

# TENDER DOCUMENT

FOR

THE WORK OF

**Name of Work:** Providing and Laying of roofing sheet to arrest rain water leakage over the BTS shelters at Koukuntla TE & Baba Hospital, GADWAL SDCA in Mahabubnagar OA, Medak BA

**NIT No : 40/BCSD-SGD/BCDH-I/2023-24**

This Tender document contains **37**(Thirty Seven) printed pages from page 01 to 37

SUB-DIVISIONAL ENGINEER (C),  
BSNLCIVILSUB-DIVISION,  
SANGAREDDY.

NAME OF TENDERER:.....

**Name of work:** Providing and Laying of roofing sheet to arrest rain water leakage over the BTS shelters at Koukuntla TE & Baba Hospital, GADWAL SDCA in Mahabubnagar OA, Medak BA

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ii) Part –I Contains 37 Pages ( To be Submitted)

iii) Part –II Contains 123 Pages ( Not to be Submitted with Tender Document. This can be seen and downloaded from the BSNL Civil Wing web link [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in) under General Terms & Conditions (modified) for contractors in building works). This will also be a part of agreement.

SUB-DIVISIONAL ENGINEER©

## NOTICE INVITING TENDERS

### BHARAT SANCHAR NIGAM LIMITED (A Government of India Enterprise) (CIVIL WING)

The Sub Divisional Engineer(C), **BSNL Civil Sub-Division, second Floor, Admn Building, BSNL, SANGAREDDY** invites Sealed **Item rate** tenders on behalf of BHARAT SANCHAR NIGAM LIMITED (A Government of India Enterprise) from approved and eligible contractors of DOT(Civil Wing) / **BSNL (Civil Wing)** and **non-BSNL registered contractors of appropriate class of Public Works Organizations like CPWD, Telangana& AP State PWD (R&B), DOP, MES and Railways** for the following work:

S.No	Name of work	Estimated Cost Rs.	Tender cost Rs.	E.M.D. Rs.	Time allowed for completion	Last date for issue & receipt of application in Division.	Last Date for issue of Tender Schedule in Division	Date of opening of tender
1	2	3	4	5	6	7	8	9
1	Providing and Laying of roofing sheet to arrest rain water leakage over the BTS shelters at Koukuntla TE & Baba Hospital, GADWAL SDCA in Mahabubnagar OA, Medak BA <b>NIT No.40/BCSD-SGD / BCDH-I /2023-24</b>	<b>Rs. 50861/-</b>	<b>Rs. 177/-</b>	<b>Rs.1100/-</b>	<b>10(Twenty Days</b>	<b>18.08.2023</b>	<b>19.08.2023</b>	<b>21.08.2023</b>

**“No prior experience is required for any category of registered contractors as above”**

1.0 While applying for tender documents the intending tenderers shall submit **attested copies** of the following Credentials. (The originals should also be produced while applying for tender documents for verification and return) to establish his eligibility required as per NIT:

- (i) **Certificate of Registration/ Enlistment with competent authority**
- (ii) **Form “A” and Partnership deed in case of partnership firms /Memorandum of Articles of**

**Association and Power of attorney / Authorization to the person who signs the tender, in case of companies.**

- (iii) **PAN CARD issued by the Income Tax Department.**
- (iv) **Certificate of Goods and Services Tax (GST) registration.**

1.1 In case the tender document is downloaded from the website the applicant shall submit attested copies of credentials given at 1.0 above to establish his eligibility, required as per NIT, while submission of tender as at Para 4.0.

2.0 Tender documents consisting of plans, specifications, the schedule of quantities of the various classes of work to be done and the set of terms and conditions of the contract to be complied with by the Contractor whose tender may be accepted and other necessary documents, can either be downloaded from the BSNL website: [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in) or be seen in the office of the **Sub-Divisional Engineer(C), BSNL Civil Sub-Division, second Floor, Admn Building, BSNL, SANGAREDDY** between 11.00 hours &

16.00 hours from **11.08.2023 to 19.08.2023** every day except on Sundays, Second Saturdays and Public Holidays. Tender documents, excluding standard form, will be issued from his office, during the hours specified above on payment of the following.

a) **Rs 177/- as cost of tender (Non-refundable) in cash or Demand Draft/Pay orders of a Scheduled Bank drawn in favour of BA Accounts Officer(pay &Cash), O/o GM, Sangareddy, MEDAK**

2.1 The last date of receipt of applications for issue of tender forms in prescribed format (can also be downloaded from BSNL Website [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in)) and date of issue of tender forms will be as follows:

(i) Last date of receipt of application 18.08.2023 up to 16.00 hours.

(ii) Last date of issue of tender forms 19.08.2023

3.0 **The tender shall be accompanied by Earnest money as mentioned above against the work shall be in the form of Cash( Up to Rs. 2500/- only) /Bankers Cheque / deposit at call receipt of a schedule bank / fixed deposit receipt of a schedule bank/demand draft of a schedule bank issued in favour of the Accounts Officer(pay &Cash), O/o GM, Sangareddy, MEDAK.**

**NOTE: Money due to contractor in any other work or earnest money of the previous call of the same work shall not be adjusted towards earnest money. The “cost of tender” and “Earnest Money” should be submitted through separate instruments.**

3.1 **In case the tender document is downloaded from BSNL website.**

3.1.1 Application and Earnest money plus cost of tender and eligibility credentials shall be placed in sealed envelope-1 marked “Application, Earnest Money plus Cost of Tender and Eligibility credentials”.

3.1.2 The tender shall be placed in sealed envelope -2 marked as “Tender Document”.

3.1.3 The sealed envelope 1 & 2 as above containing “Application, Earnest money plus cost of tender and eligibility credentials” and the “Tender” shall be placed in another sealed envelope-3.

3.1.4 All the three envelopes shall be super scribed with the following data on it.

(i) Name of the Work and Tender notice number

(ii) Name of the tenderer

(iii) Last date of receipt of tender.

3.2 **In the case the tender document is purchased from Division/Sub-division office.**

3.2.1 Application and Proof of paying the cost of tender documents, Earnest Money or Proof of payment of EMD (**if paid in cash**) and copies of documents showing eligibility credentials to be placed in sealed envelope 1.

3.2.2 Envelope No. 2 will be as per para 3.1.2

3.2.3 The sealed envelopes 1 & 2 shall be placed in another sealed envelope No.3.

3.2.4 Same as 3.1.4.

**NOTE :** In case the eligibility credentials are found **not genuine** at any stage i.e. before award of work or during execution of the work or after completion of the work, the contractor **will be debarred from tendering in BSNL for three years** including any other action under the contract or existing law.

The intending Tenderers are instructed to strictly adhere to the above format of tender submission. Otherwise the tender is liable to be rejected.

3.3 The tender in which rates are to be quoted should be properly bound and sealed. (**wax sealed/ adhesive tape sealed**). Loose / spiral bound submission (in case the tender is down loaded from website) shall be liable for rejection. In case of any correction / addition / alteration / omission in tender document vis-à-vis tender document available on website, the same shall be treated as non-responsive and shall be summarily rejected.

4.0 Tenders which should always be placed in sealed envelope, in the manner detailed in para 9.1 & 9.2 of BSNL W-6 in tender document, will be received by the **Sub-Divisional Engineer(C), BSNL BSNL Civil Sub-Division, second Floor, Admn Building, BSNL, SANGAREDDY** upto 1500 hrs on **21.08.2023**. Main envelope 3 and the envelope 1 containing the Application, Earnest Money along with the cost of

Tender as applicable and the eligibility credentials , will be opened by him or his authorized representative in his office at 1530 hrs on the same day i.e. **21.08.2023. The envelope 2 containing the tender shall be opened on 21.08.2023 at 1530 hrs only for those tenderers whose Earnest Money, cost of tender and eligibility credentials is found in order.** If not responsive, the unopened tenders shall be returned to the tenderers after the final decision on the tender is reached..

- 5.0 INSTRUCTIONS FOR TENDERER USING DOWNLOADED TENDER DOCUMENT FROM WEB:** The downloaded "tender document" read along with amendments and NIT conditions in which rates are quoted should be properly bound and **sealed( wax sealed/ adhesive tape sealed)**. Loose / spiral bound submission shall be liable to be rejected. The tenderer shall furnish a declaration to this effect that no addition / deletion / corrections have been made in the tender document submitted and it is identical to the tender document appearing on Website. In case, any discrepancy between the tender document downloaded from the Internet and the master copy, later shall prevail and will be binding on the tenderer. No claim on this account will be entertained. Every page of downloaded tender document shall be signed by tenderer with stamp (seal).
- 6.0** If there happens to be holiday on any date mentioned above, then the transaction will be made on next working day.
- 7.0** The **Sub-Divisional Engineer(C), BSNL Civil Sub-Division, second Floor, Admn Building, BSNL, SANGAREDDY** reserves the right to accept or reject any or all tenders without assigning any reasons.
- 8.0** Plans and "General Conditions of Contract for Building Works in Bharat Sanchar Nigam Limited", can be seen in the Office of **the Sub-Divisional Engineer(C), BSNL Civil Sub-Division, second Floor, Admn Building, BSNL, SANGAREDDY** between 11.00 hours & 16.00 hours up to **19.08.2023** every day except on Second Saturdays, Sundays and Public Holidays.

Sd/-

Sub-Divisional Engineer (Civil),  
BSNL Civil Sub- Division  
SANGAREDDY.

APPLICATION FOR PARTICIPATION IN TENDER  
IN  
BSNL CIVIL SUB-DIVISION, SANGAREDDY.

To

**THE SUB-DIVISIONAL ENGINEER (C),  
BSNL CIVIL SUB-DIVISION-,  
SANGAREDDY.**

**Sub:** Providing and Laying of roofing sheet to arrest rain water leakage over the BTS shelters at Koukuntla TE & Baba Hospital, GADWAL SDCA in Mahabubnagar OA, Medak BA

**Ref :**Your NIT No: **40 /BCSD-SGD/BCDH-I/2023-24** dated **11.08.2023**

Sir,

I am / We are registered with BSNL Civil Wing as Class . . . \* . . . Contractor (s) and our registration number is . . . \* . . . It is certified that as on date the said registration is valid up-to . . . . . (or) registered with . . . . . \* . . . . . as specialized agency in the field of . . . . . \* . . . . .

a) I am / We are registered contractor (s) with the . . . \* . . . . . also particulars of the authority and class and the limit of amount up to which I am / we are eligible to tender are furnished below:

AUTHORITY	CLASS	TENDERING LIMIT

b) It is certified that this / these registration (s) is / are valid as on date and I / we shall inform the department myself/our-self as soon as my/our registration expires or is cancelled/ revoked.

c) I am applying as a specialized agency as per the terms and conditions of the NIT.

d) The particulars of work done are enclosed and the following work completion certificates are submitted with respect to this N.I.T. in order to establish my/our eligibility for participation in tender.

Sl.No.	Name of Work	Amount of work done	Date of Completion	Issuing Authority

\* To be filled or deleted by the agency.

e) The list of works in hand (progress) with me / us in the format is given below (use separate sheet if required):

Name of Work	Name & particulars of division where work is being executed.	Value of Work	Position of work in progress.	Remarks.

f) The attested copy of the partnership deed is enclosed herewith.

g) The declaration as required to be given by the tenderer in respect of para '14' of BSNL-6 is also enclosed in the required format ( ...\*..... nos).

h) I / We will produce the original documents of all the attested copies submitted herewith whenever required by the department.

i) I am / We are enclosing . . . . \* . . . . number of sheets including attested copies of documents listed above along-with my/our application.

j) I / We request that permission may be granted to me/us for participating in the tender.

k) I / We agree to deductions to be made from my payments which are statutory requirements i.e., Income Tax, Labor cess etc., in case the work is executed by me.

Yours faithfully,

Dated : .....\*.....

(Contractor)  
(SIGN.WITH SEAL)

(CONTRACTOR)  
(SIGN. WITH SEAL)

PHONE NOS.: .....\*.....

**NAME:** .....\*.....

**E-MAIL** .....\* . **ADDRESS:** .....\*.....

**\* To be filled up by contractor.**

**DECLARATION**

(TO BE GIVEN BY THE TENDERER REGARDING RELATIVES AS PER PARA '14' OF BSNL-6. THIS SHALL BECOME A PART OF AGREEMENT)

**Name of work :** Providing and Laying of roofing sheet to arrest rain water leakage over the BTS shelters at Koukuntla TE & Baba Hospital, GADWAL SDCA in Mahabubnagar OA, Medak BA

I ..... s/o Shri..... resident of ..... hereby certify that none of my relative(s) as defined in para '14' of BSNL – 6 is / are employed in BSNL Civil Zone, Andhra Pradesh / CE(Civil), BSNL Civil, Hyderabad Unit.

In case at any stage, it is found that the information given by me is false / incorrect, BSNL shall have the absolute right to take any action as deemed fit without any prior intimation to me.

DATED : .....

(CONTRACTOR)  
\*(SIGN WITH SEAL)

\* - To be signed & submitted as detailed in para '14' of BSNL-6.  
(The certificate in case of Proprietorship Firm shall be given by the proprietor ; for Partnership Firm certificate shall be given by all partners and in case of Limited Company, by all Directors of the company.)

**\*To be filled up by contractor.**



## IMPORTANT INSTRUCTIONS TO ALL TENDERERS

All tenderers should read the following important instructions carefully before actually quoting rates:

- 1.0** The tenderers should read carefully & understand all the **Conditions for the contract along with amendments and NIT conditions, Schedule of quantity etc** attached with the tender document before actually quoting for the work.
  - 2.0** The tenderers **who have downloaded the tender document from the web** along with amendments and NIT conditions should read the important instructions carefully before submitting the tenders.
  - 3.1 In case the tender document is downloaded from BSNL website.**
    - 3.1.1** Application and Earnest money plus cost of tender and eligibility credentials shall be placed in sealed envelope-1 marked “**Application, Earnest Money Plus Cost of Tender and Eligibility credentials**”.
    - 3.1.2** The tender shall be placed in sealed envelope -2 marked as “**Tender Document**”.
    - 3.1.3** The sealed envelope 1 & 2 as above containing “Application, Earnest money plus cost of tender and eligibility credentials” and the “Tender” shall be placed in another sealed envelope-3.
    - 3.1.4** All the three envelopes shall be super scribed with the following data on it.
      - (i) Name of the Work and Tender notice number.
      - (ii) Name of the tenderer
      - (iii) Last date of receipt of tender.
  - 3.2 In the case the tender document is purchased from Division/Sub-division office.**
    - 3.2.1** Application and Proof of paying the cost of tender documents, Earnest Money or Proof of payment of EMD (**if paid in cash**) and copies of documents showing eligibility credentials to be placed in sealed envelope 1.
    - 3.2.2** Envelope No. 2 will be as per para 3.1.2
    - 3.2.3** The sealed envelopes 1 & 2 shall be placed in another sealed envelope No.3.
    - 3.2.4** Same as 3.1.4.

NOTE : In case the eligibility credentials are found **not genuine** at any stage i.e. before award of work or during execution of the work or after completion of the work, the contractor **will be debarred from tendering in BSNL for three years** including any other action under the contract or existing law.
- The intending Tenderers are instructed to strictly adhere to the above format of tender submission. Otherwise the tender is liable to be rejected.
- 3.3** The tender in which rates are to be quoted should be properly bound and sealed (**wax sealed/ adhesive tape sealed**). Loose / spiral bound submission (in case the tender is down loaded from website) shall be liable for rejection. In case of any correction / addition / alteration / omission in tender document vis-à-vis tender document available on website, the same shall be treated as non-responsive and shall be summarily rejected.
  - 4.0** Any tender in which any of the prescribed conditions is not fulfilled or any conditions including that of **conditional rebates** is put forth by the tenderer shall be **summarily rejected**. However any **unconditional rebate offered before the opening of the tenders shall be considered**.
  - 5.0** Near relatives of the BSNL employees shall not be permitted to tender and all the intending tenderers will have to give a certificate that none of his / her near relatives as defined in **para 14 of BSNL W-6 in the format enclosed**.
  - 6.0** The rates quoted shall include all taxes, royalty, seigniorage charges that are applicable from time to time as per statutory rules of State / Central Government.
  - 7.0** The rates shall invariably be written in figures and words and amount for each item worked out and filled in the schedule. **All corrections made while filling shall be signed and seal affixed**.
  - 8.0** The tenderer should ensure that **every page of the tender document is signed by tenderer** with stamp (seal).

**9.0** It is essential for all tenderers to submit the list of works in hand in prescribed proforma enclosed in BSNL W-8.

CONTRACTOR SUB-DIVISIONAL ENGINEER(C)  
**IMPORTANT INSTRUCTIONS TO TENDERERS WHO HAVE DOWNLOADED THE TENDER DOCUMENT FROM WEB**

The tenderers who have down loaded the tenders along with amendments and NIT conditions from the web, should read the following important instructions carefully before actually quoting the rates & submitting the tender documents:

1. The tenderer should see carefully & ensure that the **complete tender document** along with amendments and NIT conditions including schedule of quantity **as per the index** has been down loaded & there are **(37)pages** in all in the tender document.
- 1A. The document available on web is Part-I of complete Tender Document. **Part-II comprising S.No.16 to 19** of Index is not to be submitted along with tender. However the agreement for the work will comprise of Part-I & II of tender. Intending tenderers may carefully go through Part-II of this tender available on web address [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in)
2. **The printout of tender document should be taken on suitable paper & the printer settings etc are such that document is printed as appearing in the web & there is no change in formatting, number of pages etc.**
3. The tenderer should ensure that **no page** in the down loaded tender document is **missing**.
4. The tenderer should ensure that all pages in the down loaded tender document are **legible,clear** and are **printed** on a good quality paper.
5. Tenderers are advised to download tender documents along with amendments well in advance and submit the tender before the stipulated time. It is the responsibility of the Tenderer to check any correction or any modifications, amendments published subsequently in website and the same shall be taken into account while submitting the tender. Tenderer shall download corrigendum (if any), amendment print it out, sign and attach it with the main tender document. Tender document not accompanied by published corrigendum/s, amendment is liable to be rejected. BSNL will not be responsible for any delay in downloading of tender document from the internet. No superfluous and un-intended material such as cookies / pop-ups shall form as part of the tender document downloaded. Submission of xerox or photocopy of tender document is prohibited.
6. The tenderer should ensure that **every page** of the downloaded tender document is **signed by tenderer with stamp (seal)**.
7. On relevant page of the down loaded tender document, the name of the tenderer should be filled by the tenderer.
8. The tenderer should ensure that the down loaded tender document along with amendments if any is **properly bound and sealed ( wax sealed/ adhesive tape sealed)** before submitting the same.
9. The loose / spiral bound tenders, not properly sealed shall be liable for rejection.
10. In case of any correction/addition/alteration/omission in the tender document, it shall be treated as non-responsive and shall be rejected.
2. The tenderer shall furnish a declaration to this effect that no addition/ deletion/corrections have been made in the tender document submitted and it is identical to the tender document appearing on Website.
3. The tenderer should read carefully **&sign the declaration** given on the next page before submitting the tender.
13. The tender document along with amendments (in full) downloaded along with the various documents required to be submitted as per the tender conditions in a sealed cover duly super scribing with the name of the work, tender notice no, and date, and the same should be dropped in the tender box kept in the office of **Sub-Divisional Engineer(C)**, BSNL Civil Sub-Division, second Floor, Admn Building, BSNL, SANGAREDDY before the date and time stipulated in the tender document.
14. The **cost of tender** should be submitted along with the EMD as detailed in NIT. The tenders of tenderers will not be opened and returned to them **in case of cost of tender document is not submitted and or EMD**

**is not submitted and or they are not eligible based on the credential submitted by them.** In any case, cost of tender document will **not** be refunded.

15. In case of any doubt in the down loaded tender, the same should be got clarified from the **O/o the Sub-Divisional Engineer(C), BSNL Civil Sub-Division, second Floor, Admn Building, BSNL, SANGAREDDY (Mob .No. 9490189944)** before submitting the tender.

16. Tenderers are free to download tender document at their own risk and cost, for the purpose of perusal as well as for using the same as tender document for submitting the offer. Master copy of the tender document is available in the **Office of the Sub-Divisional Engineer(C), BSNL Civil Sub-Division, second Floor, Admn Building, BSNL, SANGAREDDY.** After award of work agreement will be prepared based on the master copy of tender document available in the above mentioned office. In case, any discrepancy between the tender document downloaded from the internet and the master copy, later shall prevail and will be binding on the tenderer/s. No claim on this account will be entertained.

17. I have gone through the document titled BSNL-W 8 available on the site [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in) & I agree with the terms & conditions along with corrections mentioned in Part-I (this) & understand that it will form part of agreement.

The above instructions are followed

CONTRACTOR  
(Signed with seal)

## DECLARATION

(TO BE GIVEN BY THE TENDERERS WHO HAVE DOWNLOADED THE TENDER DOCUMENT FROM THE WEB)

It is to certify that

- 1) I / We have submitted the tenders in the proforma as **downloaded directly from the website & there is no change in formatting, number of pages etc.**
- 2) I / We have submitted tender documents which **are same / identical** as available in the website.
- 3) I / We have **not made any modification / corrections / additions** etc. in the tender documents downloaded from web by me / us.
- 4) I / We have checked that **no page is missing** and all pages as per the index are available & that all pages of tender document submitted by us are **clear & legible**.
- 5) I / We have **signed (with stamp) all the pages** of the tender document before submitting the same.
- 6) I / We have **sealed** the tender documents properly before submitting the same.
- 7) I / We have submitted the **cost of tender** along with **EMD in separate envelopes**.
- 8) I / We have read carefully & understood the important instructions to the all tenderers & to tenderers who have down loaded the tenders from the web.
- 9) In case at any stage later, it is found there is difference in our downloaded tender documents from the original, BSNL shall have the absolute right to take any action as deemed fit without any prior intimation to me / us.
- 10) In case at any stage later, it is found there is difference in our downloaded tender documents from the original, the tender / work will be cancelled and Earnest Money/ Security Deposit will be forfeited at any stage whenever it is so noticed. The department will not pay any damages to me / us on this account.
- 11) In case at any stage later, it is found there is difference in our downloaded tender documents from the original, I / We may also be debarred for further participation in the tender in the concerned **BSNL TS. Civil Zone / C.E. (Civil), Hyderabad** and would also render me / us liable to be removed from the approved list of contractors of the Department.
- 12) All the credentials submitted by me/us for the tender are genuine and I /We will be debarred from tendering and I/We are liable to be blacklisted and removed from the approved list of contractors of the organization if the credentials are found to be non-genuine.

Dated .....

(CONTRACTOR)  
(SIGN WITH SEAL)



## Additional conditions for civil maintenance works

1. Being day to day maintenance works, items shall be executed based on maintenance complaints received from the occupants of quarters/staff of BSNL time to time.
  
2. Various items mentioned in schedule of quantities are to be executed at different floors, in different Buildings / Blocks, at various isolated places and also in piecemeal basis based on complaints of the occupants. As Quantities are approximate and anticipated based on past experience and further the respective items shall be executed based on registered complaints of the occupants as and when necessity arises, there may be larger deviations in quantities of items on either side to any extent during agreement period, the contractor shall quote self-supporting rates for each individual items. Nothing will be paid extra on this account. The items shall be carried out as per written instructions by Engineer in charge or by his authorized representatives i.e. SDE©/JTO©.
  
3. Maintenance works related to drainage , sanitary & water supply items and other related items shall be attended with in time as per exigency as per written instructions of Engineer in charge or by his authorized representatives of SDE©/JTO© to avoid in convenience to occupants. If not attended, within time as prescribed in the written instructions, same will be got attended by Engineer in charge at risk and cost of the contractor without any prior notice. And penalty will be imposed at the rate of Rs 500/- for each default and same will be deducted in the RA bills. Your authorized representative shall be made available at site whenever required to take instructions from the department during office hours. He shall respond for phone calls and SMS as per exigency to attend urgent/ emergency works. Nothing will be entertained on this account what so ever.
  
4. Wherever required for the execution of different items of the work, all the necessary platforms and safety measures for workers shall be provided to carry out the works at heights. Nothing extra shall be payable on this account.
  
5. The time period is 6 months. If work done reaches (tendered amount+10%) before 6 months, agreement will be closed. If not reached, time period will be extended for another 6 months or till the tendered amount is exhausted whichever is earlier for which nothing will be extra. For further period, above one year, on willingness of both parties, time period will be extended for which nothing will be extra.

6. If there is any exigency to take up maintenance works in other compound, those works shall also be taken up as per written instructions of EIC or by his authorized representatives i.e. SDE/JTO. Nothing will be paid extra in this account.

## **7. Taxes and Royalties**

- 7.1 Income Tax and surcharges over IncomeTax etc. at the rates fixed by the Ministry of finance, Government of India, shall be deducted from all the running and final bills of the contractor. Should there be any increase in rate of Income Tax and surcharge during execution of the contract, the same shall be payable by the contractor.
- 7.2 Rate quoted by the contractor shall be **inclusive** of all taxes/ cessvizGST, Building and other Construction Workers Welfare Cess or any other tax or Cess applicable in respect of this contract.
- 7.3 Royalty at the prevalent rates shall have to be paid by the contractor on all the boulders / stones, metals, shingle, sand, bajri etc. or any other material collected by him for the execution of the work, direct to the Revenue authority or authorised agent of the State Govt. concerned or Central Govt.

**BHARAT SANCHAR NIGAM LIMITED**  
(A GOVERNMENT OF INDIA ENTERPRISE)

**NOTICE INVITING TENDER**

- 1.0 Item rate/percentage rate tenders are invited on behalf of BHARAT SANCHAR NIGAM LIMITED (A Government of India Enterprise) from approved and eligible contractors of D.O.T(Civil Wing)/BSNL(Civil Wing) and Non-BSNL registered contractors of appropriate class of Public Works Organizations like CPWD, State PWD(B&R), DOP, MES, Railways for the work of

Providing and Laying of roofing sheet to arrest rain water leakage over the BTS shelters at Koukuntla TE & Baba Hospital, GADWAL SDCA in Mahabubnagar OA, Medak BA.”

The work is estimated to Cost **Rs 50861/-**(Rupees Fifty Thousand Eight Hundred and Sixty One only)

- 1.1 Tenders will be issued to eligible contractors provided they produce proof of their valid enlistment with the appropriate authority. This includes:

- 1.2.1(a) While applying for tender documents the intending tenderers shall submit attested copies of the following Credentials. (The originals should also be produced while applying for tender documents for verification and return) to establish his eligibility required as per NIT:

- (i) Certificate of Registration/ Enlistment with competent authority
- (ii) Form “A” and Partnership deed in case of partnership firms /Memorandum of Articles of Association and Power of attorney / Authorization to the person who signs the tender, in case of companies.
- (iii) PAN CARD issued by the Income Tax Department.
- (iv) **Certificate of Goods and Services Tax (GST) registration.**

- 1.2.1(b) In case the tender document is downloaded from the website, the applicant shall submit attested copies of credentials given at (a) above to establish his eligibility, required as per NIT, while submission of tender as at Para 9.0.

~~1.2.1 Criteria of eligibility for issue of tender documents for non-BSNL registered contractors of Public Works Organizations like CPWD, State PWD (B&R), DOP, MES & Railways only.~~

~~1.2.2.1 for works upto Rs.7 lakhs- NIL~~

~~1.2.2.2 for works above Rs 7 lakhs and uptoRs. 5 Cr the applicant should have completed works as per details below during the last seven years ending last day of the month previous to the one in which the tenders are invited.~~

- ~~i. Three similar completed works costing not less than the amount equal to 40% of estimated cost (or)~~
- ~~ii. Two similar completed works costing not less than the amount equal to 50% of estimated cost (or)~~
- ~~iii. One similar completed works costing not less than the amount equal to 80% of estimated cost.~~

~~For the purpose of this clause ‘similar work’ means **Works comprising Construction of Buildings, additions/alterations/modification/special repairs & Maintenance of buildings.**~~

~~**Above works should have been carried out in Central/State Government / Central or State Public Sector Undertakings.**~~

~~Criteria for specialized works irrespective of its cost, ( For BSNL enlisted contractors or otherwise) the applicant should have completed works as per details below during the last seven years ending last day of the month previous to the one in which the tenders are invited.~~

- ~~i. Three similar completed works costing not less than the amount equal to 40% of estimated cost (or)~~
- ~~ii. Two similar completed works costing not less than the amount equal to 50% of estimated cost (or)~~
- ~~iii. One similar completed works costing not less than the amount equal to 80% of estimated cost~~

- 3.0 Agreement shall be drawn with the successful Tenderer on prescribed Form No. BSNL W-7/8, which is available as a BSNL Publication/BSNL Web site [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in). Tenderer shall quote his rates as per various terms and conditions of the said form,( In case" Tender Documents" are downloaded from the BSNL Website in which rates/percentage are to be quoted should be properly bound and sealed) which will form part of the agreement. The time allowed for carrying out the work will be **10 (Ten)Days** from theNextday after the date of *issue of letter of award of work*, or, from the first day of



handing over of the site, whichever is later, in accordance with phasing, if any, indicated in the Tender Document.

- 4.0 The site for the work is available ( OR)  
~~The site for the work shall be made available in parts as specified below :~~
- 5.0 The last date of receipt of applications for issue of tender forms (in prescribed format/can also be down loaded from BSNL website [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in) and date of issue of tender forms will be as follows:
- i) Last date of receipt of application **18.08.2023** upto 16.00 hours.
  - ii) Last date of issue of tender forms **19.08.2023**
- 6.0 Tender documents consisting of plans, specifications, the schedule of quantities of the various classes of work to be done and the set of terms and conditions of the contract to be complied with by the Contractor whose tender may be accepted and other necessary documents, can either be down loaded from the BSNL website [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in) or be seen in the Office of the **Sub-Divisional Engineer(C), BSNL Civil Sub-Division, second Floor, Admn Building, BSNL, SANGAREDDY** between 11.00 hours. & 16.00 hours from **18.08.2023 to 19.08.2023** everyday except on Sundays and Public Holidays. Tender documents, excluding standard form, will be issued from his office, during the hours specified above on payment of the following: -
- (i) **Rs 177/- (including GST) as cost of tender (Non-refundable) in cash or Demand Draft/Pay orders of a Scheduled Bank drawn in favour of Accounts Officer (Pay & Cash), O/o GM, Sangareddy, MEDAK BA**
    - (ii) **The tender shall be accompanied by Earnest money of Rs.1100/- (in cash upto Rs.2500/- only)/ Banker's cheque/deposit at Call receipt of a scheduled bank/ fixed deposit receipt of a scheduled bank/demand draft of a scheduled bank issued in favour of Accounts Officer (Pay & Cash), O/o GM, Sangareddy, MEDAK BA**
- When amount of earnest money is more than Rs. 5 lakhs, part of the earnest money is acceptable in the form of Bank Guarantee also. In such case, minimum 50% of earnest money (but not less than Rs. 5 lakh) or Rs. 25 lakh, whichever is less, will have to be deposited in the shape prescribed above. For balance amount of earnest money, bank guarantee will also be acceptable.
- Note: Money due to contractor in any other work or earnest money of the previous call of the same work shall not be adjusted towards earnest money. **The 'Cost of tender' and Earnest Money' should be submitted through separate instruments.**
- 7.0 Tenders, which should always be placed in sealed envelope, in the manner detailed at para 9 below, will be received by the Sub-Divisional Engineer(C), BSNL Civil Sub- Division 2<sup>nd</sup> floor, Admn Building, Sangareddy. upto 15.00 Hrs. on **10.08.2023** and will be opened by him or his authorized representative in his office on the same day at 15.30 Hrs. After opening the main envelope 3, the envelope 1 containing the Earnest Money along with the cost of the tender as applicable and eligibility credentials shall be opened first.
- The envelope 2 containing tender shall be opened only for those tenderers whose Earnest Money, cost of tender and eligibility is found in order.
- The unopened tenders shall be returned to the tenderers after the final decision on the tender is reached.
- 8.0 The description of the work is as follows: - "Providing and Laying of roofing sheet to arrest rain water leakage over the BTS shelters at Koukuntla TE & Baba Hospital, GADWAL SDCA in Mahabubnagar OA, Medak BA"

Submission of tender : -Tender shall be submitted in following manner:

- 9.1 In case the tender document is down loaded form BSNL website
- 9.1.1 Earnest money plus cost of Tender and eligibility credentials" shall be placed in sealed envelope-1 marked "**Earnest money plus cost of Tender and eligibility credentials**".
  - 9.1.2 The "Tender" shall be placed in sealed envelope-2 and will be superscripted as "**Tender**"
  - 9.1.3 The sealed envelope no. 1,&2 as above containing "Earnest money plus cost of Tender, Eligibility Credentials", and the "Tender" shall be placed in another sealed envelope -3.
  - 9.1.4 All the three envelopes shall be superscripted with following data on it.
    - (i) Name of work
    - (ii) Name of tenderer
    - (iii) Last date of receipt of tender

- 9.2** In case tender document is purchased from **Division office** :
- 9.2.1: **Earnest Money Deposit in required format or proof of payment of EMD (if paid in cash)** and copies of documents showing eligibility credentials to be placed in sealed envelope no.1
- 9.2.2 : Envelope no. 2 will be as per Para 9.1.2.
- 9.2.3: The sealed envelopes 1&2 shall be placed in another sealed envelope no 3.
- 9.2.4 : Same as 9.1.4

Note: In case the eligibility credentials are not found in order at any stage i.e. before award of work or during execution of the work or after completion of the work, the contractor will be debarred from tendering in BSNL for three years including any other action under the contract or existing law

The intending Tenderers are instructed to strictly adhere to the above format of tender submission. Otherwise the tender is liable to be rejected.

- 9.3 The tender in which rates/percentage are to be quoted should be properly bound and sealed(**wax sealed/adhesive tape sealed**). Loose/spiral bound submission (in case the tender is down loaded from website) shall be rejected outrightly. In case of any correction/addition/alteration/omission in tender document vis-à-vis tender document available on website shall be treated as non-responsive and shall be summarily rejected.

- 10 Copies of other drawings and documents pertaining to the work will be open for inspection by the tenderers at the office of the above-mentioned officer.

- 10.1 Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general, shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials tools & plants, water, electricity, access facilities for workers and on all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the BSNL and local conditions and other factors having a bearing on the execution of the work.

- 11 The competent authority on behalf of Bharat Sanchar Nigam Limited does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all of the tenders received without the assignment of a reason. All tenders, in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, shall be summarily rejected.

- 12 Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

- 13 The competent authority on behalf of the Bharat Sanchar Nigam Limited reserves with himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.

- 14 The company or firm or any other person shall not be permitted to tender for works in BSNL Civil Zone in which his near relative (s) (directly recruited or on deputation in BSNL) is/are posted in any capacity either non-executive or executive employee. Near relative (s) for this purpose is/are defined as:

- (i) Member of Hindu Undivided family (UHF).
- (ii) They are Husband and Wife.
- (iii) The one is related to other in the manner as father, mother, son(s) & Son's wife (daughter-in-law), Daughter(s), Daughter's husband (son-in-law), brother(s), brother's wife, sister(s), sister's husband (brother-in-law).

The contractor shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relative to any executive employee/ Gazetted officer in the BSNL or Department of Telecom or in the Ministry of Communications.

All the intending tenderers will have to give a certificate that none of his/her such near relative (s) as defined above is/are working in the concerned BSNL Civil Zone where he is going to apply for tender/work. The format of the certificate is as under:-

"I, \_\_\_\_\_ s/o Shri \_\_\_\_\_ Resident of \_\_\_\_\_ hereby certify that none of my relative (s) as defined above is/are employed in concerned BSNL Civil Zone. In case at any stage, it is found that the information given by me is false/incorrect, BSNL shall have the absolute right to take any action as deemed fit without any prior intimation to me".

The certificate in case of Proprietorship Firm shall be given by the proprietor; for Partnership Firm certificate shall be given by all partners and in case of Limited Company, by all Directors of the company. However, Government of India/Financial Institutions nominees and independent non-official part-time Directors appointed by Govt. of India or the Governor of the State are excluded from the purview of submission of this certificate while submitting tenders by Limited Companies.

Any breach of these conditions by the Company or Firm or any other person, the tender/work will be cancelled and Earnest Money/ Security Deposit will be forfeited at any stage, whenever it is so noticed. BSNL will not pay any damages to the company or Firm or the concerned person but damages arising on account of such cancellation to be borne by the contractor. The Company or Firm or the person will also be debarred for further participation in the tender in the concerned BSNL Civil Zone. Further, any breach of this condition by the tenderer would also render him liable to be removed from the approved list of contractors or BSNL. If however the contractor is registered in any other Department he shall also be debarred from tendering in BSNL for any breach of this condition.

15. No Engineer of Gazetted rank or other Gazetted Officer employed in engineering or administrative duties in an Engineering Department of the Government of India/State Government or PSU's is allowed to work as a contractor for a period of two years after his retirement from Govt. service, without previous permission of the Govt. of India or BSNL in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Govt. of India/State Government or PSU's as aforesaid before submission of the tender or engagement in the contractor's service.
16. The tender for the work shall remain open for acceptance for a period of 30days from the date of opening of the tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance/intent, whichever is earlier, or, makes any modifications in the terms and conditions of the tender which are not acceptable to the BSNL, then the BSNL shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid.
17. In case of works having estimated cost below Rs. 15,00,000/-, the successful tenderer shall be required to execute an agreement with the Engineer-in-charge in the proforma annexed to the tender document, within 15 days of the issue of letter of award by the BSNL. In the event of failure on the part of the successful tenderer to sign the agreement, the earnest money will be forfeited and tender cancelled. In case of works of estimated to cost Rs.15,00,000/- and above, the successful tenderer shall, upon issue of letter of acceptance of Tender, shall be required to furnish Performance Guarantee @ 5% of the tendered value in the form of irrevocable Bank Guarantee of requisite amount to the Engineer -in-charge in the Proforma annexed to the tender document, within 15 days of the issue of letter of acceptance of Tender by the BSNL. In the event of failure on the part of the successful tenderer to furnish the Bank Guarantee within 15 days, the earnest money will be forfeited and tender cancelled.
18. This Notice Inviting Tender (BSNL W-6) shall form a part of the Contract Document. In accordance with clause 1 of the contract, the letter of acceptance shall be issued first in favour of the successful Tenderer/Contractor. After submission of the performance guarantee, the letter of award shall be issued. The contract shall be deemed to have come into effect on issue of letter of acceptance of the tender. On issue of letter of award, the successful Tenderer/Contractor shall, within 30 days from such date, formally sign the agreement consisting of: -
  - a) The Notice Inviting Tender, all the documents including additional conditions, specifications and drawings, if any, forming part of the tender, and, as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
  - b) Standard BSNL W-7/8 as on website [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in)
  - c) Agreement signed on non-judicial stamp paper as per Proforma annexed to the tender document.
19. Payment to the contractors shall be made through e-payment system like ECS & EFT as detailed below:
  - (a) In cities/areas where ECS/EFT facility is provided by Banks, the tenderer must have Account in such ECS/EFT facility providing Banks and that Bank A/c No shall be quoted in the tender by the tenderer.
  - (b) The cost of ECS/EFT will be borne by BSNL in all cases where the payment to contractor is

- (c) made in a local Branch i.e. tenderer is having bank account in the same place from where the payment is made by BSNL unit.
  - (d) In case payment is made to outside branch i.e. tenderer is having bank account not in the same place from where the payment is made by BSNL unit, the crediting cost will have to be borne by the tenderer only.
  - (e) The payments to contractors will compulsorily be made through ECS/EFT in respect of all contracts where the value of the contract is more than Rs. 10 lakhs.
20. First running account bill shall be paid only after
- (a) signing of the Agreement/Contract by both the parties, and
  - (b) progress chart has been prepared as required under Clause 5 and approved by the competent authority.
  - (c) The contractor has to submit the invoice ( Running/ final bill of quantities ) along with his / their GSTIN registration Number & also that of BSNL. Invoice shall be submitted as per GST Act.
  - (d) Payment to the contractor shall be made only after uploading the Invoice in GSTN. The contractor shall submit the invoices ( Running/ final bill of quantities ) along with the proof of uploading.
  - (e) The intending bidders shall accept the debit / credit note whenever / wherever there is a change in the value of supplies made to BSNL and upload the same in GSTN
21. If a contractor after purchasing the tender does not quote consecutively on three occasions, the contractor may be debarred for further purchase of tenders for a period of six months.
22. General conditions of contract for works in BHARAT SANCHAR NIGAM LIMITED are available on website [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in) as well as in the Divisional/ Sub divisional Office.
23. The tenderer shall furnish a declaration to this effect (In case of downloaded tender) that no addition/deletion/correction have been made in the tender document submitted and it is identical to the tender document appearing on website. Every page of downloaded tender shall be signed by the tenderer with stamp (seal) of his firm/organization.

**24. ON GST :**

- a) The bidder shall quote rates including all taxes viz. GST, Construction Workers Welfare Cess etc., as applicable on the date of opening of the tender.
- b) Intending bidders shall supply goods & services against the GSTN number of the state as specified in the GST registration.
- c) The intending bidder shall invariably mention the GSTIN number of the State in which the services are being made while submitting their tender. The intending bidders shall submit the necessary documentary proof at the time of bidding for the work.
- d) The contractor has to submit the invoice (Running/ final bill of quantities) along with his / their GSTIN registration Number & also that of BSNL. Invoice shall be submitted as per GST Act.
- e) Payment to the contractor shall be made only after uploading the Invoice in GSTN. The contractor shall submit the invoices (Running/ final bill of quantities) along with the proof of uploading.
- f) The intending bidders shall accept the debit / credit note whenever / wherever there is a change in the value of supplies made to BSNL and upload the same in GSTN
- g) It is mandatory to upload scanned copies of all the documents including Certificate of Registration for GST. If these documents are not uploaded, then the bid will become invalid and shall summarily rejected.

**Signature and Name of  
Sub-Divisional Officer.**

**For & on behalf of the Bharat Sanchar Nigam Limited**

**BHARAT SANCHAR NIGAM LIMITED**  
(A GOVERNMENT OF INDIA ENTERPRISE)

STATE :TELANGANA

CIRCLE: BSNL CIVIL-I, HYDERABAD

DIVISION: BSNL CIVIL-I, HYDERABAD

ZONE : BSNL , HYDERABAD

SUB-DIVISION: BSNL CIVIL,SANGARERDDY

**Percentage Rate Tender / Item Rate Tender & Contract for Works**

Tender for the work of: Providing and Laying of roofing sheet to arrest rain water leakage over the BTS shelters at Koukuntla TE & Baba Hospital, GADWAL SDCA in Mahabubnagar OA, Medak BA

To be submitted by **15.00**hours on **21.08.2023**(date) to Sub-Divisional Engineer(C), BSNL Civil Sub-Division, Admn Building, Sangareddy.

(ii)To be opened in presence of tenderer who may be present at **15.30**hours on **21.08.2023** in the office of Sub –Divisional Engineer©), BSNL Civil sub- Division, Second floor, Admin Building,,Bypassroad,Sangareddy

Issuedto:\_\_\_\_\_

(Contractor)

Signature of officer issuing the documents\_\_\_\_\_

Designation\_\_\_\_\_

Date of Issue \_\_\_\_\_.

**T E N D E R**

I/ We have read and examined notice inviting tender, schedule, A, B, C, D, E & F. specifications applicable,Drawings & Design, General Rules and Directions, Conditions of Contract, Clauses of Contract, Special conditions, Schedule of Rate & other documents and Rules referred to in the Conditions of Contract and all other contents in the tender document for the work.

I/ We hereby tender for the execution of the work specified for the Bharat Sanchar Nigam Limited within the time specified in schedule 'F', viz., schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause 11 of the Conditions of the contract and with such materials as are provided for, by and in respect in accordance with, such conditions so far as applicable.

I/ We agree to keep the tender open for**30 days**from the due date of submission thereof and not to make any modifications in its terms and conditions. If I/we withdraw my/our tender before the said period or issue of letter of acceptance/intent, whichever is earlier, or, makes any modifications in the terms and conditions of the tender which are not acceptable to the BSNL, then the BSNL shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid.

A sum of **Rs50861/-**(Rupees Fifty Thousand Eight Hundred and Sixty one only) has been deposited in prescribed manner as earnest money. If I/We fail to commence the work specified I/We agree that the said Bharat Sanchar Nigam Limited shall without prejudice to any other

right or remedy, be at liberty to forfeit the said earnest money absolutely otherwise the said earnest money shall be retained by competent authority on behalf of the Bharat Sanchar Nigam Limited towards Security Deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and carry out such deviations as may be ordered, upto maximum of the percentage mentioned in Schedule 'F' and those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form.

I/We agree that, in case of works of estimated cost exceeding Rs.15,00,000/-, to deposit an amount equal to 5% of Tendered value of the work as performance guarantee in the form of bond of any Scheduled Bank of India in accordance with the proforma prescribed or in the form of Fixed Deposit Receipt etc., within 15 days of the issue of letter of acceptance of Tender by the BSNL. I/We am/are aware that in the event of failure on my/our part to furnish the Bank Guarantee within 15 days, the earnest money will be forfeited and tender cancelled

I/ We hereby intimate that for receiving payments I/we have an account in \_\_\_\_\_ Bank with account No. \_\_\_\_\_ where the ECS/EFT facility of e-payment is available.

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information derived there-from to any person other than a person to whom I/We am/are 22authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

I/We agree that should I/We fail to commence the work specified in the above memorandum, an amount equal to the amount of the earnest money mentioned in the form of invitation of tender shall be absolutely forfeited to the Bharat Sanchar Nigam Limited and the same may at the option of the competent authority on behalf of the Bharat Sanchar Nigam Limited be recovered without prejudice to any right or remedy available in law out of the deposit in so far as the same may extend in terms of the said bond and in the event of deficiency out of any other money due to me/us under this contract or otherwise. The information in respect of works in hand is as per proforma enclosed.

**I/ We hereby declare that the GSTIN number of the State in which the services are being provided is \_\_\_\_\_**

"I/we agree that this contract is subject to jurisdiction of Court at \_\_\_\_\_  
Only ( where the NIT/Tender has been issued)

Hyderabad

Dated : \_\_\_\_\_

Witness:

(\_\_\_\_\_)

Address:

Signature of Contractor

Occupation:

Postal Address: -

.....

### ACCEPTANCE

The above tender (as modified by you (Contractor) and as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Bharat Sanchar Nigam Limited for a sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)

\_\_\_\_\_ )  
The letters referred to below shall form part of this Contract Agreement:-

(a)

(b)

**For & on behalf of the Bharat Sanchar Nigam Limited.**

**Signature** \_\_\_\_\_

**Dated** \_\_\_\_\_

**Name and designation** \_\_\_\_\_

## GENERAL RULES AND DIRECTIONS

### BHARAT SANCHAR NIGAM LIMITED (A GOVERNMENT OF INDIA ENTERPRISE)

- General Rules and Directions**
1. All work proposed for execution by contracts will be notified in a form of invitation to tender duly signed by the officer inviting tender and will be displayed on the notice Board/pasted in public places or by publication in Newspapers as the case may be and shall also be on the BSNL website [www.ap.bsnl.co.in](http://www.ap.bsnl.co.in).  
This form will state the work to be carried out, as well as the date for receipt of application, the date of submitting and opening tenders and the time allowed for carrying out the work, also the amount of earnest money to be deposited with the tender, and the amount of the security deposit to be deposited by the successful tenderer and the percentage, if any, to be deducted from the bills. Copies of the specifications, designs and drawings and any other documents, required in connection with the work signed for the purpose of identification by the officer inviting tender, shall also be open for inspection at the office of the officer inviting tender during office hours.
  2. In the event of the tender being submitted by a firm, it must be signed separately by each Partner thereof or by the partner(s) as specified in the partnership deed or by the person holding a power of attorney authorizing him to do so, such power of attorney to be produced with the tender, and it must disclose that the firm is duly registered under the Indian Partnership Act, 1932.
  3. Receipts for payment made on account of work, when executed by a firm, must also be signed by all the partner(s) or by the partner(s) as specified in the Partnership Deed by the person holding a power of attorney authorizing him to give effectual receipts for the firm.
  4. Any person who submits a tender shall fill up the usual printed form, stating at what rate he is willing to undertake each item of the work. Tenders which propose any alteration in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other condition of any sort including conditional rebates, will be summarily rejected. No single envelope shall include tender for more than one work, but contractors who wish to tender for two or more works shall submit separate envelope for each. Tender shall have the name and number of the works to which they refer, written on the envelopes.  
The rate(s) must be quoted in decimal coinage. Amount(s) must be quoted in full rupees by ignoring fifty paise and less, and, considering more than fifty paise as rupee one.
- Applicable for Item Rate Tender Only (BSNL W-8)**
- 4A In case of Percentage Rate Tenders, tenderer shall fill up the usual printed form, stating at what percentage below/above (in figures as well as in words) the total estimated cost given in Schedule of Quantities at Schedule- A, will be willing to execute the work. Tenders, which propose any alteration in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other condition of any sort including conditional rebates, will be summarily rejected. No single tender shall include more than one work, but contractors who wish to tender for two or more works shall submit separate tender for each. Tender shall have the name and number of the work to which they refer, written on the envelopes.
- Applicable for Percentage Rate Tender Only (BSNLW-7)**

5. The officer inviting tender or his duly authorized assistant, will open tenders in the presence of any intending contractors who may be present at the time, and will enter the amounts of the several tenders in a comparative statement in a suitable form. A receipt of earnest money, forwarded therewith, shall be given to all contractors. In the event of a tender being rejected, the earnest money forwarded with such unaccepted tender shall thereupon be returned to the contractor, remitting the same, without any interest.
6. The officer inviting tenders shall have the right of rejecting all or any of the tenders and will not be bound to accept the lowest or any other tender.
7. The receipt of an accountant or clerk for any money paid by the contractor will not be considered as any acknowledgement of payment, to the officer inviting tender and the contractors shall be responsible for seeing that he procures a receipt signed by the AO/ Sr. AO or a duly authorized Cashier.
8. The memorandum of work tendered for and schedule of the materials to be supplied by the BSNL and their issue-rates shall be filled and completed in the office of the officer inviting tender before the tender form is issued. If a form is issued to an intending tenderer without having been so filled in and incomplete, he shall request the officer to have this done before he completes and delivers his tender.
9. The tenderers shall sign a declaration under the officials Secret Act 1923, for maintaining secrecy of the tender document, drawings or other records connected with the work given to them. The unsuccessful tenderers shall return all the drawings given to them.
10. In case of Item Rate Tenders, only rates quoted shall be considered. Any tender containing percentage below/above the rates quoted is liable to be rejected. Rates

**Applicable  
for Item Rate  
Tender Only  
(BSNL W-8)**

quoted by the contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if a discrepancy is found, the rates, which correspond with the amount worked out by the contractor shall, unless otherwise proved, be taken as correct. If the amount of an item is not worked out by the contractor or it does not correspond with the rates written either in figures or in words then the rates quoted by the contractor in words shall be taken as correct. Where the rates quoted by the contractor in figures and in words tally but the amount is not worked out correctly, the rates quoted by the contractor will, unless otherwise proved, be taken as correct and not the amount.

In the event of no rate has been quoted for any item(s) then the rate for such item(s) will be considered as zero and work will be required to be executed accordingly. It will be presumed that the contractor has included the cost of this / these item(s) in other item(s).

10 A.

**Applicable  
for  
Percentage  
Rate Tender  
Only  
(BSNL W-7)**

In case of Percentage Rate Tenders, only percentage quoted shall be considered. Any tender containing item rates, is liable to be rejected. Percentage quoted by the contractor in percentage rate tender shall be accurately filled in figures and words, so that there is no discrepancy. However if the contractor has worked out the amount of the tender and if any discrepancy is found in the percentage quoted in words and figures, the percentage which corresponds with the amount worked out by the contractor shall, unless otherwise proved, be taken as correct. If the amount of the tender is not worked out by the contractor or it does not correspond with the percentage written either in figures or in words then the percentage quoted by the contractor in words shall be taken as correct. Where the percentage quoted by the contractor in figures and in words tally but the amount is not worked out correctly, the percentage quoted by the contractor will, unless otherwise proved, be taken as correct and not the amount



11. In case of any tender where unit rate of any item/items appear unrealistic, such tender will be considered as unbalanced and in case the tenderer is unable to provide satisfactory explanation such a tender is liable to be disqualified and rejected.
12. All rates shall be quoted on the tender form. The amount for each item should be worked out and requisite totals given. Special care should be taken to write the rates

**Applicable for  
Item Rate Tender  
Only (BSNL W-8)**

in figures as well as in words and the amount in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the word Rs. Should be written before the figure of Rs. And word 'P' after the decimal figures, e.g. 'Rs.2.15 P' and in case of words, the word, 'Rupees' should precede and the word 'Paise' should be written at the end. Unless the rate is in whole rupees and followed by the word 'only' it should invariably be upto two decimal places. While quoting the rate in schedule of quantities, the word 'only' should be written closely following the rate in words and it should not be written in the next line.

12 A.

**Applicable for  
Percentage Rate  
Tender Only  
(BSNL W-7)**

In Percentage Rate Tender, the tenderer shall quote percentage below/above (in figures as well as in words) at which he will be willing to execute the work. He shall also work out the total amount of his offer and the same should be written in figures as well as in words in such away that no interpolation is possible. In case of figures, the word 'Rs' should be written before the figure of rupees and the word P after the decimal figures, e.g. 'Rs.2.15P' and in case of words, the word 'Rupees' should precede and the word 'Paise' should be written at the end

13. The contractor whose tender is accepted, for amount exceeding Rs.15.00 Lakhs (Rupees fifteen Lakhs), will be required to furnish an irrevocable PERFORMANCE GUARANTEE of 5% (Five Percent) of the tendered amount in addition to other deposits mentioned elsewhere in the Contract for his proper performance of the contract agreement, (not withstanding and/or without prejudice to any other provisions in the contract) within 15 days of issue of letter of Acceptance of Tender. This guarantee shall be in the form of Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India

The contractor shall permit BSNL at the time of making any payment to him for work done under the contract to deduct a sum at the rate of 5% of gross amount of each running bill till the sum along-with the sum already deposited as earnest money, will amount to security deposit of 5% of the tendered value of the work. Such deductions will be made and held by BSNL by way of Security Deposit unless he/they has/have deposited the amount of Security at the rate mentioned above in cash (upto Rs.2500.00/Demand draft/Banker's Cheque/Deposit at Call Receipt of a Scheduled Bank or The State Bank Of India in accordance with the form annexed hereto.

In case of works with estimated cost put to tender is up-to and including Rs. 15.00 Lakhs (Rupees fifteen Lakhs) the total security deposit deducted shall be 10(Ten)% instead of 5(Five)% of the tendered value of the work. Security Deposit shall be recovered @10% of gross amount of each running bill till the sum along -with the sum already deposited as earnest money, will amount to security deposit of 10% of the tendered value of the work

14. On acceptance of the tender, the name of the accredited representative(s) of the contractor, who would be responsible for taking instructions from the Engineer-in-Charge, shall be communicated in writing to the Engineer-in-Charge.
15. Sales-tax, purchase tax, turnover tax, or any other tax on material in respect of the contract shall be payable by the Contractor and Government will not entertain any claim whatsoever in respect of the same.
16. The contractor shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relative to any executive employee/ gazetted officer in the BSNL or Department of Telecom or in the Ministry of Communications.
17. The tender for the work shall not be witnessed by a contractor or contractors who himself / themselves has/have tendered or who may and has/have tendered for the same work. Failure to observe this condition would render, the tender of the contractors, tendering, as well as witnessing the tender, liable to summary rejection.
18. The tender for composite work includes in addition to building work all other works such as sanitary and water supply installations, drainage installation, electrical work, horticulture work, roads and paths etc.. The tenderer apart from being a registered contractor (B&R) of appropriate class, must associate himself with agencies of appropriate class, which are eligible to tender for sanitary and water supply drainage, electrical and horticulture works in the composite tender.
19. The contractor shall submit list of works which are in hand (progress) in the following form:-

Name of Work	Name and Particulars of Division where work is being executed	Value of Work	Position of Work in progress	Remarks
1	2	3	4	5

20. The contractor shall comply with the provisions of the Apprentices Act 1961, and the rules and orders issued thereunder from time to time. If he fails to do so, his failure will be a breach of the contract and the Superintending Engineer, may in his discretion, without prejudice to any other right or remedy, available in law, cancel the contract. The contractor shall also be liable for any pecuniary liability arising on account of any violation by him of the provisions of the said Act.

## PROFORMA OF SCHEDULES

(Operative Schedules to be supplied separately to each of the intending tenderer)

### SCHEDULE "A"

Schedule of Quantities (as per 40 to 40)

### SCHEDULE "B"

Schedule of Materials to be issued to the contractor

S. No.	Description of Item	Quantity	Rates in figures & words at which the materials will be charged from the contractor	Place of Issue
1	2	3	4	5
NIL				

### SCHEDULE "C"

Tools and Plants to be hired to the contractor

S. No.	Description of Item	Hire charges per day	Place of issue
1	2	3	4
D E			

To be filled by Sub-Divisional Engineer(C) after acceptance of Tender based on tender value

T  
E  
D

### SCHEDULE "D"

Extra schedule for specific requirements/documents for the work. If any. NIL

### SCHEDULE "E"

Schedule of component of Materials, Labour etc. for escalation.

### CLAUSE 10

Component of Materials expressed as percent of Total Value of Work	"X"	75 %
Component of Labour expressed as percent of Total Value of Work	"Y"	25 %
Component of POL expressed as percent of Total Value of Work	"Z"	0 %

## SCHEDULE "F"

Reference to General Conditions of Contract

Name of Work Providing and Laying of roofing sheet to arrest rain water leakage over the BTS shelters at Koukuntla TE & Baba Hospital, GADWAL SDCA in Mahabubnagar OA, Medak BA

Estimated cost of Work **Rs50861/-**(Rupees Fifty Thousand Eight Hundred and Sixty one only)

Earnest Money **Rs. 1100/-**(Rupees One Thousand and one hundred only )

Performance Guarantee  
(5 % of the tendered value in the form of Bank Guarantee from Scheduled Bank in respect of works with estimated cost put to tender exceeding Rs. 15 Lakhs)

To be filled by Sub-Divisional Engineer(C) after acceptance of Tender based on tender value

Security Deposit

(10 % of the tendered value for works with estimated cost put to tender up to Rs.15 Lakhs)

(5 % of the tendered value in the form of Bank Guarantee from Scheduled Bank in respect of works with estimated cost put to tender exceeding Rs.15 Lakhs)

## GENERAL RULES AND DIRECTIONS

Officers inviting tender

Sub-Divisional Engineer©, BSNL Civil Sub- Division  
**SANGAREDDY**

Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clause 12.2 & 12.3

50%

### Definitions

**See below**

2(v) Engineer-in charge

Sub-Divisional Engineer©, BSNL Civil Sub Division ,  
**SANGAREDDY**

2(viii) Accepting Authority

Sub-Divisional Engineer©, BSNL Civil Sub Division  
**SANGAREDDY**

2(x) Percentage on cost of materials and labour to cover all overheads and profit

**10 %**

2(xi) Standard Schedule of Rates

**DELHI SCHEDULE OF RATES- 2021** published by CPWD with upto date correction slips as on the date of opening of tenders.

**GST Act**

The term” GST Act” shall include Central Goods and Service Tax Act 2017 (CGST), State Goods and Service Tax Act, 2017 (SGST) Integrated Goods and Service Tax Act, 2017 (IGST) Union Territory Goods and Service Tax Act 2017 (UTGST), Rules and any other GST related legislation in India.

**GST**

For the purpose of this agreement, the term ‘GST’ shall include Central Goods and Service Tax, Act 2017 (CGST), State Goods and Service Tax Act, 2017 (SGST) Integrated Goods and Service Tax Act, 2017 (IGST) Union Territory Goods and Service Tax Act 2017 (UTGST), and any other taxes levied under the GST related legislation in India, as may be applicable.

**Clause 2**

Authority for fixing  
compensation under Clause 2

Executive Engineer(C), BSNL Civil  
Division -I, Hyderabad

**Clause 2 A**

Whether Clause 2 A shall be  
applicable

No

**Clause 3 A**

Whether Clause 3 A shall be  
applicable

No

**Clause 5**

i) Time allowed for execution of work.

**10(Ten Days)**

ii) Authority to give fair and reasonable  
extension of time for completion of work.

Executive Engineer(C), BSNL Civil  
Division-I, Hyderabad

**Clause 6 A**

Whether Clause 6 A shall be  
applicable

No

**Clause 7**

Gross value of work to be done together with net

payment /adjustment of

advances for materials collected, if any, since the last such payment for

Rs.50,000/-

being eligible to interim payment.

**Clause 10**

Reinforcement steel to be used in the work shall have to be procured as below :

Manufactured by Main producers.

(b) TMT bars

Not applicable

CPWD Specifications 2009 Volume I and Volume-II, revised specifications 2002 for Cement Mortar, Cement Concrete and RCC works, with up to date correction slips as on the date of opening of tenders&manufacturers specification.

Clause 10 C &10CA

**Clause 11**

Specification to be followed for execution of work.

**Clause 12**

12.2& 12.3 Limit for value of any item of any individual trade beyond which sub clauses (i) to (v) shall not be applicable

50%

**Clause 16**

Competent authority for deciding reduced rates.

Superintending Engineer@/Jt.CE@, BSNL Civil Circle-I,Hyderabad.

**Clause 36(i)**

**General guidelines for fixing requirement of Technical staff and rate of recovery in case of non-compliance, for a work, shall be as per the following table.**

Sl. NO.	Minimum qualification of Technical Representative	Discipline	Designation (Principal Technical /Technical Representative)	Minimum Experience	Number	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36 (i) contractor in the event of not fulfilling provision of clause 36 (i)	
						Figures	Words
			NIL				

**Clause 37(i)**

Extent of Service Tax payable by contractor for Building and Construction works

Applicable for Works contract as per extant GST Act with up to date amendment

**Clause 42**

- i) (a) Schedule / statement for determining theoretical quantities of cement on the basis of Delhi Schedule of Rates 2016 with upto date correction slip printed by CPWD.
- ii) **Variation permissible on theoretical quantities**
- a) Cement for works with estimated costs put to tender
- i) not more than Rs. 5 lakhs 3 % minus
- ii) more than 5 lakhs 2 % minus
- b) Steel reinforcement and structural steel sections for each diameter, section and category. 2 % minus

**Star prices to be considered for escalation & recoveries**

Sl.No	Material	Star Price
1	For Cement	Rs.5,433/-Per MT
2(b)	For Reinforcement Steel TMT bars conforming to IS Fe500/500D	Rs.35,892/-Per MT

**The rate for recovery under clause 42 shall be same as the Star Price**

APPENDIX XV  
Notice for appointment of Arbitrator  
(Refer clause 25)

To  
The Chief Engineer(Civil)  
-----Zone  
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Dear Sir,

In terms of clause 25 of agreement, particulars of which are given below.  
I/We hereby give

Notice to you to appoint an arbitrator for settlement of disputes  
mentioned below:

1. Name of applicant
2. Whether applicant is individual / Proprietary firm / Partnership firm / Limited company
3. Full address of the applicant
4. Name of the work and contract number in which arbitration sought
5. Name of the Division which entered in to contract
6. Contract amount in the work
7. Date of contract
8. Date of initiation of work
9. Stipulated date of completion of work
10. Actual date of completion of work (if completed )
11. Total number of claims made
12. Total amount claimed
13. Date of intimation of final bill (if work is completed)
14. Date of payment of final bill ( if work is completed)
15. Amount of final bill ( if work is completed)
16. Date of request made to SE for decision
17. Date of receipt of SE's Decision
18. Date of appeal to you
19. Date of receipt of your decision

Specimen signature of the applicant  
(Only the person / authority who signed the contracts should sign)

I/We certify that the information given above is true to the best of my/our  
knowledge. I/We enclose the following documents.

1. Statement of claims with amount of claims
- 2.
- 3.

Yours faithfully,

Signature(s)

Copy in duplicate to:  
The Executive Engineer©  
BSNL Civil Division No-I  
Hyderabad.



Correction Slip no.5

(To GCC for civil works-2006)

Clause No.	Present Provision in the clause	Modified provision in the clause
37(i)	Sales Tax/VAT (except Service Tax). Building and other construction workers Welfare Cess or any other tax or cess in respect of this contract shall be payable by the contractor and BSNL shall not entertain any claim whatsoever in this respect. However, in respect of Service Tax, same shall be paid by the contractor to the concerned department on demand and it will be reimbursed to him by the Engineer-in-charge after satisfying that it has been actually and genuinely paid by the contractor.	GST, Building and other Construction Workers Welfare Cess or any other tax or cess in respect of this contract shall be payable by the contractor and BSNL shall not entertain any claim whatsoever in this respect.
38(i)	All tendered rates shall be inclusive of all taxes and levies (except Service Tax) payable under respective statute. However, if any further tax or levy or cess is imposed by statute, after the last stipulated date for the receipt tender including extensions, if any, and the contractor thereupon necessarily and properly pay such taxes/levies, the contractor shall be reimbursed the amount so paid, provided such payments, if any, is not, in the opinion of the Superintending Engineer (whose decision shall be final and binding on the contractor) attributable to delay in execution of work within the control of the contractor.	All tendered rates shall be inclusive of all taxes and levies viz.GST, Building and other Construction Workers Welfare Cess or any other tax or cess in respect of this contract payable under respective statutes. However, if any further tax or levy or cess is imposed by statute, after the last stipulated date for the receipt of tender including extensions, if any, and the contractor thereupon necessarily and properly pay such taxes/levies the contractor shall be reimbursed the amount so paid, provided such payments, if any, is not, in the opinion of the delay in execution of work within the control of the contractor.

**Correction Slip No.6  
( To GCC for Civil Works – 2006 )**

Clause No.	Present Provision	New Provision
Clause 7	<p>No payment shall be made for work,..... rates as decided by Engineer-in-charge.</p> <p>The amount admissible will as far as possible be paid by <u>10<sup>th</sup></u> working day after the day of presentation of the bill by the contractor to the Engineer-in-charge or his Asstt.Engineer together with the account of the material issued by the BSNL, or dismantled materials, if any. In the case of works outside the head quarter of the Engineer-in-charge, the period of <u>ten</u> working days will be extended to <u>fifteen</u> working days.</p> <p>All such interim payment..... detailed measurement thereof.</p>	<p>No change</p> <p>The amount admissible will as far as possible be paid by <u>30<sup>th</sup></u> working day after the day of presentation of the bill by the contractor to the Engineer-in-charge or his Asstt .Engineer together with the account of the material issued by the BSNL, or dismantled materials, if any. In the case of works outside the head quarter of the Engineer-in-charge, the period of <u>30(thirty)</u> working days will be extended to <u>45( Forty Five )</u> working days .</p> <p>No change</p>

## Special Conditions on GST

1	Indemnity clause	It is hereby agreed between both the parties that in case any GST and/or cess liability, interest, penalties or any other tax/ duty/ amount/ charge /liability/ professional costs related to litigation becomes payable by BSNL or input tax credit is denied to BSNL due to failure of the Vendor to comply with the relevant laws/regulations applicable in India or overseas. Vendor undertakes to indemnify BSNL for an amount equal to amount payable by BSNL and the same shall be recovered by BSNL from any of the amounts due to the vendor.
2	Tax deducted at source	Nothing contained herein in the agreement shall prevent BSNL from deducting tax at source if required under GST Act and GST regulations, any law or any regulation.
3	GST invoice	It shall be the responsibility of Vendor to raise appropriate tax invoice as per the provisions of GST Act. BSNL reserves the right to be indemnified for the credit loss in case BSNL is unable to claim the input tax credit for any non-compliance/ default in raising appropriate invoice by Vendor. Further all tax invoices should be sent to BSNL promptly, subsequent on uploading in GSTN portal, failing which bill payment will not be made and BSNL shall not be liable for any such delays, if the vendor could not obtain the Input Tax credit (ITC) due to this delay. .
4	Advance payment	Where in terms of the agreement, BSNL pays advance amount to Vendor for supply of goods/ services, it shall be the responsibility of Vendor to issue GST compliant receipt voucher or such other document as may be prescribed by BSNL. Further Vendor would be required to issue refund voucher as prescribed under GST Act in case no supply is made and no invoice is raised.

### SCHEDULE OF QUANTITIES

Name of the work : Providing and Laying of roofing sheet to arrest rain water leakage over the BTS shelters at Koukuntla TE & Baba Hospital, GADWAL SDCA in Mahabubnagar OA, Medak BA  
**NIT NO 40/BCSD-SGD/BCDH-I/2023-24**

I.No.	Description of Item	Quantity	Rate (Rs)	Unit	Amount(Rs)
1	Providing and fixing precoated galvanised iron profile sheets (size, shape and pitch of corrugation as approved by Engineer-in-charge) 0.50 mm (+ 0.05 %) total coated thickness with zinc coating 120 grams per sqm as per IS: 277, in 240 mpa steel grade, 5-7 microns epoxy primer on both side of the sheet and polyester top coat 15-18 microns. Sheet should have protective guard film of 25 microns minimum to avoid scratches during transportation and should be supplied in single length upto 12 metre or as desired by Engineerin- charge. The sheet shall be fixed using self drilling /self tapping screws of size (5.5x 55 mm) with EPDM seal, complete upto any pitch in horizontal/ vertical or curved surfaces, excluding the cost of purlins, rafters and trusses and including cutting to size and shape wherever required.	30.00		Sqm	One Square Metre

Rate In Words \_\_\_\_\_

2 Dismantling roofing including ridges, hips, valleys and gutters etc., and stacking the material within 50 metres lead of:

a)	G.S. Sheet	30.00	Sqm	One Square Metre
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Rate In Words \_\_\_\_\_

**Total :**

Total Amount in Words \_\_\_\_\_

Contractor

Sub Divisional Engineer(Civil),  
BSNL Civil Sub Division ,  
Sangareddy