



TENDER DOCUMENT

FOR

**SUPPLY AND ERECTION OF ELECTRICAL
ITEMS
AT**

**BALANAGAR PREMISES OF
HYDERABAD BRANCH SIRC OF ICAI**

AT

**3rd Floor SONY COMPLEX, PRASHANTI NAGAR,
IDA KUKATPALLY, HYDERABAD-72.**

BOOK- I

TECHNICAL BID

PROJECT INFORMATION

Project: Supply, Transportation, erection, testing and commissioning of Electrical Items, , ELV works, LAN, CCTV, PA Systems & DG Set as mentioned in BOQ.

HYDERABAD ICAI: The Institute of Chartered Accountants of India

Head Office : ICAI BHAWAN, Post Box No. 7100,
Indraprastha Marg, New Delhi – 110 002
Ph : 011 – 39893989 Fax: 011- 30110581

Hyderabad Office : Hyderabad Branch of SIRC of ICAI
11-5-398/C, near Niloufer Hospital,
Red Hills, Lakdikapul, Hyderabad, Telangana
500004

Extent of Site: Approx 16000 sft. As per the Specifications (BoQ)

Location of Site: 3rd Floor Sony Complex, Prashanti Nagar, IDA Kukatpally,
Hyderabad-72.

Existing Conditions: (To Be Verified By Contractor)

Terrain: (As per site)

Nature of Soil: (As per existing site conditions)

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SECTION - I
INVITATION TO BID

SECTION I - INVITATION TO BID

Tender Ref.No. ICAI/DG Set/Instbldg/HydBranch/2020-21/01

Sealed item rate tenders are invited in two bid system (Technical bid and Price bid) on behalf of The Institute of Chartered Accountants of India (ICAI), for **Supply, Transportation, erection, testing and commissioning of Electrical Items, , ELV works, LAN, CCTV, PA Systems & DG Set as per BOQ of the Tender at 3rd Floor Sony Complex, Prashanti Nagar, IDA Kukatpally, Hyderabad-72.**from **eligible Suppliers/Vendors** with similar experience and duly filled in bids will be received at **Hyderabad Branch of SIRC of ICAI, 11-5-398/C, near Niloufer Hospital, Red Hills, Lakdikapul, Hyderabad, Telangana 500004.** The last date for submission of sealed tender is May 31, 2022 up to 5.30 pm Hrs.

Tender document may be downloaded from www.icai.org and also from the website of Hyderabad Branch of SIRC of ICAI, www.hydicai.org. The Bidders downloading the document from website will have to enclose DD/Pay Order for Rs.1000/- plus 18% GST in favor of Hyderabad Branch of SIRC of ICAI payable at Hyderabad towards the cost of Tender documents along with tender, failing which, the tender will be summarily rejected.

Sl. No.	Name of work	Proposed Area of Repair and Renovation (in sq.ft.)	Earnest Money Deposit (Rs.)	Time of Completion inclusive of rainy periods and holidays (months)
1.	Supply, Transportation, erection, testing and commissioning of Electrical Items, ELV works, LAN, CCTV, PA Systems & DG Set as mentioned in BOQ for the new Class Rooms & ITT lab as per BoQ of the Tender	As per BOQ	200,000/- (Rupees Two Lakhs Only)	03(THREE) MONTHS

Bidder can quote subject to fulfilling the eligibility criteria and other norms laid down/prescribed in the tender documents.

RELEVANT INFORMATION AT A GLANCE

A.	Name of work:	Supply, Transportation, erection, testing and commissioning of Electrical Items, ELV works, LAN, CCTV, PA Systems & DG Set as mentioned in BOQ for the new Class Rooms & ITT lab as per BoQ of the Tender
B.	Cost of Tender Documents:	Rs.1000/- plus 18% GST in the form of DD / Pay Order favoring “Secretary The Institute of Chartered Accountants of India payable at Delhi
	Earnest Money Deposit	Demand Draft/ Pay Order for Rs. 2,00,000/- (Rupees Two Lakhs only) drawn in favour of Secretary, The Institute of Chartered Accountants of India, payable at Delhi.
C.	Date of Availability of Tender document:	May 6, 2022
D.	Address from where Tender document can be downloaded:	Tender document may be downloaded from www.icai.org and also from the website of Hyderabad Branch of SIRC of ICAI, www.hydicai.org .
E.	Last date and time up to which blank Tender forms can be downloaded	May 31, 2022 up to 5.00 pm
F.	Pre-Bid Meeting will be held on:	May 18, 2022 at 11.00 Hrs. at (Hyderabad Branch of SIRC No.11-5-398/C, Red Hills, Lakdikapool, Hyderabad -500004)
G.	Last Date & time of receipt of tender :	May 31, 2022 up to 5.30 pm Hrs. Bids may be dropped in the Box placed at Hyderabad Branch of SIRC Alternatively, Tenderers may send the Bids through Speed Post or Registered Post at the address mentioned herein so as to reach before the last date of submission. The ICAI will not be responsible for any postal delay in receipt of Bid documents. Bids received after due date and time shall be rejected summarily
H.	Place of submission of tender:	Hyderabad Branch of SIRC, No.11-5-398/C, Red Hills, Lakdikapool, Hyderabad-500004[.
I.	Date, time and place of opening of Envelope No.1 Technical Bid	June 1 at 11.00 am. Hrs at (Hyderabad Branch of SIRC, No.11-5-398/C, Red Hills, Lakdikapool, Hyderabad-500004)
	Date, time and place of opening of Envelope No.1 Financial Bid	Will be intimated later
J.	Bid validity period:	Tender shall be valid for 90 Days for acceptance from the date of opening of Financial Bid.
	TDS (Income Tax)	As Applicable and as per prevailing rates

K.	Retention Money:	10% of Contract Value, to be deducted @ 10% from each RA bill.
	Performance Bank Guarantee	The successful Bidder shall be required to furnish within 5 days of acceptance of his bid, Bank guarantee towards performance security which should not be less than the 10% of the Annual Contract value whichever is higher, with the ICAI in the manner indicated in General Conditions of Contract. In case, the successful Bidder fails or refuses to sign the agreement or furnish the bank guarantee within the period as indicated above, the earnest money shall be forfeited
	Security Deposit	Earnest Money Deposit (EMD) submitted by the Contractor and Retention Money to be deducted @ Ten percent (10%) of Contract Value from each RA bill shall constitute Security Deposit/ Performance Security
	Amount in words	Bidder shall write amount in figures and in words, in case of any discrepancy, amount in words shall be considered as final and binding on both parties.

NOTE:

1. ICAI at its sole discretion and without assigning any reason thereof reserves the right to accept and/or reject any or all bids. Further, ICAI does not bind itself to accept the lowest bid and also reserves the right to award the entire work or part thereof to any one or more Bidders at its sole discretion without assigning any reason thereof.
2. Canvassing in any form in connection with the tender is strictly prohibited and the tender submitted by the Electrical AMC Agency which resorts to canvassing is liable to be rejected.
3. ICAI or its representatives shall not entertain any bidder, during the period, the selection of Contractor is in process
4. ICAI reserves the right to verify the particulars furnished by the tenderer/ bidder, independently.
5. In no case, the request of bidder for change or modification in any terms and conditions related to payment shall be entertained.
6. ICAI reserves the right to modify any condition of Tender documents at any time. ICAI can also issue corrigendum to this tender by notifying the same at www.icaipur.org and www.jaipur-icaipur.org.
7. ICAI reserves the right to award contract in full or in part to one or more bidder(s)/ contractor(s) without assigning any reason, whatsoever.

SECTION - II
INSTRUCTIONS TO TENDERERS

SECTION - II: INSTRUCTIONS TO TENDERERS

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SECTION - II: GENERAL INSTRUCTIONS TO TENDERERS

1. GENERAL INSTRUCTIONS

- 1.1 The Invitation to Bid shall form part of the Contract.
- 1.2 The Tenderers shall check the number of pages of all the documents and should they find anything missing or unclear page, they must notify Hyderabad ICAI at once for clarification. No liability for errors in the tender resulting from failure to check the documents will be accepted. Should any clarification, addition, alteration or amendments to the drawings or specification be necessary during the tender period, then it will be a part of the contract in the form of an addendum. Such addendum must be clarified by the CONTRACTOR and those addendum will be a part of the tender document. The Tenderer has to incorporate the entire addendum as and where applicable and the tender not incorporated with the addendum is liable to be rejected.
- 1.3 The Tenderers must understand that the quantities marked in bill of quantities for respective items are not the final / actual quantities to be executed. These are only estimated quantities. These quantities are liable to alteration, omission, deletion or addition at the discretion of the Hyderabad ICAI without affecting the terms of the contract. Nothing extra will be paid on this account.
- 1.4 Before tendering, in the pre-bid meeting, the Tenderer shall satisfy himself/ itself fully regarding the nature of the work and get required clarifications from the Hyderabad ICAI. No plea with respect to want of information or clarification on any particular point shall be entertained after the tender has been received.
- 1.5 Each page of the tender document is required to be signed and dated by the Tenderer's authorized representative.
 - (i) If the tender has to be submitted by a partnership firm it should be signed by all the partners or by the partner who has the necessary authority on behalf of the firm to enter into the contract and the tender document shall be submitted along with such power of attorney.
 - (ii) If the tender has to be signed on behalf of company incorporated under Companies Act, 1956 or Companies Act, 2013 as the case may be, it shall be signed by the Managing Director or one of the Directors duly authorized in this behalf, by resolution of Board of Directors of the Company. A copy of the Memorandum and Articles of Association of the company along with the Board Resolution passed by the Board of the Company in this regard should also be submitted along with the tender.
- 1.6 The signature and the address of the authorized person signing the tender document must be attested by one witness. The witness must be a person of status and propriety. His name, occupation and address should be stated clearly below their signature.
- 1.7 Along with the submission of tender, the Tenderer shall indicate the name(s) of the authorized representative who would be responsible and authorized to discuss, negotiate and provide clarification and receive instruction from the Hyderabad ICAI during and the post tender stage.
- 1.8 All parts of Tender documents including drawings, formats, addendums etc, should be submitted duly signed and stamped.
- 1.9 The Tenderer shall fill in the rates and amount both in figures as well as in words. The amount for each item should be worked out and totalled.
 - (i) The rates, amounts and all other entries in the Tender documents shall be mentioned clearly.
 - (ii) All corrections should be attested by the Tenderer with his dated initials as many times as the corrections occur.
 - (iii) Any tender with unattested overwriting or corrections is liable to be rejected.

(iv) Arithmetical errors in filling the rate and amount will be incorporated as follows:

- a. While filling the rates the rate in words will supersede the numerical rate.
- b. Totalling of amount will be corrected clearly on the basis of arithmetical rules.
- c. In case of error in totalling, rate given in words will prevail and tender value will be corrected accordingly.

1.10 Tenderer should not make any alteration in the Tender document including Instructions to Tenderers, the Conditions of Contract, the Drawings, Specifications and Quantities. If at any stage, it is found that alterations (s) are made, the tender shall be liable to be rejected and EMD shall be forfeited.

1.11 Request For Information

No oral request will be entertained; however, information will be given on written requests over following:

- (i) Ambiguity / Clarification in conditions, specifications, drawings, Bill of Quantities, site etc.
- (ii) Regarding items of works which are included in the tender and / or regarding items of works which Tenderer considers shall be included to complete the work in all respect.

1.12 The date of start of work shall be assumed as Seven (7) days after the date of issue of Letter of Intent/ Work Order, or handing over of the site, whichever is later..

1.13 The CONTRACTOR is bound by the rates; he quotes for the various items irrespective of quantities mentioned in the tender. No revision in rates will be allowed due to variation, alteration, omissions, modifications of the quantities put to tender.

1.14 If the contractor fails to quote rate for any particular item in the tender, the rate for that particular item will be treated as zero and contractor shall be liable to execute that item at zero rate, for a quantity limited up to the quantity given in the tender.

1.15 If the contractor quotes different rates for same item at different places, then lowest rate will be considered for all the purposes.

1.16 The quoted rates shall be for all heights, lifts, leads and depth except where otherwise specified in the item of work. Quoted rates shall include all materials & provision of all scaffolding, hoists, tools and tackles and other plants, shuttering profiles and all other equipments/materials required for proper execution of the work.

1.17 The rates quoted by the Tenderer shall cover the cost of all loading, transporting to site, unloading, sorting under covers as required, assembling or joining the several parts together as necessary and incorporating or fixing materials in the work including all preparatory work or whatsoever description as may be required and of closing, preparing, loading, returning empty cases of containers to the place of issue.

1.18 Rates shall be inclusive of all taxes, levies, octroi, toll, , works contract tax, labor cess, labor insurance, royalties or any other new taxes or levies etc except GST which shall be billed to Hyderabad ICAI and shall be payable by the CONTRACTOR. The Hyderabad ICAI will not entertain any claim whatsoever in this respect.

1.19 The Tenderer shall inspect the site to acquaint himself with the nature of work, local conditions, facilities of transport conditions, effective labor and materials, access and storage for materials and removal of rubbish etc. The Tenderer shall provide in the tender for the cost of carriage freight and other charges and also for any special difficulties for proper execution of work, before quoting his rates.

1.20 The validity of the Tender shall be for a period of **Ninety (90) days** from the date of opening of Financial Bid .

1.21 The successful Tenderer shall submit a detailed Completion Schedule / Program in the form of

Microsoft Project chart identifying the important milestones/ activities involved and working out the resource planning/scheduling for main items, within Ten days of issue of Letter of Intent/ Work Order, which with modifications if any, by the Hyderabad ICAI, shall form part of the agreement and shall be adhered to for final and satisfactory completion of entire work within the agreed time frame.

- 1.22 The CONTRACTOR shall follow the detailed program for all the items of the work and such program will be part of the contract and shall be binding on the CONTRACTOR. The program may be modified by the HYDERABAD ICAI, in consultation with the CONTRACTOR, but subject to the time limits specified in the tender.
- 1.23 Any part of the works shall not be sub-let to a third party without the prior written approval of the ICAI. These works will be restricted to specific items like Waterproofing, Anti-termite treatment etc as mutually decided between the ICAI and the Successful Bidder/ Contractor.
- 1.24 As soon as the work is awarded, the CONTRACTOR shall submit a list of subcontractors and details of their work profile for specialist works such as Anti-Termite Works, Water proofing works, Stone Flooring works, Painting works, POP works, Wood works, Plumbing works, Metal works etc. to whom works are proposed to be sublet along with their letter of consent for the approval of the HYDERABAD ICAI. Only Hyderabad ICAI approved agencies will be permitted to undertake the work.
- 1.25 The Tenderer, if firm or company, shall in its forwarding letter mention the names of all the partners of the firm or the Directors of the company (as the case may be) with the DIN number of the Directors and the name of the partner/Director who holds the power of attorney authorizing him to conduct transaction on behalf of the firm or company.
- 1.26 In the event of tender opening day happens to be a holiday then the bids shall be opened on next working day at the same time and venue.
- 1.27 No interest shall be payable on Security Deposits or on any delayed payments, at any stage.
- 1.28 The cost/expenses incurred in preparing & submission of this Tender shall be exclusively borne by the Tenderers only.
- 1.29 The Tenderers are advised to note that this is a “Prestigious Project” of the ICAI and has to be executed in accordance with the details given in the Tender Documents.
- 1.30 The details, information, drawings, specification of material etc. being provided with the tender documents are the absolute and exclusive property of the ICAI. The Tenderers are not authorized or permitted to copy or otherwise reproduce the document in any way or convey to any third party, any information contained in the tender documents or drawings. The Tenderer has to maintain strict confidentiality.
- 1.31 The Tenderer is required to keep all the information/ details /drawings /material specification highly confidential and has to maintain secrecy.
- 1.32 No material shall be provided by ICAI and all the items in BOQs are inclusive of ‘Providing and fixing/ laying, etc.’ even if it is not specified so in any description.
- 1.33 Tenderers are requested to fill in rate and amount by hand both in figures as well as in words and submit hard copies of BOQs.
- 1.34 Applications/ Bids containing false and/or incomplete information are liable not only for rejection of Bids but also liable to the forfeiture of EMD. The ICAI may obtain the Confidential Reports from the clients of the applicants and inspect the works executed by them in the past to verify the various claims and the credentials.

2. ELIGIBILITY CRITERIA:

Contractors who fulfil the following conditions shall be eligible to apply. Joint ventures are not accepted. Experience of having successfully completed works during the last 05 years ending 31st March, 2021:

- i) One similar (SITC of Electrical Items, ELV works, LAN, CCTV, PA Systems & DG Set System including other allied Electrical Works) work having construction area of at least equal to proposed renovation/construction area in Sq.Ft, or Two Similar works having construction area of at least 80% to proposed construction area in Sq.Ft OR Three Similar works having construction area of at least 60% to proposed construction area in Sq.Ft, completed during last 05 years, 05 years reckoned from Bid Submission Date. The Area mentioned above shall be built-up area.” Similar Work” shall mean Installation and Erection of Electrical items at Commercial buildings viz. Offices and Business Buildings.
- ii) At least one Completed work of similar nature costing not less than the amount equal to 25% of the estimated area put to tender with any Central Government Department/State Government Department/Central Autonomous Body/ Central Public Sector undertaking/State Public Sector undertaking/ Govt. Bank/ Govt. Insurance Company/ Govt. Educational Institution/ Govt. College/ Govt. University or reputed organization which needs to be mentioned.
- iii) Turnover Criteria: Average annual financial turnover per year on renovation/electrical works should **Rs.20 lakhs** during the immediate last 5 consecutive financial years.
- iv) Location: The Tenderer should have adequate Office Infrastructure in Hyderabad and preferably have gross Financial Turnover of Rs.20 Lakhs or more in last three years on construction works from Delhi/NCR which is verifiable through GST Returns.
- v) Profit/loss: The Tenderer should not have incurred any loss for more than two years during the immediate last five consecutive financial years. The same has to be duly certified by a Chartered Accountant.
- vi) Net worth certificate. Net worth of Contractor shall be at least 50% of the value of the quotation.
- vii) In addition to the above, the following information/documents should also be submitted along with the bid by the Tenderers for evaluation/determination of their eligibility:
 1. Copy of Income Tax Returns for three previous years in original or certified true copies,
 2. Copy of Permanent Account Number (PAN) for income tax purpose.
 3. Copy of 26AS certificate of last three years.
 4. Certificate of incorporation of the firm (Companies Act/ Partnership etc.)
 5. Power of attorney in favor of partner submitting the tender, in case of partnership firm
 6. Resolution of Board of Directors of the Company, signed by MD/ Director/ Key Managerial Person/ Officer of the company).
 7. Copy of GST Registration Certificate.
 8. Net Worth Certificate
 9. Audited Balance Sheets of last five years starting from FY 16-17
- viii) Even though the Tenderer meets the specified criteria, he may be disqualified if he has:
 - a. Made untrue or false declaration in the forms, statements and attachments submitted in proof of their qualification and / or
 - b. Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, poor workmanship or financial failure, etc.

c. If the Tenderer is overbooked beyond his capacity to execute the work as per required schedules.

The Tenderers are required to mandatorily visit the site for understanding the site condition and can quote accordingly. The tenderer having experience of execution of similar works of any of ICAI related buildings is desirable.

3 EARNEST MONEY:

- a. Earnest money shall be given along with the tender in the form of DD/ Pay Order in favour of Secretary, the Institute of Chartered Accountants of India, New Delhi Payable at New Delhi to be included in Envelope no. 1 (Technical Bid) only. No FDR is permitted.
- b. EMD is to be submitted by all bidders irrespective of their status/ registration as MSME.
- c. Any bid not accompanied by an Earnest Money (Bid Security) shall be rejected by ICAI as non – responsive.
- d. The amount of earnest money will be refunded to the unsuccessful tenderers within 90 days of opening of Financial Bid.
- e. In case of successful bidder the EMD may be returned after furnishing of performance guarantee in the form of bank guarantee issued by a nationalized scheduled commercial bank in favour of the Secretary, the Institute of Chartered Accountants of India, New Delhi for an amount equivalent to 10% of the contract value within 10 days from the issuance of Letter of Intent to the Successful Bidder.
- f. If successful Tenderer does not execute the Agreement within prescribed period, his earnest money deposit will be forfeited by ICAI.
- g. No interest would be paid by ICAI on Earnest Money Deposit/ Security Deposit. The EMD may be forfeited if the Tenderer withdraws/revokes/modifies his bid during the period of bid validity.
- h. The EMD is liable to be forfeited in case :
 - (i) the Bidder modifies its application price any time after submission of Bid and after being declared as successful bidder
 - (ii) the bidder withdraws its/ his offer during the period of tender validity.
 - (iii) of a non-acceptance of Letter of Intent by the successful Bidder.
 - (iv) bidder fails to furnish performance guarantee/ performance security/ security deposit within 5 days from the issuance of award of the work/issue of Letter of Intent.
 - (v) the successful bidder refuses/fails to execute the Agreement or furnish the Performance Guarantee.
 - (vi) the Bidder founds to be indulged in Canvassing in any form in connection with RFP/ tender.
 - (vii) the Bidder founds to be deliberately suppressing the information or deliberately furnishing wrong information.
 - (viii) the successful bidder fails to honour or refuses to comply with or modifies any or all terms and conditions of the RFP/ tender.

4. TENDERING PROCEDURE

4.1. DOWNLOADING OF TENDER FORMS:

Blank tender forms can be downloaded from the website www.icaai.org and www.hydicai.org.

4.2 PRE-BID MEETING:

1. Tenderers or their representatives are advised to attend pre bid meeting on May 18, 2022 at 11.00 Hrs at Hyderabad Branch of SIRC, No.11-5-398/C, Red Hills, Lakdikapool
2. The purpose of the meeting is to clarify any issues and to answer questions on any matter that

may be raised at this stage. The Tenderers are requested to submit questions/queries in writing or through email to reach ICAI not later than May 17, 2022 up to 11 AM. Email Id for this communication is ramkumar@icai.in.

3. The Prebid meeting can also be conducted virtually at the discretion of ICAI .
4. The reply to the queries/ questions of Tenderers will be given by ICAI during pre-bid meeting and will be compiled and hosted on the website after pre-bid meeting. This clarification referred to as addendum/ corrigendum shall form part of the tender documents which will also be common and applicable to all Tenderers.
5. The tender submitted by Tenderer shall be based on the addendum/corrigendum (if any) by the ICAI and this tender shall be un-conditional. Conditional Tenders will be summarily rejected.

4.3 MANNER OF SUBMISSION OF TENDER AND ITS ATTACHMENTS:

1. Tenderer shall submit the tender and documents in two sealed envelopes as below, which will be acceptable through registered post, speed post or may be dropped in the Tender Box kept at premises of Hyderabad Branch of SIRC
2. The Tenderer shall sign and put seal of his firm/ Company on each page on 'Technical Bid' and 'Price Bid' while submitting the bids.
3. The Bid should be addressed to The Chairman, Hyderabad Branch of SIRC, No.11-5-398/C, Red Hills, Hyderabad-500004 and should reach on or before March 24, 2022 at 5.30 pm Hrs at Hyderabad Branch of SIRC, No.11-5-398/C, Red Hills, Hyderabad-500004
4. Copy of Power of Attorney/ Memorandum of Association/ Partnership Deed shall be furnished along with the application/ proforma

4.3.1 ENVELOPE NO.1 (TECHNICAL BID):

The first envelope clearly marked as 'Envelope No -1(Technical Bid)' shall contain the following documents duly indexed with page numbers:

1. Earnest Money Deposit (Bid security)
2. Tender fee, if the tender is downloaded from the website
3. Certificate of incorporation of the Company/firm (Company Act/ Partnership etc.)
4. Registration certificate of GST
5. PAN Card
6. Certificate as a registered Contractor with the MES/CPWD/any other central/state government agency, if any.
7. Resolution of Board of Directors of the Company, if bid is signed by MD/ Director/ Key Managerial Person/ Officer of the company).
8. Power of attorney as applicable
9. Form A - Financial Information with supporting document
10. Form B - Form of Bankers Certificate from a Scheduled Bank.
11. Form C - Details of all similar works completed during the last five years in same name and style. Certificate of completion of works from clients to be attached.
12. Form D - Project under execution in the same name and style. Copy of work orders to be attached.
13. Form E - Performance Report of work referred to in Forms C and D
14. Form F - Structure & Organization

15. Form G - Details of Technical & Administrative Personnel to be employed for the work.
16. Form H - Details of construction plant and equipment likely to be used in carrying out the work
17. Form I - Details of Statement of Arbitration & Disputes
18. Income tax return for the last three years
19. Audited Balance Sheet for the Last five years starting from FY 2016-17
20. Tender Form along with Appendix duly signed and sealed, on the letter head of Tenderer.
21. Original bidding document including drawings, corrigendum/ addendum and all other documents duly signed & sealed

4.3.2 ENVELOPE NO.2 (PRICE BID):

The second envelope clearly marked as 'Envelope no. 2 (Price Bid)' shall include the following;

- a) Grand Summary (both in words and figures)
- b) Summary with item rates (both in words and figures)

The Tenderer should quote his most competitive item rates and Grand Summary (in words and figures) in attached Bill of Quantities in the tender document. He should not quote this offer anywhere directly or indirectly in Envelope No.1 (Technical Bid). The Tenderer shall quote for the work as per details given in the main tender and also based on the addendum or corrigendum. This tender shall be unconditional.

4.3.3 SUBMISSION OF TENDERS:

1. The sealed Envelope No .1 (Technical Bid) and Envelope No. 2 (Price Bid) shall be again put together in one common cover and sealed. This sealed cover shall be marked on left hand top corner as **"Tender for Electrical Works"**.
2. The full name and address of the Tenderer/ name of the authorized person delivering the sealed cover containing the tender shall be written on the bottom left hand corner. The sealed envelopes marked as above, shall be enclosed in another cover properly addressed and shall be sent by Registered Post Acknowledgement Due, Speed Post or by dropping it into the Tender Box kept at Hyderabad Branch of SIRC. The date and time of receipt of envelope containing tender shall strictly apply in all cases. The Tenderers should ensure that their tender should be addressed to Hyderabad Branch of SIRC and should reach on or, before the expiry of date and time, at Hyderabad Branch of SIRC. No delays on account of any cause will be entertained for the late receipt of tender. Tenders received later than the specified deadline for submission of the bids as prescribed in relevant clauses shall be returned to the Tenderer unopened. The bids shall not be accepted through Fax or Email or by courier or by hand.
3. If the space in the proforma is insufficient for furnishing full details, such information may be supplemented on separate sheet stating therein the part of the proforma and serial number. Separate sheets shall be used for each part of the application.

4.4 OPENING OF TENDERS:

Issue of tender document will not automatically mean that the Tenderers are considered qualified. The tender committee shall evaluate the qualifying requirements of each Tenderer as per Invitation to Bid. Bids not meeting the qualified requirement shall be treated as non-responsive. No Documents shall be returned to the bidder (successful/unsuccessful).

On the date specified in the tender notice, following procedure will be adopted for opening of the tender.

4.4.1 ENVELOPE NO.1 (TECHNICAL BID):

1. First of all, Envelope No. 1 i.e. Technical Bid will be opened in presence of Tenderer/its

representative who like to attend at the time and venue of opening. However, the tender may also be opened on the designated venue and time even in absence of the representatives of the bidders . If the documents contained in this envelope do not meet the requirements of the ICAI, a note will be recorded accordingly by the tender opening authority and the said Tenderer's Envelope No. 2 (Price Bid) will not be considered for further action.

2. The date of opening of Envelope No.2 (Price Bid) shall be decided and communicated well in advance to all the Tenderers whose credentials meet qualifying requirement as per Invitation to Bid and are acceptable to ICAI.

4.4.2 ENVELOPE NO. 2 (PRICE BID):

1. Price bids of only those Tenderers, whose technical capability is found acceptable/satisfactory and suitable for this work based on the details submitted in Envelope No. 1, will be opened.
2. To assist in the examination, evaluation and comparison of bids, ICAI may ask the Tenderers individually for clarifications on their bids including break down of unit rates. The request for the clarification and response shall be in writing or by email, but no change in the price or substance of the bid shall be sought, offered or permitted except as required to confirm the correction of arithmetic errors discovered by ICAI during evaluation of bids.
3. The bids determined to be substantially responsive will be checked by ICAI for any arithmetic errors in computation. Errors will be corrected as follows:
 - i) Where there is discrepancy between the unit rates and amounts in figures and in words, the rate and amount in words shall prevail and;
 - ii) Where there is discrepancy between the unit rate and total amount derived from multiplication of the unit rate and the quantity, the unit rate as quoted shall govern.
4. The Tenderer whose tender is accepted will have to give an undertaking to the effect that he/they will pay the labours engaged on the work, the wages as per Minimum Wages Act, 1948 and any latest modification thereof, applied to the zone in which the work lies and act accordingly.
5. The Contractor shall comply with the provision of the Code of Wages, 2019, Employer Liability Act 1938, Employees' Compensation Act, 1923, the Contract Labour (Regulation and Abolition) Act, 1970, and any latest modification thereof or any law relating thereto, and rules made thereunder from time to time.
6. The successful Tenderer will have to sign the Agreement on Rs.100 Non-judicial stamp paper within 15 days of receipt of Letter of Intent (LOI)/Work order. The Tenderer will have to sign the original copy of tender papers and the drawings according to which the work is to be carried out. The Contractor shall also have to give a declaration to the effect that he has fully studied the plans, specifications, local conditions and availability of labor and materials and that he has quoted his rates with the consideration to all these factors and that he will not make any subsequent claims on these accounts.

5. SECURITY DEPOSIT

1. Earnest Money Deposit (EMD) submitted by the Contractor and Retention Money to be deducted @ Ten percent (10%) of Contract Value from each RA bill shall constitute Security Deposit/Performance Security.
2. All compensations or other sums payable by the Contractor under the terms of this Contract or any other Contract or any account may be deducted from his Security Deposit/Performance Security, or from any sums which may be due to him or may become due to him by ICAI on any account and in the event of the security being reduced by reason of any such above noted deductions, the Contractor shall within 10 days of receipt of notice of demand from the /ICAI make good the deficit.

3. No interest shall be paid on the Security Deposit.
4. The compensation for any loss resulting from the contractor's failure to complete his obligation under this contract shall be payable to ICAI out of Security Deposit or any other amount due to him by ICAI.
5. This Security Deposit shall be refunded after the completion of defect liability period prescribed for this Contract in accordance with the provisions in the Contract. No interest is payable on the Security Deposit
6. Running Account bills will be paid after verification by the Clinet, in 21 (twenty one) days from the date of submission of bill, if found in order.

6. RETENTION MONEY:

Ten percent (10 %) of Contract Value will be deducted from each RA bill towards Retention Money. Retention Money shall be paid back after Defect Liability period which is fixed at 12 months after completion. No interest will be paid on this amount.

7. Performance Guarantee

The successful Bidder shall furnish to ICAI, performance guarantee for an amount equivalent to 10% of the contract value in the form of bank guarantee issued by a scheduled Commercial Bank in favor of 'Secretary, The Institute of Chartered Accountants of India, New Delhi' having validity of 2 YEARS including the defect liability period, within 10 days of the receipt of the Letter of Intent. On the receipt of Performance Bank Guarantee, EMD will be converted into Security Deposit.

The Bank Guarantee shall be valid for the entire period of the contract including defect liability period plus 24 months. The validity of the bank guarantee should be suitably extended in the event of extension of time of the contract.

8. Security Deposit/Performance Guarantee is liable to be forfeited in case:

- a) the successful Bidder modifies its application price any time after after being declared as successful bidder
- b) the successful bidder withdraws its/his offer during the period of agreement.
- c) the successful bidder refuses/fails to execute the Agreement.
- d) the successful bidder fails to perform the work to the satisfaction of the ICAI.
- e) the Bidder founds to be indulged in Canvassing in any form in connection with RFP/ tender.
- f) the Bidder founds to be deliberately suppressing the information or deliberately furnishing wrong information.
- g) the successful bidder fails to honour or refuses to comply with or modifies any or all terms and conditions of the RFP/ tender.
- h) Contractor fails to make good the deficit of Security Deposit within 10 days of the notice of demand.

8. EVALUATION CRITERIA:

The Tender Documents submitted by the Tenderers will be evaluated in the following manner:

The initial criteria prescribed in clause 2 i) to vi) will first be scrutinized and the Tenderer's eligibility for the work to be determined. The Tenderers qualifying the initial criteria will be further evaluated for following criteria by scoring method on the basis of details furnished by them.

a) Financial strength (Form 'A' & 'B')	Maximum 20 marks
b) Experience in similar nature of work during last five years (Form 'C')	Maximum 20 marks
c) Performance Report of works (Form 'D') – Time overrun	Maximum 20 marks
Performance on works (Form 'E') – Quality	Maximum 15 marks
d) Personnel and Establishment (Form "F"&"G")	Maximum 10 marks
e) Plant & Equipment (Form "H")	Maximum 15 marks
Total	100 marks

To be eligible for shortlisting, the tenderer must secure at least 50% marks in each category and 70% in aggregate.

9. REPRESENTATIONS AND WARRANTIES

The Service Provider represents and warrants to ICAI that:

- a) It is duly organized and validly existing under the laws of India, and has full power and authority to execute and perform its obligations under this Agreement and to carry out the transactions contemplated hereby;
- b) It has taken all necessary corporate and other actions under laws applicable to its business to authorize the execution and delivery of this Agreement and to validly exercise its rights and perform its obligations under this Agreement;
- c) From the Effective Date, it will have the financial standing and capacity to undertake the Project in accordance with the terms of this Agreement;
- d) In providing the Services, it shall use reasonable endeavors not to cause any unnecessary disruption to ICAI's normal business operations
- e) This Agreement has been duly executed by it and constitutes a legal, valid and binding obligation, enforceable against it in accordance with the terms hereof, and its obligations under this Agreement shall be legally valid, binding and enforceable against it in accordance with the terms hereof;
- f) The information furnished in the tender documents and as updated on or before the date of this Agreement is to the best of its knowledge and belief true and accurate in all material respects as at the date of this Agreement;
- g) The execution, delivery and performance of this Agreement shall not conflict with, result in the breach of, constitute a default by any of the terms of its Memorandum and Articles of Association or any Applicable Laws or any covenant, contract, agreement, arrangement, understanding, decree or order to which it is a party or by which it or any of its properties or assets is bound or affected;
- h) There are no material actions, suits, proceedings, or investigations pending or, to its knowledge, threatened against it at law or in equity before any court or before any other judicial, quasi-judicial or other authority, the outcome of which may result in the breach of this Agreement or which individually or in the aggregate may result in any material impairment of its ability to perform any of its material obligations under this Agreement;

- i) It has no knowledge of any violation or default with respect to any order, writ, injunction or decree of any court or any legally binding order of any Government Instrumentality which may result in any Adverse Effect on its ability to perform its obligations under this Agreement and no fact or circumstance exists which may give rise to such proceedings that would adversely affect the performance of its obligations under this Agreement;
- j) It has complied with Applicable Laws in all material respects and has not been subject to any fines, penalties, injunctive relief or any other civil or criminal liabilities which in the aggregate have or may have an Adverse Effect on its ability to perform its obligations under this Agreement;
- k) It and its personnel, have the necessary experience, skill, knowledge and competence to perform the Services;
- l) No sums, in cash or kind, have been paid or shall be paid, by it or on its behalf, to any person by way of fees, commission or otherwise in connection with the tender document t or for influencing or attempting to influence any officer or employee of ICAI in connection therewith.

10. FORCE MAJEURE

Time shall be the essence of the contract in this regard subject however to 'Force Majeure'.

Notwithstanding anything contained in the Agreement, the Service Provider shall not be liable for liquidated damages or termination for default, if and to the extent that the delay in performance or other failures to perform its obligations under the Agreement is the result of an event of Force Majeure. For purposes of this clause "Force Majeure" means an event beyond the control of the parties and not involving the fault or negligence of the parties and which was not foreseeable. Such events may include wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargos.

Force Majeure inter alia shall not include

- a) Any event which is caused by the negligence or intentional action of a Party or such Party's Sub Agency or agents or employees.
- b) Any event which a diligent Party could reasonably have been expected to both
 - Take into account at the time of the conclusion of this Agreement, and
 - Avoid or overcome in the carrying out of its obligations hereunder.
- c) Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

The decision of the ICAI, regarding Force Majeure shall be final and binding on the Service Provider. If a Force Majeure situation arises the Service Provider shall promptly notify to the ICAI in writing of such conditions and the causes thereof. Unless otherwise directed by the ICAI in writing, the Service Provider shall continue to perform its obligations under the agreement as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. In case a Force Majeure conditions exists for a period more than 15 days, ICAI may terminate the Contract.

ARBITRATION:

That in the event of any question, dispute or differences arising out of or in connection with any of the terms and conditions of the Agreement, in the first instance, the parties hereto shall try to resolve the same by mutual consultation, failing which the same shall be referred to the sole arbitrator to be

appointed mutually by the parties. The Arbitration and Conciliation Act, 1996 and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings. The seat of Arbitration shall be at Hyderabad and the language of the arbitration proceeding shall be English. The arbitral award shall be final and binding upon both the parties. All Arbitral Awards shall be in writing and shall state the reasons therefor.

WAIVER

Any term or condition of this Contract may be waived at any time by the party that is entitled to the benefit thereof. Such waiver must be in writing and must be executed by an authorized officer of such party. The waiver by either Party of performance of any term or condition or breach of any provision on one occasion shall not be taken or held to be a waiver thereof on any subsequent occasion or as nullifying the effectiveness of such provision.

Any delay or failure on the part of ICAI in exercising its rights under this Agreement shall not be considered as a waiver of such right, remedy or provision available under the same.

AMENDMENT

This Contract shall not be modified, altered, amended and/or varied except by an instrument in writing signed by both the Parties hereto.

SEVEREABILITY

In case any provision of this Contract be rendered illegal or unenforceable, in whole or in part, by the laws, regulations or public policy of any jurisdiction in India, including without limitation by a requirement, directive or guidance of the appropriate authority, such provision shall to that extent be deemed not to form part of this Contract but the validity or enforceability of any other provision of this Contract shall not be affected.

FALL BACK ARRANGEMENTS

In case of breach of terms of the Agreement committed by the Service Provider, the ICAI may terminate the contract by giving 15 days' notice and may inter alia further award contract to any other Service Provider at the risk and cost of the defaulting Service Provider. In such case, any higher price to be paid by ICAI to the newly appointed Service Provider shall be recoverable from the defaulting Service Provider from the payments due and payable to the defaulting Service Provider and/ or by invoking the Bank Guarantee.

NOTICES

All notices and other communications required or permitted to be given under this Contract shall be in writing and shall be delivered or sent by personal delivery, electronic mail, facsimile transmission or registered or certified mail (return receipt requested) postage prepaid to the relevant Party addressed as herein below or as may from time to time be notified in writing by such Party to the other no less than 15 days' in advance. The notices and communications sent in such manner shall, unless the contrary is proven, be deemed to have been duly received on the date of personal delivery, two business days following delivery upon confirmation of transmission by the sender's facsimile machine or electronic mail device or ten business days following mailing by registered or certified mail (return receipt requested postage prepaid)

JURISDICTION

Subject to the arbitration agreement contained herein, any dispute between the parties arising out of this Agreement shall be subject to the jurisdiction of the Courts at Hyderabad only.

CHECK LIST TO BE SUBMITTED BY TENDERER ALONG WITH THEIR BID

Sr. No.	Item	Submitted Yes/ No	
01	Earnest Money Deposit submitted (Bid security)		
02	Tender fee submitted ,if the tender is downloaded from the website		
03	Certificate of incorporation of the firm (Company Act/ Partnership etc.)		
04	Registration certificate of GST		
05	PF Registration Certificate (if available)		
06	Registration certificate of ESI (if available)		
07	PAN Card		
08	Profit & Loss statement, Balance sheet for last three financial years including audit report if any.		
09	Income tax returns for the last three years		
10	Power of attorney as applicable		
11	Resolution of Board of Directors of the Company, if bid is signed by MD/ Director/ Key Managerial Person/ Officer of the company).		
12	Certificate of completion of works from clients for works completed in same name and style.		
13	Copy of work order for work i n h a n d , in same name and style.		
14	Tender Form along with Appendix duly signed and sealed, on the letter head of tenderer.		
15	Net Worth Certificate		
16	Certificate as a registered Contractor with the MES/CPWD/any other central/state government agency, if any.		
17	Original bidding document and all other documents duly signed& sealed		
18	Registration Certificate of WCT (if available)		
19	Audited Balance Sheet for the last 5 years starting from FY 2016-17		

SECTION - III
GENERAL CONDITIONS OF CONTRACT

SECTION III - GENERAL CONDITIONS OF CONTRACT

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1. INTERPRETATIONS

1. In construing these conditions and Interpretations, Specifications, Schedule of Quantities and Contract Agreement, the following words shall have the meanings herein assigned to them except where the subject or context otherwise requires:

(a) ICAI	Shall mean Institute of Chartered Accountants of India or “ Hyderabad Branch of Southern India Regional Council of The Institute of Chartered Accountants of India, Hyd” and shall include their authorized representatives.
(b) TENDERER/ BIDDER	Tenderer shall be the firm/ company/ individual who submit the bid against the Invitation to Bid.
(c) CONTRACTOR	Means the bidder either individual or firm or Company, whether incorporated or not, under taking the works and shall include legal representatives of such individual or firm or company, or the successors of such individual or firm or company and the permitted assignor of such individual or firm or Company. However it does not include a Joint Venture.
(d) SUB-CONTRACTOR	Sub-contractor shall mean the person/ firm/ company named by the contractor whom a part of contract has been sub-let with the consent of Hyderabad ICAI/ Client and shall include his heirs/ successors/ legal representatives/ assignees.
(e) SITE	Shall mean the site of the contract works including any building and erections thereon and any other land (inclusive) as aforesaid allotted by the HYDERABAD ICAI for the Contractor’s use.
(f) PROJECT MANAGEMENT (PMC)/ ENGINEER IN CHARGE	officer of the Hyderabad ICAI or his representative or anybody appointed by Hyderabad ICAI.
(g) THIS CONTRACT	Shall mean the tender, its acceptance, the Articles of Agreement, the Appendix, the Schedule of Quantities, Specifications, addendum, corrigendum and the drawings pertaining to the work.
(h) NOTICE IN WRITING	Notice in Writing or written notice shall mean a notice in writing, typed or printed (unless delivered personally or otherwise proved to have been received) sent by registered post to the last known private or business address or registered office of the addressee and shall be deemed to have been received in the ordinary course of post.
(i) CONTRACT PRICE/ RATE	Contract price/ rate shall mean the prices/rates of the accepted bid.
(j) ACT OF INSOLVENCY	Shall mean any Act of insolvency as defined by the Presidency Towns Insolvency Act or any applicable Act.
(k) IS	Shall mean Indian Standard as issued by the Indian Standard Institution. Wherever reference is made to "IS" it shall mean the relevant "IS" code on the subject with latest edition as amended till date of submission of tender.
(l) PROPERTY, HYDERABAD ICAI OWNERSHIP & POSSESSION"	The assets being created under this contract as stipulated in the schedule will be the 'Property' belonging to the ICAI. The tenancy rights of the site and property will vest with the ICAI throughout the performance of this contract from the beginning up to its completion or determination or termination or cancellation and beyond.

(m) MONTH	Month shall mean from the beginning of the given date of a calendar month to the end of the preceding date of the next calendar month.
(n) WEEK	Week shall mean seven consecutive days including holidays in between.
(o) AWARD	Award shall mean the written acceptance of the bid by the Hyderabad ICAI
(p) DAY	Day means a day of twenty four hours from midnight to midnight irrespective of no. of hours worked in that day.
(q) WORKING DAY	Working Day means any day other than that prescribed by the Negotiable Instruments Act as being a holiday and consists of the number of hours for labour as commonly recognized by good HYDERABAD ICAI in the trade and in the district where the work is carried out.
(r) PERFORMANCE SECURITY	Performance Security shall mean the amount pledged with the ICAI/ Hyderabad ICAI while signing the agreement for faithful and satisfactory performance of the contract.
(s) WORK OR WORKS	Work or Works mean the works by virtue of the contract contracted to be executed, whether temporary or permanent, and whether original, altered, substituted or additional.

1.1 LAWS GOVERNING THE CONTRACT:

1. This contract shall be governed by the Indian Laws for the time being in force. The contract is confidential and must be strictly confined to the purposes of the contract. The original and duplicate copies of the contract shall be signed by the HYDERABAD ICAI and the Contractor or their authorized representative. The original shall be kept in the safe custody of the HYDERABAD ICAI and the duplicate copy shall be handed over to the Contractor. One certified true copy of the Contract shall remain in the custody Client .
2. The Contractor, on signing of the contract, shall be furnished a copy thereof by the HYDERABAD ICAI, free of cost, with one certified true copy of the Contract and two copies of all drawings issued during the progress of the work. Any further copies of such drawings required by the CONTRACTOR shall be paid for by him. The CONTRACTOR shall keep one certified copy of the contract and all drawings on the work site and the HYDERABAD ICAI/ or his representative shall at all reasonable time have access to the same.

1.2 SCOPE OF WORK:-

1. The CONTRACTOR shall carry out and complete the said work in every respect in accordance with this contract as per CPWD Specifications / applicable IS codes and with the directions and to the satisfaction of the HYDERABAD ICAI .
2. The contract shall include all labour, materials, tools plant equipment and transport which may be required for, the full and entire execution and completion of the works and shall unless otherwise stated, include wastage and materials, carriage and cartage, carrying of empties, hoisting, setting, fitting and fixing in position, testing and commissioning of aforesaid work in accordance with good Engineering practice and recognized principles.
3. The CONTRACTOR shall provide everything necessary for the proper execution of the works according to the intent and meaning of the specifications and drawings taken together whether the same may or may not be particularly shown or described therein provided that the same can reasonably be inferred there from and if the Contractor finds any discrepancy in the specifications and drawings or between the drawings, he shall immediately and in writing refer the same to the HYDERABAD ICAI who shall decide which is to be followed, subject to provisions in the contract.

4. The CONTRACTOR shall be deemed to have satisfied himself as to the nature of the site, local facilities of access and all matters affecting the entire execution and completion of the works. No extra charges consequent on misunderstanding or otherwise will be allowed.

1.3 DISCREPANCIES AND ADJUSTMENT OF ERRORS:

1. The several documents forming the contract are to be taken as mutually explanatory of one another. In case of discrepancy ICAI shall be sole deciding authority with regard to intention and interpretation of the document and the decision in this respect shall be final and binding.
2. Any error in description, quantity or rate in Bill of Quantities or any omission there from shall not vitiate the contract or release the CONTRACTOR from the execution of the whole or any part of the works comprised therein according to the drawings and specifications or from any of his obligations under the contract. Any error in quantity rate or amount in Bill of Quantity shall be adjusted in accordance with the following rules:-
 - (i) In the event of a discrepancy between description in words and figures quoted by a Tenderer the description in words shall prevail.
 - (ii) In the event of an error occurring in the amount column of Bill of Quantity as a result of wrong extension of unit rate and quantity, the unit rate quoted by Tenderers shall be regarded as firm and the extension shall be amended on the basis of the rate.
 - (iii) All errors in totalling in the amount column and in carrying forward totals shall be corrected.
 - (iv) All rates shall be quoted on the tender form provided in the Bill of Quantities. In case CONTRACTOR misses to quote rate for any item, the rate for that particular item shall be treated as 'Zero' and CONTRACTOR would be bound to execute that item without any payment limited to quantity mentioned in the BOQ at the time of tendering.

1.4 LETTER OF INTENT/ WORK ORDER:

The Letter of Intent/ Work Order will be issued by the ICAI to the successful TENDERER. Handing over of site and Date of Commencement of the work shall be 7 days from the date of issue of this letter.

1.5 DATE OF COMMENCEMENT AND COMPLETION

The Contractor shall be allowed admittance to the site on 'Date of Commencement' which will be **2 days** from the issue of Letter of Intent/ Work Order and shall thereupon begin the works and shall regularly proceed so as to complete the same on or before the 'Date of Completion' subject, nevertheless, to the provision for extension of time contained hereinafter. Date of Completion is the date or dates for completion of the whole or any part of the works set out in or ascertained in accordance with the individual work order or the tender documents or any subsequent amendment thereto as provided in the conditions.

1.6 MS PROJECT SCHEDULE FOR EXECUTION OF WORK

1. Contractor shall submit within one week of the acceptance of the tender a MS Project Chart to HYDERABAD ICAI along with a weekly work schedule, which shall indicate the planning for the execution of the entire work under the contract within the stipulated time given for completion. This shall be scrutinized by the HYDERABAD ICAI. The mutually agreed M S Project schedule shall be binding on the CONTRACTOR for progress of the work for by the due date.
2. The Contractor shall during the entire tenure of site work, provide accurate fortnightly reviews of M S Project chart work targets & completed works for discussions with the HYDERABAD ICAI.
3. Contractor's shall maintain a register of daily deployment of labour, mason etc. on various activities and get it signed from Engineer-in-Charge on daily basis and shall produce before the HYDERABAD ICAI as and when asked for.

1.7 MOBILISATION ADVANCE

- a) No Mobilisation advance will be given to the contractor under any circumstances.

1.8 PERFORMANCE SECURITY/SECURITY DEPOSIT

1. Earnest Money Deposit (EMD) submitted by the Contractor and Retention Money to be deducted @ Five percent (10%) of Contract Value from each RA bill shall constitute Security Deposit/Performance Security.
2. All compensations or other sums payable by the Contractor under the terms of this Contract or any other Contract or any account may be deducted from his Security Deposit, or from any sums which may be due to him or may become due to him by ICAI on any account and in the event of the security being reduced by reason of any such above noted deductions, the Contractor shall within 10 days of receipt of notice of demand from the /Hyderabad ICAI make good the deficit.
3. No interest shall be paid on the Security Deposit.
4. The compensation for any loss resulting from the contractor's failure to complete his obligation under this contract shall be payable to ICAI out of Security Deposit.
5. This Security Deposit shall be refunded after the completion of defect liability period prescribed for this Contract in accordance with the provisions in the Contract.
6. Running Account bills will be paid after verification by the Clinet, in 21(twenty one) days from the date of submission of bill, if found in order.

1.9 ADDITIONAL PERFORMANCE SECURITY:

If the bid of the successful Tenderer is having ALR (Abnormally Low Rates i.e. the rates less than 60% of estimated rates) for prices of individual items or total bid price offered in relation to the ICAI's item rates estimate or total price estimate of the real cost of the work to be performed under the Contract, the amount of the performance security deposit should be increased at the expense of the successful Tenderer to a level sufficient to protect the ICAI against financial loss in the event of subsequent performance of the successful Tenderer under the Contract. This additional security provided separately shall be termed as Additional Performance Security and shall be released on completion of all ALR (Abnormally Low Rates) items against which the additional performance security is obtained. The value of the Additional Performance Security shall be worked out on the basis of differential rates.

i.e. Additional Performance Security Amount = Quantity X (60% of estimated rate -ALR rate).

The Additional Performance Security in the form of Bank Guarantee issued by any Nationalized Scheduled Commercial Bank in favour of Secretary, Institute of Chartered Accountant of India shall be submitted by the successful bidder within 7 days of issuance of Letter of Intent/ Work Order.

1.10 APPORTIONMENT AND SUB-LETTING:-

The whole of the works included in the contract shall be executed by the main CONTRACTOR and as per **LIST OF SPECIALISED AGENCIES**. They shall not directly or indirectly transfer, assign or further sublet the contract or any part thereof or interest therein without the written consent of the HYDERABAD ICAI. But no such undertaking shall relieve the CONTRACTOR from the full and entire responsibility of the CONTRACTOR or from active superintendence of the works during their progress.

1.11 SPECIALIZED WORKS:

Specialized works are works for which there are specialized agencies available in the market to execute them. These works should be got executed through such agencies only to ensure a proper quality of work. In the case of some specialized jobs by specialized firms being executed in the project, a Guarantee Bond is required to be executed, viz. water proofing works and anti-termite treatment.

1.12 EMERGENCY WORK:

Emergency works means, any urgent measures which, in the opinion of the ICAI, become necessary during the progress of the works to obviate any risk of accident or failure or which become necessary for security, or rectification to essential services during the defects liability period. If any Emergency works

become necessary and the CONTRACTOR is unable or unwilling at once to carry them out, the shall advise and assist the ICAI in getting these works carried out by any other agency at the Risk and cost of Contractor. All expenses incurred on these works shall be recoverable from the CONTRACTOR, and if necessary be set off against any sum payable to him under this contract

If the ICAI feels that the sub-contractors appointed by the CONTRACTOR is not competent enough to carry out the work of that package awarded to him, the ICAI reserves the right to entrust that particular work to another CONTRACTOR selected by the ICAI. However, the new subcontractor will work under the supervision of the main CONTRACTOR only.

The payments for the work done by the sub-contractor selected by the ICAI will be made directly to the sub-contractor by the ICAI.

1.13 MANDATORY REQUIREMENT:

1. The CONTRACTOR shall conform to the provisions of Acts of the Legislature relating to the works, and to the regulations and bye-laws of any authority, and of any water, lighting and other companies and/or authorities with whose system the structure is proposed to be connected and shall, before making any variation from the drawings or specifications that may be necessitated by so conforming, give to the ICAI written notice, specifying the variation proposed to be made and the reason for making it, and apply for instructions thereon. In case the CONTRACTOR does not, within 2 weeks, receive such instructions, he shall proceed with the work in question, and any variations so necessitated shall be dealt with under clause 1.39.
2. The CONTRACTOR shall indemnify the ICAI or any agent, servant or employee of the ICAI against any action, claim or proceeding relating to the infringement of any copy or design rights or any alleged patent or design rights and shall defend all actions arising from such claims and pay any royalties, license fees, damages, cost of all and every sort of other charges which may be payable in respect of any articles or material or part thereof legally incurred in respect thereof and included in the contract. In the event of any claim being made or action being brought against the ICAI or any agent, servant or employee of the ICAI in respect of any such matters aforesaid, the CONTRACTOR shall be immediately notified thereof.
3. The CONTRACTOR shall indemnify the ICAI against all claims which may be made upon the ICAI under the Workmen's Compensation Act or any other statutory provisions applicable to the work.
4. The CONTRACTOR shall also be responsible for all bodily injury to persons, animals, or things which may arise from the operation or neglect of himself or of any nominated subcontractors employees whether such injury or damage arises from carelessness, accident or any other cause whatsoever in any way connected with carrying out of this contract. The CONTRACTOR shall indemnify the ICAI and save him harmless in respect of all and any expense arising from and such injury or damage to persons, animals or things as aforesaid and also in respect of any claims made in respect of injury or damage under any Acts of Government or otherwise and also in respect of any Award of Compensation or damage consequent upon such claims.
5. The CONTRACTOR shall be responsible for all structural and other damage to any property which may arise from the operation or neglect of himself or of any subcontractors employees or arising out of neglect, carelessness, defect or any other cause whatsoever in any way connected with the carrying out of this contract. This clause shall be deemed to include *inter alia*, any damage to buildings, whatever immediately adjacent or otherwise, and any damage to roads, streets, footpaths, bridges or ways as well as all damage caused to the building and works forming the subject of this contract by inclemency of weather. The CONTRACTOR shall indemnify the ICAI against all claims which may be made against the ICAI by any member of the public or other third party in respect of anything which may arise in respect of the works or in consequence of and in respect of any cost, charge/expense arising out of any claim or proceedings and also in respect of any Award of compensation or damage arising there from and shall reinstate all damage or every sort mentioned in this clause so as to make good or otherwise satisfy all claims arising from damage

to the property of third parties.

6. The ICAI with the advice of the Client shall be at liberty and is empowered to deduct the amount of any damage, compensation, costs, charges and expenses arising or accruing from or in respect of any such above said claims for damages from any sum or sums due or become due to the CONTRACTOR, for which the ICAI will be the sole deciding authority.
7. The CONTRACTOR shall be responsible for safety of all workmen and necessary statutory requirements related to ESI, workmen's compensation etc. should be met. The proof of (Insurance Policy) should be handed over to the ICAI.

1.14 ADMISSION TO SITE:

1. The ICAI and their representatives shall at all reasonable times have free access to the works and/or the workshop, factories, or other places where materials are lying or from which they are being obtained and the CONTRACTOR shall give all necessary facilities to the ICAI/or his representative for inspection and examination and test of the materials and workmanship. No person unless authorized by the ICAI except the representative of Public Authorities shall be allowed on the works at any time.
2. The officials of the ICAI connected with the contract shall have the right of entry to the site at all times.
3. The portion of the site to be occupied by the CONTRACTOR, erection of temporary workshop, stores, site office etc. will be clearly defined and or marked on the site plan, and the CONTRACTOR will on no account be allowed to extend his operations beyond these areas. No labor hutments to be provided on site and the Contractor to make own arrangements for the same elsewhere.
4. The CONTRACTOR shall provide if necessary, or if required on the site all facilities for temporary access thereto and shall alter, adopt and maintain the same as required from time to time and shall take up and clear away as and when no longer required and make all good.
5. The ICAI reserves the right to use the premises or any portion of the site for execution of any work not included in this contract which he may desire to have carried out by other persons, and the CONTRACTOR shall allow all reasonable facilities for the execution of such work but shall not be required to provide any plant, material or labor for the execution of such work except by special arrangement with the ICAI. Such work shall be carried out in such manner as not to impede the progress of the works included in the contract and the CONTRACTOR shall not be responsible for any damage or delay which may happen to or be occasioned by such work.
6. The ICAI reserves the right of taking over any portion of the site, which may be required and the Contractor shall at his own expense clear such portion forthwith.
7. Site is handed over to CONTRACTOR only for execution of work, not for any other job and the possession of CONTRACTOR is terminated at the completion of work or in case of foreclosure.

1.16 NUISANCE:

The CONTRACTOR will not at any time do, cause or permit any nuisance on the site or do anything which shall cause unnecessary disturbance or inconvenience to the ICAI, tenants or occupiers of other properties near the site and to the public generally. The CONTRACTOR is completely responsible to ensure the safety and convenience of all concerned and at his own cost.

1.17 WORKING HOURS:

The CONTRACTOR shall work normally only on and during the hours of working day. In case any work over and above normal working hours is required, the CONTRACTOR shall obtain prior written permission from ICAI. Safety for workmen, proper lighting arrangement, housekeeping and safety to client material will be Contractor's responsibility. The ICAI shall incur no liability in respect of any excess cost arising therefrom.

1.18 LABOUR:

1. The CONTRACTOR shall employ labor in sufficient number to maintain the required rate of progress and of such quality to ensure workmanship of the degree required by the specifications and to the satisfaction of the ICAI.
2. The CONTRACTOR shall remain liable for the payment and shall pay or cause to be paid all wages or other moneys to his workers or employees and for those employed by his subcontractors (engaged directly or indirectly from time to time on or in connection with the said work under the relevant Acts or enactments relating thereto and the Rules framed there under as if the labour had been directly employed.
3. In respect of all labor directly or indirectly employed on the works for the performance on the Contractor's part, the CONTRACTOR shall comply with or cause to be complied with the current labor regulations in regard to all matters provided therein and with all other labour laws as applicable.
4. The regulations aforesaid shall be deemed to be a part of this contract and any breach thereof deemed to be a breach of this contract.
5. The CONTRACTOR shall take all actions and deposit fees as may be necessary under the Contract Labor (Regulation & Abolition) Act, 1970 and current labor regulations including the actions and depositing of money on behalf of ICAI, if required. The CONTRACTOR shall at all times keep the ICAI indemnified against any actions for breach of the said Act and regulations.
6. The CONTRACTOR shall, during the progress of the works, comply at his own expense with all the current rules and provisions for the protection of health and sanitary arrangements and safety provisions for workers employed and shall at his own expenses provide for all facilities in connection therewith.
7. Contractors shall deposit all provident funds, ESI etc. to the respective authorities and produce the receipt of the same to ICAI regularly, failing which ICAI will deposit the same itself and the same shall be adjusted in RA bills or Retention Money.

1.19 RIGHT OF INSPECTION:

The ICAI and others including their representatives concerned with the contract shall be entitled, at any time, to inspect and examine any materials intended to be used in or on the works, either on the site or at the Factory or workshop or other place where such materials are assembled, fabricated or manufactured or at any place(s) where these are lying or from which these are being obtained and the CONTRACTOR shall give such facilities as may be required for such inspection and examination, at Contractor's cost .

1.20 MATERIALS TO BE ARRANGED BY THE CONTRACTOR:-

1. The CONTRACTOR shall at his own cost and expense provide all materials required for the works.
2. All materials to be provided by the CONTRACTOR shall be brand new conforming to latest IS Codes and ISI marked wherever applicable and all materials and workmanship shall be as far as procurable of the respective kinds described in the specifications drawings and/or schedule of quantities and in accordance with the ICAI's instructions and the CONTRACTOR shall, upon the request of the ICAI, furnish him with all invoices, accounts receipt and other vouchers to prove that the materials comply therewith.
3. The CONTRACTOR shall, at his own cost and expense supply to the ICAI samples of materials proposed to be used in the works. The samples must be produced at least four weeks before they are to be incorporated in works. The ICAI shall within seven days of supply of samples or within such further period as he may require, inform the CONTRACTOR whether samples are approved by him or not. If samples are not approved, the CONTRACTOR shall forthwith arrange to supply the ICAI for his approval complying with the specification laid down in the contract.
4. No materials shall be brought by the CONTRACTOR to site unless samples are approved.

1.22 REJECTION OF MATERIALS:-

The ICAI shall have full powers to reject/removal of any or all the materials brought to site by the Contractor which are not brand new and in accordance with the contract specifications or does not conform in character or quality to sample approved by the ICAI. In case of default on the part of the CONTRACTOR in removing rejected materials, the ICAI shall be at liberty to have them removed by other means at the Contractor's expense and risk. The ICAI shall have full powers to permit or to approve other materials to be substituted for rejected materials.

1.23 CARE AND CUSTODY:-

1. Materials required for the works, whether brought by the CONTRACTOR or supplied by the ICAI shall be stored by the Contractor only at places approved by the ICAI, storage and safe custody of materials shall be at the risk and the responsibility of the CONTRACTOR. The CONTRACTOR shall be liable for any loss or damage to such materials due to the neglect, theft or fire and shall make the loss good at his cost and expense.
2. Where in any running bill the, CONTRACTOR has claimed payment and the included the value of any unfixed materials intended for incorporation in works, then these materials shall become the property of the ICAI and they shall not be removed except for use upon the works, without the written authority of the ICAI.

1.24 SURPLUS MATERIALS:-

Whenever the works are finally completed and advance if any in respect of any such materials is fully recovered, the CONTRACTOR shall at his own expense forthwith remove from the site all surplus materials arranged by him after obtaining prior clearance in writing from the ICAI.

1.25 EXTRA HOURS OF WORKING:-

If for any reason, the Contractor has to work on any section or complete work on holidays or after the normal working hour, the Contractor shall seek the consent of so after making the adequate provision for safety requirements and any additional lighting required. The Contractor shall bear such extra hours working payment for his workmen and supervisory staff including the provision for any additional plant, facilities and the like arising out of extra hour working.

In case the Contractor carries out work in the night hours (beyond 20.00 hrs.) or on listed holidays & week offs, then CONTRACTOR shall arrange for to and fro travelling and food for his workers and other staff, safety and security for Project site staff deployed for supervision at his own cost.

1.26 CONTRACTOR'S ALL RISK INSURANCE COVER:-

Notwithstanding anything contrary in this document, the CONTRACTOR shall arrange Contractor's All Risk cover insurance in line with the following:

Value: The entire contract value (including the Contract Price plus 10% of the Contract for the period of completion of the Works which includes till the works are handed over to the HYDERABAD ICAI to cover the damages due to Civil commotion, riots, war, earth quake, terrorist attack and other disturbances.

- All Plants and machinery owned by the Contractor for the project to be also covered.
- Damage insurance against loss or damage by fire or any other disaster to the works during construction until its completion
- The CONTRACTOR has to take insurance policy to cover all risks including the above. The risks covered in the Contractor's policy include but not limited to Workmen Compensation, Third Party Insurance, Labor and Materials at site etc.

Beneficiary: The CONTRACTOR (for the insurance policy taken by him)

Period: The period covered under insurance shall be completion period and extended time plus 12 months of Defects Liability Period

Third party liability: The insurance shall cover all third party Liability

Employees cover: The insurance shall cover all risks to the employees of CONTRACTOR.

The original policy shall be handed over to ICAI within 10 days from the date of Letter of Intent/ Work Order.

Failing of above, ICAI will arrange such insurance policy and recover the proportionate premium amount from the first RA bill.

1.27 GIVING OF NOTICES AND PAYMENT OF FEES:-

1. The Contractor shall give all notices and pay all fees required to be given or paid under any Statute, Ordinance, or Law, or any regulation, or bye-law of any local or other duly constituted authority in relation to the execution of the Works and by the rules and regulations of all public bodies and companies whose property or rights are affected or may be affected in any way by the Works.
2. The Contractor shall conform in all respects with the provisions of any such Statute, Ordinance or Law as aforesaid and the regulations or bye- laws of any local or other duly constituted authority which may be applicable to the Works and with such rules and regulations of public bodies and companies as aforesaid and shall keep the ICAI indemnified against all penalties and liability of every kind for breach of any such Statute, Ordinance or Law, regulation or bye-law.
3. The ICAI will repay or allow to the Contractor all such sums as the Engineer in Charge shall certify to have been properly payable and paid by the Contractor in respect of such fees.

1.29 PATENT RIGHTS AND ROYALTIES:

The Contractor shall save harmless and indemnify the ICAI from and against all claims and proceedings for or on account of infringement of any patent rights, design trademark or name or other protected rights in respect of any Plant, machine work, or material and for 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.

1.30 PLANT EQUIPMENT AND TRANSPORT:

All tools, plant and equipment brought to the site shall not be removed off the site without the prior written approval of the ICAI. But whenever the works are finally completed or the contract is terminated the CONTRACTOR shall forthwith remove from the site all tools, plants and equipment after clearance in writing from and the ICAI.

1.31 ELECTRICITY AND WATER SUPPLY:

1. The ICAI does not warrant electricity and water connections. Temporary water and electricity connections should be arranged by the Contractor at his own cost and shall be responsible for all connections, pumps, pipes, storage capacity, cabling, wiring, conducting and all other works necessary to distribute and use services from distribution points as much as required for his work.
2. The Contractor shall also make arrangement for alternative standby services at his own cost in the form of generators of adequate capacity (Day & Night) so that there is no delay in progress of works as per construction schedule submitted by him and approved by PMC.
3. If ICAI is able to arrange for electricity supply from Authorities, then the same facility will be extended to the CONTRACTOR at one point. Cost of cabling, security deposit, meter, monthly payments of electricity bills etc will be on Contractor's account. Unit consumed as per installed meter will be levied at prevailing electricity charges. In case of meter getting faulty, 1.0 % of RA bill will be levied toward electricity charges.
4. The available bore well in the premises can be used by CONTRACTOR for drawing water. Water charges will be deducted @ 0.5 % of RA bills.

1.33 DISMISSAL OF CONTRACTORS EMPLOYEES:-

ICAI shall have full power and without giving any reason to direct the CONTRACTOR to immediately cease to employ in connection with this contract any agent, servant or employee whose continued employment in his opinion is undesirable. The CONTRACTOR shall not be allowed any compensation on this account.

1.34 SETTING OUT OF WORKS:-

1. The Client shall supply dimensioned drawings, levels and other information necessary to enable the CONTRACTOR to set out the works.
2. The CONTRACTOR shall set out the works and shall provide and fix all setting out apparatus required and solely be responsible for the true and perfect setting out the same and for the correctness of the positions, levels, dimensions and alignment of all parts thereof. The CONTRACTOR shall take in writing the approval of the Engineer-in-Charge for setting out and levels before starting the work. However, the CONTRACTOR will be responsible for correctness of setting out of works.

1.35 APPROVAL BY STAGES:-

All work embracing more than one process shall be subject to examination and approval at each stage thereof as stipulated by the consultation of ICAI and the CONTRACTOR shall give reasonable notice in writing to the when each stage is ready. In default of such notice received, the shall be entitled to appraise the quality and extents thereof and in the event of any dispute the decision of the ICAI thereon shall be final and binding. Record of such approval will be maintained at Site.

1.36 COVERING OF WORK:-

The CONTRACTOR shall give reasonable notice in writing to the whenever any work is to be permanently covered or concealed, whether by earth or other means and in default of so doing, shall, if it is required by the, uncover such work at his own expense and make it good at his own cost.

1.37 'S INSTRUCTIONS:-

The CONTRACTOR shall carry out and complete the said work in every respect in accordance with the contract conditions and with the directions of and to the satisfaction of the and ICAI. The may from time to time issue further detailed drawings and or written detailed directions/instructions and explanations within the meaning of contract agreement in regard to:-

1. The variation or modification of the design, quality or quantity of works or the addition or omission or substitution of any work, with the prior approval of the ICAI.
2. The removal and/or re-execution of any works executed by the Contractor.
3. The opening up for inspection of handy work covered up.
4. The amending and making good of any defects.

1.38 VARIATIONS:

No alteration, omission or variation shall vitiate this contract. In case the ICAI thinks proper, at any time during the progress of the works, to make any alterations in or omission from the works or any alteration in the kind or quality of the materials to be issued therein, the , with approval of ICAI, shall give notice thereof in writing well in advance under his hand to the CONTRACTOR and the CONTRACTOR shall carry out such alteration, addition or omissions as the case may require, in accordance with such notice. The value of such extra alteration, addition or omissions shall in all cases be determined by the ICAI in accordance with the provisions of Clause 1.39 hereof and the same shall be added to or deducted from the Contract amount.

1.39 RATES FOR ALTERED/ SUBSTITUTED/ ADDITIONAL WORKS:

1. If the rates for altered, substituted or additional work are not specifically provided in the Contract,

then such rates will be derived from the rates for a similar class of work as specified in the Contract.

2. If the rates of altered, substituted or additional work cannot be determined in the manner specified above, then the rates of such items of work shall be computed based on the Analysis of Rates as provided in CPWD, Analysis of Rates (latest edition). Water & Electricity charges even if provided in the analysis will not be allowed since same are deemed to be included in the 15% (Fifteen Percent) to be added towards establishment, overheads, water and electricity, POL charges, contingency and CONTRACTOR profit, tool and tackles etc.
3. If the rates for the altered, substituted or additional work cannot be determined in the manner specified in above Clauses, then the rates for the same shall be decided by the HYDERABAD ICAI on recommendations of on pro-rata basis or the actual cost to the CONTRACTOR at site including labour (for which CONTRACTOR shall produce sufficient proof) plus 15% towards establishment, overheads, water and electricity, POL charges, contingency and CONTRACTOR profit, tool and tackles etc cover profits & overheads of CONTRACTOR.

1.40 DEFECTIVE WORK:-

1. The ICAI shall, during the progress of the works, have power to order in writing from time to time the removal and proper re-execution of any work executed with materials or workmanship not in accordance with the drawings and specifications or instructions, and CONTRACTOR shall forthwith carry out such order at his own cost. In case of defaults on the part of the CONTRACTOR to carry out such order, the ICAI shall have the power to employ other persons to carry out the same and all expense consequent thereon or incidental thereto as certified by the shall be borne by the Contractor or may be deducted by the ICAI from any money due or that may become due to the CONTRACTOR against this contract or any other contract with the ICAI.
2. The CONTRACTOR is responsible and shall ensure that there are no leakage or seepage in roofs, ceilings, walls, or floors or in the water supply, electrical or sewage system. Contractor shall do the complete stage of work to the satisfaction of ICAI.
3. Engineer-in-Charge has full authority, discretion to reduce /part the rates of various items, if the executed item is not up to the satisfaction or yet to be completed. No objection from CONTRACTOR shall be entertained on this ground.

1.41 ORDERS UNDER THE CONTRACT:-

All directions, notices etc, to be given under the contract shall be in writing, type script or printed and if sent by registered post to the last known place of abode or business of the CONTRACTOR shall be deemed to have been served on date when in the ordinary course of post it would have been delivered to him.

If the CONTRACTOR after receipt of written notice from the ICAI requiring compliance, fails to comply within fifteen days with such further drawings instructions, the ICAI may employ and pay other persons to execute any such work whatsoever that may be necessary to give effect thereto, and all costs incurred in connection therewith shall be recoverable from the CONTRACTOR by the ICAI on certification of the as a debt or may be deducted by him from any money due to/become due to the CONTRACTOR

1.42 MEASUREMENTS:-

1. The CONTRACTOR shall measure the work done and enter into the measurement book, sign and submit to the PMC for verification and certification.
2. Mode of measurement for electrical Works will be as per IS 1200.
3. If any alterations or additions (other than those authorized) have been covered up by the Contractor without his having given notice of his intention to do so, the shall be entitled to appraise the value thereof and in the event of any dispute the decision of the ICAI thereon shall be final

and binding.

4. The measurement and valuation in respect of the contract shall be completed within one months of the completion of the contract works.

1.43 DELAY AND EXTENSION:-

If the work is delayed beyond the stipulated time for reasons given below, then the Contractor shall immediately give a written notice thereof to the ICAI, but the CONTRACTOR shall nevertheless consistently use his endeavors to prevent delay and shall do all that may be reasonable or required to the satisfaction of the ICAI to proceed with the work. The ICAI based on the recommendations, shall grant fair and reasonable extension of time for the completion of works in the following cases. :

1. By force majeure; as desired hereunder:-

The CONTRACTOR shall not be held in default in performance of his obligations if such performance is prevented or delayed due to any unforeseen causes beyond his control such as Act of God, action of Govt. in its sovereign capacity and its statutory bodies, Civil commotion, flood, earthquake or any other natural calamities which cannot be foreseen.

However, it shall be incumbent on the CONTRACTOR to inform the ICAI/ regarding conditions of force majeure in writing with documentary proof within 15 days of commencement and completion of Force majeure circumstances.

2. By the works or delays of other Contractor's or tradesmen engaged by the ICAI.
3. In consequence of the CONTRACTOR not having received in due time necessary instruction/clearance from the for which he shall have specifically applied in writing, fifteen days before its actual requirement. No claim whatsoever for any extra compensation in respect of or arising out of extension of time as specified above shall be payable by the ICAI.

1.44 CERTIFICATE OF COMPLETION:

1. Immediately after completion of the whole work which has been mentioned in the contract, the CONTRACTOR shall give notice thereof to the with a copy to the ICAI. The work shall be completed to the entire satisfaction of the and the ICAI. If satisfied shall issue the certificate of completion.
2. The works shall not be considered as completed unless the certified in writing that they have been accepted by the ICAI. The defects liability period as mentioned in Clause 1.46 shall commence from the date certified by the as date of completion.

1.45 AS BUILT DRAWINGS:

The CONTRACTOR shall submit 2 sets of As Built Drawings along with CD'S for all trades of work to the ENGINEER-IN-CHARGE for his approval along with the Final Bill.

1.46 DEFECTS LIABILITY PERIOD:-

- 1a Defects Liability Period shall be **twelve (12) calendar months** after actual completion of the works as certified under clause 1.44. Any defects in material or workmanship observed in the entire work during execution or work or within Defects Liability Period, shall be notified in writing by the ICAI to the Contractor and shall be rectified by him at his own cost within time as specified by ICAI. The Contractor shall also had to provide 10 year warranty for no leakage including defect liability period.
- 1b To facilitate prompt attention to the defects, the CONTRACTOR shall employ suitable labourer along with necessary materials and spares. A supervisor will also be available along with the maintenance team to take instructions from ICAI. The maintenance team will be available throughout the defects liability period. The composition of the tradesmen will vary according to the nature of recurring defects noticed in the buildings. In case of default, the ICAI may employ any other person to rectify or make good such defects. All expense consequent thereon or incidental thereto shall be borne by the Contractor and shall be recoverable from him by the ICAI and shall be deducted from RA bills or

Retention Money or Performance Guarantee/ Retention Money.

2. Should any defective works have been done or material supplied by any sub CONTRACTOR employed, the CONTRACTOR shall be liable to make good in the same manner as if such work or material has been done or supplied by the CONTRACTOR. The CONTRACTOR shall remain liable under the provisions of this clause notwithstanding the signing by the any certificate or passing any account.
3. The Client also certify at the end of the Defects Liability Period regarding the state of rectification of defects pointed out during defect liability period.

1.47 LIQUIDATED DAMAGES:

If the CONTRACTOR fails to complete the works by the due date or within extended time, the Contractor shall be liable to pay Liquidated Damages to the ICAI at the rate of 0.5 % of the contract value for every week of delay . In addition to Liquidated Damages, in case the delay is beyond 2 months, it shall render the Retention Money to be forfeited and in addition a penalty of Rs.1 Lakh (Rupees One Lakh Only) will be payable by the CONTRACTOR and the Contract will come to end and the ICAI shall be at liberty to withdraw the work and get it executed from any other agency at Contractor's risk and cost and the site shall be vacated by Contractor immediately.

1.48 ESCALATION:

The contract amount shall remain firm and shall not be subject to any escalation whatsoever.

1.49 SECURED ADVANCE: No advance of any sort will be given by Hyderabad ICAI.

1.50 RETENTION MONEY

Ten per cent (10%) of the Contract value will be deducted towards Retention Money. It will be deducted from every RA bill @ 10% of the gross bill amount.

1.51 RUNNING ACCOUNT PAYMENTS:

- a) The Contractor shall submit bills for the work done as per provision given in Section –V – Appendix form of tender, Point no. 16.
- b) Any certificate relating to work done or materials delivered may be modified or corrected by any subsequent certificates or by the final certificate and no certificate of the ICAI supporting any payment shall on itself be conclusive evidence that any work or materials to which it relates are in accordance with the contract.
- c) The running account payments shall be cleared by the ICAI within 21 working days from the date of the receipt of Contractor's bill, if found in order.
- d) All payments to the CONTRACTOR shall be subject to deduction of Income tax at Source as per section 194(c) of Income Tax Act and other deductions as per contract.
- e) All interim payments shall be treated as advance payments. On completion of the entire work, the Contractor shall submit his final bill.

1.52 FINAL BILL:

1. The final bill shall be submitted by the Contractor in duplicate within one month of issue of virtual completion certificate. The Client will certify the bill so submitted in next 30 days. Payment of those items of the final bill in respect of which there is no dispute shall be made in next 30 days of receipt of duly certified bill from the Client.
2. It shall be accompanied by all abstracts, vouchers etc. supporting it and shall be prepared in the manner prescribed by the ICAI.
3. No charges shall be allowed to the CONTRACTOR on account of the preparation of the final bill.
4. No further claims shall be made by the CONTRACTOR after submission of a final bill, and other

claims if at all, shall be deemed to have been waived and extinguished with his free consent.

5. The Engineer-in-charge shall check and forward the final bill along with all the measurement books in original to the Clinet signature, it will be sent to the ICAI.
6. The CONTRACTOR shall be entitled to be paid the full measurement value of work less the value of payment made on account and any charges properly preferred under the conditions of contract, for stores supplied by the ICAI subject to the certification of the final bill Client.
7. After the payment of the amount of the final bill, the CONTRACTOR may, if he so desires, reconsider his position in respect of the disputed portion of the final bill and take step for settlement and if he fails to do so within 30 days, his disputed claim shall be deemed to have been waived and abandoned by the CONTRACTOR.
8. All payments due under this contract shall be made by means of a crossed cheque 'A/C payee' /RTGS.

1.53 RECOVERY FROM CONTRACTOR:

1. Whenever any claim for payment of a sum of money arises(s) out under this contract against the CONTRACTOR the CONTRACTOR shall on demand make the payment of the same or agree for effecting adjustment from any amounts due to him by the ICAI. If, however, he refuses or neglects to make the payments on demand or does not agree for effecting adjustment from any amount due to him, the ICAI shall be entitled to withhold an amount not exceeding the amount of claim(s), from any sum then due or which at any time thereafter may become due to the CONTRACTOR under this or any other contract with the ICAI or from the Contractor's Retention Money and retain the same by way of lien till such time, payment is made by the CONTRACTOR or till the claim(s) is/are settled or adjusted.
2. It is an agreed condition of this contract that the sum of money(s) withheld or retained as and by way of lien under this condition by the ICAI, will be kept, withheld or retained as such by the ICAI, till the claims arising out of or under this contract is settled or adjusted and that the CONTRACTOR will have no claim for interest or damages whatsoever on any account in respect of such sum so withheld.

1.54 DETERMINATION:

1. The ICAI may without prejudice to any other right or remedy cancel the contract in part or whole in any of the following cases :

If Contractor:

- (i) Being an individual, or if a firm, any partner thereof at any time be adjudged insolvent or having received orders for administration of his estate made against him or takes any proceedings for liquidation or composition under any Insolvency Act for the time being in force or makes any conveyance or assignment of his effects or composition or arrangement for the benefits of his creditor or purport so to do or if any application be made under Insolvency Act for the time being in force for the sequestration of his estate or if a trust deed be granted by him for and behalf of his creditors or.
- (ii) Being a company passes a resolution or the court makes an order for the liquidation of its affairs or a receiver or manager on behalf of the debenture holders be appointed or circumstances arises which entitle the court or debenture holders to appoint a receiver or Manager, or.
- (iii) Assigns, transfers or subjects or attempts to assigns transfer or sublet any portion of the works without the prior written approval of the ICAI or.
- (iv) Makes defaults in commencing the work within a reasonable time from the date of the handing over of the site and continue in that state after reasonable notice from the ICAI.

- (v) In the opinion of the ICAI/ at any time whether before or after the date or extended date for completion makes defaults in proceeding with the works with due diligence and continues in that state after reasonable notice from the ICAI or delays the project.
 - (vi) Fails to comply with any of the terms and conditions of the contract after reasonable notice in writing with directions properly issued there under.
 - (vii) Fails to complete the works, work order and items of work within individual dates for completion and clear the site on or before the date of completion.
2. Whenever the ICAI exercises his authority to cancel the contract under any Clause, he may complete the works by any means at the Contractor's risk and expense provided always that in event of cost of completion after alternative arrangements have been finalized by the ICAI to get the works completed or estimated cost of completion (as certified by the) and approved by the ICAI being less than the contract cost, the advantage shall accrue to the ICAI. If the cost of completion after the alternative arrangements have been finalized by the ICAI to get the work completed or estimated cost of completion (as certified by the Client) and approved by the ICAI exceeds the money due to the CONTRACTOR under this contract, the CONTRACTOR shall either pay the excess amount assessed by the or the same shall be recovered from the CONTRACTOR by adjustments from outstanding or by other means.
 3. The ICAI shall also be at liberty to use the materials and other stores on site as he thinks proper in completing the work and the CONTRACTOR will be allowed the necessary credit. The amount of credit to be allowed in completing the work shall be assessed by the and approved by the ICAI and the amount so assessed shall be final and binding on the CONTRACTOR.
 4. In case the ICAI completes or decides to complete the works under the provisions of this contract, the cost of such completion to be taken into account in determining the excess cost to be charged to the CONTRACTOR under this condition shall be the cost or estimated cost (as certified by the) of materials purchased or required to be purchased and or the labour provided or required to be provided by the ICAI, as also the cost of the Contractor's materials used with addition of 25% (twenty Five percent) to cover superintendence and establishment charges.

1.55 FORECLOSING OF WORK:

1. If at any time after the acceptance of the tender, the ICAI, for any reason whatsoever, does not require the whole or any part of the works to be carried out, the ICAI shall give notice in writing of the fact to the CONTRACTOR, who shall have no claim to any payment of compensation or otherwise, whatsoever on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not derive in consequence of the foreclosing of whole or part of the works.
2. He shall be paid at contract rates for the full amount of the executed works including such additional work e.g. clearing of site etc. as may be rendered necessary by the said foreclosing, he shall be allowed a reasonable payment (as decided by the ICAI) for any expenses sustained on account of labor and materials collected but which could not be utilized on the works.

1.56 SETTLEMENT OF DISPUTES:

If the Contractor considers any work demanded of him to be outside the requirements of the Contract, or considers any drawings, record or ruling of the Engineer-in-charge on any matter in connection with or arising out of the Contract or the carrying out of the work to be unacceptable, he shall promptly ask the Engineer-in-charge in writing, for written instructions or decision. There upon the Engineer-in-charge shall give his written instructions or decision within a period of thirty days of such request.

Upon the receipt of the written instructions or decisions, the Contractor shall promptly proceed without delay to comply with such instructions or decisions.

If the Engineer-in-charge fails to give his instructions or decisions in writing within a period of thirty days after being requested, or if the Contractor is dissatisfied with the instructions and decisions, he

shall appeal to the ICAI, who shall afford an opportunity to the Contractor to be heard and to offer an evidence in support of his appeal. The ICAI shall give a decision within a period of thirty days after the Contractor has given the said evidence in support of his appeal.

If the Contractor is dissatisfied with this decision, the Contractor within a period of thirty days from the receipt of the decision shall indicate his intention to refer the dispute to Arbitration, failing which the said decision shall be final and conclusive.

1.57 ARBITRATION:

That in the event of any question, dispute or differences arising out or in connection with any of the terms and conditions of the Agreement, in the first instance, the parties hereto shall try to resolve the same by mutual consultation, failing which the same shall be referred to the sole arbitrator to be appointed mutually by the parties. The Arbitration and Conciliation Act, 1996 and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings. The seat of Arbitration shall be at Hyderabad and the language of the arbitration proceeding shall be English. The arbitral award shall be final and binding upon both the parties. All Arbitral Awards shall be in writing and shall state the reasons therefor.

1.58 GST

1. The CONTRACTOR will necessarily and properly keep all the records, documents and paid vouchers etc. for the purpose of tax assessment by concerned authority. Any claims for refund, if applicable shall be filed by the CONTRACTOR directly with the authority.
2. Accordingly, the CONTRACTOR is deemed to have accounted for the element of GST on all the quoted amounts under this contract.

1.60 ACTION WHERE NO SPECIFICATIONS ARE SPECIFIED:

The contractor shall execute all the work as per BOQ, drawings and specifications. In case of any class of work for which there is no such specification, such work shall be carried out in accordance with standard CPWD Specifications or Bureau of Indian Standards (BIS). In case there is no such specification in BIS, the work shall be carried out as per manufacturer's specification or standard engineering practices at the discretion of PMC/Engineer-in-charge.

2. LOGISTICS PLAN FOR HEALTH

2.1 LABOUR AND EMPLOYMENT LAWS

1. No labour below the age of eighteen (18) years shall be employed on the Project.
2. The Contractor shall not pay the laborers engaged by it on the Project less than what is provided for under the applicable laws. Whether for time or piece work, based on the applicable rates of wages as fixed under law at the time. The Contractor shall ensure that the provisions of the Code of Wages, 2019 and the Provident Fund Act, 1952, as amended from time to time, are fully complied with. The Contractor shall maintain the necessary registers and records for payment of wages, overtime, Provident Fund etc, made to its workmen / Regional Provident Fund Commissioner as required by the Conciliation Officer (Central) Ministry of Labour, Government of India, Provident Fund Department or such authorized person appointed by the Central and/or State Government. The Contractor shall ensure that this is complied by him including any labour CONTRACTOR employed by him.
3. The Contractor, at his own expense, shall comply with all the current applicable labour laws and keep the ICAI indemnified thereof.
4. The Contractor shall pay equal wages to both men and women in accordance with the applicable Labour Laws.
5. The Contractor is covered under the Contractor Labour (Regulation and Abolition) Act, 1970, it

shall obtain a license from the licensing authority (i.e. Office of the Labour Commissioner) by payment of the necessary prescribed fee and deposit. Such fee and deposits shall be borne by the Contractors and included in their Tender.

6. The Contractor shall employ labour in sufficient numbers, either directly or through Sub-Contractors, to maintain the required rate of progress and of quality to ensure workmanship to the degree specified in the Contract documents and to the satisfaction of the PMC.
7. The Contractor shall furnish to the PMC the labour returns of the number and description, by trades, of the people employed on the Project every Saturday. This shall be for the preceding week.
8. The Contractor shall submit in the last working day of each month to the Engineer – In charge an Accident Status Report. This shall show the accidents that occurred during that time period; the circumstances under which they occurred; and the extent of damage caused by them.
9. The Contractor shall submit on the last working day of each month to the PMC a Maternity Benefits Statement. This shall identify the number of female workers who have been allowed Maternity Benefit as provided under the Maternity Benefit Act 1961, or the Rules made there under, and the amounts paid to them.
10. The Contractor shall comply with all the provisions of the following statutory Acts or any modifications thereto and the rules made there under from time to time.
 - The Factories Act, 1948
 - Code of Wages, 2019
 - The Hyderabad ICAIs' Liability Act, 1938
 - The Apprentices Act, 1961
 - The Workmen's Compensation Act, 1923
 - The Industrial Disputes Act, 1947
 - The Maternity Benefits Act, 1961
 - The Contract Labour (Regulation and Abolition) Act, 1970
 - The Employment of Children Act, 1933
 - The Provident Funds and Miscellaneous Provisions Act, 1952
 - The Employee's Pension Scheme, 1995
11. Should a report be made by an Inspecting Officer, as defined in the Contract Labour (Regulation and Abolition) Act 1970, the Hyderabad ICAI shall have the right to deduct from any money due to the Contractor any sum required, or estimated to be required, for making good the loss(es) suffered by a worker or workers by the reason of non-fulfillment of the Conditions of the Contract relating to the benefits of workers, non-payment of wages or of deduction made from their wages which are not justified by the terms of the Contract or non-observance.
12. The Contractor shall indemnify the ICAI against any payments to be made under and for the observance of the provisions of the aforesaid Acts.
 - (i) In the event of the Contractor committing a default or breach of any of the provisions of the aforementioned Acts, as amended from time to time, of furnishing any information or submitting or filling in any Form/Register/Slip under the provision of these Acts which is materially incorrect, then on the report of the Inspecting officers, the Contractor shall, without prejudice to any other liability, pay to the ICAI a sum not exceeding Rs. 1000.00 as Liquidated Damages. This shall be applied to each incident for every default, breach or furnishing of, submitting, making and/or filling-in materially incorrect statements, the exact amount shall be fixed by the .

- (ii) In the event of the Contractor's default continuing in this respect, the Liquidated Damages may be increased to Rs 100.00 per day for each day that default occurs up to a maximum of one percent (1%) of the Contract Amount.
- (iii) The ICAI shall deduct such amounts from the RA bill or the Retention Money of the Contractor and credit the same to the Welfare Fund constituted under these Acts. The decision of the Hyderabad ICAI in this respect shall be final and binding.

13. **The Building and Other Construction Workers (Regulation of Employment and Conditions of service) Act, 1996 (the BOCW Act) and the Building and Other Construction Workers' Welfare Cess Act, 1996 (the Cess Act)** – The Contractor shall comply the provisions of the BOCW Act and the Cess Act at its own cost and shall be responsible to pay the labour cess to the authority concerned and produce the proof thereof to the ICAI. In case the Contractor fails to pay the labour cess and consequently ICAI makes the payment of labour cess. In such eventuality, ICAI shall be entitled to deduct/recover such amount from any amount due to the Contractor.

2.3 FIRST AID

The Contractor shall provide and maintain at the Project site, in an easily accessible place, first aid supplies including an adequate supply of sterilized dressings etc. These supplies shall be kept in good order and a member of the Contractor's staff trained to carry out this shall be nominated to be in charge of the same and shall be readily available during working hours.

The Contractor shall maintain on site at all times a car, if required, shall be available to take any injured person or persons to the nearest hospital.

2.4 DRINKING WATER

The Contractor shall provide and maintain at one central location, easily accessible to labour, a sufficient supply of safe drinking water. The water supply storage container shall be no closer than 20 meters from any latrine, drain or other source of pollutions. Where water is obtained from an existing well, which is within the proximity of latrines, drains or other sources of pollutions, the well shall be properly chlorinated before water is drawn from it for drinking. All such wells shall be closed securely and be provided with a trap door that shall be dust proof and seal the opening. A reliable pump shall be fitted to each covered well. The trap door shall be kept locked and shall be opened only for cleaning and inspection, which shall be done at least once a calendar month.

2.6 LATRINES AND URINAL

- (i) The Contractor shall provide on the Project site, within accessible location, latrines and urinals.
- (ii) The calculation of the number of units which shall be provided, separately for men and women, is based on the following criteria:

	No of seats
a. Where the number of persons Does not exceed 50	2
b. Where the number of persons Exceeds 50, but does not exceed 100	3
c. Extra for every additional 100 persons	3

- (iii) If women are employed on the Project site, separate latrines, screened from those provided for men, shall be provided. They shall be clearly marked "For Women Only" in local language. A poster/symbol showing the figure of women shall be exhibited at the entrance of the latrines. These shall be an adequate water supply close to the latrines.
- (iv) The latrines and urinals for men shall be separate and screened from the women's. They shall be clearly marked "For Men Only" in local language. A poster/symbol showing the figure of a man

shall be exhibited at the entrance of the latrines. These shall be an adequate water supply close to the latrines.

(v) The latrines shall be:

a. If water borne sewage system is available, be water-flushed latrines.

Or

b. With septic Tank

(vi) The latrine structure shall be constructed of masonry or some suitable heat resistant non-absorbent material. It shall be cement plastered inside and outside at least once a calendar year. The latrine shall have thatched roofs.

2.7 DISPOSAL OF EXCRETA

The Contractor shall make arrangements for proper disposal of excreta by incineration by means of a suitable incinerator approved by the Municipal Medical Office of Health in whose jurisdiction the project site is located.

2.8 PROVISION OF SHELTER

At the project site, the Contractor shall provide, free of cost, two suitable sheds for meals, one each for men and women, to be used by the labour force. The sheds shall be roofed with thatch, as a minimum, and flooring will be provided. The sheds shall be kept clean.

2.9 CRECHES

1. The Contractor shall provide, where there are women workers employed, two huts for the use of children under the age of 6 years, who belong to these women.
2. One hut shall be used for the infant's games and where they can play. The other hut shall be used as bedroom.

The huts shall not be constructed to a lower level of construction than:

- (i) Thatched roof
 - (ii) Mud floor and dwarf walls
 - (iii) Planks spread over the mud floor and covered with matting.
3. The huts shall be provided with suitable and sufficient openings for light and ventilation.
 4. The place shall be kept neat and clean
 5. The use of the hut shall be restricted to the infants, their mothers and their attendants.
 6. Where the number of women workers is more than 25 and less than 50, the Contractor shall provide at least one Dai to look after the children of women workers.
 7. The size of the crèches may vary with the number of women workers.
 8. The crèche or crèches shall be properly maintained and necessary equipment, including toys, shall be provided.

2.10 SOLID WATER DISPOSAL

The Ministry of Environment and Forests hereby accords environmental clearance as per the Provision of Environmental Impact Assessment Notification, 1994 and the subsequent amendment Subject to strict compliance of the terms and conditions mentioned below.

Part A – SPECIFIC CONDITIONS

A. Operation phase:

1. Water harvesting system and energy conservation measures like installation of solar panels for lighting the areas outside the building should be integral part of the project design and should be in place before project commissioning.
2. The project proponent shall obtain necessary permissions from the Municipal Corporation/Water board before drawing the water from the sources for the purpose of the proposed construction activity.
3. Noise barriers shall be provided at appropriate locations so as to ensure that the noise levels do not exceed the prescribed standards.
4. The solid waste generated should be properly collected, segregated before disposal to the City municipal facility.
5. Any hazardous waste should be disposed of as per applicable Rules and norms with necessary approvals of the concerned authorities.
6. Incremental pollution loads on the ambient air quality, noise and water quality should be periodically monitored after commissioning of the project.
7. Provision for rain water harvesting has been made in the proposal. Rain water harvesting system should be operational for recharging of aquifer before project commissioning. The project should regularly monitor ground water levels and deterioration of ground water.

3. SAFETY PROCEDURES

INTRODUCTION

Safe methods of working shall be a main consideration in all operations. Contractors shall provide PMC with details of their methods of work, highlighting the safety aspects. It is the responsibility of all persons employed on this project to act responsibly to prevent accidents to themselves and to others. Notwithstanding the provisions contained herein the Contractor is not exempted from the enforcement of any Act or Rule.

1. Each Contractor is responsible for the safety of his work by:

- (i) Providing safe plant, equipment and working conditions.
- (ii) Ensuring the establishment of safe working procedures.
- (iii) Providing suitable protective equipment and clothing e.g. gloves, ear muffs and goggles.
- (iv) Providing adequate job training.
- (v) Providing fire extinguishers and first aid box.
- (vi) Reporting all accidents and dangerous occurrences, with copies to Hyderabad ICAI
- (vii) Ensuring that hazardous materials, if necessary on site, will be stored and used in a safe manner.

2. It is the duty of all persons employed on site:

- (i) To report defects in any plant or equipment to his supervisor and to cease using that equipment if it is in a dangerous condition.
- (ii) To comply with all safety procedures necessary at his place of work as defined by legislation.
- (iii) To wear the personal protective equipment required for his own safety.
- (iv) To co-operate with management in creating and maintaining a high standard of safety, health and welfare.
- (v) To familiarize themselves and comply with the agreed methods and systems for working.
- (vi) To assist management by taking all possible steps to avoid accidents.

3. Persons responsible for safety:

It remains the responsibility of each Contractor to name his Site Manager, who will be responsible for the safety of his works, and also his company safety officer along with his contact details.

3.1 SITE SAFETY POLICY

This section covers safety objectives. Detailed procedures are given in the **Site Safety Manual**.

I Safety Plan:

The Safety Plan is to be prepared by the Site Safety Officer and is to cover all of the following:

Damage Avoidance	Planning and co-coordinating all work to avoid bodily injury, property damage and loss of productive time
Detection & Correction	Establishing and maintaining a system for prompt detection and correction of unsafe practices and conditions.
Protective Equipment	Assuring the availability and use of personal protective equipment.
Inspection & Maintenance	Establishing and maintaining an effective and comprehensive inspection and maintenance system and record.
Training	Establishing and supporting an educational and job skill training designed to ensure a safe working environment.
Investigations	Investigating accidents to determine cause and take the necessary corrective action.
Control / Protection	Providing visitor control and hazard protection.
Site Security	Providing project site security.
Material Storage	Controlling the placement of materials received consistent with the traffic control pattern established.
Fire Protection	Providing fire protection in co-ordination with local authorities. The Contractor shall provide and maintain adequate fire protection in the form of barrels of water with buckets tanks, fire extinguishers, or other effective means of extinguishing fire, ready for instant use. The Contractor shall follow the instructions and specifications of the concerned local authorities.
Compliance to Regulations	Ensuring compliance with the laws, ordinances, rules and regulations issued or promulgated by state, local and governmental agencies.
II. Responsibilities:	
Site Safety Officer / Manager	Responsible for: the health and safety of all Site personnel. Implementing Site Safety Policy and Procedures.
	Responsibilities include : Preparing the Site Safety Plan. Obtaining a Safety plan from all Trade Contractors describing hazards particular to that trade. Ensuring that daily job site safety inspections are conducted and then forwarding a written report to PMC. Developing a fire evacuation plan.
Safety Supervisor	Before commencement of work, the CONTRACTOR shall appoint a Safety Supervisor and to submit a detailed site safety plan for hazards particular to that trade. Responsibilities include :

	<p>Providing and enforcing the use of personnel protective equipment and ensuring attendance of all employees at the regular “Tool Box”</p> <p>Taking immediate action to correct unsafe practices or conditions.</p> <p>Ensuring adequate first aid supplies are available and that there are personnel on site qualified to administer first aid.</p> <p>Ensuring that Safety Rules and Emergency Telephone numbers are posted in a prominent place.</p> <p>Ensuring all accidents are reported in a timely manner.</p>
III Accident / Incident Reports:	
Timely reporting	Any injury or injury resulting in fatality shall be reported immediately to the PMC who, in turn shall notify the same to the Hyderabad ICAI.
Injuries	Any accident involving injury is reported to PMC using the form shown in attachment.
Timely reporting	Each incident on site shall be reported as soon as possible, but of incidents no later than 24 hours after the incident. The form shown in attachment is to be used.
Note:	<p>An incident can include lost property, damaged property, injury, fire, crime etc.</p> <p>The logs are maintained and updated as needed by the PMC using the format shown in attachment.</p>
IV. Public Relations:	
Reporting	<p>All inquiries regarding any incident or accident received by the Contractor shall be reported immediately to the PMC or his Representative for appropriate action. The same shall be informed to the HYDERABAD ICAI immediately.</p> <p>Site personnel shall not discuss accidents/incidents with the media.</p>

4. SITE SAFETY MANUAL

INTRODUCTION

This manual has been divided into well-defined sections; these section provide supporting information to the checklist.

Tool Box Meetings

These meetings shall be held at the project start up time and shall continue on a regular basis; in addition, if an accident has occurred on site, a meeting should be held once the cause has been established.

A specific topic should be covered at these meetings. Each section in this manual would form a suitable topic. The contractor shall maintain the record of the meetings.

4.1 GENERAL SAFETY PRACTICES:

1. Foremen and supervisors shall insist on employees observing and obeying every rule, regulation and order as necessary for the safe conduct of work.
2. Every workman shall know how to do his job/perform his duties safely. Never take chances or use unsafe methods, tools or equipment. If you do not know how to do the job safely, ask your supervisor.
3. Take interest in your co-workers. Explain or show them the safe methods of doing the work and caution them about dangerous or unsafe acts.
4. Anyone known to be under the influence of any intoxicating substance shall not be allowed on the job.

Drugs, pills, tranquilizers etc are not be taken on the job unless written permission is obtained from a doctor.

5. No one shall knowingly be permitted or required to work while his ability or alertness is so impaired by fatigue, illness or other causes that might, unnecessarily, expose him or others to injury.
6. Fighting, quarrelling, being abusive etc. are forbidden on the job.
7. Firearms and ammunition are not be brought to the job site at any time.
8. Never throw material or equipment of scaffolding. Someone may be walking or working below.
9. "Tool Box" safety meetings shall be conducted by foremen on a regular basis. All workers on site shall be instructed on accident prevention.
10. No one shall operate equipment or use tools which have been tagged "DO NOT OPERATE" or "OUT OF ORDER" until required repairs have been made and said tag has been removed by an authorized person.
11. Notify the Safety Officer regarding use and storage of chemicals.
12. Adequate precaution shall be taken by the Contractor to ensure no materials shall be so stacked or placed, so as to cause danger or inconvenience to any person or the Public. The Contractor shall provide all necessary fencing and lights to protect public from accidents and shall be bound to bear expenses of defence of every suit, action, other proceedings of law that may be brought by any person for injury sustained owing to neglect of the above precautions to pay any damages and costs which may be awarded in any such suit action or proceedings to any such person.

4.2 PERSONAL PROTECTIVE EQUIPMENT:

Whenever there is a possibility of exposure to hazardous material or operations, personal protective equipment or devices shall be worn or used. These include (but are not limited to) hard hats, safety shoes, safety glasses and goggles, gloves, protective suits, hoods, respiratory equipment and proper hearing protection.

The Contractors at all levels will be held responsible for ensuring that workers wear proper protective equipment.

1. Hard Hats:

All personnel working in areas where there is a possible danger of head injury from impact, or from falling objects, shall be protected by protective helmets. This will be interpreted as all areas within the site boundary except inside permanent or temporary structures not under construction.

Helmets shall conform to the specifications contained in the National Standards

Employees of Contractors who are represented on the construction site, who apply for entry to the project and are not in possession of an approved hard hat, will be asked to remain at the security gate until arrangements can be made by their supervisor / foremen to obtain an approved hard hat.

2. Eye Protection:

Eye protective gear shall be used while doing work that may cause possible injury to eyes from flying particles, grinding, splashes, welding or cutting operations.

3. Safety Shoes :

All workers must use safety shoes

4. Clothing:

To be suitable for the type of work in which they are engaged.

5. Hearing protection:

Hearing protection equipment shall be used by all the workers while operating pneumatic equipment.

6. Respirators :

Whenever and wherever necessary to protect from dust, gases, hazardous chemical and vapors.

7. Safety belts :

Safety belts shall be used while working from high places.

8. Protective gloves :

To be worn as work activity may require.

9. Housekeeping:

- (i) Place debris, rubbish and waste in proper containers.
- (ii) Place and store material and equipment in designated storage areas.
- (iii) Working areas, passageways, stairs and exits shall be kept free from all debris, equipment, tools and other sharp objects.
- (iv) Avoid spilling liquids. Wipe off spills immediately.
- (v) Use safety cans to store flammable liquids.
- (vi) Sharps objects protruding from timber from panels etc are to be pulled or bent over.
- (vii) Debris and combustible scarp shall be disposed off on a regular basis and not allowed to accumulate.

4.3 LADDERS:

- 1. Select the right ladders for the job. Do not use a too long or too short ladder. Do not splice two ladders together. Do not use lightweight or household ladders in a heavy construction job. Do not use metal ladders near electrical circuits, fixtures or power lines.
- 2. Check the condition of ladder for cracked or split rails; for missing or broken steps, cleats, rungs, treads or U-shapes; for sharp edges or splinters.
- 3. If any of the above conditions exist, withdraw the ladder from use and fix it at once if possible if it cannot be fixed, destroy it. Every ladder should have identification tags, records of maintenance and inspection must be maintained.
- 4. Use ladder safely. Place it with care; do not lean it against a movable object. Make sure it is not placed on a loose object or uneven footing. Do not place it too close to a wall. The horizontal distance from wall to the foot of the ladder should never be less than 1.4 times the length and it should extend at least 36 inches above the upper horizontal edge. Tie ladder with rope or wire. If wire is used, be careful to protect users from injury.
- 5. Only one person at a time shall be permitted on a ladder.
- 6. Always face the ladder and grasp the side rails or rungs with both hands when ascending and descending.
- 7. Do not carry tools or material when going up or down ladders. Use a bucket or canvas bag on a rope to haul or lower then.
- 8. Be sure the soles of your shoes are free from dirt oil and mud before using ladder.
- 9. Never work above the second rung from the top of the ladder.
- 10. Stepladders should not be over 10feet long. Do not use a stepladder as a straight ladder.

4.4 SCAFFOLDING:

- 1. Scaffold should be tubular and designed for the loads it will carry. Bamboo shall not be used as scaffold. Inspect the scaffold before use.
- 2. Scaffold planks must be tested, carefully erected and made secure to prevent slipping by using cleats or tying.
- 3. Scaffold to be braced/tied to the permanent structure at suitable intervals to prevent overturning.

4. All scaffolds shall have handrails and toe boards (minimum 4 inches height).
5. There is no such thing as a temporary scaffold.
6. Ladders should be attached for ascent and descent on scaffolds.
7. Any defects, loose knots or cracks in a scaffold plank will make that plank useless.
8. Guard rails shall be 50mm by 100mm or the equivalent, approximately 1050mm high, with a mid-rail. Supports shall be at intervals not to exceed 2400mm.
9. Any scaffold, including accessories such as braces, brackets, trusses, screw legs, ladders etc weakened from any cause shall be immediately repaired or replaced.

(a). .

4.8 ELECTRICAL:

1. Whenever possible, an electrical line should be de-energized before work is done on or near it, no matter how low the voltage. Only qualified persons should do such work. Use proper lockout tagging procedures.
2. Persons doing electrical work or working near energized circuits should wear the appropriate safety equipment.
3. All electrical equipment must be properly earthed.
4. Do not overload circuits. Do not use any extension cables that may be damaged.
5. Do not leave electrical cables where vehicles will run over them. If electrical cables must cross a roadway, use protective cross over devices
6. Only approved plugs and receptacles shall be used on all jobs.
7. All electrical work shall be according to local, state or National Electrical Codes.
8. Only licensed electricians are allowed to carry out electrical work.
9. Rubber gloves and rubber shoes/ boots of correct voltage grade shall be used.
10. Temporary supply shall be trapped from a source panel which is properly fabricated, permanently fixed and effectively earthed.
11. Live line testers and test lamp shall not be used. Usage conditions of a multi-meter with long probes are to be followed. Test lamps can be used temporarily if fitted with protective guard.
12. Makeshift connections are prohibited; **Earth Leakage Circuit Breaker (ELCB)** to be used for Portable Electrical Equipment.
13. ELCB's should be checked regularly and records maintained and Work permit system must be used wherever required.

4.9 HAND TOOLS:

1. Do not use defective tools.
2. Keep faces of hammers in good condition to avoid flying nails, bruising fingers and chipping the hammer head.
3. Hold cold chisels in such a way that the knuckles will be protected if the hammer misses the head.
4. Do not use pipe wrenches as a substitute for other wrenches.
5. Wrenches should not be altered by the addition of handle extensions.
6. Files shall be equipped with handles.
7. Do not use a screwdriver as a chisel.

8. Keep handsaws and other tools sharp and in good condition.
9. Do not lift or lower portable electrical tools by their power cords. Use a rope.
10. Guards on power hand tools must be kept in proper operating condition at all times.
11. Keep electrical cables out of water, oil or chemical.
12. Only qualified persons shall be permitted to use power activated tools. Check the other side of walls, floors, ceiling, etc. before using.
13. Do not use aluminum handled full floats or aluminum ladders where there is a possibility they may come in contact with power lines.
14. Do not use electrical tools while standing in water.
15. All electric hand tools shall be double insulated.
16. Wire cutting tools and knives shall be provided with safe handles.

4.10 WELDING AND BURNING:

1. Only experienced persons are allowed to do any electrical or acetylene welding or burning.
2. Do not weld or burn in hazardous area without written instructions.
3. Do not burn or weld where hot sparks, hot metal or severed sections could fall on cylinders, hoses, machinery, legs or feet or on flammable materials or where they could strike personnel working below.
4. Do not weld or burn barrels, enclosed tanks or other containers without making sure that nothing flammable has been stored in them or until such tanks have been made safe by filling with water or carbon dioxide under the supervision of a foreman.
5. Never strike an arc on cylinders.
6. Never use matches to light torches. Use a spark lighter or stationary pilot flame.
7. Make sure there is plenty of fresh air when welding is closed or confined places and never use oxygen for ventilation.
8. Do not overload welding cable operating with poor connection. Turn off cylinders and machinery when not in use and roll up cable and hoses.
9. Wear proper head (hard hat), eye and face protection when welding, and protect others from arc burns by using a shield, if possible, or by warning them to wear adequate protection. Welders must see that those working with them have proper head and eye protection.
10. Always refer to acetylene as "acetylene" not "gas". Refer to oxygen "oxygen" not "air".
11. Use the cylinder for its intended purposes and nothing else.
12. When cylinders are empty, turn off; remove the gauges; put the protective cap on and mark them "MT" or "Empty".
13. Always transport, store and use acetylene cylinders in a vertical position to avoid loss of acetone.
14. Protective caps shall be in place while transporting, moving and storing cylinders.
15. When cylinders are being hoisted, they shall be secured in a cradle.
16. In keeping "empties" and "full's" separate, use a chain across the storage racks and always tie the bottles.
17. Full cylinders of acetylene and oxygen should be stored at least 20 feet apart under a shelter and not exposed to sunlight.
18. Welding sets shall be properly earthed through an insulated conduit to the nearest earth.
19. Work permits system must be used for welding operators.

4.11 WORK IN CONFINED SPACES:

- When work is done in the interiors of storm drains, sewers, vaults, utility Pipelines, manholes and any other structure which might permit the Accumulation of dangerous vapors or gases, the followings precautions shall be taken:
 1. Workmen/Employees shall be instructed regarding any potential hazards.
 2. Tests for the presence of dangerous and combustible gases and adequate levels of oxygen content shall be made prior to entering a confined work area and at frequent intervals ensure safety of the workman while he is in such structure. A record of such tests will be maintained at the job site.
 3. Sources of ignition, including smoking, will not be allowed until proper tests have been made to ensure safety.
 4. When air is not suitable for breathing, approved respiratory equipment will be used. A safety line shall be attached to employee/workman and standby employee/workman shall be within call and sight ready to give assistance in case of emergency.
 5. No work shall be done in the presence of explosive gases or air unsuitable for breathing.
 6. Internal combustion engine-driven equipment shall not be operated inside buildings or confined spaces unless adequate steps have been taken to ensure protection from dangerous concentrations of gases or fumes. Some of the precautions that may provide adequate control are as follows:
 - a) Piping exhaust gases to outside atmosphere.
 - b) Ventilation which dilutes and removes gases.

4.12 WORK PERMIT SYSTEM:

1. Work permit system must be used for the following
 - (i) Electrical work
 - (ii) Working at Heights
 - (iii) Excavation & Demolition
 - (iv) Welding or hot work
 - (v) Working in confined spaces
 - (vi) Any other hazardous operation.

4.13 ENVIROMENTAL CONSIDERATION

The Contractor shall be concerned with the impact of his work upon the Environment. This applies to the effect upon the residential community, adjacent industrial facilities and upon the area outside the site boundary. Areas of concern will include but are not limited to:

1. Use of clean fuels to minimize air polluting emissions.
2. Control of other air pollutants.
3. Recovery and recycling of usable materials.
4. Control of vehicle noise
5. Control of noise from power facilities.
6. Limitation of vibrations.
7. Preservation of archaeological features.

4.14 TRAINING:

Adequate training must be provided to all supervisors; workers; CONTRACTORS etc on the safe systems of work.

4.15 DEFECTS AFTER COMPLETION AND PERFORMANCE GUARANTEE:

Any defect, shrinkage, settlement, unsound construction or other faults which may appear either in the work executed or in materials used within the "Defects Liability Period" stated in herein arising in the opinion of the from materials or workmanship not in accordance with the Contract shall upon the directions in writing of the , and within such reasonable time as shall be specified therein, be amended and made good by the Contractor, at his cost unless, the in consultation with the Hyderabad ICAI shall

decide that he ought to be paid for such amending and making good and in case of default, the Hyderabad ICAI may employ and pay another agency to amend and make good such defects, shrinkage, settlements or other faults and all damages, loss and expenses consequent thereon or incidental thereto shall be made good and borne by the Contractor and such damage, loss and expenses shall be made good recoverable from him by the Hyderabad ICAI or may be deducted by the Hyderabad ICAI upon the 's certificate in writing from the amount retained with the Hyderabad ICAI or any money due or that may become due to the Contractor, deduct from such money a sum, to be determined by the , equivalent to the cost of amending such works, and in the event the said amount retained and/or the other sums payable to the Contractor being insufficient, recover the balance from the Contractor.

The Contractor shall be held responsible for the safety of the building for a period of ten years counted from the expiry of the Defects Liability Period, provided herein, and shall be wholly and exclusively liable for any latent or patent defect or deficiency manifesting itself in the building during such period of ten years and affecting or likely to affect the safety of the building. An undertaking/performance guarantee to this effect on non judicial stamp paper of appropriate value (draft of which is attached hereto) shall be given by the Contractor.

ACCIDENT REPORT

Contract details:

Log No.....Date of accident.....Time.....Weather:.....

Project.....

Contractor:.....

Contractor's Personnel or Equipment

Name of injured employee/ workman:.....Age.....

Sex.....

Occupation:.....

Nature of injury: First Aid () Hospital () Fatality ()

Type of equipment.....

Extent of damage:.....

Other persons or property

Name of injured Party:Age..... Sex.....

Address:.....

Nature of injury: First Aid () Hospital () Fatality ()

Type of property HYDERABAD ICAI.....

Address:.....

Nature & Extent of damage:.....

Details of Accident:

Description:.....

.....

Primary Cause.....

Additional Information

whether lack of safety equipment/ breach of safety rules is the cause of accident:

.....

If so, explain:

What safety regulations are breached:.....

What corrective action has been taken by the CONTRACTOR:

.....
Reported by: Name..... Position.....
SignatureDate ..:

INCIDENT REPORT

Contract details:

Log No.....Date of incident.....Time.....
Project.....
Contractor:.....Address.....Phone.....

Lost Property/ Damaged Property/ Fire/ Visitor / Suspected Crime or Offence/ Any other unusual occurrence or condition

Contractor's Employee /workman/ Public:

Property involved :

Brief description of incident :

Police Contacted : yes/no Date/Time:

Witness: Name

Address

Phone

Reported by: Name..... Position.....
SignatureDate ..:

SECTION-IV
SPECIAL CONDITIONS OF CONTRACT

SECTION IV- SPECIAL CONDITIONS OF CONTRACT

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SECTION IV - SPECIAL CONDITIONS OF CONTRACT

1. GENERAL

1. These Special Conditions of Contract shall be read in conjunction with the General Conditions of Contract and other parts/sections of the Tender Documents. In case any provisions in these Special Conditions (given herein below) are at variance with the General Conditions and/or other sections of the Tender Documents the Special Conditions shall be deemed to take precedence there over.
2. In General Conditions and other parts of the Tender/Contract Documents, if it is stated that the Engineer-in-Charge will issue Approvals, Orders, Certificates for Payments, Completion Certificates, Drawings, Designs, Decisions and Instructions etc. this shall mean that the Engineer-in-Charge shall first obtain the same in writing from ICAI/s before issuing it to the Contractor.
3. The Contractor shall carry out and complete the said work in every respect in accordance with this Contract and with the directions of and to the satisfaction of the ICAI/. The may in his absolute discretion and from time to time, issue further drawings and/or written instructions, details, directions and explanations which are hereinafter collectively referred to as 's Instructions' in regard to:
 - (i) The variations or modifications of the designs, quality or quantity of works or the addition or omission of works or the addition or omission of substitution of any work.
 - (ii) Any discrepancy in the drawings or between the Bill of Quantities and/or drawings and/or specifications
 - (iii) The removal and/or re-execution or any works executed by the Contractor.
 - (iv) The removal from the site of any material brought thereon by the Contractor and the substitution of any other material therefor.
 - (v) The dismissal from the works of any person employed there upon.
 - (vi) The opening up of any covered works for inspection.
 - (vii) The amending and making good of any defects regarding removal of improper works and materials etc.

The Contractor shall forthwith comply and fully execute any work comprised in such 's Instruction provided always that verbal instructions, directions and explanations given to the Contractor or his representative upon the works by the shall, if involving a variation be confirmed in writing by the Contractor within 7 days to the , else such shall be deemed to be the 's Instructions within the scope of the Contract.

4. The CONTRACTOR should inspect and examine the site and its surrounding thoroughly and should acquaint himself about the nature of ground, sub-soil conditions, topography of site, existing structure(s), availability of water, food stuff, labour and other facilities, before tendering for this work. No claims shall be entertained for his failure in this matter. If any approach road or any culvert is required at site from the main road or existing approach is to be improved and maintained for cartage of his material etc., the same shall be provided, improved and maintained at his own cost by CONTRACTOR.
5. A standard benchmark with reference to which the whole work is to be carried out shall be constructed by the CONTRACTOR. The level shown on the outline drawings are with reference to standard benchmark. The CONTRACTOR shall establish reference benchmark at suitable spots. The construction and maintenance of the bench marks shall be the responsibility of the CONTRACTOR. No payments shall be made for this work. The CONTRACTOR shall set out all the works and shall be responsible, for the true and perfect setting out/layout, position, levels, dimensions etc. as shown in Drawings. Any error or mistake ever noticed during the progress of work, shall be rectified by CONTRACTOR at his own cost.
6. The Contractor shall provide and maintain at the site throughout the period of works the following at

his own cost and without extra charge, the cost being held to be included in the contract rates:-

- (i) All labour, materials, plant, equipment and temporary works required to complete and maintain the works to the satisfaction of the /HYDERABAD ICAI.
- (ii) Lighting for night work and also whenever and wherever required by the ENGINEER IN-CHARGE
- (iii) All equipment, instruments and labour required by the ENGINEER-IN-CHARGE for measurement of the works.

7. INFORMATION TO BE SUPPLIED BY THE CONTRACTOR AT THE COMMENCEMENT OF THE CONSTRUCTION

The Contractor shall submit the following information within 10 days of the date of issue of Letter of Intent/ Work Order of works:

- (i) Operational method of the site, i.e. holidays, working hours
- (ii) Temporary layout plan
- (iii) Overall schedule of the Construction
- (iv) Sub CONTRACTORs list
- (v) Security and management of the site
- (vi) Submittal schedule of the Construction drawings/shop drawings
- (vii) Time schedule of the necessary applications to the Authorities
- (viii) Time schedule of the major inspection
- (ix) Time schedule of the submittal of samples

8. The CONTRACTOR shall plan, engage, deploy his men, materials and machineries in such a way that suits best in the interest of the progress of the works and no claims on account of idle labour, manpower and machinery shall be entertained at any stage for reasons whatsoever it may be.
- (ii) The CONTRACTOR shall comply with all Safety Rules, Labour Rules, Workmen's Compensation Act, Code of Wages, 2019 Building Bye-Laws, Rules and Regulations of Local Authorities or State Government as applicable to the works. The CONTRACTOR shall bear all the Sales Tax, Royalty, Octroi, labour cess and other Taxes, charges etc., as applicable for such works.
 - (iii) The CONTRACTOR shall take all precautions to avoid all accidents by providing and exhibiting necessary Caution Boards day and night, speed limit boards, Red Flags, Red Lights and by providing barriers etc. He shall be responsible for any/all damages and accidents caused due to negligence on his part or his workers/subcontractors/Agencies working at site and to the HYDERABAD ICAIs of the adjoining areas and to traffic etc, during the execution of work.
 - (iv) During working at site, some restrictions may be imposed by ENGINEER-IN-CHARGE/SECURITY STAFF of ICAI or local authorities regarding safety and security etc. on the working and/or movement of labour, materials etc. The CONTRACTOR shall be bound to follow all such restrictions/instructions and nothing extra shall be payable on this account. No materials, machinery etc., whether belonging to ICAI or CONTRACTOR, shall be allowed to go out of the site premises without the written authority/gate pass to be issued by ICAI/ENGINEER-IN-CHARGE.
 - (v) CONTRACTOR'S attention is invited to the fact that during the currency of this contract, works on other services which are outside the scope of the work of this contract, may be entrusted for execution to other Agencies. The Contractor shall permit full access and afford all co-operation and facilities for such other agencies or departmental workmen, if any, engaged by ICAI; to carry out their part of works in the site premises. Any damage done to the existing structures during the execution of works shall be made good by the CONTRACTOR at his own cost and the rectification/ re installment /making good etc, shall conform to the standard of materials originally used on the

work and shall match with existing work in all respects to the entire satisfaction of the ARCHITETS/ENGINEER-IN-CHARGE.

- (vi) However, facilities such as power and water will be provided by the main contractor to other contractors on payment basis, based on sub-meter readings. Sub-Meters to be installed by other contractors at their own cost. Client shall deduct overall consumption charges for both water and electricity from the main contractor only.
 - (vii) The CONTRACTOR shall secure CONTRACTOR'S ALL RISK POLICY for the full contract value, Third Party Insurance and other Insurance policies as mentioned elsewhere, to cover any loss or damage to any person within the site premises and to works of other persons caused either by his own men, or his subcontractors or persons/machinery T & P deployed by him directly/indirectly. The CONTRACTOR shall keep in force all such policies at his own cost up to the expiry of the Defect Liability Period.
 - (viii) All materials to be used in the work shall be as per Specifications applicable and shall be got approved from ICAI/ARCHITECTS/S before incorporating /procuring them at site..
 - (ix) The CONTRACTOR shall bear all incidental charges for cartage to site, local carriages within the site, storage and safety custody of all materials. Suitable godowns shall be erected, at places to be indicated by ENGINEER-IN-CHARGE at site for the proper storage of all materials, for their safety against damages..
 - (x) The CONTRACTOR shall pay all charges in connection with the provision of services to the offices and stores. The CONTRACTOR shall provide and maintain at his own cost and expense adequate sanitary arrangements for the use of workmen and others in accordance with the rules and regulations of all relevant authorities at the location chosen by the .
11. (i) No compensation shall be payable to the CONTRACTOR for any damage caused by rains, lightning, wind, storm, floods, tornado, earthquake or other natural calamity during the execution of work. He shall make good all such damages at his own cost; and no claim on this account will be entertained.
- (ii) The CONTRACTOR shall remain fully responsible for safety, soundness of workmanship and water tightness of the works wherever water proofing treatment are done and shall execute a Guarantee Bond on Rs.100/- Stamp paper for any leakage/ seepage/ failure of water proofing systems for period of 10 years (Minimum).
- (iii) The CONTRACTOR shall obtain the virtual completion certificate from the ICAI/ARCHITECTS/S as soon as the works are completed as per contract and to the entire satisfaction of the HYDERABAD ICAI. The 12 months defects liability period and release of Security Deposit installments shall be reckoned from the date of virtual completion.
- (iv) No interest shall be payable on account of delay in payments of bills, release of Earnest Money deposits and/or release of Security Deposits. No interest shall accrue on Earnest Money Deposit / Security Deposits.
12. Samples
- (i) The Contractor shall submit the samples for approval. The CONTRACTOR shall submit one (1) piece of each item to the . Each piece shall be clearly and properly labeled, the approved samples shall be maintained & preserved till completion of project.
- (ii) All such samples shall be truly representative, and shall be sufficiently large to properly and accurately show the quality, texture, color and/or other pertinent characteristics of the finished work or installation(s). In all cases, the finished work shall exactly match the sample in each and every respect.
13. Coordination of Work:
- (i) The CONTRACTOR shall consult all appropriate Drawings and Specifications in order to carry out all aspects and phases of the installation (s) without interference to other portions of the work, and shall

verify all dimensions, details, locations, etc. with the Drawings and/or Specifications of all other Divisions where appropriate.

- (ii) Minor changes in the routing of piping conduit and/or in the location of equipment to avoid conflict with other Divisions may be required without additional cost to the ICAI. If such changes do not constitute a modification in the intent of the system or installation(s), conflicts of this nature shall be resolved in the field. In all cases, however, interpretation of what constitutes a modification in the intent of the system or installation(s) shall be made.
- (iii) Major alternations, deletions, additions and/or questions of intent shall be referred in advance, and in writing, to the for a decision.

14. Cutting and Repairing Openings:

- (i) The CONTRACTOR shall cooperate with work to be done under other sections and Divisions by providing full information in advance as to openings required in walls, slabs and footings for all piping, duct, conduit and equipment, including information on the proper positioning of sleeves.
- (ii) Any drilling or cutting required to carry out work under this contract shall be the responsibility of the CONTRACTOR, and the cost thereof shall be borne by him.
- (iii) The CONTRACTOR shall pay any additional costs that may be required for cutting any holes as a result of the incorrect positioning of sleeves. All holes through existing concrete shall be core drilled or saw cut. The CONTRACTOR shall seek and obtain the prior written approval of the before drilling or cutting any holes in existing Surface of Wall/Slab/Column/Beam etc.
- (iv) It shall be the responsibility of the CONTRACTOR to ascertain that all chases and openings are properly located.

15. Cleaning and Protection:

- (i) The CONTRACTOR shall keep the work clean and free of waste. All materials delivered to the job site shall be promptly stored in an approved area to minimise congestion or interference with other trades or with the orderly progress of the work.
- (ii) Debris of any kinds shall be removed from the exterior and interior of all equipment, piping, conduit, junction boxes, ductwork, accessories and appurtenances upon completion of the work, and prior to the operation of any system and/or final inspection or and testing.
- (iii) The CONTRACTOR shall provide for the safety and good condition of any and all equipment and/or materials until final acceptance.
- (iv) The CONTRACTOR shall protect all materials and equipment from damage, provide adequate and proper storage facilities during the progress of the work, and take special care to provide proper protection for bearings, open connections, etc.

16. Shop Drawings

The Contractor shall prepare detailed shop drawings and obtain necessary approval from Engineer-in-Charge, before execution of items of work such as Aluminium Works, Stainless Steel Works, M.S. Works, Fabrication, etc.

17. As Built Drawings

The CONTRACTOR shall submit 2 sets of As Built Drawings and the floppies for all trades of work to the ENGINEER-IN-CHARGE for his approval along with the Final Bill.

18. Permissions and Licences

The CONTRACTOR shall be responsible for obtaining all due sanctions and the completion certificate of the building from the statutory authorities before or within one month of the virtual completion of the building. He will be provided all requisite assistance by the ICAI and , but will be reimbursed only for legal & valid receipts produced against above sanctions. The ICAI will entertain no claims without official

receipts. For disposal of malwa, etc., permission required from local authorities, if any, shall be taken by contractor at his own cost.

19. Secrecy

- (i) The details, information, drawings, specification of material etc. being provided therein are the absolute and exclusive property of the ICAI.
- (ii) The Contractor is required to keep all the information / details / drawings / materials specifications confidential and to maintain secrecy.
- (iii) No information relating to the works shall be copied or otherwise reproduced in any way or conveyed to any third party except as may be essential for proper execution of the works or with the prior written consent of .
- (iv) All contract documents and any other further information deemed relevant by the together with all copies of the same made by Contractor, his subcontractors and suppliers, other concerned with the Works and authorized third parties shall be returned by Contractor to the ICAI upon completion, termination or abandonment of the Contract.
- (v) Neither the Contractor nor his subcontractors, suppliers or any third party shall display any signboards or other form of advertisement at or near the site, until and unless approved by ICAI / .
- (vi) Neither the Contractor nor his Sub-CONTRACTORS, suppliers or any third party shall use or permit to be used any details of the works in any form of publicity or advertisement in any part of the world.
- (vii) Photographic equipment shall not be taken on or near the site and the taking of photographs at or near the site is strictly forbidden until and unless permitted by ICAI / s in the interest of the project.

The Contractor shall incorporate into any Sub-contract or Supply Agreements in connection with the works a clause imposing upon the Sub-CONTRACTOR or supplier the same obligations as are imposed upon the Contractor by this clause.

2. TAXES, DUTIES AND INSURANCE

The Tenderer shall include all Government taxes, duties, cess, charges such as WCT, GST, Labor cess etc in the bid price. All expenses towards insurance costs to be included in the bid price.

3. ACCESS TO SITE AND ENVIORNMENT

The Contractor shall acquaint himself with the proposed site of work, conditions at worksite, its sub-soil strata, underground water table and its approach roads to the site of work, plot boundaries and other site environment before filling quotations. For carriage of materials to the work site preparation of new approach road or repair to existing is required , it would be done by the contractor at his own cost for which nothing extra shall be payable.

4. Supply, Installation, Testing & Commissioning PROGRAMME

The Contractor shall submit detailed construction program within first week of allotment of work showing bar chart, progress of work, financial flow, decision required and the no of skilled unskilled labours to be provided.

5. RATES

Rates quoted in the BOQ shall be inclusive of all taxes, leads, lifts, handling costs, transportation, local or outstation, wastage etc.

In case any activity, though specifically not covered in description of Bill of Quantities, but is required to complete the work as per scope of work, scope of supply, specifications, standards, drawings, General Conditions of contract, special conditions of contract or any other part of tender documents, the quoted rates shall be deemed to be inclusive of cost incurred for all such activities.

6. COMPLIANCE TO GOVERNMENT REGULATIONS AND BUILDING BYE LAWS

- 13.1 The work shall be carried out in the manner complying in all respects with requirements of relevant Bye-laws of the local body under the jurisdiction of which the work is to be executed or as directed by Project Engineer ICAI and nothing extra shall be payable on this account.
- 13.4 The contractor shall comply with proper and legal orders and directions of the local or public authority or municipality and abide by their rules and regulations and pay all fees and charges which may be liable.
- 13.5 The contractor shall give due notices to Municipal, Police and / or other authorities that may be required under the law /rules under force in the area and obtain all requisite licenses for temporary obstructions/enclosures and pay all charges which may be leviable on account of his execution of work under the agreement. Nothing extra shall be payable on this account.
- 13.6 The contractor shall comply with bye laws of Fire Fighting Department, wherever required, & obtain a certificate of completion from them. No extra claim shall be admissible on this account.

7. MATERIAL SUPPLIED BY ICAI

No material will be supplied/issued by the ICAI. The contractor will have to arrange all the materials required for the work including all costs such as transportation, taxes etc.

ADDITIONAL CONDITIONS

1. INSPECTION AND TESTING

The ICAI shall carry out inspection and testing at manufacturer's works for items such as water treatment plant, electrical panels & pumps covered under this contract. No equipment shall be delivered without prior written confirmation from PMC. In case factory inspection is carried out then all travelling and lodging expenses shall be borne by Hyderabad ICAI for maximum two persons. All expenses related to testing shall be to Contractor account. Tests on site for completed works shall demonstrate the following, among other things.

That the equipment installed complies with specification in all respects.

That all items operate efficiently and quietly to meet the specified requirements.

That all electrical circuits are correctly protected and that protective devices are properly coordinated.

The contractor shall provide all necessary instruments and labour required for testing, shall make adequate records of test procedures and readings, shall repeat any tests requested by the PMC and shall provide test certificate signed by a properly authorized person. Such test shall be conducted on all materials and equipments and tests on completed work as called for by the PMC at contractor's expenses unless otherwise called for.

If it is proved that the installation or part thereof is not satisfactorily carried out, then the contractor shall be liable for the rectification and retesting of the same as called for by the PMC whose decision as to what constitutes a satisfactory test shall be final.

The above general requirements as to testing shall be read in conjunction with any particular requirements specified elsewhere.

2. SHOP DRAWINGS

All the shop drawings shall be prepared on computer through Autocad System based on Architectural Drawings, site measurements and Interior Designer's Drawings. Within four weeks of the award of the contract, contractor shall furnish, for the approval of the /, two sets of detailed shop drawings of all equipments. These shop drawings shall contain all information required to complete the Project as per specifications and as required by the Architect / / ICAI's site representative. These Drawings shall contain details of Equipment's Specifications, installation, size, arrangement, operating clearances, performance characteristics and capacity of all items of equipment, also the details of all related items

of work by other contractors. Each shop drawing shall contain tabulation of all measurable items of equipment/materials/works and progressive cumulative totals from other related drawings to arrive at a variation-in-quantity statement at the completion of all shop drawings. Minimum 5 sets of drawings shall be submitted after final approval along with CD.

Shop drawings shall be submitted for approval four weeks in advance of planned delivery and installation of any material to allow Architect/ ample time for scrutiny. No claims for extension of time shall be entertained because of any delay in the work due to his failure to produce shop drawings at the right time, in accordance with the approved programme.

Manufacturer's drawings, catalogues, pamphlets and other documents submitted for approval shall be in four sets. Each item in each set shall be properly labelled, indicating the specific services for which material or equipment is to be used, giving reference to the governing section and clause number and clearly identifying in ink the items and the operating characteristics. Data of general nature shall not be accepted.

Samples of all materials like pipes, insulation, control wires etc shall be submitted to the ICAI's site representative prior to procurement. These samples shall be submitted in two sets for approval and retention by ICAI's site representative and shall be kept in their site office for reference and verification till the completion of the Project. Wherever directed a mockup or sample installation shall be carried out for approval before proceeding for further installation.

Approval of shop drawings shall not be considered as a guarantee of measurements or of building dimensions. Where drawings are approved, said approval does not mean that the drawings supersede the contract requirements, nor does it in any way relieve the contractor from any responsibility or requirement to furnish material and perform work as required by the contract.

Where the contractor proposes to use an item of equipment, other than that specified or detailed on the drawings, which requires any redesign of the structure, partitions, foundation, piping, wiring or any other part of the mechanical, electrical or architectural layouts; all such re-design, and all new drawings and detailing required therefor, shall be prepared by the contractor at his own expense and got approved by the Architect// ICAI's site representative. Any delay on such account shall be at the cost and consequence of the Contractor.

Contractor shall prepare coordinated services shop drawings based on the drawings prepared by Electrical Contractors to ensure adequate clearances are available for installation of services for each trade.

Where the work of the contractor has to be installed in close proximity to, or will interfere with work of other trades, he shall assist in working out space conditions to make a satisfactory adjustment. If so directed by the ICAI's site representative, the contractor shall prepare composite working drawings and sections at a suitable scale, not less than 1:50, clearly showing how his work is to be installed in relation to the work of other trades. If the Contractor installs his work before coordinating with other trades that may cause any interference with work of other trades, he shall make all the necessary changes without any extra cost to the ICAI.

Within two weeks of approval of all the relevant shop drawings, the contractor shall submit four copies of a comprehensive variation in quantity statement, and itemized price list of recommended (by manufacturers) imported and local spare parts and tools, covering all equipment and materials in this contract. The PMC shall make recommendation to ICAI for acceptance of anticipated variation in contract amounts and also advise ICAI to initiate action for procurement of spare parts and tools at the completion of project.

3. ACCESSIBILITY

The Contractor shall verify the sufficiency of the size of the shaft openings, clearances in cavity walls and suspended ceilings for proper installation of his piping and other ancillaries. His failure to communicate insufficiency of any of the above shall constitute his acceptance of sufficiency of the same. The Contractor shall locate all equipment which must be serviced, operated or maintained in

fully accessible positions. The exact location and size of all access panels, required for each concealed, valve or other devices requiring attendance, shall be finalized and communicated in sufficient time, to be provided in the normal course of work, failing which the Contractor shall make all the necessary repairs and changes at his own expense. Access panel shall be standardised for each piece of equipment / device / accessory and shall be clearly nomenclature / marked.

4. COMPLETION OF INSTALLATION

On completion of the installation, a certificate shall be furnished by the contractor, counter signed by the licensed supervisor, under whose direct supervision the installation was carried out. This certificate shall be in the prescribed form as required by the local authority.

The contractor shall be responsible for getting the entire electrical installation duly approved by the local authorities concerned, and shall bear expenses if any, in connection with the same.

5. COMPLETION DRAWINGS

Contractor shall periodically submit completion drawings as and when work in all respects is completed in a particular area. These drawings shall be submitted in the form of two sets of CD's and four portfolios (300 x 450 mm) each containing complete set of drawings on approved scale indicating the work as - installed. These drawings shall clearly indicate complete plant room layouts, piping layouts, location of wiring and sequencing of automatic controls, location of all concealed piping, valves, controls, wiring and other services. Each portfolio shall also contain consolidated control diagrams and technical literature on all controls. The contractor shall keep one set of these consolidated control diagrams in glass frame, in the plant room.

6. OPERATING INSTRUCTION& MAINTENANCE MANUAL

Upon completion and commissioning of WORK, the contractor shall submit a draft copy of comprehensive operating instructions, maintenance schedule and log sheets for all systems and equipment included in this contract. This shall be supplementary to manufacturers' operating and maintenance manuals. Upon approval of the draft, the contractor shall submit four (4) complete bound sets of typewritten operating instructions and maintenance manuals; one each for retention by and ICAI's site representative and two for ICAIs Operating Personnel. These manuals shall also include basis of design, detailed technical data for each piece of equipment as installed, spare parts manual and recommended spares for 4 year period of maintenance of each equipment.

Preventive Maintenance Schedule for each equipment / panel shall be submitted along with Operation and Maintenance Manual.

7. ON SITE TRAINING

Upon completion of all work and all tests, the Contractor shall furnish necessary operators, labor and helpers for operating the entire installation for a period of fifteen (15) working days of ten (10) hours each, to enable the ICAI's staff to get acquainted with the operation of the system. During this period, the contractor shall train the ICAI's personnel in the operation, adjustment and maintenance of all equipment installed.

SECTION - V

TENDER FORM & APPENDIX TO TENDER FORM

SECTION V- TENDER FORM & APPENDIX TO TENDER FORM

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SECTION - V: TENDER FORM & APPENDIX TO TENDER FORM

TENDER FORM

To

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

Dear Sir:

I/We do hereby tender for the execution of the work specified in the underwritten memorandum within the time specified at the rates therein and in accordance with & in all respects as per the specifications, drawings, designs and instructions supplied by you, which I/We have read very carefully.

MEMORANDUM:

Supply, Transportation, erection, testing and commissioning of Electrical Items, ELV works, LAN, CCTV, PA Systems & DG Set as mentioned in BOQ for the new Class Rooms & ITT lab as per BoQ of the Tender

I/We hereby distinctly and expressly declare and acknowledge before the submission of my/our tender, I/We have carefully followed the instructions and read the specifications and read the schedule of quantities, examined the drawings and clearly understood all the conditions of tender. I/We have also seen the location where the said work is to be done and made such investigations of the work required to enable me/us to complete the work successfully.

Should this tender be accepted in whole or in part, I/We hereby agree to abide by and fulfill all the terms and conditions annexed hereto.

I/We also agree to furnish the required deposits in the form and shape as stipulated in tender documents.

I/We agree to keep the offer open for 90 days from the date of opening of Bid.

I/We accept that you are not bound to accept the lowest tender or bound to assign any reason for rejecting my/our tender.

Please find attached herewith Demand Draft No. _____ dated _____ drawn on _____(Bank) for Rs. _____/- against the Earnest Money Deposit and Demand Draft No. _____ dated _____ drawn on _____(Bank) for Rs. _____/- against Tender form cost.

Please also find attached my / our income tax, GST certificates, etc., audited balance sheet for last five years starting from FY 16-17 , company profile deed and other documents as requested.

We understand and accept the Payment Terms as stipulated in the General / Special Conditions of tender documents.

Yours faithfully,

Name of the Partner /Officer of company

Signature of Partner / Officer of company

Seal of company

Date:_____.

APPENDIX TO THE FORM OF TENDER

Sl No.	Clause No.	Brief Description of Clause
1.	Name of Work	Supply, Transportation, erection, testing and commissioning of Electrical Items, ELV works, LAN, CCTV, PA Systems & DG Set as mentioned in BOQ for the new Class Rooms & ITT lab as per BoQ of the Tender
2.	Cost of Tender Document	Rs.1000/- (Non-refundable) plus 18% GST in the form of DD/pay order in favour of Secretary The Institute of Chartered Accountants of India payable at Delhi
3.	Earnest Money Deposit	In the form of DD/ Pay Order for an Amount of Rs 200,000/- (Two Lakhs only) in favour Secretary The Institute of Chartered Accountants of India payable at Delhi
4.	Validity of the BID	90 days
5.	Commencement of work	Within 18 days from the date of Letter of Intent/ Work Order or handing over of site, whichever is later.
6.	Time of Completion inclusive of holidays & rainy period.	3 Months
7.	Signing of Contract Agreement	Within 15 days of issue of Letter of Intent/ Work Order
8.	Security Deposit/	Earnest Money Deposit (EMD) submitted by the Contractor and Retention Money to be deducted @ Ten percent (10%) of Contract Value from each RA bill shall constitute Security Deposit/Performance Security.
9.	Performance Bank Guarantee	The successful Bidder shall be required to furnish within 7 days of acceptance of his bid, Bank guarantee towards performance security which should not be less than the 10% of the Annual Contract value whichever is higher, with the ICAI in the manner indicated in General Conditions of Contract. In case, the successful Bidder fails or refuses to sign the agreement or furnish the bank guarantee within the period as indicated above, the earnest money shall be forfeited
10.	Release of Security Deposit/Performance Security	Security Deposit/Performance Security shall be refunded after completion of Defect Liability Period. Whereas Performance Bank Guarantee as extended time to time shall be released after expiry of claim period.
11.	Additional Performance Security against low quoted items	Additional Performance Security Amount will be as given in the Tender Documents. This will be released as per provision in the Tender Documents.
12.	Retention Money	10% of Contract Value to be deducted from each RA bill.
13.	Insurance	<p>➤ Contractor's All Risk Insurance Policy to inter alia cover the following:</p> <ul style="list-style-type: none"> Contract Price plus 10% for the period of completion of the works + defect liability period. Civil commotion, riots, war, earth quake, terrorist attack and other disturbances.

		<ul style="list-style-type: none"> • All Plant and machinery owned by the Contractor for the project. • Damage insurance against loss or damage by fire or any other disaster to the works during construction until its completion. <p>➤ Workmen Compensation Policy to be taken by contractor.</p> <p>➤ Third Party Insurance Policy</p> <p>➤ Any other insurance policy not referred above but mandatory to indemnify ICAI against all types of losses.</p>
14.	Running Account Bills	Max. two bills per month will be entertained.
15.	Payment of Running Account Bills	<p>Within 21 (twenty one) working days from the date of submission of bill, if found in order.</p> <p>All bills along with measurements to be checked by PMC/ Architect. However, if the ICAI feels, they may get it cross-checked.</p>
16.	Final Bill	Contractor to submit the final bill within 30 days of issue of virtual completion certificate. PMC / Architect to certify in next 30 days. ICAI to release payment in next 30 days.
17.	Taxes and Duties	All Government taxes and duties such as WCT, GST, Labor cess etc. to be included in the bid price except GST which will be paid extra.
18.	Freight, Insurance, Packing, Forwarding, Loading & Unloading	To be included in the bid price.
19.	Quantity Variation	The Quantity mentioned in BOQ can vary up to any extent on either side. Any item can be deleted. Nothing extra shall be paid on this account in the rate quoted.
20.	Escalation	No Escalation shall be payable during the contract period, whatsoever may be the reason.
21.	Electricity & Water	Electricity, drinking water and water for construction to be arranged by CONTRACTOR at his own cost.
22.	Period of Maintenance/ Defect Liability Period/Warranty	12 (twelve) Months from date of issue of completion certificate by Architect/PMC. Warranty to be given for 10 years for no leakage including defect liability period.
23.	Liquidation Damages	0.5 % of Contract Value per week of delay.

- If the rates for altered, substituted or additional work are not specifically provided in the tender, then such rates will be derived from the rates for a similar class of work as specified in the tender.
- If the rates of altered, substituted or additional work cannot be determined in the manner specified above, then the rates of such items of work shall be computed based on the Analysis of Rates as provided in CPWD, Analysis of Rates (latest edition). Water & Electricity charges even if provided in the analysis will not be allowed since same are deemed to be included in the 15% (Fifteen Percent) to be added towards establishment, overheads, water and electricity, POL charges, contingency and CONTRACTOR profit, tool and tackles etc.

- If the rates for the altered, substituted or additional work cannot be determined in the manner specified above, then the rates for the same shall be decided based on actual cost to the CONTRACTOR at site including labour (for which CONTRACTOR shall produce sufficient proof) plus 15% to towards establishment, overheads, water and electricity, POL charges, contingency and Contractor's profit, tool and tackles etc cover profits & overheads of CONTRACTOR.

(Signature of the Authorized person) Designation:

.....

Date: Name of the firm:

.....

(Official Seal)

Address:.....

SECTION - VI

EVALUATION FORMATS

SECTION - VI: EVALUATION FORMATS

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SECTION VI - EVALUATION FORMATS

FORM 'A'

FINANCIAL INFORMATION

I. Financial Analysis - Details to be furnished duly supported by figures in balance sheet/ profit & loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Year	Profit/ Loss	Turnover	Remarks
2016-17			
2017-18			
2018-19			
2019-20			
2020-21			

II. Financial arrangements for carrying out the proposed work:

Signature of Chartered Accountant with Seal

Signature of Tenderer(s).

FORM "B"

FORM OF BANKERS' CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information that
M/s./Sh.....having marginally noted address customer of
our bank are/is respectable & can be treated as good for any engagement up to a limit of
Rs.....
(Rupees.....)

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)

For the Bank

NOTE

- (1) Bankers certificates should be on letter head of the Bank, sealed in cover addressed to tendering authority.
- (2) In case of partnership firm, certificate should include names of all partners as recorded with the bank.

FORM 'C'
DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED DURING THE
LAST FIVE YEARS ENDING LAST DAY OF THE MONTH

S. No.	Name of work/project and location	Owner or sponsoring organization	Cost of work in crores of rupees	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation/ arbitration cases pending/ in progress with details*	Name and address/ telephone number of officer to whom reference may be made	Remarks
1	2	3	4	5	6	7	8	9	10

* Indicate gross amount claimed and amount awarded by the Arbitrator.

Signature of Bidder(s)

FORM 'D'
PROJECTS UNDER EXECUTION OR AWARDED

S.No.	Name of work/project and location	Owner or sponsoring organization	Cost of work in crores of rupees	Date of commencement as per contract	Stipulated date of completion	Upto date percentage progress of work	Slow Progress if any and reasons thereof	Name and address/ telephone number of officer to whom reference may be made	Remarks
1	2	3	4	5	6	7	8	9	10

Certified that the above list of works is complete and no work has been left out and that the information given is correct to my knowledge and belief.

Signature of Bidder(s)

FORM 'E'

PERFORMANCE REPORT OF WORKS REFERRED TO IN FORMS "C" & "D"

1. Name of work/project & location
2. Agreement no.
3. Estimated cost
4. Tendered cost
5. Date of start
6. Date of completion
 - (i) Stipulated date of completion
 - (ii) Actual date of completion
7. Amount of compensation levied for delayed completion, if any
8. Amount of reduced rate items, if any
9. Performance Report
 - (1) Quality of work Very Good/Good/Fair/Poor
 - (2) Financial soundness Very Good/Good/Fair/Poor
 - (3) Technical Proficiency Very Good/Good/Fair/Poor
 - (4) Resourcefulness Very Good/Good/Fair/Poor
 - (5) General Behaviour Very Good/Good/Fair/Poor

Dated:

Executive Engineer or Equivalent

FORM "F"

STRUCTURE & ORGANISATION

1. Name & address of the bidder
2. Telephone no./Telex no./Fax no.
3. Legal status of the bidder (attach copies of original document defining the legal status)
 - (a) An Individual
 - (b) A proprietary firm
 - (c) A firm in partnership
 - (d) A limited company or Corporation
4. Particulars of registration with various Government Bodies (attach attested photocopy)

Organisation/Place of registration

Registration No.

- 1.
- 2.
- 3.
5. Names and titles of Directors & Officers with designation to be concerned with this work.
6. Designation of individuals authorized to act for the organization
7. Was the bidder ever required to suspend construction for a period of more than six months continuously after he commenced the construction? If so, give the name of the project and reasons of suspension of work.
8. Has the bidder, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.
9. Has the bidder, or any constituent partner in case of partnership firm, ever been debarred/black listed for tendering in any organization at any time? If so, give details

10. Has the bidder, or any constituent partner in case of partnership firm, ever been convicted by the court of law? If so, give details.

11. In which field of Civil Engineering construction the bidder has specialization and interest?

12. Any other information considered necessary but not included above.

Signature of Bidder(s)

FORM 'G'

DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THE WORK

S.No.	Designation	Total number	Number available for this work	Name	Qualifications	Professional experience and details of work carried out	How these would be involved in this work	Remarks
1	2	3	4	5	6	7	8	9

Signature of Bidder(s)

Form H

S.No.	Name of Equipment	Age of Equipment	Number of Equipment	Capacity of Equipment	Condition	Ownership of Equipment	Remarks

Signature of Bidder(s)

FORM "I"

Statement of Arbitration and Disputes

S.No.	Name of work /project and location	Name and address/telephone number of officer to whom reference may be made	Name of client	Cost of work in crores	Nature of dispute	Award of Arbitration	Remarks

Signature of Bidder(s)

SECTION - VII
FORM OF AGREEMENT

SECTION - VII

ARTICLES OF AGREEMENT

This Agreement is made on this the ____ day of ____ 20_ at _____

BETWEEN

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA, a statutory body set up by an Act of Parliament namely The Chartered Accountants Act, 1949, having its Head Office at 'ICAI Bhawan', P.O. Box No. 7100, Indraprastha Marg, New Delhi – 110002, (HEREINAFTER referred to as 'ICAI') which expression shall, wherever the context so admits, mean and include its successors, assignees, etc. of the ONE PART;

AND

_____, represented by its authorized signatory _____, (HEREINAFTER referred to as "THE CONTRACTOR") which expression shall, wherever the context so admits, mean and include its partners, successors, representatives, assignees, executors, administrators etc. of the OTHER PART.

WHEREAS

- A. The ICAI is desirous that Installation of Electrical Items at "ICAI Premises, Balanagar, Hyderabad" (hereinafter referred to as 'Contract Work') should be executed as mentioned, enumerated or referred to in the tender including Press Notice Inviting Tender, General Conditions of the Contract, Special Conditions of the contract, Specifications, Drawings, Plans, Time Schedule of completion of jobs, Schedule of Quantities and Rates, Agreed Variations, other documents and has called for Tender.
- B. The Contractor has inspected the site and surroundings of the work specified in the tender documents and has satisfied himself by careful examination before submitting his tender as to the nature of the site and local conditions, the quantities, nature and magnitude of the work, the availability of labor and materials necessary for the execution of work, the means of access to site, the supply of power and water thereto and the accommodation he may require and has made local and independent enquiries and obtained complete information as to the matters and things referred to or implied in the tender documents or having any connection therewith, and has considered the nature and extent of all the probable and possible situations, delays, hindrances or interferences to or with the execution and completion of the work to be carried out under the contract, and has examined and considered all other matters, conditions and things and probable and possible contingencies, and generally all matters incidental thereto and ancillary thereof affecting the execution and completion of the contract work and which might have influenced him in making his tender and has offered to execute the contract work.
- C. The tender documents including the ICAI's Press Notice Inviting Tender, Instruction to bidder, General conditions of contract, Special Conditions of Contract, Schedule of Quantities and Rates, General obligations, Specifications, Drawings, Plan, Time Schedule for completion of work, Letter of Acceptance of Tender, Letter of Intent and any Statement of Agreed Variations and all or any appendices, copies of which hereto annexed along with such amendments as may be confirmed or instructions as may be issued from time to time by the ICAI shall form part of the contract though separately set out and are included in the expression 'Contract' wherever herein used.
- D. The tender documents shall be taken as complementary and mutually explanatory of one another, but in the case of ambiguities and discrepancies shall take precedence in the order set out below:
 - 1. This Form of Agreement
 - 2. The Letter of Intent/ Work Order

3. The said bid and Appendix
4. The Bill of Quantities
5. The Technical Specifications
6. The Tender Drawings
7. Special Conditions of Contract
8. General Conditions of Contract
9. Form of Bank Guarantees

AND WHEREAS:

The ICAI accepted the tender of the Contractor for executing the contract work(s), conveyed vide letter no _____, dated _____, at the rate(s) stated in the Schedule of quantities for the work and accepted by the ICAI (hereinafter referred to as the 'Schedule of Rates') upon the terms and subject to the conditions of the contract.

NOW THIS AGREEMENT WITNESSTH AND IT IS HEREBY AGREED AND DECLARED AS FOLLOWS:

1. That in consideration of the payment of Rs. _____/- (Rupees _____ only), hereinafter referred to as the 'Contract Price', to be made by the ICAI to the Contractor for the work to be executed by him, the Contractor hereby covenants with the ICAI that the Contractor shall and will duly provide, execute and complete and remedy any defects therein and shall do and perform all other acts and things in conformity in all respects with the provisions of the Contract or described therein or which are to be implied therefrom or shall be reasonably necessary for the completion of the said works and at the said times and in the manner and subject to the terms and conditions or stipulations mentioned in the contract.
2. That the contract work shall be completed within months from the date of handing over the site to the Contractor or from the day of the receipt by the Contractor, the work order issued, whichever is later, according to the rate of progress indicated in the programme chart enclosed to the work order, or within such period specifically agreed to by the ICAI's in writing towards extension of time in consultation with the ICAI.
3. The Earnest Money Deposit (EMD) of Rs. _____Lakh submitted by the Contractor and Retention Money to be deducted @ Ten percent (10%) of Contract Value from each RA bill shall constitute Security Deposit/Performance Security, for due performance of his obligation under this contract.

The Performance Security/Security Deposit will be released upon expiry of Defect Liability Period of 12 months which will be counted from the date of virtual completion of work or two months from the date of latest rectification of work, whichever is later.

4. REPRESENTATIONS AND WARRANTIES

The Service Provider represents and warrants to ICAI that:

- m) It is duly organized and validly existing under the laws of India, and has full power and authority to execute and perform its obligations under this Agreement and to carry out the transactions contemplated hereby;
- n) It has taken all necessary corporate and other actions under laws applicable to its business to authorize the execution and delivery of this Agreement and

to validly exercise its rights and perform its obligations under this Agreement;

- o) From the Effective Date, it will have the financial standing and capacity to undertake the Project in accordance with the terms of this Agreement;
- p) In providing the Services, it shall use reasonable endeavors not to cause any unnecessary disruption to ICAI's normal business operations
- q) This Agreement has been duly executed by it and constitutes a legal, valid and binding obligation, enforceable against it in accordance with the terms hereof, and its obligations under this Agreement shall be legally valid, binding and enforceable against it in accordance with the terms hereof;
- r) The information furnished in the tender documents and as updated on or before the date of this Agreement is to the best of its knowledge and belief true and accurate in all material respects as at the date of this Agreement;
- s) The execution, delivery and performance of this Agreement shall not conflict with, result in the breach of, constitute a default by any of the terms of its Memorandum and Articles of Association or any Applicable Laws or any covenant, contract, agreement, arrangement, understanding, decree or order to which it is a party or by which it or any of its properties or assets is bound or affected;
- t) There are no material actions, suits, proceedings, or investigations pending or, to its knowledge, threatened against it at law or in equity before any court or before any other judicial, quasi-judicial or other authority, the outcome of which may result in the breach of this Agreement or which individually or in the aggregate may result in any material impairment of its ability to perform any of its material obligations under this Agreement;
- u) It has no knowledge of any violation or default with respect to any order, writ, injunction or decree of any court or any legally binding order of any Government Instrumentality which may result in any Adverse Effect on its ability to perform its obligations under this Agreement and no fact or circumstance exists which may give rise to such proceedings that would adversely affect the performance of its obligations under this Agreement;
- v) It has complied with Applicable Laws in all material respects and has not been subject to any fines, penalties, injunctive relief or any other civil or criminal liabilities which in the aggregate have or may have an Adverse Effect on its ability to perform its obligations under this Agreement;
- w) It and its personnel, have the necessary experience, skill, knowledge and competence to perform the Services;
- x) No sums, in cash or kind, have been paid or shall be paid, by it or on its behalf, to any person by way of fees, commission or otherwise for entering

into this Agreement or for influencing or attempting to influence any officer or employee of ICAI in connection therewith.

4. PERFORMANCE GUARANTEE

The Service Provider has furnished Performance Bank Guarantee No. _____ dated _____ for Rs. (Rs. only), issued by _____ with validity up to _____ in favour of the Secretary, the Institute of Chartered Accountants of India, New Delhi for due performance of its obligations under this contract. In case of extension of contract, the Service Provider shall extend the Bank Guarantee covering the extended period. No interest shall be payable on Performance Bank Guarantee.

5. Forfeiture of Security Deposit and Performance bank Guarantee

Security Deposit and Performance Bank Guarantee is liable to be forfeited in case the Contractor/ Service Provider fails to honor the contract or refuse to comply with any or all the terms and conditions of the contract.

In addition to other provisions and conditions mentioned herein, the Security Deposit/Performance Bank Guarantee shall liable to be forfeited in following cases also:

- a) If the Contractor/ Service Provider changes the rates of contract during the contract period
- b) If the Contractor/ Service Provider bidder withdraws its/his offer during the period of agreement.
- c) If the Contractor/ Service Provider bidder refuses/fails to execute the Agreement.
- d) If the Contractor/ Service Provider bidder fails to perform the work to the satisfaction of the ICAI.
- e) If the Service Provider founds to be indulged in Canvassing or indulge in fraud and corruption/ corrupt practices in any form in connection with RFP/ tender culminated into award of contract and this Agreement.
- f) If the Contractor/Service Provider founds to be deliberately suppressing the information or deliberately furnishing wrong information.
- g) If the Contractor/Service Provider fails to honour or refuses to comply with or modifies any or all terms and conditions of the RFP/ tender.
- h) If the Contractor/Service Provider fails to pay Penalty.
- i) If the Contractor/Service Provider fails to make good the deficit of Security Deposit within 10 days of the notice of demand.
- j) If the Contractor/Service Provider fails to submit Additional Performance Security.

k) If the Contractor/Service Provider fails to furnish the All Risk Insurance Cover including the renewed Insurance in case of renewal.

6. That in consideration of the due provisions, execution and completion of the contract work, the ICAI does hereby agree with the Contractor that the ICAI will pay to Contractor the respective amounts for the work actually done by him and approved by the ICAI at the Scheduled Rates under provision of the contract, such payment to be made at such time in such manner as prescribed for in the contract.
5. That it is specifically and distinctly understood and agreed between the ICAI and the Contractor that the Contractor shall have no right, title or interest in the site made available by the ICAI for execution of the works or in the building, structures or works executed on the said site by the contractor or in the goods, articles, materials, etc. brought on the said site (unless the same specifically belongs to the Contractor) and the Contractor shall not have or deemed to have any lien whatsoever or charge for unpaid bills and shall not be entitled to assume or retain possession or control of the site or structures and the ICAI shall have an absolute and unfettered right to take full possession of site and to remove the Contractor, their servants, agents and materials belonging to the Contractor and lying on the site.
6. That it is further specifically and distinctly understood and agreed between the ICAI and the Contractor that in any event, the ICAI shall owe no responsibility or liability of any kind towards any person or persons engaged by the Contractor for carrying the contract work(s) and the Contractor alone shall be responsible and liable to any such person or persons so engaged.

7. RESERVATION CLAUSE:

That the ICAI reserves the right to add or omit any item(s) of the contract work, exercise control on quality of work, check of measurement, payment certificates, variation(s) arising in view of change of scope of work and approval of extra substituted items. The decision of the ICAI shall be final and binding in regard thereto and the Contractor shall not be entitled to claim any compensation other than the admissible rates provide for in the contract or otherwise mutually agreed upon for such additions, alternations, modifications, variation omissions etc.

8. ASSIGNMENT:

The contractor shall not without the prior written consent of the ICAI assign the contract works or any part thereof. PROVIDED ALWAYS that any consent given by the ICAI for assigning contract works or any part thereof will not absolve the Contractor from the full and entire responsibility of its obligations under this contract and/or instructions issued by the ICAI.

9. LIABILITY UNDER EMPLOYEES STATE INSURANCE ACT, 1948 AND EMPLOYEES PROVIDENT FUND AND MISCELLANEOUS PROVISIONS ACT, 1952 AND GRATUITY/PENSION OR ANY OTHER LABOUR LAWS:

Whenever the ICAI is required to pay contributions in respect of the workmen or employees engaged or employed by or through the Contractor, his Sub-contractor or permitted assigns, under the Employees State Insurance Act, 1948 and P.F. Act, 1952 or the Rules and Regulations, made thereunder either as the principal Hyderabad ICAI or otherwise, the ICAI shall be entitled to recover from the Contractor such amounts from dues payable or becomes payable to the Contractor. The Contractor will discharge its responsibilities under the Employees State Insurance Act, 1948, PF Act, 1952 as an immediate Hyderabad ICAI in respect of employees engaged or employed by the Contractor or by the Sub-contractor for the execution of work or for any reason whatsoever. The Contractor shall submit to the owner at periodic intervals the evidence for discharge of statutory contribution under ESI Act and PF Act and other statutory liabilities for which the Contractor or Sub-contractor is liable. The Contractor acknowledges the right of the ICAI to recover the amount of the contribution paid by the latter in the first instance in respect of the employees employed by or through the Contractor or by his Sub-contractor or permitted assignees as well as the employees contribution, if any, either by the deduction from any amount payable to him by the owner under any contract or as a debt payable by the Contractor to the owner.

10. OTHER STATUTORY OBLIGATIONS:

In the event the ICAI is called upon to make any payment to meet any statutory obligation concerning the contract works, such amount shall be recovered from the Contractor and without prejudice to any other mode of recovery, the ICAI may deduct the same from any amount payable to the contractor by the ICAI under any contract. The Contractor shall submit written confirmation together with evidence to the ICAI at periodical intervals to the effects that all statutory obligations have been duly complied with and the liabilities having arisen thereunder have been duly discharged as required.

11. STATUTORY REQUIREMENTS:

The Contractor shall conform to the provisions of Acts of Parliament or State Legislatures and to by-laws, rules, orders or notifications of the Government, Municipal or Local Authority for the time being in force affecting the works undertaken by it and will give all necessary notices to and obtain requisite sanction and permits of and from the Municipal and any other authority in respect of the said works, the materials to be used therein and generally will comply with building and other regulations of such authorities.

The Contractor undertakes to ensure due and complete compliance with all laws, regulations, rules, etc. whether of the Central Government or the State Government or of any other competent authority applicable to the workmen employed or whose services are otherwise availed of by the Contractor whether in connection with the construction work at the site or otherwise. The ICAI shall have the right to inspect the records maintained by the Contractor concerning such workmen from time to time and the Contractor shall whenever required by the ICAI produce such records as the ICAI may call upon the Contractor to produce for the ICAI's inspection in order to ascertain whether or not the requirements of all such laws, regulations, rules, etc. have been complied with by the Contractor. In the event of any contravention of such laws, regulations, rules, etc. coming to light whether as a result of such inspection or otherwise to effect such compliance within such time as the ICAI may prescribe in that behalf and in the event of the Contractor failing to effect such compliance within the time prescribed by the owner then the ICAI shall without prejudice to his rights be entitled to withhold from the amount payable to the Contractor any amount payable to the workmen under any such laws, regulations and rules to make payment thereof to the workmen. The ICAI shall also have in that event the right to terminate the contract with immediate effect and to exercise powers reserved to the ICAI under the contract as a result of termination.

12. INDEMNITY:

That the Contractor shall keep the ICAI indemnified against all actions, suits and proceedings and all and any costs, charges, expenses, loss or damage incurred, suffered, caused to/sustained by the ICAI by reason of any default or breach or lapse or negligence or non-observance or non-performance or any non-payment by/on behalf of the Contractor.

13. LIQUIDATED DAMAGES:

If the CONTRACTOR fails to complete the works by the due date or within extended time, the Contractor shall be liable to pay Liquidated Damages to the ICAI at the rate of 0.5 % of the contract value for every week of delay. In addition to Liquidated Damages, in case the delay is beyond 2 months, it shall render the Retention Money to be forfeited and in addition a penalty of Rs.1 Lakh (Rupees One Lakh Only) will be payable by the CONTRACTOR and the Contract will come to end and the ICAI shall be at liberty to withdraw the work and get it executed from any other agency at Contractor's risk and cost and the site shall be vacated by Contractor immediately.

14. TERMINATION:

14.1 The ICAI may, without prejudice to any other right or remedy, terminate the contract forthwith in part or whole in any of the following cases:

If Contractor:

- (i) Being an individual, or if a firm, any partner thereof at any time be adjudged insolvent or having received orders for administration of his estate made against him or takes any proceedings for

liquidation or composition under any Insolvency Act for the time being in force or makes any conveyance or assignment of his effects or composition or arrangement for the benefits of his creditor or purport so to do or if any application be made under Insolvency Act for the time being in force for the sequestration of his estate or if a trust deed be granted by him for and behalf of his creditors; or

- (ii) Being a company passes a resolution or the court makes an order for the liquidation of its affairs or a receiver or manager on behalf of the debenture holders is appointed or circumstances arises which entitle the court or debenture holders to appoint a receiver or Manager; or
- (iii) Assigns, transfers or subjects or attempts to assigns transfer or sublet any portion of the works without the prior written approval of the ICAI; or
- (iv) Makes defaults in commencing the work within a reasonable time from the date of the handing over of the site and continue in that state after reasonable notice from the and or ICAI.
- (v) In the opinion of the ICAI/ at any time whether before or after the date or extended date for completion makes defaults in proceeding with the works with due diligence and continues in that state after reasonable notice from the and or ICAI or delays the project.
- (vi) Fails to comply with any of the terms and conditions of the contract after reasonable notice in writing with directions properly issued there under.
- (vii) Fails to complete the works, work order and items of work within individual dates for completion and clear the site on or before the date of completion.

15. FORCE MAJEURE

Time shall be the essence of the contract in this regard subject however to 'Force Majeure'.

Notwithstanding anything contained in the Agreement, the Service Provider shall not be liable for liquidated damages or termination for default, if and to the extent that the delay in performance or other failures to perform its obligations under the Agreement is the result of an event of Force Majeure. For purposes of this clause "Force Majeure" means an event beyond the control of the parties and not involving the fault or negligence of the parties and which was not foreseeable. Such events may include wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargos.

Force Majeure inter alia shall not include

- a) Any event which is caused by the negligence or intentional action of a Party or such Party's Sub Agency or agents or employees.
- b) Any event which a diligent Party could reasonably have been expected to both
 - Take into account at the time of the conclusion of this Agreement, and
 - Avoid or overcome in the carrying out of its obligations hereunder.
- c) Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

The decision of the ICAI, regarding Force Majeure shall be final and binding on the Service Provider. If a Force Majeure situation arises the Service Provider shall promptly notify to the ICAI in writing of such conditions and the causes thereof. Unless otherwise directed by the ICAI in writing, the Service Provider shall continue to perform its obligations under the agreement as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. In case a Force Majeure conditions exists for a period more than 15 days, ICAI may terminate the Contract.

16. ARBITRATION:

That in the event of any question, dispute or differences arising out of or in connection with any of the terms and conditions of the Agreement, in the first instance, the parties hereto shall try to resolve the same by mutual consultation, failing which the same shall be referred to the sole arbitrator to be appointed mutually by the parties. The Arbitration and Conciliation Act, 1996 and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings. The seat of Arbitration shall be at Hyderabad and the language of the arbitration proceeding shall be English. The arbitral award shall be final and binding upon both the parties. All Arbitral Awards shall be in writing and shall state the reasons therefor.

23. WAIVER

Any term or condition of this Contract may be waived at any time by the party that is entitled to the benefit thereof. Such waiver must be in writing and must be executed by an authorized officer of such party. The waiver by either Party of performance of any term or condition or breach of any provision on one occasion shall not be taken or held to be a waiver thereof on any subsequent occasion or as nullifying the effectiveness of such provision.

Any delay or failure on the part of ICAI in exercising its rights under this Agreement shall not be considered as a waiver of such right, remedy or provision available under the same.

24. AMENDMENT

This Contract shall not be modified, altered, amended and/or varied except by an instrument in writing signed by both the Parties hereto.

25. SEVEREABILITY

In case any provision of this Contract be rendered illegal or unenforceable, in whole or in part, by the laws, regulations or public policy of any jurisdiction in India, including without limitation by a requirement, directive or guidance of the appropriate authority, such provision shall to that extent be deemed not to form part of this Contract but the validity or enforceability of any other provision of this Contract shall not be affected.

26. FALL BACK ARRANGEMENTS

In case of breach of terms of the Agreement committed by the Service Provider, the ICAI may terminate the contract by giving days notice and may inter alia further award contract to any other Service Provider at the risk and cost of the defaulting Service Provider. In such case, any higher price to be paid by ICAI to the newly appointed Service Provider shall be recoverable from the defaulting Service Provider from the payments due and payable to the defaulting Service Provider and/ or by invoking the Bank Guarantee.

28. NOTICES

All notices and other communications required or permitted to be given under this Contract shall be in writing and shall be delivered or sent by personal delivery, electronic mail, facsimile transmission or registered or certified mail (return receipt requested) postage prepaid to the relevant Party addressed as herein below or as may from time to time be notified in writing by such Party to the other no less than 15 days' in advance. The notices and communications sent in such manner shall, unless the contrary is proven, be deemed to have been duly received on the date of personal delivery, two business days following delivery upon confirmation of transmission by the sender's facsimile machine or electronic mail device or ten business days following mailing by registered or certified mail (return receipt requested postage prepaid)

17. JURISDICTION

Subject to the arbitration agreement contained herein, any dispute between the parties arising out of this Agreement shall be subject to the jurisdiction of the Courts at Hyderabad only.

IN WITNESS WHEREOF THE PARTIES HERETO HAVE HERE-INTO SET THEIR RESPECTIVE HANDS AND SEALS ON THE DAY AND THE YEAR FIRST ABOVE WRITTEN.

Signed and delivered for and on behalf of
ICAI

Signed and delivered for and on behalf of the
Contractor

IN PRESENCE OF TWO WITNESSES

1. SIGNATURE
NAME
ADDRESS

2. SIGNATURE
NAME
ADDRESS

SECTION - VIII
FORMAT OF BANK GUARANTEES

Performance Bank Guarantee

To
The Secretary
Institute of Chartered Accountants of India
Indraprastha Marg
New Delhi – 110 002

Bank Guarantee No....

In consideration of the Institute of Chartered Accountants of India, a statutory body established under the Chartered Accountants Act, 1949, having its Head Office at 'ICAI Bhawan' Indraprastha Marg, New Delhi – 110 002 (hereinafter referred to as "ICAI") having agreed under the terms and conditions of Tender no. _____ floated in connection with _____ of ICAI, to accept irrevocable Bank Guarantee for Rs. _____ (Rupees _____ only) from a Nationalized Bank as Security Deposit/Performance Guarantee to be furnished by M/s _____, a company registered under the Companies Act, 1956, having its registered office at _____ (hereinafter referred to as "Contractor") for due performance of the terms and conditions contained in the said Tender, we _____ Bank, a body corporate constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 having its Head Office at _____ amongst others a branch at _____ (Hereinafter referred to as "the Bank") on the request of the Contractor do hereby covenant and agree with the ICAI as follows:-

1. We, the Bank do hereby guarantee and undertake to pay the ICAI, on demand without proof and condition any or all monies payable by the Contractor to the extent of Rs. _____ (Rupees _____ only) at any time upto without demur, reservations, contest, recourse or protest and/ or without any reference to the Contractor, in case the Contractor fails to perform the contractual obligation under the said Tender/agreement arising thereunder. Any such demand made by the ICAI on the Bank shall be conclusive and binding notwithstanding any difference or dispute between the ICAI and the Contractor pending before any Court, Tribunal, Arbitrator or any other authority.

2. Notwithstanding anything contained herein, ICAI's decision in regard to the effect whether the Contractor has made any such default and amount to which the ICAI is entitled on account of such default will be final and binding on us and we undertake not to question ICAI's decision and not ask to establish ICAI's claim under this guarantee and we shall pay the demanded amount without any objection.

3. We undertake to pay to the ICAI any money so demanded notwithstanding any dispute or disputes raised by the Contractor in such or any proceeding pending before any court or Tribunal relating thereto and our liability under this present being absolute and unequivocal. The payment so made by us under this guarantee shall be a valid discharge of our liability for payment thereunder.

4. The Bank also agrees that the ICAI at its option shall be entitled to enforce this guarantee against the Bank as principal debtor without proceeding against the Contractor and notwithstanding any security or other guarantee that ICAI may have in relation to Contractor's liabilities.

5. We further agree that the ICAI shall have full liberty without our consent and without affecting in any manner our obligations herein to vary any of the terms and condition of the said

Tender/agreement arising thereunder or to extend time of performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the ICAI against the said Contractor and to forbear or enforce any of the terms and conditions relating to the said Tender/agreement arising thereunder and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor or for any forbearance, or any indulgence of the said Contractor or by any other act or matter or thing whatsoever which under the law relating to sureties would, but for these provisions have effect of so relieving us.

6. The guarantee shall not be discharged due to the change in the constitution of the Bank or the Contractor.

7. We the Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the ICAI in writing unless discharged by the ICAI.

8. This guarantee shall hold and remain in full force and effect during the period that would be taken for the performance of the said Tender/agreement arising thereunder and that it shall continue to be enforceable till all the dues of the ICAI under or by virtue of the said Tender/agreement arising thereunder have been fully paid and its claims satisfied or discharged. Unless a demand or claim under this guarantee is made on us in writing on or before we shall be discharged from all liability under this guarantee thereafter.

Dated theday of2022

For and on behalf of the Bank

.....
Signature

.....
Date

.....
Name

.....
Designation

SECTION - IX

LIST OF APPROVED MAKES

GENERAL SPECIFICATIONS

LIST OF INDIAN STANDARDS FOR ELECTRICAL WORKS

Relevant Indian standards for the various materials to be used in electrical works as per specification condition No

S/I.No.	Description	IS.No. and as amended from time to time
A) LIST OF INDIAN STANDARDS		
I	CABLES	
1	PVC insulated cables for working Voltage up to and including 1100 V	IS 694:1990
2	PVC Insulated (heavy duty) electrical cables	IS 1554:1988
3	11 KV XLPE cables	I S 7089-part-II
4	Recommended current ratings for cables	IS 3961-1967
5	PVC insulations and sheath of electric cables	IS 5831:1984
6	Conductors for insulated electric cables & flexible cords (superseding IS 1753: 1967)	IS 8130:1984
II	CONDUITS & ACCESSORIES AND JUNCTION BOXES	
1	Flexible steel conduits for electrical wiring	IS 3480:1966
2	Conduits for electrical installation: Part 1 General requirements	IS 9537-PI-1981
3	Conduits for electrical installation: Part 2 Rigid steel conduits	IS 9537-P-II-1989
4	Recommended practice for hot dip galvanizing of Iron and steel	IS 2629:1985
5	Fittings for rigid steel conduits for electrical wiring	IS 2667-1988
6	Accessories for rigid steel conduits for electrical wiring	IS 3837-1976
7	Adapters for flexible steel conduits	IS 4649:1968
8	Boxes for enclosure of electrical accessories – Steel and cast iron boxes	IS 5133:1969
III	DOMESTIC SWITCHES SOCKETS	
	Plugs and socket outlets (250V; 16A) : Specifications	IS 1293:2005

S/I.No.	Description	IS.No. and as amended from time to time
	Ceiling Roses – Specification	IS 371:1999
	Switches for domestic and similar purposes	IS 3854:1997
IV	ELECTRICAL INSTALLATION	
	code of practice for electrical wiring installation	IS 732:1989
	code of practice for earthing	IS 3043:1987
	Recommendations on safety procedures and practices in electrical work	IS 5216:1982
	Code of practice for Selection, installation and maintenance of fuses (Voltages not exceeding 650 V)	IS 3106-1996
	code for practice for interior illumination Part2	IS 3646:1966
	code of practice for lighting of public thoroughfares	IS 1944:1970
	Installation and maintenance of paper insulated power cables	IS 1155-1967
	Code of practice for use of structural steel in General building construction	IS:800
	Methods of testing uniformity of coating on zinc coated articles	IS:2633
	Code of practice for phosphate iron and steel	IS:6005
V	LT PANEL BOARDS / LIGHTING PANELS	
	Enclosed distribution fuse board and cutouts for voltage not exceeding 1000 V AC / 1200 V DC	IS 2675-1983
	Specifications for Low voltage switchgear and control gear for voltages not exceeding 1000 V. Part-1 General Rules (supersedes IS 4237 & IS 2147) Part-2 Circuit Breakers (supersedes IS 2516) Part-3 Switches, dis-connectors (supersedes IS 4064) Part-4 Contractors, starters (supersedes IS 2959)	IS 13947:1993
	Part-5 Control circuit devices & switching elements (supersedes IS 6875 switches/ push button)	IS 13947:2004
	Code of practice for climate for climate proofing of electrical equipment	IS 3202:1965
	Electrical accessories- Circuit breaker for over current protection for house hold & similar installations (Miniature Air-break circuit breakers for voltage not exceeding 1000V)	IS 8828:1996
	Current transformers	IS 2705:1992
	Low voltage fuses (upto 1000V)	IS 13703:1993

S/I.No.	Description	IS.No. and as amended from time to time
	Supersedes IS 2208 & IS 9224	
	Wrought aluminium and aluminium alloy bars, rods, tubes and sections for electrical purposes	IS 5082: 1998
	Specifications for low voltage switch gear and control gear assemblies (i.e. Factory build assemblies of switchgear and control gear for voltages up to 1000 V)	IS 8623:1993
	Electrical measuring Instruments (Direct acting indicating analog instruments) & accessories	IS 1248:2003
	Danger notice plates	IS 2551:1982
	Guide for Marking insulated conductors (supersedes IS 375)	IS 5578-1984
	Guide for uniform system of marking & identification of conductors and apparatus terminals	IS 11353:1985
	Electrical relays for power systems protections	IS 3231:1986
	Voltage Transformers (part 1 to part 4)	IS 3156:1992
	Electricity meters induction type (for alternating current)	IS 722:1986
	Inter connecting Bus-bars for Voltage above 1KV	IS 8084-1976
VI	LIGHTNING	
	Code of practice for the Protection of buildings and allied structures against lightning	S 2309-1989
VII	FIRE SAFETY	
	Code of practice for Fire safety of buildings (General) Electrical Installation	IS 1646-1997
VIII	LIGHTING FIXTURES AND ACCESSORIES	
	General and safety requirements for electric Lighting fittings	IS 1913-1969
	Interior Illumination	IS 3636-1966
	tubular florescent lamps	IS: 2418:1977
	Bal lazes for use in flourscent lighting fittings (part 1)	IS: 1534
	bi-pin lamp holders for tubular fluroscent lamps	IS: 3323
	capacitors for use in fluroscent lighting fittings	IS: 1569
	starters for fluroscent lamps	IS: 1522
	holders for starters for tubular fluroscent lamps	IS: 3324:1982
	specifications for decorative lighting out fits	IS: 5077
	high-pressure mercury vapour lamps	IS: 2183
	GLS lamps	IS: 416
	Bayonet lamp holders	IS 1258:2005

S/I.No.	Description	IS.No. and as amended from time to time
	dust proof electric lighting fittings	IS :4012
	dust tight electric lighting fittings	IS:4013
	specification for floodlights	IS: 1947
	Lighting public thorough fares	IS 1944-1970
	Luminaries for street lighting	IS 2149-1970
	Water tight electric lighting fittings	IS 3553-1966
	Waterproof electric lighting fitting	IS 3528-1966
	industrial lighting fittings	IS: 1777
	industrial lighting fitting with plastic reflectors	IS:3287
IX	Ceiling fans	
	Electrical ceiling type fans & regulators	IS 374-1979
X	Transformers	IS 2026-1962
	Installation and commissioning of transformers	IS 1886-1967
XI	On load change over switches	IS 4064-1978
	Tubular steel poles for overhead power lines	IS 2713:1980
	Mild Steel wire for General Engineering purpose	IS 280:2006

11.0 Standards for Electrical Equipment

- 11.1 Unless otherwise stipulated in this specification, all equipment or material covered under this specifications shall be designed, manufactured and tested in accordance with the latest standards of Indian Standard's specifications.
- 11.2 All equipment shall conform to latest Indian electricity Rules, Indian electricity act and Indian Insurance rules as regard safety, earthing and other essential provisions specified in for installation and operation of electrical equipments.
- 11.3 Extreme care shall be taken to make enclosures for switch gears proof against rodents, lizards and other creeping vermin.
- 11.4 Continuity of power supply is to be given maximum consideration and the design of the equipment shall be such as to simplify inspection maintenance and testing at site. The design shall include all reasonable precautions and provisions for safety of operating personnel and maintenance personnel.

1.0 WIRING INSTALATION SCOPE

The scope under this section covers wiring installation comprising of

- a) Lighting/Fan/Exhaust Fan/Circuit bell points.
- b) Power circuits and Air Condition circuits.
- c) Circuit wiring.

RECESSED CONDUIT WIRING SYSTEM WITH PVC/ STEELCONDUIT

- a) **Type and size of conduit:** All rigid non-metallic conduits shall conform to accepted standards and shall be used to corresponding accessories. Conduits shall provide adequate mechanical protection for the enclosed cables and the interior of the conduit shall be free from obstructions. No non-metallic conduit less than 20 mm in dia shall be used. The number of insulated cables that can be drawn into rigid non-metallic conduits are given in the following table (Ref: Table-2)

Size of table		SIZE OF CONDUITS, MM													
Normal cross sectional area mm ²	No, &nd diameter wires Mm	16		20		25		32		40		50		63	
		Number of Cables, Max													
		S	B	S	B	S	B	S	B	S	B	S	B	S	B
1.0	1/1.12*	5	4	7	5	13	10	20	14	-	-	-	-	-	-
1.5	1/1.40	4	3	7	5	12	10	20	14	-	-	-	-	-	-
2.5	1/1.80 3/1.06	3	2	0	5	10	8	18	12	-	-	-	-	-	-
4.0	1/ 2.24 7/0.35	3	2	4	3	7	8	12	10	-	-	-	-	-	-
6.0	1/ 2.80 7/1.06*	2	-	3	2	6	5	10	3	-	-	-	-	-	-
10.0	11/3.55+ 7/1.40*	-	2	-	5	4	3	7	-	-	-	-	-	-	-
		-	-	2	-	4	3	6	5	8	-	-	-	-	-
16.0	7/1.70	-	-	-	-	2	-	4	3	7	6	-	-	-	-
25.0	7/2.24	-	-	-	-	-	-	3	2	5	4	8	6	9	7
35.0	7/2.50	-	-	-	-	-	-	2	-	4	3	7	5	8	6
50.0	7/3.00+ 19/1.80	-	-	-	-	-	-	-	-	2	-	5	4	6	5

“*” for copper conductors only.

“+” for aluminum conductors only.

MS/PVC Conduits: Conduit pipe shall be finished with stove enamel surface. all conduit accessories shall be treaded type only and under no circumstances pin grip type or clamp type accessories be used. No steel conduits less than 16mm diameter shall be used. The number of insulated conductors that can be drawn into rigid steel conduits are given in separate enclosure.

(Ref.Table-2)

- b) **Bunching of cables:** Unless otherwise specified, insulated conductors of AC supply shall be bunched in separate conduits. For lighting and small power outlet circuits, phase segregation in separate conduits is recommended.
- c) **Conduit Joints:** Conduits (PVC/metallic) shall be joined by means of screwed couplers and screwed accessories only. In long distance straight runs of conduit, inspection type boxes at reasonable intervals shall be provided. Cut ends of conduit pipes shall have no

sharp edges nor any burrs left to avoid damage to the insulation of conductors while pulling them through such conduits.

- d) Inspection type conduit fittings such as inspection boxes, deep boxes, bends, elbows and tees shall be so installed that they remain accessible for such purposes as withdrawal of existing cables or installation of additional cables.
- e) Metallic switch board boxes shall be fabricated from **1.6mm** thick sheet metal of 16 gauge GI sheet and wooden switch board boxes shall be of Teakwood. Modular switch boxes shall be hot dip galvanized 20/18 SWG MS modular metal switch boxes with earthing terminal of standard company as per the switches make. The switch boards should be flush mounting type. The MS switch boards should be painted with two coats of red oxide and two coats of synthetic enamel paint of approved grade and make before fixing in position for MS Boxes.

The switch boxes should be covered with **3mm** thick Decolam /Hylam cover.

- f) The chase in the wall shall be neatly made and be of ample dimensions to permit the conduit to be fixed in the manner desired. In the case of building under construction chases shall be provided in the walls, ceiling etc., at the time of their construction and shall be filled up neatly after erection of conduit and brought to original finish of the walls.
- g) The conduits shall be fixed in chases by means of staples or saddles not more than **45cms** apart. Fixing of standard bends or elbows shall be avoided as far as practicable and all curves maintained by bending the conduit pipe itself with a long radius which will permit easy drawing in of conductors. All threaded joints of rigid steel conduit shall be treated with some approved preservative compound to secure protection against rust.
- h) Suitable inspection boxes shall be provided to permit periodical inspection and to facilitate removal of wires if necessary. Minimum size of inspection boxes shall be **75 x 75 mm**.
- i) The M.S. switch board boxes, junction boxes etc., should be efficiently earthed with conduit by a suitable means of earth attachment.
- j) When crossing through expansion joints in Buildings, the conduit section across the joint may be through flexible conduits of same size as the rigid conduit.
- k) **Wires:** Wires shall comply with the following features.
 - Annealed copper conductor, multi strand, PVC insulated, **1100** volts grade cables.
 - The following colour coding shall be followed :-

Phase	-R	-	Red
Phase	-Y	-	Yellow

Phase	-B	-	Blue
Neutral		-	Black
Earth		-	Green

- l) On each (lighting/Ceiling Fan/Exhaust Fan) circuit not more than 6points or **800-1000** watts load should be connected. Example:- If on one of the switch boards there are only **4** switches to control **4** lights, other switch board another **3** switches to control lights etc, then for arriving at the circuit length, the shortest distance from circuit breaker in the MCB distribution board to the nearest switch board shall be considered. Inter connections between such switch boards shall be allowed by providing same wires as are used for light points and no measurement in circuit wiring is allowed for such inter connections. A separate conduit pipe has to be provided for running circuit mains and the conduits for light points shall never be used for the same.

For 6 Amps **3** pin on separate board the circuit measurement to first nearest 6Amps **3** pin socket is considered. No measurement will be separately considered for looping of switch boards in circuit wiring.

- m) The mounting height of switch boards (bottom of MS Box) shall be **4'6"** from finished floor level.

The 6 Amps/**16** Amps **3** pin sockets with shutter protection shall be at 0.75 mtr. Level (or skirting/sill level of window).

Wiring for power circuits i.e., **16** Amps **3** pin and AC points shall be provided in separate conduit pipes.

- n) Neat holes shall be punched on MS Switch Board Boxes for conduit pipe entries. Rough, burred holes with chisel shall be avoided. Conduit pipes to be fixed to MS Switch Board Boxes, MCB Distribution Boards etc., by providing (double chack) check nut arrangement. Before drawing of PVC insulated cables inside the conduits, ebonite/ nylon bushes to be provided at conduit ends in order to avoid damage to cables during drawing.
- o) **3mm** thick Hylam / Decolam covers provided on Switch Boards should be fixed to switch boards by providing brass coated screws and plated cup washers.
- p) Any loose holes on Switch Board boxes and Distribution Boards shall be properly closed, so as to prevent entry of lizards etc.
- q) Whenever cables/wires of size 2.5 sq.mm and above for switch, socket or MCB, metallic plug point etc, that are connected inside the Distribution boards, proper type and size of lugs to be crimped to cable leads before making the permanent connections on either side etc.
- r) Telephone/intercom cables shall not be laid in the same conduit where electric lighting/power cables are drawn. Separate conduit pipes to be used for drawing of telephone/intercom cables.

- s) Loose joints with PVC insulation shall be avoided. Wherever possible, joints of cables shall be avoided. If found necessary proper type and size of connectors shall be used.
- t) The drop of voltage between the main switch/distant. Terminals and the farthest current consuming apparatus shall not exceed **2%** with all devices switched on.

Testing: The entire installation shall be tested for

- a) Insulation Resistance
- b) Earth continuity
- c) Polarity of single pole switches

Tests shall be conducted in the presence of Site Engineer. Test results to be tabulated and submitted to the site engineer.

2.0 MCB DISTRIBUTION BOARDS, MCB'S AND ELCB'S

Scope

The scope under this section covers installation comprising.

- a) Low voltage distribution boards

Details

- a) The Distribution Boards shall have vermin, dust, rust proof painting done by powder coating process.
- b) The cables entering the D. Board should be properly bunched and dressed before making connection in MCB's.
- c) Cable glands shall be provided wherever armoured cables are connected to switches.
- d) Cable leads shall be provided with proper type and size of lugs crimped to leads before making permanent connection inside MCB's, RCCB's etc.
- e) Permanent circuit identification shall be provided on the distribution boards.
- f) The mounting height of MCB distribution boards etc., (bottom line) shall be **6'** from finished floor level.

3. CABLES

3.1 Scope : The scope under this section covers Power cables

3.2 Standards

A	Specification for conductors for insulated electric cables	IS: 8130 -
B	Specification for Armoured/ unarmoured power cables	IS: 1554 -Part I -
C	Recommended current ratings for cables	IS: 3961 -
D	Specifications for PVC insulation and sheathing of electric cables	IS: 5831-1984

3.3 General requirements for cables

- a) Cables should be stranded aluminium conductors for **6mm** and above.
- b) L.V. cables shall be **1100** Volts grade.

- c) Cables shall have colour coded XLPE insulation.
- d) PVC inner and outer sheathing shall be applied by extrusion.
- e) Steel armouring between inner and outer sheathing.
- f) The PVC/XLPE insulation and sheathing shall confirm to IS:5831-1984.

3.4 Laying of Cables

- a. Cables if laid underground shall be at a depth of not less than 90Cms., in a trench. Sand filling shall be provided at the bottom of trench before laying the cable. Bricks shall be provided on either side of the laid cable. Sand filling shall be done to cover the cable laid. Bricks shall be provided on the top. Earth filling shall be done.
- b. M.S. cable identification tags, route indicators embedded in C.C. are to be provided at every 8 meters length of cable laid.
- c. Hume pipe, trenches/tunnels with proper pre-cast slabs to withstand wear and tear of vehicular traffic shall be provided at road crossings.
- d. Cables if laid in the air shall be laid on cable trays and shall be properly clamped to the trays by plated MS. saddles at proper intervals. Cables shall be properly dressed before fixing on the cable trays.
- e. Extra cable loops of minimum **2000 mm** shall be provided at each end of cables laid.
- f. Cables shall be bent to a radius of **20** times the diameter of the cable..
- g. Control/Telephone cables shall be laid away from power cables on separate cable trays.
- h. **All cables shall be unwind from the drums in a professional manner at site without chances of any twisting or bird case, duly using Jockey arrangements at site with sufficient labour as per standard practice for laying of Cables and following manufacturer's suggestions. If any twisting/bird casing is found at site during execution, the contractor has to replace the cables by new cables at his own cost.**

3.5 Testing:

Manufacturers test report shall be submitted for tests on cables in accordance with Indian standards specifications for each drum and the report shall contain the drum number and date of testing etc.

Cables shall be tested after installation before commissioning by using 1000 Volts Megger and the following readings shall be obtained and tabulated.

- 1) Continuity on all conductors,
- 2) Insulation Resistance
 - a) between conductors
 - b) all conductors and ground and also neutral

The tests shall be conducted in the presence of Site Engineer and results submitted.

4 CABLE TRAYS AND ACCESSORIES:

4.1 Scope

The scope covers MS/GI cable trays and cable tray accessories.

4.2 Standards

(IS. specifications shall be adhered to)

4.3 Specifications

Material: Hot rolled plain sheets of tested quality “O” grade as per IS **1079**.

Thickness of material: **2.0 mm**

Cable loading on tray: **50 Kg/MTR**

Span between cable tray supports: **1.5** meters to **2.0** Mtrs.

Surface finish: Hot dip galvanising iron as per IS **2629**, minimum **70** microns thickness

Length of cable trays: **2.5** Meters

Width of Cable trays: (outside to outside width to be taken)

- a) Ladder type - Bolted/welded construction **300 mm/450mm/600mm** (depending on number of cables to be laid)
- b) Perforated cable trays (Same as above)

4.4 Sizes of Cable Trays:

a) Ladder type - Bolted/welded construction

Side rail

- * Flange width **15 mm**
- * Depth **70 mm**
- * Two coupler holes of **10mm** diameter required on each side of side rail
- * Rungs
- * Channel section: **20 x 40 x 20 mm**
- * Slot size on rungs: **20 x 10 mm** (oblong holes)
- * Interval between rungs not more than **250mm**

b) Perforated type construction

- * Flange width : **30mm**
- * Slot size : **20 x 10 mm** (oblong)

4.5 Sizes of Coupler Plates:

a) Ladder type - Bolted/welded construction

Size: **90 x 45 mm**

Thickness of material: **2/2.5 mm**

Slot size: **20 x 10mm** oblong holes - Two numbers

Round holes **10mm** diameter Two numbers
Finish: Hot dip galvanised as per IS:**2629**

b) Perforated type construction:
Size: **210mm x 25mm**
Thickness of material: **3mm**
Slot size: Oblong holes **20 x 10 mm - 2 numbers**
Round holes **10mm** diameter - Two numbers
Finish: Hot dip galvanised as per IS:**2629**

4.6 Hardware for coupler plate: (Electro galvanised)

- a) Hexagonal Head Bolts - **4 Nos.**
 - b) Plain washers - **8 Nos.**
 - c) Hexagonal nuts - **4 Nos.**
- Number of coupler plates per cable tray - Two numbers.

4.7 Cable tray Accessories:

Material: Hot rolled plain sheets of tested quality “O” grade as per IS: **1079**
Finish: Hot dip galvanised as per IS:**2629**
Minimum bending Radius - **450mm**

Tees, Horizontal/vertical elbows, cross and reducers for both ladder type - welded/bolted and perforated construction shall be as per standard manufacturers drawings.

4.8 Erection

Cable trays shall be erected on walls, trenches (if necessary) by **drilling holes in the wall by power drilling machine**. Cable Tray shall be fixed to wall by providing proper size Anchor expandable type bolt and nut arrangement. Proper type of cable tray accessories shall be selected depending on the site condition.

5.0 CABLE TERMINATION:

Cable gland body shall be made of brass castings and machined to final size. The general construction of the glands should be as per standard manufacturer’s drawings. It mainly consists

- a) Compression Nut - Brass - 1 No.
- b) Gland body with Hexagonal head - Brass - 1 No.
- c) Rubber Ring - Rubber - 1 No.
- d) Brass washers - Brass - 3 Nos.
- e) Check nuts - Brass - 1 No.

Metal parts of the gland shall be free from blow holes and surface shall be machined smoothly.

All edges shall be debarred and then nickel plated wherever necessary. The cable glands shall be of single compression type.

6.0 L.T. PANEL BOARDS

6.1 Scope

The Scope covers the requirement of designs, construction, assembly, testing, Supply and installation of Panel Boards.

6.2 Standards:

IS:13947 - Specification for low-voltage switch gear and control gear

Part -1 General rules (supersedes IS 4237 & IS 2147)

Part -2 Circuit breaker (supersedes IS 2516)

Part-3 Switches, dis-connectors (supersedes IS 4064)

Part-4 Contractors, motor-starters (Supersedes IS 2959)

Part-5 Control circuit devices & switching elements (supersedes IS 6875)

IS:13703 - Low Voltage fuses (supersedes IS:9224 & IS 2208)

IS:2705 - Current Transformers

IS:1248 – Indicating Instruments

IS 5578 - Guide for Marking insulated conductors (superseding IS 375)

IS 11353 - Guide for uniform system of marking & identification of conductors and apparatus terminals

IS:3156 - Voltage Transformers

IS:3231 - Relays

IS:722 - Integrating Information

IS:8623 - Factory Built Assemblies of switch gear and control gear.

6.3 CONSTRUCTION:

The panel board shall be:

- i) of the metal enclosed, indoor, floor mounted, free standing type.
- ii) be made up of the requisite vertical sections, which, when coupled together shall form continuous dead front switchboards.
- iii) provide dust and damp protection, the degree of protection being no less than IP, **51** to IS. **2147**.
- iv) be readily extensible on both sides by the addition of vertical sections after removal of the end covers.

6.3.1 The panel boards shall be constructed only of materials capable of withstanding the mechanical, electrical and thermal stresses, as well as the effects of humidity, which are likely to be encountered in normal service.

6.3.2 Each vertical section shall comprise:

- i) A front framed structure of rolled/folded sheet steel channel section, of minimum **2 mm** thickness, rigidly bolted together. This structure shall house the components contributing on the major weight of the equipment, such as circuit breaker fuse switch units, main horizontal bus bars, vertical risers and other front mounted accessories.

The structure shall be mounted on a rigid base frame of folded sheet steel of minimum **2mm** thickness and **100mm** height. The design shall ensure that the weight of the components is

adequately supported without deformation or loss of alignment during transit or during operation.

ii) A cable chamber housing the cable and connections, and power/control cable terminations. The design shall ensure generous availability of space for ease of installation and maintenance of cabling, and adequate safety for working in one vertical section without coming into accidental contact with live parts in an adjacent section.

iii) Front and rear doors fitted with dust excluding neoprene gaskets with fasteners designed to ensure proper compression of the gaskets. When covers are provided in place of doors, generous overlap shall be assured between sheet steel surface with closely spaced fasteners to preclude the entry of dust.

6.3.3 The height of the panel should not be more than **2400** mm. The total depth of the panel should be adequate to cater for proper cabling space.

6.3.4 Doors and covers shall be minimum 2.0/ **1.5**mm thick sheet steel. Sheet steel shrouds and partitions shall be of minimum **1.5**mm thickness as per the specifications. All sheet steel work forming the exterior of switch boards shall be smoothly finished, levelled and free from flaws. The corners should be rounded.

6.3.5 The apparatus and circuits in the panel boards shall be so arranged as to facilitate their operation and maintenance and at the same time to ensure the necessary degree of safety.

6.3.6 Apparatus forming part of the panel boards shall have the following minimum clearances:

- i) Between phases - **25** mm
- ii) Between phases and earth - **25** mm
- iii) Between phases and earth - **25** mm
- iv) Between neutral and earth - **19** mm

When, for any reason, the above clearances are not available, suitable insulation shall be provided. Clearances shall be maintained during normal service conditions.

Creepage distances shall comply to those specified in relevant standards.

6.3.7 All insulating material used in the construction of the equipment shall be of non-hygroscopic material, duly treated to withstand the effects of high humidity, high temperature tropical ambient service conditions.

6.3.8 Functional units such as circuit breakers and fuse switches shall be arranged in multi-tier formation, except that not more than two air circuit breakers shall be housed in a single vertical section.

6.3.9 Metallic/insulated barriers shall be provided within vertical sections and between adjacent sections to ensure prevention of accidental contact with:

i) Main bus bars and vertical risers during operation, inspection or maintenance of functional units and front mounted accessories.

ii) Cable terminations of one functional unit, when working on those of adjacent unit/units.

6.3.10 All doors/covers providing access to live power equipment/circuits shall be provided with tool operated fasteners to prevent unauthorised access.

i. Provision shall be made for permanently earthing the frames and other metal parts of the switch gears by two independent connections.

ii. The contractor should submit the panel drawing for approval to the department. After approval of the drawing only panel should be fabricated.

iii. Panels should be got inspected at factory and testing should be done in front of the Executive Engineer or the concerned engineer deputed by the Dept. Necessary cost for inspection and to and fro charges to be borne by the firm.

6.4 METAL TREATMENT AND FINISH:

6.4.1 All steelwork used in the construction of the switchboards, should have undergone a rigorous metal treatment process as follows: (Seven tank process.)

i) Effective cleaning by hot alkaline degreasing solution followed by cold water rinsing to remove traces of alkaline solution.

ii) Pickling in dilute sulphuric acid to remove oxide scales and rust formation, if any, followed by cold water rinsing to remove traces of acidic solution.

iii) A recognised phosphating process to facilitate durable coating of the paint on the metal surface and also to prevent the spread of rusting in the event of the paint film being mechanically damaged. This again, shall be followed by hot water rinsing to remove traces of phosphate solution.

iv) Passivating in de-oxalite solution to retain and augment the effects of phosphating.

v) Drying with compressed air in a dust free atmosphere.

vi) Primer coating with two coats of a highly corrosion resistant primer, applied wet on wet & stove dried under strictly controlled conditions of temperature and time.

vii) A finishing coat of stoving synthetic enamel paint to the specified shade of IS.5. The total thickness of paint should not be less than **15 to 20** microns.

6.5 BUS BARS:

6.5.1 The bus bars shall be air insulated and made of high conductivity, high strength aluminium alloy complying with the requirements of grade E91 of IS 5082.

6.5.2 The busbars shall be suitably braced with non-hygroscopic SMC supports to provide as through fault withstand capacity of **50 KA RMS** symmetrical for one second and a peak short circuit withstand of **105 KA** minimum. The neutral as well as the earth bar should also be

capable of withstanding the above fault level. Ridges shall be provided on the SMC supports to prevent trackling between adjacent bus bars.

- 6.5.3** Large clearances and creepage distance shall be provided on the busbars system to minimise the possibility of a fault.
- 6.5.4** High tensile bolts and spring washers shall be provided at all busbar joints.
- 6.5.5** The cross sections of the bus bars risers for various ratings shall have been decided on the basis of temperature raise tests carried out under conditions closely similar to actual service conditions. For a total operating temperature of **110** deg. C. at an ambient of **40** deg. at the standard current ratings and corresponding cross sections of the main bus bars should be such that the bus bar shall carry **1** Amp. per Sq.mm.
- 6.5.6** The main phase busbars shall have continuous current rating throughout the length and the neutral busbars shall have a continuous rating of atleast 50% of the phase busbars.
- 6.5.7** Connections from the main bus bars to functional circuit shall be arranged and supported so as to withstand without any damage or deformation the thermal and dynamic stresses due to short circuit currents.
- 6.5.8** Bus bars shall be colour coded for easy identification of individual phases and neutral with heat shrinkable sleeves.
- 6.5.9** The busbars shall be suitably supported with epoxy resin mould insulators.

6.6 Tests:

The panel Board shall be inspected as per relevant standards in presence of the Site Engineer and shall include.

- a) High voltage test
- b) Insulation test
- c) Constructional and safety features

6.7 Name Plates:

Main name plates shall be fixed at the top centre. Name plate giving feeder detail shall be provided and are to be fixed by screws.

7.0 EARTH ELETRODES

7.1 Scope:

The scope included both pipe earth electrodes and plate earth electrodes.

7.1.2 Standards:

IS:3043 - Code of practice for earthing.

7.3 Construction:

Pipe Earth Electrode : G.I pipe shall not be less than **38mm** diameter and **2½meter** long. The G.I pipe should be "C" / "B" class type.

Cast iron pipe Earth Electrode : Cast iron pipe shall not be less than **100mm** diameter and **2½meter** long.

Plate Earth Electrode : Copper plate of **600 x 600 x 3.15** mm. (or GI plate)shall be burried in the earth with faces vertical and top shall not be less than **1.5** meters below ground level.

The electrodes shall be surmounted by alternate layers of charcoal or coke and salt. Watering arrangement with ½" G.I pipe with a funnel shall be provided, the later being housed with chamber (masonry) of inner size **300 x 300** mm CI hinged cover with CI frame to be provided on the top.

7.4 Tests:

The resistance of earth electrode shall be less than 5 Ohms.

8.0 EXTERNAL ELECTRIFICATIONS WORKS

8.1.1 Underground Cables:

i) Medium and low pressure:

Cables should be double steel tape armoured over lead covering and paper insulated or PVC insulated as specified in the schedule of work. All repair joints of cables should be in joint boxes and filling in of the compound shall be done as per IS specifications using best quality materials. All accessories and other materials should conform to I.S. Specification. The jointing work should be carried out by a competent authorized cable jointer. The cables shall be 1100 V grade.

ii) Trench:

Trenches shall not be less than 45 cm wide and 60cm below ground level. Wherever necessary, suitable propping and storing may be done to avoid caving in of the adjoining trench walls. Where the cables cross other services lines adequate protection should be taken to prevent accidental exposure and/or damage to the cables.

iii) Spacing between cables:

Where more than one cable is laid in the same trench the actual space between the cables should normally be higher cable diameter apart leaving a clear distance of 15cm from the trench walls.

iv) Laying of cables:

Before the cables are laid, a layer of 3" sand base is to be provided for purposes of cushioning. The cables after being uncoiled and laid into the trench from the rollers should be drawn in straight length. After the cable is laid, it is to be covered with another layer of sand of about 15cm in depth, and the top surface is to be suitably levelled to received the cable covers which may be of second class bricks or tiles or shabad stones and laid in such manner as to overlap the cables on either sides by at least 5cm. Cable markers of aluminium or G.I. shall be provided at concrete blocks of 3/20cm x 20cm x 5cm and spaced at distance of about 30cm from center to center and at every change in direction. Cables may also be laid in tier

formation in the same trench in this case also after the 1st 3 inches of sand cushion, the first tier of cable is laid and sand filled in the trench to form a bed of 23cm above this tier. After this the second cable is laid and the process repeated, the top most tier being at least 45cm below the Ground level. The top cable shall be suitably covered with bricks or tiles. When laying cables, care should be taken to see that the paper insulated cables are bent/straightened slowly, sharp radii being avoided. The minimum safe bending radius for single core cables is 20 diameters and for multicore cables 10 diameters. Where the cables are required to cross roads they should be normally taken through sleeve pipes at least 10cm in diameter which may be either stone ware, steel or spun reinforced concrete. For more than one cable the diameter should not be less than 15cm. GI pipes shall be used where it is not possible to obtain sufficient depth to withstand impact from traffic.

All cables shall be unwind from the drums in a professional manner at site without chances of any twisting or bird case, duly using Jockey arrangements at site with sufficient labour as per standard practice for laying of Cables and following manufacturer's suggestions. If any twisting/bird casing is found at site during execution, the contractor has to replace the cables by new cables at his own cost

v) Cable inside building:

Cables laid inside the building should be properly protected and be carried either in ducts with suitable covers with slabs or checkered plates or fixed to walls by clamps, brackets or cable trays.

vi) Hume Pipes

Wherever cables crossing roads, passages Hume pipes of suitable diameter shall be provided across the road including Civil works of digging, laying of Hume pipes upto a depth of 1 metre and refilling the trench. This shall be properly laid to cover the entire road so as to protect the cables against damage of passing Heavy Vehicles.

vii) Testing the cables:

High voltage tests should be undertaken to ensure that no damage has occurred during the laying operation and that the joints are in order. Cables of 1.1 KV suitable for low and medium voltage should with stand for 15 minutes, 300 volts D.C. current applied between the conductors and between each conductor and sheath. In absence of high pressure testing equipment it is sufficient to test for 1 minute with 1000 volts. If the test results are found to be not satisfactory the contractors shall arrange to replace without any extra cost including removal of rejected materials, Re-laying etc.

viii) Cable laying & termination shall confirm to IS 1255

ix) Earthing of cables and cable glands shall confirm to IS 3043

- x) The cable length** given in bill of quantities are approximate and the contractor has to measure exact length of cables to be laid before commencement of work in presence of engineer in charge and give the sizes and quantities required to the engineer in charge to take further action by the engineer in charge. The measurements after laying cables are also to be taken jointly by contractor.

8.1..2 Over head lines

This specification of over head line covers installation, testing and commissioning of over head lines distribution lines up to including 11 KV lines, service connections and street lighting works.

1) Materials : Supports for over head lines and for street lights shall be any of the following types or as specified by Engineer in charge and shall be of adequate strength confirming in all respects to Rule 76 of Indian electricity rules.

Steel tubular poles: This shall conform IS 2713-1964. This shall be seamless/sawaged and welded type as specified and shall be in time stepped sections. Unless other wire specified 1/6th from the base length of the pole plus 15cm be coated with black bitumen paint both internally and externally. The remaining portion of the pole shall be painted with one coat of red oxide on its external surface. The pole shall be complete with cap and base plate.

Steel poles (RSJ Joists): These shall be 1 section steel rolled poles confirming to IS standards and Medium weight. The height of the pole shall not be less than 9mts and the pole shall be fixed below ground level not less than 1.5 mts.. The size of overhead line steel RS Joist pole shall be concreted in 1:3:6 cement concrete and painted as per steel tubular poles given above.

Prestressed Cement Concrete Poles (PSCC): PSCC poles shall be of 8.0 Mts./ 9.0 Mts. Height and shall confirm to standards of APTRANSCO. / APDISCO.

‘D’ Iron Clamps: Where so specified in the contract conductors shall be spaced vertically supported on shackle which are attached to the pole by means of ‘D’shapped clamps made of M.S. flats of size not less than 50x6mm and galvanized set the dimensions of ‘D’ shall be such as to hold 75 mm high and 90 mm dia (minimum size) shackle insulators. The ‘D’ iron clamp shall be compete with pole clamp with necessary bolts nuts and washers and bolts holes. Clamps shall also provided for pin insulators as in case of vertical formation.

G.I. Strap : Where ‘D’ iron clamps are not specified, a pair of strap plates of galvanized iron of size 40mm x 3mm and length of 23cms shall be used with shackle insulators. The pole clamp shall be treated with one coat of red oxide primer before erection and finished with two coats of approved paint after erection along with other hardware as specified. The nuts, bolts, for pole clamp shall be of G.I./Cadmium passicated/ galvanized.

Stay/Strut Set : A stay set shall consist of stay rod, anchor plate, bow tightener or turn buckle, thimble, stay wire, and strain insulator. The stay rod shall be with stay grip in case of turn buckle is used instead of bow tightener. The stay wire shall be either 7/4.00mm dia or 7.3.15mm dia. G.I. as specified in the contract confirming to IS 2141 – 1968 grade. The anchor plate shall be of M.S. galvanized and not less than 30cms x 30cms x 6.4mm thick and size of stay rod shall be not less than 1.8 m (6 feet) long and 19mm dia.

Insulator: Porcelain insulator shall conform to IS 1445 –1966 suitable for over head lines for power lines below 1000 V and IS 731-1971 for overhead power lines greater than 1000V. This shall be vitreous throughout and non absorbent. The exposed surface shall be glazed.

Insulator shall have adequate mechanical strength high degree of resistance to electrical puncture and resistance to climatic and atmospheric attack. The insulator shall be of the following types as specified.

- a) Pin and shackle insulators for L.T. and MV lines.**
- b) Pin and disc type for HV lines.**

The minimum size of shackle insulators shall be 65mm dia 100mm high. The pin insulators shall be suitable for 12mm cordeam thread and shall be complete with GI. Pin, nuts, and washers.

Binding Materials: Binding of conductors with the insulators shall be done with 12 SWG soft/ aluminum conductor.

Guard wire: Guard wire shall be G.I. It shall have minimum breaking strength of 635 kg in accordance with Rule 38 of I.E. Rule. It shall also be sufficient current carrying capacity to ensure rendering of guard line.

Earth wire: The size of the continuous earth wire shall not be less than SSWG.G.I.

Section Stay: A stay shall be provided at all angle or terminal poles. The stay rod with the anchor plate shall be embedded in cement concrete 1:3:6(1 Cement:3 coarse:6 graded stone) and not less than 0.28 cum content in such away to prevent uprooting of the stay rod. The stay wire shall also be connected and bounded properly to the continuous earth wire. Double stays shall be provided at the all dead ends of the pole.

Jumpers: While stringing conductors as sufficient length be kept at shackle termination for making jumpers.

Guarding: All road crossing, crossings, of overhead lines, and between HV & LV lines carried on the same support guard shall be provided. The guard wires shall be bonded to earth wire Cage guard shall be provided for distribution lines of vertical configuration.

8.1..3 Lighting Arrestors

Lightening arrestors shall confirm to IS 3070 - 1965 part I and IS - 3070 - 1966 part-II as applicable. The lightening arrestors system shall confirm to Rule 92 of IE Rule.

8.1..4 Service Connection by Underground Cables:

The service cables from an overhead distribution live shall be fixed to the support with 2 No's of clamp of M.S. flat size 50mm x 6mm. This shall be protected up to a height of 3m from ground level by a G.I. pipe of adequate size clamped to the support with 2 No's of flats of size 50mm x 6mm. The cable shall be laid through pipes while crossing roads, pavements, masonry etc.

8.1..5 ACSR Conductors

Conductors shall be of the following types.

Aluminium conductor steel reinforced (ACSR) This shall comply with the requirements of I.S. 398 - 1961.

The physical and electrical properties of the above conductors shall be in accordance with the specifications as per IS. These conductors shall have a breaking strength of not less than 350kg. Necessary precautions during storage and handling shall be taken to avoid damage to the conductors.

8.1.6 Transformers

The transformers required are intended for use in distribution of power and lighting. The 11 KV / 433 volts Transformer required for feeding lighting, pumps, Air conditioning, lifts etc.

The transformers shall be distribution type out door used complete with oil filled H.T brushing, L.T. cable end box receive suitable size confirming to IS2026

The transformers shall be designed and manufactured and tested as per IS 2026.

The transformers winding shall be of copper/aluminium winding as specified.

The transformer shall be adequately designed and effectively cooled to ensure its working on full load conditions continuously under short time over load conditions.

The design of core should ensure stability and reduce to a minimum the transformer excitation current and eddy current losses.

The core shall be provided with lugs suitable for lifting the complete core and coil assembly of the transformer.

The transformer coils shall be made of high conductivity copper and insulated with paper of dielectric strength and allow ageing characteristics. The Insulation of the coils shall be treated with suitable insulating material like varnish is to develop full electrical strength of the windings.

The tap changing arrangement shall be provided on the H.T side. The tap changer shall be ON / OFF load type. The tap changing switch shall be mechanically coupled to the external operating handle and the operating handle shall be carried through on oil tight gland on the tank side. A register plate clearly indicating the tapping in use shall be fixed to the external operating mechanism and provision shall be made for securing and padlocking the switch in any of the working position and to ensure that contacts are fully engaged before the transformer is energised. The range of ON / OFF Load tap change shall be $\pm 2 \frac{1}{2} \%$ to $\pm 5\%$.

i) Bushing

The Bushing Insulators of the transformers shall be of sufficient creepage length and shall be unaffected by atmospheric conditions due to weather, fumes, alkalies at site.

ii) Insulating oil

Sufficient oil shall be supplied for first filling. The oil shall comply in all respects with pro IS.335.

All accessories like drain valve, oil filling valve, filter valve, oil sampling valve, pressure relief device, oil level indicator, indicating thermometer (dial type) earthing terminal, bi-directional rollers . Exhaust vent, eye bolts, lugs, Diagram and rating plate.

9.0 Testing

All panel boards, switch boards, transformers, over head lines, cables, switches, main switch boards, shall be properly tested with meggar, test lamps for voltage, Insulation, and values shall be submitted to site electrical Engineer before commissioning pressure test of approximate standard shall be carried out on equipment, on overhead lines, cable panel boards etc. The H.T. side of transformers shall be tested with 1000V meggar and L.T. side of equipment, overhead lines, cables with 500V meggar. The earth pits shall be tested with earth meggar. All results shall be carried out at site in presence of electrical Engineer and report shall be submitted to him in triplicate and also to the .

All test certificates Transformers, main panel boards, main switch boards, cables, overhead lines, sub distribution boards shall be supplied in triplicate to the site electrical Engineer as well as to . All meters shall be properly working without damages/strucking.

10.0 Commissioning

All the equipment, transformers, cables, panel boards, overhead lines can be commissioned only after the pressure/meggar tests are found satisfactory. The equipment, cables, overhead lines, panel boards, transformer etc shall be energised in presence of Engineer and after satisfactory presence/meggar tests.

1.0 Contractor:

The contractor for electrical works executing substations, earthing, transformers, lighting shall hold valid class 'A' licence issued by Andhra Pradesh electrical licensing board and he should submit his license copy and his previous experiences along with the tenders and also before commencement of work The contractor shall quote and employ the number of electrical engineers, supervisors, wiremen in his position for such type of works, who are possessing necessary permits/certificates/licences.

Liquidated damages will be levied in case of failure to complete the job in time as per standard clauses.

The contractor should prepare the drawings as per site conditions and modifications required as suggested by the Department to submit the Chief Electrical Inspector to Govt/Electrical Inspector to Govt. for approval.

The contractor shall have liaison with APSEB officials and electrical inspectors, get the drawings and installations approved and also getting power supply released from APTRANSCO.

It is complete responsibility of the contractor to get the electrical inspector's approval, including and getting power supply. He should have good liaison with APTRANSCO.

The contractor can strictly follow the drawings and specifications for carrying out the works and he can get clarifications from site Engineer.

The contractor shall submit three copies of drawings for conduit routing inside the building, which he is going to carry out to client/Executive Engineer. This also includes the point wiring, telephone point conduit and power plug wiring conduit for each building before starting of the civil works atleast one month in advance for verification by Executive Engineer. The contractor shall also give the total quantity of various conduit to be used in each building before starting work as well the quantity of various wires to be used for each building.

The contractor should plan properly for all electrical material and works entrusted to him 15 days in advance and in form the Engineer in charge and about his work progress. He should co-ordinate with civil persons for recessed conduit laying and also switch boards recessed fixing and any other electrical work associated with civil works as well as electrical Engineer at site and electrical for his works.

LIST OF APPROVED MAKE / BRAND		
S.N O.	DESCRIPTION OF ITEMS	BRAND / MAKE
1	P.V.C. pipes and accessories as per IS:9537 part 3	Precision/Universal& Marudhar/VIP /GoldMedal /Million plast / GM / Sudhakar /Anchor/ Polycab
2	M.S. conduit pipes (Screw type) black enameled with all accessories as per IS-9537 Part - II or latest revision	NAI / Bharath / GB / AKG.
3	Annealed copper conductor, PVC insulated, 1100 volts grade flexible copper cables manufactured to as per IS : 694 / 1990 (with FRLS / FRLSH / HFFR / ZHFR & ISI marking)	Finolex/RR kabel/ Havells/ KEI/Polycab/ Gloster/V-Guard/HPL/GM/ Million/Goldmedal/Anchor.
4	PVC insulated aluminium conductor, PVC sheathed, Armored Underground cables / HT cables to IS:7098 (Part-I)/1554-I or latest revision	Torent / Universal / Unicab / Havells / KEI / Gloster / Polycab /RR Kabel/RPG / Finolex / V-Guard
5	Ceiling roses, junction boxes and E.I.shades, Pendent holders and batten holders and brackets	Anchor/ Million/ Gold Medal
6	All types of 6A , 16A switches, sockets, Fan Regulators etc.,	Legrand / Schneider / Crabtree /L&T /GM / Goldmedal
7	M.S. Switch Boxes	Hot Dip galvanized 20/18 SWG Module box with earthing terminal of reputed brands
8	Distribution boards of single phase and 3phase from 4way to 12way	Legrand / Schneider /Hager / Seimens/L&T
9	ACBs,MCB, MCCBs, MCB Isolators, MCB distribution Boards, Isolators, ELCBs, RCCBs	L&T / Schneider /Legrand / Siemens
10	Panel Mounted Meters (Ammeter and Volt meter etc)	Conzerve/Elmeasure/ Meco/ HPL/L&T/ Socomec
11	Cable Glands	Dowels/Comet/SMI
12	Cable Lugs	Dowels/Comet/SMI
13	Cable Terminating Kits	Raychem /M seal/ Denson/ Multy/ Transeal- Hongshang
14	All types of LED luminaires	Phillips / GE-Venture / Crompton / Wipro / Bajaj / Havells
15	Ceiling /Wall mounted fans	Crompton / Havells /Orient
16	Ceiling fans - BLDC (Brush less Direct Current)	Atomberg/ Halonix /Havells

S.N O.	DESCRIPTION OF ITEMS	BRAND / MAKE
17	Exhaust fans	Crompton / Bajaj / Havells / Orient / Almonard.
18	Bell pushes	GM / Gold Medal / Million / Vimal / Anchor
19	Screws or nails of all sizes	Bharat, sharp, Nettle fold (Brass, GI, M.S) only
20	Wooden accessories (including fillets gutties, nd boards & blocks including, double boards)	Make of well seasoned high quality teak wood without knots and well polished.
21	PVC Casing & Capping and accessories	Precision/VIP / Modi/ GoldMedal / Million plast / GM / Sudhakar / Anchor
22	Energy Meters	ECE/ HAVELL'S/BHEL/HPL
23	Pump sets	Kirloskar / Crompton / Texmo / CRI / KSB
24	VCB panel	ABB/Schneider/Seimens/Kirloskar
25	Load Break Switch (LBS)	ABB/ Megawin/L&T/Siemens/Kirloskar
26	TRANSFORMERS	Schneider/Kirloskar/Voltamp/ Esennar/ Toshiba
27	Any other Materials	As specified in the BOQ

Note : The contractor shall be invariable to use the materials specified in BOQ subject to prior approval from the department before procurement.