

**RETAIL ENGINEERING WESTERN REGION
BHARAT PETROLEUM CORPORATION LIMITED
WESTERN REGIONAL OFFICE
PLOT NO 6, SECTOR, KHARGHAR
NAVI MUMBAI - 410210**



OPEN TENDER

**ANNUAL RATE CONTRACT FOR FABRICATION,
SUPPLYING & ERECTION OF NEW RVI (RETAIL
VISUAL IDENTITY) ELEMENTS AT RETAIL OUTLETS
IN BHOPAL, INDORE, JABALPUR, GWALIOR &
RAIPUR TERRITORIES FOR A PERIOD OF ONE YEAR**

Tender No. : CRFQ -1000249973

Due Date : 26.02.2016 at 15.00 Hours

Tender for Annual Rate contract for Fabrication, Supplying & Erection of New RVI (Retail Visual Identity) elements at retail outlets in BHOPAL, INDORE, JABALPUR, GWALIOR & RAIPUR Territories for the period of one year from the date of issue of LOI/Contract –Invitation of Techno-Commercial Bid and Price Bid

1. Bharat Petroleum Corporation Limited is a Fortune 500 Navratna PSU engaged in manufacturing and Marketing of diverse range of Petroleum Products.

Our Retail SBU markets various petroleum products through our Retail Outlets across India.

2. BPCL intends to provide New RVI (Retail Visual Identity) at retail outlets in BHOPAL, INDORE, JABALPUR, GWALIOR & RAIPUR Territories and pleased to invite your bids in two parts viz. Techno-Commercial Bid (Part A) and Price Bid (Part B) for Annual rate contract for Fabrication, Supplying & Erection of New RVI elements at retail outlets in BHOPAL, INDORE, JABALPUR, GWALIOR & RAIPUR Territories for a period of one year from the date of issue of LOI/Contract.
3. This is an e-tender. Please visit the website <https://bpcleproc.in> for participating in this tender process and submitting your Techno-commercial and Price bids online.
4. Estimated Quantity:

NEW RVI QUANTITY - BHOPAL TERRITORY			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
SUPPLY OF RVI ELEMENTS			
1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	560	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	720	RM

7	Supplying Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Suppling Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Supplying Pump Spreader as per specifications and drawings	60	PC
11	Supplying Pump Spreader Extensions as per specifications & drawings	120	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Supplying In & Out Signage as per specifications & drawings	2	PC
14	Supplying Dealer Name Unit	20	PC
15	Supplying Air gauge housing as per specifications and drawings	20	EA
	INSTALLATION OF RVI ELEMENTS		
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
1	Installation of supplied Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Installation of supplied Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Installation of supplied Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	560	M2
5	Installation of supplied White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Installation of supplied Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Installation of supplied Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA

8	Installation of supplied Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Installation of supplied Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Installation of supplied Pump Spreader as per specifications and drawings	60	PC
11	Installation of supplied Pump Spreader Extensions as per specifications & drawings	120	PC
12	Installation of supplied No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Installation of supplied In & Out Signage as per specifications & drawings	2	PC
14	Installation of supplied Dealer Name Unit	20	PC
15	Installation of supplied Air gauge housing as per specifications and drawings	20	EA

NEW RVI QUANTITY - INDORE TERRITORY			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
SUPPLY OF RVI ELEMENTS			
1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	560	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Supplying Column Skirting using Stainless Steel at the bottom of the column as per specifications and drawings	120	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA

9	Suppling Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Supplying Pump Spreader as per specifications and drawings	60	PC
11	Supplying Pump Spreader Extensions as per specifications & drawings	120	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Supplying In & Out Signage as per specifications & drawings	2	PC
14	Supplying Dealer Name Unit	20	PC
15	Supplying Air gauge housing as per specifications and drawings	20	EA
	INSTALLATION OF RVI ELEMENTS		
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
1	Installation of supplied Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Installation of supplied Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Installation of supplied Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	560	M2
5	Installation of supplied White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Installation of supplied Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Installation of supplied Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Installaiton of supplied Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Installation of supplied Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA

10	Installation of supplied Pump Spreader as per specifications and drawings	60	PC
11	Installation of supplied Pump Spreader Extensions as per specifications & drawings	120	PC
12	Installation of supplied No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Installation of supplied In & Out Signage as per specifications & drawings	2	PC
14	Installation of supplied Dealer Name Unit	20	PC
15	Installation of supplied Air gauge housing as per specifications and drawings	20	EA

NEW RVI QUANTITY - JABALPUR TERRITORY			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
SUPPLY OF RVI ELEMENTS			
1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	560	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Supplying Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Suppling Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Supplying Pump Spreader as per specifications and drawings	60	PC

11	Supplying Pump Spreader Extensions as per specifications & drawings	120	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Supplying In & Out Signage as per specifications & drawings	2	PC
14	Supplying Dealer Name Unit	20	PC
15	Supplying Air gauge housing as per specifications and drawings	20	EA
INSTALLATION OF RVI ELEMENTS			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
1	Installation of supplied Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Installation of supplied Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Installation of supplied Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	560	M2
5	Installation of supplied White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Installation of supplied Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Installation of supplied Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Installaiton of supplied Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Installation of supplied Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Installation of supplied Pump Spreader as per specifications and drawings	60	PC
11	Installation of supplied Pump Spreader Extensions as per specifications & drawings	120	PC

12	Installation of supplied No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Installation of supplied In & Out Signage as per specifications & drawings	2	PC
14	Installation of supplied Dealer Name Unit	20	PC
15	Installation of supplied Air gauge housing as per specifications and drawings	20	EA

NEW RVI QUANTITY - GWALIOR TERRITORY			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
SUPPLY OF RVI ELEMENTS			
1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	560	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Supplying Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Suppling Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Supplying Pump Spreader as per specifications and drawings	60	PC
11	Supplying Pump Spreader Extensions as per specifications & drawings	120	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	120	PC

13	Supplying <u>In & Out Signage</u> as per specifications & drawings	2	PC
14	Supplying <u>Dealer Name Unit</u>	20	PC
15	Supplying <u>Air gauge housing</u> as per specifications and drawings	20	EA
	INSTALLATION OF RVI ELEMENTS		
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
1	Installation of supplied <u>Canopy fascia</u> with 6/7/8 m waves with <u>PVDF coated ACM</u> (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Installation of supplied <u>Canopy fascia (non-lit)</u> with 6/7/8 m waves using <u>PVDF coated ACM</u> with bottom white approved <u>PVDF coated ACM</u> flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Installation of supplied <u>Sales building fascia</u> made of <u>PVDF coated ACM YELLOW</u> as per approved drawing and specifications.	600	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	560	M2
5	Installation of supplied <u>White PVDF coated ACM</u> flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Installation of supplied <u>Column Cladding</u> using <u>PVDF coated ACM of approved make.</u>	720	RM
7	Installation of supplied <u>Column Skirting</u> using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Installaiton of supplied <u>Arches</u> for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Installation of supplied <u>Spreader Conjoint</u> as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Installation of supplied <u>Pump Spreader</u> as per specifications and drawings	60	PC
11	Installation of supplied <u>Pump Spreader Extensions</u> as per specifications & drawings	120	PC
12	Installation of supplied <u>No Sign</u> with back lit arrangement as per specifications & drawings	120	PC
13	Installation of supplied <u>In & Out Signage</u> as per specifications & drawings	2	PC
14	Installation of supplied <u>Dealer Name Unit</u>	20	PC

15	Installation of supplied Air gauge housing as per specifications and drawings	20	EA
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NEW RVI QUANTITY - RAIPUR TERRITORY			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
SUPPLY OF RVI ELEMENTS			
1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	560	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Supplying Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Suppling Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Supplying Pump Spreader as per specifications and drawings	60	PC
11	Supplying Pump Spreader Extensions as per specifications & drawings	120	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Supplying In & Out Signage as per specifications & drawings	2	PC
14	Supplying Dealer Name Unit	20	PC
15	Supplying Air gauge housing as per specifications and drawings	20	EA

INSTALLATION OF RVI ELEMENTS			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
1	Installation of supplied Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Installation of supplied Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Installation of supplied Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	560	M2
5	Installation of supplied White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Installation of supplied Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Installation of supplied Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Installaiton of supplied Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Installation of supplied Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Installation of supplied Pump Spreader as per specifications and drawings	60	PC
11	Installation of supplied Pump Spreader Extensions as per specifications & drawings	120	PC
12	Installation of supplied No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Installation of supplied In & Out Signage as per specifications & drawings	2	PC
14	Installation of supplied Dealer Name Unit	20	PC
15	Installation of supplied Air gauge housing as per specifications and drawings	20	EA

5. The attached tender document consists of the followings (entire document to digitally signed and uploaded).

Part A: Techno-Commercial Bid (other than Price Bid).

- a) Bid-qualification Criteria (**Annexure I**)
- b) General Purchase Conditions (**Annexure II**)
- c) Special Terms & conditions (**Annexure III**)
- d) Technical Specifications (**Annexure IV**)
- e) Format for PBG (Performance Bank Guarantee) (**Annexure V**)
- f) General Instructions to bidders for E-Tendering (**Annexure VI**)
- g) Performa of Integrity Pact (**Annexure VII**)
- h) List of approved TPIAs (**Annexure-VIII**)
- i) Other relevant document to be signed and uploaded (**Annexure-IX**).
- j) List of Revenue Districts (**Annexure-X**).
- k) General terms & conditions (**Annexure-XI**)
- l) Safe practices at construction sites (**Annexure-XII**).
- m) Holiday listing of vendors (**Annexure XIII**)

Information pertaining to Techno-commercial details and Relationship with Directors shall have to be submitted online.

The Vendors shall also be in a position to produce further information as and when required by BPCL.

BPCL, at its discretion reserves the right to verify information submitted and inspect the manufacturer facilities to confirm their capabilities.

Part B: Price Bid

Vendors have to submit Price Bids online.

- a. Offers would be evaluated on **Lowest net landed price basis (lowest cost to BPCL) Territory wise** for BHOPAL, INDORE, JABALPUR, GWALIOR & RAIPUR Territories and order shall be awarded to the successful bidder.
 - b. **This tender comprises of five (5) lots. Vendors have the option of quoting for one Lot or more than one Lot in the tender subject to satisfying the conditions of bidder's qualification criteria of established manufacturer, supplying capacity & proven track record, & financial capacity.**
6. Tenderers shall also have to essentially sign an **Integrity Pact (IP)** for participating in this tender, as per the proforma mentioned in point (5 g) above.
7. All the tender documents and Annexures, Techno-commercial details and Price Bids shall be required to be digitally signed with a class IIB or above digital signature by the authorized signatory. The authorized signatory shall be:
- a) Proprietor in case of proprietary concern.
 - b) Authorized partner in case of partnership firm.
 - c) Director, in case of a limited Company, duly authorized by its board of directors to sign.

If for any reason, the proprietor or the authorized partner or director as the case may be, are unable to digitally sign the document, the said document should be digitally signed by the constituted attorney having full authority to sign the tender document and a scanned copy of such authority letter as also the power of attorney (duly signed in the presence of a Notary public) should be uploaded with the tender.

8. Online submission of the tender under the digital signature of the authorized signatory shall be considered as token of having read, understood and totally accepted all the terms and conditions
9. **EMD: EMD of Rs.1,00,000/- (Rs. 1 Lacs only)** is required to be submitted if applicable in physical form (by the way of crossed A/c Payee demand draft drawn on any Nationalised or scheduled bank in favour of M/s Bharat Petroleum Corporation Ltd. and payable at Mumbai) at our office in a sealed cover addressed to Senior Manager Retail Engineering (West), with following boldly super-scribed on the outer cover
 - CRFQ number
 - Item
 - Closing date/Time
 - Name of the tenderer

It should be dropped in the tender box or sent by Registered Post/Courier to the following address so as to reach on or before the due date & time of the tender:

**Senior Manager Retail Engineering (West),
Bharat Petroleum Corpn. Ltd.
Western Regional Office,
Plot No 6, Sector 2
Kharghar,
Navi Mumbai- 410210**

BPCL will not be responsible for non-receipt of instrument(s) due to postal delay/loss in transit etc.

Bid received without the EMD if applicable is liable to be rejected.

EXEMPTION FROM EARNEST MONEY DEPOSIT:

Micro and Small Enterprises registered with District Industries Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of Micro, Small and Medium Enterprises Vendor has to upload the necessary documents as mentioned above to claim exemption for Earnest Money Deposit.

In case bidder is claiming exemption from submitting EMD, relevant valid certificate of exemption should be sent to the above address providing tender details on the envelope as mentioned above.

10. Your bid should be submitted online on or before the due date.
11. The Vendors who are already enlisted with BPCL should also apply.
- 12. The vendors who are currently on BPCL s Holiday List will not be considered.**
13. BPCL reserves the right to accept any offer in whole or part or reject any or all offers without assigning any reason. BPCL is also not bound to accept the lowest Bid.
14. If BPCL is unable to evaluate any offer for want of information, such offer will not be considered.
15. BPCL reserves the right to change the quantity (increase/decrease) tendered.

16. BPCL s decision on any matter regarding short listing of Vendors shall be final and any applicant shall not enter into any correspondence with BPCL unless asked for.
17. BPCL reserves the right to accept/ reject any or all the Bids at their sole discretion without assigning any reason whatsoever.
18. Forming Cartel and quoting rates in groups would disqualify the supplier.
19. Bids submitted after the due date and time as mentioned above, or not in the prescribed format is liable to be rejected. BPCL does not take any responsibility for any delay in submission of online bids due to connectivity problem or non-availability of site and/or other documents to be uploaded online. No claims on this account shall be entertained.
20. Based on the information and documents submitted, the parties who are found to be techno-commercially eligible shall qualify for the next round of the tender viz. price bid. They would also become registered vendors for all limited tenders for Supplying & installation of New RVI (Retail Visual Identity) items. The results of this qualification round shall be intimated to the tenderer by email.
21. For clarifications, if any, please feel free to contact the undersigned on any working day between 10:00 am to 4:00 pm. Corrigendum, if any shall be published in BPCL e-proc site (<https://bpcl.eproc.in>).

Thanking you,

Yours faithfully,
For Bharat Petroleum Corporation Ltd.,

Ch. Raja Sekhar
Senior Manager Retail Engineering, (West)

Part A: Techno-commercial Bid

Annexure I

Bid-qualification Criteria:

1. The qualifying criteria for the bidders would be as follows.

a) Signage vendor/manufacturer :

- i. The bidder should be an existing manufacturer (fabricator) & engaged in Fabrication & Erection of New RVI elements made of ACM (Aluminum Composite Material).
- ii. The bidder must have own facilities for Fabrication of New RVI elements made of ACM (Aluminum Composite Material) with necessary manpower & equipment/machinery for fabrication of New RVI elements.
- iii. Bidder should have been in the activity of fabricating New RVI elements made of ACM (Aluminum Composite Material) for at least 12 months prior to the date of tender.
- iv. **Vendor should have the following machinery as mandatory equipment in their factory.**
 - CNC router machine for fabrication of ACM. (SIZE SHALL BE MINIMUM 1.5 M WIDE & 3.5 M LONG)
 - Stud welding machine.
 - Rolling & bending machine.
 - Necessary CO2 welding, cutting, grinding machinery used in fabrication of steel structures.
 - PLOTTER MACHINE FOR VINYL CUTTING

Documents required:

- a) Excise/VAT documents including quarterly returns (or) Factory license (or) Certificate from statutory auditor or any other relevant document issued by a Statutory Authority clearly indicating that the vendor is a manufacturer (fabricator) of New RVI elements made of ACM (Aluminum Composite Material)
- b) The certificate from approved (Third Party Inspection Agency) TPIA (LRIS / SGS / GLISPL / IRS / DNV / EIL / TATA Projects / PDIL / UL / RITES LTD / ITSIPL / MECON / ICSPL / BVIS) verifying and confirming point (1 a) and documents mentioned in point (a) above to “establish vendor is a manufacturer (fabricator) of New RVI Elements made of ACM & also engaged in erection of New RVI Elements” & is in the activity of manufacturing New RVI elements made of ACM (Aluminum Composite Material) for at least 12 months prior to the date of the tender as checked/verified and confirming qualification of this criterion.

TPIA report should include the following details.

- TPIA has personally visited the manufacturing unit of the vendor.
- Brief description on the manufacturing unit indicating the name & postal address, various statutory approvals available, no. of persons employed, list of machinery available (other than the mandatory machinery), certificate of incorporation.
- Availability of all the mandatory machinery indicated above in the manufacturing unit of the vendor. (List of machinery available to be included in the report.)

- Vendor is a fabricator of New RVI Elements made of ACM (Aluminum Composite Material).
- New RVI Elements made of ACM (Aluminum Composite Material) are being fabricated in the vendors own manufacturing unit.
- Bidder is in the activity of manufacturing New RVI elements made of ACM (Aluminum Composite Material) for at least 12 months prior to the date of the tender.
- Photographs of the manufacturing unit where New RVI Elements are being fabricated.

TPIA should have inspected the manufacturing unit on or after the date of issue of tender & TPIA report should be dated on or after the date of issue of tender.

b) Supplying Capacity :

The vendor should have Fabricated, supplied & erected New RVI Elements made of ACM (Aluminum Composite Material) at retail outlets of Oil Marketing Companies BPCL, IOCL, HPCL, Reliance, Essar, Shell etc. and/or to any other companies, Govt. Agencies etc. in India during any continuous 12 months period in the last 7 years prior to the due date of bid submission. The minimum value of RVI jobs (using ACM) undertaken should be as indicated in the table below for each Territory.

Territory	Minimum Supplying capacity (Rs. In lakhs)
Bhopal	61.62
Indore	61.62
Jabalpur	61.62
Gwalior	61.62
Raipur	61.62

If the same Bidder desires to bid for more than one Territory of this tender, the qualifying supplying capacity would be the summation of the above specified individual qualifying values.

Illustration: If the Bidder wishes to quote for Bhopal, Indore, Jabalpur, Gwalior & Raipur Territories, Bid Qualifying value as per Clause 1 (b) above shall be minimum Rs.308.10 lakhs (61.62 + 61.62 + 61.62 + 61.62 + 61.62).

The bidders should quote only for those Territories for which the cumulative qualifying Supplying Capacity is less than or equal to their Total Supplying Capacity.

Total Supplying Capacity of the bidder shall be taken from the certificate issued by TPIA as per the format provided in 1 (b) (ii) below.

If the bidder quotes for those Territories for which the cumulative qualifying supplying capacity is beyond his total supplying capacity, his entire offer will be rejected. For example if the bidder's total supplying capacity is Rs.175 lakhs and the bidder bids for Bhopal, Indore, Jabalpur, Gwalior & Raipur Territories (61.62 + 61.62 + 61.62 + 61.62 + 61.62 = Rs.308.10 lakhs), then his entire offer will be rejected. However, if the same bidder quotes for only Bhopal & Indore Territories (61.62 + 61.62 = Rs.123.24 lakhs), his offer will be accepted against this criteria.

Documents required:

- i. Certificate from approved Third Party Inspecting Agency (LRIS / SGS / GLISPL / IRS / DNV / EIL / TATA Projects / PDIL / UL / RITES LTD / ITSIPPL / MECON / ICSPPL / BVIS) in English, listing the invoices or work completion certificates from clients [pertaining to any continuous 12 months period, during the last 7 years] as checked/verified and confirming qualification of this criterion. The certificate should clearly indicate the value of the work

executed Rs. In lakhs (summation of quantities in invoices. **BPCL reserves the right to demand for these invoices/additional documents as and when required from the bidders** to “establish supplying capacity & proven track record”.

- ii. TPI has to provide the list of invoices or work completion certificates checked/verified in the format provided below.

S.No.	PO No.	Date	Invoice No.	Date	Description of work	Name of the client	Value of the invoice (Rs. In lakhs)
TOTAL SUPPLYING CAPACITY (Rs. In lakhs)							

c) **Financial Capacity:**

- i. Bidder should have achieved a minimum average annual financial turnover as furnished below as per the Audited Balance Sheet and Profit & Loss account during the immediate preceding three accounting years from the date of tender. ie accounting years 2012-13, 2013-14 & 2014-15.

Territory	Minimum Financial capacity (Rs. In lakhs)
Bhopal	61.62
Indore	61.62
Jabalpur	61.62
Gwalior	61.62
Raipur	61.62

If the Bidder has commenced the activity of fabricating New RVI elements using ACM (Aluminum composite Materials) less than three years prior to the date of tender and does not have Audited Balance Sheet and Profit & Loss statement for the immediate preceding three accounting years from the date of tender, then minimum average annual financial turnover shall be computed based on the Audited Balance Sheet and Profit & Loss account statement for the accounting years submitted.

Illustration : If the bidder has commenced the activity of fabricating New RVI elements using ACM (Aluminum composite Materials) two years prior to the date of tender, minimum average annual financial turnover shall be computed based on the Audited Balance Sheet and Profit & Loss account statement for the preceding two accounting years from the date of tender & so on.

If the bidder has submitted Audited Balance Sheet and Profit & Loss account statement for 2013-14 & 2014-15. Annual financial turnover is Rs.100 lakhs for 2013-14 & Rs.150 lakhs for 2014-15, average annual financial turnover shall be computed as follows.

Average annual financial turnover = (annual turnover of 2013-14 + annual turnover of 2014-15) / 2.

Average annual financial turnover = (100+150)/2 = 125 lakhs

If the same Bidder desires to bid for more than one Territory of this tender, the total turnover should be summation of the above.

Illustration: If the Bidder wishes to quote for Bhopal, Indore, Jabalpur, Gwalior & Raipur Territories, bidders annual turnover as per Clause 1 (c) (i) above shall be minimum Rs.308.10 lakhs (61.62 + 61.62 + 61.62 + 61.62).

The bidders should quote only for those Territories for which the cumulative qualifying turnover is less than or equal to their minimum annual turnover.

If the bidder quotes for those Territories for which the cumulative qualifying turnover is beyond his minimum annual turnover as per clause 1 (c) (i) above, his entire offer will be rejected. For example if the bidder's minimum annual turnover during accounting years 2012-13, 2013-14 & 2014-15 is Rs.175 lakhs and the bidder bids for Bhopal, Indore, Jabalpur, Gwalior & Raipur Territories (61.62 + 61.62 + 61.62 + 61.62 = Rs.308.10 lakhs), then his entire offer will be rejected. However, if the same bidder quotes for only Bhopal & Indore Territories (61.62 + 61.62 = Rs.123.24 lakhs), his offer will be accepted against this criteria.

- ii. Net worth of the vendor should be positive as per the Audited Financial Statements of the last available three consecutive accounting years. The Net worth is defined as TOTAL ASSETS MINUS TOTAL LIABILITIES.

If the bidder has commenced the activity of manufacturing New RVI only two years prior to the date of tender, then Net worth should be positive for last two consecutive accounting years & so on.

The Net worth is defined as TOTAL ASSETS MINUS TOTAL LIABILITIES.

Documents required:

- i. Audited Balance Sheets and Profit & Loss of the vendor as mentioned in 1 c (i) above (English language only).

d) Past Performance

Vendors who are on Holiday list by BPCL, MOPNG or any other Oil PSE will not be considered.

Documents required :

Bidder should submit a declaration to the effect that they are not currently serving any Holiday listing orders issued by BPCL or MOPNG debarring them from carrying on business dealings with BPCL/MOPNG or serving a banning order by another Oil PSE as on due date of bid submission.

Annexure II

Bharat Petroleum Corporation Limited

General Purchase Conditions

The following conditions shall be applicable for all procurement unless specifically mentioned in the Special Purchase Conditions.

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Bharat Petroleum Corporation Limited

General Purchase Conditions

1. DEFINITIONS:

The following expressions used in these terms and conditions and in the purchase order shall have the meaning indicated against each of these:

- 1.1. **OWNER:** Owner means Bharat Petroleum Corporation Limited (a Government of India enterprise), a Company incorporated in India having its registered office at Bharat Bhavan, 4 & 6 Currimbhoy Road, Ballard Estate, Mumbai 400038 and shall include its successors and assigns (hereafter called BPCL as a short form).
- 1.2. **VENDOR:** Vendor means the person, firm or the Company / Corporation to whom this Request for quotation (RFQ)/purchase order is issued and shall include its successors and assigns.
- 1.3. **INSPECTOR:** Person/agency deputed by BPCL for carrying out inspection, checking/testing of items ordered and for certifying the items conforming to the purchase order specifications..
- 1.4. **GOODS / MATERIALS:** means any of the articles, materials, machinery, equipments, supplies, drawing, data and other property and all services including but not limited to design, delivery, installation, inspection, testing and commissioning specified or required to complete the order.
- 1.5. **SITE / LOCATION:** means any Site where BHARAT PETROLEUM CORPORATION LTD. desires to receive materials anywhere in India as mentioned in RFQ.
- 1.6. **RATE CONTRACT** means the agreement for supply of goods/ materials between Owner and Vendor, for a fixed period of time (i.e. till validity of Rate Contract, with no commitment of contractual quantity) on mutually agreed terms and conditions. The actual supply of goods/ materials shall take place only on issue of separate purchase orders for required quantity as and when required by Owner.
- 1.7. **FIRM PROCUREMENT** means the agreement between the parties for mutually agreed terms and conditions with commitment of Quantity Ordered.

2. REFERENCE FOR DOCUMENTATION :

- 2.1. The number and date of Collective Request for Quotation (CRFQ) must appear on all correspondence before finalization of Rate Contract / Purchase Order.
- 2.2. After finalization of Contract / Purchase Order: The number and date of Rate Contract / Purchase Order must appear on all correspondence, drawings, invoices, dispatch advices, (including shipping documents if applicable) packing list and on any documents or papers connected with this order.
- 2.3. In the case of imports, the relevant particulars of the import Licence shall be duly indicated in the invoice and shipping documents as well as on the packages or consignments.

3. RIGHT OF OWNER TO ACCEPT OR REJECT TENDER :

The right to accept the tender will rest with the Owner.

4. LANGUAGE:

The Bid and all supporting documentation and all correspondence whatsoever exchanged by Vendor and Owner, shall be in English language only.

5. Price :

Unless otherwise agreed to the terms of the RFQ, price shall be :

Firm and no escalation will be entertained on any ground, except on the ground of statutory levies applicable on the tendered items.

6. TAXES AND DUTIES :

All vendors shall have VAT/CST/GST/Service tax registration in the concerned State and vendor shall quote their TIN number in the quotation.

6.1. EXCISE DUTY :

6.1.1. Excise duty included in the basic price. No separate excise duty is payable.

6.2. SALES TAX / VAT/CST/GST :

6.2.1. Sales tax/VAT/GST is excluded from the basic price.

Bidder has to quote sales tax/VAT/CST/GST in percentage as applicable in the price bid.

Offers would be evaluated as per the sales tax/VAT/CST/GST rates quoted by the vendor in the price bid.

BPCL may also claim VAT set off if applicable. Vendor shall submit the VAT/TAX invoice.

6.3 Service tax :

All vendors shall mandatorily have service tax registration. BPCL may also claim CENVAT Credit on service tax. Vendor shall submit the TAX invoice. Vendor is required to furnish serially numbered and signed invoice / bill / challan containing the following details:

- a) Name, address and registration number of the service provider
- b) Name and address of person receiving taxable service
- c) Description, classification and value of taxable service provided
- d) Service Tax Payable

Service tax will be paid extra over the basic price on installation charges only at the prevailing rates which is currently 14.50%.

6.4 FREIGHT AND OCTROI :

6.4.1 Freight (Transportation) charges from the manufacturing unit of the vendor to the site (retail outlet) anywhere in the Territory have to be included in the basic price. No separate transportation charges are payable.

6.4.2. Octroi and entry taxes, if any, shall be invoiced separately and shall be re-imbursed by BPCL after completion of the work in all respects at actuals against the submission of original documentary evidence for proof of payment of the related octroi and entry taxes, as the case may be.

7. INSPECTION :

7.1. BPCL may, at its own expense, have its representative(s) witness any test or inspection. In order to enable BPCL s representative(s) to witness the tests/inspections. BPCL will advise the Vendor in advance whether it intends to have its representative(s) be present at any of the inspections.

7.2. Even if the inspection and tests are fully carried out, the Vendor shall not be absolved from its responsibilities to ensure that the Material(s), raw materials, components and other inputs are supplied strictly to conform and comply with all the requirements of the Contract at all stages, whether during manufacture and fabrication, or at the time of Delivery as on arrival at site and after its erection or start up or consumption, and during the defect liability period. The inspections and tests are merely intended to prima-facie satisfy BPCL that the Material(s) and the parts and components comply with the requirements of the Contract. The Vendor s responsibility shall also not be anywise reduced or discharged because BPCL or BPCL s representative(s) or Inspector(s) shall have examined, commented on the Vendor s drawings or specifications or shall have witnessed the tests or required any chemical or physical or other tests or shall have stamped or approved or certified any Material(s).

7.3. Although material approved by the Inspector(s), if on testing and inspection after receipt of the Material(s) at the location, any Material(s) are found not to be in strict conformity with the contractual requirements or specifications, BPCL shall have the right to reject the same and hold the Vendor liable for non-performance of the Contract.

8. ORDER AWARD / EVALUATION CRITERIA :

a. Offers would be evaluated on **Lowest net landed price basis (lowest cost to BPCL) Territory wise** for **BHOPAL, INDORE, JABALPUR, GWALIOR & RAIPUR** Territories and order shall be awarded to the successful bidder.

b. **This tender comprises of five (5) lots. Vendors have the option of quoting for one Lot or more than one Lot in the tender subject to satisfying the conditions of bidder's qualification criteria of established manufacturer, supplying capacity & proven track record, & financial capacity.**

9. CONFIRMATION OF ORDER :

The vendor shall acknowledge the receipt of the purchase order within 10 days of mailing the same. The vendor shall sign, stamp the acknowledgement copy of the purchase order and return the same to BPCL.

10. PAYMENT TERMS :

10.1. At the sole discretion of the company the contractor can receive within 30 days of completion of the job up to 90% of the payment for the work done. All payments shall be subjected to deduction of Income Tax & statutory levies as applicable from time to time.

The Corporation will be deducting 10% value of all the bills towards retention money for all the jobs exceeding Rs.1,00,000/- and no interest will be paid on retention money. The said retention money will be due and paid to the contractor after ONE YEAR after any dues of the Corporation against the contractor under the workmanship/materials provided to the contractor and/or against any other claims for any reason whatsoever under the Agreement which may arise within the said period of ONE YEAR.

10.2. Unless otherwise mentioned, the specified documents (All documents listed below (one original and two copies)) should be submitted to originator of P.O. (the name and contact details of whom are given in PO) and payments for dispatches will be made by the originator of Purchase Order :

- a) Tax Invoice (if applicable)
- b) Manufacturers Test Certificate.

11. GUARANTEE/WARRANTY:

11.1. Materials shall be guaranteed against manufacturing defects, materials, workmanship and design for a period of 12 months from the date of completion of work. Warranty for replacement of material / accessories should be provided free of charges at our premises. The above guarantee/warranty will be without prejudice to the certificate of inspection or material receipt note issued by us in respect of the materials.

11.2. All the materials including components and sub contracted items should be guaranteed by the vendor within the warranty period mentioned above. In the event of any defect in the material, the vendor will replace / repair the material at BPCL s concerned location at vendor s risk and cost on due notice.

12. PERFORMANCE BANK GUARANTEE:

12.1. Vendor will have to provide Performance Bank Guarantee for 10% of the basic value of purchase order unless otherwise specified. This bank guarantee shall be valid (shall remain in force) for guarantee period (as mentioned in the guarantee clause), with an invocation period of six months thereafter. In the case of Indigenous vendors, the Performance Bank Guarantee shall be given on a non-judicial stamp paper of appropriate value (currently Rs 100). PBG format is as per Annexure A.

In case, PBG is not provided by the Vendor, 10% of the basic value shall be retained in lieu of PBG, till the expiry of guarantee and claim period.

12.2. If Vendor wants to submit the PBG at Contract level to avoid multiple number of PBG (i.e. PBG issued against every purchase/call off order) then the validity of PBG will be calculated as mentioned below:

12.2.1. Validity of PBG = Rate Contract Issue Date (Start Date of Rate Contract) + Rate Contract Period (validity of Rate Contract) + Contractual Delivery Period of material + Contractual Guarantee period + 6 month (for invocation / Claim).

13. DELIVERY :

13.1. Unless otherwise mentioned, Vendor is requested to quote their best delivery schedule from the date of receipt of Purchase order.

- 13.2. Time being the essence of this contract, the delivery mentioned in the purchase order shall be strictly adhered to and no variation shall be permitted except with prior authorization in writing from the Owner. Goods should be delivered, securely packed and in good order and condition, at the place of delivery and within the time specified in the purchase order for their delivery.
- 13.3. The contractual delivery period is inclusive of all the lead time for engineering /procurement of raw material, the manufacturing, inspection / testing, packing, transportation or any other activity whatsoever required to be accomplished for effecting the delivery at the required delivery point.
- 13.4. Unless otherwise specified, Material(s) shall not be dispatched without prior inspection and/or testing and Release Order/Material(s) Acceptance Certificate issued by the manufacturer.

14. UNLOADING AND STACKING :

Unloading and stacking will be arranged by Vendor.

15 VALIDITY OF OFFER:

The rates quoted against this tender shall be valid for a period of 120 Days from the date of opening of the tender unless otherwise specified in the Special Purchase Conditions.

16. DELIVERY DATES AND PRICE REDUCTION SCHEDULE:

- 16.1. The time and date of Delivery of Material(s) as stipulated in the Contract shall be adhered to on the clear understanding that the Price(s) of the Material(s) has/have been fixed with reference to the said Delivery date(s).
- 16.2. If any delay is anticipated by the Vendor in the delivery of the Material(s) or any of them beyond the stipulated date(s) of Delivery, the Vendor shall forthwith inform BPCL in writing of such anticipated delay and of the steps being taken by the Vendor to remove or reduce the anticipated delay, and shall promptly keep BPCL informed of all subsequent developments.
- 16.3. The delivery period quoted must be realistic & specific. The inability of successful Vendors to execute orders in accordance with the agreed delivery schedule will entitle BPCL, at its options, to :
- 16.3.1. Accept delayed delivery at prices reduced by a sum equivalent to one percent (1%) of the basic value of any goods not delivered for every week of delay or part thereof, limited to a maximum of 10% of the total basic order value.**
- 16.3.2. Cancel the order in part or full and purchase such cancelled quantities from elsewhere on account at the risk and cost of the vendor, without prejudice to its right under 20.3.1 above in respect of goods delivered.

17. RISK PURCHASE CLAUSE:

BPCL reserves the right to curtail or cancel the order either in full or part thereof if the vendor fails to comply with the delivery schedule and other terms & conditions of the order. BPCL also reserves the right to procure the same or similar materials/equipment through other sources at vendor s entire risk, cost and consequences. Further, the vendor agrees that in case of procurement by the owner from other sources the differential amount paid by the owner shall be

on account of the vendor together with any interest and other costs accrued thereon for such procurement.

18. FORCE MAJEURE CLAUSE :

(A) Definition: The term **Force Majeure** means any event or circumstance or combination of events or circumstances that affects the performance by the vendor of its obligations pursuant to the terms of this Agreement (including by preventing, hindering or delaying such performance), but only if and to the extent that such events and circumstances are not within the vendor's reasonable control and were not reasonably foreseeable and the effects of which the vendor could not have prevented or overcome by acting as a Reasonable and Prudent person or, by the exercise of reasonable skill and care. **Force Majeure events and circumstances shall in any event include the following events and circumstances to the extent they or their consequences satisfy the requirements set forth above in this Clause:**

- (i) the effect of any element or other act of God, including any storm, flood, drought, lightning, earthquake, tidal wave, tsunami, cyclone or other natural disaster;
- (ii) fire, accident, loss or breakage of facilities or equipment, structural collapse or explosion;
- (iii) epidemic, plague or quarantine;
- (iv) air crash, shipwreck, or train wreck;
- (v) acts of war (whether declared or undeclared), sabotage, terrorism or act of public enemy (including the acts of any independent unit or individual engaged in activities in furtherance of a programme of irregular warfare), acts of belligerence of foreign enemies (whether declared or undeclared), blockades, embargoes, civil disturbance, revolution, rebellion or insurrection, exercise of military or usurped power, or any attempt at usurpation of power;
- (vi) radioactive contamination or ionizing radiation;

(B) Notice and Reporting:

- (i) The Vendor shall as soon as reasonably practicable after the date of commencement of the event of Force Majeure, but in any event no later than two (7) days after such commencement date, notify the BPCL in writing of such event of Force Majeure and provide the following information:
 - (a) reasonably full particulars of the event or circumstance of Force Majeure and the extent to which any obligation will be prevented or delayed;
 - (b) such date of commencement and an estimate of the period of time required to enable the vendor to resume full performance of its obligations; and
 - (c) all relevant information relating to the Force Majeure and full details of

the measures the vendor is taking to overcome or circumvent such Force Majeure.

(ii) The Vendor shall, throughout the period during which it is prevented from performing, or delayed in the performance of, its obligations under this Agreement, upon request, give or procure access to examine the scene of the Force Majeure including such information, facilities and sites as the other Party may reasonably request in connection with such event. Access to any facilities or sites shall be at the risk and cost of the Party requesting such information and access.

(C) Mitigation Responsibility:

(i) The Vendor shall use all reasonable endeavours, acting as a Reasonable and Prudent Person, to circumvent or overcome any event or circumstance of Force Majeure as expeditiously as possible, and relief under this Clause shall cease to be available to the Vendor claiming Force Majeure if it fails to use such reasonable endeavours during or following any such event of Force Majeure.

(ii) The Vendor shall have the burden of proving that the circumstances constitute valid grounds of Force Majeure under this Clause and that it has exercised reasonable diligence efforts to remedy the cause of any alleged Force Majeure.

(iii) The Vendor shall notify BPCL when the Force Majeure has terminated or abated to an extent which permits resumption of performance to occur and shall resume performance as expeditiously as possible after such termination or abatement.

(D) Consequences of Force Majeure. Provided that the Vendor has complied and continues to comply with the obligations of this Clause and subject to the further provisions:

(i) the obligations of the Parties under this Agreement to the extent performance thereof is prevented or impeded by the event of Force Majeure shall be suspended and the Parties shall not be liable for the non-performance thereof for the duration of the period of Force Majeure; and

(ii) the time period(s) for the performance of the obligations of the Parties under this Agreement to the extent performance thereof is prevented or impeded by the event of Force Majeure shall be extended for the duration of the relevant period of Force Majeure except as provided herein.

(E) Force Majeure Events Exceeding 60 Days

(i) If an event or series of events (alone or in combination) of Force Majeure occur, and continue for a period in excess of 60 consecutive days, then BPCL shall have the right to terminate this agreement, whereupon the Parties shall meet to mitigate the impediments caused by the Force Majeure event.

19. ARBITRATION CLAUSE :

- 19.1 Any dispute or difference of any nature whatsoever, any claim, cross-claim, counter-claim or set off of BPCL/Vendor against omission or on account of any of the parties hereto arising out of or in relation to this Contract shall be referred to the Sole Arbitration of Director(Marketing) / Director (HR) / Director (R) of BPCL as the case may be or to some officer of BPCL who may be nominated by them.
- 19.2. In the event the Arbitrator being unable or refusing to act for any reason whatsoever, the said Directors of BPCL shall designate another person to act as an Arbitrator in accordance with the terms of the said Contract/Agreement. The Arbitrator newly appointed shall be entitled to proceed with the reference from the point at which it was left by his predecessor.
- 19.3. It is known to the parties herein that the Arbitrator appointed hereunder is an employee of the Corporation and may be Share holder of the Corporation.
- 19.4. The award of the Arbitrator so appointed shall be final, conclusive and binding on all the parties to the contract and the law applicable to arbitration proceedings will be the Arbitration and Conciliation Act, 1996 or any other enactment in replacement thereof.
- 19.5. The language of the proceedings will be in English and the place of proceedings will be Mumbai.
- 19.6. The parties hereby agree that the Courts in the city of Mumbai alone shall have jurisdiction to entertain any application or other proceedings in respect of anything arising under this Agreement and any Award or Awards made by the Sole Arbitrator hereunder shall be filed, if required, in the concerned Courts in the City of Mumbai alone. (legal)

20. INTEGRITY PACT (IP) :

Vendors are requested to sign & return our pre-signed IP document, if applicable. This document is essential & binding. Vendor s failure to return the IP document duly signed along with Bid Document may result in the bid not being considered for further evaluation.

21. RECOVERY OF SUMS DUE:

Whenever, any claim against vendor for payment of a sum of money arises out of or under the contract, the owner shall be entitled to recover such sums from any sum then due or when at any time thereafter may become due from the vendor under this or any other contract with the owner and should this sum be not sufficient to cover the recoverable amount of claim(s), the vendor shall pay to BPCL on demand the balance remaining due.

22. CONFIDENTIALITY OF TECHNICAL INFORMATION:

Drawing, specifications and details shall be the property of the BPCL and shall be returned by the Vendor on demand. The Vendor shall not make use of drawing and specifications for any purpose at any time save and except for the purpose of BPCL. The Vendor shall not disclose the technical information furnished to or organized by the Vendor under or by virtue of or as a result of the implementation of the Purchase Order to any person, firm or body or corporate authority and shall make all endeavors to ensure that the technical information is kept CONFIDENTIAL. The technical information imparted and supplied to the vendor by BPCL shall at all time remain the absolute property of BPCL. Imparting of any confidential information by the Vendor will be breach of contract.

23. PATENTS & ROYALTIES:

The vendor shall fully indemnify BPCL and users of materials specified herein/supplied at all times, against any action, claim or demand, costs and expenses, arising from or incurred by reasons of any infringement or alleged infringement of any patent, registered design, trademark or name, copy right or any other protected rights in respect of any materials supplied or any arrangement, system or method of using, fixing or working used by the vendor. In the event of any claim or demand being made or action sought against BPCL in respect of any of the aforesaid matter, the vendor shall be notified thereof immediately and the vendor shall at his/its own expense with (if necessary) the assistance of BPCL (whose all expense shall be reimbursed by the vendor) conduct all negotiations for the settlement of the same and/or litigation which may arise thereof.

24. LIABILITY CLAUSE:

In case where it is necessary for employees or representatives of the Vendor to go upon the premises of owner, vendor agrees to assume the responsibility for the proper conduct of such employees/representatives while on said premises and to comply with all applicable Workmen s Compensation Law and other applicable Government Regulations and Ordinances and all plant rules and regulations particularly in regard to safety precautions and fire hazards. If this order requires vendor to furnish labour at site, such vendor s workmen or employees shall under no circumstances be deemed to be in owner s employment and vendor shall hold himself responsible for any claim or claims which they or their heirs, dependent or personal representatives, may have or make, for damages or compensation for anything done or committed to be done, in the course of carrying out the work covered by the purchase order, whether arising at owner s premises or elsewhere and agrees to indemnify the owner against any such claims, if made against the owner and all costs of proceedings, suit or actions which owner may incur or sustain in respect of the same.

25. COMPLIANCE OF REGULATIONS:

Vendor warrants that all goods/Materials covered by this order have been produced, sold, dispatched, delivered and furnished in strict compliance with all applicable laws, regulations, labour agreement, working condition and technical codes and statutory requirements as applicable from time to time. The vendor shall ensure compliance with the above and shall indemnify owner against any actions, damages, costs and expenses of any failure to comply as aforesaid.

26. REJECTION, REMOVAL OF REJECTED GOODS AND REPLACEMENT:

In case the testing and inspection at any stage by inspectors reveal that the equipment, materials and workmanship do not comply with specification and requirements, the same shall be removed by the vendor at his/its own expense and risk, within the time allowed by the owner. The owner shall be at liberty to dispose off such rejected goods in such manner as he may think appropriate. In the event the vendor fails to remove the rejected goods within the period as aforesaid, all expenses incurred by the owner for such disposal shall be to the account of the vendor. The freight paid by the owner, if any, on the inward journey of the rejected materials shall be reimbursed by the vendor to the owner before the rejected materials are removed by the vendor. The vendor will have to proceed with the replacement of the equipment or part of equipment

without claiming any extra payment if so required by the owner. The time taken for replacement in such event will not be added to the contractual delivery period.

27. NON-WAIVER :

Failure of the Owner to insist upon any of the terms or conditions incorporated in the Purchase Order or failure or delay to exercise any rights or remedies herein, or by law or failure to properly notify Vendor in the event of breach, or the acceptance of or payment of any goods hereunder or approval of design shall not release the Vendor and shall not be deemed a waiver of any right of the Owner to insist upon the strict performance thereof or of any of its or their rights or remedies as to any such goods regardless of when such goods are shipped, received or accepted nor shall any purported oral modification or revision of the order by BPCL act as waiver of the terms hereof. Any waiver to be effective must be in writing. Any lone incident of waiver of any condition of this agreement by BPCL shall not be considered as a continuous waiver or waiver for other condition by BPCL.

28. NEW & UNUSED MATERIAL :

All the material supplied by the vendor shall be branded new, unused and of recent manufacture.

29. PURCHASE PREFERENCE CLAUSE IF APPLICABLE:

Owner reserves its right to allow Public Sector Enterprises (Central/State), purchase preference as admissible/applicable from time to time under the existing Govt. policy. Purchase preference to a PSE shall be decided based on the price quoted by PSE as compared to L1 Vendor at the time of evaluation of the price bid.

Owner reserves its right to allow Micro and Small Enterprises (MSEs) and MSEs owned by Scheduled Caste (SC) or the Scheduled tribe (ST) entrepreneurs, purchase preference as admissible/applicable from time to time under the existing Govt. policy. Purchase preference to a MSE and a MSE owned by SC/ST entrepreneurs shall be decided based on the price quoted by the said MSEs as compared to L1 Vendor at the time of evaluation of the price bid.

30. CANCELLATION:

30.1. BPCL reserves the right to cancel the contract/purchase order or any part thereof through a written notice to the vendor if.

30.1.1. The vendor fails to comply with the terms of this purchase order/contract.

30.1.2. The vendor becomes bankrupt or goes into liquidation.

30.1.3. The vendor fails to deliver the goods on time and/or replace the rejected goods promptly.

30.1.4. The vendor makes a general assignment for the benefit of creditors.

30.1.5. A receiver is appointed for any of the property owned by the vendor.

30.2. Upon receipt of the said cancellation notice, the vendor shall discontinue all work on the purchase order matters connected with it. BPCL in that event will be entitled to procure the requirement in the open market and recover excess payment over the vendor s agreed price if any, from the vendor and also reserving to itself the right to forfeit the security deposit if any, made by the

vendor against the contract. The vendor is aware that the said goods are required by BPCL for the ultimate purpose of materials production and that non-delivery may cause loss of production and consequently loss of profit to the BPCL. In this-event of BPCL exercising the option to claim damages for non delivery other than by way of difference between the market price and the contract price, the vendor shall pay to BPCL, fair compensation to be agreed upon between BPCL and the vendor. The provision of this clause shall not prejudice the right of BPCL from invoking the provisions of price reduction clause mentioned in 20.3.1 as aforesaid.

31. ANTI –COMPETITIVE AGREEMENTS/ABUSE OF DOMINANT POSITION:

The Competition Act, 2002 as amended by the Competition (Amendment) Act, 2007 (the Act), prohibits anti- competitive practices and aims at fostering competition and at protecting Indian markets against anti- competitive practices by enterprises. The Act prohibits anti- competitive agreements, abuse of dominant position by enterprises, and regulates combinations (consisting of acquisition, acquiring of control and M&A) wherever such agreements, abuse or combination causes, or is likely to cause, appreciable adverse effect on competition in markets in India. BPCL reserves the right to approach the Competition Commission established under the Act of Parliament and file information relating to anti-competitive agreements and abuse of dominant position. If such a situation arises, then Vendors are bound by the decision of the Competitive Commission and also subject to penalty and other provisions of the Competition Act.

32. ASSIGNMENT

The Vendor can / does not have any right to assign his rights and obligations under these general purchase conditions without the prior written approval of BPCL.

33. GOVERNING LAW

These General Purchase Conditions shall be governed by the Laws of India.

34. AMENDMENT

Any amendment to these General Purchase Conditions can be made only in writing and with the mutual consent of the parties to these conditions.

35. SPECIAL PURCHASE CONDITIONS

In case of a conflict between the clauses, terms and conditions of General Purchase Conditions and Special Purchase condition, the clauses, terms and conditions of Special Purchase Condition will have an overriding effect over General Purchase Conditions and the same shall be applicable.

36. NOTICES

Any notices to be given hereunder by a Party to the other shall be in English and delivered by hand or sent by courier or facsimile to the other Party at the address or facsimile number stated below or such other address or number as may be notified by the relevant Party from time to time:

BPCL

Vendor

Please sign & return all the pages of GPC as a token of your acceptance of all the terms & conditions as mentioned above.

Annexure III

Special Purchase Conditions

1. **VALIDITY OF THE OFFER:** Offer should remain valid for at least 120 days from the due date.
2. **PERIOD OF CONTRACT AND QUANTITY:** Estimated requirement of New RVI Elements is for **ONE YEAR** from the date of LOI/Contract.

Since requirements are estimates and not actual demand, BPCL reserves the right to procure 20% additional quantity over and above the estimated quantity under the same terms and conditions, either during the contract validity period or by extending contract validity period further up to six months.

For procurement beyond 20 % additional quantity under the same terms and conditions within the contract validity period or by extending contract validity period, mutual consent of BPCL and concerned vendor will be necessary.

As per BPCL business requirement, L1 Vendor of one Territory may be asked to work in Territory other than the Territory awarded to the Vendor subject to not exceeding Quantity/Value as per the original contract on mutual consent at the same rates, terms & conditions.

3. QUANTITY ALLOCATION /DISTRIBUTION AND EVALUATION:

- a) Vendors have to submit Price Bids online.
 - a. Offers would be evaluated on **Lowest net landed price basis (lowest cost to BPCL) Territory wise** for BHOPAL, INDORE, JABALPUR, GWALIOR & RAIPUR Territories and order shall be awarded to the successful bidder.
 - b. **This tender comprises of five (5) lots. Vendors have the option of quoting for one Lot or more than one Lot in the tender subject to satisfying the conditions of bidder's qualification criteria of established manufacturer, supplying capacity & proven track record, & financial capacity.**
- b) Net Landed price means total cost of the work i.e. Basic price inclusive of all taxes, levies, transportation, VAT/CST, service tax and installation cost including all material & labour charges taking into consideration VAT set off if applicable.
- c) Vendors are required to quote lumpsum amounts towards basic price comprising of cost of all material, excise duty, cost of packing, transportation to site, loading at manufacturing unit, unloading at site, cost of all consumables, including all machinery etc. **% rate of VAT to be quoted separately for supply** in the price bid.
- d) Vendors are required to quote lumpsum amounts towards cost of installing supplied New RVI elements (labour charges only). **Service tax will be paid extra over the basic price on installation charges only at the prevailing rates which is currently 14.50%.**
- e) Price bid consists of two items namely Cost of supply of New RVI elements & cost of installing of supplied New RVI elements. Bidder is required to quote for both supply & installing failing which the offer of the bidder will be rejected

- f) Octroi and entry taxes, if any, shall be invoiced separately and shall be re-imbursed by BPCL after completion of the work in all respects at actuals against the submission of original documentary evidence for proof of payment of the related octroi and entry taxes, as the case may be issued by Govt. body.
4. Orders in the form of Purchase Orders will be issued by Constn. Group Manager / Territory Engineers / Territory Manager of respective Territory.
5. The tenderer shall provide the Proof of Sales Tax / WCT / CST /Excise Registration/Service tax registration.
6. **PO will be issued to the vendor with estimated quantities, vendor to visit site & take actual measurements & product details on each pedestal before fabrication & inform concerned Engineer for amendment of quantities of PO if required.**
7. Vendor should also submit the following drawings/documents & obtain prior approval from Engineer In charge before fabrication.
- Canopy lit fascia & non lit fascia with actual measurements (drawing)
 - Sales building fascia with actual measurements (drawing)
 - Canopy column cladding details with actual measurements (drawing)
 - Product name on each spreader/Spreader extension (drawing)
 - Position of "No Sign" (drawing)
 - Dealership name as appearing on "Dealer name board" (drawing)

Overall completion period is inclusive of all the above activities.

8. The time for completion of work per Purchase order/site shall be 6 weeks from the date of issue of PO.
9. Vendor shall at least complete a minimum of 2 (two) retail outlets in every six week period per Territory failing which LD shall be levied as clarified below.

Clarification

If the contract is awarded to a particular Vendor for a particular Territory.

If POs are released for 4 retail outlets (RO1, RO2, RO3 & RO4) to the vendor on say 01.03.2016, then the vendor has to complete RO1 & RO2 within 6 weeks by 15.04.2016 failing which LD will be deducted as per the tender conditions. Time for completion for RO3 & RO4 shall start on 16.04.2016 & have to be completed within 6 weeks by 31.05.2016 failing which LD will be deducted as per the tender conditions.

If the vendor completes RO1 within 6 weeks by 15.04.2016 & delays RO2 by 15 days then LD will be deducted for 15 days for RO2 alone and so on.

If the same Vendor is awarded more than one Territory, then the vendor should complete minimum 2 (two) retail outlets for every six week period per Territory failing which LD will be deducted as per the tender conditions & as illustrated above.

Vendors should assess their capacity to deliver & complete RVI works as illustrated above if they are quoting for more than one Territory.

10. **EMD: Rs. One lakh in DD drawn on nationalized bank in favor of BPCL, Mumbai shall be sent to SMRE, West at Khargar, Navi Mumbai & a copy of the DD shall be uploaded in E-tender portal, failure of which leads to disqualification of bidder.**

11. The successful tenderer are required to submit a **security deposit per lot equivalent to 5% of the total contract value** before commencement of work. The successful tenderer shall have the option to adjust the earnest money deposit towards security deposit if he so desires. The security deposit will be retained until the successful completion of work. In case of the security deposit in the form of Bank Guarantee, the same shall be kept valid by the tenderer at his cost till the completion of the work under contract and shall be extended from time to time. No interest will be payable on security deposit.

12. No mobilization advance will be given. Price escalation will not be entertained on any account except on revision in statutory levies on tendered items.

13. **Payment terms: - Payments will be released as per the actual measurements after deducting 10% retention money, income tax, works contracts tax if any, as applicable in the respective s. The 10% retention money shall be release after one year retention period provided measurements as per the design criterion enclosed is demonstrated and no material defects found in the supply item.**

14. **Bills will be settled by the respective Territories Office / Constn. Group Engineer against each Purchase order issued on presentation of the bills along with Warranty certificate & TPIA certificate for each RO.**

15. Payment process :

Please send these invoices with required supporting documents to the following address for payment processing:

BUSINESS PROCESS EXCELLENCE CENTRE (BPEC)

4th FLOOR, BPCL OFFICE COMPLEX

PLOT NO. 6 SECTOR – 2

BEHIND CIDCO GARDEN, KHARGHAR

NAVI MUMBAI-410210

All invoices to be addressed to following address and sent to BPEC for processing.

BHARAT PETROLEUM CORPORATION LTD,

Bharat Bhavan 1 & 2,

4& 6 Curriumbhoy road, Ballard Estate,

MUMBAI – 400001

We further request you to mention your communication details such as Mobile No., e-mail ID suitably on the covering letter/Invoice. Also, Please ensure to include page numbers on each page of the invoice.

The payment status of your invoices can be tracked by you at <https://efp.bpcl.in>.

You can self register on the above portal to check the status of invoices and payments. You will continue to receive e-mail update on Vendor Invoice status as per current practice.

If you have any payment related queries, please send them to:

z_bpechelpdesk@bharatpetroleum.in

You can also call our toll free number at: **1800 22 4221** (Monday to Friday during 9 AM to 5 PM, excluding declared holidays).

16. Price Reduction Clause: for delay in executing the job as per the agreed time of completion price reduction at the rate of 1.0% per week to the maximum of 10% of the value of the respective purchase order will be levied.

17. The tenderer should quote in line with all the terms of tender including material specification. Any deviation from the said conditions of the tender will lead to disqualification of Offer. The tenderer shall also have to submit the proof of CST / Sales Tax / Service tax/ WCT / Excise Registration along with their offer.

18. BPCL reserves the right to award/cancel jobs against these rates at its discretion.

19. Vendors have to upload a scanned copy (in pdf or jpg format) of the following documents:

- a) Copy of third party inspection report for Bid-qualification Criteria.
- b) Audited Balance Sheets and Profit & Loss accounts of the vendor for the previous available three consecutive accounting years prior to the due date of bid submission (English language only).
- c) Copy of PAN Card
- d) MSE Registration Certificate (Micro and Small) [if applicable]
- e) Certified copies of Partnership Deed/ Memorandum & Articles of Association & Certificate of registration with the Registrar of Companies (if applicable).
- f) Service tax registration certificate (mandatory document, non submission will lead to disqualification of the bidder)**

20. EMD FOREFEITURE AND RETURN OF EMD: EARNEST MONEY DEPOSIT WILL BE FORFEITED IN THE EVENT OF

- a) Withdrawal of offer while the offer is under consideration during the offer validity period.
- b) Tenderer not accepting our Purchase Order, if placed without prejudice to our rights to recover damages on account of breach of contract.
- c) Non-confirmation of acceptance of order within the stipulated time after placement without prejudice to our rights to recover damages on account of breach of contract.
- d) Any unilateral revision made by the tenderer during the validity period of the offer.

21. **EMD of Rs. 100,000/-** shall be returned to the unsuccessful bidders on finalization of the order. No interest on this EMD is payable.

22. BPCL will not issue C/D forms required by sales tax authorities and the tax implications to be

borne by the vendor.

23. BPCL shall not provide any Road Permits/ Way bills.

24. Inability of the successful bidder to execute orders in accordance with the delivery schedule, will entitle BPCL, at its options to:

- a) Accept delayed delivery at process reduced by a sum equivalent to one percent (1%) of the basic value of any goods (complete in all respects) not delivered for every week or part thereof, limited to a maximum of 10% of the total basic order value.
- b) Any increase in taxes and duties during delayed delivery period would be to the vendors account. However any decrease in taxes and duties during delayed delivery would be passed on to BPCL.
- c) Cancel the order in part or full and purchase such cancelled quantities from elsewhere on account at the risk and cost of the vendor, without prejudice to its right under (a) above in respect of goods delivered.

25. In case the order is going to be awarded on MSE status, then the vendor will have to offer & supply the entire tendered quantity from the plant having MSE certification and also to indemnify BPCL in this regard on Rs.100 stamp paper. The original indemnity bond need to be furnished to BPCL at the time of award of contract.

26. ACM peel cover will be removed at the RPO, after the item is erected. This will be done in the presence of BPC staff.

27. For any particular Territory for which vendor is quoting, vendor should offer the entire tender quantity & not partial quantity. Offers with partial tender quantity shall stand rejected.

28. Vendor shall provide RO wise warranty certificate for ACM.

29. In case of repeated failure of the vendor to confirm to the delivery period OR in case of non-conformity of any material to the tender specifications & make of material as specified in the tender, suitable action shall be taken on the Vendor.

30. BPC reserves the right to get ACM sample checked and tested by original supplier for its original verification or at any reputed lab approved by BPCL.

31. Dimensional checks including flatness and levels will be done after erection of item at RPO, all correlation with code will also be done at RPO.

32. If the quality of material or workmanship is not found satisfactory, the job will stand rejected and BPCL shall not be liable to pay any compensation for this.

33. Vendor will submit proof of ACM procurement from approved source.

34. In case of any discrepancy between the general terms and conditions of tender and special terms and conditions of tender (as mentioned above), the Special terms and Conditions of Tender shall prevail.

Additional Special Purchase Conditions

TPIA inspection to be carried out as for each site as detailed below.

Inspection of RVI jobs by Approved Third Party Inspection Agency

1. Inspection of RVI works at the Vendors Factory premises.

a. Scope of Inspection :

- Inspection of Aluminum Composite Material (ACM) proposed to be used by the vendor for manufacturing of various RVI elements.
- Inspection of all other materials like steel, Aluminum, Pet-G, Vinyl, Electrical fittings & wires & all other hardware for makes, specifications and certification of material acceptance.
- Verification of fabrication details, dimensions of various RVI elements and inspections of their finishes (such as powder coating, painting, font, font size, cutting of vinyl, pasting of vinyl etc.) with specifications & drawings.

b. Inspection stages :

- **First Stage:** Prior to commencement of fabrication works to inspect all the raw materials including submission of **inspection report.**

TPIA to ensure ACM being used is tested in a lab approved by BPCL for all parameters as per the specifications & test report submitted to BPCL. Testing of ACM shall be done for 1 in every 10 sites & not less than 2 sites per Territory.

- **Second Stage:** During the fabrication of RVI elements to verify the use of approved materials and manufacturing processes, adherence to the specifications and drawings with respect to fabrication and workmanship, including submission of **inspection reports.**
- **Third Stage:** After completion of fabrication, to inspect the finished RVI elements with respect to desired finishes, shapes and dimensions including submission of inspection reports along with certification for release of the fabricated RVI elements for dispatch to respective RO sites.

All the material inspected at factory & released for dispatch to site shall be appropriately marked to enable tracking of the material & to ensure only inspected material is being received at RO site.

2. Inspection of RVI elements at RO Sites :

a. Scope of Inspection :

- The TPIA is required to inspect the installation of all RVI elements released from the vendors factory for each RO, at the respective RO site and certify the acceptance of their installation and thus the completion of the works & issue completion certificate.

b. Inspection stages :

- First Stage: Prior to commencement of installation to inspect and ascertain the receipt of fabricated RVI elements at each RO site in proper condition without any damages, **as inspected and cleared at the factory.**
- Second Stage: After completion of installation for acceptance of RVI elements provided by the vendor including submission of **inspection report along with final completion certificate** indicating completion of works in all respects.

3. Inspection Visits:

- a. For each RO site, the TPIA shall undertake **three visits to the Vendors factory**, in such a manner that they complete inspections pertaining to all the stages mentioned in para 1 b & submit **three separate stage wise inspection reports** and the release order for dispatch of materials from the factory.
- b. However with respect to **Site Inspection** the number of **visits shall be two for each RO site** as detailed in 2 b.
- c. The inspection reports shall be submitted in an approved format covering all the aspects of QAP (Quality Assurance Plan) applicable for each stage of inspection. This format shall be developed by the respective TPIA engaged by the vendor within 15 days of award of job & approved by BPCL.
- d. As the RVI vendor would be continuously manufacturing RVI elements for different RO sites, it may be possible for inspectors of TPIA to clear different stages of inspection for other RO sites also during a particular visit. Hence rather than monitoring the number of visits, emphasis would be on the **stage wise inspection and receipt of inspection reports.**

4. Instruments for inspection:

Inspectors of TPIA are expected to carry calibrated Elcometer, screw gauge, vernier calipers, measuring tape etc. that are required for checking the physical aspects & finishes of the materials being inspected by them.

5. Co-ordination with TPIA for inspection:

It is the responsibility of the respective vendor who has been awarded RVI works against this tender to liaise/co-ordinate with TPIA & arrange for the five stage inspection as detailed above.

6. Payment to TPIA :

Payment to TPIA shall be in the scope of the vendor who has been awarded RVI work against this tender. No additional payment will be made to the vendor on this account.

7. Submission of TPIA reports

In addition to the guarantee certificates, vendor has to submit the following reports along with the bill for release of payment.

- a. First stage TPIA report
- b. Second stage TPIA report
- c. Third stage TPIA report
- d. Fourth stage TPIA report
- e. Fifth stage TPIA report
- f. **Factory inspection report by TPIA in the format provided by BPCL.**
- g. **Site inspection report by TPIA in the format provided by BPCL.**
- h. Photographs of the completed site.

Notwithstanding the above inspection by TPIA, BPCL reserves the right to check for any or all parameters at the RO site if required.

Checklist to be submitted by TPIA is furnished below.

RVI Vendor & TPIA vendor will be held responsible for any wrong information provided as per the checklist & suitable action will be initiated against both RVI vendor & TPIA vendor.

List of approved TPIA is provided below.

1	Lloyds Register Industrial Service Ltd.
2	Det Norske Veritas (DNV)
3	Indian Register of shipping (IRS)
4	Engineers India Ltd. (EIL)
5	UL India Pvt. Ltd.
6	Tata projects Ltd.
7	SGS India Pvt. Ltd
8	Project & Development India Ltd. (PDIL)
9	Intertek testing Service India pvt. Ltd.
10	RITES Ltd.
11	MECON Engineers
12	Germanischer Lloyds Industrial Service Pvt. Ltd. (GLISPL)
13	Beuro Veritas
14	International Certification Services

Annexure IV

Technical specifications – New RVI Elements.

SR. No.	ITEM DESCRIPTION	UNIT
	SUPPLY OF RVI ELEMENTS	
1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	RM
7	Supplying Column Skirting using Stainless Steel at the bottom of the column as per specifications and drawings	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	EA
9	Supplying Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	EA
10	Supplying Pump Spreader as per specifications and drawings	PC
11	Supplying Pump Spreader Extensions as per specifications & drawings	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	PC
13	Supplying In & Out Signage as per specifications & drawings	PC
14	Supplying Dealer Name Unit	PC
15	Supplying Air gauge housing as per specifications and drawings	EA
	INSTALLATION OF RVI ELEMENTS	

SR. No.	ITEM DESCRIPTION	UNIT
1	Installation of supplied Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	RM
2	Installation of supplied Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	RM
3	Installation of supplied Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	M2
5	Installation of supplied White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	M2
6	Installation of supplied Column Cladding using PVDF coated ACM of approved make.	RM
7	Installation of supplied Column Skirting using Stainless Steel at the bottom of the column as per specifications and drawings	EA
8	Installation of supplied Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	EA
9	Installation of supplied Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	EA
10	Installation of supplied Pump Spreader as per specifications and drawings	PC
11	Installation of supplied Pump Spreader Extensions as per specifications & drawings	PC
12	Installation of supplied No Sign with back lit arrangement as per specifications & drawings	PC
13	Installation of supplied In & Out Signage as per specifications & drawings	PC
14	Installation of supplied Dealer Name Unit	PC
15	Installation of supplied Air gauge housing as per specifications and drawings	EA

LED TUBELIGHT FOR CANOPY FACIA

LED Tube-lights complete with fittings with a maximum System wattage of 19 W. It should be made out of high quality materials and complying with industrial standard practices to ensure high reliability and long life. The entire LED tube light shall be capable of withstanding stresses and vibrations likely to be encountered in outdoor conditions by having necessary design/strength and protections inbuilt in its electronics within the specified electrical parameters of the product. Tube light should be provided with High quality long lasting PMMA poly acrylic front cover that should be distortion free, heat Resistant, Toughened, UV stabilized fixed to the extruded linear cast Aluminium frame.

A. Technical specifications of LED

1	Low Power, High Efficiency LED manufacturer	CREE/ NICHIA/ OSRAM/ SAMSUNG/ CITIZEN/ PHILIPS/SEOUL
2	Total Power consumption	19W (Max.)
3	Power Factor	>0.9
4	Luminous flux efficacy (Nett)	≥60Lm/Watt
5	Usage	Continuous
6	CRI	≥75
7	CCT	5500-6500 K
8	THD	≤15%
9	Efficiency	≥80%
10	Supply voltage range	200-270V AC
11	Frequency	47 to 53 Hz
12	LED Life	>50,000 Burning Hrs
13	LED Operating Current	< 0.05 A
14	Periodic depreciation	≤ 70% Lumen maintenance (L70)
15	Light Color	Cool white
16	Control Circuit	Constant current SMPS based LED driver
17	Operating Temperature	-10 to 50 C

B. Electrical specifications

1	Electrical Connection System	2 wire system
2	Instant Start	
3	There should be electrical isolation between input and output circuits of the driver. The	

	driver would be inbuilt to the LED tube-light.	
4	System of earthing (The luminaries offered shall conform to Level-1 classification)	Solidly grounded

C. Mechanical specifications

1	Dimension	4 Ft T8 (1198 mm/ 1212 mm, 27 mm)
2	Lamp Cover	Lamp Cover of heat resistant PMMA poly acrylic make distortion free, heat Resistant, Toughened, UV stabilized fixed to the extruded linear cast Aluminium frame.
3	IP Level	IP 20

D. Inbuilt Protections

The tube-lights shall have the following inbuilt protections:

- a) Over Temperature
- b) Over Voltage Protection
- c) Short Circuit. (The output circuit shall have inbuilt short circuit and open circuit protection to the driver unit)
- d) Transients (Surge Voltage & Current)

E. Markings

- Sr.No.
- Name/Year of manufacturing
- Rated wattage (input & output)
- Voltage input
- Batch no. for identification

F. Certifications

The equipment offered should also have certifications issued by NABL or NABL approved Lab or Lab approved by DSIR, Ministry of Science & technology, Govt. of India and valid as on the due date of the tender, for critical technical specifications and compliance to standards. The minimum certifications required are:

- a. Type test certificates
- b. Acceptance test certificates
- c. Lumen Depreciation Curve of LEDs used as per L70
- d. Test report as per LM79 by vendor
- e. LM 80 report for the LEDs used from manufacturer
- f. IP-20 certification report as per IS: 10322 (part-2)-1982
- g. Compliance to the following standards:
 - i. EN 60598 (General Requirements & Tests)

- ii. Transient voltages, Voltage dips and fluctuations' shall conform to EN61547 or equivalent.
- iii. EN 61000-3-3 (Flicker)
- iv. EN 55015 (RFI < 30 MHz)

LIST OF APPROVED MANUFACTURERS, SUPPLIERS FOR RAW MATERIALS

1	Hot Rolled Angles, Channels	SAIL, VIZAG STEEL, TATA
2	M.S. Plates	SAIL, VIZAG STEEL, TATA
3	CRCA sheets	TATA, SAIL
4	GI Sheets	TATA, SAIL
7	Aluminum sections	Jindal, Agarvansi, Hindalco, Indal or equivalent reputed sources
8	Aluminum extrusions	Jindal, Agarvansi, Hindalco, Indal or equivalent reputed sources
9	Aluminum sheets	HINDALCO, JINDAL, INDAL
10	Aluminum composite material	Alcoa (Reynobond) , Mitsubishi (Alpolic), Alcan (3A Composites-Alucobond) or as approved by HQ
11	PET – G	Spectar- M/s Eastman, VIVAK of M/s Bayer Malibu Polymers or as approved by HQ.
12	Polycarbonate Sheets	Lexan of M/s SABIC , Makrolan of M/s Bayer or as approved by HQ.
13	Flex	As approved by HQ
14	Vinyls	As approved by HQ
15	Tedlar Film	Dupont or as approved by HQ
16	Primers	Manufacturers of reputed
17	Paints	Manufacturers of reputed
18	FRP Matt	Manufacturers of reputed
19	FRP Resins	Manufacturers of reputed
20	Fastners	Manufacturers of reputed
21	Electrical Wires	Reputed make
22	Electrical Protection Devices	Reputed make
23	Silicon Sealant	GE/ DOW CORNING/ 3M
24	Cable	Manufacturers of reputed

LIST OF APPROVED MANUFACTURERS, SUPPLIERS FOR FINISHED PRODUCTS

1. REYNO BOND
2. ALUCOBOND
3. ALPOLIC

I/We have read carefully the above terms and conditions of tender and agree to abide by the same.

Additional clarifications

- Drg. of Non-lit fascia is enclosed as Drawing reference BP.RVI.CF2-A02.
- One row of LED tube lights to be provided as shown in the drawing for canopy fascia.
- Reflector required to be provided for canopy fascia as shown in the drawing.
- Normal tube lights to be provided for No sign, Spreaders, Spreader extension & In & Out signage as shown in the drawing.
- Yellow Building fascia shall be flat (without wave) as per available building masonry fascia (width & length) & vertical columns (width & height). Drawing reference BP.RVI.SF-A02 is enclosed.
- Additional tube light for “Bharat Petroleum” logo shall be LED tube lights. Drawing reference BP.RVI.CF-P14 enclosed.

Detailed drawings are attached separately.

Annexure V

(Stamp Paper Rs.100/-)

BANK GUARANTEE

To,
Bharat Petroleum Corporation Ltd.

Dear Sirs,

M/s. _____ have taken tender for the work _____ CRFQ No./PO No. _____ for Bharat petroleum Corporation Ltd. (hereinafter referred to as "BPCL")

The tender conditions of Contract provide that the Contractor shall pay a sum of _____ as earnest money/security deposit in the form therein mentioned. The form of payment of earnest money/security deposit includes guarantee executed by Scheduled Bank, undertaking full responsibility to indemnify BPCL in case of default.

The said _____ have approached us and at their request and in consideration of the promises we _____ (hereinafter referred to as "The Bank") having our office at _____ have agreed to give such guarantee as hereinafter mentioned.

- We, the Bank do hereby undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from BPCL stating that the amount claimed is due because of any default of _____ and/or termination of Agreement and/or their decision not to proceed with the Agreement for whatever reason. Any such demand made by BPCL on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____ (Rupees _____ only).
- We, the Bank further agree that the guarantee herein contained shall remain in full force and effect during the 1 year period ending on _____ and that it shall continue to be enforceable till all dues of BPCL 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 _____ (six months after last date of guarantee), we shall be discharged from all liability under this guarantee.
- We the Bank, further agree with the BPCL that the BPCL shall have the fullest liberty without our consent and without effecting in any manner our obligations hereunder to vary any of the terms of Agreement and/or to negotiate and discuss with _____ regarding terms of such Agreement or to postpone for any time or from time to time any of the powers exercisable by BPCL against the said _____ to forbear or enforce any of the terms and conditions agreed between _____ and BPCL and we shall not be relieved from our liability by reason of any such variation/negotiation or extension being granted to _____ or for any forbearance , act or omission on the part of BPCL or any indulgence by BPCL to _____ or by any such matter or thing whatsoever which under the law relating to sureties and guarantees would , but for the provision of this guarantee, have effect of so relieving us.

- You right to recover the said sum of Rs. _____ from us the Bank, in the manner aforesaid will not be affected or suspended by reason of the fact that any dispute or disputes have been raised by the said M/s. _____ and/or that nay dispute or disputes are pending before any officer, tribunal or court,
- The guarantee herein contained shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of the said _____ but shall in all respects and for all purposes be binding operative until payment of all moneys due to you in respect of such liabilities is paid
- We the Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of BPCL in writing.

Dated the __ day of _____ 2014.

for _____ Bank .

(Name & Designation)

Annexure VI

General Instructions to bidders for E-Tendering

1. Interested parties may download the tender from BPCL website www.bharatpetroleum.in (or) <http://eprocure.gov.in> (or) from the e-tendering website <https://bpclproc.in> and participate in the tender as per the instructions given herein, on or before the due date and time of the tender. The tender available on the BPCL website can be downloaded for reading purpose only. For participation in the tender, please fill up the tender on-line on the e-tender system available on <https://bpclproc.in>.
2. For registration on the e-tender site <https://bpclproc.in>, you need to download the User Instruction Manual from the site and read it.
3. As a **pre-requisite for participation in the tender**, tenderers are required to obtain a valid Digital Certificate of **Class IIB** and above as per Indian IT Act from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCIA), Controller of Certifying Authorities (CCA). **The cost of obtaining the digital certificate shall be borne by the tenderer.**

In case any tenderer so desires, he may contact our e-procurement service provider M/s. Eprocurement Technologies Limited, Ahmedabad (Contact no. 91-79-40016816, 6848, 6844,6868 OR +9122-65354113, 65595111) for obtaining the digital signature certificate. Please note that generally, it takes 5 working days for obtaining a digital certificate after the submission of all required documents / fees.

4. Corrigendum/amendment, if any, shall be notified on the site <https://bpclproc.in>. In case any corrigendum/amendment is issued after the submission of the bid, then such tenderers, who have submitted their bids, shall be intimated about the corrigendum/amendment by a system-generated email. It shall be assumed that the information contained therein has been taken into account by the tenderer. They have the choice of making changes in their bid before the due date and time.
5. Tenderers are required to submit their bid on-line on or before the due date and time of closing of the tender. The general **process for submitting the bid** is as follows:
 - i. Accept the contents of all the following Annexures in toto by clicking on the button provided on the screen below them:
 - a) Bid-qualification Criteria (**Annexure I**)
 - b) General Purchase Conditions (**Annexure II**)
 - c) Special Purchase Conditions (**Annexure III**)
 - d) Technical Specifications (**Annexure IV**)
 - e) General Instructions to bidders for E-Tendering (**Annexure VI**)
 - ii. Down load, sign & upload the following documents.
 - a. Integrity Pact (pre-signed) duly signed and witnessed.
 - iii. Upload a scanned copy (in pdf or jpg format) of
 - a. Copy of third party inspection report for Bid-qualification Criteria.

- b. Excise/VAT documents including quarterly returns (or) Factory license (or) Certificate from auditor certifying the bidders annual financial statement as mentioned in Bid-qualification Criteria.
- c. Audited Balance Sheets and Profit & Loss accounts of the vendor for the previous three financial accounting years (2012-13, 2013-14 & 2014-15) prior to the due date of bid submission (English language only)
- d. Copy of PAN Card
- e. MSME Registration Certificate (Micro and Small) [if applicable]
- f. Certified copies of Partnership Deed/ Memorandum & Articles of Association & Certificate of registration with the Registrar of Companies (if applicable).

In case no. of pages to be uploaded are more, then the same can also be zipped and uploaded. The supporting documents should be serially numbered and total number of pages uploaded, should be indicated.

- iv. Techno-commercial Details, Declaration Forms and Price Bids will have to be filled online.
6. Directions for submitting on-line offers, electronically, against e-procurement tenders directly through internet:
- (i) Tenderers shall have to log on to the website (<https://bpcleproc.in>) for submitting their bid.
 - (ii) The system time (IST) that will be displayed on e-Procurement web page shall be the time considered for determining the expiry of due date and time of the tender and no other time shall be taken into cognizance.
 - (iii) Tenderers are advised in their own interest to ensure that their bids are submitted in e-Procurement system well before the closing date and time of bid. If the tenderer intends to change/revise the bid already entered, he may do so any number of times till the due date and time of submission deadline. However, no bid can be modified after the deadline for submission of bids.
 - (iv) Once the entire process of submission of on-line bid is complete, the tenderers are required to go to option own bid view through dashboard and take the print of the envelope receipt as a proof of submitted bid.
 - (v) Bids / Offers shall not be permitted in e-procurement system after the due date / time of tender. Hence, no bid can be submitted after the due date and time of submission has elapsed.
 - (vi) No manual bids/offers along with electronic bids/offers shall be permitted.
 - (vii) It shall be understood that every endeavour has been made to avoid error which can materially affect the basis of Tender and the successful Tenderer shall take upon himself and provide for risk of any error which may subsequently be discovered and shall make no subsequent claim on its account thereof. (this should be part of covering letter)
 - (viii) Once the BQ (or) techno-commercial (or) un-priced commercial bids are opened, tenderers can see the list of tenderers who have participated in the bid by logging on to the portal under their user ID and password and clicking on Other Bids view.

- (ix) Subsequently, once the price bids are opened, tenderers can see the rates quoted by all the participating bidders using the same option.
7. No responsibility will be taken by BPCL and/or the e-procurement service provider for any delay due to connectivity and availability of website. They shall not have any liability to tenderers for any interruption or delay in access to the site irrespective of the cause. It is advisable that tenderers who are not well conversant with e-tendering procedures, start filling up the tenders much before the due date /time so that there is sufficient time available with him/her to acquaint with all the steps and seek help if they so require. Even for those who are conversant with this type of e-tendering, it is suggested to complete all the activities ahead of time. It should be noted that the individual bid becomes viewable only after the opening of the bid on/after the due date and time. Please be reassured that your bid will be viewable only to you and nobody else till the due date/ time of the tender opening. The non availability of viewing before due date and time is true for e-tendering service provider as well as BPCL officials.
8. BPCL and/or the e-procurement service provider shall not be responsible for any direct or indirect loss or damages and or consequential damages, arising out of the bidding process including but not limited to systems problems, inability to use the system, loss of electronic information etc.

In case of any clarification pertaining to e-procurement process, the tenderer may contact the following agencies / personnel:

1. For system related issues :

- a. M/s. E-procurement Technologies Ltd no. Mr. Aamir Sayyad 9975550734 or 022-27764464 followed with an e-mail to aamir@abcprocure.com.

OR +91 79 4001 6868 E-mail id: support@bpclproc.in.

2. For tender related queries

- a. Senior Manager Engineering (Retail), West of M/s. BPCL at contact no 022-27764414, mobile no. 9820072595 followed with an e-mail to shivaprasadg@bharatpetroleum.in

- b. Senior Manager Retail Engineering (West) of BPCL at contact no 022-27764413 followed with an email to rajashekarch@bharatpetroleum.in

The responsible person of the tender is Senior Manager Retail Engineering (West) of BPCL at contact no 022-27764413.

Annexure VII

35. Integrity pact (IP):

Integrity pact (**IP**) is a pact between BPCL (as a purchaser) on one hand and the prospective bidder on the other hand stating that the two parties shall make certain commitments to each other in regard to ensuring transparency and fair dealings in the purchasing activities of the corporation.

It is mandatory to sign and return our **pre-signed IP document** (with two numbers of witnesses, place & date). This document is essential for binding.

- A. Performa of Integrity Pact shall be returned by the bidder/s along with the bid documents, duly signed by the same signatory who is authorized to sign the bid documents. All the pages of the Integrity Pact shall be duly signed. Bidder s failure to return the **IP** duly signed along-with the bid documents shall result in the bid not being considered for further evaluation and liable to be rejected.
- B. If the bidder has been disqualified from the tender process prior to the award of the contract in accordance with the provisions of the Integrity Pact, BPCL shall be entitled to demand and recover from bidder liquidated damages amount by forfeiting the EMD/ Bid Security as per provisions of the integrity pact.
- C. If the contract has been terminated according to the provisions of the Integrity Pact or if BPCL is entitled to terminate the contract according to the provisions of the integrity pact, BPCL shall be entitled to demand and recover from contractor liquidated damages amount by forfeiting the Security Deposit/ Performance Bank Guarantee as per provisions of the integrity pact.
- D. Bidders may raise disputes/ complaints, if any, with the nominated independent external monitor (IEM) as under:

Name of IEM	: Shri Shantanu Consul
Address	: No.9 MCHS (IAS Officers Colony), 16th Main (IAS Officers Colony, BTM 2nd stage, Bangalore – 560 076
Email id	: shantanuconsul@gmail.com
Mobile	: 09740069318

For details, please refer enclosed **IP** pact document.

Performa Of Integrity Pact

Pre-signed Performa of Integrity Pact is attached in the e-tender. Bidders have to download the Pre-signed Performa Integrity Pact and upload the same in the e-tender duly signed and witnessed.

**INTEGRITY PACT FOR ARC FOR FABRICATION & ERECTION OF NEW RVI ELEMENTS
AT RETAIL OUTLETS IN BHOPAL, INDORE, JABALPUR, GWALIOR & RAIPUR
TERRITORIES. CRFQ NO. 1000249973.**

Between

Bharat Petroleum Corporation Limited (BPCL) hereinafter referred to as The Principal,

And

The vendor whose authorized signatory has digitally signed this pact hereinafter referred to as
The Bidder/Contractor/Supplier

Preamble

The Principal intends to award, under laid down organization procedures, contract/s for **ARC FOR FABRICATION & ERECTION OF NEW RVI ELEMENTS AT ROS IN BHOPAL, INDORE, JABALPUR, GWALIOR & RAIPUR TERRITORIES**. The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s, Contractor/s and Supplier/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organization Transparency international (TI). Following TI s national and international experience, the Principal will appoint an Independent External Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 - Commitments of the Principal

(1)The Principal commits itself to take all measures necessary to prevent Corruption and to observe the following principles:

(a) No employee of the Principal, personally or through family members, will in connection with the tender, or the execution of the contract, demand, take a promise for or accept, for himself/herself for third person, any material or immaterial benefit which he/she is not legally entitled to.

(b) The Principal will, during the tender process, treat all Bidders with equity and reason. The Principal will, in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential / additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.

(c) The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder / Contractor/Supplier

(1) The Bidder / Contractor/Supplier commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

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

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

(c) The Bidder / Contractor/Supplier will not commit any offence under the relevant Anti-Corruption Laws of India; further the Bidder / Contractor/Supplier will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

(d) The Bidder / Contractor/Supplier will, when presenting his bid, disclose any and all payments

he has made, is committed to, or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

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

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder, before contract award, has committed a transgression through a Violation of Section 2 or in any other form such as to put his reliability or credibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

(1) If the Bidder/Contractor/Supplier has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is also entitled to exclude the Bidder / Contractor/Supplier from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressors within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.

(2) A transgression is considered to have occurred if the Principal after due consideration of the available evidences, concludes that no reasonable doubt is possible.

(3) The Bidder accepts and undertakes to respect and uphold the Principal s absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.

(4) If the Bidder / Contractor/Supplier can prove that he has restored / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.

Section 4 - Compensation for Damages

a) No employee of the Principal, personally or through family members, will in connection with the tender, or the execution of the contract, demand, take a promise for or accept, for himself/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.

b) The Principal will, during the tender process, treat all Bidders with equity and reason. The Principal will, in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential / additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor/Supplier liquidated damages equivalent to Security Deposit / Performance Bank Guarantee.

(3) The Bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder / Contractor/Supplier can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount of the liquidated damages, the Bidder / Contractor/Supplier shall compensate the Principal only to the extent of the damage in the amount proved.

Section 5 - Previous Transgression

(1) The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

(2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

Section 6 - Equal treatment of all Bidders / Contractors/ Suppliers/ Subcontractors

(1) The Bidder/Contractor/Supplier undertakes to demand from all subcontractors a commitment

in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.

(2) The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors/Suppliers and Subcontractors.

(3) The Principal will disqualify from the tender process all Bidders who do not sign this Pact or violate its provisions.

Section 7 – Punitive Action against violating Bidders / Contractors / Suppliers/Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor, Supplier or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor, Supplier or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

Section 8 - Independent External Monitors

(1) The Principal has appointed competent and credible Independent External Monitors for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.

(3) The Bidder/Contractor/Supplier accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Bidder/Contractor/Supplier. The Bidder/Contractor/Supplier will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to this project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder/Contractor/Supplier/Subcontractor with confidentiality.

(4) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Bidder/Contractor/Supplier. The parties offer to the Monitor the option to participate in such meetings.

(5) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so

inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The Monitor can in this regard submit non-binding recommendation. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. However, the Independent External Monitor shall give an opportunity to the Bidder/Contractor/Supplier to present its case before making its recommendations to the Principal.

(6) The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.

(7) If the Monitor has reported to the Chairperson of the Board a substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.

(8) The word Monitor would include both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor/Supplier 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Chairperson of the Principal.

Section 10 - Other provisions

(1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. Mumbai. The Arbitration clause provided in the main tender document / contract shall not be applicable for any issue / dispute arising under Integrity Pact.

(2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

(3) If the Bidder/Contractor/Supplier is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

(4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

.....

For the Principal

.....

For the Bidder/Contractor/Supplier

Place

Witness 1 :

(Signature/Name/Address)

Date

Witness 2 :

(Signature/Name/Address)

Name Address and Contact Number of Independent External Monitor

Name of IEM : **Shri Shantanu Consul**
Address : **No.9 MCHS (IAS Officers Colony),**
16th Main (IAS Officers Colony),
BTM 2nd stage, Bangalore – 560 076
Email id : **shantanuconsul@gmail.com**
Mobile : **09740069318**

ANNEXURES- VIII

LIST OF APPROVED TPIAs (Third Party Inspecting Agencies)

1	Lloyds Register Industrial Service Ltd.
2	Det Norske Veritus (DNV)
3	Indian Register of shipping (IRS)
4	Engineers India Ltd. (EIL)
5	UL India Pvt. Ltd.
6	Tata projects Ltd.
7	SGS India Pvt. Ltd
8	Project & Development India Ltd. (PDIL)
9	Intertek testing Service India pvt. Ltd.
10	RITES Ltd.
11	MECON Engineers
12	Germanischer Lloyds Industrial Service Pvt. Ltd. (GLISPL)
13	Beuro Veritas
14	International Certification Services

ANNEXURES- IX

Following Details to be signed and uploaded in e-procurement portal (<https://bpcleproc.in>):

1. Techno-commercial Details

1	Name of the Tenderer (Company Name) , Office & Factory Address, Tel No & Fax No - Office & Factory, Contact Persons Name, Email ID, Designation & Cell No.	
2	Constitution of the firm :Sole Proprietor / Partnership – Registered before Registrar of Firms / Partnership – Unregistered / Pvt Ltd Co / Public Ltd Co / PSU / Govt.	
3	Year of Establishment / Registration & Date, Registration No, Registration under which Act	
4	PAN Card No. , Excise, Sales Tax and Service Tax Registration No. as applicable	
5	Registration with MSE (Micro and Small) if applicable.	
6	Major Customers	
7	ISO Certification Details	
8	Name & address of the Proprietor/ Partners/ Directors with percentage of share holding	
9	Are any of the above proprietor/ Partner/s/ Director/s also a proprietor/ Partner(s)/ Director(s) in any other New RVI manufacturing unit. (Yes/No)	
10	If yes, then please give the following details a)Name of Common Proprietor/Partner/Director b)Name of the other Unit c)Location	
11	Name of Bankers & Full Address	
12	Octroi Charges in percentage for Mumbai requirements Note: For evaluation purpose, Octroi charges will be considered only for Mumbai requirement. However, Octroi charges if applicable will be reimbursed against the submission of original documentary evidence for proof of payment of the related octroi.	
13	Vendors shall be able to supply atleast 100 % of the tendered quantity of the Territory where they are willing to quote.(Yes/No)	
14	Delivery – Kindly specify realistic delivery period. Expected delivery period is 6 weeks from the date of call off/PO/site readiness whichever is later.	

2. Declaration Forms :
(to be signed and uploaded in e-procurement portal (<https://bpcleproc.in>)

DETAILS OF RELATIONSHIP WITH BPC DIRECTORS

PART- I (Applicable where Manufacturer is Sole Proprietor)	
1.Name of Tenderer	
2.a.Office Address	
2.b.Residence Address	
3.Telephone	
4. State whether manufacturer is related to any of the director(s) of BPC	
5.If Yes to 4, state the name of the Director and manufacturer s relationship with him/her.	
Put NA whichever is not applicable	
PART- II (Applicable where the manufacturer is a partnership firm)	
1. Name of the Partnership firm	
2.Address :	
3.Name of Partners	
4.State whether any of the partner is a Director to BPC	
5. If Yes to 4 ,state the names(s) of Directors.	
6.State whether any of the partner is related to any of the Director(s)of BPC	
7.If Yes to 6 state the name(s) of Director(s) and the concerned Partner s relationship with him/her.	
Put NA whichever is not applicable	
PART - III (Applicable where the Manufacturer is a Public or Private Ltd. Co.)	
1. Name of the Company	
2.a.Address of Regd. Office	
2.b.Address of Principal Office	
3.State whether the company is a Pvt. Ltd. Co. or Public Ltd Co.	
4. Names of Directors of the Company	
5.State whether any of the Director of your Company is a Director of BPC .	
6.If Yes to (5) state the name(s) name(s) of the Director	
7.State whether any of the Director of your Company is related to any of the Director s of BPC.	
8.If Yes to (7) state the name(s) of Director and the concerned Director s (of the Vendor) relationship with him/her.	
Put NA whichever is not applicable	

3. Quantity offered: (to be signed and uploaded in e-procurement portal (https://bpcleproc.in):

Price Bids

NEW RVI QUANTITY - BHOPAL TERRITORY			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
SUPPLY OF RVI ELEMENTS			
1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	560	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Supplying Column Skirting using Stainless Steel at the bottom of the column as per specifications and drawings	120	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Supplying Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Supplying Pump Spreader as per specifications and drawings	60	PC
11	Supplying Pump Spreader Extensions as per specifications & drawings	120	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Supplying In & Out Signage as per specifications & drawings	2	PC
14	Supplying Dealer Name Unit	20	PC

15	Supplying Air gauge housing as per specifications and drawings	20	EA
INSTALLATION OF RVI ELEMENTS			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
1	Installation of supplied Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Installation of supplied Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Installation of supplied Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	560	M2
5	Installation of supplied White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Installation of supplied Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Installation of supplied Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Installaiton of supplied Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Installation of supplied Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Installation of supplied Pump Spreader as per specifications and drawings	60	PC
11	Installation of supplied Pump Spreader Extensions as per specifications & drawings	120	PC
12	Installation of supplied No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Installation of supplied In & Out Signage as per specifications & drawings	2	PC
14	Installation of supplied Dealer Name Unit	20	PC
15	Installation of supplied Air gauge housing as per specifications and drawings	20	EA

NEW RVI QUANTITY - INDORE TERRITORY			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
SUPPLY OF RVI ELEMENTS			
1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	560	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Supplying Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Suppling Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Supplying Pump Spreader as per specifications and drawings	60	PC
11	Supplying Pump Spreader Extensions as per specifications & drawings	120	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Supplying In & Out Signage as per specifications & drawings	2	PC
14	Supplying Dealer Name Unit	20	PC
15	Supplying Air gauge housing as per specifications and drawings	20	EA
INSTALLATION OF RVI ELEMENTS			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT

1	Installation of supplied Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Installation of supplied Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Installation of supplied Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	560	M2
5	Installation of supplied White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Installation of supplied Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Installation of supplied Column Skirting using Stainless Steel at the bottom of the column as per specifications and drawings	120	EA
8	Installation of supplied Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Installation of supplied Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Installation of supplied Pump Spreader as per specifications and drawings	60	PC
11	Installation of supplied Pump Spreader Extensions as per specifications & drawings	120	PC
12	Installation of supplied No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Installation of supplied In & Out Signage as per specifications & drawings	2	PC
14	Installation of supplied Dealer Name Unit	20	PC
15	Installation of supplied Air gauge housing as per specifications and drawings	20	EA

NEW RVI QUANTITY - JABALPUR TERRITORY			
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
	SUPPLY OF RVI ELEMENTS		

1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	560	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Supplying Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Suppling Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Supplying Pump Spreader as per specifications and drawings	60	PC
11	Supplying Pump Spreader Extensions as per specifications & drawings	120	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Supplying In & Out Signage as per specifications & drawings	2	PC
14	Supplying Dealer Name Unit	20	PC
15	Supplying Air gauge housing as per specifications and drawings	20	EA
	INSTALLATION OF RVI ELEMENTS		
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT

1	Installation of supplied Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Installation of supplied Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Installation of supplied Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	560	M2
5	Installation of supplied White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Installation of supplied Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Installation of supplied Column Skirting using Stainless Steel at the bottom of the column as per specifications and drawings	120	EA
8	Installation of supplied Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Installation of supplied Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Installation of supplied Pump Spreader as per specifications and drawings	60	PC
11	Installation of supplied Pump Spreader Extensions as per specifications & drawings	120	PC
12	Installation of supplied No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Installation of supplied In & Out Signage as per specifications & drawings	2	PC
14	Installation of supplied Dealer Name Unit	20	PC
15	Installation of supplied Air gauge housing as per specifications and drawings	20	EA

SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
	NEW RVI QUANTITY - GWALIOR TERRITORY		
	SUPPLY OF RVI ELEMENTS		

1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	560	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Supplying Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Suppling Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Supplying Pump Spreader as per specifications and drawings	60	PC
11	Supplying Pump Spreader Extensions as per specifications & drawings	120	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Supplying In & Out Signage as per specifications & drawings	2	PC
14	Supplying Dealer Name Unit	20	PC
15	Supplying Air gauge housing as per specifications and drawings	20	EA
	INSTALLATION OF RVI ELEMENTS		
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT

1	Installation of supplied Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Installation of supplied Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Installation of supplied Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	560	M2
5	Installation of supplied White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Installation of supplied Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Installation of supplied Column Skirting using Stainless Steel at the bottom of the column as per specifications and drawings	120	EA
8	Installation of supplied Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Installation of supplied Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Installation of supplied Pump Spreader as per specifications and drawings	60	PC
11	Installation of supplied Pump Spreader Extensions as per specifications & drawings	120	PC
12	Installation of supplied No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Installation of supplied In & Out Signage as per specifications & drawings	2	PC
14	Installation of supplied Dealer Name Unit	20	PC
15	Installation of supplied Air gauge housing as per specifications and drawings	20	EA

SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT
	NEW RVI QUANTITY - RAIPUR TERRITORY		
	SUPPLY OF RVI ELEMENTS		

1	Supplying Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Supplying Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Supplying Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Supplying 1 mm thick GI sheet for Canopy fascia	560	M2
5	Supplying White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Supplying Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Supplying Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Supplying Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Suppling Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Supplying Pump Spreader as per specifications and drawings	60	PC
11	Supplying Pump Spreader Extensions as per specifications & drawings	120	PC
12	Supplying No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Supplying In & Out Signage as per specifications & drawings	2	PC
14	Supplying Dealer Name Unit	20	PC
15	Supplying Air gauge housing as per specifications and drawings	20	EA
	INSTALLATION OF RVI ELEMENTS		
SR. No.	ITEM DESCRIPTION	TOTAL QTY	UNIT

1	Installation of supplied Canopy fascia with 6/7/8 m waves with PVDF coated ACM (As per specifications drawings, excluding top GI cover and bottom white ACM flashing). With frame made of 25 mm square pipes of 2.0mm thick with external powder coating with white colour only outside as per the enclosed drawing with LED lighting as per specification & drawing.	900	RM
2	Installation of supplied Canopy fascia (non-lit) with 6/7/8 m waves using PVDF coated ACM with bottom white approved PVDF coated ACM flashing and with frame made of 25mm square MS pipes of 2mm thick with external powder coating (white colour only) outside as per our standard drawing & specifications.	640	RM
3	Installation of supplied Sales building fascia made of PVDF coated ACM YELLOW as per approved drawing and specifications.	600	M2
4	Installation of supplied 1 mm thick GI sheet for Canopy fascia	560	M2
5	Installation of supplied White PVDF coated ACM flashing for Canopy Fascia as per BPC's standard specifications and drawing.	360	M2
6	Installation of supplied Column Cladding using PVDF coated ACM of approved make.	720	RM
7	Installation of supplied Column Skirting using Stainless Steel at the botom of the column as per specifications and drawings	120	EA
8	Installaiton of supplied Arches for canopy column as per specification. Refer Drg No BP-RVI-CA-P03 TO P05	240	EA
9	Installation of supplied Spreader Conjoint as per specifications (sheet no. 14 & 17) and drawings (BP--RVI-SP-STR-1 & BP--RVI-SP-STR-1) attached.	8	EA
10	Installation of supplied Pump Spreader as per specifications and drawings	60	PC
11	Installation of supplied Pump Spreader Extensions as per specifications & drawings	120	PC
12	Installation of supplied No Sign with back lit arrangement as per specifications & drawings	120	PC
13	Installation of supplied In & Out Signage as per specifications & drawings	2	PC
14	Installation of supplied Dealer Name Unit	20	PC
15	Installation of supplied Air gauge housing as per specifications and drawings	20	EA

For any particular Territory for which vendor is quoting, vendor should offer the entire tender quantity & not partial quantity. Offers with partial tender quantity shall stand rejected.

ANNEXURE-X

TERRITORY REVENUE DISTRICT LIST OF MP					
TERRITORY	REVENUE DIST. COVERED	STATE	TERRITORY	REVENUE DIST. COVERED	STATE
BHOPAL	BETUL	M.P.	JABALPUR	ANUPPUR	M.P.
BHOPAL	BHOPAL	M.P.	JABALPUR	BALAGHAT	M.P.
BHOPAL	CHHATARPUR	M.P.	JABALPUR	UMARIA	M.P.
BHOPAL	CHHINDWARA	M.P.	JABALPUR	DAMOH	M.P.
BHOPAL	HARDA	M.P.	JABALPUR	DINDORI	M.P.
BHOPAL	HOSHANGABAD	M.P.	JABALPUR	JABALPUR	M.P.
BHOPAL	RAISEN	M.P.	JABALPUR	KATNI	M.P.
BHOPAL	SAGAR	M.P.	JABALPUR	MANDLA	M.P.
BHOPAL	SEHORE	M.P.	JABALPUR	NARSIMHAPUR	M.P.
BHOPAL	SHAJAPUR	M.P.	JABALPUR	PANNA	M.P.
BHOPAL	TIKAMGARH	M.P.	JABALPUR	REWA	M.P.
BHOPAL	VIDISHA	M.P.	JABALPUR	SATNA	M.P.
GWALIOR	BHIND	M.P.	JABALPUR	SEONI	M.P.
GWALIOR	GUNA	M.P.	JABALPUR	SHAHDOL	M.P.
GWALIOR	GWALIOR	M.P.	JABALPUR	SIDHI	M.P.
GWALIOR	MORENA	M.P.			
GWALIOR	ASHOKNAGAR	M.P.			
GWALIOR	DATIA	M.P.			
GWALIOR	RAJGARH	M.P.			
GWALIOR	SHEOPUR	M.P.			
GWALIOR	SHIVPURI	M.P.			
INDORE	AGAR	M.P.			
INDORE	ALIRAJPUR	M.P.			
INDORE	BARWANI	M.P.			
INDORE	BURHANPUR	M.P.			
INDORE	DEWAS	M.P.			
INDORE	DHAR	M.P.			
INDORE	EAST NIMAR (KHANDWA)	M.P.			
INDORE	INDORE	M.P.			
INDORE	JHABUA	M.P.			
INDORE	MANDSAUR	M.P.			
INDORE	NEEMUCH	M.P.			
INDORE	RATLAM	M.P.			
INDORE	UJJAIN	M.P.			
INDORE	WEST NIMAR (KHARGONE)	M.P.			

**LIST OF REVENUE DISTRICTS IN RAIPUR
TERRITORY**

TERRITORY	REVENUE DIST. COVERED	STATE
RAIPUR	BALAGHAT	CG
RAIPUR	BASTAR	CG
RAIPUR	BILASPUR	CG
RAIPUR	DURG	CG
RAIPUR	RAIGARH	CG
RAIPUR	RAIPUR	CG
RAIPUR	RAJNANDGAON	CG
RAIPUR	SURGUJA	CG

Annexure XII

SAFE PRACTICES AT CONSTRUCTION SITES

The use of safety equipment and diligently implementing safe practices in construction sites is of paramount importance. In order to avoid accidents please ensure to have following safety equipment at all construction sites & inculcate the habit of using the same.

1. **Adequate no. of Safety helmets**----To be worn by everyone working on site and for visitors as well.
2. **Adequate no. of Safety shoes** ----To be worn by everyone working on site.
3. **Safety harness/belt** ----should be worn by people working at height.
4. **People working on electrical panel** must wear **proper Rubber footwear** and **Insulated gloves** to avoid electric shock.
5. Light pole/Emblem pole/Monolith must be erected with the help of **crane or chain & pully block** only. **It should never be erected manually.**
6. The construction site should be properly barricaded & **WORK IN PROGRESS** board should be displayed prominently.
7. The installation of light fixtures on light poles should be done by **proper ladder arrangement.**
8. **EXCAVATION** :-Area where excavation is carried out should be segregated by means of colour bands/Rope fastened on pillars at sufficient distance from pit so as to avoid accidents in excavated area due to slippage of loose earth or otherwise.
 - a. The site of the execution or trench should be slopped or battered back to a safe angle of repose usually 45 degree or be supported with shoring by timbering or other suitable means to prevent collapse. The type of support necessarily will depend on the type of excavation, type of soil ,the nature of ground and the ground water condition.
 - b. Barrier/Fence shall be provided for preventing people from slipping into the pit.If the pit is in Vehicular driveway additionally a prominent board shall be put up showing **EXCAVATION IN PROGRESS** .
 - c. Pumping out of accumulated water from pit is to be done at regular intervals. Run away water shall be prevented from entering the excavated area as it can cause erosion of soil and sudden collapse of earth.
 - d. If the excavation is carried out without shoring necessary angle of repose to be maintained at all times.
 - e. No labour shall be allowed **to sleep or take rest inside the pit.** Kids should not be allowed to come near the excavation work.
 - f. Excavated earth shall be stacked away from cutting edge to avoid collapse of trench and sliding of heaped earth into trench.

g. Contractor shall ensure that the excavation does not damage any existing underground cables, pipelines ,foundation of adjoining buildings or structures etc. Wherever possible excavation shall not be so close and deep as to undermine safety of any adjoining building or structure.

9. Contractor must ensure that

- a. Smoking inside the premises of a working location is strictly prohibited except in the designated areas.
- b. No source of ignition shall be taken to licensed premises or job.
- c. It is essential that good house-keeping is practiced at all time to keep the work area neat and clean. No material on any of site of work shall be so stacked as to cause danger and inconvenience to any person or public.
- d. At no time during working hours or at any time on site should any of the contractor s personal be under the influence of any intoxicants nor consume liquor, drugs or other intoxicating substances.

The above instructions shall be followed to avoid any mishap during construction.

The contract is liable to be terminated in case safety equipments as indicated above are not being used at site.

Signature of Contractor

ANNEXURE XIII

HOLIDAY LISTING OF VENDORS

1. Introduction :

Works and procurement contracts have become a major activity for corporate in current times. In course of such contracting Oil sector PSEs deal with various "Agencies" (which shall include vendors/parties/contractors/suppliers/ consultants/Licensors/bidders). These entities are expected to adopt ethics of highest standards and a very high degree of integrity, safety and quality consciousness, commitments and sincerity towards the work undertaken and dealing with BPCL in such matters. However, in few occasions, the terms are found to be infringed and deviations from expected behavior are observed. It is not in the interest of BPCL to deal with Agencies who commit deception, fraud or other misconduct including compromising quality and safety in the tendering and execution process.

Also, while participating in the tender and performing the contract, vendors are required to meet certain basic performance criteria and adherence to the terms and conditions of the tender/contract. In case the vendor fails to meet the above parameters, it is prudent to put the vendor on holiday list for specific periods in order to deter the vendors from committing such defaults. Such decisions shall be taken based on the gravity of the default and after following a laid down process, on case to case basis.

2. Holiday Listing:

2.1. Reasons for Holiday Listing : An Agency may be placed in Holiday List for any one or more of the following circumstances:

2.1.1. If the Agency , in the context of its dealings with the

- Corporation:**
- a. has indulged in malpractices ;
 - b. has submitted fake, false or forged documents / certificates
 - c. Has substituted materials in lieu of materials supplied by BPCL or has not returned or has unauthorized disposed off materials / documents / drawings / tools or plants or equipments supplied by BPCL.
 - d. Has deliberately violated and circumvented the provisions of labor laws/ regulations / rules, safety norms, environmental norms or other statutory requirements.
 - e. has deliberately indulged in construction and erection of defective works or supply of defective materials
 - f. Has not cleared previous dues to BPCL if applicable.
 - g. Has committed breach of contract or has abandoned the contract.
 - h. Poor performance of the Agency in one or several contracts;
 - i. Has not honored the fax of award / letter of award / Contract / Purchase order after the same is issued by BPCL.
 - j. Withdraws/ revises the bid upwards after becoming the L1 bidder.
 - k. Has parted with, leaked or provided confidential / proprietary information of BPCL to any third party without the prior consent of BPCL.

- 2.1.2. The following additional grounds can also be reasons for Holiday listing of an agency:**
- a. If a communication is received from the Administrative Ministry of the Corporation (i.e. MOP&NG) to ban Agency from dealing with the Corporation ;
 - b. If the Agency is or has become bankrupt , OR is being dissolved OR has resolved to be wound up OR if proceedings for winding up or dissolution has been instituted against the Agency
 - c. Any other ground, including transgression of Integrity Pact, which, in the opinion of the Corporation, makes it undesirable to deal with the Agency; In the case of transgression of Integrity Pact, the same should be substantiated by the verdict of the Independent External Monitor.

2.2. Procedure :

- 2.2.1.** Proceedings for Holiday Listing shall be initiated against an Agency when a prima facie case for Holiday Listing comes up, under any of the above mentioned circumstances; before taking a decision, a fair opportunity of hearing the party shall be given by means of a Show Cause notice. The show cause notice shall indicate clearly and precisely the charges/misconduct which shall be based on facts as can be proved as distinct from mere allegations. Statement containing the imputation of misconduct or misbehavior may be appended to the show-cause notice and the “Agency” shall be asked to submit within 15 days a written statement in its defense.
- 2.2.2.** On receipt of the explanation from the Agency, the procurement Department will put up the proposal for holiday listing, to the competent authority, through the vendor de-listment committee & the Nodal Department; In case no explanation is received from the Agency within the stipulated time, the case shall be preceded with ex-parte.
- 2.2.3.** The proposal along with the reply from the Agency would be examined by the Vendor de-listment Committee; thereafter, with the recommendation from the vendor de-listment Committee, the proposal would be put up through the Nodal Department to the Competent Authority for final decision on banning or otherwise.
- 2.2.4.** The competent authority, after examining all the materials on record, including the explanation from the Agency, will give their decision on the proposal.
- 2.2.5.** The decision of the Competent Authority regarding Holiday Listing of business dealings shall be communicated to the ‘Agency’ concerned, by the concerned procurement department
- 2.2.6.** Competent Authority shall decide on the period of holiday listing, on case to case basis, depending on the gravity of the case and considering the implications for BPCL on account of the Act/Omission on the part of the Agency, intentions of the Agency as established from the circumstances of the case, frequency of tendering for work of similar nature etc.
- 2.2.7.** Ordinarily the period for which as Agency is Holiday listed shall not be less than 1 year and shall not exceed 3 years. However, in extraordinary circumstances as mentioned below, banning of 15 years can be done. The broad guidelines for the period of holiday listing based on the circumstances under which they were put on holiday listing is as under :

S.No	Reasons for holiday listing	Period of holiday listing
1	Indulged in malpractices resulting in financial loss to the Corporation	15 years
2	Submitted fake, false or forged documents / certificates	3 years
3	has substituted materials in lieu of materials supplied by BPCL or has not returned or has unauthorisedly disposed off materials / documents / drawings / tools or plants or equipments supplied by BPCL	15 years
4	Has deliberately violated and circumvented the provisions of labour laws/ regulations / rules , safety norms, environmental norms or other statutory requirements	3 years
5	has deliberately indulged in construction and erection of defective works or supply of defective materials	3 years
6	has not cleared BPCLs previous dues if applicable	1 year
7	has committed breach of contract or has abandoned the contract	3 years
8	Poor performance of the Agency in one or several contracts	1 year
9	has not honoured the fax of award / letter of award / Contract / Purchase order after the same is issued by BPCL	1 year
10	Withdraws/ revises the bid upwards after becoming the L1 bidder	1 year
11	has parted with , leaked or provided confidential / proprietary information of BPCL to any third party without the prior consent of BPCL	15 years
12	If the Agency is or has become bankrupt , OR is being dissolved OR has resolved to be wound up OR if proceedings for winding up or dissolution has been instituted against the Agency	3 years
13	Transgression of Integrity Pact , which, in the opinion of the Corporation, makes it undesirable to deal with the Agency;	3 years

2.2.8. In cases where Holiday Listing is proposed based on advice from the

Administrative Ministry, no show cause or formal decision by competent authority will be required. The Nodal Department will directly intimate the Agency that they have been placed in Holiday Listing by BPCL based on the Ministry's advice

2.3. Provision for Appeal;

- (i) An agency aggrieved with the decision of the Competent Authority shall have the option of filing an appeal against the decision of the Competent Authority within a maximum of 15 days from the date of receipt of intimation of holiday listing.
- (ii) Any appeal filed after expiry of the above period shall not be considered by the Appellate Authority;
- (iii) On receipt of the Appeal from the Agency, the Appellate Authority, if it so desires , may call for comments from the Competent Authority;
- (iv) After receipt of the comments from the Competent Authority, the Appellate Authority , if it so desires , may also given an opportunity for personal hearing, to the Appellant Agency;
- (v) After examining the facts of the case and documents available on record and considering the submissions of the Appellant Agency, the Appellate Authority may pass appropriate order by which the Appellate Authority may either :
 - a) Uphold the decision of Competent authority with or without any variation /lesser period of Holiday Listing; OR
 - b) Annul the order of the Competent Authority.
- (vi) Appellate Authority shall pass its order within a maximum period of 45 days from the date of receipt of Appeal.
- (vii) Order of the Appellate Authority shall be communicated to the Agency by the Procurement Department
- (viii) No Appeal is permitted in case an Agency is placed in Holiday List by BPCL, based on Ministry's advice.

2.4. Effect of Holiday Listing

- (i) No enquiry / bid / tender shall be entertained with an Agency as long as the 'Agency' name appears in the Holiday list.
- (ii) If an 'Agency' is put on the Holiday list during tendering :
 - a) If an 'Agency' is put on Holiday List after issue of the enquiry / bid / tender but before opening of the un-priced bid, the un-priced bid of the 'Agency' shall not be opened and BG/EMD , if submitted by the 'Agency' shall be returned . If an 'Agency' is put on Holiday List after un-priced bid opening but before price bid opening, the price bid of the 'Agency' shall not be opened and BG/EMD submitted by the 'Agency' shall be returned .
 - b) If an 'Agency' is put on Holiday List after opening of price bid but before finalization of the tender, the offer of the 'Agency' shall be ignored and will not be further evaluated and the BG/EMD if any submitted by the 'Agency' shall be returned, The 'Agency' will not be considered for issue of order even if the 'Agency' is the lowest (L1). In such situation next lowest shall be considered as L1;
- (iii) In cases where holiday listing proposal has been initiated by some procurement department in the Corporation, but the process is yet to be completed and order of Competent Authority is awaited, the tendering process

may be taken forward till price bid opening and after price bid opening, decision on the tender may be kept on hold till such time order of Competent Authority is issued.

3. Declaration by Bidders regarding Holiday Listing status:

Bidder should submit a declaration to the effect that they are not currently serving any Holiday Listing orders issued by BPCL or MOPNG debarring them from carrying on business dealings with the BPCL/MOPNG or serving a banning order by another Oil PSE. Offers not accompanied with a declaration shall be rejected. Any wrong declaration in this context shall make the Agency liable for action under this Holiday Listing procedure.

4. Revocation of Holiday Listing:

4.1. An order for Holiday Listing once passed for a certain specified period shall be revoked as under :

4.1.1. An order for Holiday Listing passed for a certain specified period shall be revoked on the expiry of that specified period, subject to the Agency giving a request in writing clearly mentioning the corrective action which has already been taken / proposed to be taken, to avoid recurrence Specific order of revocation shall be issued by the concerned Procurement Department Vendor Enlistment Committee, which had recommended the Holiday Listing , after considering the Vendor's request, with copy to the Nodal Department.

4.1.2. A Holiday Listing order may, on a review during its currency of operation, be revoked by the competent authority if it is of the opinion that the disability already suffered is adequate in the circumstances of the case, and the Agency has taken appropriate action to avoid recurrence.

**GENERAL CONDITIONS OF CONTRACT
(GCC)**



BHARAT PETROLEUM CORPORATION LIMITED

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GENERAL CONDITIONS OF CONTRACT

SECTION - I

DEFINITION OF TERMS

In the contract documents as herein defined where the context so admits, the following words and expressions will have following meanings :

- 1) "The Owner/Company/BPCL" means the Bharat Petroleum Corporation Limited, incorporated in India having its registered office at 4 & 6, Currimbhoy Road, Ballard Estate, Mumbai - 400 038 or their successors or assigns
- 2) "The Contractor" means the person or the persons, firm or Company whose tender has been accepted by the Owner and includes the Contractor's legal representative, his successor and permitted assigns.
- 3) The "Managing Director" shall mean the Chairman and Managing Director of the Bharat Petroleum Corporation Limited or his successor in office designated by the Owner.
- 4) The "Engineer-in-Charge" shall mean the person esignated as such by the Owner and shall Include those who are expressly authorised by the Owner to act for and on his behalf for operation of this contract.
- 5) The "Work" shall mean the works to be executed in accordance with the contract or part thereof as the case may be and shall include extra, additional, altered or substituted works as required for purpose of the contract.
- 6) The "Permanent Work" means and includes works which will be incorporated in and form a part of the work to be handed over to the Owner by the Contractor on completion of the contract.
- 7) The "Construction Equipment" means all appliances, Tools/Tackles and equipment of whatsoever nature for the use in or for the execution, completion, operation or maintenance of the work unless intended to form part of the Permanent work.
- 8) The "Site" means the areas on which the permanent works are to be executed or carried out and any other places provided by the Owner for purpose of the contract.
- 9) The "Contract Document" means collectively the Tender Document. Designs. Drawings or Specifications, agreed variations, if any, and such other document constituting the tender and acceptance thereof.
- 10) The "Consultant" means the consulting engineers Nominated/appointed by the Owner for this Project / job.
- 11) The "Sub-Contractor" means any person or firm or Company (other than the Contractor) to whom any part of the work has been entrusted by the Contractor, with the written consent of the Engineer-in-Charge, and the legal personal representatives, successors and permitted assigns of such person, firm or company.
- 12) The "Contract" shall mean the Agreement between the Owner and the Contractor for the execution of the works including therein all contract documents.
- 13) The "Specification" shall mean the various technical specifications attached and referred to in the tender documents. It shall also include the latest editions, including all addenda/corrigenda, of relevant Indian Standard Specification, specifications of the other country published before entering into Contract.
- 14) The "Drawings" shall include maps, plans and tracings or prints thereof with any modifications approved in writing by the Engineer-in-Charge and such other drawings as may, from time to time, furnished or approved in writing by the Engineer-in-Charge.
- 15) The "Tender" means the tender submitted by the Contractor for acceptance by the Owner.
- 16) The "Alteration Order" means an order given in writing by the Engineer-in-Charge to effect additions to or deletion from and alterations in the works.
- 17) The "Completion Certificate" shall mean the certificate to be issued by the Engineer-in-Charge to the contractor when the works have been completed to his satisfaction.
- 18) The "Final Certificate" in relation to a work means the certificate issued by the Engineer-in-Charge after the period of liability is over for releasing the retention money/PBG.
- 19) The "Period of Liability" in relation to a work means the specified period during which the Contractor stands responsible for rectifying all defects that may appear in the works.

SECTION - II

GENERAL INFORMATION ABOUT SITE

2.1 LOCATION OF SITE & ACCESSIBILITY:

The site location is described in the Special Conditions of Contract. The intending tenderer should inspect the site and make himself familiar with site conditions and available facilities.

Entry into the BPCL areas is restricted depending on location/site. Only pass holders as also vehicles with special permits are permitted in such restricted areas. Inside the premises access to various work spots is also further regulated by permits issued for each area. Non-availability of access roads or permits for entry of vehicles/equipment to any specific area shall in no case be the cause to condone any delay in execution of works or be the cause for any claims or extra compensations.

2.2 SCOPE OF WORK

The scope of work is defined in the Special Conditions of Contract and specifications. The Contractor shall provide all necessary materials, equipments / Tools and Tackles / Supervision / labour etc. for the execution and maintenance of the work till completion unless otherwise mentioned in these tender documents. All materials that go with the work shall be approved by Engineer-in-Charge prior to procurement and use.

2.3 LAND FOR CONTRACTOR'S FIELD, GODOWN AND WORKSHOP:

The tenderer should visit the site and acquaint himself with site conditions, availability of water, electricity, approach roads, construction materials as per specifications, shelter for his staff, etc. since these are to be provided/arranged by the tenderer (unless otherwise specified) at his cost.

The owner will, at his discretion and convenience based on availability for the duration of the execution of the work, make available, land for construction of contractor's field office, go-downs, workshop and fabrication yard required for the execution of the contract. The contractor shall at his own cost construct all these temporary buildings and provide suitable water supply and sanitary arrangement approved by the Engineer-in-Charge.

On completion of the works undertaken by the Contractor, he shall remove all temporary works/ shed erected by him and have the site cleaned as directed by Engineer-in-Charge if the contractor shall fail to comply with these requirements, the Engineer-in-charge may at the expenses of the Contractor remove such surplus and rubbish material, dispose off the same as he deems fit and get the site cleared as aforesaid; and the contractor shall forthwith pay the amount of all expenses so incurred and shall have no claim in respect of any such surplus materials disposed off as aforesaid. But the Owner reserves the right to ask the Contractor any time during the pendency of the contract to vacate the land by giving seven days notice on security reasons or on material interest otherwise.

2.4 SAFETY STANDARDS FOR TEMPORARY BUILDINGS

All temporary buildings, sheds, workshops, field stations etc. shall be constructed in conformation with the safety and security regulations of the owner as regards location and type of structure.

SECTION - III

GENERAL INSTRUCTION FOR THE TENDERER

3 SUBMISSION OF TENDER:

3.1 The quotation should be submitted only in the manner and the form prescribed in the Request For Quotation (RFQ)/Tender enquiry.

3.2 Addenda/Corrigenda to this tender document if issued must be signed and submitted along with the tender document. The tenderer should consider the Addenda/Corrigenda and should price the work based on revised quantities when amendments for quantities are issued in addenda.

3.3 Tenders should always be placed in double sealed covers, superscribing **Tender No _____ Tender for _____ (name of job), Bharat Petroleum Corporation Limited,** due for opening on _____

The full name, postal address and telegraphic address of the tenderer shall be written on the bottom left hand corner of the sealed cover. (This will not be applicable in the case of e-tenders) Tenders received in open condition (priced bid) are liable to be rejected.

3.4 Instructions for two part bidding

i) The bid should be submitted in two parts viz.

- a. Techno-commercial bid.
- b. Price bid.

ii) Techno-commercial bid shall have the following information/details

- a. Technical deviation if any.
- b. Commercial deviation if any like extra taxes, duties etc.
- c. Copy of price bid with prices blanked off.
- d. Any other relevant information.

iii) Price Bid shall have only prices as per schedule of Rates.

iv) Techno-commercial bid and price bid shall be enclosed in two separate envelopes with the subject job, type of bid, bidders name super-scribed on top. Both these envelopes shall be sealed in a common envelope and submitted as specified above and in covering letter. (This will not be applicable in the case of e-tenders)

4 DOCUMENTS:

4.1 The tenders, as submitted shall include all documents/details asked for by BPCL in the RFQ/Tender enquiry.

4.2 All pages to be initialed:

Wherever signed tender documents are submitted, all signatures in the documents shall be dated, as well as all the pages of the documents shall be initialed at the lower right hand corner and signed wherever required in the tender papers by the tenderer or by a person holding power of attorney authorizing him to sign on behalf of the tenderer before submission of tender. Tenders without signatures as stated above are liable to be rejected.

4.3 Rates to be in Figures and Words:

The tenderer should quote the rates in English both in figures as well as in words. Offers received without the rates in figures and in words are liable for rejection. In case of discrepancy exists between the rate quoted in figures and in words, the rates quoted in words will prevail.

4.4 Corrections and Erasures:

All corrections and alteration in the entries of tender papers will be signed in full by the tenderer with date. No erasures or over-writings are permissible.

In case of priced bids containing overwriting/cuttings/erasures in the quoted rates and in case these are not attested by the signatory of the bid, such priced bids are liable to be rejected without giving any further notice.

4.5 Signature of Tenderer:

The tender shall contain the name, residence and place of business of person or persons making the tender and shall be signed by the tenderer with his usual signature with company stamp. Partnership firms shall furnish the full names of all partners in the tender. It should be signed in the partnership name by all the partners or by duly authorized representative followed by the name and designation of the person signing with company stamp. Tender by Company or Corporation registered under the relevant companies act, shall be signed by the authorized representative and a power of attorney in that behalf shall accompany the tender.

4.6 Transfer of tender documents issued to one intending tenderer to another is not permissible.

5 **PURCHASE PREFERENCE:**

Owner reserves its right to allow Public Sector Enterprises (Central/State), purchase preference as admissible/applicable from time to time under the existing Govt. policy. Purchase preference to a PSE shall be decided based on the price quoted by PSE as compared to L1 Vendor at the time of evaluation of the price bid.

Owner reserves its right to allow Micro and Small Enterprises (MSEs) and MSEs owned by Scheduled Caste (SC) or the Scheduled tribe (ST) entrepreneurs, purchase preference as admissible/applicable from time to time under the existing Govt. policy. Purchase preference to a MSE and a MSE owned by SC/ST entrepreneurs shall be decided based on the price quoted by the said MSEs as compared to L1 Vendor at the time of evaluation of the price bid.

6 **(a) EARNEST MONEY:**

The tenderer must submit/ deposit earnest money, if specified in the RFQ/Tender enquiry, failing which the tender is liable to be rejected. The earnest money can be deposited in the form of Demand Draft or Bank Guarantee in favour of Bharat Petroleum Corporation Limited. Earnest Money deposit (EMD) is not applicable for registered contractors of BPCL.

NOTE: The Bank Guarantee so furnished by the tenderer shall be in the proforma prescribed by the owner. No interest shall be paid by the Owner on the earnest money deposit by the tenderer. The earnest money of the unsuccessful tenderer will be refunded.

(b) SECURITY DEPOSIT:

Unless otherwise specified in the special conditions of contract, in the case of contractors not registered with BPCL, the earnest money deposit (EMD), of the contractor whose tender may be accepted, will be converted to security deposit for due performance of the contract. The "performance security deposit/retention money" vide clause 18 shall also be applicable limiting to a maximum of 10% of the contract value.

7 **VALIDITY:**

Tender submitted by tenderers shall remain valid for acceptance for a period of four months from the date of opening of the tender (Technical Bid in the case of two bid). The tenderer shall not be entitled during the said period of four months, without the consent in writing of the Owner, to revoke, or cancel his tender or vary the tender given or any term thereof. In case of tenderer revoking or canceling his tender, varying any terms in regard thereof without the consent of Owner in writing, appropriate penal action will be taken by BPCL as deemed fit including putting the tenderer/contractor on 'Holiday listing'/ 'Delisting' barring the tenderer/contractor from participating in future tenders for an appropriate period from the date of revocation/cancellation/varying the terms. Further in the case of contractors who are not registered with BPCL, the earnest money deposited by him will be forfeited. Once the quotation is accepted the rates quoted shall be firm till the entire work is completed.

8 **ADDENDA / CORRIGENDA:**

Addenda/ Corrigenda to the tender documents may be issued prior to the date of opening of the tenders to clarify documents or to effect modification in the design or tender terms. All addenda/corrigenda issued shall become part of tender Document.

9 **RIGHT OF OWNER TO ACCEPT OR REJECT TENDER:**

9.1 The right to accept the tender will rest with the Owner. The Owner, however, does not bind itself to accept the lowest tender, and reserves to itself the authority to reject any or all the tenders received without assigning any reason whatsoever.

9.2 The whole work may be split up between two or more contractors or accepted in part and not entirely if considered expedient.

9.3 Tenders in which any of the particulars and prescribed informations are missing or are incomplete in any respect and/or the prescribed conditions are not fulfilled are liable to be rejected.

9.4 Canvassing in connection with tenders is strictly prohibited and tenders submitted by the tenderer who resort to canvassing will be liable to rejection.

9.5 Tender containing uncalled remarks or any additional conditions are liable to be rejected.

10 **INTEGRITY PACT (IP):**

Vendors are requested to sign & return our pre-signed IP document, if applicable. This document is essential & binding. Vendor's failure to return the IP document duly signed along with Bid Document may result in the bid not being considered for further evaluation.

11 **COLLECTION OF DATA TENDERER'S RESPONSIBILITY & TIME SCHEDULE:**

The tenderer shall visit the site and acquaint himself fully of the site and no claims whatsoever will be entertained on the plea of ignorance or difficulties involved in execution of work or carriage of materials. The time period allowed for carrying out the job shall be as shown in tender document. Request for revision for time schedule after tenders are opened will not be received for consideration.

12 **RETIRED GOVERNMENTS OR COMPANY OFFICER:**

No Engineer of Gazetted rank or other Gazetted Officer, employed in Engineering or Administrative duties in an Engineering Department of the States/Central Government or of the Owner is allowed to work as a Contractor for a period of two years after his retirement from Government service or from the employment of the Owner without the previous permission of the Owner. The contract, if awarded, is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person, who had not obtained the permission of the State/Central Government, or of the Owner as aforesaid before submission of tender, or engagement in the Contractor's service as the case may be.

13 **SIGNING OF THE CONTRACT:**

The successful tenderer shall be required to execute an agreement in the proforma attached with tender enquiry within a period of one month of the receipt by him of the notification of acceptance of tender. The payment will not be processed till the time the agreement is executed.

14 **FIELD MANAGEMENT:**

The field management will be the responsibility of the Engineer-in-Charge, who will be nominated by the Owner. The Engineer-in-Charge may also authorize his representatives to perform his duties and functions. Coordination of Work - The Engineer-in-Charge shall coordinate the work of various agencies engaged at site to ensure minimum disruption of work carried out by different agencies. It shall be the responsibility of the contractor to plan and execute strictly in accordance with the site instructions to avoid hindrance to the works being executed by other agencies.

14A **CONSULTANCY CONTRACTS:**

This General Conditions of Contract (GCC) will be binding for Consultancy jobs only to the extent of its applicability to the context of consultancy jobs.

SECTION - IV

INTERPRETATION OF CONTRACT DOCUMENTS

15 INTERPRETATION OF CONTRACT DOCUMENT:

- 15.1 Except if and to the extent otherwise provided by the Contract, the provisions of the General Conditions of Contract and special conditions shall prevail over those of any other documents forming part of the contract. Several documents forming the contract are to be taken as mutually explanatory. Should there be any discrepancy, inconsistency, error or omission in the contract or any of the matter may be referred to Engineer-in-Charge, who shall give his decisions and issue to the Contractor instructions directing in what manner the work is to be carried out. The decision of the Engineer-in-Charge shall be final and conclusive and the contractor shall carry out work in accordance with this decision.
- 15.2 Works shown upon the drawing but not mentioned in the specifications or described in the specification without being shown on the drawings shall nevertheless be held to be included in the same manner as if they had been specifically shown upon the drawings and described in the specifications.
- 15.3 Headings and marginal notes to the clauses of these General Conditions of Contract or to specifications or to any other tender document are solely for the purpose of giving a concise indication and not a summary of the content thereof, and they shall never be deemed to be part thereof or be used in the interpretation or construction thereof of the Contract.
- 16.4 Singular and Plural:
In these contract documents unless otherwise stated specifically, the singular shall include the plural and vice-versa wherever the context so requires. Words indicating persons shall include relevant incorporated companies/ registered as associations/ body of individual/ firm or partnership.

16 SPECIAL CONDITIONS OF CONTRACT:

- 16.1 Special Conditions of contract shall be read in conjunction with the General Conditions of Contracts, specification of work, Drawings and any other documents forming part of this contract wherever the context so requires.
- 16.2 Notwithstanding the sub-division of the documents into these separate sections and volumes every part of each shall be deemed to be supplementary to and complementary of every other part and shall be read with and into the contract so far as it may be practicable to do so.
- 16.3 Where any portion of the General Conditions of Contract is repugnant to or at variance with any provisions of the Special Conditions of Contract then, unless a different intention appears the provisions of the Special Conditions of Contract shall be deemed to over-ride the provision of the General Conditions of Contract and shall to the extent of such repugnance or variations, prevail.
- 16.4 Wherever it is mentioned in the specifications that the Contractor shall perform certain work or provide certain facilities, it is understood that the contractor shall do so at his own cost.
- 16.5 The materials, designs and workmanship shall satisfy the relevant Indian Standards, the Job specifications contained herein and codes referred to. Where the job specifications stipulate requirements in addition to those contained in the standard codes and specifications, these additional requirements shall also be satisfied.

17 CONTRACTOR TO OBTAIN HIS OWN INFORMATION:

The contractor in fixing rate shall for all purposes whatsoever be deemed to have him self independently obtained all necessary information for the purpose of preparing his tender. The contractor shall be deemed to have examined the Contract Documents, to have generally obtained his own information in all matters whatsoever that might affect the carrying out the works at the scheduled rates and to have satisfied himself to the sufficiency to his tender. Any error description of quantity or omission there from shall not vitiate the contract or release the Contractor from executing the work comprised in the contract according to drawing and specifications at the scheduled rates. He is deemed to have known the scope, nature and magnitude of the works and the requirements of materials and labour involved etc. and as to what all works he has to complete in accordance with the contract documents whatever be the defects, omissions or errors that may be found in the Contract Documents. The Contractor shall be deemed to have visited surrounding to have satisfied himself to the nature of all existing structures, if any, and also as to the nature and the conditions of the Railways, roads, bridges and culverts means of transport and communications, whether by land, water or air, and as to possible interruptions thereto and the access to and regress from the site, to have made enquiries, examined and satisfied himself as to the sites for obtaining sand, stones, bricks and other materials, the sites for disposal of surplus materials the available accommodation as to whatever required, depots and such other building as may be necessary for executing and completing the works, to have made local independent enquiries as to the sub-soil water and variations thereof, storms, prevailing winds, climate conditions and all other similar matters affecting these works. He is deemed to have acquainted himself as to his liability for payment of Government taxes, customs duty and other charges. Any neglect or failure on the part of the Contractor in obtaining necessary and reliable information upon the foregoing or any other matters affecting the contract shall not relieve him from any risk or liabilities or the entire responsibility from completion of the works at the scheduled rates and time in strict accordance with the contract documents.

No verbal agreement or inference from conversation with any officer or employee of the owner either before or after the execution of the contract agreement shall in any way affect or modify any of the terms or obligations herein contained.

18 PERFORMANCE SECURITY DEPOSIT/RETENTION MONEY:

- 18.1 To ensure performance of the contract and due discharge of the contractual obligations, the successful contractor will have to provide security deposit of 10% of the contract value unless otherwise specified in the Special Conditions of Contract.

This Security deposit may be furnished in the form of an Account payee Demand Draft payable to BPCL or Bank Guarantee in the prescribed format. The contractor shall have the option to adjust any Earnest Money Deposit-(EMD) if paid by demand draft towards security deposit if he so desires or otherwise if submitted by way of bank guarantee the validity of the same to be extended suitably as advised by BPCL.

In the case of security deposit submitted in the form of Bank guarantee, the Bank Guarantee shall be valid and remain in force till the contractual completion period (expiry of the defect liability period- refer clause-72, if applicable) and with a claim period of six months thereafter. The Bank Guarantee shall be in the form prescribed.

In case the successful contractor is not furnishing the performance security deposit as referred above on award of the job, the same shall be deducted from each running account bills at the rate of 10% of bill value till overall security deposit of 10% as mentioned above is collected.

The security deposit will be retained till the successful completion of the work and thereafter till the expiry of the defect liability period (refer clause-72), if applicable. This retention money/Bank guarantee held shall be released after the expiry of the defect liability period provided that any defects appearing during that period are corrected by the contractor and subject to Clause 18.2 below.

In the case of value/rate/quantity contracts, the security deposit shall be based on individual release orders issued.

- 18.2 If the contractor/ sub-contractor or their employees shall break, deface or destroy any property belonging to the Owner or other agency during the execution of the contract, the same shall be made good by the Contractor at his own expenses and in default thereof, the Engineer-in-Charge may cause the same to be made good by other agencies and recover expenses from the contractor (for which the certificate of the Engineer-in-Charge shall be final). These expenses can be recovered from the security deposit/retention money if recovery from other sources is not possible.
- 18.3 All compensation or other sums of money payable by the contractor to the Owner under terms of this contract may be deducted from his security deposit/retention money or from any sums which may be or may become due to the contractor by the Owner on any account whatsoever and in the event of his security deposit/retention money being reduced by reasons of any such deductions. The contractor shall within ten days thereafter make good any sum or sums, which may have been deducted from his security Deposit/retention money. No interest shall be payable by the Owner from sum deposited as security deposit/retention money.
- 18.4 The security deposit shall be held by the Owner, as security for the due performance of the Contractor's obligations under the contract, provided that nothing herein stated shall make it incumbent upon the Owner to utilize the security deposit/retention money in preference to any other remedy which the Owner may have, nor shall be construed as confining the claims of the Owner against the contractor to the quantum of the Security Deposit/retention money.
- 18.5 The Bank guarantee if submitted shall be from any Indian scheduled bank or an international bank of repute having a branch in India or a corresponding banking relationship with an Indian scheduled bank. The security deposit/retention money shall be in Indian Rupee in the case of domestic bidders and in US Dollars in the case of foreign bidders.

19 TIME OF PERFORMANCE:

- 19.1 The work covered by this contract shall be commenced as detailed in the purchase order or as per the instructions of the Engineer in charge and be completed in stages on or before the dates as mentioned in the time schedule of completion of work. The contractor should bear in mind that time is the essence of this agreement unless such time be extended pursuant to the provision of clause No. 21. Request for revision of Completion time after tenders are opened will not receive consideration.
- 19.2 Time Schedule of Completion: The general time schedule of completion is given in the tender document. Contractor should prepare a detailed monthly and weekly execution programme, jointly with the Engineer-in-Charge within two weeks of receipt of Letter of Intent or acceptance of tender. The work shall be executed strictly as per the time schedule given in this document. The period of completion given includes the time required for testing, rectifications, if any, retesting and completion in all respects to the entire satisfaction of the Engineer-in-Charge.

20 **FORCE MAJEURE:**

Any delays in or failure of the performance of either part hereto shall not constitute default here under or give rise to any claims for damages, if any, to the extent such delays or failure of performance is caused by occurrences such as Acts of God or the public enemy expropriation or confiscation of facilities by Govt./authorities, compliances with any order or request of any Government authorities, acts of war, rebellion or sabotage or fires, floods, explosions, riots or strikes. The contractor shall keep records of the circumstances referred to above and bring these to the notice of Engineer-in-Charge in writing immediately on such occurrences.

21 **EXTENSION OF TIME:**

If the contractor shall desire an extension of the time for completion of the work on the grounds of his having been unavoidably hindered in its execution or on any other grounds, he shall apply in writing to the Engineer-in-Charge within two weeks of the date of hindrance on account of which he desires such extension as aforesaid, and the Engineer-in-Charge shall if in his opinion (which shall be final), reasonable grounds have been shown thereof, authorize such extension of time as may in his opinion be necessary or proper.

In the event of extension of Time of the contract, if granted, the contractor shall be required to suitably extend the period of Bank Guarantee if submitted, towards security Deposit/retention money suitably.

22. **LIQUIDATED DAMAGES FOR DELAY:**

22.1 Time is the essence of the contract. In case the contractor fails to complete the whole work within the stipulated period, he shall be liable to pay liquidated damages of 0.5% of the value of contract per week and or part thereof of the delay subject to a maximum of 5% of the value of the contract. The parties agree that this is a genuine pre-estimate of the loss/damage which will be suffered by the owner on account of delay on the part of the contractor and the said amount will be payable on demand without there being any proof of the actual loss or damages having been caused by such delay/breach. The owner shall be at liberty to adjust or deduct the said amount of liquidated damages from any amount due to the contractor including Security Deposit.

22.2 The owner shall be at liberty to deduct or retain from any amount payable to the contractor periodically, the proportionate or full amount of liquidated damages as the case may be for the delay periodically caused by the contractor.

23 **SUM PAYABLE BY WAY OF COMPENSATION TO BE CONSIDERED AS REASONABLE COMPENSATION WITHOUT REFERENCE TO ACTUAL LOSS:**

All sums payable by way of compensation under any of the conditions shall be considered as reasonable compensation without reference to the actual loss or damage, which shall have been sustained by the Owner.

24 **TERMINATION/OFFLOADING:**

24.1 The contractor fully understands that timely completion of the work as per the schedule is of paramount necessity as otherwise it would lead to adversely affecting the schedules of other works/project with resultant financial and other losses to the Company/owner. In view of this, the contractor unconditionally agrees and binds himself to be liable for all the consequences for non-completion of the work within the stipulated time.

24.2 In case a situation is brought about by the contractor warranting termination/off-loading of the whole or any part of the work for any reason whatsoever, the Company/owner shall have the liberty and right to entrust/engage/award the work so terminated/off loaded at the risk and cost of the contractor to any other agency/contractor by adopting any mode of inviting tenders, i.e. open/limited/single party/negotiation basis etc. in order to ensure completion of the work as per the schedule or at the quickest possible time.

25. **FORFEITURE OF SECURITY DEPOSIT:**

Whenever any claim against the Contractor for the payment of a sum of money arises out of or under the contract, the Owner shall be entitled to recover such sum by appropriating in part or whole, security deposit of the contractor, forming whole or part of such security being insufficient or if no security has been taken from the Contractor then the balance or the total sum recoverable, as the case may be, shall be deducted from any sum then due or which at any time thereafter may become due to the Contractor. The contractor shall pay to the owner on demand any balance remaining due.

26 **ACTION WHEN WHOLE OF SECURITY DEPOSIT IS FORFEITED:**

In any case in which, under any clause or clauses of this contract, the contractor shall have forfeited the whole of his security deposit (whether paid in one sum or deducted by installment) or have committed a breach of any of the terms contained in this contract the owner shall have power to adopt any of the following courses as he may deem best suited to his interest.

- a) To rescind the contract (of which rescission notice in writing to the contractor under the hand of the owner shall be conclusive evidence) in which case the security deposit of the contractor shall stand forfeited and be absolutely at the disposal of the Owner.
- b) To employ labour paid by the owner and to supply materials to carry out the work any part of the work, debiting contractor with the labour cost of tools and plants and equipment charges, the cost of the materials for which a certificate of the Engineer-in-Charge shall be final and conclusive against the Contractor and 10% of costs as above to cover all departmental charges and crediting him with the value of the work done in all respects in the manner and at the same rates as if it had been carried out by the Contractor under the term of his contract. The certificate of Engineer-in-Charge as to the value of the work done shall be final and conclusive against the contractor.
- c) To measure up the work of the contractor and to take such part thereof as shall be unexecuted out of his hand to give it to another contractor to complete in which case any expenses which may be incurred in excess of the sum which would have been paid to the original contractor, if the whole work had been executed by him (of the amount of which excess, the certificate in writing of the Engineer-in-Charge shall be final and conclusive) shall be borne and paid by the original contractor and may be deducted from any money due to him by the Owner under the contract or otherwise or from his security deposit or from the proceeds of sale thereof, of a sufficient part thereof.

In the event of any of the above course being adopted by the Owner, the contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials or entered into any agreements or made any advances on account of or with a view to the execution of the work of the performance of the contract. In case the Contractor shall not be entitled to recover or be paid any sum for any work actually performed under this contract unless the Engineer-in-Charge will certify in writing the performance of such work and the value payable in respect thereof and he shall only be entitled to be paid the value so certified.

27 CONTRACTOR REMAINS LIABLE TO PAY COMPENSATION IF ACTION NOT TAKEN UNDER CLAUSE 26:

In any case in which any of the powers conferred upon the owner by clause 26 thereof shall have become exercisable and the same had not been exercised, the non exercise thereof shall not constitute a waiver of any of the conditions hereof and such powers shall notwithstanding be exercised in the event of any further case of default by the contractor for which any clause of hereof he is declared liable to pay compensation amounting to the whole of his security deposit and the liability of the contractor for past and future compensation shall remain unaffected. In the event of the Owner putting in force the power under sub-clause (a), (b) or (c) vested in him under the proceeding clause he may, if he so desires takes possession of all or any tools and plants materials and stores in or upon the works or the site thereof belonging to the contractor or procured by him and intended to be used for the execution of the work or any part thereof paying or allowing for the same in account at the contract rates or in case of these not being applicable at current market rates to be certified by the Engineer-in-Charge whose certificate thereof shall be final otherwise the Engineer-in-Charge may give notice in writing to the contractor or his clerk of the works, supervisor or other authorized agent, requiring him to remove such tools, plant, materials or stores from the premises (within a time to be specified in such notice) and in the event of the contractor failing to comply with any such requisition, the Engineer-in-Charge may remove them at the contractors expense or sell them by auction or private sale on account of the contractor and at his risk in, all respects without any further notice as to the date, time or place of sale and the certificate of the Engineer-in-Charge as to the expense of any such removal and the amount of proceeds and any expenses of any such sale shall be final and conclusive against the contractor.

28 NO COMPENSATION FOR ALTERATION IN OR RESTRICTION OF WORK:

If at any time from the commencement of the work the owner shall for any reasons whatsoever, not require the whole or part thereof as specified in the tender to be carried out, the Engineer-in-Charge shall give notice in writing of the fact to the contractor, who shall have no claim to any payment or compensation 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 full amount of the work not having been carried out, neither shall he have any claim for compensation by reason of any alterations having been made in the original specifications, drawings, designs and instructions which shall involve any curtailment of the work as originally contemplated.

29 CHANGES IN CONSTITUTION:

Where the contractor is a partnership firm, the prior approval, in writing, of the Owner shall be obtained before any change is made in the constitution of the firm, where the contractor is an individual or a Hindu undivided family business concern, such approval as aforesaid shall likewise be obtained before sub-contractor enters into any agreement with other parties, where under the reconstituted firm would have the right to carryout the work hereby undertaken by the contractor. In either case if prior approval as aforesaid is not obtained, the contract shall be deemed to have been allotted in contravention of clauses 35 hereof and the same action may be taken and, the same consequence shall ensure as provided in the said clause.

30 **IF THE CONTRACTOR DIES:**

Without prejudice to any of the rights or remedies under his contract, if the contractor dies, the Owner shall have the option of terminating the contract without compensation to the contractor.

31 **EMPLOYEES OF THE OWNER NOT INDIVIDUALLY LIABLE:**

No director or official or employee of the Owner shall in any way be personally bound or liable for the acts or obligations of the Owner under the contract or answerable for any default or omission in the observance or performance of any of the acts, matters or things which are herein contained.

32 **OWNER NOT BOUND BY PERSONAL REPRESENTATIONS:**

The contractor shall not be entitled to any increase on the item rates of the contract or any other right or claim whatsoever by reason of representation, explanation or statement or alleged representation, promise or guarantees given or alleged to have been given to him by any person.

33 **CONTRACTOR'S OFFICE AT SITE:**

The contractor shall provide and maintain an office at the site, if space provided by the owner, for the accommodation of his agent and staff and such office shall be open at all reasonable hours to receive instruction, notices, or other communications.

34 **CONTRACTOR'S SUBORDINATE STAFF AND THEIR CONDUCTS:**

34.1 The contractor, on or after award of the work shall name and depute a qualified personnel having sufficient experience in carrying out work of similar nature to whom the equipments materials, if any, shall be issued and instructions for works given. The contractor shall also provide to the satisfaction of the Engineer-in-Charge sufficient and qualified staff to supervise the execution of the-works, competent sub-agents, supervisor and leading hands including those specially qualified by previous experience to supervise the type of works comprised in the contract in such manner as will ensure work of the best quality, expeditious working. Whenever in the opinion of the Engineer-in-Charge, additional properly qualified supervision staff is considered necessary, they shall be employed by the contractor without additional charges on account thereof. The Contractor shall ensure to the satisfaction of the Engineer-in-Charge that sub-contractors, if any shall provide competent and efficient supervision over the work entrusted to them.

34.2 If and whenever any of the Contractor's or sub-contractor's agents, sub-agents, assistants supervisor or other employees shall in the opinion of Engineer-in-Charge be guilty of any misconduct or be incompetent or insufficiently qualified or negligent in the performance of their duties or that in the opinion of the owner or Engineer-in-Charge, it is undesirable for administrative or any other reason for such person or persons to be employed in the works, the contractor, if so directed by the Engineer-in-Charge, shall at once remove such person or persons from employment thereon. Any person or persons so removed from the works shall not again be employed in connection with the works without the written permission of the Engineer-in-Charge. Any person so removed from the works shall be immediately replaced at the expense of the contractor by a qualified and competent substitute. Should the contractor be requested to repatriate any person removed from the works he shall do so and shall bear all costs in connection herewith.

34.3 The contractor shall be responsible for the proper behaviour of all the staff, supervisor, workmen and others and shall exercise a proper degree of control over them and in particular, and without prejudice to the said generality, the contractor shall be bound to prohibit and prevent any employees from trespassing or acting in any way detrimental or prejudicial to the interest of the community or of the properties or occupiers of land and properties in the neighborhood and in the event of such employee so trespassing, the contractor shall be responsible therefore and relieve the Owner of all consequent claims or actions for damages or injury or any other grounds whatsoever. The decision of the Engineer-in-Charge upon any matter arising under this clause shall be final. Contractor shall ensure that none of their employees are ever engaged in any anti-national activities.

34.4 All contractor's personnel entering upon the Owner's premises shall be properly identified by badges issued by owner which must be worn all times on Owner's premises.

35 **SUB-LETTING OF WORK:**

Sub letting of contracts shall not be generally permitted. However owner may permit sub letting of work on specific cases subject to the following:-

- i) No part of the contract nor any share of interest there shall in any manner or degree be transferred assigned sublet by the contractor directly or indirectly to any firm or corporation whosoever except as provided for in the succeeding sub-clause, without the consent in writing of the Owner.

- ii) Sub Contractors for Temporary Works Etc.:- The Owner may give written consent to sub-contract for execution of any part of the works at the site, being entered into by the contractor provided each individual sub-contract is submitted to the Engineer-in-Charge before being entered into and is approved by him.
- iii) List of Sub-Contractors to be supplied: - At the commencement of every month the contractor shall furnish to the Engineer-in-Charge list of all sub-contractors or firms engaged by the contractor and working at the site during the previous month with particulars of the general nature of the sub-contract or works.
- iv) Contractor's Liability Not Limited By Sub-Contractors:- Notwithstanding any sub-letting with such approval as aforesaid and notwithstanding that the Engineer-in-Charge shall have received copies of any sub-contracts, the contractor shall be and shall remain solely responsible for the quality and proper and expeditious execution of the works and the performance of all the conditions of the contract in all respects as if such sub-letting or sub-contracting had not taken place and as if such work had been done directly by the Contractor.
- v) Owner may Terminate Sub-Contracts:- If any sub-contractor engaged upon the works at the site executes any work which in the opinion of the Engineer-in-Charge is not in accordance with the Contract documents, the owner may by written notice to the contractor request him to terminate such sub-contract and the contractor upon the receipt of such notice shall terminate such sub contract and the latter shall forthwith leave the works, failing which the owner shall have right to remove such sub-contractors from the Site.
- vi) No Remedy For Action Taken Under This Clause:- No action taken by the owner under the clause shall relieve the contractor of any of his liabilities under the contract or give rise to any right to compensation, extension of time or otherwise failing which, the owner shall have right to remove such sub-contractors from the Site.

36 **POWER OF ENTRY:**

If the contractor shall not commence the work in the manner previously described in the contract document or if he shall, at any time in the opinion of the Engineer-in-Charge.

- i. Fail to carryout the works in conformity with the contract documents, or
- ii. Fail to carryout the works in accordance with the time schedule, or
- iii. Substantially suspend work or the works for a period of Fourteen days without authority from the Engineer-in-Charge, or
- iv. Fail to carryout and execute the works to the satisfactions of the Engineer-in-Charge, or
- v. Fail to supply sufficient or suitable constructional equipments, temporary works, labour materials or things, or
- vi. Commit or suffer or permit any other breach of any of the provisions of the contract on his part to be performed or observed or persist in any of the above mentioned breaches of the contract for the fourteen days, after notice in writing shall have been given to the Contractor by the Engineer-in-Charge requiring such breach to be remedied, or
- vii. Abandon the works, or
- viii. During the continuance of the contract, become bankrupt, make any arrangement or composition with his creditors, or permit any execution to be levied or go into liquidation whether compulsory or voluntary not being merely a voluntary liquidation for the purpose of amalgamation or reconstruction.

Then in any such case, the Owner shall have the power to enter upon the works and take possession thereof and of the materials, temporary works, constructional equipment, and stock thereon, and to revoke the contractor's license to use the same, and to complete the works, by his agents, other contractor or workmen, or to re-let the same upon any terms and to such other person firm or corporation as the Owner in his absolute discretion may think proper to employ and for the purpose aforesaid to use or authorize the use of any materials, temporary works constructional equipment, and stock as aforesaid without making payment or allowances to the contractor for the said materials other than such as may be certified in writing by the Engineer-in-Charge to be reasonable, and without making any payment or allowance to the contractor for the use of the temporary said works, constructional equipments and stock or being liable for any loss of damage thereto, and if the Owner shall by reason of his taking possession of the works or of the works being completed by other contractors (due account being taken of any such extra work or works which may be omitted) then the amount of such excess as certified by the Engineer-in-Charge shall be deducted from any money which may be due for work done by the contractor under the contract and not paid for. Any deficiency shall forthwith be made good and paid to the Owner by the contractor and the Owner shall have power to sell in such manner and for such price as he may think fit all or any of the constructional equipment, materials etc. belonging to and to recoup and retain the said deficiency or any part thereof out of the proceeds of the sale.

37 **CONTRACTORS RESPONSIBILITY WITH OTHER AGENCIES:**

Without repugnance to any other condition, it shall be the responsibility of the contractor executing the work of civil construction, to work in close co-operation and co-ordinate the works with other contractors or their authorized representatives and the contractor will put up a joint scheme, showing the arrangements, with other contractors / agencies for carrying his portion of work to the Engineer-in-Charge, and get the approval. The contractor before finally submitting the schemes to the Engineer-in-Charge shall have the written agreement of the other agencies. The Engineer-in-Charge before communicating his approval of the scheme, with any required modifications shall get the final agreement of all the agencies, which shall be binding. No claim shall be entertained on account of the above.

The contractor shall conform in all respects with the provisions of any statutory regulations, ordinances or by laws of any local or duly constituted authorities or public bodies which may be applicable from time to time to the works or any temporary works. The contractor shall keep the Owner Indemnified against all penalties and liabilities of every kind arising out of non-adherence to such statutes ordinances, laws, rules, regulations, etc.

38 **OTHER AGENTS AT SITE:**

The contractor shall have to execute the work in such place and condition where other agencies might also be engaged for other works such as site grading, filling and leveling, electrical and mechanical engineering works etc. No claim shall be entertained to works being executed in the above circumstances.

39 **NOTICES:**

Any notice hereunder may be served on the contractor or his duly authorized representative at the job site or may be served by registered mail direct to the address furnished by the Contractor. Proof of issue of any such notice could be conclusive of the contractor having been duly informed of all contents therein.

40 **RIGHTS OF VARIOUS INTERESTS:**

i) The Owner reserves the right to distribute the work between more than one contractor. The contractor shall cooperate and afford other contractors reasonable opportunity for access to the works for the carriage and storage of materials and execution of their works.

ii) Whenever the work being done by any department of the Owner or by other contractors employed by the Owner is contingent upon work covered by the contract, the respective rights of the various interests involved shall be determined by the Engineer-in-Charge to secure the completion of the various portions of the work in general harmony.

41 **RIGHT OF OWNER TO DETERMINE / TERMINATE CONTRACT**

i) Owner shall, at any time be entitled to determine and terminate the contract, if in the opinion of the Owner the cessation of the work becomes necessary owing to paucity of funds or for any other cause whatsoever, in which case, the cost of approved materials at the site at current market rates as verified and approved by Engineer-in-Charge and of the value of the work done to date by the contractor shall be paid for in full at the rates specified in the contract. A notice in writing from the Owner to the contractor of such determination and termination and the reason thereof, shall be the conclusive proof of the fact that the contract has been so determined and terminated by the Owner.

ii) Should the contract be determined under sub-clause (i) of this clause and the contractor claims payments to compensate expenditure incurred by him in the expectation of completing the whole of the work, the Owner shall consider and admit such claim as are deemed fair and reasonable and are supported by vouchers to the satisfaction of the Engineer-in-Charge. The Owner's decision on the necessity and propriety of any such expenditure shall be final and conclusive and binding on the contractor.

42 **PATENTS AND ROYALTIES:**

42.1 The contractor, if licensed under any patent covering equipment, machinery, materials or compositions of matter to be used or supplied or methods and process to be practiced or employed in the performance of this contract, agrees to pay all royalties and licence fees which may be due with respect thereto. If any equipment, machinery, materials or composition matters, to be used or supplied or methods and process to be practised or employed in the performance of this contract, is covered by a patent under which contractor is not licensed then the contractor before supplying or using the equipment, machinery, materials, compositions method or processes shall obtain such licences, and pay such royalties and licence fees as may be necessary for performance of the contract. In the event, the contractor fails to pay any such royalties or obtain any such licence, any suit for infringement of such patents which is brought against the contractor or the Owner as a result of such failure will be defended by the contractor at his own expenses and the contractor will pay any damages and costs awarded in such suit. The contractor shall promptly notify the owner if the contractor has acquired knowledge of any patent under which a suit for infringement could be reasonably brought because of the use by the Owner of any equipment, machinery, materials, and process methods to be supplied hereunder. The contractor agrees to and does hereby grant to Owner, together with the right to extend the same to any of the subsidiaries of the Owner as irrevocable, royalty-free licence to use in any country, any invention made by the contractor or his employee in or as a result of the performance of the work under the contract.

The Owner shall indemnify and save harmless the contractor from any loss on account of claims on contractor for the contributory infringement of patent rights arising out and based upon the claim that the use by the Owner of the process included in the design prepared by the Owner and used in the operation of the plant infringes on any patent right with respect to any sub-contract entered into by contractor pursuant to the provisions of sub-

contractor an undertaking to provide the Owner with the same patent protection that contractor is required to provide under the provisions of this clause.

42.2 All drawings, blue prints, tracings, reproducible, models, plans, specification and copies thereof, furnished by the Owner as well as drawings, tracings, reproducible, plans specifications, design, calculations etc. prepared by the contractor for the purpose of execution of works covered in or connected with this contract shall be the property of Owner and shall not be used for any other work but are to be delivered to the Owner at the completion of the contract.

42.3 Where so desired by Engineer-in-Charge, the contractor agrees to respect the secrecy of any document, drawings etc. issued to him for the execution of this contract, and restrict access to such documents, drawing etc. to the minimum and further, the contractor agrees to execute an individual SECRECY agreement from each or any person employed by contractor having access to such documents, drawings and to any other agency or individual, without the written approval by Engineer-in-Charge.

43 **LIENS:**

43.1 If, at any time, there should be evidence or any lien or claim for which the Owner might have become liable and which is chargeable to the contractor, the Owner shall have the right to retain out of any payment then due or thereafter to become due an amount sufficient to completely indemnify the owner against such lien or claim and if such lien or claim be valid the Owner may pay and discharge the same and deduct the amount so paid from any money which may be or may become due and payable to the Contractor. If any lien or claim remain unsettled after all payments are made, the contractor shall refund or pay to the Owner all moneys that the latter may be compelled to pay in discharging such lien or claim including all costs and reasonable expenses.

43.2 Contractor will not disclose details of the work to any person or persons except those engaged in its performance, and only to the extent required for the particular portion of the work being done. Contractor will not give any items concerning details of the work to the press or a news disseminating agency without prior written approval from Engineer-in-Charge. Contractor shall not take any pictures on site without written approval of Engineer-in-Charge

44 **OPERATION OF CONTRACT:**

44.1 Law Governing:
Regardless of the place of contracting, place of performance or otherwise, this Agreement, and all amendments, modifications, alterations, or supplements, thereto shall be governed by the laws of India and respective state laws for the nature, validity and interpretation thereof.

44.2 Non-Waiver of Default:

Any failure by the Owner or Contractor at any time, or from time to time, to enforce or require the strict keeping and performance of any of the terms or conditions of this agreement, or to exercise a right hereunder, shall not constitute a waiver of such terms, conditions or rights, and shall not affect or impair same, or the right of the Owner or the Contractor, as the case may be at any time to avail itself of same.

SECTION - V

PERFORMANCE OF WORK

45 EXECUTION OF WORKS:

- 45.1 All the works shall be executed in strict conformity with the provisions of the contract documents and with such explanatory detailed drawings, specifications, and instructions as may be furnished from time to time to the contractor by the Engineer-in-Charge whether mentioned in the contract or not. The contractor shall be responsible for ensuring that works throughout are executed in the most substantial, proper and workman like manner with the quality of material and workmanship in strict accordance with the specifications following all safety requirements of BPCL and as stipulated in work permits as per the directions and to the entire satisfaction of the Engineer-in-Charge.
- 45.2 Wherever it is mentioned in the specifications that the Contractor shall perform certain work or provide certain facilities/materials, it is understood that the contractor shall do, so at his cost unless otherwise specified.
- 45.3 The materials, design and workmanship shall satisfy the relevant Indian Standards, the Job specification contained herein and codes referred to. Where the job specification stipulate requirements in addition to those contained in the standards codes and specifications, these additional requirements shall also be satisfied.

46 COORDINATION AND INSPECTION OF WORK:

The coordination and inspection of the day-to-day work under the contract shall be the responsibility of the Engineer-in-Charge. The written instructions regarding any particular job will be normally be passed by the Engineer-in-Charge or his authorized representative. A work order book / logbook will be maintained by the Contractor for each job in which the aforesaid written instructions will be entered. These will be signed by the contractor or his authorized representative by way of acknowledgment within 12 hours. The non maintaining of the order book or non signing by the contractor shall not preclude the contractor from complying with the instructions.

47 WORK IN MONSOON AND DEWATERING:

- 47.1 The completion of the work may entail working in the monsoon also. The contractor must maintain a minimum labour force as may be required for the job and plan and execute the construction and erection according to the prescribed schedule. No extra rate will be considered for such work in monsoon.
- 47.2 During monsoon and other period, it shall be the responsibility of the contractor to keep the construction work site free from water at his own cost.

48 WORK ON SUNDAYS AND HOLIDAYS:

For carrying out work on Sundays and Holidays if needed, the contractor will approach the Engineer-in-Charge or his representative at least two days in advance and obtain permission in writing. No special compensation on this account will be payable.

49 GENERAL CONDITIONS FOR CONSTRUCTION AND ERECTION WORK:

- 49.1 Place of Work:
The work has to be executed at specified premises as per the tender. Contractor should apprise himself of all the conditions prevailing in such location and the restrictions placed on movement of personnel and equipment, types of equipment and tools permitted, working methods allowed etc. in the light of security and safety regulations operative in the area.
The safety regulations to be complied with, by the contractor will also be provided along with the tender. No idle time wages or compensation for temporary stoppage of work or restrictions would be paid, and the rate quoted for the various items of work should cover the cost of all such contingencies and eventualities. Substantial structures and utilities exist both above ground and underground, adjacent to the work site. (The construction activity gets restrained by the existence of such structures and utilities). Special care is necessary in transportation, storage, working on equipments and other construction activities to protect the existing features and prevent damage to any facility. Necessary protective structures barricades etc. have to be erected at various places as directed by Engineer-in-Charge. No extra payment of such protective works will be made unless specially provided in the tender.
- 49.2 The working time or the time of work is 48 hours per week normally. Overtime work is permitted in cases of need and the Owner will not compensate the same. Shift working at 2 or 3 shifts per day may become necessary and the contractor should take this aspect into consideration for formulating his rates for quotation. No extra claims will be entertained by the Owner on this account.
- 49.3 The contractor must arrange for the placement of workers in such a way that the delayed completing of the work or any part thereof for any reasons whatsoever will not affect their proper employment. The Owner will not entertain any claim for idle time payment whatsoever.

49.4 The contractor shall submit to the Owner reports at regular intervals regarding the state and progress of work. The details and preforma of the report will mutually be agreed after the award of contract.

50 DRAWINGS TO BE SUPPLIED BY THE OWNER:

50.1 Where drawings are attached with tender, these shall be for the general guidance of the contractor to enable him to visualize the type of work contemplated and scope of work involved. The contractor will be deemed to have studied the drawings and formed an idea about the work involved.

50.2 Detailed working drawings on the basis of which actual execution of the work is to proceed will be furnished from time to time during the progress of the work. The contractor shall be deemed to have gone through the drawings supplied to him thoroughly and carefully and in conjunction with all other connected drawings and bring to the notice of the Engineer-in-Charge, discrepancies, if any, therein before actually carrying out the work.

50.3 Copies of all detailed working drawings relating to the works shall be kept at the contractor's office of the site and shall be made available to the Engineer-in-Charge at any time during the contract. The drawings and other documents issued by the Owner shall be returned to the Owner on completion of the works. Reference is also invited to clause 42.2 and 42.3 above regarding drawings and other documents.

51 DRAWINGS TO BE SUPPLIED BY THE CONTRACTOR:

51.1 Where drawings/data are to be furnished by the contractor, they shall be as enumerated in the special conditions of contract, and shall be furnished within the specified time.

51.2 Where approval of drawings before manufacture / construction / fabrication has been specified, it shall be contractor's responsibility to have these drawings prepared as per the directions of Engineer-in-Charge and got approved before proceeding with manufacture construction / fabrication, as the case may be. Any changes that may have become necessary in these drawings during the execution of the work shall have to be carried out by the contractor to the satisfaction of Engineer-in-Charge at no extra cost. All final drawings shall bear the certification stamps duly signed by both the contractor and the Engineer-in-Charge.

51.3 A period of 3 weeks from the date of receipt shall be required normally for approval of drawings by the Engineer-in-Charge.

52 SETTING OUT WORKS:

52.1 The Engineer-in-Charge shall furnish the contractor with only the four corners of the work site and a level bench mark and the contractor shall set out the works and shall provide efficient staff for the purpose and shall be solely responsible for the accuracy of such setting out.

52.2 The contractor shall provide, fix and be responsible for the maintenance of all stacks, templates, level marks, profiles and other similar things and shall take all necessary precaution to prevent their removal or disturbance and shall be responsible for the consequence of such removal or disturbance should the same take place and for their efficient and timely reinstatement. The contractor shall also be responsible for the maintenance of all existing survey marks, boundary marks, distance marks and centre line marks, either existing or supplied and fixed by the contractor. The work shall be set out to the satisfaction of the Engineer-in-Charge. The approval thereof or joining in setting out the work shall not relieve the contractor of any of his responsibilities.

52.3 Before beginning the works, the contractor shall at his own cost, provide all necessary reference and level posts, pegs, bamboos, flags, ranging rods, strings and other materials for proper layout of the work in accordance with the scheme, for bearing marks acceptable to the Engineer-in-Charge. The centre, longitudinal or face lines and cross lines shall be marked by means of small masonry pillars. Each pillar shall have distinct marks at the centre to enable theodolite to be set over it. No work shall be started until all these points are checked and approved by the Engineer-in-Charge in writing but such approval shall not relieve the contractor of any of his responsibilities. The contractor shall also provide all labour, material and other facilities, as necessary, for the proper checking of layout and inspection of the points during construction.

52.4 Pillars bearing geodetic marks located at the site of work under construction should be protected and fenced by the contractor.

52.5 On completion of works, the contractor must submit the geodetic documents according to which the work was carried out.

53 RESPONSIBILITY FOR LEVEL AND ALIGNMENT:

The contractor shall be entirely and exclusively responsible for the horizontal and vertical alignment, the levels and correctness of every part of the work and shall rectify effectually any errors or imperfections therein. Such rectifications shall be carried out by the contractor, at his own cost, when instructions are issued to that effect by the Engineer-in-Charge.

54 MATERIALS TO BE SUPPLIED BY CONTRACTOR:

54.1 The contractor shall procure and provide the whole of the materials required for construction including tools, tackles, construction plant and equipment for the completion and maintenance of the works except the materials which will be issued by Owner and shall make his own arrangement for procuring such materials and for the transport thereof. The materials procured by the contractor shall be BPCL approved/specified quality.

- 54.2 All materials procured should meet the specifications given in the tender document. The Engineer-in-Charge may, at his discretion, ask for samples and test certificates for any batch of any material procured. Before procuring, the contractor should get the approval of Engineer-in-Charge for any material to be used for the works.
- 54.3 Manufacturer's certificate shall be submitted for all materials supplied by the contractor. If, however, in the opinion of the Engineer-in-Charge any tests are required to be conducted on the materials supplied by the contractor, these will be arranged by the contractor promptly at his own cost.

55 MATERIALS SUPPLIED BY OWNER:

- 55.1 If the specifications of the work provides for the use of any materials of special description to be supplied from the Owner's stores, price for such material to be charged therefore as herein after mentioned being so far as practicable for the convenience of the contractor but not so as in any way to control the meaning or effect of the contract. The contractor shall be bound to purchase and shall be supplied such materials as are from time to time required to be used by him for the purpose of the contract only. The sums due from the contractor for the value of the actual materials supplied by the Owner will be recovered from the running account bill on the basis of the actual consumption of materials in the work covered and for which the running account bill has been prepared. After the completion of the works, however, the contractor has to account for the full quantity of materials supplied to him as per relevant clauses in this document.
- 55.2 The value of the materials as may be supplied to the contractor by the Owner will be debited to the contractor's account at the rates shown in the schedule of chargeable materials and if they are not entered in the schedule, they will be debited at cost price, which for the purpose of the contract shall include the cost of carriage and all other expenses whatsoever such as normal storage supervision charges which shall have been incurred in obtaining the same at the Owner's stores. All materials so supplied to the contractor shall remain the absolute property of the Owner and shall not be removed on any account from the site of the work, and shall be at all times open for inspection to the Engineer-in-Charge. Any such materials remaining unused at the time of completion or termination of the contract shall be returned to the Owner's stores or at a place as directed by the Engineer-in-Charge in perfectly good condition, at contractor's cost.

56 CONDITIONS FOR ISSUE OF MATERIALS:

- i) Materials specified to be issued by the Owner will be supplied to the contractor by the Owner from his stores/location. It shall be the responsibility of the contractor to take delivery of the materials and arrange for its loading, transport and unloading at the site of work at his own cost. The materials shall be issued between the working hours and as per the rules of the Owner framed from time to time.
- ii) The contractor shall bear all incidental charges for the storage and safe custody of materials at site after these have been issued to him.
- iii) Materials specified to be issued by the Owner shall be issued in standard sizes as obtained from the manufacturer.
- iv) The contractor shall construct suitable godown at the site of work for storing the materials safe against damage by rain, dampness, fire, theft etc. He shall also employ necessary watch and ward establishment for the purpose.
- v) It shall be duty of the contractor to inspect the material supplied to him at the time of taking delivery and satisfy himself that they are in good condition. After the materials have been delivered by the Owner, it shall be the responsibility of the contractor to keep them in good condition and if the materials are damaged or lost, at any time, they shall be repaired and/ or replaced by him at his own cost, according to the directions of the Engineer-in-Charge.
- vi) The Owner shall not be liable for delay in supply or non-supply of any materials which the Owner has undertaken to supply where such failure or delay is due to natural calamities, act of enemies, transport and procurement difficulties and any circumstances beyond the control of the Owner. In no case, the contractor shall be entitled to claim any compensation or loss suffered by him on this account.
- vii) It shall be the responsibility of the contractor to arrange in time all materials required for the works other than those to be supplied by the Owner. If, however, in the opinion of the Engineer-in-Charge the execution of the work is likely to be delayed due to the contractor's inability to make arrangements for supply of materials which normally he has to arrange for, the Engineer-in-Charge shall have the right, at his own discretion, to Issue such materials If available with the Owner or procure the materials from the market or elsewhere and the contractor will be bound to take such materials at the rates decided by the Engineer-in-Charge. This, however, does not in any way absolve the contractor from responsibility of making arrangements for the supply of such materials in part or in full, should such a situation occur, nor shall this, constitute a reason for the delay in the execution of the work.
- viii) None of the materials supplied to the contractor will be utilized by the contractor for manufacturing item, which can be obtained from standard manufacturer in finished form.
- ix) The contractor shall, if desired by the Engineer-in-Charge, be required to execute an indemnity bond for safe custody and accounting of all materials issued by the Owner.
- x) The contractor shall furnish to the Engineer-in-Charge sufficiently in advance a statement showing his requirements of the quantities of the materials to be supplied by the Owner and the time when the same will be required by him for the works, so as to enable the Engineer-in-Charge to make necessary arrangement for procurement and supply of the material.

- xi) A daily account of the materials issued by the Owner shall be maintained by the contractor indicating the daily receipt, consumption and balance in hand. This account shall be maintained in a manner prescribed by the Engineer-in-Charge along with all connected papers viz. requisition, issues etc. and shall be always available for inspection in the contractor's office at site.
- xii) The contractor should see that only the required quantities of materials are got issued. The contractor shall not be entitled to cartage and incidental charges for returning the surplus materials, if any, to the stores/location where from they were issued or to the place as directed by the Engineer-in-Charge.
- xiii) Materials/ Equipment supplied by Owner shall not be utilized for any other purpose(s) than issued for.

57 **MATERIALS PROCURED WITH ASSISTANCE OF OWNER:**

Notwithstanding anything contained to the contrary in any or all the clause of this document where any materials for the execution of the contract are procured with the assistance of Owner either by issue from Owner's stock or purchase made under orders or permits or licences issued by Government, the contractor shall hold the said materials as trustee for the Owner and use such materials economically and solely for the purpose of the contract and not dispose them off without the permission of the owner and return, if required by the Engineer-in-Charge, all surplus or unserviceable materials that may be left with him after the completion of the contract or at its termination for any reason, whatsoever on his being paid or credited such prices as the Engineer in-Charge shall determine having due regard to the condition of the materials. The price allowed to the contractor however, shall not exceed the amount charged to him excluding the storage charges if any. The decision of the Engineer-in-Charge shall be final and conclusive in such matters. In the event of breach of the aforesaid condition, the contractor shall in terms of the licenses or permits, and/or for criminal breach of trust, be liable to compensate the Owner a double rate or high rate, in the event of those materials at that time having higher rate or not being available in the market, then any other rate to be determined by the Engineer-in-Charge and his decision shall be final and conclusive.

58 **MATERIALS OBTAINED FROM DISMANTLING:**

If the contractor in the course of execution of the work is called upon to dismantle any part for reasons other than those stipulated in clauses 64 & 68 hereunder, the materials obtained in the work of dismantling etc. will be considered as the Owner's property and will be disposed off to the best advantage of the Owner.

59. **ARTICLES OF VALUE FOUND:**

All gold, silver and other materials, of any description and all precious stones, coins, treasure relics, antiquities and other similar things which shall be found in, under or upon the site, shall be property of the Owner and the contractor shall duly preserve the same to the satisfaction of the Engineer-in-Charge and shall from time to time deliver the same to such person or person indicated by the Owner.

60 **DISCREPANCIES BETWEEN INSTRUCTIONS:**

Should any discrepancy occur between the various instructions furnished to the contractor, his agents or staff or any doubt, arise as to the meaning of any such instructions or should there be any misunderstanding between the contractor's staff and the Engineer-in-Charge's staff, the contractor shall refer the matter immediately in writing to the Engineer-in-Charge whose decision thereon shall be final and conclusive and no claim for losses alleged to have been caused by such discrepancies between instructions, or doubts, or misunderstanding shall in any event be admissible.

61 **ALTERATIONS IN SPECIFICATIONS AND DESIGNS AND EXTRA WORK:**

A) The Engineer-in-Charge shall have power to make any alterations in, omissions from, additions to or substitutions for, the schedule of rates, the original specifications, drawings, designs and instructions that may appear to him to be necessary or advisable during the progress of the work and the contractor shall be bound to carry out such altered / extra / new items of work in accordance with any instructions which may be given to him in writing signed by the Engineer-in-Charge and such alterations, omissions, additions or substitutions shall not invalidate the contract and any altered additional or substituted work which the contractor may be directed to do in the manner above specified as part of the work shall be carried out by the contractor on the same conditions in all respect on which he agree to do the main work. The time for completion of work may be extended for the part of the particular job at the discretions of the Engineer-in-Charge, for only such alteration, additions or substitutions of the work, as he may consider as just and reasonable. The rates for such additional, altered or substituted work under this clause shall be worked out in accordance with the following provisions:

- a) If the rates for the additional, altered or substituted work are specified in the contract for the work, the contractor is bound to carry out the additional, altered or substituted work at the same rates as are specified in the contract.
- b) If the rates for the additional, altered or substituted work are not specifically provided in the contract for the work, the rates will be derived from the rates for similar class of works as specified in the contract for the

work. The opinion of the Engineer-in-Charge as to whether the rates can be reasonably so derived from items in the contracts will be final and binding on the contractor.

- c) If the rates for the altered, additional or substituted work cannot be determined in the manner specified in sub-clause (a) and (b) above, then the contractor shall inform the Engineer-in-Charge of the rate which is his intension to charge for such class of work supported by analysis of the rate or rates claimed, and the Engineer-in-Charge shall determine the rates on the basis of the prevailing market rates of materials, labour cost at schedule of labour plus 10% to cover contractor's supervision, overheads and profit and pay the contractor accordingly. The opinion of the Engineer-in-Charge as to the current market rates of materials and the quantum of labour involved per unit of measurement will be final and binding on the contractor.
- d) Provisions, contained in sub-clause (a) to (c) above shall not, however, apply:

Where the value of alterations / additions / deletions or substitutions exceeds beyond plus or minus 25% of the estimated contract value (i.e. quoted item rates of contractor shall hold good for variations etc. within plus or minus 25% of estimated contract value)

B) In the event and as a result of such alternatives / additions / substitutions / deletion, the scope of contract work exceed the value stipulated in the contract by more than the limits given in clause (d) above, the Contractor shall claim revision of the rates supported by the proper analysis in respect of such items for quantities in excess of the above limits, notwithstanding the fact that the rates for such items exist in the tender for the main work or can be derived in accordance with the provision of sub-clause (b) of Clause 61 A, and the Engineer-in-Charge may revise their rates having regard to the prevailing market rates, and the contractor shall be paid in accordance with the rates so fixed. But, under no circumstances the contractor shall suspend / stop / slowdown the work on the plea of non-settlement of rates of items falling under this clause.

62. **ACTION WHERE NO SPECIFICATIONS ISSUED:**

In case of any class of work for which there is no such specification given by the Owner in the tender documents, such work shall be carried out in accordance with Indian Standard Specifications and if the Indian Standard Specifications do not cover the same the work should be carried out as per standard Engineering Practice subject to the approval of the Engineer-in-Charge.

63. **ABNORMAL RATES:**

The contractor is expected to quote rate for each item after analysis of cost involved for the completion of item/work, considering all specifications and conditions of contract. This will avoid loss of profit or gain, in case of curtailment or change of specification for any item. In case it is noticed that the rates for any item, quoted by the tenderer unusually are high or unusually low it will be sufficient cause for the rejection of the tender unless the Owner is convinced about the reasonableness of the rates on scrutiny of the analysis for such rate to be furnished by the tenderer on demand.

64 **INSPECTION OF WORK:**

64.1 The Engineer-in-Charge will have full power and authority to inspect the works at any time wherever in progress either on the Site or at the contractor's premises / workshop where situated premises /workshops of any person, firm or corporation where work in connect with the contract may be in hand or where materials are being or are to be supplied, and the contractor shall afford or procure for the Engineer-in-Charge every facility and assistance to carry out such Inspection. The contractor shall at all time during the usual working hours and at all other time for which reasonable notice of the intention of the Engineer in-Charge or his representative to visit the works have been given to the contractor, either himself be present to receive order and instructions or post a responsible agent duly accredited in writing for the purpose. Orders given to the contractor's agent shall be considered to have the same force as if they had been given to the contractor himself. The contractor shall give not less than seven days, notice in writing to the Engineer-in-Charge before covering up or placing any work beyond reach of inspection and measurement any work in order that the same may be inspected and measured. In the event of breach of above the same shall be uncovered at contractor's expense carrying out such measurement or inspection.

64.2 No materials shall be dispatched by the contractor before obtaining the approval of Engineer-in-Charge in writing. The contractor is to provide at all times during the progress of the work and the maintenance period, proper means of access with ladders, gangways, etc. and the necessary attendance to move and adopt as directed for inspection or measurement of the works by the Engine in-Charge.

65 **ASSISTANCE TO THE ENGINEERS:**

The contractor shall make available to the Engineer-in-Charge, free of cost necessary instruments and assistance in checking of setting out of works and taking measurement of work.

66. **TESTS FOR QUALITY OF WORKS:**

66.1 All workmanship shall be of the respective kinds described in the contract documents and in accordance with the instructions of the Engineer-in-Charge and shall be subjected from time to time to such test at contractor's cost as the Engineer-in-Charge may direct at place of manufacture or fabrication or on the site or at all or any such places. The contractor shall provide assistance, instruments, labour and materials as are normally required for examining, measuring and testing any workmanship as may be selected and required the Engineer-in-Charge.

66.2 All the tests necessary in connection with the execution of the work as decided by Engineer-in-Charge shall be carried out at the field testing laboratory of the Owner by paying the charges as decided by the Owner from time to time. In case of non-availability of test facility with the Owner, the required test shall be carried out at the cost of contractor at government or any other testing laboratory as directed by Engineer-in-Charge.

66.3 If any tests are required to be carried out in connection with the work or materials workmanship not supplied by the contractor, such tests shall be carried out by the contractor as per the instructions of Engineer-in-Charge and cost of such tests shall be reimbursed by the Owner.

67. **SAMPLES:**

The contractor shall furnish to the Engineer-in-Charge for approval when requested or if required by the specifications, adequate samples of all materials and finishes to be used in the work. Such samples shall be submitted before the work is commenced and in ample time to permit tests and examinations thereof. All materials furnished and finishing applied in actual work shall be fully identical to the approval samples.

68. **ACTION AND COMPENSATION IN CASE OF BAD WORK:**

If it shall appear to the Engineer-in-Charge that any work has been executed with unsound, imperfect or unskilled workmanship or with materials of any inferior description, or that any materials or articles provided by the contractor for the execution of the work are unsound or of a quality inferior to that contracted for, or otherwise not in accordance with the contract, the contractor shall on demand in writing from the Engineer-in-Charge or his authorised representative, specifying the work, materials or articles complained of, notwithstanding that the same have been inadvertently passed, certified and paid for forthwith shall rectify or remove and reconstruct the works specified and provide other proper and suitable materials or articles at his own charge and cost, and in the event of failure to do so within a period to be specified by the Engineer-in-Charge in his demand aforesaid, the contractor shall be liable to pay compensation at the rate of one percentage of the estimated cost of the whole work, for every week limited to a maximum of 10 per cent of the estimated cost of the whole work, while his failure to do so shall continue and in the case of any such failure the Engineer-in-Charge may on expiry of notice period rectify or remove and re-execute the work or remove and replace with others, the materials or articles complained of as the case may be at the risk and expenses of the contractors in all respects. The decision of the Engineer-in-Charge as to any question arising under this clause shall be final and conclusive.

69. **SUSPENSION OF WORKS:**

The contractor shall, if ordered in writing by the Engineer-in-Charge or his representative, temporarily suspend the works or any part thereof for such period and such time as so ordered and shall not, after receiving such written order, proceed with the work therein ordered to be suspended, until he shall have received a written order to proceed therewith. The contractor shall not be entitled to claim/ compensation for any loss or damage sustained by him by reason of temporary suspension of the works aforesaid. An extension of time for completion, corresponding with the delay caused by any such suspension of the works as aforesaid will be granted to the contractor, should he apply for the same, provided that suspension was not consequent to any default or failure on the part of the contractor.

70. **OWNER MAY DO PART OF WORK:**

Upon failure of the contractor to comply with any instructions given in accordance with the provisions of the contract, the owner has the alternative right, instead of assuming charge for entire work to place additional labour force, tools, equipments and materials on such parts of the work, as the owner may designate or also engage another contractor to carry out the work. In such cases, the owner shall deduct from the amount which otherwise might become due to the contractor, the cost of such work and materials with ten percent added to cover all departmental charges and should the total amount thereof exceed the amount due to the contractor, the contractor shall pay the difference to the owner.

71. **POSSESSION PRIOR TO COMPLETION:**

The Engineer-in-Charge shall have the right to take possession of or use any completed or partially completed work or part of the work. Such possessions or use shall not be deemed to be an acceptance of any work completed in accordance with the contract agreement. If such prior possession or use by the Engineer-in-Charge delays the progress of work, suitable adjustment in the time of completion will made and contract agreement shall be deemed to be modified accordingly.

72. **PERIOD OF LIABILITY FROM THE DATE OF COMPLETION OF WORK:**

72.1 The contractor shall guarantee the installation/site work for a period of 06 (six) Months from the date of completion of work, unless otherwise specified. Any damage that may lie undiscovered at the time of issue of completion certificate, connected in any way with the equipment or materials supplied by him or in the workmanship shall be rectified or replaced by the contractor at his own expense as deemed necessary by the Engineer-in-Charge or in default, the Engineer-in-Charge may cause the same made good by other workmen and deduct expenses (for which the certificate of Engineer-in-Charge shall be final) from any sums that may be then or at any time thereafter, become due to the contractor or from his security deposit.

72.2 If the contractor feels that any variation in work or in quality of materials or proportions would be beneficial or necessary to fulfill the guarantee called for, he shall bring this to the notice of the Engineer-in-Charge in writing. The work will not be considered as complete and taken over by the Owner until all the temporary works etc., constructed by the contractor is removed and work site cleaned to the satisfaction of Engineer-in-Charge.

72.3 Care of Works:

From the commencement to completion of works, the contractor shall take full responsibility for the care of all works including all temporary works, and in case any damage, loss or injury happens to the works or to any part thereof or to any temporary work, from any cause whatsoever, he shall at own cost repair and make good the same, so that at completion, the work shall be in good order and in conformity in every respect with the requirements of the contract and the Engineer-in-Charge's instructions.

72.4 Effects prior to taking over:

If at any time, before the work is taken over, the Engineer-in-Charge shall

- a) Decide that any work done or materials used by the contractor or any sub-contractor is defective or not in accordance with the contract or that the works or any portion thereof are defective or do not fulfill the requirements of contract (all such matters being herein after called 'Defects' in this clause) and
- b) As soon as reasonably practicable, notice given to the contractor in writing of the said decisions specifying particulars of the defects alleged to exist or to have occurred, then the contractor shall at his own expenses and with all speed make good the defects so specified.

In the case contractor shall fail to do so, the Owner may take, at the cost of the contractor, such steps as may in all circumstances, be reasonable to make good such defects. The expenditure, so incurred by the Owner shall be recovered from the amount due to the contractor. The decision of the Engineer-in-Charge with regard to the amount be recovered from the contractor will be final and binding on the contractor. As soon as the works have been completed in accordance with the contract (except in minor respects that do not affect their use for the purpose for which they are intended and except for maintenance thereof provided in clause 72.1) and have passed the tests on completion, the Engineer-in-Charge shall issue a certificate (hereinafter called completion certificate) in which he shall certify the date on which the work have been so completed and have passed the said tests and the Owner shall be deemed to have taken over the works on the date so certified. If the works have been divided into various groups in the contract, the Owner shall be entitled to take over any group or groups before the other or others and thereupon the Engineer-in-Charge shall issue a completion certificate which will however, be for such group or groups as taken over only.

72.5 Defects after taking over:

In order that the contractor could obtain a completion certificate, he shall make good with all possible speed, any defect arising from the defective materials supplied by the Contractor or workmanship or any act of omission of the contract that may have been noticed or developed after the works or group of the works has been taken over. The period allowed for carrying out such work will be normally one month. If any defect be not remedied within a reasonable time, the Owner may proceed to do the work at the contractor's risk and expense and deduct from the final bill such amount as may be decided by the Owner. If by reason of any default on the part of the contractor a completion certificate has not been issued in respect of every portion of the work within one month after the date fixed by the contract for the completion of the works, the Owner shall be at his liberty to use the works or any portion thereof in respect of which a completion certificate has been issued provided that the works or the portion thereof so used as aforesaid shall be afforded reasonable opportunity for completing these works for the issue of completion certificate.

72.6 The Security Deposit/retention money deducted / furnished as per clause 18 of GCC shall be retained for the period of liability as given in clause 72.1 above. This Retention amount or Bank Guarantee furnished against Security Deposit/retention money shall be released only on expiry of the period of liability and also based on the certification of the Engineer-in-charge that no defect/damage has been reported / observed during the stipulated period of liability for the contract.

72.7 Performance of contractor shall be evaluated on each job by Engineer-in-Charge and recorded. Review of performance will be carried out at appropriate intervals by BPCL.

SECTION VI

BILLS / MEASUREMENT / PAYMENT

73. SCHEDULE OF RATES AND PAYMENTS:

i) Contractor's Remuneration

The price to be paid by the Owner to contractor for the whole of the work to be done and the performance of all the obligations undertaken by the contractor under the contract documents shall be ascertained by the application of the respective item rates (the inclusive nature of which is more particularly defined by way of application but not of limitation, with the succeeding sub-clause of this clause) and payment to be made accordingly for the work actually executed and approved by the Engineer-in-Charge. The sum so ascertained shall (excepting only as and to the extent expressly provided herein) constitute the sole and inclusive remuneration of the contractor under the contract and no further payment whatsoever shall be or become due or payable to the contractor under the contract.

ii) Schedule of rates to be inclusive:

The prices/rates quoted by the contractor shall remain firm till the issue of final completion certificate and shall not be subject to escalation. Schedule of rates shall be deemed to include and cover all costs, expense and liabilities of every description and all risk of every kind to be taken in executing, completing and handing over the work to the Owner by the Contractor. The Contractor shall be deemed to have known the nature, scope, magnitude and the extent of the works and materials required, though the contract document may not fully and precisely furnish them. He shall make such provision in the item rates as he may consider necessary to cover the cost of such items of work and materials as may be reasonable and necessary to complete the works. The opinion of the Engineer-in-Charge as to the items of work which are necessary and reasonable for completion of work shall be final and binding on the contractor, although the same may not be shown on or described specially in contract documents.

Generality of this present provision shall not be deemed to cut down or limit in any way because in certain cases it may and in other cases it may not be expressly stated that the contractor shall do or perform a work or supply articles or perform services at his own cost or without addition of payment or without extra charges or words to the same effect or that it may be stated or not stated that the same are included in and covered by the schedule of rates.

iii) Schedule of Rates to Cover Constructional Equipments, Materials, Labour etc.

Without in any way limiting the provisions of the preceding sub-clause the schedule of rates shall be deemed to include and cover the cost of all constructional equipment, temporary work (except as provided for herein), pumps, materials, labour, the insurance, fuel, stores and appliances to be supplied by the contractor and other matters in connection with each item in the schedule of rates and the execution of the works or any portion thereof, finished, complete in every respect and maintained as shown or described in the contract documents or may be ordered in writing during the continuance of this contract.

iv) Schedule of Rates to cover Royalties, Rents and Claims:

The Schedule of Rates shall be deemed to include and cover the cost of all royalties and fees for the articles and processes, protected by letters, or otherwise incorporated in or used in connection with the works, also all royalties, rents and other payments in connection with obtaining materials of whatsoever kind for the works and shall include an indemnity to the Owner which the contractor hereby gives against all actions, proceedings, claims damages, costs and expenses arising from the incorporation in or use on the works of a such articles, processes or materials, Octroi or other municipal or local Board charges levied on materials, equipment or machineries to be brought to site for use on work shall be borne by the contractor.

v) Schedule of Rates to Cover Taxes and Duties:

No claim or exemption or reduction of customs duties, excise duties, sales tax, quarry or any port dues, transport charges, stamp duties or Central or States Government or Local Body or Municipal Taxes or duties, taxes or charges (from or of any other body), whatsoever, will be granted or obtained, all of which expenses shall be deemed to be included in and covered by the Schedule of Rates. Contractor shall also obtain and pay for all permits, or other privileges necessary to complete work.

vi) Schedule of Rates to cover Risk of Delay:

The schedule of Rates shall be deemed to include and cover the risk of all possibilities of delay and interference with the contractors conduct of work which occur from any cause including orders of owner in the exercises of his powers and on account of extension of time granted due to various reasons and for all other possible or probable cause of delay.

vii) Schedule of Rates cannot be altered:

For work under unit rate basis, no alteration will be allowed in the schedule of Rates by reason of work or any part of them being modified, altered, extended, diminished or omitted. The schedule of Rates are fully Inclusive rates which have been fixed by the contractor and agreed to the Owner and cannot be altered.

For lumpsum contract, the payment will be made according to the work actually carried out for which purpose an item wise or workwise, Schedule of rates shall be furnished, suitable for evaluating the value of work done and preparing running account bills.

74. **PROCEDURE FOR MEASUREMENT / BILLING OF WORK IN PROGRESS:**

i) Measurements:

All measurements shall be in metric system. All the works in progress will be jointly measured by the representative of the Engineer-in-Charge and the Contractor's authorised agent progressively. Such measurement will be got recorded in the measurement book by the Engineer-in-Charge or his authorised representative and signed in token of accepted by the contractor or his authorised representative.

For the purpose of taking joint measurement the contractor's representative shall be bound to be present whenever required by the Engineer-in-Charge. If, however, he absents for any reason whatsoever the measurement will be taken by the Engineer-in-Charge or his representative and this will be deemed to be correct and binding on the contractor.

ii) Billing:

The contractor will submit a bill to the Engineer-in-Charge of the work giving abstract and detailed measurements for the various items executed during a month, before the expiry of the 1st week of the succeeding month. The Engineer-in-Charge shall take or cause to be taken the requisite measurements for the purpose of having the same verified and the claim, as far as admissible, adjusted, if possible, before the expiry of 10 days from presentation of the bill.

iii) Dispute in Mode of Measurements:

In case of any dispute as to the mode of measurement not covered by the contract to be adopted for any item of work, mode of measurement as per latest Indian Standard Specifications shall be followed.

75. **LUMPSUMS IN TENDER:**

For the items in tender where it includes lumpsum in respect of parts of work, the contractor shall be entitled to payment in respect of the items at the same rates as are payable under this contract for such items, or if part of the work in question is not in the opinion of the Engineer-in-Charge capable of measurement of determination, the owner may at his discretion pay the lumpsum amount entered in the tender or a percentage thereof and the certificate in writing of the Engineer-in-Charge shall be final and conclusive against the contractor with regards to any sum or sums payable to him under the provisions of the clause.

76. **RUNNING ACCOUNT PAYMENTS TO BE REGARDED AS ADVANCES:**

All running account payments shall be regarded as payment by way of advance against the final payment only and not as payments for work actually done and completed and shall not preclude the requiring of bad, unsound and imperfect, or unskilled work to be removed and taken away and reconstructed or re-erected or be considered as an admission of the due performance of the contract, or any part thereof in this respect, or of the accruing of any claim by the contractor, nor shall it conclude, determine or affect in any way the powers of the Owner under these conditions or any of them as to the final settlement and the adjustments of the accounts or otherwise, or in any other way vary or affect the contract.

The final bill shall be submitted by the contractor within one month of the date of physical completion of the work, and settled immediately but not later than 60 days otherwise the Engineer-in charge's certificate of the measurement and of total amount payable for the work accordingly shall be final and binding on all parties. The final bill shall be presented by the contractor along with 'No claim certificate' in a format acceptable to the owner or such other documents as directed by the owner.

77. **EXTRA WORK:**

Should the contractor consider that he is entitled to any extra payment for extra job carried out whatsoever in respect of the works, he shall forthwith give notice in writing to the Engineer-in-Charge that he claims extra payment for the extra work. Such notice shall be given to the Engineer-in-Charge within one week from the ordering of any extra work or happening of any event, upon which the contractor bases such claims, and such notice shall contain full particulars of the nature of such claim with full details and amount claimed. Failure on part of the contractor to put forward any claim with the necessary particulars as above within the time above specified

shall be an absolute waiver thereof. No omission by the owner to reject any such claim and no delay in dealing therewith shall be waiver by the owner of any rights in respect thereof.

78. **PAYMENT OF CONTRACTOR'S BILL:**

Generally no payment shall be made for works estimated to cost less than Rs. 50,000/- till the whole of the work shall have been completed. But in case of works estimate to cost more than Rs. 50,000/- the contractor on submitting the bill thereof be entitled to receive a monthly payment proportion to the part thereof approved and passed by the Engineer-in-Charge, whose certificate of such approval and passing of the sum so payable shall be final and conclusive against the contractor. This payment will be made after making necessary deductions as stipulated elsewhere in the contract document for materials, security deposit or any moneys due to the Owner etc.

79. **MODE OF PAYMENT:**

Payment will be made to the contractor normally through NEFT mode.

80. **COMPLETION CERTIFICATE:**

80.1 Application for Completion Certificate:

When the contractor fulfills his obligation under clause 72.4, he shall be eligible to apply for completion certificate. The contractor may apply for separate completion certificate respect of each such portion of the work by submitting the completion documents along with such application for completion certificate.

The Engineer-in-Charge shall normally issue to the contractor the completion certificate within one month after receiving an application therefore from the contractor after verifying from the completion documents and satisfying himself that the work has been completed in accordance with and as set out in the construction and erection drawings and the contract documents.

The contractor, after obtaining the completion certificate is eligible to present the final bill for the work executed by him under the terms of contract.

80.2 Completion Certificate:

The contractor shall be furnished with a certificate by the Engineer-in-Charge of such completion, but no certificate shall be given nor shall the work be deemed to have been executed until all scaffolding surplus materials and rubbish is cleared off the site completely or until the work shall have been measured by the Engineer-in-Charge whose measurement shall be binding and conclusive. The work will not be considered complete and taken over by the Owner, until all the temporary works, labour and staff colonies etc. constructed are removed and the work site cleaned of all debris etc., as described in clause in 80.3 below and to the satisfaction of the Engineer-in-Charge.

If the contractor shall fail to comply with the requirements of this clause on or before the date fixed for the completion of the work, the Engineer-in-Charge may at the expenses of the contractor remove such scaffolding, surplus materials and rubbish and dispose off the same as he thinks fit and clean off such dirt as aforesaid, and the contractor shall forthwith pay the amount of all expenses so incurred and shall have no claim in respect of any such scaffolding or surplus materials as aforesaid except for any sum actually realised by the sale thereof.

80.3 Clearing the site:

Cart away all debris generated from the work and dispose it off without giving rise to any complaints from local, municipal or government authorities. Metal scraps or any other scrap including wooden packing materials shall be disposed as instructed by the Engineer-in-Charge or as follows:

- a) All unused scrap steel bar/ structural steel sections/pipe materials etc., (Free issue by owner) shall be the property of the owner and the same shall be returned by the contractor category-wise at their own cost to Owner's store. The weight slip issued by the Warehouse (in original) is required to be attached along with the final bill/ material reconciliation statement. In case, the material is supplied by the contractor, as per their scope of work, the scrap material generated out of the same should be taken out at their own cost before the settlement of the final bill.
- b) Insulation material (either issued by owner to the contractor or supplied by contractor) shall be kept in the area allocated by owner. During the insulation activities, the contractor should keep the work area clean on day-to-day basis. On completion of insulation job, all debris/packing should be taken out to the designated location or as directed by the Engineer in charge for disposal at their own cost before the settlement of the final bill.

80.4. The financial implication of above, if any, should be taken care of in the quoted rates; and no separate claim shall be entertained on this account. The final bill of the contractor shall be linked with the area cleaning in all respects, including removal of shuttering material, disposal of debris/scrap etc. to the entire satisfaction of Engineer-in-Charge.

81. **FINAL DECISION AND FINAL CERTIFICATE:**

Upon Expiry of the period of liability and subject to the Engineer-in-Charge being satisfied that the works have been duly maintained by the contractor during monsoon or such period as herein before provided in clause 72 and that the contractor has in all respect duly made up any subsidence and performed all his obligations under the contract, the Engineer-in-Charge shall (without prejudice to the rights of the Owner to retain the provisions of relevant clause hereof) give a certificate herein referred to as the final certificate to that effect. The contractor shall not be considered to have fulfilled the whole of his obligations under the contract until Final Certificate have been given by the Engineer-in-Charge notwithstanding any previous entry upon the work and taking possession, working or using of the same or any part thereof by the owner.

82. **CERTIFICATE FOR PAYMENTS AND EVIDENCE OF COMPLETION:**

Except the final certificate, no other certificate or payments against a certificate or on general account shall be taken to be an admission by the Owner of the due performance of the contract or any part thereof or occupancy or validity of any claim by the contractor.

SECTION VII

TAXES/DUTIES/INSURANCE

83. **TAXES, DUTIES, OCTROI ETC.:**

The contractor agrees to and does hereby accept full and exclusive liability for the payment of any and all taxes, duties, octroi etc. now in force or hereafter Imposed, increased or modified, from time to time in respect of work and materials and all contributions and taxes for unemployment compensation, insurance and old age pensions or annuities now or hereafter imposed by any Central or State Government authorities which are imposed with respect to or covered by the wages, salaries, or other compensations paid to the persons employed by the contractor and the contractor shall be responsible for the compliance with all obligations and restrictions imposed by the Labour Law or any other law affecting employer - employee relationship and the contractor further agrees to comply and secure the compliance by all sub-contractors, with all applicable Central, State, Municipal and local laws and regulations and requirements of any Central, State or Local Government agency or authority. Contractor further agrees to defend, indemnify and hold harmless from any liability or penalty which may be Imposed by the Central, State or Local Authority by reason of any violation by contractor or sub-contractor of such laws, regulations or requirements and also from all claims, suits or proceeding that may be brought against the Owner arising under, growing out of, or by reason of the work provided for by this contract by third parties, or by Central or State Government authority or any administrative sub-division thereof.

84. **INSURANCE:**

Contractor shall at his own expenses carry and maintain insurance with reputable insurance companies to the satisfaction of the Owner as follows:

- i) **Employees State Insurance Act:**
The Contractor agrees to and does hereby accept full and exclusive liability for the compliance with all obligations imposed by the Employees State Insurance Act, 1948, and the contractor further agrees to defend, indemnify and hold Owner harmless from any liability or penalty which may be imposed by the Central, State or Local Authority by reason of any asserted violation by contractor or sub-contractor, of the Employee State Act, 1948 and also from all claims suits or proceedings that may be brought against the Owner arising under, growing out of or by reason of the work provided for by this contract whether brought by employees of the contractor, by third parties or by Central or State Government authority or any political sub-division thereof.
The contractor agrees to filing, with the Employees State Insurance Corporation, the Declaration Forms and all forms which may be required in respect of the contractor's or sub-contractor's employees whose aggregate remuneration as fixed by the concerned authorities and who are employed in the work provided for or those covered by ESI Act under any amendment to the Act from time to time. The contractor shall deduct and secure the agreement of the sub-contractor to deduct the employee's contribution as per the first schedule of the Employee State Insurance Act from wages and affix the Employee's contribution Cards at Wages payment intervals. The contractor shall remit and secure the agreement of the sub-contractor to remit to the authorized bank, Employee's State Insurance Corporation Account, the Employee's contribution as required by the Act. The contractor agrees to maintain all Cards and records as required under the Act in respect of employees and the payments and the contractor shall secure the agreement of the subcontractor to maintain such records. Any expenses incurred for the contribution, making contribution or maintaining records shall be to the contractor's or sub-contractor's account.
The Owner shall retain such sum as may necessary, from the total contract value until contractor shall furnish satisfactory proof that all contributions as required by the Employees State Insurance Act, 1948, have been paid.
- ii) **Workman's Compensation and Employee's Liability Insurance:**
Insurance shall be effected for all the Contractor's employees engaged in the performs of this contract, if any of the work is sublet, the contractor shall require the sub-contractor to provide workman's compensation and employer's liability Insurance for the latter's employees if such employees are not covered under the contractors insurance.
- iii) **Any other Insurance Required Under Law or Regulations or by Owner:**
Owner shall cover Project Material and Equipments under and over all Marine-cum-Erection Insurance Policy. Contractor shall carry and maintain any and all other insurance which be required under any law or regulation from time to time. He shall also carry and main any other insurance which may be required by the Owner.
- iv) **Automobile Liability Insurance:**
Contractor shall take out an Automobile Liability Insurance to cover all risks to Owner for each of his vehicles plying on works of this contract and these insurance shall be valid for the total contract period. No extra payments will be made for this insurance. Owner shall not be liable for any damage or loss not

made good by the insurance company, should such damage or loss result from unauthorised use of the vehicle.

85. **DAMAGE TO PROPERTY:**

- i) Contractor shall be responsible for making good, to the satisfaction of the Owner any loss of and any damage to all structures and properties belonging to the Owner or being executed or procured or being procured by the Owner or of other agencies within the premise all the work of the Owner, if such loss or damage is due to fault and/or the negligence willful acts or omission of contractor, his employees, agents, representative or \ sub-contractor.
- ii) The contractor shall indemnify and keep the Owner harmless of all claims for damage to property other than Owner's property arising under or by reason of this agreement if such claims results from the fault and/or negligence or willful acts or omission of contractor, his employees, agents, representatives or sub-contractors.

SECTION VIII

LABOUR LAWS AND OTHER REGULATIONS

86. LABOUR LAWS:

- i) No labour below the age of eighteen years shall be employed on the work.
- ii) The contractor shall not pay less than what is provided under the Minimum Wages Act for the applicable trade or category of workman to the worker engaged by him on the work and also ensure that any sub-contractors engaged by him also pay not below the applicable minimum wages under the Act and hold the company, indemnified in respect of any claims that may arise in respect or non-compliance with this requirements.
- iii) The contractor shall observe all the formalities required under the provisions of the contract labour (Regulation and abolition) Act 1970 and the rules made thereunder and as may be amended from time to time. He shall pay the required deposit under the Act Appropriate to the number of workmen to be employed by him or through sub-contractor and get him self registered under the Act. He shall produce the certificate of registration granted by the Govt. authority under the Act to the company before commencement of work. The company recognises only the contractor and not his sub-contractors under the provisions of the Act. The contractor will have to submit daily a list of his employees, who will be entering the Company's premises for the work awarded. He will also keep his wage register available at all times as close to the work site as possible and produce the same for inspection whenever required by designated Company officials. If the company so desires, a deposit may be taken from the Contractor to be refunded only after the Company is satisfied that all the workmen employed by the contractor have been fully paid for the period of work in Company's premises at least at rates equal to or better than wages provided for under the Minimum Wages Act.
- iv) The Contractor will comply with the provisions of the employee's Provident Fund Act and the Family Pension Fund Act as may be applicable and as amended from time to time. Contractor shall obtain their own provident fund account number. Offer of the contractor who does not have provident fund account will be liable for rejection.
- v) The Contractor will comply with the provisions of the Payment of Gratuity Act 1972 as may be applicable and as amended from time to time.

87. IMPLEMENTATION OF APPRENTICES ACT 1961:

The Contractor shall comply with provisions of the Apprentices Act 1961 and the Rules/orders issued thereunder from time to time. If he fails to do so, his failure will be breach of the contract and the Engineer-in-Charge may, at his discretion, cancel the contract. The contractor shall also be liable for any pecuniary liability arising on account of any violation by him of the provision of the act.

88. CONTRACTOR TO INDEMNIFY THE OWNER:

- i) The contractor shall indemnify the owner and every member, officer and employee of the Owner, also the Engineer-in-Charge and his staff against all actions, proceedings, claims, demands, costs, and expenses whatsoever arising out of or in connection with the matters referred to in clause 84 and all actions/ proceedings, claims, demands, costs and expenses which may be made against the Owner for or in respect of or arising out of any failure by the contractor in the performance of his obligations under the contract documents. The Owner shall not be liable for or in respect of any demand or compensation payable by law in respect of or in consequence of any accident or injury to any workmen or other person in the employment of the contractor or his sub-contractor and contractor shall indemnify and keep indemnified the Owner against all such damages and compensations and against all claims, damage, proceedings, costs, charges and expenses whatsoever, thereof or in relation thereto.

- ii) Payment of Claims and Damages:

Should the Owner have to pay any money in respect of such claims or demands as aforesaid the amount so paid and the costs incurred by the Owner shall be charged to and paid the Contractor and the contractor shall not be at liberty to dispute or question the rig of the Owner to make such payments notwithstanding the same may have been made without his consent or authority or in law or otherwise to the country.

In every case to which by virtue of the provisions of Section 12, sub-section (I) of workmen's compensation Act 1923 or other applicable provisions of workmen's Compensation Act any other Act, the Owner is obliged to pay compensation to a workmen employed by contractor in execution of the works, the Owner will recover from the contractor the amount of compensation so paid and without prejudice to

the rights of Owner under Section 12 sub-section (2) of the said Act. Owner shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due to the contractor whether under the contract or otherwise. The Owner shall not be bound to contest any claim made under Section 12, sub-section (1) of the said Act except on the written request of contractor and upon his giving to the Owner full security for all costs for which the Owner might become liable on consequence of contesting such claims.

iii) Employment Liability:

- a) The contractor shall be solely and exclusively responsible for engaging or employing persons for the execution of work. All employees engaged by the contractor shall be on his/ their payroll and paid by him/ them. All disputes or differences between the contractor and his/ their employees shall be settled by him/ them. Owner has absolutely no liability whatsoever concerning the employees of the contractor. The contractor shall indemnify owner against all loss or damage or liability arising out of or in the course of his/ their employees. The contractor shall make regular and full payment of wages without giving any complaint by any employee of the contractor or his sub-contractor regarding non-payment of wages/ salaries or other dues. Owner reserves the right to make such payments directly, to such employee or sub-contractor of the contractor and recover the amount in full from the bills of Contractor, and the contractor shall not claim any compensation or reimbursement thereof. The Contractor shall comply with the Minimum Wages Act applicable to the area with regard to payment of wages of his employees and also of employees of his sub-contractor.
- b) The Contractor shall advise in writing to all of his employees and the employees of his sub-contractor as follows:

It is fully understood that your appointment and/ or deployment is only in connection with the owner and it does not give you any right of claim for employment by owner.

89. **HEALTH AND SANITARY ARRANGEMENTS FOR WORKERS:**

In respect of all labour directly employed in the works for performance of the contractor's part this agreement, the contractor shall comply with or cause to be complied with all the rules and regulations of the local sanitary and other authorities or as framed by the Owner from time to time for the protection of health and sanitary arrangements for all workers.

90. **SAFETY REGULATIONS:**

- i) In respect of all labour, directly or indirectly employed In the work for the performance of contractor's part of this agreement, the contractor shall at his own expenses arrange for all safety provisions as per safety codes of C.P.W.D. Indian Standard Institution, the Electricity Act, The Mines Act and any such other acts as applicable.
- ii) The Contractor shall ensure that he, his sub-contractor and his, or their personnel or representatives shall comply with all Fire / Safety regulations issued from time to time by the Company or otherwise howsoever and should any injury resulting in death or not or loss / or damage due to Fire to any property or a portion thereof, occurred as a result of failure to comply with such regulations, the contractor shall be held responsible for the consequences thereof and shall keep the company harmless and indemnified.

91. **ARBITRATION:**

- a) Any dispute or difference of any nature whatsoever, any claim, cross-claim, counter-claim or set off of BPCL against the Contractor or regarding any right, liability, act, omission on account of any of the parties hereto arising out of or in relation to this agreement shall be referred to the sole Arbitration of the concerned Director (herein after named as Director) of the BPCL or of some officer of the BPCL who may be nominated by the concerned Director. The Contractor will not be entitled to raise any objection to any such arbitrator on the ground that the arbitrator is an Officer of the BPCL or that he has dealt with the matters to which the contract relates or that in the course of his duties as an Officer of the BPCL he had expressed views on all or any other matters in dispute or difference. In the event of the arbitrator to whom the matter is originally referred being transferred or vacating his office or being unable to act for any reason, the Director as aforesaid at the time of such transfer, vacation of office Or inability to act may in the discretion of the Director designate another person to act as arbitrator in accordance with the terms of the agreement to the end and intent that the original Arbitrator shall be entitled to continue the arbitration proceedings not withstanding his transfer or vacation or office as an Officer of the BPCL if the Director does not designate another person to act as arbitrator on such transfer, vacation of office or inability of original arbitrator. Such persons shall be entitled to proceed with the reference from the point at which it was left by his predecessor. It is also a term of this contract that no person other than the Director or a person nominated by such Director of the BPCL as aforesaid shall act as arbitrator, hereunder. The award of the arbitrator so appointed shall be final conclusive and binding on all parties to

the agreement subject to the provisions of the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made thereunder for the time being in force shall apply to the arbitration proceedings under this clause.

- b) The arbitrator shall have power to order and direct either of the parties to abide by, observe and perform all such directions as the arbitrator may think fit having regard to the matters in difference i.e. dispute before him. The arbitrator shall have all summary powers and may take such evidence oral and/ or documentary, as the arbitrator in his absolute discretion thinks fit and shall be entitled to exercise all powers under the Arbitration and Conciliation Act, 1996 including admission of any affidavit as evidence concerning the matter in difference i.e. dispute before him.
- c) The parties against whom the arbitration proceedings have been initiated, that is to say the Respondents in the proceedings, shall be entitled to prefer a cross-claim, counter-claim or set off before the Arbitrator in respect of any matter an issue arising out of or in relation to the Agreement, without seeking a formal reference of arbitration to the Director for such counter-claim, cross or set off and the Arbitrator shall be entitled to consider and deal with the same as if the matters arising therefrom has been referred to him originally, and deemed to form part of the reference made by the Director.
- d) The arbitrator shall be at liberty to appoint, if necessary, any accountant or engineering or other technical person to assist him and to act by the opinion so taken.
- e) The arbitrator shall have power to make one or more awards whether interim or otherwise, in respect of the dispute and difference and in particular will be entitled to make separate awards in respect of claims or cross-claims of the parties.
- f) The arbitrator shall be entitled to direct any one of the parties to pay the costs of the other party in such manner and to such extent as the arbitrator may in his discretion determine and shall also be entitled to require one or both the parties to deposit funds in such proportion to meet the arbitrators' expenses whenever called upon to do so.
- g) The parties hereby agree that the courts in the city of Mumbai/(Ernakulam-in the case of Kochi Refinery), alone shall have jurisdiction to entertain any application or other proceedings in respect of anything arising under this agreement and any award or awards made by the Sole Arbitrator hereunder shall be filed in the concerned courts in the city of Mumbai/(Ernakulam-in the case of Kochi Refinery), only.

92. **JURISDICTION:**

The contractor shall be governed by the Laws in force in INDIA. The contractor hereby submits to the jurisdiction of the Courts situated at Mumbai/(Ernakulam-in the case of Kochi Refinery), for the purpose of actions and proceedings arising out of the contract and the courts at Mumbai/(Ernakulam-in the case of Kochi Refinery), only will have jurisdiction to hear and decide such actions and proceedings.

SECTION - IX

MEMORANDUM OF AGREEMENT

An agreement made this _____ day _____ of _____ 20__ between BHARAT PETROLEUM CORPORATION LIMITED a Company Incorporated in India and having its registered office at Ballard Estate, Mumbai, (herein after referred to as 'the Company' which expression shall include its heirs, legal representatives, successors and permitted assignees) of the one part, and

(herein after referred to as "The Contractor" which expression shall include its heirs, legal representatives, successors and permitted assignees) of the other part, whereby it is agreed:-

1. The Contractor shall carry out and complete the work as mentioned in the Purchase order/Contract No. _____ dated _____, (hereinafter referred to as "the work") for the Company at its specified site to its complete satisfaction in accordance with the specifications, schedule of rates and plans attached as per Purchase order/Contract and with the instructions given from time to time, by the Company's authorized engineer under whose supervision the work shall be-executed. The parties hereto agree that this agreement shall be effective from the date of the aforesaid Purchase Order/Contract.
2. **Inspection of site:** The Contractor has been given an opportunity before or at the time of the entrusting of the work to him of making an inspection of the site to set at rest any doubt he may have had about the difficulties attending his offer, and any difficulties which may be met with by him in the course of the execution of the work shall neither relieve him from fulfilling the terms of this Agreement, nor entitled him to claim extra payment or an extension of the period stipulated for the completion of the work, except where it will be agreed by the Company's authorized Engineer that such difficulties could not have been foreseen.
3. **Supply of Labour and Materials:** The Contractor shall furnish all labour, materials, equipment or tools necessary for the construction of the work, except such materials, equipment or tools as will be supplied by the Company and are detailed in Purchase order/Contract. The contractor will assume full responsibility for the protection and safety of the work during its construction. The details and dimensions shown on the said plans referred to in the Purchase order/Contract shall be strictly adhered to by the contractor and no alterations shall be made therein unless previous sanction thereto has been given in writing by the Company.
 - (a) The Contractor shall prepare detailed and shop drawings and any other data required.
 - (b) All materials supplied by the Contractor shall be of the best quality. The Contractor shall at his own cost arrange for and/or carry out any test of materials, which the Company's authorized Engineer may require.
 - (c) The Contractor shall at the request of the Company's authorized Engineer immediately dismiss from the work any person employed thereon who, in the opinion of the Company's authorized Engineer, is unsuitable or incompetent or who, has been guilty of misconduct, and such person shall not again be employed or allowed on the works without the permission of the Company, in writing.
4. **E. & O. E.** No advantage is to be taken either by the Company or the Contractor of any clerical error or mistake, which may occur in the specification, schedule of rates, plans, tender or any other papers supplied to or by the contractor in connection with the work.
5. **Damage on account of Incomplete work:** The Contractor shall commence the work and shall complete the work as mentioned in Purchase order/Contract failing which the Contractor shall pay or allow to the Company to recover as liquidated damages, at the rate of minimum 0.5% per week of delay or part there of up to a maximum of 5% of the total contract value, if Liquidated damages clause is made applicable in the contract. Such damages may be deducted by the Company from any amount due to the contractor; otherwise they shall be recoverable by lawful means.
6. **a) Determination of the Agreement:** The company shall, at any time, be entitled to determine and terminate the contract, if in the opinion of the company, the cessation of the work becomes necessary owing to paucity of funds or for any other cause whatsoever. On such determination / termination, the cost of approved materials, brought by the contractor and lying at the site, at current market rates as verified and approved by company's engineer and of the value of the work done to date by the contractor shall be paid for in full at the rate specified in the contract. A notice in writing from the company to the contractor of such determination and termination and reasons therefore shall be the conclusive proof of the fact that the contract has been so determined and terminated by the company.

Should the contract be determined as above and the contractor claims payment to compensate expenditure incurred by him in the expectation of completing the work, the company shall consider and admit such claim as are deemed fair and reasonable and are supported by the vouchers to satisfaction of the engineer-in-charge. The company's decision on the necessity and propriety of such expenditure shall be final and conclusive and binding on the contractor.

The contractor shall not be entitled to get any possible loss of profit that he could have earned had the contract been not determined / terminated under the above clauses of this article.

b) Termination/Offloading: The contractor fully understands that timely completion of the work as per the schedule is of paramount necessity as otherwise it would lead to adversely affecting the schedules of other works/project with resultant financial and other losses to the Company. In view of this, the contractor unconditionally agrees and binds himself to be liable for all the consequences for non-completion of the work within the stipulated time.

In case a situation is brought about by the contractor warranting termination/off-loading of the whole or any part of the work for any reason whatsoever, the Company shall have the liberty and right to entrust/engage/award the work so terminated off loaded at the risk and cost of the contractor to any other agency/contractor by adopting any mode of inviting tenders, i.e. open/limited/single party/negotiation basis etc. in order to ensure completion of the work as per the schedule or at the quickest possible time.

- 7. Defective Work / Materials:** If the work done by the Contractor or any part there of shall be found defective in workmanship or by reason of bad or inferior materials used, then in such case he shall at his own risk and cost without delay, demolish all such defective work and rebuild or replace the same in a satisfactory manner. The Company may, if necessary, at the cost and risk of the Contractor, temporarily stop all other activities by the Contractor in connection with the work until such time as the defective work has been rebuilt or replaced at the Contractor's cost. In case of default on the part of the contractor to remove defectives work and rebuild or replace the same without delay and in a manner satisfactory to the Company, the Company shall be entitled to employ another Contractor or its own workman to carry out the removal and rebuilding or replacing at the risk and cost of the contractor.
- 8. Substitution of Contractor :** If the Company finds it necessary to employ a person or persons for the purposes provided in clauses 6 (b) and 7 above, then the Company may deduct and retain from out of the sums due to the contractor all such amounts as they may require to pay or to reimburse themselves there from in respect of the costs and expenses which they have incurred in completing the work and or in removing defective work and rebuilding or replacing the same in a manner satisfactory to the Company and if such amounts be more than the sums due or thereafter becoming due to the Contractor, than the balance, shall be a debt recoverable from the Contractor by the Company. The Contractor shall not in any manner do or cause to be done any act, matter or things whatsoever to prevent the person or persons so employed by the Company from removing defective work and re-building or replacing the same in a manner satisfactory to the Company and/or from, completing the work in the manner aforesaid.
- 9. Removal of Material:** On the Determination of the Agreement as referred to in Clause 6, the Contractor shall at his own risk and cost remove from site within Seven days all his materials, equipment and tools. It is agreed that in case of such determination the company shall be entitled to purchase from the Contractor such materials as will be approved by the Authorized Engineer of the Company at the prices then current. If the Contractor does not remove the other materials, equipment and tools which he has been asked to remove within the time prescribed as aforesaid, the Company may remove and sell the same holding the proceeds less the cost of storage, removal and sale to the credit of the Contractor. Should Company incur any loss in respect of the sale, it shall be entitled to recover same from the Contractor.
- 10. Inspection of work:** Inspection will be made periodically during the progress of the work by the authorized Engineer of the Company and all work performed must be of acceptable quality of which the said Engineer-in-Charge will be the sole judge.
- 11. Supervision:** The Contractor shall during the whole time the work is in progress, employ one or more competent and technical English speaking Supervisors acceptable to the Company's authorized Engineer, one of whom at least shall be in constant attendance at the site while persons are at work there. Any directions, explanations, instructions, or notices in connection with the work given by the Company's authorized Engineer to these Supervisors shall be deemed to have been given to the Contractor.
- 12. Payment:** The Company, in consideration of the contractor carrying out and completing the said work at the Company's said site, to the satisfaction of the Company, shall pay the contractor as per the said schedule of Rates, subject to deductions, retentions and abatements, if any to be made therefrom in accordance with the provisions of this Agreement. During the progress of the work and provided the work is progressing according to the time-table laid down to the contractor, the contractor shall be entitled once a month to receive advance payment on the above mentioned sum proportionate to such part of the work as shall have been executed during the preceding month but only after such part of the work as has been executed has been inspected and approved by the Company's authorized Engineer. From such interim payments each time 10% will be withheld as Security deposit and this 10% will be paid to the Contractor after the defect liability period, provided that any defects appearing during that period are corrected by him. OR

100% payment will be made on the basis of actual executed quantities after satisfactory completion and due certification by BPCL Engineer-in-charge. In lieu of 10% Retention money towards Security deposit, contractor shall submit bank guarantee of equivalent amount of retention money (10% of contract value) before submission of 1st Running Account (RA) bill valid for defects liability period specified. Further, the Bank Guarantee shall have a claim period of six months beyond the date of expiry, and the same shall be mentioned clearly in the Bank Guarantee.

- 13. Defects after Completion:** Any defects which may appear within the defect liability period specified shall, upon the directions in writing of the Company and within such reasonable time as shall be specified therein be amended and made good by the Contractor, at his own cost unless the Company shall decide that the Contractor will be paid for such amending and making good, and in case of default on the Contractor's part, the Company may amend and make good or have amended and made good such defects and all damages, losses and expenses consequent thereon, incidental to those shall be borne by the Contractor and such damages, losses and expenses shall be recoverable from him by the Company or may be deducted by the Company from any moneys due to or thereafter becoming due to the Contractor. Alternatively, the Company may, in lieu of such amending and making good by the Contractor elect to deduct from any moneys due or thereafter becoming due to the Contractor a sum to be determined by the Company sufficient to cover the cost of amending and making good such defects, and in the event of the amount withheld in accordance with Clause 12 being insufficient, recover the balance from the Contractor together with any expenses the Company may have incurred in connection with such recovery. Should any defective work have been done or bad inferior materials supplied by any Sub-Contractor employed on the work, has been approved by the Company as provided in Clause 15, the Contractor shall be liable to amend and make good in the same manner as if such work or materials had been done or supplied by the Contractor. The Contractor shall remain liable under this Clause notwithstanding the signing by the Company's authorized Engineer of any certificate or the passing of any account.
- 14. Alterations:** The Company reserves the right at any time to alter any quantities of any item indicated in the Purchase order/Contract, in which case the total amount payable to the Contractor shall be less or higher, proportionate with the reduction or increase in quantity of such item, allowance for which will be made at the Contractor's agreed rates.
- 15. Subletting Agreement:** The Contractor shall not sublet or assign the work or any part thereof to another party without the written consent of the company and no such subletting or assignment shall relieve the contractor from the full and entire responsibility of his obligation under this Agreement.
- 16. Cancellation:** The Company shall at any and all times during the period stipulated for the work, has the right forthwith to cancel this agreement by giving written notice thereof to the Contractor and in such case the Contractor shall be paid for such part of the work as has been executed by him up to the date of cancellation, on the basis of schedule of rates as per Purchase order/Contract and shall be reimbursed by the Company for the cost and expenses incurred by him but which would now be wasted as a direct consequence of the cancellation of the Agreement.
- 17. Workmen's Compensation Liability:** The Contractor shall hold the Company harmless and indemnified from and against all claims, costs and charges for which the Company shall be liable under the Workmen's Compensation Act, 1923 and any amendments thereof and the expenses to which it shall be put thereunder, both in respect of personal injuries (within the meaning of the said Act) to the employees and servants of the Contractor or Sub-Contractors, (if any), arising out of, or occasioned during the currency of this agreement through the acts or omissions, whether due to negligence or not of the Contractor, Sub-Contractor and/or Company and/or their respective servants and employees and also in respect of the personal injuries (within the meaning of the said Act) to the servants and employees of the Company arising out of, or occasioned through the acts and omissions whether due to negligence or not of the Contractor, Sub-Contractor and or their servants and employees in carrying out any of the provisions of this Agreement. This indemnity shall be in addition to and not in lieu of any indemnity to which the Company shall be entitled in law. The Contractor shall at his own expense effect and maintain, until the completion of the work, with an approved office a Policy of Insurance in the joint names of the Company and the Contractor, against such risks and deposit such Policy or policies with the Company from time to time during the currency of this Agreement. The Contractor shall be responsible for anything not included in the Insurance Policies above referred to and also for all other damage to person or property arising out of or incidental to the negligent or defective carrying out of this agreement and shall keep the Company harmless and indemnified. He shall also indemnify the Company in respect of any costs, charges or expenses arising out of any claim or proceedings and also in respect of any award of compensation or damages arising therefrom. The Company shall be entitled to deduct the amount of any

damages compensation costs, charges and expenses arising or accruing from or in respect of any such claim or damages from any sum or sums due or thereafter becoming due to the Contractor.

- 18. Safety Regulation:** The Contractor shall ensure that he/his Sub-Contractor and his, or their personnel or representatives shall comply with all safety regulations issued from time to time by the Company or otherwise howsoever and should any injury resulting in death or not or damage to any property occur as result of failure to comply with such regulations the Contractor shall be held responsible for the consequences thereof, shall keep the Company harmless and indemnified.

19. Arbitration

- a) Any dispute or difference of any nature whatsoever, any claim, cross-claim, counter-claim or set off of BPCL against the Contractor or regarding any right, liability, act, omission on account of any of the parties hereto arising out of or in relation to this agreement shall be referred to the sole Arbitration of the concerned Director (herein after named as Director) of the BPCL or of some officer of the BPCL who may be nominated by the concerned Director. The Contractor will not be entitled to raise any objection to any such arbitrator on the ground that the arbitrator is an Officer of the BPCL or that he has dealt with the matters to which the contract relates or that in the course of his duties as an Officer of the BPCL he had expressed views on all or any other matters in dispute or difference. In the event of the arbitrator to whom the matter is originally referred being transferred or vacating his office or being unable to act for any reason, the Director as aforesaid at the time of such transfer, vacation of office Or inability to act may in the discretion of the Director designate another person to act as arbitrator in accordance with the terms of the agreement to the end and intent that the original Arbitrator shall be entitled to continue the arbitration proceedings notwithstanding his transfer or vacation of office as an Officer of the BPCL if the Director does not designate another person to act as arbitrator on such transfer, vacation of office or inability of original arbitrator. Such persons shall be entitled to proceed with the reference from the point at which it was left by his predecessor. It is also a term of this contract that no person other than the Director or a person nominated by such Director of the BPCL as aforesaid shall act as arbitrator, hereunder. The award of the arbitrator so appointed shall be final conclusive and binding on all parties to the agreement subject to the provisions of the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made thereunder for the time being in force shall apply to the arbitration proceedings under this clause.
- b) The arbitrator shall have power to order and direct either of the parties to abide by, observe and perform all such directions as the arbitrator may think fit having regard to the matters in difference i.e. dispute before him. The arbitrator shall have all summary powers and may take such evidence oral and/ or documentary, as the arbitrator in his absolute discretion thinks fit and shall be entitled to exercise all powers under the Arbitration and Conciliation Act, 1996 including admission of any affidavit as evidence concerning the matter in difference i.e. dispute before him.
- c) The parties against whom the arbitration proceedings have been initiated, that is to say the Respondents in the proceedings, shall be entitled to prefer a cross-claim, counter-claim or set off before the Arbitrator in respect of any matter an issue arising out of or in relation to the Agreement, without seeking a formal reference of arbitration to the Director for such counter-claim, cross or set off and the Arbitrator shall be entitled to consider and deal with the same as if the matters arising therefrom has been referred to him originally, and deemed to form part of the reference made by the Director.
- d) The arbitrator shall be at liberty to appoint, if necessary, any accountant or engineering or other technical person to assist him and to act by the opinion so taken.
- e) The arbitrator shall have power to make one or more awards whether interim or otherwise, in respect of the dispute and difference and in particular will be entitled to make separate awards in respect of claims or cross-claims of the parties.
- f) The arbitrator shall be entitled to direct any one of the parties to pay the costs of the other party in such manner and to such extent as the arbitrator may in his discretion determine and shall also be entitled to require one or both the parties to deposit funds in such proportion to meet the arbitrators' expenses whenever called upon to do so.

- g) The parties hereby agree that the courts in the city of Mumbai/(Ernakulam-in the case of Kochi Refinery), alone shall have jurisdiction to entertain any application or other proceedings in respect of anything arising under this agreement and any award or awards made by the Sole Arbitrator hereunder shall be filed in the concerned courts in the city of Mumbai/(Ernakulam-in the case of Kochi Refinery), only.

20. Jurisdiction:

The contractor shall be governed by the Laws in force in INDIA. The contractor hereby submits to the jurisdiction of the Courts situated at Mumbai/(Ernakulam-in the case of Kochi Refinery), for the purpose of actions and proceedings arising out of the contract and the courts at Mumbai/(Ernakulam-in the case of Kochi Refinery), only will have jurisdiction to hear and decide such actions and proceedings.

21 Minimum Wages:

The Contractor, his executors and administrators (and in the case of a Limited Company, its successors and assigns) shall hold the Company harmless and indemnified from and against all claims, costs and charges, for which the Company shall be liable under the Minimum Wages Act, 1948, the Contract Labour (Regulation and Abolition) Act, 1970 and any amendments or modifications thereof, and all expenses it shall be put thereunder through the acts or omissions whether willful or not on the part of the Contractor. This indemnity shall be in addition to and not in lieu of, any indemnity to which the Company shall be entitled in law.

- 22. Employees State Insurance:** This Contractor hereby admits that he is fully aware of his responsibilities under the Employees State Insurance Act, 1948, as an immediate employer of the employees engaged by him for the execution of this contract which he agrees to discharge. The Contractor acknowledge the statutory right of the company (as a Principle Employer) to recover the amount of the contributions, paid by it in the first instance in respect of the employees employed by or through him (the Contractor), as well as the employee's contribution, if any, either by deduction from any amount payable to him by the Company under any contract or as debt payable by him to the Company.

In witness where of the said contracting parties have set their hands.

Witness _____
For Bharat Petroleum Corporation Ltd.

For Bharat Petroleum Corporation Ltd.

Witness _____
Contractor's witness - Signature
Name & Address:-

Contractor's Signature
Name & Address:-

PROFQMA OF BANK GUARANTEE

(On non-judicial paper of appropriate value)

FOR EARNEST MONEY / SECURITY DEPOSIT TOWARDS PERFORMANCE

To

Bharat Petroleum Corporation Ltd.

Dear Sirs,

M/s. _____ have taken tender for the work _____ CRFQ No/PO
No

_____ for Bharat Petroleum Corporation Ltd.

The tender Conditions of Contract provide that the Contractor shall pay a sum of Rs. _____ (Rupees _____) as earnest money/security deposit in the form therein mentioned. The form of payment of earnest money/security deposit includes guarantee executed by Scheduled Bank, undertaking full responsibility to indemnify Bharat Petroleum Corporation Ltd. in case of default.

The said _____ have approached us and at their request and in consideration of the premises we _____ having our office at _____ have agreed to give such guarantee as hereinafter mentioned.

1. We _____ hereby undertake and agree with you that if default shall be made by M/s. _____ in performing any of the terms and conditions of the tender or in payment of any money payable to Bharat Petroleum Corporation Ltd. We shall on demand pay to you in such matter as to you may direct the said amount of Rupees _____ only or such portion thereof not exceeding the said sum as you may from time to time require.
2. You will have the full liberty without reference to us and without effecting this guarantee postpones for any time or from time to time the exercise of any of the powers and rights conferred on you under the contract with the said _____ and to enforce or to for bear from endorsing any power of rights or by reason of time being given to the said which under law relating to the sureties would but for provision have the effect of releasing us.
3. Your right to recover the said sum of Rs. _____ (Rupees _____) from us in manner aforesaid will not be affected or suspended by reason of the fact that any dispute or disputes have been raised by the said M/s. _____ and/or that any dispute or disputes are pending before any officer, tribunal or court.
4. The guarantee herein contained shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of the said _____ but shall in all respects and for all purposes be binding operative units payment of all money due to you in respect of such liabilities is paid.
5. Our liability under this guarantee is restricted to Rupees _____. Our guarantees shall remain in force until _____ unless a suit or action to enforce a claim under _____ Guarantee is filed against us within six months from _____ (which is date of expiry of guarantee) all our rights under the said guarantee shall be forfeited and shall be relieved and discharged from all liabilities thereunder.
6. We have power to issue this guarantee in your favour under Memorandum and Articles of Association and the undersigned has full power to do under the Power of Attorney dated _____ granted to him by the Bank.

Yours faithfully

_____ Bank by its Constituted Attorney Signature of a person duly authorized to sign on behalf of the bank.

BHARAT PETROLEUM CORPORATION LTD

ACKNOWLEDGEMENT

We, M/s. _____ having office at _____ received the copy of GENERAL CONDITIONS OF CONTRACT and confirm our acceptance to all the terms and conditions as mentioned herein in this General Conditions of Contract and we are hereby returning this copy of Acknowledgement duly signed.

For & on behalf of M/s. _____

Signature :

Name : _____

Designation : _____

(Seal / Stamp)

Place :

Date :