्वारा ब्लैक लिस्टेट ठेकेदार की श्रेणी में नहीं आता हूँ। मैं अपराधिक गतिविधियों, माफिया तथा गैंगेस्टर गतिविधियों और संगठित अपराध करने की गतिविधियों और असामाजिक कार्यों आदि में लिप्त नहीं हूँ। मैं माफिया और अपराधी नहीं हूँ। मेरा चाल-चलन, कार्य तथा आचरण उत्तम है।

7. मेरे विरुद्ध जनपद में तथा प्रदेश में कोई भी मुकदमा दर्ज नहीं है। (यदि है तो उपरोक्तानुसार विवरण अंकित करें)।

8. मैं बार कौंसिल का सदस्य नहीं हूँ।

9. यदि ठेका प्राप्त करने के पश्चात् मेरे विरुद्ध माफिया गतिविधियों/असामाजिक गतिविधियों एवं संगठित अपराधिक गतिविधियों में लिप्त होने के बारे में कोई शिकायत प्रमाणित पायी जाती है तो सक्षम अधिकारी को यह अधिकार होगा कि वह मेरा ठेका/अनुबन्ध निरस्त कर दे। इस पर मुझे कोई आपत्ति नहीं होगी। मेरे द्वारा यदि विभाग/राज्य सरकार के विरुद्ध कोई अपराधिक कृत्य किया जाता है अथवा सरकारी धन का गबन किया जाता है तो सक्षम अधिकारी को यह अधिकार होगा कि वह मेरे विरुद्ध अपराधिक मुकदमा नियमों के अन्तर्गत दर्ज कराये।

10. मैं अनुबन्ध की भातों के अनुसार समय से, पूरी गुणवत्ता के साथ-साथ निर्धारित विशिष्टियों के अनुरूप कार्य पूरा करूँगा और विभाग को पूरा सहयोग प्रदान करूँगा।

11. मेरा कार्य एवं आचरण उत्तम है।

12. मैं शपथपूर्वक घोषणा करता हूँ कि मेरा स्थाई पता और अस्थायी पता निम्न प्रकार है:-

(अ) स्थायी पता (दूरभाष सहित)

(ब) अस्थायी पता (दूरभाष सहित)

(यहाँ पूरा पता दूरभाष सहित एवं पिनकोड सहित लिखा जाय)

13. मैं शपथ पूर्वक घोषणा करता हूँ कि मैं उपरोक्त पते पर रहता हूँ तथा विभाग द्वारा प्रदान किये गये कार्य के पूरा होने तक मेरे किसी पते में सामान्यतः कोई परिवर्तन नहीं होगा। यदि अपरिहार्य परिस्थितियों में किसी पते में परिवर्तन होता है तो इसकी सूचना मैं तत्काल अधिशासी अभियन्ता, ग्रा0अ0वि0 और जिला मजिस्ट्रेट/कलेक्टर को दूँगा।

14. मैं यह भी घोषणा करता हूँ कि विभाग के जिस कार्य के लिए मेरे द्वारा ठेका लिया जा रहा है उसके सापेक्ष चल एवं अचल सम्पत्ति का हैसियत प्रमाण-पत्र जिला मजिस्ट्रेट/कलेक्टर (जनपद का नाम लिखा जाय) द्वारा प्राप्त करके प्रमाणित छाया प्रति संलग्न किया जा रहा है। मैं शपथ पूर्वक यह भी घोषणा करता हूँ कि कार्य संतोषजनक रूप से पूर्ण होने तक हैसियत प्रमाण पत्र में इंगित संपत्ति को विक्रय अथवा गिरवी नहीं रखूँगा।

15. मैं अपनी पूर्ण जानकारी में पूरे हाशो-हवाश में, स्वस्थचित से, पूरी सत्यनिष्ठा से तथा स्वेच्छा से यह शपथ-पत्र लिखकर दे रहा हूँ। ईश्वर मेरी मदद करें।

दिनांक

शपथी का पूरा हस्ताक्षर

पूरा नाम-

पता-

नोट:- 1. यह स्वघोषणा शपथ-पत्र रु0 100/- (रु0 एक सौ) के Stamp paper पर नोटरी द्वारा साक्ष्यों की उपस्थिति में सत्यापित कराते हुए दिया जायेगा।

2. असत्य शपथ-पत्र देना एक संगीन और संज्ञेय अपराध है।

3. संबंधित व्यक्ति द्वारा पासपोर्ट साइज का अपना फोटोग्राफ, जो राजपत्रित अधिकारी द्वारा प्रमाणित हो, शपथ-पत्र के ऊपर निर्धारित स्थान पर चस्पा किया जायेगा।

प्रस्तुत किये जाने वाले अन्य शपथ-पत्रों का प्रारूप

सेवा में

अधीक्षण अभियन्ता

ग्रामीण अभियन्त्रण विभाग

परिमण्डल:-----

निविदा सूचना पत्रांक :----- / ग्रा0अ0वि0 / निविदा पत्राली / पत्रावली सं0..... / अनु0सहायक / 20..... / दिनांक:

कार्य का नाम अथवा कार्य की पहचान सं0 :-----

मैं पुत्र श्रीनिवासी

(स्थायी पता)

(अस्थायी पता)का निवासी हूँ। मैं शपथ पूर्वक निम्न

घोषणा करता हूँ।