



Ramagundam Fertilizers & Chemicals Limited

(A Joint venture company of NFL, EIL & FCIL)

Site Office: Fertilizers City, Ramagundam-505210, Dist:- Peddapalli, Telangana

Annexure II D

Check List of Documents to be submitted by Bidders

[Please write yes / no in Col (V)]

Document No (I)	Name of Document (II)	Remarks (III)		Complied Yes / No (V)
1	EMD demand draft of Rs 25000 /-in favour of Ramagundam Fertilizers and Chemicals Limited payable at Ramagundam	Not To be submitted by bidders registered under National small Scale Industries / MSME Industries(MSME certificate to be submitted)		
3	All NIT documents including covering letter duly signed	All pages to be signed and stamped		
4	Deviations with regard to NIT. No list of deviations means all terms and conditions of NIT are accepted	No deviation allowed. However if any to be submitted		
5	DECLARATION FOR SUBMISSION OF TENDER FORM-I Annexure-I A	To be signed and stamped at bottom after filling all details.		
6	Declaration of bidder Details form –II Annexure-I B	To be signed and stamped at bottom after filling all details.		
7	Declaration of Bank details (E Banking Mandate) Form III Annexure-I C	To be signed and stamped at bottom after filling all details		
8	Check List of Documents to be submitted by Bidder Annexure-I D	Properly read, ticked in column (v), signed and stamped		
9	Undertaking Annexure I - E	Properly read, signed and stamped		
10	i) Self-attested copies of WO along with satisfactory completion certificate for One Similar work completed Rs. 11.89 Lacs (excluding taxes)	Self-attested copies. Only Execution quantity shall be considered for evaluation. Supply shall not be considered. WO shall be for similar work as defined on CLAUSE A.1 under Ann III of NIT i.e. Eligibility criteria.		-
11	ii) Self-attested copies of WO along with satisfactory completion certificate for Two Similar work completed Rs. 7.43 Lacs (excluding taxes)			

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12	iii) Self-attested copies of WO along with satisfactory completion certificate for three similar works completed Rs. 5.94 Lacs (excluding taxes)	WO executed value for evaluation shall be considered on one year basis. Pro rata value for one year shall be considered for WO which are for more than one year and wo which are for less than one year value shall be considered on one year basis only.		
	B Financial criteria	-		-
13	Self-attested audited financial statement for three years	Self-attested copies		
14	i.e. year 22-23 ending on 31.03.2023,			
15	year 23-24 ending on 31.03.2024 and			
	Year 24-25 ending on 31.03.2025			
	C Documents to be submitted	-		-
16	i) WOs as mentioned above	All documents to be submitted after self-attestation and duly stamped.		-
17	ii) Copy of Permanent Account No			-
18	iii) Copy of GSTIN Registration			-
19	iv) Copy of PF registration issued by Govt Authorities.			-
20	v) Copy of ESI registration.			-
21	vi) Copy of MSME Certificate / UAM (Udyog Adhar Memorandum)			-
22	vii) Copy of labour License / undertaking as per declaration form			-
25	Undertaking on Party's letterhead Annexure VIII	To be submitted after carefully filling with sign and stamp.		
26	Schedule of Rates Annexure VII	To be carefully filled after reading all notes and signed by bidder		

SEAL AND SIGNATURE OF BIDDER

[Handwritten Signature]



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Annexure II E

PERIODICITY AS PER NIT

We, M/s ----- do hereby affirm that if the subject work of "Onsite relay testing contract for relays at SS1, SS2, SS3, SS4, SS5, SS6, SS7, Switchyard and township" is awarded to us then our company apart from fulfilling the jobs assigned under NIT scope of work to the fullest satisfaction of Engineer In charge, shall bind itself to comply following obligations unfailingly as per the periodicity defined in contact terms and conditions. Repeated Failure (any attempt more than three times at sole discretion of RFCL to do so may result in either termination of contract with a notice as prescribed in NIT at the maximum or non-satisfactory completion of contract (i.e. Satisfactory Completion certificate shall not be issued on completion of work period) with or without forfeiture of SD (on sole discretion of RFCL as minimum penalty. The obligations to be fulfilled as per contract are:

S N	OBLIGATIONS	PERIODICITY
1	AGREEMENT	BEFORE START OF WORK
2	BG / PBG /ISD	WITH IN 15 DAYS OF START OF WORK
3	MONTHLY SALARY TO WORKERS	N/A
4	PF @ 13 %, ESI @ 3.25 %	N/A
5	LEAVES @ 5 %	N/A
6	BONUS @ 8.33 %	N/A
7	GST as applicable	AS per requirement
8	BILL SUBMISSION by contractor to executive Department.	After completion of the job as per the EIC

Note: All emoluments to employee are as per present statutory requirements. The rates shall as per the notifications issued by State/ Central Govt, whichever is higher.

SEAL AND SIGNATURE OF CONTRACTOR
OR AUTHORISED SIGNATORY

Per



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Annexure-III

DEFINITIONS OF TERMS

In the contract documents herein defined where the context so admits, the following words and expression will have the meanings assigned to them respectively:

1. "The OWNER" means the RAMAGUNDAM FERTILIZERS AND CHEMICALS LIMITED (RFCL), incorporated in India, having its corporate office at 3rd&4th Floor, Mohta Building, 4, Bhikaji Cama Place New Delhi-110066.
2. The "ENGINEER-IN-CHARGE" (EIC) shall mean the person designated as such by RFCL and shall include those who are expressly authorized by him to act for and on his behalf for operation of this contract.
3. The "WORK" shall mean the works to be executed in accordance with the contract or part thereof and the case may be and shall include all extra, additional, altered or substituted works as required for purpose of the contract.
4. "CONSTRUCTION EQUIPMENT" means all appliances 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 permanent work.
5. "SITE" means the areas in which the work is to be performed by the Contractor and shall include a part or portion of the site on which the permanent work is proposed to be constructed.
6. The "TENDER DOCUMENTS" shall consist of Short Tender Notice, General Instructions to the Tender, General Terms and Conditions of Contract, Special Terms and Conditions of Contract, Specifications, Drawings, Time Schedule Tender Form, Performa or Agreement Form Schedule of Rates, and Addendum/Addenda to Tender Documents etc.
7. "THE CONTRACTOR" means any person or persons or firm or company whose Tender has been accepted by RFCL with the concurrence of the Owner, and the legal personal representatives, successors and permitted assigns of such person, persons firm or company.
8. The "CONTRACT" shall mean the Agreement between RFCL and the Contractor for the execution of the works including therein all contract documents.
9. The "SPECIFICATIONS" shall mean the various Technical specifications attached and referred to in the Tender documents. It shall also include the latest addition of relevant Indian Standard Specifications published before entering into contract.
10. "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, be furnished or approved in writing by the Engineer-in-charge.



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11. The "CONTRACT DOCUMENTS" shall consist of Agreement, Tender documents as defined in Clause 6 & 8 above, Acceptance of Tender and further amendments.
12. The "ALTERATION ORDER" means an order given in writing by the Engineer-in-charge to affect additions to or deletion from and alterations in the works.
13. The "COMPLETION CERTIFICATE" shall mean the Certificate to be issued by the Engineer-in-charge when the works have been completed to his satisfaction.
14. The "FINAL CERTIFICATE" in relation to a work means the Certificate issued by the Owner after the period of defect liability is over.
15. The "PERIOD OF DEFECT LIABILITY" in relation to work means the specified period from the date of issue of Completion Certificate upto the date of issue of Final Certificate during which the Contractor stand responsible for rectifying all defects that may appear in the works.
16. 'ZERO DATE' shall mean the date of issue of LETTER OF INTENT (LOI) or issue of WORK ORDER, whichever is earlier.
17. "GTC" means General Terms & Conditions of Contract.
18. Technical Terms and Conditions & Special Terms and conditions are succeeding to GTC. Any clause under different head shall be succeeded by clause in the succeeding head.



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Annexure –IV

BIDDER QUALIFICATION CRITERIA FOR RFCL TENDERS- SERVICES CONTRACT

S. N.	Conditions	Documents required(To be submitted along with Technical bid)
1.	Bidder should be Service Provider / Contractor having successful experience of Similar Work (<u>Onsite relay testing contract</u>) during the last Seven (7) years. Note: "The last 7 years shall be counted from last date of the preceding month in which tender has been Issued."	i) Bidder must submit the copy of valid industrial License issued by Statutory authority for being a manufacturer along with ISO certificate/ GST Registration certificate / Udyog Adhaar / certificate issued by statutory authority / NSIC certificate or equivalent certificate. ii) In case the manufacturer wants to quote through their authorized dealer/distributor or their authorized dealer wants to quote separately then authorization certificate from the manufacturer is required in addition to (i) above .The Authorization certificate should be issued for specific tender/enquiry. iii) Authorization letter from the company on behalf of the person signing the document be provided with technical bid. iv) For Proprietorship firm - Name of the proprietor to be mentioned. Affidavit of proprietorship in original duly notarized(Latest) v) For partnership firms –Affidavit in originals duly notarized, confirming the current status of the firm along with names of the partners. Copy of partnership deed duly notarized (latest) to be submitted vi) For Transport unions/Co-operative societies/Registered societies/Registered Companies, Limited or Pvt- Copy of Registration certificate /Copy of Resolution of members/Authority letter to participate in the tender.
2.	Bidder should have successfully completed Similar work Numerical Relay Testing (<u>Onsite relay testing contract</u>) during immediate last 7 years as mentioned below :	Copy of Completion Certificate along with copy of Work Order from the organization where the work is executed is to be enclosed mentioning the completed value of each single work executed and performance certificate issued by the client.

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	One work not less than 11.89 Lacs (excluding taxes) or Two works of not less than 7.43 Lacs (excluding taxes) Three works of not less than 5.94 Lacs (excluding taxes)	
3.	The average Annual turnover of the bidder shall not be less than Rs 4.46 Lacs(inc GST) in last three financial years Note: - In case financial year closing date is within 6 months of date of issue of enquiry and audited annual report of preceding financial year is not available, bidder has the option to submit the financial details of the three previous years immediately prior to the last financial year. Otherwise, it is compulsory to submit the financial details of the immediate three preceding financial years. (Example, In case ,audited annual report of immediate preceding financial year (year ending 31st March) is not available and where enquiry issue date is up to 31st December, the financial details of the three previous years immediately prior to the last financial year may be submitted. However, in case the enquiry issue date is after 31st september, it is compulsory to submit the financial details of the immediate three preceding financial years only. - In case bidder is having subsidiaries but only a single consolidated annual report is prepared as per prevailing law of land and audited which includes the financial details of their subsidiaries, consolidated audited annual report shall be considered for establishing the financial criteria subject to statutory auditor	Bidder shall submit financial standing through Audited* Balance Sheet/ Profit & Loss Account for the last three financial years. (FY 2022-23, 2023-24 & 2024-25) * Where audited accounts are not mandatory as per law, bidder can submit financial standing duly certified by practicing Chartered Accountants (not being an employee or a director or not having any interest in the bidder's company).



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	/chartered accountant of the bidder certifying that separate annual report of Bidder (without the financial data of subsidiaries) is not prepared and audited. • Further, in case a bidder is a subsidiary company and separate annual report of the Bidder is not published, but only a consolidated annual report of the parent company is available, consolidated annual report shall be considered for establishing the financial criteria subject to statutory auditor of Parent Company /Chartered accountant of the Bidder certifying that separate annual report of the Bidder is not prepared and audited.	
4.	The net worth of the bidders should be positive for the Financial year ending _Mar-25. Note: “* date of last Financial year should be mentioned considering the period in which tender is issued”.	A Copy of Audited* Balance Sheet should be submitted in support of your claim. * Where audited accounts are not mandatory as per law, bidder can submit financial standing duly certified by practicing Chartered Accountants (not being an employee or a director or not having any interest in the bidder's company).
5.	Bidder should have minimum working capital of Rs 1.48 Lacs as per Audited Financial result of FY 2024-25 “Working capital should be current assets minus current liabilities.	Copy of audited balance sheet for the Financial year (Current Financial year in which tender has been issued) ending _____ (end date of current financial year) should be submitted. Or, Requisite document issued either from any Indian scheduled Bank (except co-operative bank and Gramin Bank) for availability of unutilized fund based line of credit for at least of Rs ____1.48 Lacs_____ as on preceding month in which tender has been issued.

RFCL



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6.	I. Bidder must not be black listed by any government department/public sector undertaking/co-operative Unit. II. Bidder must not be delisted / on Negative List by any government department/public sector undertaking/co-operative Unit in the last two years, as on date of participating in the tender. III. Bidder must not be on the Holiday list of RFCL.	Self-certification(s) for both should be submitted on Party's letterhead for the same.
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For



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Annexure V

SCOPE OF WORK

Relay testing:

Vendor Scope :

1. Standard 3 phase test kits of Omicron/Megger make with Valid NABL Accreditation, Precise multi meters and Clamp on meters and all Working tools shall be in the scope of Vendor
2. The Relays, whose testing is to be done, are critical for RFCL Plant Operation. Therefore, Vendor deputed Testing Engineers shall have sufficient qualifications and exposures for testing of the Relays as mentioned in SOR items. In case if it is observed that Testing Engineer lacks the knowledge of relay and its testing, vendor has to depute new qualified engineer immediately.
3. During execution of work if any testing equipment failed/ require repairs/maintenance or if any Testing Team member become ill or leave the RFCL Site then Vendor has to immediately mobilized altern. Testing Kit/equipment, Testing Engineer so that RFCL Site work should not get hampered.
4. In case if any relay gets damaged due to improper testing or mishandling, same has to be provided new by vendor free of cost to RFCL.
5. Vendor has to prepare and submit Relay Testing Reports after the completion of Testing
6. The jobs shall be completed by testing engineer in all respects to the satisfaction of Engineer-in-charge. You shall submit test reports to EIC
7. Vendor shall depute at least 2 Nos of independent testing teams along with dedicated testing kits to complete the testing job with in the shut down time provided by the owner.
8. Vendor shall provide testing format of individual relay as per Logics and relay settings provided by RFCL for Vetting before the starting of testing.
9. Vendor shall provide SoPs for Relay testing at site.
10. Vendor shall depute the qualified manpower within a week of notice from the owner
11. Vendor shall provide sticker/Label on each relay after testing mentioning the healthiness of relay and tested date
12. The insurance of your staff deputed at RFCL site shall be in your scope.
13. You shall inform RFCL the details of the service engineer and his/her identity cards (Govt. issued card) in advance for arrangement of the factory gate pass.
14. To arrange necessary documents of their manpower and other formalities for making Gate passes to work in RFCL's premises.
15. Day to day to and fro transportation of Testing team from their lodging point.

RFCL Scope:

1. Assistance man power(unskilled manpower) shall be provided by RFCL
2. Owner shall provide relay settings and logics to the vendor after placing order, so that vendor can arrange suitable testing kits/Sets.
3. Necessary isolations and permits shall be under RFCL Scope
4. Required gate passes and work permission will be under RFCL Scope.
5. Provide dates and times when the scheduled work can be performed a Week Advance
6. Facilitate site access for testing personnel.



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7. Notify vendor personnel of any security clearance requirements in advance of arrival
8. Notify vendor personnel of any safety training and safety equipment requirements.
9. Provide an on-site point of contact.
10. Ensure safety plan is in place prior to intervention.
11. Witnessing the complete Relay Testing and Signing test reports after successful testing of the relays.
12. RFCL shall provide both lodging and boarding on Chargeable basis depending on Availability.
13. In case if relay has to be removed from panel for testing, the same shall be done by RFCL.
14. Temporary LT Power Supply 3 phase, 50 Hz, 415 Volt with TPN free of cost subject to availability at the required location for relay testing
15. To provide necessary drawings, work permits and isolations as and where required to the contractor

Annexure VI

SPECIAL TERMS & CONDITIONS OF CONTRACTS

1. TIME SCHEDULE:

Vendor has to Mobilize Testing Team and Testing Sets/Equipment within 7-10 days of intimation from the EIC. If vendor fails to mobilise within the said period **PRS clause will be applicable.**

2. Payment Terms:.

- i. Vendor shall raise Tax invoices, in duplicate as per GST Laws, (mentioning PAN No. & GST) after the completion of Job as per the contract terms and conditions.
- ii. The invoice shall be processed for payment after necessary scrutiny/verification and acceptance by the Engineer in charge and the payment will be made within 30 days though NEFT/RTGS only as per E Banking Mandate Form submitted by you, after deducting the Income Tax, GST and TDS at the rate as per respective deduction and other applicable statutory deductions. GST shall be paid extra on production of documents of having paid GST to Govt exchequer.. Final bill will be released upon certification by executing department.

3. Bank Guarantee/SD:(refer GTCC clause 24)

As per the guidelines of GoI, For all tenders/ contracts issued, Security Deposit will be applicable @ 5 % of the contract value. For details, refer GTCC clause 24

4. Price Reduction Schedule: As per GTCC Cl. No 33

5. Defect Liability period: Defect liability period shall be 3 months from the actual date of completion of work. The contractor shall at his own cost and initiative, correct repair and/or rectify any / and all defect(s) and/or imperfections in the service and/or in the work performed and/or materials, components or other items incorporated therein as shall be discovered during the said defect liability period and in the event of the contractor failing to do so, RFCL reserves the right to get the same repaired at the risk & cost of the contractor PLUS 25 % Departmental Charges plus applicable GST thereon , and the expenditure so incurred by RFCL shall be adjusted towards the said Security Deposit and / or any other due lying with RFCL

6. Sub-Contracting: Sub-Contracting of the job is not allowed.

7. Bid Evaluation Criteria:

- a) Individual L1 shall not be considered. Bid will be awarded on overall L1 landed cost basis for complete scope of work. It may be noted that, for evaluation purposes, if the tenderer does not quote rate for any item, the same shall be taken based on the highest rate quoted by any of the other tenderer. However, if such bidder happens to be lowest evaluated bidder, price of unquoted item shall be taken as Nil and considered as included in the bid price.
- b) Techno Commercial bid of only those tenderers shall be opened who have deposited the requisite EMD as prescribed in the tender documents.





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- c) Technical Eligibility of tenderers shall be checked for those who are satisfying the Bid Eligibility Criteria.
 - d) The Price Bid of only such tenderer shall be opened who are found Technically Eligible.
 - e) Discount: If two or more technically clear parties are found equal in all respect then discount shall be called in sealed envelope. The party offering highest discount on offered rates shall be awarded the job.
 - f) MSE Quoting nearest price within price band of L1+15 % may be allowed full/complete job/contract of total tendered value subject to bringing down their price to L1 in a situation where L1 price is far from someone other than MSE, considering spirit of public procurement policy for MSEs, order -2012 for enhancing the Govt procurement from MSE. Being the spirit of the said Govt. Policy, the L1 Non-MSE party shall accept the same and no representations on their part whatsoever shall be entertained by RFCL.
3. **Indemnity Bond** : Since Vendor is handling the testing of all protective relays, any damage during the testing because of improper testing or handling by vendor will have serious implication to RFCL. So, Vendor has to provide the indemnity bond for 10 % of the Contract value after the issue of DLOA and before the starting of the testing of relays. This Indemnity bond shall be free to release after the successful testing of relays and handing over to RFCL after the completion of entire scope of work.
9. All the relevant clauses in GTCC (Annexure IX) are applicable to this AMC contract
10. The following **GTCC clauses are not applicable** :
- i. GTCC 2 : lifting tools & Tackles
 - ii. GTCC 3 : Accommodation
 - iii. GTCC 6.2 : Material supply
 - iv. GTCC 27 e and g : Labour ESI/EPF payment related
 - v. GTCC 28 : Preservation of Free issue Material
 - vi. GTCC 29 : Scrap Allowance
 - vii. GTCC 30 : Issue of material from RFCL
 - viii. GTCC 31 : Issue of Gas cylinder
 - ix. GTCC 32 : material Transportation
 - x. GCTC 46 : Labour related compliance
 - xi. GTCC 52 : Integrity Pact



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ANNEXURE VII

Schedule of Rates

Sl. No.	Description/Type of relay	Qty(In Nos)	Unit price	Total Price
1	GE-F650	350		
2	MiCOM P143	60		
3	ABB REF 615	54		
4	MiCOM P242	40		
5	MiCOM P543	43		
6	MICOM P141	27		
7	SCNHEIDER P143	14		
8	ALSTOM P242 Model No- P242916A6M0600K	13		
9	SCHNEIDER P142	12		
10	SIEMENS 7SJ662 Model No-7SJ6622- 5EB90-1FF4/BB	11		
11	SCNHEIDER P141(P.T. 415/110)	10		
12	MiCOM P642	8		
13	SIEMENS 7SJ661 Model No-7SJ6611- 5EB96-1HGO/BB	6		
14	ALSTOM P543 Model No- P543916D6M0660M	9		
15	REM 615	5		
16	ALSTOM, P543916D6M0660M	10		
17	SCNHEIDER P242	4		
18	SIEMENS 7SR117SR1102-3NA87- 1CA0/FFGF1807509175	4		
19	REM 620	3		
20	SIEMENS 7SR127SR1206-2NA87-1CA0	3		
21	ALSTOM P642 Model No- P642916A6M0070P	2		
22	GE L90 Model No-L90-T03-HKH-F8L- H6D-N67-S67-W7H	2		
23	GE T60 Model No-T60-T03-HKH-F8L- H6D-M8N-P67-U67-W5F	2		
24	P643	2		
25	SIPROTECH 7UM627UM6211-53B92- 3AE01806508894	2		
26	P14D32G Model No-P14DG16A6C0610A	5		

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27	P34387G Model No- P343916A6M0380M	5		
28	P345GRP1 Model No- P34591AK6M0380M	5		
29	P345GRP2 Model No- P34591AK6M0380M	5		
30	P642REF Model No-P642926D6M0060P	5		
31	SIEMENS 7SD807SD8062-5EB90- 1FC0/CCBF1806507818	5		
		Total price		
		Total price in words		
		Total price with GST		

1. The quantities in SOR are indicative only. There is no guarantee for minimum quantities. The payment shall be released on actually executed quantities only.

2. The rates should be quoted in the units given in the SOR, the amount should be quoted in both figures as well as words. In case of any discrepancies the amount quoted in words shall be treated as final. Any corrections made in the prices shall be authenticated with signatures at all places.

All types of daily allowances such as food, travel and lodging will be in the scope of party



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Annexure-VIII

Under taking on Party's letter head: -

With reference to NIT No. _____ dated. _____ Of Ramagundam Fertilizers And Chemicals Limited, Ramagundam for "Onsite relay testing contract for relays at SS1, SS2, SS3, SS4, SS5, SS6, SS7, Switchyard and township" Ramagundam, for a period of one year I _____
S/o Shri. _____ R/o _____
Authorized

Representative of (the Institution) _____ do solemnly affirm and declare as under: -

- i) That our Institution/sister concern etc. has not been black listed/delisted or put on holiday by any Institutional Agency/Government Department/Public Sector Undertaking.
- ii) That no other Institution/Sister Concerns/Associates belonging to the same group are participating/submitting the Tender for the job.
- iii) That the information furnished by me/us in respect of above Tender is true and correct and nothing has been concealed. In case any of information is found to be false and incorrect at any stage, RFCL shall be fully competent to take the necessary action as deemed fit.

The contents of the above paras are true.

Seal & Signature of Bidder