



**E – Tender for**

**Name of the work**

**“The work of providing services of comprehensive operation and maintenance of vacuum operated litter picker machines - 07 Nos.”**

**Website – [mahatenders.gov.in](http://mahatenders.gov.in)**

**Tender ID No. 2023\_MCGM\_952334 Due Date : 01.11.2023**

**Office of the**

**Deputy Chief Engineer (Solid Waste Management) Planning,**

Fourth Floor, Municipal Khatav Market Building,  
Opposite Avishkar Building, Khatavwadi, Sleater road,  
Grant Road (W), Mumbai-400007  
Phone:- 022-23877691/23844450  
Email- ([ee1swm.pl@mcgm.gov.in](mailto:ee1swm.pl@mcgm.gov.in) /  
[dycheswmpplanning.swm@mcgm.gov.in](mailto:dycheswmpplanning.swm@mcgm.gov.in))

Prepared by

Checked by

Verified by

Approved by

**sd/-  
S.E.(SWM)Pl.**

**sd/-  
A.E.(SWM)Pl.**

**sd/-  
E.E.(SWM)Pl.**

**sd/-  
Dy.Ch.E.(SWM)Pl.**

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# **SECTION 1**

## **E-TENDER NOTICE**

**BRIHANMUMBAI MUNICIPAL CORPORATION**  
**SOLID WASTE MANAGEMENT DEPARTMENT**  
**E-TENDER NOTICE**

**Subject :-** The work of providing services of comprehensive operation and maintenance of vacuum operated litter picker machines -07 Nos.

Brihanmumbai Municipal Corporation (BMC) invites e-tender on item rate basis to appoint Contractor for the aforementioned work from contractors of repute, multidisciplinary engineering organizations i.e. Eminent firm, Proprietary/Partnership Firms/ Private Limited Companies/ Public Limited Companies/Companies registered under the Indian companies' act 2013.

The contractors registered with the Brihanmumbai Municipal Corporation, (BMC) in **Class 'AA'** as per old registration and **Class 'A'** as per new registration and from the contractors/firms equivalent and superior classes registered in Central or State Government/Semi Govt. Organization/Central or State Public Sector Undertakings, will be allowed subject to condition that, The contractor who are not registered with BMC will have to apply for registering their firm within three month (03) months period from the award of contract, otherwise their Bid security i.e. E.M.D.( earnest money Deposit) will be forfeited/ recovered and an amount equal to Registration Fee of respective class will be recovered as penalty.

Bidding Process will comprise of THREE stages.

The application form can be downloaded from BMC's portal (<http://mahatenders.gov.in>) on payment of **Rs. 15,000/- (+18.00% GST)** as tender scrutiny fee. The applicants not registered with BMC are mandated to get registered (Vendor Registration) with BMC for e-tendering process & obtain log in credentials to participate in the online bidding process.

The applicants not registered with BMC are mandated to get registered (Vendor Registration) with BMC for e-tendering process & obtain login credentials to participate in the online bidding process.

- i) To download the application form, for those applicants not having vendor registration, need to apply first for vendor registration at the office of Account Officer (FAR), 3rd floor, Municipal Headquarter.
- ii) Followed by SRM login ID and password to be obtained from Central Purchase Department (CPD), Office at Byculla, Bakariadda, Mumbai
- iii) For e-Tendering registration, enrolment for digital signature certificates and user manual, please refer to respective links provided in 'Tenders' tab.

Vendors can get digital signature from any one of the Certifying Authorities (CA's) licensed by controller of certifying authorities namely, Safes crypt, IDRBT, National informatics centre, TCS, CUSTOMS, MTNL, GNFC and e- Mudhra CA.

Name of work	Contract Period
The work of providing services of comprehensive operation and maintenance of vacuum operated litter picker machines -07 Nos.	<b>07 year</b>

In terms of the 3 stage system of e-tendering, a Bidder will be required to deposit, along with its Bid, an Earnest Money Deposit ("EMD") of **Rs. 19,43,000.00 (Rs. Nineteen Lac Forty Three Thousand only)**

The E.M.D is refundable in accordance to the relevant clause of bid document, from the Bid Due Date, except in the case of the selected Bidder whose Bid Security/EMD shall be retained. The Bidders will have to provide Earnest Money Deposit through the payment gateways while submitting the bids. The Bid shall be summarily rejected if it is not accompanied by the Earnest Money Deposit. The e-tender is available on Mahatenders portal (<http://mahatenders.gov.in>) as mentioned in the Header Data of the tender.

As per THREE Packet systems, the document for Packet A & B is to be uploaded by the bidder in vendors' document online in Packet A, B. Packet A,B & C shall be opened on dates as mentioned in header data. All the responsive and eligible bidders if they so wish can be present at the time of opening of bids, in the office of Dy. Ch. Eng.(SWM) Planning. The Packet C shall be opened if bids submission in Packet A & B satisfies/includes all the requirements and same are found acceptable to the Authority.

The Municipal Commissioner reserves the right to reject all or any of the e- tender(s) without assigning any reasons at any stage.

The dates and time for submission and opening the bids are as shown in the Header Data. If there are any changes in the dates the same will be displayed on BMC Portal. (<http://mahatenders.gov.in>)

The Applicants interested for the above referred works may contact the Dy. Chief Eng. (SWM) Planning at the following address on any working day during office hours.

Office of the  
**Deputy Chief Engineer (Solid Waste Management) Planning,**  
Fourth Floor, Municipal Khatav Market Building,  
Opposite Avishkar Building, Khatavwadi, Sleater road,  
Grant Road (W), Mumbai-400007  
Phone:- 022-23877691/23844450  
Email- ([ee1swm.pl@mcgm.gov.in](mailto:ee1swm.pl@mcgm.gov.in)/  
[dycheswmpplanning.swm@mcgm.gov.in](mailto:dycheswmpplanning.swm@mcgm.gov.in))

The applicants may wish to visit the site under reference and can collect the information of the present status from the department who have invited the bids.

BMC reserves the rights to accept any of the application or reject any or all the application received for above works, without assigning any reasons thereof. The information regarding above subject matter is available on Website of mahatenders (<http://mahatenders.mcgm.gov.in>)

Bidders are also advised to refer “Bidders Manual Kit” available at <https://mahatenders.gov.in/nicgep/app?page=BiddersManualKit&service=page> for further details about the e-tendering process.

For any help, in the e-Tendering process, can be availed by dialling help-desk number 022-22046934/22837339 from 11.30 AM to 5.00 PM on all working days . Email: [support-eproc@nic.in](mailto:support-eproc@nic.in)

**SPECIAL NOTE :**

TENDERERS ARE REQUESTED TO GO THROUGH THE e- TENDER GUIDELINES ON NIC PORTAL (<https://mahatenders.gov.in>). For registration, enrolment for digital signature certificate & user manual, please refer to respective links provided in e-tendering tab. The vendors can get digital signature from any one of the Certifying Authorities (CA's) licensed by the Controller of Certifying Authorities namely Safes crypt, IDRBT, National Informatics Centre, TCS, Customs, MTNL, GNFC and e- Mudhra.

sd/-

**Dy. Ch. Eng (SWM) Planning**

## **HEADER DATA**

Tender ID No.	2023_MCGM_952334
Name of Organization	Brihanmumbai Municipal Corporation (BMC)
Subject	The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years
Tender scrutiny fee	Rs. 15,000+ 18% GST
Bid Security Deposit/ EMD	Rs. 19,43,000/-
Date of issue and sale of tender	12.10.2023 from 11:00Hrs
Last date & time for sale of tender & Receipt of Bid Security Deposit	01.11.2023 upto 16:00Hrs
Submission of Packet A, B & Packet C (Online)	01.11.2023 upto 16:00Hrs
Pre bid Meeting	18.10.2023 at 15.00 Hrs in conference room of Ch.E.(S.W.M)
Opening of Packet A & B	03.11.2023 after 16:00Hrs
Opening of Packet C (Online)	08.11.2023 after 11.00hrs
Address for communication	Office of the Dy.Ch.Eng.(SWM) Planning Fourth Floor, Municipal Khataw Market Building, Opposite Avishkar Building, Khatawadi, Sleater road, Grant Road (W), Mumbai-400007 Phone:- 022-23877691/23844450 Email- ( <a href="mailto:ee1swm.pl@mcgm.gov.in">ee1swm.pl@mcgm.gov.in</a> / <a href="mailto:dycheswmpplanning.swm@mcgm.gov.in">dycheswmpplanning.swm@mcgm.gov.in</a> )
Venue for opening of bid	On line in Dy. Ch. Eng.(SWM) Pl.'s office

**This tender document is not transferable.**

BMC reserves the rights to reject any or all the application received for above subject without assigning any reason thereof.

sd/-  
**Dy. Ch. Eng. (SWM) Planning**

# **SECTION 2**

## **ELIGIBILITY CRITERIA**



### **A. 1.1 Technical Capacity**

(i) The tenderer(s) in their own name should have satisfactorily executed the work of similar nature as described in para 1.3 in BMC /Semi Govt. /Govt. & Public Sector Organizations during **last seven (7) years** ending last day of month previous to the one in which bids are invited as a prime Contractor.

**a) Three similar completed works each of value not less than the value equal to Rs. 3,88,41,000/-**

**OR**

**b) Two similar completed works each of value not less than the value equal to Rs. 4,85,51,000/-**

**OR**

**c) One similar completed work of value equal and or not less than the Rs. 7,76,81,000/-**

The value of executed works shall be brought to current costing level by enhancing the actual value of work at compound rate of 10 % per annum; calculated from the date of completion to last date of receipt of applications for tenders.

ii) The tenderer shall be manufacturer or authorize dealer and submit/upload authorization letter from the manufacturer of the existing vacuum operated litter picker for supply of spare parts & service support during entire contract period.

### **1.2 Financial Capacity**

The Bidder shall have achieved an average annual financial turnover of **Rs. 5,82,61,000** as certified by 'Chartered Accountant' not less than an amount as mentioned in table below in **2020-21, 2021-22, 2022-23**.

The value of each year's turnover shall be brought to current costing level by enhancing the actual value at compound rate of 10 % per annum; calculated from the date of completion to last date of receipt of applications for tenders.

### **1.3 Similar Experience:**

The tenderer shall have experience of Operation & Maintenance of Mechanical Power Sweeping Machines/Vacuum Operated Litter Picker Machines in BMC/ any Government /Semi-Government Organization / Public sector undertakings.

**Note:- The bidder shall disclose the litigation history in packet 'B' under the head "Details of Litigation History" on their letter head.**

**If there is no Litigation History, the bidder shall specifically mention that there is no Litigation History against him as per the clause of Litigation History. In case there is litigation History –**

**Litigation History must cover – Any action of blacklisting, debarring, banning, suspension, deregistration and cheating with BMC, State Govt., Central Govt. or any authority under State or Central Govt./ Govt. Organization initiated against the company, firm, directors, partners or authorized signatory shall be disclosed for last 5 years from the date of submission of bid. Also, bidder must disclose the litigation history for last 5 years from the date of submission of bid about any action like show cause issued, blacklisting, debarring, banning, suspension, deregistration and cheating with BMC & BMC is party in the litigation against the company, firm, directors, partners or authorized signatory for carrying out any work for BMC by any authority of BMC and the orders passed by the competent authority or by any Court where BMC is a party. While taking decision on litigation history, the concerned Chief Engineer or D.M.C. or Director, as may be the case, should consider the details submitted by bidder and take decision based on the gravity of the litigation and the details submitted by the bidder and take decision based on the gravity of the litigation and the adverse effect of the act of company, firm, directors, partners or authorized signatory on the BMC works which can spoil the quantity, output, delivery of any goods or any work execution and within the timeframe.**

### **1.4 Bid Capacity :- (Not Applicable)**

The bid capacity of the prospective bidders will be calculated as under:

$$\text{Assessed Available Bid Capacity} = (A * N * 2 - B)$$

Where,

A = Maximum value of Civil Engineering works executed in any one year (year means Financial year) during the last five years (updated to

the price level of the Financial year in which bids are received at a rate of 10% per year, compounded annually) taking into account the completed as well as works in progress.

N = Number of years prescribed for completion of the Project/Works, excluding monsoon period, for which these bids are being invited. (E.g. 7 months = 7/12 year) For every intervening monsoon, 0.33 shall be added to N.

B = Value of existing commitments (only allotted works) on the last date of submission of bids as per bidding document and on-going works to be completed during the period of completion of the Project/Works for which these bids are being invited.

**Note:** The statement 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 attached along with certificates duly signed by the Engineer-in Charge, not below the rank of an Executive Engineer or equivalent.

**Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they :**

- Have made misleading or false representation in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- Have record for poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, or financial failures etc.

### **1.5 Joint Venture**

Joint Venture is not allowed in this tender.

### **1.6 Infrastructural Set Up**

The bidder shall have their well established office within the MMR Region. In case the bidder doesn't have an office he shall give an undertaking on Rs.500/- stamp paper that he shall set up an office within MMR within period of **90** days from the date of issue of LOA.

# **SECTION 3**

# **DISCLAIMER**

## **DISCLAIMER**

The information contained in this e-tender document or provided to Applicant(s), whether verbally or in documentary or any other form, by or on behalf of the Brihanmumbai Municipal Corporation (BMC), hereafter also referred as “The Authority “, or any of its employees or advisors, is provided to Applicant(s) on the terms and conditions set out in this e-tender and such other terms and conditions subject to which such information is provided.

This e-tender includes statements, which reflect various assumptions and assessments arrived at by Brihanmumbai Municipal Corporation (BMC) in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This e-tender may not be appropriate for all persons, and it is not possible for the Brihanmumbai Municipal Corporation (BMC), its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this e-tender. The assumptions, assessments, statements and information contained in this e-tender may not be complete, accurate, adequate or correct. Each Applicant should therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this e-tender and obtain independent advice from appropriate sources.

Information provided in this e-tender to the Applicant(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. Brihanmumbai Municipal Corporation (BMC) accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed here.

Brihanmumbai Municipal Corporation (BMC), its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder, under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which

may arise from or be incurred or suffered on account of anything contained in this e-tender or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the e-tender and any assessment, assumption, statement or information contained therein or deemed to form part of this e-tender or arising in any way with pre-qualification of Applicants for participation in the Bidding Process. Brihanmumbai Municipal Corporation (BMC) also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any applicant upon the statements contained in this e-tender.

Brihanmumbai Municipal Corporation (BMC) may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this e-tender.

The issue of this e-tender does not imply that Brihanmumbai Municipal Corporation (BMC) is bound to select and short-list pre-qualified Applications for Bid Stage or to appoint the selected Bidder or Concessionaire, as the case may be, for the Project and Brihanmumbai Municipal Corporation (BMC) reserves the right to reject all or any of the Applications or Bids without assigning any reasons whatsoever.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Application including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by Brihanmumbai Municipal Corporation (BMC) or any other costs incurred in connection with or relating to its Application. All such costs and expenses will remain with the Applicant and Brihanmumbai Municipal Corporation (BMC) shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Application, regardless of the conduct or outcome of the Bidding Process.

# **SECTION 4**

## **INTRODUCTION**

## **INTRODUCTION**

### **1. Background:**

Brihanmumbai Municipal Corporation (BMC) covers an area of 483.14 sq.kms.with a population of **1.24 Crores as per census of 2011**. The metropolis accounts major portion of India's international trade and government's revenue, from being one of the foremost centres of education, science and technological research and advancement.

The Mumbai Metropolis has historic tradition of strong civic activism dedicated to the cause of a better life for all its citizens. And it's the Brihanmumbai Municipal Corporation (BMC), hereafter called the "Corporation", the primary agency responsible for urban governance in Brihan Mumbai.

BMC (The Authority) is one of the largest local self-governments in the Asian Continent. In observance of historic traditions of strong civic activism, with the change in time and living conditions to match with the urbanization, BMC has mainly focused in providing almost all kinds of engineering services viz, Hydraulics, storm water drain, sewerage, water supply projects, roads, bridges, solid waste management, and environmental services. Beside this, BMC is also providing dedicated services in various segments such as Public Health, Primary Education as well as the construction and maintenance of Public Markets and Slaughter Houses.

BMC is an organization having different departments, right from engineering depts. to health depts. Moreover we have other dept. like education, market, fire brigade dept. and other such departments where quite a good number of staff members are working.



# **SECTION 5**

## **E-TENDERING ONLINE SUBMISSION PROCESS**

## **E-TENDERING ONLINE SUBMISSION PROCESS**

TENDERERS ARE REQUESTED TO GO THROUGH THE e- TENDER GUIDELINES ON NIC PORTAL (<https://mahatenders.gov.in>). For registration, enrolment for digital signature certificate & user manual, please refer to respective links provided in e-tendering tab. The vendors can get digital signature from any one of the Certifying Authorities (CA's) licensed by the Controller of Certifying Authorities namely Safes crypt, IDRBT, National Informatics Centre, TCS, Customs, MTNL, GNFC and e- Mudhra.

~~The terminology of e Tendering is solely depending upon policies in existence, guidelines and methodology adopted since decades. The SRM is only change in process of accepting and evaluation of tenders in addition to manual. The SAP module to be used in this E tendering is known as Supplier Relationship Module (SRM).SRM is designed and introduced by ABM Knowledge ware Ltd. who will assist BMC in throughout the tendering process for successful implementation.~~

**NOTE:** ~~This tendering process is covered under Information Technology ACT & Cyber Laws as applicable~~

~~(1) In e tendering process some of the terms and its definitions are to be read as under wherever it reflects in online tendering process.~~

~~Start Date read as "Sale Date"~~

~~End Date read as "Submission Date"~~

~~Supplier read as "Contractor/bidder"~~

~~Vendor read as "Contractor/bidder"~~

~~Vendor Quotation read as "Contractors Bid/Offer"~~

~~Purchaser read as "Department/BMC"~~

~~I. Before entering in to online tendering process, the contractors should complete the registration process so as to get User ID for E tendering links. For this, the contractors can access through Supplier registration via BMC Portal.~~

~~There are two methods for this registration :-( II and III)~~

~~II. Transfer from R3 (registered contractors with BMC) to SRM~~

~~a. Contractors already registered with BMC will approach to Vendor Transfer~~

cell.

- ~~b. Submit his details such as (name, vendor code, address, registered Email ID, pan card etc.) to Vendor transfer cell.~~
- ~~c. BMC authority for Vendor Transfer, transfers the Vendor to SRM application from R3 system to SRM system.~~
- ~~d. Transferred Vendor receives User ID creation link on his supplied mail Id.~~
- ~~e. Vendor creates his User ID and Password for e tendering applications by accessing link sent to his mail ID.~~

### ~~III. Online Self Registration (Temporary registration for applicant not registered with BMC)~~

- ~~a. Vendor fills up Self Registration form via accessing BMC portal.~~
- ~~b. Vendor Transfer cell (same as mentioned above) accesses Supplier Registration system and accepts the Vendor request.~~
- ~~c. Accepted Vendor receives User ID creation email with Link on his supplied mail Id.~~
- ~~d. Vendor creates his User ID and Password for e tendering application.~~

### **IV. CONTRACTORS BIDDING:** Applicant will Quote and Upload Tender Documents

- ~~1. Access e tender link of SRM Portal~~
- ~~2. Log in with User ID and Password~~
- ~~3. Selects desired Bid Invitation (he wants to bid)~~
- ~~4. To download tender documents contractors will have to pay online Tender fee. The same can be done by accessing Pay Tender Fees option. By this one will be able to pay Tender fee through Payment Gateway If transaction successful, Contractors can register his interest to participate. Without Registration one cannot quote for the Bid/Tender.~~
- ~~5. Applicant will download Tender Documents from Information from purchaser tab by accessing Purchaser document folder through collaboration 'C' folder link.~~
- ~~6. Applicant will upload Packet **A** related and Packet **B** related Documents in Packet **A** and Packet **B** folder respectively by accessing these folders~~

through “My Notes” Tab and collaboration folder link.

7. All the documents uploaded have to be digitally signed and saved. Contractors can procure their digital signature from any certified CA's in India.

8. Bid security deposit/EMD and ASD, if applicable, should be paid online as mentioned in tender.

9. For commercial details (in Packet **C**) contractors will fill data in Item Data tab in Service Line Item figure. (If entered '0' it will be treated as at par. By default the value is zero only.

10. Applicants to check the bid, digitally sign & save and submit his Bid Invitation.

11. Applicants can also save his uploaded documents/commercial information without submitting the BID for future editing through 'HOLD' option.

12. Please note that “Hold” action do not submit the Bid.

13. Applicants will receive confirmation once the Bid is submitted.

14. Bid creator (BMC) starts Bid Opening for Packet **A** after reaching End Date and Time and Bid Evaluation process starts.

As per Three Packet system, the document for Packet **A & B** is to be uploaded by the tenderer in 'Vendor's document' online in Packet A & B. Before purchasing/ downloading the tender copy, tenderer may refer to post-qualification criteria mentioned in e-Tender Notice.

The tenderer shall pay the EMD/Bid Security through payment gateways before submission of Bid and shall upload the screenshot of receipt of payment in Packet '**A**' instead of paying the EMD at any of the CFC centres in BMC Ward Offices.

The e tender is available on BMC portal, <http://portal.mcgm.gov.in>, as mentioned in the Header Data of the tender. The tenders duly filled in should be uploaded and submitted online on or before the end date of submission. The Packet '**A**', Packet '**B**' & Packet '**C**' of the tenderer will be opened as per the time table shown in the Header Data in the office of Dy.Ch Eng.(SWM) Planning

The Municipal Commissioner reserves the right to reject all or any of the e-Tender(s) without assigning any reason at any stage. The dates and time for submission and opening the tenders are as shown in the Header Data. If there are any changes in the dates the same will be displayed on the BMC Portal (<http://portal.mcgm.gov.in>).

### **Information Regarding Classes-**

Limits of cost of individual works, amount of solvency and amount of standing deposits prescribed for each Class of Mechanical &Electrical categories as per Registration rules 2015

<b>Sr. No.</b>	<b>Class of BMC Registration</b>	<b>Upper limit of cost of works for tendering</b>	<b>Minimum solvency Rs.in Lakhs</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>1.</b>	<b>AA</b>	<b>Without Limit</b>	<b>60</b>
2.	A	Upto75 Lakhs	20
3.	B	Upto 25 Lakhs	7.5
4.	C	Upto 10 Lakhs	1
5.	D	Upto 5 Lakhs	0.5

Limits of cost of individual works, amount of solvency and amount of standing deposits prescribed for each Class of Mechanical &Electrical categories as per Registration rules 2016

<b>Sr.No.</b>	<b>Class of BMC Registration</b>	<b>Upper limit of cost of works for tendering</b>	<b>Minimum solvency Rs. in Lakhs</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>1.</b>	<b>A</b>	<b>Without Limit</b>	<b>8</b>
2.	B	Upto 25 Lakhs	4
3.	B-1	Upto 15 Lakhs	3
4.	C	Upto 10 Lakhs	3
5.	D	Upto 7.5 Lakhs	1.5
6.	E	Upto 2 Lakhs	0.5

# **SECTION 6**

# **INSTRUCTIONS TO**

# **APPLICANTS**

## **INSTRUCTIONS TO APPLICANTS**

TENDERERS ARE REQUESTED TO GO THROUGH THE e- TENDER GUIDELINES ON NIC PORTAL (<https://mahatenders.gov.in>). For registration, enrolment for digital signature certificate & user manual, please refer to respective links provided in e-tendering tab. The vendors can get digital signature from any one of the Certifying Authorities (CA's) licensed by the Controller of Certifying Authorities namely Safes crypt, IDRBT, National Informatics Centre, TCS, Customs, MTNL, GNFC and e- Mudhra.

### **A. Scope of Application**

The Authority wishes to receive Applications for Qualification in order to SELECT experienced and capable Applicants for the Bid Stage.

### **B. Eligibility of Applicants**

Brihanmumbai Municipal Corporation (BMC) invites e-tender on item rate basis to appoint Contractor for the aforementioned work from contractors of repute, multidisciplinary engineering organizations i.e. Eminent firm, Proprietary/Partnership Firms/ Private Limited Companies/ Public Limited Companies/Companies registered under the Indian companies' act 2013.

The contractors registered with the Brihanmumbai Municipal Corporation, (BMC) in **Class 'AA'** as per old registration and **Class 'A'** as per new registration and from the contractors/firms equivalent and superior classes registered in Central or State Government/Semi Govt. Organization/Central or State Public Sector Undertakings, will be allowed subject to condition that, The contractor who are not registered with BMC will have to apply for registering their firm within three month (03) months period from the award of contract, otherwise their Bid security i.e. E.M.D. (earnest money Deposit) will be forfeited/ recovered and an amount equal to Registration Fee of respective class will be recovered as penalty.

#### **1.1 Technical Capacity**

(i) The tenderer(s) in their own name should have satisfactorily executed the work of similar nature as described in para 1.3 in BMC /Semi Govt. /Govt. & Public Sector Organizations during **last seven (7) years** ending last day of month previous to the one in which bids are invited as a prime Contractor.

**a) Three similar completed works each of value not less than the value equal to Rs. 3,88,41,000/- OR**

**b) Two similar completed works each of value not less than the value equal to Rs. 4,85,51,000/- OR**

**c) One similar completed work of value equal and or not less than the Rs. 7,76,81,000/-**

The value of executed works shall be brought to current costing level by enhancing the actual value of work at compound rate of 10 % per annum; calculated from the date of completion to last date of receipt of applications for tenders.

ii) The tenderer shall be manufacturer or authorize dealer and submit/upload authorization letter from the manufacturer of the existing vacuum operated litter picker for supply of spare parts & service support during entire contract period.

### **1.2 Financial Capacity**

The Bidder shall have achieved an average annual financial turnover of **Rs. 5,82,61,000/-** as certified by 'Chartered Accountant' not less than an amount as mentioned in table below in **2020-21, 2021-22, 2022-23.**

The value of each year's turnover shall be brought to current costing level by enhancing the actual value at compound rate of 10 % per annum; calculated from the date of completion to last date of receipt of applications for tenders.

### **1.3 Similar Experience:**

The tenderer shall have experience of Operation & Maintenance of Mechanical Power Sweeping Machines/Vacuum Operated Litter Picker Machines in BMC/ any Government /Semi-Government Organization / Public sector undertakings.

**Note: - The bidder shall disclose the litigation history in packet 'B' under the head "Details of Litigation History" on their letter head.**

**If there is no Litigation History, the bidder shall specifically mention that there is no Litigation History against him as per the clause of Litigation History. In case there is litigation History –**

**Litigation History must cover – Any action of blacklisting, debarring, banning, suspension, deregistration and cheating with BMC, State Govt., Central Govt. or any authority under State or Central Govt./ Govt.**



**Organization initiated against the company, firm, directors, partners or authorized signatory shall be disclosed for last 5 years from the date of submission of bid. Also, bidder must disclose the litigation history for last 5 years from the date of submission of bid about any action like show cause issued, blacklisting, debarring, banning, suspension, deregistration and cheating with BMC & BMC is party in the litigation against the company, firm, directors, partners or authorized signatory for carrying out any work for BMC by any authority of BMC and the orders passed by the competent authority or by any Court where BMC is a party. While taking decision on litigation history, the concerned Chief Engineer or D.M.C. or Director, as may be the case, should consider the details submitted by bidder and take decision based on the gravity of the litigation and the details submitted by the bidder and take decision based on the gravity of the litigation and the adverse effect of the act of company, firm, directors, partners or authorized signatory on the BMC works which can spoil the quantity, output, delivery of any goods or any work execution and within the timeframe.**

**A. Bid Capacity :- Not Applicable**

The bid capacity of the prospective bidders will be calculated as under:

**Assessed Available Bid Capacity =  $(A * N * 2 - B)$**

Where,

A = Maximum value of Engineering works executed in any one year (year means Financial year) during the last five years (updated to the price level of the Financial year in which bids are received at a rate of 10% per year, compounded annually) taking into account the completed as well as works in progress.

N = Number of years prescribed for completion of the Project/Works, excluding monsoon period, for which these bids are being invited. (E.g. 7 months = 7/12 year) For every intervening monsoon, 0.33 shall be added to N.

B = Value of existing commitments (only allotted works) on the last date of submission of bids as per bidding document and on-going works

to be completed during the period of completion of the Project/Works for which these bids are being invited.

Note: The statement 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 attached along with certificates duly signed by the Engineer-in Charge, not below the rank of an Executive Engineer or equivalent.

**Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:**

- Have made misleading or false representation in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- Have record for poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, or financial failures etc.

#### **B. Infrastructural Set Up**

The bidder shall have their well established office within the MMR Region. In case the bidder doesn't have an office he shall give an undertaking on Rs.500/- stamp paper that he shall set up an office within MMR within period of 90 days from the date of issue of LOA.

#### **C. Equipment Capabilities as required for this work:**

**A. Regular & Routine works:** The bidder should, undertake their own studies and furnish with their bid, a detailed planning and methodology supported with assessment study of requirements of equipment/vehicles & machineries to allow the employer to review their proposal. The successful bidder will make the arrangements of the required equipment/vehicles on the day of commencement or with respect to the progress of the work in phases, as per the instructions of site in charge and as per specifications. The successful bidder and, to that effect he will ensure commitment on an undertaking on Rs.500/- stamp paper to be submitted along with the Bid in Packet B.

~~**B. New and Original Works:** The bidder should, undertake their own~~

~~studies and furnish with their bid, a detailed construction planning and methodology supported with assessment study of requirements of equipment/plants & machineries to allow the employer to review their proposal. The bidder will ensure his commitment to make the arrangements of the required equipment on the day of commencement or with respect to the progress of the work in phases, as per the instructions of site in charge on an undertaking on Rs.500 stamp paper to be submitted along with the Bid in Packet B. However, this condition in no way shall dilute the respective condition in Registration Rules of BMC.~~

~~**C. Special Works:** The concerned Ch. Eng. Shall enlist the equipments in the tender document justified for the project and ensure the capacity of the bidder for the same with the approval of concerned AMC.~~

**Bidders shall submit the undertaking for equipment/vehicle/ machinery capability on Rs. 500 stamp paper separately. All other necessary undertaking shall be submitted on Rs. 500 stamp paper separately.**

#### **D. Technical Personnel**

The contractor and/or its managerial staff should have qualification/experience appropriate to the function they fulfill. The minimum standard shall be increased by asking that at least one number or more of the contractor or its managerial staff have acquired qualifications or work experience to the needs of the contract. The minimum standard may also state that the person or persons responsible for managing the works must have a minimum of no's of years' experience working on similar nature of projects.

*For fixing requirement of Technical Staff as required for this work.*

##### *(A) General Guidelines for Fixing Requirement of Technical Staff*

17) General Guidelines for Hiring Requirement of Technical Staff				
Cost of work  (Rs in Crore)	Requirement of Technical Staff		Minimum Experience (year)	Designation
Qualification	Number			

more than 100	i) Graduate Engineer (Major component)	1	20	Project Manager in major discipline of engineering
	ii) Graduate Engineer	2+1	12	Deputy Project Manager in major discipline of engineering
	iii) Graduate Engineer or Diploma Engineer	4 2	5 10	Project/Site Engineer
	iv) Graduate Engineer	1+1	8	Quality Engineer
	v) Diploma Engineer	1	8	surveyor
	vi) Graduate Engineer	1+1	6	Project Planning/ Billing Engineer
more than 50 to 100				Project Manager
	i) Graduate Engineer	1	20	
	ii) Graduate Engineer	1+1	12	Deputy Project Manager
	iii) Graduate Engineer or Diploma Engineer	2+1	5 or 10	Project/Site Engineer
	iv) Graduate Engineer	1	8	Quality Engineer

	v) Diploma Engineer	1	8	surveyor
	vi) Graduate Engineer	1+1	6	Project Planning/ Billing Engineer
more than 20 to 50			20	Project Manager
i) Graduate Engineer	1			
	ii) Graduate Engineer or Diploma Engineer	1+1	5 or 10	Project/Site Engineer
	iii) Graduate Engineer	1	8	Quality Engineer
	iv) Diploma Engineer	1	8	surveyor
	v) Graduate Engineer	1	6	Project Planning/ Billing Engineer

**Notes- 1** “Cost of work”, in table above, shall mean the agreement amount of the work.

2. Rate of recovery in case of non-compliance of the clause be stipulated at following rates.

Scanned Attested copies of qualification certificates and details of work experience shall be submitted /uploaded. Contractor shall submit the details of the proposed staff in **Proforma IV** of this tender document.

Rate of recovery in case of non-compliance of the clause be stipulated at following rates:-

Sr. No.	Qualification	Experience(years)	Rate of Recovery
1	Project Manager with engineering	20	Rs.60000/-p.m.
2	Deputy Project Manager	12	Rs.40000/-p.m.
3	Project/Site Engineer	5 to 10 respectively	Rs.25000/-p.m.

	(Degree/Diploma)		
4	Quality Graduate Engineer	8	Rs.25000/-p.m.
5	Surveyor	8	Rs.15000/-p.m.
6	Project Planning/ Billing Engineer	6	Rs.20000/-p.m.

*3-Nothing extra need to be added while preparing market rate justified amount of the work if stipulation is made as per above recommended scale of technical staff.*

*4. Requirement of technical staff and their experience can be varied depending upon cost and complexity of the work by competent authority i.e. Chief Engineer with recorded reasons.*

*5. The failure in providing experienced technical and /professional ability personnel and even ignoring the instruction of the Engineer-in-charge shall be linked to penalization. Such disobeying attitude of the contractor shall also be reported to Vigilance/Registration & Monitoring department.*

***B) General Guidelines for Fixing Requirement of Technical Staff (Not Applicable)***

Cost of work (Rs in Crore)	Requirement of Technical Staff		Minimum Experience (year)	Designation
Qualification	Number			
more than 10 to 20	i) Project Manager with degree in corresponding discipline of Engineering	1	10	Principal Technical Representative
ii) Graduate Engineer	1	5	Technical Representative	
iii) Graduate Engineer or Diploma Engineer	2  2	2  5	Project/Site Engineer & Project Planning /Billing Engineer	
5 to 10	j) Graduate Engineer	1	5	Principal Technical Representative

ii) Graduate Engineer	2	2	Project/Site Engineer	
or				
Diploma Engineer	2	5		
More than 1.5 to 5	i) Graduate Engineer	1	5	Principal Technical Representative
ii) Graduate Engineer	1	2	Project/Site Engineer	
or				
Diploma Engineer	1	5	Billing Engineer	
Up to 1.5	i) Graduate Engineer	1	2	Principal Technical Representative
	or			
	Diploma Engineer	1	5	Project/Site Engineer/ Billing Engineer

**Notes- 1** “Cost of work”, in table above, shall mean the agreement amount of the work.

2. Rate of recovery in case of non-compliance of the clause be stipulated at following rates.

Rate of recovery in case of non-compliance of the clause be stipulated at following rates:-

Sr. No.	Qualification	Experience(years)	Rate of Recovery
1	Project Manager with engineering	10	Rs.30000/-p.m.
2	Graduate Engineer	5	Rs.25000/-p.m.
3	Graduate Engineer	2	Rs.25000/-p.m.
5	Diploma Engineer	5	Rs.15000/-p.m.

*3. Nothing extra need to be added while preparing market rate justified amount of the work if stipulation is made as per above recommended scale of technical staff.*

*4. Requirement of technical staff and their experience can be varied depending upon nature of work by competent authority i.e. Chief Engineer with recorded reasons*

**E. TIME PERIOD OF THE PROJECT:** 07 Years OR till utilization of all shifts as mentioned in the specifications.

The time allowed for carrying out the work as entered in the Tender shall be strictly observed by the Contractor and shall be reckoned from the date on which the Letter of Acceptance is given to the Contractor. The work shall throughout the stipulated period of the Contract be proceeded with all due diligence as time being deemed to be the essence of the contract on the part of the Contractor. On failing to do so, the Contractor shall pay as compensation an amount which shall be governed as per Clause - 8(e) of Standard General Conditions of Contract.

The programme for completion of work shall be a part of the Contract Document in the form of Bar Chart / GANTT Chart. The Contractor is supposed to carry out the work and keep the progress as per Bar Chart/GANTT Chart. The Contractor shall complete the work as per the Schedule given in the Contract and the programme submitted by the Contractor.

**F. Contract Execution**

All required documents for execution of the contract shall be submitted within 30 days from the date of issue of letter of acceptance. If the documents are not submitted within the stipulated time a penalty of Rs 5000/- per day will be applicable to the contractor. All contract documents need to be duly affixed with stamp duty properly signed along with evidence/proof of payment of security/contract deposit/ within 30 days from the date of letter of acceptance received by him.

**G.** If the amount of the Contract Deposit to be paid above is not paid within 30 days from the date of issue of Letter of Acceptance, the Tender / Contractor already accepted shall be considered as cancelled and legal steps will be taken against the contractor for recovery of the amounts.

**H.** The amount of Security Deposit retained by the BMC shall be released after expiry of period up to which the contractor has agreed to maintain the work in good order is over. In the event of the contractor failing or



neglecting to complete the rectification work within the period up to which the contractor has agreed to maintain the work in good order, the amount of security deposit retained by BMC shall be adjusted towards the excess cost incurred by the Department on rectification work.

**I. Action when whole of security deposit is forfeited:**

In any case in which under any Clause of this contract, the contractor shall have rendered himself liable to pay compensation amounting to the whole of this security deposit whether paid in one sum or deducted by instalments or in the case of abandonment of the work owing to serious illness or death of the contractor or any other cause, the Engineer on behalf of the Municipal Commissioner shall have power to adopt any of the following process, as he may deem best suited to the interest of BMC-

- a) To rescind the contract (for which recession notice in writing to the contractor under the head of Executive Engineer shall be conclusive evidence) and in that case, the security deposit of the contract shall stand forfeited and be absolutely at the disposal of BMC.
- b) To carry out the work or any part of the work departmentally debiting the contractor with the cost of the work, expenditure incurred on tools and plant, and charges on additional supervisory staff including the cost of work- charged establishment employed for getting the un-executed part of the work completed and crediting him with the value of the work done departmentally in all respects in the same manner and at the same rates as if it had been carried out by the contractor under the terms of his contract. The certificate of the Executive Engineer as to the costs and other allied expenses so incurred and as to the value of the work so done departmentally shall be final and conclusive against the contractor.
- c) To order that the work of the contractor be measured up and to take such part thereof as shall be un-executed out of his hands, and to give it to another contractor to complete, in which case all expenses incurred on advertisement for fixing a new contracting agency, additional supervisory staff including the cost of work charged

establishment and the cost of the work executed by the new contract agency will be debited to the contractor and the value of the work done or executed through the contractor shall be credited to the contractor in all respects and in the same manner and at the same rates as if it had been carried out by the new contractor under the terms of his contract. The certificate of the Executive Engineer as to all the cost of the work and other expenses incurred as aforesaid for or in getting the un-executed work done by the new contractor and as to the value of the work so done shall be final and conclusive against the contractor.

In case the contract shall be rescinded under Clause (a) above, the contractor shall not be entitled to recover or be paid any sum for any work therefore actually performed by him under this contract unless and until the Executive Engineer shall have certified in writing the performance of such work and the amount payable to him in respect thereof and he shall only be entitled to be paid the amount so certified. In the event of either of the courses referred to in Clause (b) or (c) being adopted and the cost of the work executed departmentally or through a new contractor and other allied expenses exceeding the value of such work credited to the contractors amount of excess shall be deducted from any money due to the contractor, by BMC under the contract or otherwise, howsoever, or from his security deposit or the sale proceeds thereof provided, however, the contractor shall have no claim against BMC even if the certified value of the work done departmentally or through a new contractor exceeds the certified cost of such work and allied expenses, provided always that whichever of the three courses mentioned in clauses (a), (b) or (c) is adopted by the Executive Engineer, the contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchase or procured any materials or entered in to any engagements or made any advance on account of or with a view to the execution of the work or the performance of the contract.

**K. Contract may be rescinded and security deposit forfeited for bribing a public officer or if contractor becomes insolvent**

- If the contractor assigns or sublets his contracts or attempt so to do, or become insolvent or commence any proceeding to get himself adjudicated and insolvent or make any composition with his creditors, or attempt so to do or if bribe, gratuity, gift, loan, perquisite, reward or advantage, pecuniary or otherwise, shall either directly or indirectly be given promised or offered by the contractor or any of his servants or agents through any public officer, or person in the employ of BMC/Govt. in any way relating to his office or employment, or if any such officer or person shall become in any way directly or indirectly interested in the contract the Engineer In-charge may thereupon, by notice in writing rescind the contract and the Security Deposit of the Contractor shall thereupon stand forfeited and be absolutely at the disposal of BMC and the same consequences shall ensure as if the contract had been rescinded under above clause J hereof; and in addition the contractor shall not be entitled to recover or be paid for any work therefore actually performed under the contract.

## **Submission of Tenders**

### **PACKET – A**

**The Packet ‘A’ shall contain scanned copies of the following original documents-**

Scrutiny of this packet will be done strictly with reference to only the scanned copies of Documents uploaded online in packet ‘A’

- a) Valid Registration Certificate.
- b) Valid Bank Solvency Certificate of **Rs. 8 Lakh** not more than one year old from due date of the tender.
- c) A document in support of Registration under Maharashtra ‘Goods & Service Act 2017. GST Registration Certificate in Maharashtra (or equivalent requirement under GST). Those not registered in Maharashtra shall submit an undertaking to the effect that if they are successful tenderer, they shall submit GST Registration Certificate in Maharashtra within 15 days of issue of work order, failing which payment for the work executed will not be released.
- d) Certified copies of valid 'PAN' documents and photographs of the individuals, owners, Karta of Hindu undivided Family, firms, private limited companies, registered co-operative societies, partners of partnership firms and at least two Directors, if number of Directors are more than two in case of Private Limited Companies, as the case may be. However, in case of Public Limited companies, Semi Government Undertakings, Government Undertakings, no 'PAN' documents will be insisted.
- e) Latest Partnership Deed in case of Partnership firm duly registered with Chief Accountant (Treasury) of BMC.

**The bidders shall categorically provide their Email-ID in packet ‘A’.**

#### **NOTE:**

- If the tenderer(s) withdraw tender offer during the tender validity period, his entire E.M.D shall be forfeited.
- If it is found that the tenderer has not submitted required documents in Packet “A” then, the shortfalls will be communicated to the tenderer through e-mail only and compliance required to be made within a time

period of **three working days** otherwise they will be treated as non-responsive.

### **PACKET – B**

**The Packet ‘B’ shall contain scanned copies of the following original documents-**

- a) The list of similar type of works as stated in para ‘A’ section 1.3 on pg.-10 of Post qualification successfully completed during the last Seven years in prescribed proforma, in the role of prime contractor. Information furnished in the prescribed proforma (Proforma – I) shall be supported by the certificate duly self-attested. Documents stating that it has successfully completed during the last Seven years at least one contract of similar works as stated in para ‘A’ section 1.3 on pg.-10 of Post qualification.
- b) Annual financial turnover for **preceding three financial years as certified by Chartered Accountant** preceding the Financial Year in which bids are invited. **Copies of Applicants duly audited balance sheet and profit and loss account for the preceding three financial years preceding the Financial Year in which bids are invited.** (Proforma – II)
- c) Documents stating that, it has access to or has available liquid assets, unencumbered assets, lines of credit and other financial means (independent of any contractual advance payment) sufficient to meet the cash flow requirements for the subject contract in the event of stoppage, start-up, or other delay in payment, of the minimum 15% of the yearly cost of the work tendered for, net of the tenderer's commitment of other contracts (Certificate from Bankers / C.A./Financial Institution shall be accepted as a evidence).
- d) The bidder shall give undertaking on Rs 500/-stamp paper that it is his/their sole responsibility to arrange the required machineries/ resources before start of the work.
  - i. Annexure A, E, F, G
  - ii. The pre-contract integrity pact & declaration cum indemnity bond on Rs.500/- stamp paper (as per the proforma annexed in ‘Annexure B & C’)
  - iii. Statement showing assessed available Bid Capacity.
  - iv. Proforma I to Proforma VI
  - v. Special Annexure –II
  - vi. Form of tender.

- vii.** Litigation history on letter head. (as per Annexure H)
- viii.** Undertaking stating that bidder is paying wages to their staff as per Minimum Wages Act-1948, revised by the GOM and adapted by BMC from time to time (as per Annexure I)
- ix.** The tenderer shall submit/upload undertaking as per Annexure J for Grievance Redressal Mechanism.
- x. Note:- All undertaking shall be submitted on Rs. 500 stamp paper separately.**

The tenderers shall upload work plan as per the following outline:

GANTT chart/ BAR chart showing the completion of work within Mobilization period, considering major activities.

1. Organizational set up envisage by the contractors.
2. Equipment/Vehicle proposed to be deployed for this work.
3. Office proposed to be set up in MMR region (if not at Present).
4. A note on how the whole work will be carried out (work plan including methodology).
5. Quality management plan.
6. All the activities included in the Scope of Work shall be covered in the work plan.

**Note:**

- i. The successful bidder shall submit valid registration certificate under E.S.I.C., Act 1948, if the tenderer has more than 10 employees /persons on his establishment (in case of production by use of energy) and 20 employees/persons on his establishment (in case of production without use of energy) to BMC as and when demanded. In case of less employees/persons mentioned above then the successful bidder has to submit an undertaking to that effect on Rs. 500 stamp paper as per circular u/no. CA/FRD/I/65 of 30.03.2013.
- ii. The successful bidder shall submit valid registration certificate under E.P.F. & M.P., Act 1952, if tenderer has more than 20 employees/persons on his establishment, to BMC as and when demanded. In case if the successful bidder has less employees/persons

mentioned above then the successful bidder has to submit an undertaking to that effect on Rs. 500 stamp paper as per circular u/no. CA/FRD/I/44 of 04.01.2013.

**Note:**

- If it is found that the tenderer has not submitted required documents in Packet “B” then, the shortfalls will be communicated to the tenderer through e-mail only and compliance required to be made within a time period of **three working days** otherwise they will be treated as non-responsive.

**PACKET – C**

For Packet ‘C’ tenderer(s) will fill data in ‘Item Data Tab’ in Service Line Item via Details and quotes his item wise rates.

**Note:**

- 1. The rate analysis of major items shall be submitted by L1 and L2 bidder after demand notification by e-mail to bidders by concerned Dy.Ch.Eng. The format for rate analysis is annexed at Annexure D.**

**BID SECURITY OR EMD**

- The Bidder shall furnish, as part of the Bid, Bid Security/EMD, in the amount specified in the Bid Data Sheet. This bid security shall be in favor of the authority mentioned in the Bid Data Sheet and shall be valid till the validity of the bid.
- The tenderers shall pay the EMD online instead paying the EMD at any of the CFC centers in BMC Ward Offices.
- Any bid not accompanied by an acceptable Bid Security and not secured as indicated in sub-clause mentioned above, shall be rejected by the Employer as non-responsive.

The Bid Security of the successful Bidder will be discharged when the Bidder has signed the Agreement and furnished the required Security Deposits.

- The Bid Security/ EMD and ASD of L-2 and other higher bidders (L-3, L-4, etc.) shall be refunded immediately after opening of financial bid.
- In case, the successful bidder becomes non-responsive or successful bidder withdraws the bid or is unwilling to extend to the bid validity period, in such circumstances, if L-2 bidder is agreeable to extend the bid validity period and ready to deposit the requisite amount of bid security/EMD and ASD to the department within the stipulated time period i.e. 15 days, the department will process further as per normal procedure.
- The Bid Security may be forfeited:
  - a) if the Bidder withdraws the Bid after bid opening (opening of technical qualification part of the bid 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 Security Deposits.
- 1. The cases wherein if the shortfalls are not complied by a contractor, will be informed to Registration and Monitoring Cell. Such non-submission of documents will be considered as 'Intentional Avoidance' and if three or more cases in 12 months are re-reported, shall be viewed seriously and disciplinary action against the defaulters such as banning/de-registration, etc. shall be taken by the registration cell with due approval of the concerned AMC.
- 2. No rejections and forfeiture shall be done in case of curable defects. For non-curable defects the 10% of EMD shall be forfeited and bid will be liable for rejection.

TENDERERS ARE REQUESTED TO GO THROUGH THE e- TENDER GUIDELINES ON NIC PORTAL (<https://mahatenders.gov.in>). For registration, enrolment for digital signature certificate & user manual, please refer to respective links provided in e-tendering tab. The vendors can get digital signature from any one of the Certifying Authorities (CA's) licensed by the Controller of Certifying Authorities namely Safes crypt, IDRB, National Informatics Centre, TCS, Customs, MTNL, GNFC and e-Mudhra.



**Note:**

**A. Curable Defect shall mean shortfalls in submission such as:**

- a. Non-submission of following documents,**
  - i. Valid Registration Certificate**
  - ii. Valid Bank Solvency**
  - iii. Goods & Service Tax Registration Certificate (GST)**
  - iv. Certified Copies of PAN documents and photographs of individuals, owners, etc**
  - v. Partnership Deed and any other documents**
  - vi. Undertakings as mentioned in the tender document.**
- b. No proper submission of experience certificates and other documents, etc.**

**B. Non-curable Defect shall mean:-**

- a. In-adequate submission of EMD amount,**
- b. In-adequacy of technical and financial capacity with respect to Eligibility criteria as stipulated in the tender.**

**BID VALIDITY**

- **Bids shall remain valid for a period of not less than one eighty (180) days after the deadline date for bid submission specified in Bid Data Sheet. A bid valid for a shorter period shall be rejected by the Employer as non-responsive.**
- 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 cable. A bidder may refuse the request without forfeiting his Bid Security. A bidder agreeing to the request will not be required or permitted to modify his bid, but will be required to extend the validity of his bid security for a period of the extension.

## **SECURITY DEPOSIT**

### **A. Security Deposit**

The security deposit shall mean and comprise **of Contract Deposit**

**Contract Deposit** - The successful tenderer, here after referred to as the contractor shall pay an amount in the form of Cash or Government Securities or Fixed Deposit Receipts or Bank Guarantee or Demand Draft / Bank Pay Order from a Nationalized / Scheduled Commercial Bank approved by BMC, drawn in favour of “Brihanmumbai Municipal Corporation”, payable at Mumbai, equal to five (5) percent of the contract sum within thirty days from the date of issue of letter of acceptance.

### **Additional Security Deposit (ASD):**

In addition to contract deposit the successful contractor has to pay additional security deposit within 30 days from date of issue of LOA. This additional security deposit will be applicable when the bid price will be below 12% of the estimated cost. The Additional Security Deposit will be calculated as below:-

Additional Security deposit

$$= \mathbf{X/100 \times office\ estimated\ cost}$$

Where X= percentage of rebate quoted above 12%.

This additional security deposit shall be paid in the form of Government Securities or Fixed Deposit Receipts or Bank Guarantee or Demand Draft/ Bank Pay Order from a Nationalized/ Scheduled Commercial Bank approved by BMC.

### **Refund of Contract Deposit**

The Contract Deposit shall be released within 30 days after completion of contract period/Defect liability period (DLP) subject to no recoveries are pending against the said work, provided that the Engineer is satisfied that there is no demand outstanding against the Contractor.

### **Refund of additional Security Deposit (ASD):**

This Additional Security Deposit shall be released within 30 days after completion of contract period subject to no recoveries are pending against the said work, provided that the Engineer is satisfied that there is no demand outstanding against the Contractor.

#### **\*Note:**

- a. It shall be clearly mentioned that the BG shall be applicable for individual work/contract and clubbing of various contracts of the said contractor will not be allowed. In case of obtaining Bank Guarantee, it is necessary to mention that the same shall be valid till certification of final bill subject to no recoveries is pending against the said work.
- b. It shall be the responsibility of the bidder to keep the submitted B.G. "VALID" for the stipulated time period in the tender. Normally the BG is validated by the Bank for one year hence the successful bidder shall get it re validated before it expiry. If the same is not re validated before expiry, the BG will be encashed.
- c. Bank Guarantee should be issued by way of General Undertaking and Guarantee issued on behalf of the Contractor by any of the Nationalized or Scheduled banks or branches of foreign banks operating under Reserve Bank of India regulations located in Mumbai up to Virar & Kalyan. List of approved Banks is appended at the end of Instructions to Bidders (ITB). The Bank Guarantee issued by branches of approved Banks beyond Kalyan and Virar can be accepted only if the said Bank Guarantee is countersigned by the Manager of a Regional Branch of the same bank within the Mumbai City Limit categorically endorsing thereon that the said Bank Guarantee is binding on the endorsing Branch of the Bank or the Bank itself within Mumbai Limits and is liable to be enforced against the said Branch of the Bank or the bank itself in case of default by the Contractors furnishing the Bank Guarantee. The Bank Guarantee shall be renewed as and when required and/or directed from time to time until the

Contractor has executed and completed the works and remedied any defects therein.

**B. Legal + Stationary Charges: (As per applicable circular)**

Successful tenderer shall pay the Legal Charges +Stationary charges as below or as per latest applicable Circular at the time of award of contract and applicable 18 % GST (currently the amounts mentioned here are as per circular u/no. 010539 dtd 28.03.2023 & circular CA/ FRT/17 dtd.07.12.2022).

Contract Value						Legal + Stationary Charges
from	Rs.	10,001	To	Rs.	50,000/-	Nil
From	Rs.	50,001/-	To	Rs.	100000/-	Rs. 6290/-
From	Rs.	100001/-	To	Rs.	300000/-	Rs. 11,420/-
From	Rs.	300001/-	To	Rs.	500000/-	Rs. 13,720/-
From	Rs.	500001/-	To	Rs.	1000000/-	Rs. 15,970/-
from	Rs.	10,00,001/-	To	Rs.	20,00,000/-	Rs. 18,230/-
From	Rs.	20,00,001/-	To	Rs.	40,00,000/-	Rs. 20,530/-
From	Rs.	40,00,001/-	To	Rs.	1,00,00,000/-	Rs. 22,800/-
From	Rs.	1,00,00,001/-	To	Rs.	10,00,00,000/-	Rs. 26,900/-
from	Rs.	10,00,00,001/-	To	Rs.	20,00,00,000/-	Rs. 31,050/-
From	Rs.	20,00,00,001/-	To	Rs.	30,00,00,000/-	Rs. 35,180/-
From	Rs.	30,00,00,001/-	To	Rs.	40,00,00,000/-	Rs. 39,320/-
From	Rs.	40,00,00,001/-	To	Rs.	50,00,00,000/-	Rs. 43,420/-
from	Rs.	50,00,00,001/-	To	Rs.	1,00,00,00,000/-	Rs. 51,700/-
From	Rs.	1,00,00,00,001/-	To	Rs.	2,00,00,00,000/-	Rs. 64,100/-
From	Rs.	2,00,00,00,001/-	To	Rs.	3,00,00,00,000/-	Rs. 72,350/-
From	Rs.	3,00,00,00,001/-	To	Rs.	4,00,00,00,000/-	Rs. 82,640/-
From	Rs.	4,00,00,00,001/-	To	Rs.	5,00,00,00,000/-	Rs. 92,970/-
From	Rs.	5,00,00,00,001/-	To	Rs.	Any limit	Rs.103,320/-

### **C. Stamp Duty: (As per applicable circular)**

It shall be incumbent on the successful tenderer to pay stamp duty on the contract.

- i. As per the provision made in Article 63, Schedule I of Bombay Stamp Act 1958, stamp duty is payable for “works contract” that is to say, a contract for works and labour or services involving transfer of property in goods (whether as goods or in some other form) in its execution and includes a sub-contract, as under :

A	Where the amount or value set forth in such contract does not exceed rupees ten lakh.	Five Hundred rupees stamp duty
B	Where it exceeds rupees ten lakhs	Five hundred rupees plus 0.1% of amount above rupees ten lakhs subject to the maximum of Rs. twenty five Lakhs stamp duty.
C	Stamp duty on BG	0.5% on amount of BG paid by successful contractor.

- ii. The successful bidder shall enter into a contract agreement with B.M.C within 60 days from the date of issue of Work Order and the same should be adjudicated for payment of Stamp Duty by the successful bidder.
- iii. Further shortfall if any, in amount of stamp duty paid as against prescribed amount for the documents executed in Mumbai City & Mumbai Suburban District be recovered from the concerned work contractors and to deposit the deficit or unpaid Stamp Duty and penalty by two separate Demand Draft or Pay Order in favour of “Superintendent of Stamp, Mumbai” within 15 days from intimation thereof.
- iv. All legal charges and incidental expenses in this respect shall be borne and paid by the successful tenderer.
- v. All above mentioned values are as applicable while inviting the tender. However the contractor has to pay the stamp duty charges as per the latest applicable circular at the time of award of contract.

### **IMPORTANT DIRECTIONS**

1. All the information uploaded shall be supported by the corroborative documents in absence of which the information uploaded will be

considered as baseless and not accepted for qualification criteria. All the documents shall be uploaded with proper pagination. The page No. shall be properly mentioned in the relevant places.

The information shall be uploaded in the sequence as asked for with proper indexing etc. The Bidder shall be fully responsible for the correctness of the information uploaded by him.

2. Applicants/Bidders shall refer portal [mcgm.gov.in\](http://mcgm.gov.in/tenders)tenders for “The Manual of Bid- Submission for Percentage Rate/Item Rate Tender Document.” The detail guidelines for creation and submission of bid are available in the referred document.

Any queries or request for additional information concerning this TENDER shall be submitted by e-mail to [dycheswmplanning.swm@mcgm.gov.in](mailto:dycheswmplanning.swm@mcgm.gov.in)/[ee1swm.pl@mcgm.gov.in](mailto:ee1swm.pl@mcgm.gov.in)

The subject shall clearly bear the following identification/title: **"Queries/Request for Additional Information: TENDER for “Subject of the tender”** Any changes in mail ID will be intimated on the portal.

3. In case of **Equal Rate of lowest bidders (L1)**, the allotment of work shall be done by giving **48 hrs (2 working days)** from the day of opening of packet C on same BID-Document number **for re-quoting** and such development needs to be done by IT department in BMC's SRM system. **Till such development is made; ‘Sealed Bids’ shall be called from the bidders quoting the same rates i.e. L1.**

In case of **equal rate** of lowest bidders is obtained **even after re-quoting**, then the successful bidder will be decided by **lottery system** by Ch.Eng.(SWM).

# **SECTION 7**

# **SCOPE OF WORK**

**Sub:-** The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years.

**Scope of Work:**

Public Road Sweeping is one of the prime obligatory civic activities of Municipal Corporation of Greater Mumbai for which Solid Waste Management Department is responsible. The detailed Scope of the work is mentioned in Section 10.



# **SECTION 8**

## **Bill of Quantities**

## **BILL OF QUANTITIES (BOQ) & RATES**

**SUBJECT :** The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years”

<b>Sr. No.</b>	<b>Description</b>	<b>Qty.</b>	<b>Rate (Rs.)</b>	<b>Total Amount (Rs.)</b>
A	B	C = 7 mcs x 365 Days	D	E=C x D
1.	Comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for <b>1<sup>st</sup> year</b>	2555 Shifts		

**Note:-**

- 1. The Bidder has to quote the rate for first year. From second year to seventh year the successful bidder will get the linear escalation of 5% per year on the rates quoted for first year.**
- 2. Please note that this BOQ is for representational purpose. Bidders are supposed to quote their prices online the portal directly.**
- 3. Rate analysis of the offer has to be submitted only by the 1<sup>st</sup> & 2<sup>nd</sup> lowest bidder that too after demand notification by MCGM and not in commercial packet.**

# **SECTION 9**

## **General Conditions of Contract**

## **General Conditions of Contract**

### **A. General**

#### **1. Definitions**

1.1 Terms which are defined in the Contract Data are not also defined in the Conditions of Contract but keep their defined meanings. Capital initials are used to identify defined terms.

**The “Contract”** shall mean the tender and acceptance thereof and the formal agreement if any, executed between the Contractor, Commissioner and the Corporation together with the documents referred to therein including these conditions and appendices and any special conditions, the specifications, designs, drawings, price schedules, bills of quantities and schedule of rates. All these documents taken together shall be deemed to form one Contract and shall be complementary to one another.

**The Contract Data** defines the documents and other information which comprise the Contract.

**The Bidder** is a person or corporate body who has desired to submit Bid to carry out the Works, till the tender process is concluded.

**The “Contractor”** shall mean the individual or firm or company, or JV firms whether incorporated or not, whose tender has been accepted by the employer and the legal successor of the individual or firm or company.

**The Contractor's Bid** is the completed bidding document submitted by the bidder to the Employer.

**The “Contract Sum”** means the sum named in the letter of acceptance including Physical contingencies subject to such addition thereto or deduction there-from as may be made under the provisions hereinafter contained.

Note: The contract sum shall include the following –

- For item rate contracts, the cost of the work arrived at after finalisation of the quantities shown in schedule of items / quantities by the item rates quoted by the tenderer for various items and summation of the extended cost of each item.
- In case of lump sum contract, the sum for which tender is accepted.

- Special discount / rebate / trade discount offered by the tenderer if any and accepted by the Corporation. Additions or deletions that are accepted after opening of the tenders.

**The “Contract Cost”** means the Contract Sum. This cost shall be included in the letter of acceptance.

**A Defect** is any part of the Works not completed in accordance with the Contract.

**Drawings** means all the drawings, calculations and technical information of a like nature provided by the Engineer to the Contractor under the Contract and all drawings, calculations, samples, patterns, models, operation & maintenance manual and other technical information of like nature submitted by the Contractor and approved by the Engineer.

**The Authority** shall mean Brihanmumbai Municipal Corporation (BMC)

**The “Employer”** shall mean the Brihanmumbai Municipal Corporation (BMC)/ Municipal Commissioner for Brihanmumbai, for the time being holding the said office and also his successors and shall also include all “Additional Municipal Commissioners, Director (Engineering Services & Projects)” and the Deputy Municipal Commissioner, to whom the powers of Municipal Commissioner, have been deputed under Section 56 and 56B of the Mumbai Municipal Corporation Act.

**The Engineer in-charge** shall mean the Executive Engineer in executive charge of the works and shall include the superior officers of the Engineering department i.e. Dy.Ch.Eng/Ch.Eng. and shall mean and include all the successors in BMC

**The Engineer's Representative** shall mean the Assistant Engineer, Sub. Engineer/Jr. Engineer in direct charge of the works and shall include Sub Eng./ Jr. Eng of Civil section/ Mechanical section/ Electrical section appointed by BMC.

**The “Engineer”** shall mean the City Engineer / the Hydraulic Engineer / the Chief Engineer / the Special Engineer, appointed for the time being or any other officer or officers of the Municipal Corporation who may be authorized by the commissioner to carry out the functions of the City Engineer / the Hydraulic Engineer / the Chief Engineer / the Special Engineer or any other

competent person appointed by the employer and notified in writing to the Contractor to act in replacement of the Engineer from time to time.

**Contractor's equipment** means all appliances and things whatsoever nature required for the execution and completions of the Works and the remedying of any defects therein, but does not include plant material or other things intended to form or forming part of the Permanent Works.

**The Initial Contract Price** is the Contract Price listed in the Employer's Letter of Acceptance.

**The Intended Completion Date** is the date on which it is intended that the Contractor shall complete the works. The Intended Completion Date is specified in the Contract Data. The Intended Completion Date may be revised only by the Engineer by issuing an extension of time.

**Materials** are all supplies, including consumables, used by the Contractor for incorporation in the Works and works of routine maintenance.

**Plant** is any integral part of the Works that shall have a mechanical, electrical, electronic, chemical, or biological function.

**Routine Maintenance** is the maintenance of activities of the competed structure for seven years as specified in the Contract Data.

**The "Site"** shall mean the land and other places including water bodies more specifically mentioned in the special conditions of the tender, on, under in or through which the permanent works or temporary works are to be executed and any other lands and places provided by the Municipal Corporation for working space or any other purpose as may be specifically designated in the contract as forming part of the site.

**Site Investigation Reports** are those that were included in the bidding documents and are reports about the surface and subsurface conditions at the Site.

**"Specification"** shall mean the specification referred to in the tender and any modification thereof or addition or deduction thereto as may from time to time be furnished or approved in writing by the Engineer.

**The Start Date/Commencement Date** It is the date when the Contractor shall commence execution of the Works.

**Variation** means a change to the:-

- i) Specification and /or Drawings (if any) which is instructed by the Employer.
- ii) Scope in the Contract which is instructed by the Employer.
- iii) Price in the Contract which is instructed by the Employer.

**The Works**, as defined in the Contract Data, are what the Contract requires the Contractor to carry out the work as per specifications.

**Jurisdiction:** In case of any claim, dispute or difference arising in respect of a contract, the cause of action thereof shall be deemed to have arisen in Mumbai and all legal proceedings in respect of any claim, dispute or difference shall be instituted in a competent court in the City of Mumbai only.

## **2. Interpretation**

2.1 In interpreting these Conditions of Contract, singular also means plural, male also means female or neuter, and the other way around. Headings have no significance. Words have their normal meaning under the language of the Contract unless specifically defined. The Engineer will provide instructions clarifying queries about these Conditions of Contract.

2.2 If sectional completion is specified in the Contract Data, references in the Conditions of Contract to the Works, the Completion Date, and the Intended Completion Date apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).

2.3 The documents forming the Contract shall be interpreted in the following documents: (1) Agreement, (2) Letter of Acceptance, (3) Notice to Proceed with the Work, (4) Contractor's Bid, (5) Contract Data, (6) Special Conditions of Contract Part (7) General Conditions of Contract Part I, (8) Specifications, (9) Drawings, (10) Bill of Quantities, and (11) Any other document listed in the Contract Data.

## **3 . Engineer's Decisions**

3.1 Except where otherwise specifically stated, the Engineer will decide contractual matters between the Employer and the Contractor in the role representing the Employer. However, if the Engineer is required under the rules and regulations and orders of the Employer to obtain prior approval of

some other authorities for specific actions, he will so obtain the approval, before communicating his decision to the Contractor.

3.2 Except as expressly stated in the Contract, the Engineer shall not have any authority to relieve the Contractor of any of his obligations under the contract.

#### **4. Delegation**

4.1 The Engineer, with the approval of the Employer, may delegate any of his duties and responsibilities to other person(s), except to the Adjudicator, after notifying the Contractor, and may cancel any delegation after notifying the Contractor.

#### **5. Communications**

All certificates, notices or instructions to be given to the Contractor by Employer/ Engineer shall be sent on the address or contact details given by the Contractor of Bid. The address and contact details for communication with the Employer/ Engineer shall be as per the details given in Contract Data. Communications between parties that are referred to in the conditions shall be in writing. The Notice sent by facsimile (fax) or other electronic means shall be effective on confirmation of the transmission. The Notice sent by Registered post or Speed post shall be effective on delivery or at the expiry of the normal delivery period as undertaken by the postal service.

#### **6. Subcontracting**

Subletting shall not be allowed. If subletting is observed during the course of the contract, it shall result in the termination of contract at risk & cost of the successful bidder.

#### **7. Other Contractors**

7.1 The Contractor shall cooperate and share the Site with other Contractors, public authorities, utilities, and the Employer between the dates given in the Schedule of Other Contractors, as referred to in the Contract Data. The Contractor shall also provide facilities and services for them as described in the Schedule. The Employer may modify the Schedule of Other Contractors, and shall notify the Contractor of any such modification.



7.2 The Contractor should take up the works in convenient reaches as decided by the Engineer to ensure there is least hindrance to the smooth flow and safety of traffic including movement of vehicles and equipment of other Contractors till the completion of the Works.

## **8. Personnel**

8.1 The Contractor shall employ for the work and routine maintenance the key personnel including technical personnel named in the Contract Data or other personnel approved by the Engineer. The Engineer will approve any proposed replacement of technical personnel only if their relevant qualifications and abilities are substantially equal to those of the personnel stated in the Contract Data.

8.2 The Contractor's personnel shall appropriately be qualified, skilled and experienced in their respective trades or occupations. The Engineer shall have authority to remove, or cause to be removed, any person employed on the site or works, who carries out duties incompetently or negligently and persists in any conduct which is prejudicial to safety, health or the protection of the environment.

8.3 If the Engineer asks the Contractor to remove a person who is a member of the Contractor's staff or work force, stating the reasons, the Contractor shall ensure that the person leaves the Site within seven days and has no further connection with the Works in the Contract.

8.4 The Contractor shall not employ any retired Gazetted officer who has worked in the Engineering Department of the BMC /State Government and has either not completed two years after the date of retirement or has not obtained BMC/State Government's permission to employment with the Contractor.

## **9. Employer's and Contractor's Risks**

The Employer carries the risks which this Contract states are Employer's risks, and the Contractor carries the risks which this Contract states are Contractor's risks.

## **10. Employer's Risks**

10.1 The Employer is responsible for the excepted risks which are (a) in so far as they directly affect the execution of the Works in the Employer's

country, the risks of war, invasion, act of foreign enemies, rebellion, revolution, insurrection or military or usurped power, civil war, riot, commotion or disorder (unless restricted to the Contractor's employees) and contamination from any nuclear fuel or nuclear waste or radioactive toxic explosive, or (b) a cause due solely to the design of the Works, other than the Contractor's design.

### **11. Contractor's Risks**

11.1 All risks of loss of or damage to physical property and of personal injury and death which arise during and in consequence of the performance of the Contract other than the excepted risks, referred to in clause 11.1, are the responsibility of the Contractor.

### **12. Insurance**

The contractor has to provide all relevant insurances for the machinery & staff as per the governing laws. All expenses towards this shall be borne only by the contractor. BMC shall be indemnified & absolved arising out of any issues & claims etc. out of this.

12.1 Contractor shall take necessary insurance policy, policies so as to provide adequate insurance cover for execution of the awarded contract work from the Director of Insurance Maharashtra State Mumbai only. It's postal address for correspondences 264 MAHADA, Opp. Kalanagar Bandra (E) Mumbai-400051 (Tel No. 6438403) (Fax No. 6438690) Insurance policy / policies taken out from any other company will not be accepted. The Contractor should produce the documents of insurance done before payment of 1st. bill. If the contractor fails to produce the documents of insurance. One percent of the contract amount will be recovered from the contractors 1st bill and remitted towards insurance premium.

### **13. Site Investigation Reports**

The Contractor, in preparing the Bid, may rely, at his own risk, on any Site Investigation Reports referred to in the Contract Data, supplemented by any other information available to him, before submitting the bid.

### **14. Queries about the Contract Data**

The Engineer will clarify queries on the Contract Data.

## **15. Contractor to carry out the Works and Undertake Maintenance (if specified in the tender)**

15.1 The Contractor shall carry out the Works in accordance with the Specifications and Drawings and as per instructions of the Engineer.

15.2 The Contractor shall carry out the works with maximum input of machinery required to ensure the quality of works as per specifications. The Contractor shall deploy the equipment and machinery as required in the contract.

15.3 The Contractor shall take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of operation.

During continuance of the contract, the Contractor shall abide at all times by all existing enactments on environmental protection and rules made there under, regulations, notifications and byelaws of the State or Central Government, or local authorities and any other law, bye-law, regulations that may be passed or notification that may be issued in future by the State or Central Government or the local authority. Salient features of some of the major laws that are applicable are given below:

- The Water (Prevention and Control of Pollution) Act, 1974, this provides for the prevention and control of water pollution and the maintaining and restoring of wholesomeness of water. 'Pollution' means such contamination of water or such alteration of the physical, chemical or biological properties of water or such discharge of any sewage or trade effluent or of any other liquid, gaseous or solid substance into water (whether directly or indirectly) as may, or is likely to, create a nuisance or render such water harmful or injurious to public health or safety, or to domestic, commercial, industrial, agricultural or other legitimate uses, or to the life and health of animals or plants or of aquatic organisms.
- The Air (Prevention and Control of Pollution) Act, 1981, this provides for prevention, control and abatement of air pollution. 'Air Pollution' means the presence in the atmosphere of any 'air pollutant', which

means any solid, liquid or gaseous substance (including noise) present in the atmosphere in such concentration as may be or tend to be injurious to human beings or other living creatures or plants or property or environment.

- The Environment (Protection) Act, 1986, this provides for the protection and improvement of environment and for matters connected therewith, and the prevention of hazards to human beings, other living creatures, plants and property. 'Environment' includes water, air and land and the inter-relationship which exists among and between water, air and land, and human beings, other living creatures, plants, micro-organism and property.
- The Public Liability Insurance Act, 1991, This provides for public liability insurance for the purpose of providing immediate relief to the persons affected by accident occurring while handling hazardous substances and for matters connected herewith or incidental thereto. Hazardous substance means any substance or preparation which is defined as hazardous substance under the Environment (Protection) Act 1986, and exceeding such quantity as may be specified by notification by the Central Government.
- The Solid Waste Management Rules-2016 This provides for management & handling of solid Waste
- The Constructions & Demolition Waste Rules, 2016.

## **16. The Works to be completed by the Intended Completion Date**

16.1 The Contractor may commence execution of the Works on the Start Date and shall carry out the Works, if specified in the tender, in accordance with the Programme submitted by the Contractor, as updated with the approval of the Engineer, and complete them by the Intended Completion Date.

## **17. Approval by the Engineer**

The Contractor shall submit Specifications and Drawings showing the proposed Temporary Works to the Engineer, who is to approve them if they comply with the Specifications and Drawings.

The Contractor shall be responsible for design and safety of Temporary Works. The Engineer's approval shall not alter the Contractor's responsibility for design and safety of the Temporary Works.

The Contractor shall obtain approval of third parties to the design of the Temporary Works, where required.

All Drawings prepared by the Contractor for the execution of the temporary or permanent Works, are subject to prior approval by the Engineer before their use.

## **18. Safety**

**18.1** The Contractor shall be responsible for the safety of all activities on the Site. He shall comply with all applicable safety requirements and take care of safety of all persons entitled to be on the site and the works. He shall use reasonable efforts to keep the site and the works, during execution of works, clear of unnecessary obstruction so as to avoid danger to the persons.

The contractor shall provide all safety gear to his employees as specified in the specification of Project.

### **18.2 First Aid Facilities: -**

- i. At every work place successful bidder shall provide and maintain first aid box of adequate capacity and it should be easily accessible during working hours
- ii. The first-aid box shall be distinctly marked with a red cross on white background.
- iii. Adequate arrangements shall be made for immediate recoupment of the equipment when necessary.
- iv. Nothing except the prescribed contents shall be kept in the First-aid box.
- v. The first-aid box shall be kept in charge of a responsible person who shall always be readily available during the working hours of the work place.
- vi. A person in charge of the First-aid box shall be a person trained in First-aid treatment.

## **19. Discoveries**

Anything of historical or other interest or of significant value unexpectedly discovered on the Site shall be the property of the Employer.

The Contractor shall notify the Engineer of such discoveries and carry out the Engineer's instructions for dealing with them.

## **20. Possession of the Site**

~~—The Employer shall handover complete or part possession of the site to the Contractor 7 days in advance of construction programme. At the start of the work, the Employer shall handover the possession of at least 75% of the site free of all encumbrances, the remaining 25 % of the possession as per contractor's construction programme.~~

## **21. Access to the Site**

The Contractor shall allow access to the Site and to any place where work in connection with the Contract is being carried out, or is intended to be carried out to the Engineer and any person/persons/agency authorized by: a. The Engineer b. The Employer or authorized by the Employer.

## **22. Instructions**

22.1 The Contractor shall carry out all instructions of the Engineer, which comply with the applicable laws where the Site is located.

22.2 The Contractor shall permit the appointed and/or authorized persons to inspect the Site and/or accounts and records of the Contractor and its subcontractors relating to the performance of the Contract, and to have such accounts and records audited by auditors appointed, if so required. The Contractor's attention is invited to Clause of 'Fraud and Corruption', which provides, inter alia, that acts intended to materially impede the exercise of the inspection and audit rights provided for under the Clause & constitute a obstructive practice subject to contract termination.

22.3 Engineer to have power to issue further drawings or instructions:

The Engineer shall have the power and authority from time to time and at all times to give such further instructions and directions as may appear to him necessary or proper for the guidance of the contractor and the good and sufficient execution of the works according to terms of the specifications and Contractor shall receive, execute, obey and be bound by the same, according to the true intent and meaning thereof, as fully and effectually as though the same had accompanied or had been mentioned or referred to in the specification, and contemplated by the specifications, or may order any of the

works contemplated thereby to be omitted, with or without the substitution of any other works in lieu thereof, or may order any work or any portion of work executed or partially executed, to be removed, changed or altered, added if needful, may order that other works shall be substituted instead thereof and difference of expense occasioned by any such diminution or alteration so ordered and directed shall be added to or deducted from the amount of this Contract, as provided under condition no.10(a) hereinafter.

No work which radically changes the original nature of the Contract shall be ordered by the Engineer and in the event of any deviation being ordered which in the opinion of the Contractor changes the original nature of Contract he shall nevertheless carry it out and disagreement as to the nature of the work and the rate to be paid therefore shall be resolved.

The time for completion of the Works, shall be in event of any deviations resulting in additional cost over the contract price being ordered, be extended or reduced reasonably by the Engineer. The Engineer's decision in this case shall be final.

## **B. Time Control**

### **23. Programme**

Within the time stated in the Contract Data, the Contractor shall submit to the Engineer for approval a Programme, including Environment Management Plan showing the general methods, arrangements, order, and timing for all the activities in the Works, along with monthly cash flow forecasts for the construction of works/ subject work.

After the completion of the construction works, the programme for the Routine Maintenance Work, showing the general methods, arrangements, order and timing for all the activities involved in the Routine Maintenance will also be submitted by the Contractor to the Engineer for approval if specified in the tender. The programme for Routine Maintenance will be submitted in each year for the period of Maintenance.

The Contractor shall submit the list of equipment and machinery being brought to site, the list of key personnel being deployed, the list of machinery/ equipments being placed in field laboratory and the location of field laboratory along with the Programme. The Engineer shall cause these

details to be verified at each appropriate stage of the programme.

An update of the Programme shall be a programme showing the actual progress achieved on each activity and the effect of the progress achieved on the timing of the remaining Works, including any changes to the sequence of the activities.

The Contractor shall submit to the Engineer for approval an updated Programme at intervals no longer than the period stated in the Contract Data. If the Contractor does not submit an updated Programme within this period, the Engineer may withhold the amount stated in the Contract Data from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Programme has been submitted.

The Engineer's approval of the Programme shall not alter the Contractor's obligations. The Contractor may revise the Programme and submit it to the Engineer again at any time. A revised Programme shall show the effect of Variations and Compensation Events.

#### **24.Extension Of Time In Contracts :**

Subject to any requirement in the contract as to completion of any portions or portions of the works before completion of the whole, the contractor shall fully and finally complete the whole of the works comprised in the contract (with such modifications as may be directed under conditions of this contract) by the date entered in the contract or extended date in terms of the following clauses:

##### **a) Extension attributable to BMC**

- i. Extension Due To Modification: If any modifications have been ordered which in the opinion of the Engineer have materially increased the magnitude of the work, then such extension of the contracted date of completion may be granted as shall appear to the Engineer to be reasonable in the circumstances, provided moreover that the Contractor shall be responsible for requesting such extension of the date as may be considered necessary as soon as the cause thereof shall arise and in any case should not be less than 30 days before the expiry of the date fixed for completion of



the works.

ii. **Extension For Delay Due To BMC:** In the event of any failure or delay by BMC to hand over the Contractor possession of the lands necessary for the execution of the works or to give the necessary notice to commence the works or to provide the necessary drawings or instructions or any other delay caused by the BMC due to any other cause whatsoever, then such failure or delay shall in no way affect or vitiate the contract or alter the character thereof or entitle the contractor to damages or compensation therefore, but in any such case, the BMC may grant such extension(s) of the completion date as may be considered reasonable.

**Note:** For extension of time period as governed in (i) and (ii) above, any modifications in design/drawings, specifications, quantities shall be needed to be justified with recorded reasons with approval of Ch.Eng. for not anticipating the same while preparing estimates and draft tender.

**(b) Extension Of Time For Delay Due To Contractor :** The time for the execution of the work or part of the works specified in the contract documents shall be deemed to be the essence of the contract and the works must be completed no later than the date(s) / the programme for completion of work as specified in the contract. If the contractor fails to complete the works within the time as specified in the contract for the reasons other than the reasons specified in above as (a.i) and (a.ii), the BMC may, if satisfied that the works can be completed by the contractor within reasonable short time thereafter, allow the contractor for further extension of time as the Engineer may decide. On such extension the BMC will be entitled without prejudice to any other right and remedy available on that behalf, to recover the compensation as governed by Clause 8(e) of GCC.

For the purpose of this Clause, the contract value of the works shall be taken as value of work as per contract agreement including any supplementary work order/contract agreement issued.

Further, competent authority while granting extension to the currency of contract under Clause (b) of as above may also consider levy of penalty, as deemed fit based on the merit of the case. Also, the reasons for granting extension shall be properly documented.

## **25. Delays Ordered by the Engineer**

The Engineer may instruct the Contractor to delay the start or progress of any activity within the Works. Delay/delays totalling more than 30 days will require prior written approval of the DMC/AMC.

## **26. Management Meetings**

26.1 The Engineer may require the Contractor to attend a management meeting. The business of a management meeting shall be to review the plans for progress of the Works.

26.2 The Engineer shall record the business of management meetings and provide copies of the record to those attending the meeting. The responsibility of the parties for actions to be taken shall be decided by the Engineer either at the management meeting or after the management meeting and stated in writing to all those who attended the meeting.

## **C. Quality Control**

### **28. Identifying Defects**

28.1 The Engineer shall check the Contractor's work and notify the Contractor of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Engineer may instruct the Contractor to search for a Defect and test any work that the Engineer considers may have a Defect.

28.2 The Contractor shall permit the Employer's technical person(s) to check the Contractor's work and notify the Engineer and Contractor if any defects that are found.

### **30. Correction of Defects**

30.1 (a) The Engineer shall give notice to the Contractor of any Defects with respect to the equipment/vehicle/work during the contract period.

(b) Every time notice of Defect/Defects is given, the Contractor shall correct the notified Defect/Defects within the duration of time specified by the Engineer's notice.

(c) The Engineer may issue notice to the Contractor to carry out removal of defects or deficiencies, if any, noticed in his inspection, or brought to his notice. The Contractor shall remove the defects and deficiencies within the period specified in the notice and submit to the Engineer a compliance report.

### **31. Uncorrected Defects and Deficiencies**

If the Contractor has not corrected a Defect under clause and deficiencies in works, to the satisfaction of the Engineer, within the time specified in the Engineer's notice, the Engineer will assess the cost of having the Defect or deficiency corrected, and the Contractor shall pay this amount, on correction of the Defect or deficiency by another agency.

## **D. Cost Control**

### **32. Variations**

The Engineer shall, having regard to the scope of the Works and the sanctioned estimated cost, have power to order, in writing, Variations within the scope of the Works he considers necessary or advisable during the progress of the Works. Such Variations shall form part of the Contract and the Contractor shall carry them out and include them in updated Programmes produced by the Contractor. Oral orders of the Engineer for Variations, unless followed by written confirmation, shall not be taken into account.

### **33. Payments for Variations**

33.1 Even if rates for Variation items are not specified in the Bill of Quantities, the Contractor shall carry out such work at the same rate.

33.2 The rate for Extra/Excess shall be governed by clause 10.A of Standard General Condition of Contract.

### **34. Cash Flow Forecasts**

When the Programme is updated, the Contractor shall provide the Engineer with an updated cash flow forecast.

### **35. Payment Certificates**

The payment to the Contractor will be as follows:

- (a) A bill shall be submitted by the Contractor monthly and the Engineer In-charge shall take or cause to be taken requisite measurement for the purpose of having the same verified and the claim, so far as it is admissible, shall be adjusted, if possible, within 30 days from the presentation of the bill.
- (b) The Engineer shall check the Contractor's statement within 14 days and certify the amount to be paid to the Contractor.
- (c) The value of work executed shall be determined, based on VTMS/ WMS & such IT related systems developed by the BMC.
- (d) The value of work executed shall comprise the value of the quantities of the items in the Bill of Quantities completed.
- (e) The value of work executed shall also include the valuation of Variations and Compensation Events.
- (f) The Engineer may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.
- (g) The contractor shall submit all bills on the printed forms at the office of AE (SWM) of the ward. The charges to be made in the bills shall always be entered at the rates specified in tender.

### **36. Payments**

36.1 Payments shall be adjusted for deductions for advance payments, retention, security deposit, other recoveries in terms of the Contract and taxes at source, as applicable under the law. The Employer shall pay the Contractor the amounts certified by the Engineer within 15 days of the date of each certificate.

36.2 All sums payable by a contractor by way of compensation under any of these conditions, shall be considered as a reasonable compensation to be

applied to the use of BMC without reference to the actual loss or damage sustained and whether any damage has or has not been sustained.

36.3 No payment shall be made for any work estimated to cost less than Rupees One Thousand till after the whole of work shall have been completed and the certificate of completion given. But in the case of works estimated to cost more than Rs. One Thousand, the contractor shall on submitting a monthly bill therefore be entitled to receive payment proportionate to the part of the work than approved and passed by the Engineer In-charge, whose certificate of such approval and passing of the sum so payable shall be final and conclusive against the contractor. All such intermediate payments shall be regarded as payments by way of advance against the final payments only and not as payments for work actual done and completed and shall not preclude the Engineer In-charge from requiring any bad, unsound, imperfect or unskilful work to be removed or taken away and reconstructed or re-erected nor shall any such payment be considered as an admission of the due performance of the contract or any part thereof in any respect or the offering of any claim not shall it conclude, determine or effect in any other way, the powers of the Engineer In-charge as to the final settlement and adjustment of the accounts or otherwise, or in any other way vary or effect the contract. The final bill shall be submitted by the Contractor within one month of the date fixed for the completion of the work otherwise the Engineer In-charge's certificate of the measurements and of the total amount payable for the work shall be final and binding on all parties.

**37.** The Contractor shall not be entitled to compensation to the extent that the Employer's interests are adversely affected by the Contractor for not having given early warning or not having cooperated with the Engineer.

**38. Tax**

The tenderer shall be quote inclusive of all taxes other GST (**Excluding GST**), Levies, duties, Cess etc as applicable at the time of bid submission. GST as applicable shall be paid separately on submission of bills/invoice.

Input Tax Credit of GST as available with the bidder will not be claim separately by BMC. However, while quoting the rates benefit of Input Tax

Credit or Exemptions shall be passed on to the BMC by way of equivalent reduction in quoted price.

“Chapter XXI-Miscellaneous, section 171(1) of GST Act, 2017 governs the ‘Anti Profiteering Measure’ (APM)

As per the provision of this section , ‘ Any reduction in rate of tax on any supply of goods or services or the benefit of input tax credit shall be passed on to the recipient by way of commensurate reduction in prices’

Accordingly, the contractor should pass on the complete benefit accruing to him on account of reduced tax rate or additional input tax credit, to BMC. In this regard bidder has to mandatorily submit “Special Annexure-II” on Rs.500/- stamp paper.

Further, all provisions of GST Act will be applicable to the tender”

### **39. Currencies**

All payments will be made in Indian Rupees.

### **40. Liquidated Damages**

Both, the Contractor and the Employer have agreed that it is not feasible to precisely estimate the amount of losses due to delay in completion of works and the losses to the public and the economy, therefore, both the parties have agreed that the Contractor shall pay liquidated damages to the Employer and not by way of penalty, at the rate per week or part thereof stated in the Contract Data for the period that the Completion Date is later than the Intended Completion Date. Liquidated damages at the same rates shall be withheld if the Contractor fails to achieve the milestones prescribed in the Contract Data. However, in case the Contractor achieves the next milestone, the amount of the liquidated damages already withheld shall be restored to the Contractor by adjustment in the next payment certificate. The Employer and the contractor have agreed that this is a reasonable agreed amount of liquidated damage. The Employer may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor’s other liabilities.

#### **41. Cost of Repairs**

Loss or damage to the Works or Materials to be incorporated in the Works between the Start Date and the end of the Defects Correction periods shall be remedied by the Contractor at his cost if the loss or damage arises from the Contractor's acts or omissions.

### **E. Finishing the Contract**

#### **42. Completion of Work & Maintenance**

The Contractor shall request the Engineer to issue a certificate of completion of the works, and the Engineer will do so upon deciding that the works is completed. This shall be governed as per clause no. 8(g) of Standard General Conditions of Contract.

#### **43. Taking Over**

43.1 The Employer shall take over the works within seven days of the Engineer issuing a certificate of completion of works. The Contractor shall continue to remain responsible for its routine maintenance during the maintenance period if specified in the contract.

#### **44. Final Account**

Final joint measurement alongwith the representatives of the contractor should be taken recorded and signed by the Contractors: **Contractors should submit the final bill within 1 month of physical completion of the work.**

If the contractor fails to submit the final bill within 1 month, the BMC staff will prepare the final bill based on the joint measurement within next 3 months.

Engineer's decision shall be final in respect of claims for defect and pending claims against contractors.

No further claims should be made by the Contractor after submission of the final bill and these shall be deemed to have been waived and extinguished. Payment of those items of the bills in respect of which there is no dispute and of items in dispute, for quantities and rates as approved by the Commissioner shall be made within a reasonable period as may be necessary for the purpose of verification etc.

After payment of the final bill as aforesaid has been made, the contractor may, if he so desires, reconsider his position in respect of a disputed portion of the final bills and if he fails to do so within 84 days, his disputed claim shall be dealt with as provided in the contract.

A percentage of the retention money, over and above the actual retention money as indicated below shall be held back from payments till the finalization of final bill to be submitted as per above and will be paid within 30 days of acceptance of the final bill.

<b>Sr.no.</b>	<b>Amount of Contract Cost</b>	<b>Minimum Payable Amount in final bill</b>
1	Upto Rs.5 Crs.	Rs.10 Lacs or final bill whichever is more
2	Upto Rs.25 Crs.	Rs.1 Crore or final bill amount whichever is more
3	Upto Rs. 50 Crs.	Rs.2 Crores or final bill amount whichever is more
4	Upto Rs.100 Crs.	Rs.4 Crore or final bill amount whichever is more
5	More than Rs.100 Crs..	Rs.7 Crore or final bill amount whichever is more

The contractor have to submit the bill for the work carried out within 15 days from the date of completion of the work to the respective executing department. If the contractor fails to submit their bills to concerned executing department, penalty or action as shown below will be taken for each delayed bill



After 15 days from the date of completion/running bill upto certain date, upto next 15 days i.e. upto 30days	Equal to 5% of bill amount
Next 15 days upto 45 days from the date of completion/running bill upto specified date	Equal to 10% of bill amount
If not submitted within 45 days from the date of completion/ R.A. bill	Bill will not be admitted for payment.

#### **45. Operating and Maintenance Manuals**

If "as built" Drawings and/or operating and maintenance manuals are required, the Contractor shall supply them by the dates stated in the Contract Data.

If the Contractor does not supply the Drawings and/or manuals by the dates stated in the Contract Data, or they do not receive the Engineer's approval, the Engineer shall withhold the amount stated in the Contract Data from payments due to the Contractor.

#### **46. Termination**

46.1 The Employer or the Contractor may terminate the Contract if the other party causes a fundamental breach of the Contract.

46.2 Fundamental breaches of Contract shall include, but shall not be limited to, the following:

- a) The Contractor stops work when no stoppage of work is shown on the current Programme and the stoppage has not been authorized by the Engineer;
- b) The Contractor is declared as bankrupt or goes into liquidation other than for approved reconstruction or amalgamation;
- c) the Engineer gives Notice that failure to correct a particular Defect is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by the Engineer;
- d) The Contractor does not maintain a Security, which is required;
- e) The Contractor has delayed the completion of the Works by the number of days for which the maximum amount of liquidated damages can be paid, as defined in relevant clause.

f) The Contractor fails to provide insurance cover as required under relevant clause.

g) If the Contractor, in the judgment of the Employer, has engaged in the corrupt or fraudulent practices as defined in GCC in competing for or in executing the Contract.

h) Any other fundamental breaches as specified in the Contract Data.

i) If the Contractor fails to deploy machinery and equipment or personnel as specified in the Contract Data at the appropriate time.

46.3 When either party to the contract gives notice of a breach of contract to the Engineer for a cause other than those listed above, the Engineer shall decide whether the breach is fundamental or not.

46.4 Notwithstanding the above, the Employer may terminate the Contract for convenience.

46.5 If the Contract is terminated, the Contractor shall stop work immediately, make the Site safe and secure, and leave the Site as soon as reasonably possible.

#### **47. Payment upon Termination**

47.1 If the Contract is terminated because of a fundamental breach of Contract by the Contractor, the Engineer shall issue a certificate for value of the work done and materials ordered less liquidated damages, if any, less advance payments received up to the date of the issue of the certificate and less the percentage to apply to the value of the work not completed, as indicated in the Contract Data. If the total amount due to the Employer exceeds any payment due to the Contractor, the difference shall be recovered from the security deposit, and performance security. If any amount is still left un-recovered it will be a debt due from the Contractor to the Employer

47.2 If the Contract is terminated at the Employer's convenience, the Engineer shall issue a certificate for the value of the work done, the reasonable cost of removal of Equipment, repatriation of the Contractor's personnel employed solely on the Works, and the Contractor's costs of protecting and securing the Works and less advance payments received up to the date of the certificate, less other recoveries due in terms of the Contract, and less taxes due to be deducted at source as per applicable law.

#### **48. Property**

All Materials on the Site, Plant, Equipment, Temporary Works, and Works shall be deemed to be the property of the Employer for use for completing balance construction work if the Contract is terminated because of the Contractor's default, till the Works is completed after which it will be transferred to the Contractor and credit, if any, given for its use.

#### **49. Release from Performance**

If the Contract is frustrated by the outbreak of war or by any other event entirely outside the control of the Employer or the Contractor, the Engineer shall certify that the Contract has been frustrated. The Contractor shall make the Site safe and stop work as quickly as possible after receiving this certificate and shall be paid for all work carried out before receiving it and for any work carried out afterwards to which a commitment was made.

### **F) Other Conditions of Contract**

#### **50. Labour**

50.1 The Contractor shall, unless otherwise provided in the Contract, make his own arrangements at his own cost for the engagement of all staff and employees, local or other, and for their payment, ~~housing, feeding and transport.~~

50.2 The Contractor shall, if required by the Engineer, deliver to the Engineer a return in detail, in such form and at such intervals as the Engineer may prescribe, showing the staff and the number of the several classes of labour from time to time employed by the Contractor on the Site and such other information as the Engineer may require.

#### **51. Compliance with Labour Regulations**

(a) During continuance of the Contract, the Contractor shall abide at all times by all existing labour enactments and rules made there under, regulations, notifications and bye laws of the State or Central Government or local authority and any other labour law (including rules), regulations, bye laws

that may be passed or notification that may be issued under any labour law in future either by the State or the Central Government or the local authority.

(b) Furthermore, the Contractor shall keep the Employer indemnified in case any action is taken against the Employer by the competent authority on account of contravention of any of the provisions of any Act or rules made there under, regulations or notifications including amendments. If the Employer is caused to pay or reimburse, such amounts as may be necessary to cause or observe, or for non-observance of the provisions stipulated in the notifications/bye laws/Acts/Rules/regulations including amendments, if any, on the part of the Contractor, the Engineer/Employer shall have the right to deduct any money due to the Contractor including his amount of contract deposit in the form of BG. The Employer/Engineer shall also have right to recover from the Contractor any sum required or estimated to be required for making good the loss or damage suffered by the Employer.

(c) The Contractor shall require his employees to obey all applicable laws, including those concerning safety, health & Environment at work.

**(d) The employees of the Contractor or his subcontractor in no case shall be treated as the employees of the BMC at any point of time.**

## **52. Drawings and Photographs of the Works**

52.1 The Contractor shall do photography/video photography of the site firstly before the start of the work, secondly mid-way in the execution of different stages of work as required by Engineer In-charge and lastly after the completion of the work. No separate payment will be made to the Contractor for this.

52.2 The Contractor shall not disclose details of Drawings furnished to him and works on which he is engaged without the prior approval of the Engineer in writing. No photograph of the works or any part thereof or plant employed thereon, except those permitted under above clause, shall be taken or permitted by the Contractor to be taken by any of his employees without the prior approval of the Engineer in writing. No photographs/ Video photography shall be published or otherwise circulated without the approval of the Engineer in writing.

### **53. The Apprentices Act, 1961**

The Contractor shall duly comply with the provisions of the Apprentices Act 1961 (III of 1961), the rules made there under and the orders that may be issued from time to time under the said Act and the said Rules and on his failure or neglect to do so, he shall be subject to all liabilities and penalties provided by the said Act and said Rules.

### **54. Contract Document**

The documents forming the contract are to be taken as mutually explanatory of one another. Unless otherwise provided in the contract, the priority of the documents forming the contract shall be as follows

- 1) Contract Agreement (if completed)
- 2) The letter of Acceptance
- 3) The Bid:
- 4) Addendum to Bid; if any
- 5) Tender Document
- 6) The Bill of Quantities:
- 7) The Specification:
- 8) Detailed Engineering Drawings
- 9) Standard General Conditions of Contracts (GCC)
- 10) All correspondence documents between bidder/contractor and BMC.

### **55. Conflict of Interest**

The Applicant shall not have a conflict of interest (the “Conflict of Interest”) that affects the Bidding Process. Any Applicant found to have a Conflict of Interest shall be disqualified. An Applicant shall be deemed to have a Conflict of Interest affecting the Bidding Process, if

1. A constituent of such Applicant is also a constituent of another Applicant; or
2. Such Applicant has the same legal representative for purposes of this Application as any other Applicant; or
3. Such Applicant, or any Associate thereof has a relationship with another Applicant, or any Associate thereof, directly or through common third party/

parties, that puts either or both of them in a position to have access to each other's information about, or to influence the Application of either or each other; or

4. The Applicant shall be liable for disqualification if any legal, financial or technical adviser of the Authority in relation to the Project is engaged by the Applicant, its Member or any Associate thereof, as the case may be, in any manner for matters related to or incidental to the Project. For the avoidance of doubt, this disqualification shall not apply where such adviser was engaged by the Applicant, its Member or Associate in the past but its assignment expired or was terminated 6 (six) months prior to the date of issue of this TENDER. Nor will this disqualification apply where such adviser is engaged after a period of 3 (three) years from the date of commercial operation of the Project.

#### **56. Applications and costs thereof**

No Applicant shall submit more than one Application for the Project. An applicant applying individually shall not be entitled to submit another application either individually. The Applicant shall be responsible for all of the costs associated with the preparation of their Applications and their participation in the Bid Process. The Authority will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.

#### **57. Acknowledgment by Applicant**

It shall be deemed that by submitting the Application, the Applicant has:

- a. made a complete and careful examination of the tender;
- b. received all relevant information requested from the Authority;
- c. accepted the risk of inadequacy, error or mistake in the information provided in the tender or furnished by or on behalf of the Authority relating to any of the matters referred; and
- d. Agreed to be bound by the undertakings provided by it under and in terms hereof.

“The Authority” shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to the TENDER or the Bidding Process, including any error or mistake therein or in any information or data given by the Authority.

**58. Right to reject any or all Applications/ Bids**

Notwithstanding anything contained in this TENDER, “The Authority” reserves the right to reject any Application and to annul the Bidding Process and reject all Applications/ Bids, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons therefore. In the event that the Authority rejects or annuls all the Bids, it may, in its discretion, invite all eligible Bidders to submit fresh Bids hereunder.

“The Authority” reserves the right to reject any Application and/ or Bid if:

- (a) at any time, a material misrepresentation is made or uncovered, or
- (b) the Applicant does not provide, within the time specified by the Authority, the supplemental information sought by the Authority for evaluation of the Application.

In case it is found during the evaluation or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof including the concession thereby granted by “The Authority”, that one or more of the pre-qualification conditions have not been met by the Applicant, or the Applicant has made material misrepresentation or has given any materially incorrect or false information, the Applicant shall be disqualified forthwith if not yet appointed as the Successful Bidder either by issue of the LOA (Letter of Approval) or entering into of the Agreement, and if the Applicant has already been issued the LOA or has entered into the Concession Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this TENDER, be liable to be terminated, by a communication in writing by “The Authority” to the Applicant, without the Authority being liable in any manner whatsoever to the Applicant and without prejudice to any other right or remedy which the

Authority may have under this TENDER, the Bidding Documents, the Concession Agreement or under applicable law.

“The Authority” reserves the right to verify all statements, information and documents submitted by the Applicant in response to the TENDER. Any such verification or lack of such verification by the Authority shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of the Authority there under.

**59. The bid shall be rejected if the bidder-**

- a. Stipulates the validity period less than 180 days.
- b. Stipulates own condition/conditions.
- c. Does not fill and (digital) sign undertaking forms, which are incorporated, in the document.

**60. Clarifications**

Applicants requiring any clarification on the tender may notify “the Authority” in writing or ~~by fax~~ or e-mail. They should send in their queries before the date specified in the header data. “The Authority” shall Endeavour to respond to the queries within the period specified therein. The responses will be sent by ~~fax~~ and/or e-mail if necessary. The Authority will forward all the queries and its responses thereto, to all purchasers of the TENDER without identifying the source of queries.

“The Authority” shall Endeavor to respond to the questions raised or clarifications sought by the Applicants. However, the Authority reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring the Authority to respond to any question or to provide any clarification, but not later than the date provided in header data.

“The Authority” may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Applicants. All clarifications and interpretations issued by the Authority shall be deemed to be part of the tender. Verbal clarifications and information given by Authority or its employees or representatives shall not in any way or manner be binding on the Authority.



## **61. Amendment of tender**

At any time prior to the deadline for submission of Application, the Authority may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify the tender by the issuance of Addendum.

Any Addendum thus issued will be sent in writing/~~Fax~~/ Email/ to all those who have purchased the tender or published on BMC portal.

In order to afford the Applicants a reasonable time for taking an Addendum into account, or for any other reason, the Authority may, in its sole discretion, extend the Application Due Date.

## **G) Preparation and Submission of Application**

### **62. Language**

The Application and all related correspondence and documents in relation to the Bidding Process shall be in English language. Supporting documents and printed literature furnished by the Applicant with the Application may be in any other language provided that they are accompanied by translations of all the pertinent passages in the English language, duly authenticated and certified by the Applicant. Supporting materials, which are not translated into English, may not be considered. For the purpose of interpretation and evaluation of the Application, the English language translation shall prevail.

### **63. Format and signing of Application**

The Applicant shall provide all the information sought under this TENDER. The Authority will evaluate only those Applications that are received in the required formats and complete in all respects. Incomplete and /or conditional Applications shall be liable to rejection.

The Applicant will upload bid in One Folder in electronic form which shall contain the scanned certified copies of the documents given below and the documents uploaded has to be digitally signed by the bidder. These copies shall be certified by Practicing Notary approved by the Govt. of Maharashtra or Govt. of India with his stamp, clearly stating his name & registration number, except where original documents are demanded.

#### **64. Marking of Applications**

The Applicant shall submit the Application in the format specified, together with the documents, upload in folder as “VENDOR” together with their respective enclosures

Applications submitted by fax, telex, telegram shall not be entertained and shall be rejected outright.

#### **65. Late Applications**

Applications received by the Authority after the specified time on the Application Due Date shall not be eligible for consideration and shall be summarily rejected.

#### **66. Confidentiality**

Information relating to the examination, clarification, evaluation, and recommendation for the short-listed qualified Applicants shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising the Authority in relation to or matters arising out of, or concerning the Bidding Process. The Authority will treat all information, submitted as part of Application, in confidence and will require all those who have access to such material to treat the same in confidence. The Authority may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or the Authority or as may be required by law or in connection with any legal process.

#### **67. Clarification of Financial Bids**

To assist in the examination, evaluation and comparison of Bids, the Engineer may, at his discretion, ask any bidder for clarification of his Bid, including breakdown of unit rates. The request for clarification and the response shall be in writing or by post/facsimile/e-mail. No Bidder shall contact the Engineer on any matter relating to his bid from the time of the bid opening to the time the contract is awarded. Any effort by the Bidder to influence the Engineer in the Engineer’s bid evaluation, bid comparison or contract award decisions may result in the rejection of the Bidder’s bid.

#### **68. Inspection of site and sufficiency of tender:**

1. The Contractor shall inspect and examine the site and its surrounding and shall satisfy himself before submitting his tender as to the nature of the work (so far as is practicable), the form and nature of the site, the quantities and nature of the work and materials/equipment/vehicles necessary for the completion of the works and means of access to the site, and in general shall himself obtain all necessary information as to risk, contingencies and other circumstances which may influence or affect his tender. He shall also take into consideration the hydrological and climatic conditions.

2. The employer may make available to the Contractor data on hydrological and sub surface conditions as obtained by or on his behalf from investigations relevant to the works but the Contractor shall be responsible for his own interpretation thereof. The contractor shall engage his investigating agency with prior approval of the Engineer from the approved list of such agencies by BMC or Govt at his cost initially before commencing actual work and which shall be reimbursed immediately subject to satisfaction of the Engineer for faithful compliance and submission of required data regarding such investigation within specified time.

3. The Contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates and prices quoted in the schedule of works / items / quantities, or in Bill of Quantities, which rates and prices shall, except as otherwise provided cover all his obligations under the Contract and all matters and things necessary for proper completion and maintenance of the works. No extra charges consequent on any misunderstanding.

4. **Not Foreseeable Physical Obstructions or Conditions:** If, however, during the execution of the Works the Contractor encounters physical obstructions or physical conditions, other than climatic conditions on the Site, which obstructions or conditions were, in his opinion, not foreseeable by an experienced contractor, the Contractor shall forthwith give notice thereof to the Engineer. On receipt of such notice, the Engineer shall, if in his opinion such obstructions or conditions could not have been reasonably foreseen by

an experienced contractor, after due consultation with the Contractor, determine:

- any extension of time to which the Contractor is entitled and
- and shall notify the Contractor accordingly. Such determination shall take account of any instruction which the Engineer may issue to the Contractor in connection therewith, and any proper and reasonable measures acceptable to the Engineer which the Contractor may take in the absence of specific instructions from the Engineer. However, such costing shall be got approved by the competent authority as governed vide rules prevailing with authority.

#### **5. Office for the Engineer (Works costing upto Rs.50 Lakhs)**

~~The Contractor shall at his own cost and to satisfaction of the Engineer provide a small temporary office, at the work site which will include tables, chairs and lockers for keeping the records. He shall also make necessary arrangements for drinking water, telephone with a pre requisite of e-governance and electronic communication. These offices are not to be allowed on public roads without the written instruction of the Engineer. These offices should be preferably located within 50 to 500 m of the worksite. In case the office is more than 500m away from the worksite, the contractor is to provide conveyance for Municipal Staff.~~

#### **6. Office for the Engineer (Works costing above Rs.50 lakhs)**

~~The Contractor shall at his own cost and to satisfaction of the Engineer provide a temporary office at the work site which will include tables, chairs and lockers for keeping the records. He shall also make necessary arrangements for drinking water, latrines, with doors, windows, locks, bolts and fastenings sufficient for security for the Engineer, and his subordinates, as close to the works from time to time in progress as can be conveniently arranged, and shall at his own cost furnish the office with such chairs, tables, lockers, locks and fastenings as may be required by the Engineer, and no expense of any kind in connection with the erection or upkeep of the offices or fittings shall be borne by the Corporation, but all such work shall be carried~~

out by the Contractor and the expenses thereof defrayed by him. The Contractor shall also make water connections and fit up stand pipe with a bib tap at each office. The latrines and the water connections shall be subject to all the conditions herein elsewhere laid down for temporary water connection and latrines generally with all requisite equipments for e governance and electronic and digital communication. These offices are not to be allowed on public roads without the written instruction of the Engineer. These offices should be preferably located within 50 to 500 m of the worksite. In case the office is more than 500m away from the worksite, the contractor is to provide conveyance. Also, for staff working beyond working hours the contractor has to provide conveyance

**7. Permission for provision and removal of office on completion of work:**

The tenderer shall obtain permission for provision of site office, cement go-down, store, etc. on payment of necessary cost implication. The cement go-down, Watchman cabins, etc. shall Supply, Installation, Testing and commissioning of Split type AC units of various capacity at Bhandup Complex. Page 85 be provided as directed and shall be removed by the Tenderers on completion of the work at their cost. It is binding on the Tenderer to fulfill requirements of Environmental Authorities. The location of such office shall be finalized and got approved from the Engineer before erection / commencement work.

**69. Official Secrecy:**

The Contractor shall of all the persons employed in any works in connection with the contract that the India Official Secrets Act 1923 (XIX of 1923) applies to them and will continue to apply even after execution of the said works and they will not disclose any information regarding this contract to any third party. The contractor shall also bring into notice that, any information found to be leaked out or disclosed the concern person as well as the Contractor will be liable for penal action; further the Corporation will be at liberty to terminate the contract without notice.

**70. Subsequent Legislation:**

If on the day of submission of bids for the contract, there occur changes to any National or State statute, Ordinance, decree or other law or any regulation or By-laws or any local or other duly constituted authority or the introduction of any such National or State Statute, Ordinance, decree or by which causes additional or reduced cost to the Contractor, such additional or reduced cost shall, after due consultation with the Contractor, be determined by the concerned Engineering Department of BMC and shall be added to or deducted from the Contract Price with prior approval of competent authority and the concerned Engineering Department shall notify the Contractor accordingly with a copy to the Employer. BMC reserve the right to take decision in respect of addition/reduction of cost in contract.

#### **71. Patent, Right and Royalties:**

The contractor shall save harmless and indemnify the Corporation from and against all claims and proceedings for or on account of infringement of any Patent rights, design trademark or name of other protected rights in respect of machine work, or material used for or in connection with the Works or any of them and from and against all claims, proceedings, damages, costs, charges and expenses whatsoever in respect thereof or in relation thereto. Except where otherwise specified, the contractor shall pay all tonnage and other royalties, rent and other payments or compensation, if any, for getting stone, sand, gravel, clay or other materials required for the works or any of them.

#### **72. Payments, Tax and Claims:**

##### **□ The limit for unforeseen claims**

Under no circumstances whatever the contractor shall be entitled to any compensation from BMC on any account unless the contractor shall have submitted a claim in writing to the Eng. in charge within 1 month of the case of such claim occurring.

##### **□ No interest for delayed payments due to disputes, etc:**

It is agreed that the Brihanmumbai Municipal Corporation or its Engineer or Officer shall not be liable to pay any interest or damage with respect of any moneys or balance which may be in its or its Engineer's or officer's hands

owing to any dispute or difference or claim or misunderstanding between the Municipal Corporation of Greater Bombay or its Engineer or Officer on the one hand and the contractor on the other, or with respect to any delay on the part of the Brihanmumbai Municipal Corporation or its Engineer or Officers in making periodical or final payments or in any other respect whatever.

### **73. Settlement of Disputes: r**

#### **□ Termination of contract for death**

If the Contractor is an individual or a proprietary concern and the individual or the proprietor dies and if the Contractor is a partnership concern and one of the legal representative of the individual Contractor or the proprietor of the proprietary concern and in case of partnership, the surviving partners, are capable of carrying out and completing the contract, the Commissioner shall be entitled to cancel the contract as to its uncompleted part without the Corporation being in any way liable to payment of any compensation to the estate of the deceased Contractor and or to the surviving partners of the Contractor's firm on account of the cancellation of the contract. The decision of the Commissioner that the legal representative of the deceased Contractor or surviving partners of the Contractor's firm cannot carry out and complete the contract shall be final and binding on the parties. In the event of such cancellation the Commissioner shall not hold estate of the deceased Contractor and or surviving partners of the Contractor's firm liable in damages for not completing the contract.

#### **□□Settlement of Disputes:**

If any dispute or differences of any kind whatsoever other than those in respect of which, the decision of any person is, by the Contract, expressed to be final and binding) shall arise between the Employer and the Contractor or the Engineer and the Contractor in connection with or arising out of the Contract or carrying out of the Works (Whether during the progress of the Works or after their completion and whether before or after the termination, abandonment or breach of the Contract) it, the aggrieved party may refer such dispute within a period of 7 days to the concerned Addl. Municipal Commissioner who shall constitute a committee comprising of three officers i.e. concerned Deputy Municipal Commissioner or Director (ES&P), Chief

Engineer other than the Engineer of the Contract and concerned Chief Accountant. The Committee shall give decision in writing within 60 days. Appeal on the Order of the Committee may be referred to the Municipal Commissioner within 7 days. Thereafter the Municipal Commissioner shall constitute a Committee comprising of three Addl. Municipal Commissioners including Addl. Municipal Commissioner in charge of Finance Department. The Municipal Commissioner within a period of 90 days after being requested to do so shall give written notice of committee's decision to the Contractor. Save as herein provided such decision in respect of every matter so referred shall be final and binding upon both parties until and after the completion of the works, and shall forthwith be given effect to by the Contractor who shall proceed with the works with due diligence, whether he requires arbitration as hereinafter provided or not. If the Commissioner has given written notice of the decision to the Contractor and no Claim to arbitration has been communicated within a period of 90 days from receipt of such notice the said decision shall remain final and binding upon the Contractor.

#### **74. Arbitration and Jurisdiction:**

If the Commissioner shall fail to give notice of the decision as aforesaid within a period of 90 days after being requested as aforesaid, or if the Contractor be dissatisfied with any such decision, then and in any such case the Contractor may within 90 days after receiving notice of such decision or within 90 days after the expirations of the first named period of 90 days (as the case may be) require that the matter or matters in dispute be referred to arbitration as hereinafter provided.

i) In case of the contract where the contract price and/or contract value is less than Rs. 5,00,00,000/- ( Rupees Five Crore Only), any dispute arising out of or in connection with this contract, including any question regarding its existence, validity or termination, shall be referred to a mutually agreed arbitral tribunal in accordance with the Arbitration and Conciliation Act, 1996 (amended upto date). The arbitral tribunal shall consist of sole arbitrator, as mutually agreed upon by the parties and the said dispute shall be finally resolved by said arbitral tribunal. The decision of the arbitral tribunal shall be given in writing ( with reasons) and which will be final & binding upon the parties hereto & the expenses of the arbitration shall be paid as may be determined by the arbitral tribunal. The seat of the arbitration shall be Mumbai. The venue of arbitration shall be English.



If the parties fails to appoint mutually agreed arbitral tribunal, within the period of 30 days from the date of application seeking arbitration in the dispute, the arbitral tribunal shall be appointed by recognized arbitral institution i.e. Mumbai Centre for International Arbitration ( approved by Government of Maharashtra under G.R. no. ARB/case No. 1,/2017/D-19 dtd. 28.02.2017) as per Arbitration Rules of Mumbai Centre for International Arbitration then in force (“MCIA Rules”)

(ii) In case of contract where the contract price and/or contract value is Rs. 5,00,00,000/- (Rupees Five Crore Only) or more, any dispute arising out of or in connection with such a contract, including any question regarding its existence, validity or termination, shall be directly referred to and finally resolved by recognized arbitral institution i.e. Mumbai Centre for International Arbitration ( approved by Government of Maharashtra under G.R. no. ARB/case No. 1,/2017/D-19 dtd. 28.02.2017) as per Arbitration Rules of Mumbai Centre for International Arbitration then in force (“MCIA Rules”). The arbitral tribunal shall consist of a sole arbitrator. The seat of the arbitration shall be Mumbai. The language of the Arbitration shall be English. In either case, the law governing this arbitration agreement and the contract shall be in Indian Law.

**75. Copyright:** The copyright of all drawings and other documents provided by the Contractor under the contract shall remain vested in the Contractor or his sub-contractors as the case may be the employer shall have a license to use such drawings and other documents in connection with the design, construction, operation, maintenance of the works. At any time the Employer shall have further license without additional payment to the Contractor to use any such drawings or documents for the purpose of making any improvement of the works or enlargement or duplication of any part thereof, provided that such improvement, enlargement, or duplication by itself or in conjunction with any other improvements, enlargements or duplications already made in accordance with the further license does not result in the duplication of the whole works.

**76. Receipts to be signed in firm’s name by any one of the partners:**

Every receipt for money which may become payable or for any security which may become transferable to the Contractor under these present shall, if signed in the partnership name by any one of the partners, be a good and sufficient discharge to the Commissioner and Municipal Corporation in respect of the money or security purporting to be acknowledged thereby, and in the event of death of any of the partners during the pendency of this

contract, it is hereby expressly agreed that every receipt by any one of the surviving partners shall, if so signed as aforesaid, be good and sufficient discharge as aforesaid provided that nothing in this clause contained shall be deemed to prejudice or effect any claim which the Commissioner or the Corporation may hereafter have against the legal representatives of any partners so dying or in respect of any breach of any of the conditions thereof, provided also that nothing in this clause contained shall be deemed prejudicial or affect the respective rights or obligations of the Contractors and of the legal representatives of any deceased Contractors interest.

#### **77. Proprietary data**

All documents and other information supplied by the Authority or submitted by an Applicant to the Authority shall remain or become the property of the Authority. Applicants are to treat all information as strictly confidential and shall not use it for any purpose other than for preparation and submission of their Application. The Authority will not return any Application or any information provided along therewith.

#### **78. Correspondence with the Applicant**

Save and except as provided in this TENDER, the Authority shall not entertain any correspondence with any Applicant in relation to the acceptance or rejection of any Application.

#### **79. Price Variation Clause**

~~The Contractor shall be reimbursed or shall refund to the Corporation as the case may be the variation in the value of the work carried out from time to time, depending on whether the prices of material and labour as a whole rise or fall, and the method adopted for such computations shall be as given below, it being clearly understood that the contractor shall have no claim for being reimbursed on the ground that the price of a particular material or group of materials have risen beyond the limits of the presumptions made in the following paras, however, no price variations shall be made applicable for contracts upto 12 months:~~

~~A) Controlled materials: Price variations shall be permitted in respect of these materials the price level of which is controlled by the Government or its agency. The rate ruling on the date of submission of the tender shall be considered as the basic price of such material for adjustment. Any variation in this rate shall be considered~~

~~for reimbursement to the contractor or refund to be claimed from the contractor as the case may be. The contractor shall, for the purpose of adjustment submit in original the relevant documents from the suppliers.~~

~~B) Labour and other materials: For the purpose of this contract and for allowing reimbursement of refund on account of variation of prices of (i) labour, and (ii) materials other than materials mentioned in A above, computation will be based on the formula enunciated below which is based on the presumptions that:~~

~~i) The general price level of labour, rises or falls in proportion to the rise or fall of consumer price index number 9 (general) for working class in Mumbai.~~

~~ii) The general price level of materials rises or falls in proportion to rise or fall of whole sale price index as published by 'Economic Adviser to Govt. of India'~~

~~i) And that the component of labour is to the extent of 30 percent of 88 percent and the component of materials is to the extent of 70 percent of 88 percent of the value of the work carried out. The remaining 12 percent being the presumptive profit of the contractor.~~

~~a) Formula for Labour component:~~

$$\text{VL} = (0.88 R) \times 30 \times (I - IO) / 100 - IO$$

~~b) Formula for Material component :~~

$$\text{VM} = (0.88 R \times 70 - C) \times (W - WO) / 100 - WO$$

~~Where—~~

~~VL = Amount of price variation to be reimbursed or claimed as refund on account of general rise or fall of index referred to above.~~

~~I = Consumer Price Index number of working class for Mumbai (declared by the Commissioner of Labour and Director of Employment, Mumbai) applicable to the period under reference (base year ending 2004-05 as 100 i.e. new series of indices).~~

~~IO = Consumer price index number for working class for Mumbai (declared by the Commissioner of labour and Director of Employment, Mumbai) prevailing, on the day of 28 days prior to the date of submission of the tender.~~

~~VM = The amount of price variation to be reimbursed or claimed as refund on account of general rise or fall of wholesale price index for period under reference.~~

~~W = Average wholesale price index as published by Economic Adviser to Govt. of India applicable to the period under reference.~~

~~WO = Wholesale price index as stated above prevailing on the day of 28 days prior to the date of submission of the tender.~~

~~R = Total value of the work done during the period under reference as recorded in the Measurement Book excluding water charges and sewerage charges but including cost of excess in respect of item upto 50 percent~~

~~C = Total value of Controlled materials used for the works as recorded in Measurement Book and paid for at original basic rate plus the value materials of used.~~

~~i) The quantity of the Controlled material adopted in working out the value of 'C' shall be inclusive of permitted wastages as / if mentioned in specifications.~~

~~ii) The basic rate for the supply of controlled material shall be inclusive of all the components of cost of materials excluding transport charges incurred for bringing the material from place of delivery to the site.~~

~~Computations based on the above formula will be made for the period of each bill separately and reimbursement will be made to (when the result is plus) and refund will claimed from (when the result is minus) the contractor's next bill. The above formulae will be replaced by the formulae in Annexure-I as and when mentioned in special conditions of contract~~

~~The operative period of the contract for application of price variation shall mean the period commencing from the date of commencement of work mentioned in the work order and ending on the date when time allowed for the work order and ending on the date when time allowed for the work specified in the contract for work expires, taking into consideration, the extension of time, if any, for completion of the work granted by Engineer~~

~~under the relevant clause of the conditions of contract in cases other than those where such extension is necessitated on account of default of the contractor.~~

~~The decision of the Engineer as regards the operative period of the contract shall be final and binding on the contractors.~~

~~iii) Where there is no supply of controlled items to contractor the component 'C' shall be taken as zero.~~

~~B) Adjustment after completion: If the Contractor fails to complete the works within the time for completion adjustment of prices thereafter until the date of completion of the works shall be made using either the indices or prices relating to the prescribed time for completion, or the current indices or prices whichever is more favorable to the employer, provided that if an extension of time is granted, the above provision shall apply only to adjustments made after the expiry of such extension of time.~~

~~C) — Price variation will be calculated similarly and separately for extra items and / or excess quantities and provisional sums calculated under Sub Clause 10 (b)A (i)&(ii) and Sub Clause 10 (b) B(ii) based on the above formula/formulae in Annexure I as and when mentioned in Special conditions of contract; IO and WO being the indices applicable to the date on which the rates under Sub Clause 10 (a)A (i)&(ii) and Sub Clause 10 (a) B(iii) are fixed. No price variation shall be admissible for FAIR items created during execution.~~

~~D) — Price variation will be calculated similarly and separately for extra items and / or excess quantities and provisional sums calculated under Sub Clause 10 (b)A (i)&(ii) and Sub Clause 10 (b) B(ii) based on the above formula/formulae in Annexure I as and when mentioned in Special conditions of contract; IO and WO being the indices applicable to the date on which the rates under Sub Clause 10 (a)A (i)&(ii) and Sub Clause 10 (a) B(iii) are fixed. No price variation shall be admissible for FAIR items created during execution.~~

**80. Maximum Price Variation shall be as follows:**

Time Period of Project	Maximum limit of Price Variation
Up to 12 months	No variation allowed
Above 12 months to 24 months	5%
<b>Above 24 months</b>	<b>10%</b>

\*Approval of AMC / MC shall be obtained before invitation of tender in case of any changes in above

Note: 1) The extension in time period for the projects originally estimated including monsoon results in change of price variation slabs as mentioned above i.e. from first slab to

second slab or from second slab to third slab, then the maximum limit of original slab will prevail.

2) Operative period shall mean original or extended time period of contract. )

Operative period shall mean original or extended time period of contract.

For example:

<b>Extension of Time period</b>	<b>Maximum Price Variation</b>
If original period of 11 months <b>including</b> monsoon extends to 16. The operative period will be 11+5 months.	No variation allowed
If original period of 11 months <b>excluding</b> monsoon extends to 16. The operative period will be 11+5 months.	Maximum 5% variation allowed

Price Variation during Extended Period of Contract:

i) Extension Due To Modification & Extension for delay due to BMC : The price variation for the period of extension granted shall be limited to the amount payable as per the Indices. In case the indices increases or decreases,

above/below the indices applicable, to the last month of the original or extended period vide clause 8(l)(a)(i) and (ii) of standard GCC

ii) Extension Of Time For Delay Due To Contractor :

a) The price variation for the period of extension granted shall be limited to the amount payable as per the Indices in case the indices increase, above the indices applicable, to the last month of the original completion period or the extended period vide above clause 8(l) (a)(i) and (ii) of standard GCC. b) The price variation shall be limited to the amount payable as per the indices, in case the indices decrease or fall below the indices applicable, to the last month of original / extended period of completion period vide above clause 8(l)

(b) of standard GCC, then lower indices shall be adopted.

iii ) Extension of Time For Delay due to reasons not attributable to BMC and Contractor (Reference Cl.8(d) of Standard GCC): The price variation for the period of extension granted shall be limited to the amount payable as per the Indices in case the indices increases or decreases, above/below the indices applicable, to the last month of the original period.

### **81. Payment: (Refer Scope of work)**

i) ~~Bills shall be submitted by the Contractor from time to time (but at an interval of not less than one month) for the works executed. The Engineer shall arrange to have the bills verified by taking or causing to be taken, where necessary, the requisite measurement of work.~~

ii) ~~Payment on account for amount admissible shall be made on the Engineer certifying the sum to which the Contractor is considered entitled by way of payment for all the work executed, after deducting there from the amount already paid, security deposit/ retention money and such other amounts as may be deductible or recoverable in terms of the contract.~~

iii) ~~On request, the contractor will be paid upto 75 percent of the value of the work carried out as an adhoc payment in the first week of next month after deducting there from recoveries on account of advances, interest, retention money, income tax etc. The balance payment due will be paid thereafter.~~

iv) ~~No interim payment will be admitted until such time the Contractor have~~

~~fully complied with the requirement of the Condition no.8 (g) and 8 (h) concerning submission and approval of Network Schedule for the works, as detailed in Condition 8 (h). A fixed sum shall be held in abeyance at the time of next interim payment for non attainment of each milestone in the network and shall be released only on attainment of the said milestone.~~

~~v) An interim certificate given relating to work done or material delivered may be modified or corrected by a subsequent interim certificate or by the final certificate. No certificate of the Engineer supporting an interim payment shall of itself be conclusive evidence that any work or materials to which it relates is / are in accordance with the contract.~~

## **82. Banning/De-Registration of Agencies of Construction works/ M & E work in BMC**

The regulations regarding Demotion/ Suspension Banning for specific period or permanently / De-Registration shall be governed as per the respective condition in Contractor Registration Rules of BMC.

## **83. JOINT VENTURE (Not Applicable)**

**~~In case if Joint Venture is allowed for the Project, the guidelines for JV as follows shall be incorporated in the Tender Document:~~**

~~a) Joint Venture should be allowed only when the number of identifiable different works is more than one and/or the estimated cost of tender is more than Rs.100 Crores. JV shall also be allowed for complex technical work below Rs.100 Crores with the approval of concerned AMC~~

~~b) Separate identity/name shall be given to the Joint Venture firm.~~

~~c) Number of members in a JV firm shall not be more than three in normal circumstances, if the work involves only one discipline (say Civil or Electrical). If number of members in JV is required to be more than three, then approval of concerned AMC needs to be sought.~~

~~d) A member of JV firm shall not be permitted to participate either in individual capacity or as a member of another JV firm in the same tender.~~

~~e) The tender form shall be purchased and submitted in the 'name of the JV firm or any constituent member of the JV.~~



~~f) Normally EMD shall be submitted only in the name of the JV and not in the name of constituent member. However, EMD in the name of lead partner can be accepted subject to submission of specific request letter from lead partner stating the reasons for not submitting the EMD in the name of JV and giving written confirmation from the JV partners to the effect that the EMD submitted by the lead partner may be deemed as EMD submitted by JV firm.~~

~~g) One of the members of the JV firm shall be the lead member of the JV firm who shall have a majority (at least 51%) share of interest in the JV firm. The other members shall have a share of not less than 20% each in case of JV firms with up to three members and not less than 10% each in case of JV firms with more than three members. In case of JV firm with foreign member(s), the lead member has to be an Indian firm with a minimum share of 51%.~~

~~h) A copy of Letter of Intent or Memorandum of Understanding (MoU) executed by the JV members shall be submitted by the JV firm along with the tender. The complete details of the members of the JV firm, their share and responsibility in the JV firm etc. particularly with reference to financial technical and other obligation shall be furnished in the agreement.~~

~~i) Once the tender is submitted, the agreement shall not be modified/alterd/terminated during the validity of the tender. In case the tenderer fails to observe/comply with this stipulation, the full Earnest Money Deposit (EMD) shall be forfeited. In case of successful tenderer, the validity of this agreement shall be extended till the currency of the contract expires.~~

~~j) Approval for change of constitution of JV firm shall be at the sole discretion of the BMC. The constitution of the JV firm shall not be allowed to be modified after submission of the tender bid by the JV firm except when modification becomes inevitable due to succession laws etc. and in any case the minimum eligibility criteria should not get vitiated. In any case the Lead Member should continue to be the Lead Member of the JV firm. Failure to observe this requirement would render the offer invalid.~~

~~k) Similarly, after the contract is awarded, the constitution of JV firm shall not be allowed to be altered during the currency of contract except when modification become inevitable due to succession laws etc. and in any case the minimum eligibility criteria should not get vitiated. Failure to observe this stipulation shall be deemed to be breach of contract with all consequential penal action as per contract condition.~~

~~l) On award of contract to a JV firm, a single Performance Guarantee shall be required to be submitted by the JV firm as per tender conditions. All the Guarantees like Performance Guarantee, Bank Guarantee for Mobilization advance, machinery Advance etc. shall be accepted only in the name of the JV firm and no splitting of guarantees amongst the members of the JV firm shall be permitted.~~

~~m) On issue of LOA, an agreement among the members of the JV firm (to whom the work has been awarded) has to be executed and got registered before the Registrar of the Companies under Companies Act or before the Registrar / Sub-Registrar under the Registration Act, 1908. This agreement shall be submitted by the JV firm to the BMC before signing the contract agreement for the work. (This agreement format should invariably be part of the tender condition). In case the tenderer fails to observe/comply with this stipulation, the full Earnest Money Deposit (EMD) shall be forfeited and other penal actions due shall be taken against partners of the JV and the JV. This joint venture agreement shall have, inter alia, following clauses:-~~

~~**i. Joint and several liability** The members of the JV firm to which the contract is awarded, shall be jointly and severally liable to the Employer (BMC) for execution of the project in accordance with General and Special conditions of the contract. The JV members shall also be liable jointly and severally for the loss, damages caused to the BMC during the course of execution of the contract or due to no execution of the contract or part thereof.~~

~~**ii. Duration of the Joint Venture Agreement** It shall be valid during the entire period of the contract including the period of extension if any and the maintenance period after the work is completed.~~

~~**iii. Governing Laws** The Joint Venture Agreement shall in all respect be governed by and interpreted in accordance with Indian Laws.~~

~~**iv. Authorized Member** Joint Venture members shall authorize one of the members on behalf of the Joint Venture firm to deal with the tender, sign the agreement or enter into contract in respect of the said tender, to receive payment, to witness joint measurement of work done, to sign measurement books and similar such action in respect of the said tender/contract. All notices/correspondences with respect to the contract would be sent only to this authorized member of the JV firm.~~

~~No member of the Joint Venture firm shall have the right to assign or transfer the interest right or liability in the contract without the written consent of the other members and that of the employer in respect of the said tender / contract.~~

~~n) Documents to be enclosed by the JV firm along with the tender:~~

- ~~i. In case one or more of the members of the JV firm is/are partnership firm(s), following documents shall be submitted:~~
- ~~a. Notary certified copy of the Partnership Deed,~~
  - ~~b. Consent of all the partners to enter into the Joint Venture Agreement on a stamp paper of appropriate value (in original).~~
  - ~~c. Power of Attorney (duly registered as per prevailing law) in favor of one of the partners to sign the MOU and JV Agreement on behalf of the partners and create liability against the firm.~~
- ~~ii. In case one or more members is/are Proprietary Firm or HUF, the following documents shall be enclosed:~~
- ~~a. Affidavit on Stamp Paper of appropriate value declaring that his Concern is a Proprietary Concern and he is sole proprietor of the Concern OR he is in position of "KARTA" of Hindu Undivided Family and he has the authority, power and consent given by other partners to act on behalf of HUF.~~
- ~~iii. In case one or more members is/are limited companies, the following documents shall be submitted:~~
- ~~a. Notary certified copy of resolutions of the Directors of the Company, permitting the company to enter into a JV agreement, authorizing MD or one of the Directors or Managers of the Company to sign MOU, JV Agreement, such other documents required to be signed on behalf of the Company and enter into liability against the company and/or do any other act on behalf of the company.~~
  - ~~b. Copy of Memorandum and articles of Association of the Company.~~
  - ~~c. Power of Attorney (duly registered as per prevailing law) by the Company authorizing the person to do/act mentioned in the para (a) above.~~
- ~~o) All the members of the JV shall certify that they have not been black listed or debarred by BMC from participation in tenders/contract in the past either in their individual capacity or the JV firm or partnership firm in which they were members / partners.~~
- ~~p) Credentials & Qualifying criteria: Technical and financial eligibility of the JV firm shall be adjudged based on satisfactory fulfilment of the following criteria:~~
- Technical eligibility criteria:** ~~In case of Work involving single discipline, the Lead member of the JV firm shall meet at least 35% requirement of technical capacity as stipulated in tender document.~~

**OR**

~~In case of composite works (e.g. works involving more than one distinct component such as Civil Engineering works, M & E works, Electrical works, etc. and in the case~~

~~of major bridges, substructure and superstructure etc.), atleast one member should have satisfactorily completed 35% of the value of any one component of the project work so as to cover all the components of project work or any member having satisfactorily completed 35% of the value of work of each component during last seven financial years.~~

~~**In such cases, what constitutes a component in a composite work shall be clearly defined as part of the tender condition without any ambiguity.**~~

~~**Financial eligibility criteria:** The contractual payments received by the JV firm or the arithmetic sum of contractual payments received by all the members of JV firm in any one of the previous three financial years and shall be at least 100% of the estimated value of the work as mentioned in the tender.~~

#### **84. Compensation for delay:**

If the Contractor fails to complete the works and clear the site on or before the Contract or extended date(s) / period(s) of completion, he shall, without prejudice to any other right or remedy of Municipal Corporation on account of such breach, pay as agreed compensation, amount calculated as stipulated below (or such smaller amount as may be fixed by the Engineer) on the contract value of the whole work or on the contract value of the time or group of items of work for which separate period of completion are given in the contract and of which completion is delayed for every week that the whole of the work of item or group of items of work concerned remains uncompleted, even though the contract as a whole be completed by the contract or the extended date of completion. For this purpose the term 'Contract Value' shall be the value of the work at Contract Rates as ordered including the value of all deviations ordered:

- Completion period for projects (originally stipulated or as extended) not exceeding 6 months : to the extent of maximum 1 percent per week
- Completion period for projects (originally stipulated or as extended) exceeding 6 months and not exceeding 2 years: to the extent of maximum  $\frac{1}{2}$  percent per week.
- Completion period for projects (originally stipulated or as extended) exceeding 2 years : to the extent of maximum  $\frac{1}{4}$  percent per week.

When the delay is not a full week or in multiple of a week but involves a fraction of a week the compensation payable for that fraction shall be proportional to the number of days involved.

Provided always that the total amount of compensation for delay to be paid this condition shall not exceed the undernoted percentage of the Contract Value of the item or group of items of work for which a separate period of completion is given.

i) Completion period (as originally stipulated or as extended) not exceeding 6 months: 10 percent.

ii) Completion period (as originally stipulated or as extended) exceeding 6 months and not exceeding 2 years : 7½ percent.

iii) Completion period (as originally stipulated or as extended) exceeding 2 years : 5 percent.

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

Please note schedule of penalties in section 10 SPECIFICATION.

### **85. Action and Compensation Payable in Case of Bad Work and Not Done As Per Specifications**

All works under or in course of execution or executed in pursuance of the contract, shall at all times be open and accessible to the inspection and supervision of the Engineer-in-charge, his authorized subordinates in charge of the work and all the superior officers, officer of the Vigilance Department of the BMC or any organization engaged by the BMC for Quality Assurance and the contractor shall, at all times, during the usual working hours and at all other times at which reasonable notice of the visit of such officers has been given to the contractor, either himself be present to receive orders and instructions or have a responsible agent duly accredited in writing, present for that purpose. Orders given to the Contractor's agent shall be considered to have the same force as if they had been given to the contractor himself.

If it shall appear to the Engineer-in-charge or his authorized subordinates in-charge of the work or to the officer of Vigilance Department, that any work has been executed with unsound, imperfect or unskillful workmanship or with materials of any inferior description, or that any materials or articles provided by him for the execution of the work are unsound or of a quality inferior to that contracted for or otherwise not in accordance with the contract, the contractor shall, on demand in writing which shall be made within twelve months of the completion of the work from the Engineer-in-Charge specifying the work, materials or articles complained of notwithstanding that the same may have been passed, certified and paid for forthwith rectify, or remove and reconstruct the work so specified in whole or in part, as the case may require or as the case may be, remove the materials or articles so specified and provide other proper and suitable materials or articles at his own charge and cost. In the event of the failing to do so within a period specified by the Engineer-in-Charge in his demand aforesaid, then the contractor shall be liable to pay compensation at the same rate as under clause 8.e. of the general condition of contract in section 9 of tender document (for Compensation for delay) for this default. In such case the Engineer-in Charge may not accept the item of work at the rates applicable under the contract but may accept such items at reduced rates as the Engineer in charge may consider reasonable during the preparation of on account bills or final bill if the item is so acceptable without detriment to the safety and utility of the item and the structure or he may reject the work outright without any payment and/or get it and other connected and incidental items rectified, or removed and re-executed at the risk and cost of the contractor. Decision of the Engineer-in-Charge to be conveyed in writing in respect of the same will be final and binding on the contractor.

If the penalisation amount exceeds maximum limit with respect to Clause 8.e of Standard General Conditions of Contract, then a show cause notice shall necessarily be issued to the contract as to why the contract should not be terminated.

The above clause is summarized to make it easy to understand as follows:

1. The Engineer-in-charge shall issue notice to the contractor for rectifying

the defects or redoing of the work if necessary, within specific time to achieve the desired quality and quantity of the work and this should be governed by clause 8.f and 9.b of Standard General Conditions of Contract.

2. If the contractor fails to comply the same, only then, the contractor shall be liable to pay compensation at the same rate as under clause 8.e of the Standard General Condition of Contract (for Compensation for delay) for this default.

3. If the penalization amount exceeds the maximum limit, then the contractor will be liable for being banned/ deregistered from business dealings with BMC and this shall be governed by relative provision in Registration Rules of BMC and Standard General Conditions of Contract. 4. This penalization shall be levied only on account of delay in work, unsound, imperfect or unskillful workmanship or with materials of any inferior description, or that any materials or articles provided by him for the execution of the work are unsound or of quality inferior to that contracted for or otherwise not in accordance with the contract.

#### **86. Contractors remain liable to pay compensation:**

In any case in which any of the powers conferred upon the Engineer In-charge by the **relevant clauses** in documents that form a part of contract as exercised or is exercisable in the event of any future case of default by the Contractor, he is declared liable to pay compensation amounting to the whole of his security deposit. The liability of the Contractor for past and future compensation shall remain unaffected.

In the event of the Executive Engineer taking action against these relevant clauses, he may, if he so desires, take possession of all or any tools and plant, materials and stores in or upon the work of site thereof or belonging to the Contractor or procured by him and intended to be used for the execution of the work or any part thereof paying or allowing for the same in account at the contract rates, or in the case of contract rates not being applicable at current market rates to be certified by the Executive Engineer, may after giving notice in writing to the Contractor or his staff of the work or other authorized agent require him to remove such tools and plants, materials or stores from the

premises within a time to be specified in such notice and in the event of the Contractor failing to comply with any such requisition, the Executive Engineer may remove them at the contractors expense of sell them by auction or private sell on account of the Contractor at his risk in all respects and certificate of the Executive Engineer as to the expense of any such removal and the amount of the proceeds an expense of any such sell be final and conclusive against the Contractor.

#### **❖ INTERNAL GRIEVANCE REDRESSAL MECHANISM**

B.M.C has formed an Internal Grievance Redressal Mechanism for redressal of bidder's grievances. Any Bidder or prospective Bidder aggrieved by any decision, action or omission of the procuring entity being contrary to the provisions of the tender or any rules or guidelines issued therein, in Packet "A", 'B' & 'C' can make an application for review of decision of responsiveness in Packet "A", 'B' & 'C' within a period of 7 days or any such other period, as may be specified in the Bid document.

While making such an application to procuring entity for review, aggrieved bidders or Prospective bidders shall clearly specify the ground or grounds in respect of which he feels aggrieved.

Provided that after declaration of a bidder as a successful in Packet 'A' (General Requirements), an application for review may be filed only by a bidder who has participated in procurement proceedings and after declaration of successful bidder in Packet 'B' (Technical Bid), an application for review may be filed only by successful bidders of Packet 'A'. Provided further that, an application for review of the financial bid can be submitted, by the bidder whose technical bid is found to be acceptable / responsive.

Upon receipt of such application for review, B.M.C. may decide whether the bid process is required to be suspended pending disposal of such review. The B.M.C after examining the application and the documents available to him, give such reliefs, as may be considered appropriate and communicate its decision to the Applicant and if required to other bidders or prospective bidders, as the case may be.

B.M.C shall deal and dispose off such application as expeditiously as possible and in any case within 10 days from the date of receipt of such



application or such other period as may be specified in pre-qualification document, bidder registration document or bid documents, as the case may be.

Where B.M.C. fails to dispose off the application within the specified period or if the bidder or prospective bidder feels aggrieved by the decision of the procuring entity, such bidder or prospective bidder may file an application for redressal before the 'Internal Procurement Redressal Committee' within 7 days of the expiry of the allowed time or of the date of receipt of the decision, as the case may be. Every such application for internal redressal before Redressal Committee shall be accompanied by fee of Rs.25,000/- fee shall be paid in the form of D.D. in favour of M.C.G.M.

1st Appeal by the bidder against the decision of C.E./HoD/Dean can be made to concerned D.M.C/Director who should decide appeal in 7 days.

If not satisfied, 2nd Appeal by the bidder can be made to concerned A.M.C.for decision .

Grievance Redressal Committee (GRC) is headed by Concerned D.M.C/Director of particular department for the first appeal / Grievances by the bidder against the decision for responsiveness / Non-Responsiveness In Packet 'A',Packet 'B' or Packet 'C' and if not satisfied, Concerned A.M.C.will take decision as per second appeal made by the bidder.

This Grievance Redressal Committee (GRC) will be operated through DMC (CPD) office where appeals of aggrieved bidder will be received with fee of Rs.25000/-from aggrieved bidder.The necessary correspondence in respect of said applications to the aggrieved bidder & concerned department ,issuing notices, arranging of Grievance Redressal Committee(GRC) with D.M.C.and further proceeding will be carried out through registrar appointed by B.M.C.

No application shall be maintainable before the Redressal Committee in regard of any decision of the B.M.C. relating to following issues:-

- i) Determination of need of procurement
- ii) The decision of whether or not to enter into negotiations.
- iii) Cancellation of a procurement process for certain reasons.

On receipt of recommendation of the Committee, It will be communicate his decision thereon to the Applicant within 10 days or such

further time not exceeding 20 days, as may be considered necessary from the date of receipt of the recommendation and in case of non-acceptance of any recommendation, the reason of such non-acceptance shall also be mentioned in such communication.

Additional Municipal Commissioner and/or Grievance Redressal Committee, if found, come to the conclusion that any such complaint or review is of vexatious, frivolous or malicious nature and submitted with the intention of delaying or defeating any procurement or causing loss to the procuring entity or any other bidder, then such complainant shall be punished with fine, which may extend to Five Lac rupees or two percent of the value of the procurement, whichever is higher.

The tenderer shall submit/upload in Packet 'B' undertaking as per Annexure J for above Grievance Redressal Mechanism.

### **87. No Claim To Any Payment Or Compensation Or Alteration In Or Restriction Of Work**

a) If at any time after the execution of contract documents, the Engineer shall for any reason whatsoever, desires that the whole or any part of the works specified in the Tender should be suspended for any period or that the whole or part of the work should not be carried out, at all, he shall give to the Contractor a Notice in writing of such desire and upon the receipt of such notice, the Contractor shall forthwith suspend or stop the work wholly or in part as required after having due regard to the appropriate stage at which the work should be stopped or suspended so as not to cause any damage or injury the work already done or endanger the safety thereof, provided that the decision of the Engineer as to the stage at which the work or any part of it could be or could have been safely stopped or suspended shall be final and conclusive against the contractor. The Contractor shall have no claim to any payment or compensation whatsoever by reason of or in pursuance of any notice as aforesaid, on account of any suspension, stoppage or curtailment except to the extent specified hereinafter.

b) Where the total suspension of Work Order as aforesaid continued for a continuous period exceeding 90 days the contractor shall be at liberty to withdraw from the contractual obligations under the contract so far as it pertains to the unexecuted part of the work by giving 10 days prior notice in writing to the Engineer within 30 days of the expiry of the said period of 90 days, of such intention and requiring the Engineering to record the final measurement of the work already done and to pay final bill. Upon giving such Notice, the Contractor shall be deemed to have been discharged from his obligations to complete the remaining unexecuted work under his contract. On receipt of such notice the Engineer shall proceed to complete the measurement and make such payment as may be finally due to the contractor within a period of 90 days from the receipt of such Notice in respect of the work already done by the contractor. Such payment shall not in any manner prejudice the right of the contractor to any further compensation under the remaining provisions of this clause.

c) Where the Engineer required to Contractor to suspend the work for a period in excess of 30 days at any time or 60 days in the aggregate, the Contractor shall be entitled to apply to the Engineer within 30 days of the resumption of the work after such suspension for payment of compensation to the extent of pecuniary loss suffered by him in respect of working machinery remained idle on the site or on the account of his having to pay the salary of wages and labour engaged by him during the said period of suspension provided always that the contractor shall not be entitled to any claim in respect of any such working machinery, salary or wages for the first 30 days whether consecutive or in the aggregate or such suspension or in respect of any such suspension whatsoever occasioned by unsatisfactory work or any other default on his part, the decision of the Engineer in this regard shall be final and conclusive against the contractor.

**88. Contractor to supply equipment etc required to carry out the work and is liable for damages arising from its non-provision**

The Contractor shall supply at his own cost all material, plant, tools, appliances, implements, equipments, vehicles requisite or proper for the

proper execution of the work, whether, in the original altered or substituted form and whether included in the specification of other documents forming part of the contract or referred to in these conditions or not and which may be necessary for the purpose of satisfying or complying with the requirements of the Eng-In-Charge as to any matter as to which under these conditions is entitled to be satisfied, or which is entitled to require together with the carriage therefore to and from the work.

The Contractor shall also supply without charge, the requisite number of person with the means and materials necessary for the purpose of setting out works and counting, weighing and assisting in the measurements of examination at any time and from time to time of the work or materials, failing which the same may be provided by the Engineer In-charge at the expense of the contractor and the expenses may be deducted from any money due to the contractor under the contract or from his security deposit or the proceeds of sale thereof, or offers sufficient portion thereof.

The contractor shall provide all necessary measures & precautions to protect the public from accident and shall also be bound to bear the expenses of defence of every suit, action or other legal proceedings, that may be brought by any person for injury sustained owing to neglect of the above precautions and to pay any damages and cost which may be awarded in any such suit action or proceedings to any such person or which may with the consent of the contractor be paid for compromising any claim by any such person.

#### **89. Prevention of Fire:**

The contractor shall not set fire to any standing jungle, trees, brushwood or grass or waste.

Contractor shall take necessary measures to prevent fire and its spreading to surrounding properties.

**90.** Compensation for all damages done intentionally or unintentionally by contractor whether in or beyond the limits of BMC property including any damage caused by spreading the fire shall be estimated by the Engineer In-charge or such other officer as he may appoint and the estimate of the Engineer in-charge to the decision of the Dy. Chief Engineer on appeal shall be final and the contractor shall be bound to pay the amount of the assessed

compensation on demand failing which the same will be recovered from the Contractor as damages or deducted by the Engineer In-charge from any sums that may be due or become due from BMC to contractor under this Contract or otherwise. Contractor shall bear the expenses of defending any action or other legal proceedings that may be brought to prevent the spread of fire and he shall pay any damages and costs that may be awarded by the Court in consequence.

**91.** In the case of Tender by partners, any change in the constitution of the firm shall be forthwith, notified by the contractor through the Engineer In-charge for his information.

**92. Action where no specifications:**

In the case of any class of work for which there is no such specifications, such works shall be carried out in accordance with the specifications and in the event of there being no such specifications, then in such case, the work shall be carried out in all respects in accordance with all instructions and requirements of the Engineer In- charge.

**93. Safety and medical help:**

(i) The Contractor shall be responsible for and shall pay the expenses of providing medical help to any workmen who may suffer a bodily injury as a result of an accident. If such expenses are incurred by BMC, the same shall be recoverable from the contractor forthwith and be included without prejudice to any other remedy of BMC from any amount due or that may become due to the Contractor.

(ii) The contractor shall provide necessary personal safety equipment and first-aid box for the use of persons employed on the site and shall maintain the same in condition suitable for immediate use at any time.

(iii) The workers shall be required to use the safety equipments so provided by the contractor and the contractor shall take adequate steps to ensure the proper use of equipments by those concerned.

(iv) When the work is carried on in proximity to any place where there is risk or drawing all necessary equipments shall be provided and kept ready for use and all necessary steps shall be taken for the prompt rescue of any person in danger.

**75. Anti-malaria and other health measures:**

Anti-Malaria and other health measures shall be taken as directed by the Executive Health Officer of BMC. Contractor shall see that mosquitogenic conditions are created so as to keep vector population to minimum level. Contractor shall carry out anti-malaria measures in the area as per the guidelines issued by the Executive Health Officer of BMC from time to time. In case of default, in carrying out prescribed anti-malaria measures resulting in increase in malaria incidence, contractor shall be liable to pay BMC on anti-malaria measures to control the situation in addition to fine.

# **SECTION 10 SPECIFICATIONS**

**Subject:** The work of providing services of Operation and maintenance of vehicle mounted vacuum operated litter picker machines for the period of 07 years - (07 No.)

**1.0 Preamble:** Collection and Transportation of M.S.W. is one of the prime obligatory duties of Municipal Corporation of Greater Mumbai. There are large number of collection points in public places which at present are attended by Municipal and Private Contractor vehicles. These community collection points are temporary storage points for Municipal Solid Waste. However, sometimes citizen directly dumps the garbage at open and stubbing places which create shabby looks to surrounding. In order to maintain cleanliness and hygiene in such locations, it is necessary to clean this garbage spot promptly. Whereas, BMC has install litter bins at various locations like foot paths, high footfall area, gardens and commercial area etc. for pedestrian/citizens to discard the litter/waste. Due to lack of proper cleaning system, presently the cleaning and disinfection of such types of vulnerable locations/ spots and litter bins are carried out by deployment of manpower. The process of deployment of manpower involve the manual waste handling, time consuming, expensive and creates the health related issues to labour staff. To overcome this issue, it is intended to adopt modern technologies like Mechanize waste cleaning system, which is having ability to do zero manual waste cleaning/handling and disinfection of spot/bins, so that waste accumulated at such locations like vulnerable area or at public place and litter bins can collect and transport easily & rapidly. Hence BMC intends to carry out Operation and maintenance of vehicle mounted vacuum operated litter picker machines for the period of 07 years (07 nos.) from the firms dealing in this line.

**2.0 Scope of Work:**

The brief scope of work, but not limited to the following, is as under.

**2.1** Brihanmumbai Municipal Corporation had purchased 07 nos. vehicle mounted vacuum operated litter picker machines in Nov-2022.



**2.2** Bidders are requested to inspect the said machines before submitting their tender and to get fully acquainted with the work involved in this total comprehensive O&M Contract.

**2.3** This is being a comprehensive Operation & Maintenance contract, contractor shall arrange all the required spare parts in his store for maintenance of the vacuum operated litter picker machines, consumables such as all lubricants & oils i.e. hydraulic oil, engine oil, gear box oil, differential oil, break oil etc., cotton waste & grease required for day to day operation& maintenance of the machines. The contractor shall arrange the fuel for vehicle running in order to carry out daily operations. **Fuel will not be supplied by BMC.**

**2.4** The contractor will have to carry out the routine maintenance of all vehicles and to attend the Breakdown with necessary replacement of part at site as and when necessary.

**2.5 Technical Specifications of vacuum operated litter picker machines:**

Sr No.	Description	Specification
<b>1</b>	Type	Diesel Engine Operated Vehicle Mounted Dry & Wet waste suction Machine
<b>2</b>	Portability	LCV truck chassis mounted (Ashok Layland)
<b>3</b>	Cleaning type	Both dry and wet waste (MSW)
<b>4</b>	Gross Vehicle Weight	2805 Kg
<b>5</b>	Length of the machine	3133 mm
<b>6</b>	Width of the machine	1465 mm
<b>7</b>	Height of the machine	1843 mm
<b>8</b>	Operation of suction pump machine through	Mitsubishi Auxillary Engine

<b>9</b>	Suction hose inner diameter	200 mm
<b>10</b>	Suction hose with hydraulically operated boom length	20 ft.
<b>11</b>	Garbage container/hopper capacity with compaction	1.4 Cu. Mtr
<b>12</b>	Container/hopper Material	Aluminium AA1200
<b>13</b>	Operating Arm range	200 to 250 degree
<b>14</b>	Collection Mechanisms	Spillage free closed containers
<b>15</b>	Auxiliary engine HP	20.79 HP
<b>16</b>	Noise level during operation	Below 75 db
<b>17</b>	Dust filter system	Cartridge with allied component
<b>18</b>	GPS Tracking Machine	1 no. Per machine

### **3.0 Operation 7 nos. of Vehicle Mounted litter picker machines:**

**3.1** The contractor shall note the user department, reporting place and work programme assigning authority.

<b>User Department</b>	:	Concern Asst. Commissioner/Zonal Ex. Eng.(SWM), A.E.(SWM)/AHS(SWM) ward
<b>Reporting Place</b>	:	As directed by Asst. Commissioner/ Zonal Ex. Eng.(SWM) or Asst.Engineer(SWM), AHS of concerned ward.

<b>Work Programme</b>	:	As directed by Asst. Commissioner/Zonal Ex. Eng.(SWM)or Asst.Engineer(SWM) or AHS of concerned ward
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- 3.2** As the operation of Vehicle Mounted litter picker machine will be carried out in 8 hours in a day as directed by the user department, it would be the responsibility of the successful tenderer to provide one skilled Driver having valid Driving License & one co-operator on each machine per shift on all the 365 days of the calendar year throughout contract period to cover availability for operation.
- 3.3** The work of operation shall be carried out in such a way that each machine shall work in shift having 8 hours in a day. Zonal Ex. Eng.(SWM) or Asst.Engineer(SWM) of concerned ward may deploy the machines by splitting the hours in 02 shifts ( 4 Hours + 4 Hours ) in a day thus total working of machine shall be 8 hours in a day.
- 3.4** The 365 shifts each machine shall be utilized for a year and same will be applicable for total span of 07 years. If 365 shifts of Vacuum operated litter picker machine for respective year are not completed, the shifts for that year will be lapsed. The machine may be operated as suggested by Zonal Ex. Eng.(SWM) subject sanction of Ch.E.(SWM) for more than one shift per day as per additional requirements of the ward. However, if more than 365 shifts of a machine are consumed per year then, the same shall be utilized from next year's 365 shifts. However, the payment for these additional shifts will be on basis of the shift rate in which the additional shifts are consumed.
- 3.5** Zonal Ex.Eng.(SWM)/AE (SWM) of ward will prepared/arranged the schedule of operation in shift or the timings of the litter picker machines during the festive season or VIP movement in order to optimize utilizations of the machines.
- 3.6** The contractor shall take the instructions regarding the daily program of the Litter Picker Machine from Asst. Engineer (SWM) or their

representative of respective wards and follow scrupulously to obtain the guaranteed performance of the litter picker machines towards daily cleanliness of the assigned area.

**3.7** The Contractor will maintain necessary operation and maintenance records, logheets, visit books, observation books, staff muster etc. and same shall be produced to BMC authority on demand.

**3.8** The log sheet in triplicate shall be maintained along with the Litter Picker Machine, log sheet shall include site details, Vehicle Registration no and one copy of the log sheet shall be submitted to the concerned ward office placing the indent / call every month. If there are any corrections in the log sheets, the same needs to be authenticated and verified by A.H.S. / A. E. (SWM) ward or his authorized representative of concerned wards. If any log sheet is misplaced, duplicate log sheet shall be submitted with justification of A.E.(SWM) or his authorized the representative of concerned wards.

**3.9** These Vehicle Mounted litter picker machines shall be parked at the BMC premises of that ward or nearby BMC garages without any parking charges. Contractor shall liable to shoulder the responsibility of parking of all litter picker machines with all safety concerns by deminify the BMC if any dispute arises.

**3.10** During the shift of 8 hours Driver and co-operator will be required to be available on machine.

**3.11** The driver and co-operator shall be available for all the 365 days throughout the contract period.

**3.12 Insurance:**

- i) It is a duty of contractor to take out the insurance of all vehicles and maintain throughout contract period as per RTO norms.
- ii) The contractor will have to take out Workmen Compensation Insurance Policy so as to provide adequate cover for the execution of this work, from the concerned Government Undertakings only & submit the copy of the insurance papers within 30 days from the placement of work order.

- iii) Any mishap/ theft/ accident happened on road or at site, the successful tenderer shall indemnify the BMC against any claim (S) whatsoever arising there from and successful tenderer shall be solely responsible for the consequences thereof.
- iv) It will be the responsibility of successful tenderer to have insurance coverage of their operating staff. They are requested to note that there will not be any reimbursement in this regards by BMC.
- 3.13** The successful tenderer shall note that the tenderer will have to get them registered with the Labour Commissioner within 3 months from placement of work order/LOA.
- 3.14** Successful tenderer shall provide uniforms, reflecting jackets, safety gears, mobile facilities etc. to operator & co-operator
- Provision of uniforms – 2 sets per year to each operator & co-operator
  - Provision of Helmets – 1 Helmet to each operator & co-operator
  - Provision of mask – As per requirement
  - Safety shoes, Reflecting jacket and rainy suites – 1 pair per year to each operator & co-operator
- 3.15** The total fuel cost towards required for operation of Vehicle Mounted litter picker machine is required to be borne by Successful tenderer and no extra payment will be made.
- 3.16** Refuse, litter, dust collected in collection container / compartment of Vehicle Mounted litter picker machine shall be directly unloaded into the small closed vehicle/compactor which will be provided by respective wards of the BMC.
- 3.17** AE (SWM) / Zonal Ex. Eng. (SWM) of the ward will arrange the small closed vehicle /compactor vehicle for unloading the garbage from Vehicle Mounted litter picker machine.
- 3.18** The bidder shall note that vehicles deployed under contract shall ply anywhere within BMC limit if required. The contractor shall also provide services to adjoining Wards/zones/divisions as and when required by BMC at the same rate quoted by him. In case BMC

intends to operate these Litter picker machines outside Mumbai region in Disaster / Emergency Situation the staff shall be made available for the same.

- 3.19** The contractor shall keep the Municipal Commissioner, their officers & servants harmless & indemnify them from & against all losses, damages, suits, cost charges, claims & demand whatsoever including claims under Workmen Compensation Act 1924, Fatal Accident Act 1885, their offices or servants may sustain, incurred or become liable to pay by reason or consequences of any injury to any person or to any property either belonging to the BMC or others, whether resulting directly through any accident or otherwise life or property while carrying out any work only due to negligence of Contractor & such damage/injury or loss of life or property shall be made good & / or as the case may be/shall be paid immediately by the contractor to the satisfaction in all respect of Municipal Commissioner.
- 3.20** The Programme for operation shall be given by BMC and contractor shall strictly complete the programme. If the work demands operation of the equipment beyond one shift in a particular day, the contractor will be asked by A.E.(SWM) of the ward to continue with the work and the programme shall be completed and remarks to this effect shall be obtained on the logsheet from A.E.(SWM) of the ward. Also same shall be communicate with concern Ex.Eng.(SWM)Zone.
- 3.21** The Cleaning of the garbage spot and litter bins shall be carried out in Day shifts, the litter picker machine if required shall also be operated in Night shifts or shifts may be decided by A(SWM) ward/ Zonal Executive.
- 3.22** The Cleaning or collection of garbage spot shall consist of complete cleaning & disinfection of spot.
- 3.23** The successful bidder shall enter into an MOU with manufacturers/authorized after sales & service provider of the vehicle mounted litter picker Machine, during the entire contract period to safeguard against interruptions in service. The contractor

should get all machines mentioned as per specifications verified in good operating condition after every six months during the entire contract period from the manufacturer/ manufacturer's authorized service provider.

**3.24** Payment is not admissible to the contractor when the litter picker machine is not in operation due to any reason.

**3.25 Painting:-**The under chassis parts and the portion shall be painted with anticorrosive black. Complete unit including cross and super structure member shall be painted with superior quality antirust paint. All the paint material shall confirm to ISI specifications and shall be of specified makes.

The cabin shall be painted with three coats of a shade equivalent to "DAWN GLOW" paint externally and a pleasant colour shade internally. The unit shall be sand blasted and painted with anti-corrosive primer before painting with two coats of polyurethane paint of ISI approved make. All necessary indicative labels shall be pasted on for easy operation. The rear body shall be painted from outside with shade equivalent to "pantone 378 C" and from inside with anti corrosive special black. The cabin shall be painted with three coats of Dulux /Equivalent grade PU based automotive paint externally & internally. The whole painting shall be carried out as per manufacturer's manual or as per prevailing IS standards.

#### **4.0 Maintenance of Vehicle Mounted litter picker Machines**

- a. The scope of work includes routine maintenance of the machines as per manufacturer's guidelines & schedule. Therefore, it covers day to day maintenance of machines with prescribed level of maintenance service, adjustments setting etc. The preventive maintenance shall be carried out in a required sequence through trained personnel at each location shall be appointed who are fully conversant with operation and maintenance

including mechanical, technical, electrical and hydraulic circuit system of the unit.

- b. The work includes comprehensive maintenance of the machine which involves routine, periodic, preventive maintenance along with accidental damages & breakdowns.
- c. The successful tenderer shall keep adequate essential parts/spares in their stock to render satisfactory services without any interruption.
- d. All the old removed parts shall be returned to the garages of the SWM through AE(SWM) wards and Zonal Executive by the contractor.
- e. In case of major repairing & servicing, the successful bidder will have to arrange to take the vehicle into their workshop at their own cost. All the toll taxes required to be paid for transportation of machine will be paid by the successful tenderer.
- f. The successful tenderer /their authorized dealer shall have their own workshop within MMR region.
- g. The work also includes the cost of labour, all parts, accessories, etc. i.e. comprehensive cost of operation and maintenance.
- h. The replacement of such parts will be carried out by the successful tenderer under the proper supervision and as per the recommendations of the manufacturers.
- i. The Hydraulic Oil, lubricant oil other oils etc. for replacement & topping up will have to be supplied by the successful tenderer time to time.
- j. It will be necessary for the successful tenderer to submit periodical reports of the maintenance works carried out to AE(SWM) wards and Zonal Executive.
- k. The successful tenderer shall indemnify the BMC if any damages to the Municipal, other properties and any human accident or hazard occurred



while carrying out the work shall be rectified by the successful tenderer free of cost

1. Since the operator of the machine will be driving, the damages resulting out of the MACT claims if any shall be borne by the successful tenderer.
- m. The successful tenderer shall bring their own tools and accessories for carrying out the work.
- n. The successful tenderer will have to inspect and check all the components of Vehicle Mounted litter picker machine equipments daily. However, inspection report as per checklist in triplicate shall be prepared weekly and same shall be submitted to Ward AE (SWM). The program for the same will be submitted to ward authority in advance.
- o. Parts removed from the Vehicle Mounted litter picker machine unit for the purpose of maintenance shall be fitted duly repaired. In case, if the removed part is required to be replaced with new one, same shall be of Original make, capacity. If the removed part of same make is not available or outdated from the market, same shall be replaced with equivalent make and capacity. However, same shall be justified by the contractor and approved by respective Ward Asst.Engg (SWM) / Zonal Ex. Engg (SWM).

#### **5. RTO fitness Vehicle Mounted litter picker machine:-**

The contractor shall pay all the fees required for RTO fitness and PUC certificates as and when required throughout the contract period. The contractor shall not deploy any of these vehicles for work without the Fitness Certificates; PUC's and follow the Mumbai RTO's rules and regulations, applicable from time to time. If found violating these conditions they shall solely be held responsible for any breach of the laws. BMC shall not be held responsible for violations of such acts and neither will be responsible for paying any penalties/charges on account of these defaults.

#### **6. The contract period:-**The total contract period of comprehensive operation & maintenance of Vehicle Mounted litter picker machine will be of 07 Years

from the date mentioned in LOA or till the utilisation of all the shifts whichever is earlier.

**7. Vehicle Tracking System:-**

- The successful tenderer shall liable to install VTMS & GPS units with allied IOT devices on the vehicle/machine.
- The contractor shall confirm the VTMS & GPS devices with IT department and (SWM)Planning department so as units shall be compatible with software develop by the BMC before installation on vehicle/machine.
- BMC is free to ask to change the VTMS/GPS unit of revised specification or system to successful contractor if required.
- The contractor has to provide, install & maintain the Vehicle Monitoring system(VTMS) & GPS units to be functional throughout the contract period.
- The VTMS & GPS unit with all IOT devices should be compatible with server & Software developed by BMC. The devices will work in sync with the BMC's VTMS software.
- The performance of the work will be evaluated on the basis of reports generated from VTMS & other IOT devices.
- If the VTMS is turned off, Rs.1000/- per day per unit will be imposed & levied in monthly bill.
- Due to technical problem like, low or out of network, unexpected damages of the GPS machine, if VTMS system could not show/generate data for 1 to 3 days, and contractor has completed the work by machine then the payment will release with sanction of Dy.Ch.E.(SWM)Operation put up through Zonal Ex.Eng.(SWM).
- If VTMS data should not show/generated for more than 4 days to a month & contractor has complete the work by machine then the payment for the said period will be released with sanction of officer not below the rank of Chief Engineer or any other officer authorized by Chief Engineer put up through Zonal Ex.Eng.(SWM).

## 8. Schedule Of Penalties

Sr. No.	Description of Penalty	Penalty Amount
1	Penalty if, the vehicle reported late(after scheduled time but within ½ hour of intimated reported time)	Rs.200/- per vehicle per shift
2	Penalty if, the vehicle reported late(after first ½ hour within 4 hrs of intimated reported time)	Rs.300/- per ½ hour per vehicle per shift.
3	If co-operator on the machine is absent	penalty of Rs. 1000/- per co-operator/attendant will be imposed
4	Penalty for failure to attend collection spot	Rs.500/- Per spot
5	Penalty for failure to spray disinfectant/sanitizer after cleaning of garbage spot/point.	Rs.500/- Per spot
6	If the safety gears not provided to manpower deployed on machine	penalty of Rs. 500/- per manpower per day will be imposed
7	If it is observed that that garbage is unloaded at other than designated spot/site.	Penalty of Rs. 10,000/- per such instance will be imposed.
8	On failing to replace spare parts once removed within 24 hours.	penalty of Rs. 2000/- per day
9	If any machine remains in unrepaired condition for more than 48 Hours	penalty of Rs. 20000/- per hour /unit will be imposed
10	In case of major repairing & servicing, the vehicle will be allowed to take into their	a penalty of Rs. 10000/- per day /unit

	workshop of tenderer. If the Vehicle Mounted litter picker machine duly repaired in all respect is not delivered / returned, within 7 days from the delivery	
11	VTMS/GPS Machines not installed	Rs.2000/- per machine per day
12	VTMS/GPS Machine turned off	Rs.1000/- per day per machine
13	Penalty for any other lapses towards performance of the contract	
	(I) 1 <sup>st</sup> instance	Rs. 10,000/- per day
	(II) 2 <sup>nd</sup> instance	Rs.20,000/- per day
14	Penalty for failure to provide “on Municipal Duty” board on the vehicle.	Rs.500/- per vehicle per shift
15	If the contractor fails to submit the concerned Insurance policies within the specific period as stated in 3.12 (i),	Rs.200.00 per day shall be levied and recovered from the contractor’s monthly bill.
16	<b>Maximum Penalty</b>	<b>10 % of the monthly bill amount.</b>

If it is observed that the contractor fail to comply with the instructions given by the Higher Authorities viz. Deputy Municipal Commissioner / Additional Municipal Commissioner / Municipal Commissioner level during execution of work, the work shall be terminated and shall be carried out at risk & cost of the Contractor and a penal action shall be taken against them. The decision of the higher authority of the rank of Chief Engineer and above shall be final and binding on the contractor and no arbitration whatsoever in this regard shall be allowed. In case of dispute, errors and omissions occurred in the tender at any point, advertently or inadvertently, the provisions of Standard

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Bid Guidelines and Procurement Manual and the decision of the higher authority shall be final.

**09. PAYMENT TERMS:-**

**Operation & Maintenance of the machines -**

- a) The successful bidder has to maintain the Vehicle Mounted litter picker machine in excellent conditions throughout the contract period in order to safeguard the interest of B.M.C. and to ensure quality work time to time etc.
- b) Zonal Ex. Eng.(SWM) / AE(SWM) Ward shall verify the VTMS or other IT System Reports. Accordingly, same shall certify with the payment for operation & maintenance will be made every month on submission of bills, after satisfactory working of equipment, within 30 days.
- c) The contractor shall submit details of ESIC, P.F. and wages paying to his staff as per Minimum Wages Act-1948, revised by the GOM and adapted by BMC from time to time, along with Monthly Bills.
- d) After certification, the contractor/ward authority shall submit bills to Dy.Ch.E.(SWM) Planning division for the release of payment.

**10. Compliance of Labour Regulation:** During the period of this contract, the contractor at his own cost, shall abide at all times, by the Government's Labour regulations, Rules, Laws etc. amended from time to time and as may be in force or introduced in future, during the course of this contract, by registering with all such statutory authorities, filling returns, as may be required, as per the laws.

**11.0 Safety and Protection:**

- i) During execution of work, the contractor shall take all safety measures to avoid any accidents / mishaps / thefts. Any injuries / accidents / thefts / damages to Municipal / Private Properties caused shall be the sole liability of the contractor and its necessary compensation shall be borne solely by the contractor, to his workers / affected persons, as per the Workmen Compensation Act. BMC shall not be held responsible for any of such cases.

The contractor shall provide all the necessary safety wear to their staff such as safety shoes, helmets, hand gloves, gumboots etc. as required for carrying out specific activities of operation and maintenance of these vehicles. Contractors shall not cause damages to municipal properties. If so, the same will be recovered from their monthly bills.

**ii)** All the arrangement towards watch & ward of this machine handed over to the contractor will have to be made by the contractor. BMC will not be responsible for any damage, loss or theft of the same and shall recover the cost in such cases from the contractor.

**iii)** Contractor shall keep First Aid Box in this vehicle and office, filled with necessary medical aids & medicines, to attend small emergencies, all the time during the contract period.

**iv)** The contractor shall solely observed for all the safety, health and environment related issues, arising due to the nature of this work, to his staff, during the said contract period.

**Records:** Contractor shall solely be responsible to maintain all the necessary records of comprehensive Operation and Maintenance of this machine, as per instructions of BMC Engineers.

**Payment of Taxes:** Contractor shall have to pay all the current, proposed and new Indian Govt. Taxes, as applicable / amended, from time to time during the period of this contract, such as Indian Income Tax on all payments made to him under the provision of Indian Income Tax Act, Works Contract Tax, Service Tax or any other tax, at its applicable rates. These taxes will be deducted, at source, from each bill of the contractor. Contractor shall take this aspect into consideration while submitting his offer.

**12. Termination of contract:** In opinion of the engineer if the contractor at any time makes default in proceeding with the work with due diligence, default in compliance of any terms and conditions, fails to complete the work or items of the work, all such amounts to default by contractor. In each default, the engineer shall issue notice to contractor to show desired

improvement, within 15 days, failing which the contract of defaulting contractor will stand terminated and any other contractor who will be directed by the Chief Engineer (SWM) can commence the remaining work after notice period, at the risk and cost of the original contractor. Action will also be taken to the extent of blacklisting and deregistration of contractor.

**13.** The terms & conditions stated in this section supersede the similar terms & conditions stipulated elsewhere in the tender document.

**14.** BMC reserves right to accept / reject the tender / offer of the contractors without assigning any reason, whatsoever.

### **SPECIAL DIRECTIONS TO THE TENDERERS**

1. The Vehicle Mounted Litter Picker Machine operated & maintained in order to meet all relevant safety norms stipulated under IS or relevant standards.
2. The contractor shall complete the programme given to him under all the possible circumstances. In case of failure to complete the programme, the user department shall impose the penalty as per the schedule.
3. The staff employed shall bear a good character without any criminal history.
4. The contractor shall ensure that his workmen work peacefully without causing any disturbance between themselves or with other agencies. The regular working shall not be disturbed. Any damage to Municipal property shall be recovered from the contractor along with the heavy penalty, as decided by the Chief Engineer (SWM)/DMC (SWM).
5. The contractor shall extend full co-operation and interaction with other agencies at site, if involved.
6. No escalation in the cost, of whatsoever nature, will be allowed while completing these works.

# **SECTION 11**

## **FRAUD & CORRUPT PRACTICES**



## **FRAUD AND CORRUPT PRACTICES**

- The Applicants and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, the Authority may reject an Application without being liable in any manner whatsoever to the Applicant if it determines that the Applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process.
- Without prejudice to the rights of the Authority under relevant Clause hereinabove, if an Applicant is found by the Authority to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process, such Applicant shall not be eligible to participate in any tender or RFQ issued by the Authority during a period of 2 (two) years from the date such Applicant is found by the Authority to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:

**A. “corrupt practice” means**

the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Bidding Process (for avoidance of doubt, offering of employment to, or employing, or engaging in any manner whatsoever, directly or indirectly, any official of the Authority who is or has been associated in any manner, directly or indirectly, with the Bidding Process or the LOA or has dealt with matters concerning the Concession Agreement or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date

such official resigns or retires from or otherwise ceases to be in the service of the Authority, shall be deemed to constitute influencing the actions of a person connected with the Bidding Process); or save and except as permitted under the relevant sub clause, engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the LOA or after the execution of the Concession Agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Concession Agreement, who at any time has been or is a legal, financial or technical adviser of the Authority in relation to any matter concerning the Project;

**B. “fraudulent practice”** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process;

**C. “Coercive practice”** means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any persons participation or action in the Bidding Process;

**D. “undesirable practice”** means (i) establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and

**E. “Restrictive practice”** means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

**F.** If the Employer/Financier determines that the Contractor has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in competing for or in executing the Contract, then the Employer may, after giving 14 days’ notice to the Contractor, terminate the Contractor's employment under the Contract and expel him from the Site, and the provisions of relevant Clause shall apply as if such expulsion had been made.

**G.** Should any employee of the Contractor be determined to have engaged in corrupt, fraudulent, collusive, coercive, or obstructive practice

during the execution of the Works, then that employee shall be removed in accordance with relevant Clause.

For the purposes of this Sub-Clause:

- i. **“corrupt practice”** is the offering, giving, receiving to soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
- ii. **“another party”** refers to a public official acting in relation to the procurement process or contract execution. In this context, “public official” includes Financer staff and employees of other organizations taking or reviewing procurement decisions.
- iii. **“fraudulent practice”** is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- iv. **“Collusive practice”** is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
- v. **“coercive practice”** is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
- vi. **“obstructive practice”** is deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede the Financier investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
- vii. Acts intended to materially impede the exercise of the Financer’s inspection and audit rights provided.
- viii. **“party”** refers to a public official; the terms “benefit” and “obligation” relate to the procurement process or contract execution; and the “act or omission” is intended to influence the procurement process or contract

execution.

ix. **“parties”** refers to participants in the procurement process (including public officials) attempting to establish bid prices at artificial, non-competitive levels.

x. a **“party”** refers to a participant in the procurement process or contract execution.

# **SECTION 12**

## **Pre Bid Meeting**

## **PREBID MEETING**

Pre-bid meeting of the interested parties shall be convened at the designated date, time and place. A maximum of three representatives of each Applicant shall be allowed to participate on production of authority letter from the Applicant.

During the course of Pre-bid meeting, the Applicants will be free to seek clarifications and make suggestions for consideration of the Authority. The Authority shall Endeavour to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Bidding Process.

# **SECTION 13**

## **List of Approved Banks**

## **LIST OF APPROVED BANKS**

1. The following Banks with their branches in Brihanmumbai and in suburbs and extended suburbs up to Virar and Kalyan have been approved only for the purpose of accepting Banker's guarantee from 1997-98 onwards until further instructions.
2. The Bankers Guarantee issued by branches of approved Banks beyond Kalyan and Virar can be accepted only if the said Banker's Guarantee is countersigned by the Manager of a branch of the same Bank, within the Mumbai Limit categorically endorsing thereon that said bankers Guarantee is binding on the endorsing Branch of the bank within Mumbai limits and is liable to be on forced against the said branch of the Bank in case of default by the contractor/supplier furnishing the bankers Guarantee. The second schedule to the Reserve Bank of India act, 1934 (section 2(e) scheduled banks are considered.

<b>A</b>	<b>S.B.I and its subsidiary Banks</b>
1	State Bank Of India.
2	<del>State Bank Of Bikaner &amp; Jaipur.</del>
3	State Bank Of Hyderabad.
4	State Bank Of Mysore.
5	State Bank Of Patiyala.
6	State Bank Of Saurashtra.
7	State Bank Of Travankore.
<b>B</b>	<b>Nationalized Banks</b>
8	Allahabad Bank.
9	Andhra Bank.
10	Bank Of Baroda.
11	Bank Of India.
12	Bank Of Maharashtra.
13	Central Bank Of India.
14	Dena Bank.
15	Indian Bank.



16	Indian Overseas Bank. Oriental Bank Of Commerce.
18	Punjab National Bank.
19	Punjab & Sindh Bank.
20	Syndicate Bank.
21	Union Bank Of India.
22	United Bank Of India.
23	UCO Bank.
24	Vijaya Bank.
24A	Corporation Bank.
<b>C</b>	<b>Scheduled Commercial Banks</b>
25	Bank Of Madura Ltd.
26	Bank Of Rajasthan Ltd.
27	Banaras State Bank Ltd.
28	Bharat Overseas Bank Ltd
29	Catholic Syrian Bank Ltd.
30	City Union Bank Ltd.
31	Development Credit Bank.
32	Dhanalakshmi Bank Ltd.
33	Federal Bank Ltd.
34	Indsind Bank Ltd.
35	I.C.I.C.I Banking Corporation Ltd.
36	Global Trust Bank Ltd.
37	Jammu & Kashmir Bank Ltd.
38	Karnataka Bank Ltd.
39	KarurVysya Bank Ltd.
40	Laxmi Vilas Bank Ltd.
41	Nedugundi Bank Ltd.
42	Ratnakar Bank Ltd.
43	Sangli Bank Ltd.
44	South Indian Bank Ltd.
45	S.B.I Corporation &Int Bank Ltd.

46	Tamilnadu Mercantile Bank Ltd.
47	United Western Bank Ltd.
48	Vysya Bank Ltd.
<b>D</b>	<b>Schedule Urban Co-op Banks</b>
49	Abhyudaya Co-op Bank Ltd.
50	Bassein Catholic Co-op Bank Ltd.
51	Bharat Co-op Bank Ltd.
52	Bombay Mercantile Co-op Bank Ltd.
53	Cosmos Co-op Bank Ltd.
54	Greater Mumbai Co-op Bank Ltd.
55	JanataSahakari Bank Ltd.
56	Mumbai District Central Co-op Bank Ltd.
57	Maharashtra State Co-op Bank Ltd.
58	New India Co-op Bank Ltd.
59	North Canara G.S.B. Co-op Bank Ltd.
60	Rupee Co-op Bank Ltd.
61	Sangli Urban Co-op Bank Ltd.
62	Saraswat Co-op Bank Ltd.
63	Shamrao Vithal Co-op Bank Ltd.
64	Mahanagar Co-op Bank Ltd.
65	Citizen Bank Ltd.
66	Yes Bank Ltd.
<b>E</b>	<b>Foreign Bank</b>
67	ABM AMRO (N.Y.) Bank.
68	American Express Bank Ltd.
69	ANZ Grindlays Bank Ltd.
70	Bank Of America N.T. & S.A.
71	Bank Of Tokyo Ltd.
72	Bankindosuez.
73	BanqueNationale de Paris.
74	Barclays bank.
75	City Bank N.A.

76	Hongkong & Shanghai banking Corporation.
77	Mitsui Taiyokbe Bank Ltd.
78	Standard Chartered Bank.
79	Cho Hung Bank.

# **SECTION 14**

## **Appendix**

## FORM OF TENDER

To,

The Municipal Commissioner for Brihanmumbai

Sir,

I/ We have read and examined the following documents relating to the work of \_\_\_\_\_

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

- i. Notice inviting tender.
- ii. Directions to tenderers (General and special)
- iii. General condition of contract for Works of the Brihanmumbai Municipal Corporation as amended up to date.
- iv. Relevant drawings
- v. Specifications.
- vi. Special directions
- vii. Annexure A and B.
- viii. Bill of Quantities and Rates.

1A. I/We \_\_\_\_\_

(full name in capital letters, starting with surname), the Proprietor/ Managing Partner/ Managing Director/ Holder of the Business, for the establishment / firm / registered company, named herein below, do hereby offer to

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

Referred to in the specifications and schedule to the accompanying form of contract of the rates entered in the schedule of rates sent herewith and signed by me/ us" (strike out the portions which are not applicable).

1B. I/We do hereby state and declare that I/We, whose names are given herein below in details with the addresses, have not filled in this tender under

any other name or under the name of any other establishment /firm or otherwise, nor are we in any way related or concerned with the establishment /firm or any other person, who have filled in the tender for the aforesaid work.”

2. I/We hereby tender for the execution of the works referred to in the aforesaid documents, upon the terms and conditions, contained or referred to therein and in accordance with the specifications designs, drawings and other relevant details in all respects.

\* At the rates entered in the aforesaid Bill of Quantities and Rates.

3. According to your requirements for payment of Earnest Money amounting to Rs. \_\_\_\_\_ /-(Rs. \_\_\_\_\_ )

4. I/We have deposited the amount through online payment gateways with the C.E. of the Corporation not to bear interest

I/We hereby request you not to enter into a contract with any other person/s for the execution of the works until notice of non/acceptance of this tender has first been communicated to me/us, and in consideration of yours agreeing to refrain from so doing I/we agree not to withdraw the offer constituted by this tender before the date of communication to me/us of such notice of non/acceptance, which date shall be not later than ten days from the date of the decision of the Standing Committee or Education Committee of the Corporation, as maybe required under the Mumbai Municipal Corporation Act, not to accept this tender.(Subject to condition 5 below).

5. I/We also agree to keep this tender open for acceptance for a period of 180 days from the date fixed for opening the same and not to make any modifications in its terms and conditions which are not acceptable to the Corporation.

6. I/We agree that the Corporation shall, without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely, if.

a. I/We fail to keep the tender open as aforesaid.

b. I/We fail to execute the formal contract or make the contract deposit when called upon to do so.

c. I/we do not commence the work on or before the date specified by the Engineer in his work order.

7. I/We hereby further agree to pay all the charges of whatsoever nature in connection with the preparation, stamping and execution of the said contract.

8. I/We further agree that, I/we shall register ourselves as 'Employer' with the Bombay Iron and Steel Labour Board' and fulfill all the obligatory provisions of Maharashtra Mathadi, Hamal and other Manual workers (Regulation of Employment and Welfare) Act 1969 and the Bombay Iron and Steel unprotected workers Scheme 1970.

9. "I/We..... have failed in the accompanying tender with full knowledge of liabilities and, therefore, we will not raise any objection or dispute in any manner relating to any action, including forfeiture of deposit and blacklisting, for giving any information, which is found to be incorrect and against the instructions and directions given in this tender.

10. "I/We further agree and undertake that in the event it is revealed subsequently after the allotment of work/contract to me/us, that any information given by me/us in this tender is false or incorrect, I/We shall compensate the Brihanmumbai Municipal Corporation for any such losses or inconvenience caused to the Corporation in any manner and will not resist any claim for such compensation on any ground whatsoever. I/we agree and undertake that I/we shall not claim in such case any amount by way of damages or compensation for cancellation of the contract given to me/us or any work assigned to me/us or is with-drawn by the Corporation,"

Address

.....  
.....

Yours faithfully,

Digital Signature of the Tenderer or the Firm

1.....

- 2.....
- 3.....
- 4.....
- 5.....

Full Name and private residential address of all the partners constituting the Firm

A/c No.

.....

1. .... Name of Bank
2. ....
3. .... Name of Branch
4. ....
5. .... Vendor No.

.....



## AGREEMENT FORM

Tender / Quotation dated ..... 20....

Standing Committee/Education Committee Resolution No. ....

CONTRACT FOR THE WORKS.....

.....

.....

This agreement made this day of

Two thousand.....Between.

.....

.....

inhabitants of Mumbai, carrying on business at.....

.....

in Bombay under the style and name of Messrs

.....

.....(Hereinafter called “the contractor of the one part and Shri.....

.....

the D.M.C.(SWM) (hereinafter called “the commissioner” in which expression are included unless the inclusion is inconsistent with the context, or meaning thereof, his successor or successors for the time being holding the office of D.M.C.(SWM) of the second part and the Brihanmumbai Municipal Corporation (hereinafter called “the Corporation”) of the third part, WHEREAS the contractor has tendered for the construction, completion and maintenance of the works described above and his tender has been accepted by the Commissioner (with the approval of the Standing Committee/Education Committee of the Corporation NOW THIS

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 General Conditions of Contract for works hereinafter referred to:-

2) The following documents shall be deemed to form and be read and constructed as a part of this agreement viz.

- a) The letter of Acceptance
- b) The Bid:
- c) Addendum to Bid; if any
- d) Tender Document
- e) The Bill of Quantities:
- f) The Specification:
- g) Detailed Engineering Drawings
- h) Standard General Conditions of Contracts (GCC)
- i) All correspondence documents between bidder and BMC

3) In consideration of the payments to be made by the Commissioner to the contractor as hereinafter mentioned the contractor hereby covenants with the Commissioner to construct, complete and maintain the works in conformity in all respects with the provision of the contract.

4) The Commissioner hereby covenants to pay to the Contractor in consideration of the construction, completion and maintenance of the works the contract sum, at times and in the manner prescribed by the contract.

IN WITNESS WHERE OF the parties hereto have caused their respective common seals to be herein to affixed (or have hereunto set their respective hands and seals) the day and year above written.

Signed, Sealed and delivered by the contractors

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

In the presence of

Trading under the name and style of

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

Full Name

Address

Contractors

Signed by the D.M.C.(SWM) in the presence of

Ex. E.(SWM)Planning.

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

D M.C.(SWM)

The Common seal of the Brihanmumbai Municipal Corporation was hereunto

affixed on the ..... 20 in the presence of two members of the Standing Committee.

1.

1.

2.

2.

And in the presence of the Municipal  
Secretary

Municipal Secretary

# **SECTION 15**

## **ANNEXURES AND PROFORMAS**

## **Annexure “A”**

**Name of Work:** “The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years.”

<b>Sr. No.</b>	<b>Parameter</b>	<b>Details</b>
1	The Engineers for this work	1. Dy.Ch.E (SWM )Planning
		2. Ex.Eng ( SWM )Planning
		3. A.E( SWM )Planning
2	Description of work	The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years.
3	Earnest Money Deposit	Rs. 19,43,000/-
4	Contract Period	07 Years from the date receipt of LOA or till the utilisation of all the shifts whichever is earlier.

Signature of Tenderer/Bidder

## **Annexure- B**

(On Rs. 500/- Stamp Paper)

### **PRE-CONTRACT INTEGRITY PACT**

The Bidder commits himself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of his bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commits himself to the following:-

1. The Bidder will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BMC, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the Contract.
2. The Bidder further undertakes that he has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BMC or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the Contract or any other Contract with the Government for showing or forbearing to show favour or disfavour to any person in relation to the Contract or any other Contract with the Government.
3. The Bidder will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.
4. The Bidder will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
5. The Bidder, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the BMC or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.
6. The Bidder shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the BMC as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The Bidder also undertakes to exercise due and adequate care lest any such information is divulged.
7. The Bidder commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.
8. The Bidder shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.
9. The Bidder and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, the

Authority may reject an Application without being liable in any manner whatsoever to the Applicant if it determines that the Applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process

For the purposes of this Clause 9, the following terms shall have the meaning herein after respectively assigned to them:

1. “fraudulent practice” means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process ;

2. “coercive practice” means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any persons participation or action in the Bidding Process;

3. “undesirable practice” means (i) establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and

4. “restrictive practice” means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

Signature of Tenderer/Bidder

## **Annexure- C**

(On Rs. 500/- Stamp Paper)

### **DECLARATION CUM INDEMNITY BOND**

I, \_\_\_\_\_ of \_\_\_\_\_, do hereby declared and undertake as under.

1. I declare that I have submitted certificates as required to Executive engineer (Monitoring) at the time of registration of my firm/company and there is no change in the contents of the certificates that are submitted at the time of registration.

2. I declare that I \_\_\_\_\_ in capacity as Manager/Director/Partners/Proprietors of \_\_\_\_\_ has not been charged with any prohibitory and /or penal action such as banning (for specific time or permanent)/de-registration or any other action under the law by any Government and/or Semi Government and/or Government undertaking.

3. I declare that I have perused and examined the tender document including addendum, condition of contract, specifications, drawings, bill of quantity etc. forming part of tender and accordingly, I submit my offer to execute the work as per tender documents at the rates quoted by me in capacity as \_\_\_\_\_ of \_\_\_\_\_.

4. I further declare that if I am allotted the work and I failed to carry out the allotted work in accordance with the terms and conditions and within the time prescribed and specified, BMC is entitled to carry out the work allotted to me by any other means at my risk and cost, at any stage of the contract.

5. I also declare that I will not claim any charge/damages/compensation for non availability of site for the contract work at any time.

6. I declare that I will positively make the arrangements of the required equipment on the day of commencement or with respect to the progress of the work in phases, as per the instructions of site in charge

Signature of Tenderer/Bidder



## **BANKERS GURANTEE IN LIEU OF CONTRACT DEPOSIT**

THIS INDENTURE made this \_\_\_\_\_ day of \_\_\_\_\_ BETWEEN

THE \_\_\_\_\_ BANK incorporated under the English/Indian Companies Acts and carrying on business in Mumbai (hereinafter referred to as 'the bank' which expression shall be deemed to include its successors and assigns) of the first part \_\_\_\_\_

inhabitants carrying on business at \_\_\_\_\_  
in Mumbai under the style and name of Messer's \_\_\_\_\_  
(hereinafter referred to as 'the consultant') of the second part  
Shri. \_\_\_\_\_

THE MUNICIPAL COMMISSIONER FOR BRIHANMUMBAI (hereinafter referred to as 'the commissioner' which expression shall be deemed, also to include his successor or successors for the time being in the said office of Municipal Commissioner ) of the third part and BRIHANMUMBAI MUNICIPAL CORPORATION (hereinafter referred to as 'the Corporation') of the fourth part WHEREAS the consultants have submitted to the Commissioner tender for the execution \_\_\_\_\_ of the work of

" \_\_\_\_\_ a  
nd the terms of such tender /contract require that the consultants shall deposit with the Commissioner as/contract deposit/ earnest money and /or the security a sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) AND WHEREAS if and when any such tender is accepted by the Commissioner, the contract to be entered into in furtherance thereof by the consultants will provide that such deposit shall remain with and be appropriated by the Commissioner towards the Security - deposit to be taken under the contract and be redeemable by the consultants, if they shall duly and faithfully carry out the terms and provisions of such contract and shall duly satisfy all claims properly chargeable against them there under AND WHEREAS the consultants are constituents of the Bank and in order to facilitate the keeping of the accounts of the consultants, the Bank with the consent and concurrence of the consultants has requested the Commissioner to accept the undertaking of the Bank hereinafter contained, in place of the contractors depositing with the Commissioner the said sum as earnest money and /or security as aforesaid AND WHEREAS accordingly the Commissioner has agreed to accept such undertaking NOW THIS AGREEMENT WITNESSES that in consideration of the premises, the Bank at the request of the consultants ( hereby testified ) UNDERTAKES WITH the commissioner to pay to the commissioner upon demand in writing , whenever required by him , from time to time , so to do ,a sum not exceeding in the whole Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ ) under the terms of the said tender and /or the contract. The B.G. is valid up to \_\_\_\_\_ "Notwithstanding anything what has been stated above, our liability under the above guarantee is restricted to Rs. \_\_\_\_\_ only

and guarantee shall remain in force upto\_\_\_\_\_ unless the demand or claim under this guarantee is made on us in writing on or before \_\_\_\_\_all your right under the above guarantee shall be forfeited and we shall be released from all liabilities under the guarantee thereafter”

IN WITNESS WHEREOF

WITNESS(1) \_\_\_\_\_

Name and \_\_\_\_\_  
address \_\_\_\_\_

WITNESS(2) \_\_\_\_\_

Name and \_\_\_\_\_ the duly constituted Attorney Manager  
address \_\_\_\_\_

the Bank and the said Messer’s \_\_\_\_\_

\_\_\_\_\_ (Name of the Bank)

WITNESS(1) \_\_\_\_\_

Name and \_\_\_\_\_  
address \_\_\_\_\_

WITNESS(2) \_\_\_\_\_

Name and \_\_\_\_\_

For Messer’s \_\_\_\_\_

Address \_\_\_\_\_

have here into set their respective hands the day and year first above written.

**The amount shall be inserted by the Guarantor, representing the Contract Deposit in Indian Rupees.**

**Annexure- D**

**Rate Analysis**

Item Description

<b>Sr. No.</b>	<b>Description of rate analysis parameters</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate</b>	<b>Amount</b>
1					
2					
3					
4					
5					
6					
7	Total of all components				
8	Overhead & profit				
9	Total (7+8)				
7	Per unit rate (per Service)				

Sign & seal of the Tenderer

**Annexure “E”**

**INFORMATION REGARDING STATUS OF TENDERER**

**(To be filled in by the tenderer)**

(1)(a) Whether it is a proprietor concern

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(b) If so, name of the owner

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(2) If it is a partnership concern, please furnish name of each partner and a copy of registration certificate

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(3) In case of company, please furnish the documentary proof to show that the company is registered

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Signature of the Authorised Signatory / Signatories:

Name of concerned person(s) / company:

Stamp:

Date:

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**Annexure F**

**EARNEST MONEY DEPOSIT**

**(To be filled in by the tenderer)**

**Amount of E.M.D.** : RUPEES \_\_\_\_\_

1 (in \_\_\_\_\_ words)

2 Contract Period : 07 Years from the date receipt of  
LOA or till the utilisation of all the  
shifts whichever is earlier.

**Signature of authorized Signatory  
of company**

**ANNEXURE G**

**(LETTER TO BE SUBMITTED BY BIDDER FROM THEIR MANUFACTURERS)**

(To be submitted with Packet 'B' on original letterhead of manufacturer)

To,

The Commissioner,

Municipal Corporation of Greater Mumbai,

MUMBAI-400 001.

Sub.:

e-Tender No. \_\_\_\_\_

Dear Sir,

We, \_\_\_\_\_ (Name of the manufacturing concern) are an established manufacturer of M/s Spruce Up Industries Pvt. Ltd. Make Vacuum Operated Litter Picker Machines having factory at \_\_\_\_\_ (factory address) do hereby assure M/s. \_\_\_\_\_

\_\_\_\_\_  
(Name and address of the Bidder) for full technical support along with uninterrupted supply of spares, material, service, etc. till the completion of entire contract period.

Also it is state that, we have authorized service centre/ workshop in MMR region having name & address as \_\_\_\_\_.

Yours faithfully,

For and on behalf of M/s. \_\_\_\_\_

(Name of manufacturer)

Signature

( \_\_\_\_\_ )

(Name & Designation of authorized signatory)

**ANNEXURE H**  
**DETAILS OF LITIGATION HISTORY**

1) I M/s ..... participating in the above subject Bid, here by declared that there is no litigation history against me during the last 5 years, prior to due date of the tender.

Or

2) I M/s ..... participating in the above subject Bid, here by declared that the litigation history against me during the last 5 years, prior to due date of the tender, is as under

<b>Sr. No</b>	<b>Year</b>	<b>Action taken</b>	<b>Name of the Organization</b>	<b>Remarks</b>
1.				
2.				
3.				
4.				
5.				

I further declared that information furnished above is correct, and in future, if BMC finds that information disclosed is false or incomplete, then BMC can directly disqualify my bid and can initiate penal action including blacklisting of the firm.

**Full Signature of the tenderer with  
Official Seal and Address**

## **ANNEXURE I**

### **UNDERTAKING FOR PAYING WAGES AS PER MINIMUM WAGES ACT TO BE SUBMITTED BY TENDERER**

(On Rs.500/- stamp paper)

(To be submitted with packet 'B')

To,

The Commissioner,

Brihanmumbai Municipal Corporation,

Mumbai-400 001.

Sub :-

E-Tender No. \_\_\_\_\_

Dear Sir,

I/We, \_\_\_\_\_ (Name of the tenderer) hereby undertake that I/we are paying my/our staff as per Minimum Wages Act-1948, revised by the Government and adapted by BMC from time to time.

For and on behalf of M/s. \_\_\_\_\_

(Name of Tenderer)



**ANNEXURE J**  
**GRIEVANCE REDRESSAL MECHANISM**

B.M.C has formed an Internal Grievance Redressal Mechanism for redressal of bidder's grievances. Any Bidder or prospective Bidder aggrieved by any decision, action or omission of the procuring entity being contrary to the provisions of the tender or any rules or guidelines issued therein, in Packet "A", 'B' & 'C' can make an application for review of decision of responsiveness in Packet "A", 'B' & 'C' within a period of 7 days or any such other period, as may be specified in the Bid document.

While making such an application to procuring entity for review, aggrieved bidders or Prospective bidders shall clearly specify the ground or grounds in respect of which he feels aggrieved.

Provided that after declaration of a bidder as a successful in Packet 'A' (General Requirements), an application for review may be filed only by a bidder who has participated in procurement proceedings and after declaration of successful bidder in Packet 'B' (Technical Bid), an application for review may be filed only by successful bidders of Packet 'A'. Provided further that, an application for review of the financial bid can be submitted, by the bidder whose technical bid is found to be acceptable / responsive.

Upon receipt of such application for review, B.M.C. may decide whether the bid process is required to be suspended pending disposal of such review. The B.M.C after examining the application and the documents available to him, give such reliefs, as may be considered appropriate and communicate its decision to the Applicant and if required to other bidders or prospective bidders, as the case may be.

B.M.C shall deal and dispose off such application as expeditiously as possible and in any case within 10 days from the date of receipt of such application or such other period as may be specified in pre-

qualification document, bidder registration document or bid documents, as the case may be.

Where B.M.C. fails to dispose off the application within the specified period or if the bidder or prospective bidder feels aggrieved by the decision of the procuring entity, such bidder or prospective bidder may file an application for redressal before the 'Internal Procurement Redressal Committee' within 7 days of the expiry of the allowed time or of the date of receipt of the decision, as the case may be. Every such application for internal redressal before Redressal Committee shall be accompanied by fee of Rs.25,000/- fee shall be paid in the form of D.D. in favour of M.C.G.M.

1st Appeal by the bidder against the decision of C.E./HoD/Dean can be made to concerned D.M.C/Director who should decide appeal in 7 days.

If not satisfied, 2nd Appeal by the bidder can be made to concerned A.M.C.for decision .

Grievance Redressal Committee (GRC) is headed by Concerned D.M.C/Director of particular department for the first appeal / Grievances by the bidder against the decision for responsiveness / Non-Responsiveness In Packet 'A',Packet 'B' or Packet 'C' and if not satisfied, Concerned A.M.C.will take decision as per second appeal made by the bidder.

This Grievance Redressal Committee (GRC) will be operated through DMC (CPD) office where appeals of aggrieved bidder will be received with fee of Rs.25000/-from aggrieved bidder.The necessary correspondence in respect of said applications to the aggrieved bidder & concerned department ,issuing notices, arranging of Grievance Redressal Committee(GRC) with D.M.C.and further proceeding will be carried out through registrar appointed by B.M.C.

No application shall be maintainable before the Redressal Committee in regard of any decision of the B.M.C. relating to following issues:-

i) Determination of need of procurement

- ii) The decision of whether or not to enter into negotiations.
- iii) Cancellation of a procurement process for certain reasons.

On receipt of recommendation of the Committee, It will be communicate his decision thereon to the Applicant within 10 days or such further time not exceeding 20 days, as may be considered necessary from the date of receipt of the recommendation and in case of non-acceptance of any recommendation, the reason of such non-acceptance shall also be mentioned in such communication.

Additional Municipal Commissioner and/or Grievance Redressal Committee, if found, come to the conclusion that any such complaint or review is of vexatious, frivolous or malicious nature and submitted with the intention of delaying or defeating any procurement or causing loss to the procuring entity or any other bidder, then such complainant shall be punished with fine, which may extend to Five Lac rupees or two percent of the value of the procurement, whichever is higher.

Full Signature of tenderer  
with Official Seal & Address

## **Special Annexure – II**

### **Irrevocable Undertaking**

(On Rs.500/- Stamp Paper)

I Shri/Smt.....aged..... Years, Indian Inhabitant. Proprietor/Partner/Directors of M/s..... resident at ..... do hereby give Irrevocable Undertaking as under :

1. I say & undertake that as specified in Section 171 of CGST Act, 2017, any reduction in rate of tax on supply of goods or services or the benefit of input tax credit shall be mandatorily passed on to BMC by way of commensurate reduction in prices.
2. I further say and undertake that I understand that in case the same is not passed on and is discovered at any later stage, BMC shall be at liberty to initiate legal action against me for its recovery including, but not limited to, an appeal to the Screening Committee of the GST Counsel.
3. I say that above said irrevocable undertaking is binding upon me/my partners/company/other Directors of the company and also upon my/our legal heirs, assignee, Executor, administrator etc.
4. If I fail to compliance with the provisions of the GST Act, I shall be liable for penalty/punishment or both as per the provisions of GST Act.

Whatever has been stated here in above is true & correct to my/our own knowledge & belief.

Solemnly affirmed at

DEPONENT

This day of

BEFORE ME

Interpreted Explained and Identified by me.

## **Proformas:-**

### **PROFORMA – I**

**Sub:-** “The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years.”

<b>Sr.No.</b>	<b>Name of the Project</b>	<b>Name of the Employer</b>	<b>Stipulated Date of Completion</b>	<b>Actual date of Completion</b>	<b>Actual Cost of Work Done</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

#### **Note:-**

1. Scanned Attested copies of completion/performance certificates from the Engineer-in-Charge for each work should be annexed in the support of information furnished in the above proforma.
2. Works shall be grouped financial year-wise.

## PROFORMA – II

**Sub:-** “The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years”

Sr. No.	Financial Year	Actual Turnover of the Works	Updated value to current year	Average of last three years	Page No.
1	2	3	4	5	6

**NOTE:** The above figures shall tally with the audited balance sheets uploaded by the tenderers duly certified by Chartered Accountant.

### PROFORMA III

**Sub:-** “The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years”

#### At least similar works as stated in Para “A” of Post Qualification

Sr. No.	Name of the Project	Name of the Employer	Cost of the Project	Date of issue of Work Order	Stipulated Date of Completion	Actual date of Completion	Remarks explaining reasons for the delay if any
1	2	3	4	5	6	7	8

**Note:** Scanned Attested copies of completion/performance certificates from the Engineer-in-charge for each work should be annexed in support of information furnished in the above proforma.

**PROFORMA – IV**

**Sub:-** “The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years”

<b>Sr. No.</b>	<b>Post</b>	<b>Name</b>	<b>Qualification</b>	<b>Work Experience</b>	
		<b>(Prime Candidate/ Alternative)</b>		<b>No. of Years</b>	<b>Name of projects</b>
<b>1</b>	<b>Project manager</b>				
<b>2</b>	<b>Technical Representative</b>				
<b>3</b>	<b>Site Engineer</b>				
<b>4</b>	<b>Site Supervisor</b>				

**Note:-** Scanned Attested copies of qualification certificates and details of work experience shall be submitted /uploaded.



### **PROFORMA – V**

**Sub:-** “The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years”

#### **Machinery (For special works only)**

<b>Proforma –V/ A</b>			
<b>Sr. No.</b>	<b>Equipment</b>	<b>Number</b>	<b>Owned/Leased/ Assured access</b>

<b>Proforma –V/ B</b>			
<b>Sr. No.</b>	<b>Equipment</b>	<b>Number</b>	<b>Owned</b>

**Note: The tenderer shall furnish/upload the requisite scanned Attested documents of ownership/leased of machineries. The undertaking from the supplier will not be accepted.**

### PROFORMA – VI

**Name of the work:-** “The work of providing services of comprehensive operation and maintenance of 7 nos. of vehicle-mounted litter picker machines for 07 years”

### PROFORMA – VI A

#### Details of existing commitments & Ongoing Works

Place	Contract no. & date	Name & Address of the employer	Value of the contract in Rs.	Scheduled date of completion	Value of remaining work to be completed	Anticipated date of completion

### PROFORMA – VI B

#### Details of work for which bids are already uploaded

Description of work	Place	Name & Address of the employer	Value of the contract in Rs.	Time Period	Date on which decision is expected	Remarks

**Note:-** Scanned Attested copies of certificates from the Engineer-in-charge for each work shall be annexed.