

# Name of work

**Annual zonal contract for air conditioning works  
related to AC plant, AHU/FCU and associated works in  
Zone- 3 & 6 at IIT Kanpur.**

*BID DOCUMENT*



Office of SUPERINTENDING ENGINEER  
INDIAN INSTITUTE OF TECHNOLOGY KANPUR  
December, 2024

# Indian Institute of Technology Kanpur

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Superintending Engineer

## 1 Notice Inviting e-Tenders

The Superintending Engineer on behalf of Board of Governors of Indian Institute of Technology Kanpur invites online percentage rate tenders from enlisted contractors in CPWD and/ or the eligible firms / agencies satisfying the eligibility criteria mentioned in the document.

NIT No: 28/AC/EE/2024

1	Name of work	: <b>Annual zonal contract for air conditioning works related to AC plant, AHU/FCU and associated works in Zone- 3 &amp; 6 at IIT Kanpur.</b>
2	Estimated Cost exclusive of GST	: <b>Rs. 22,20,022/-</b>
3	Earnest Money Deposit (Rs.)	: <b>Rs. 44,400.00</b>
4	Duration of contract	: Twelve (12) months
5	<b>Last Time &amp; date of submission of bids (Up to)</b>	: As per CPP portal data ( <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> )
6	<b>Opening of bids</b>	: As per CPP portal data
7	<b>Time allowed for submission of requisite documents by lowest bidder</b>	: Within <b>One week</b> of opening of financial bids

The bid forms and other details may be downloaded from Central Public Procurement Portal (<http://eprocure.gov.in/eprocure/app>). Aspiring bidders who have not enrolled / registered in e- procurement should enroll / register themselves before participating through web site <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at “Instructions for online bid submission.”

Bidders can access quotation / tender documents on the website (for searching in the NIC site), kindly go to quotation search option and type ‘IIT’. Thereafter, click on “GO” button to view all IIT quotations. Select the appropriate quotation / tender and fill them with all relevant information and submit the completed Quotation / Tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page.

**Note: No manual bids will be accepted. All bids (both Technical & Financial) should be submitted in the e-procurement portal.**

Applicants are advised to keep visiting the above-mentioned websites from time to time (till the deadline for bid submission) for any updates in respect of the tender documents, if any. Failure to do so shall not absolve the applicant of his liabilities to submit the applications complete in all respect including updates thereof, if any. An incomplete application may be liable for rejection.

Superintending Engineer

## 2 Information and Instructions for Bidders for E-Tendering

The Superintending Engineer on behalf of Board of Governors of Indian Institute of Technology Kanpur invites online percentage rate tenders from enlisted contractors in CPWD and/ or the eligible firms / agencies satisfying the eligibility criteria mentioned in the document.

### 2.1 Schedule

<b>1</b>	Name of organization	:	Indian Institute of Technology Kanpur
<b>2</b>	NIT No	:	28/AC/EE/2024
<b>3</b>	Location	:	Indian Institute of Technology Kanpur
<b>4</b>	Tender / Quotation type (open / limited / EOI / auction / single)	:	Open
<b>5</b>	Tender / Quotation category (services / goods /works)	:	Works
<b>6</b>	Type of Contract (work / supply / auction / service / buy / empanelment / sell)	:	Work
<b>7</b>	Form of contract (IITK-7/8)	:	IITK-7
<b>8</b>	Work Category Electrical /AC/Civil	:	AC
<b>9</b>	Is multi-currency allowed?	:	No
<b>10</b>	Date of publishing / issue / start	:	As per CPP portal
<b>11</b>	Document download start date	:	As per CPP portal
<b>12</b>	Document download end date	:	As per CPP portal
<b>13</b>	Date & time of pre-bid meeting	:	As per CPP portal
<b>14</b>	Venue of pre-bid meeting	:	As per CPP portal
<b>15</b>	Last date & time of uploading of bids	:	As per CPP portal
<b>16</b>	Date & time of opening of Technical bids	:	As per CPP portal
<b>17</b>	Bid Validity Days	:	90 days after opening of technical bid
<b>18</b>	Earnest Money Deposit (EMD)	:	Rs. 44,400/-Scanned copy of the proof of EMD deposition to be uploaded with the tender. The hardcopy of the EMD receipt shall be submitted in the office of Executive Engineer, IWD IIT Kanpur.

<b>19</b> Non- Refundable Processing Fee (Inclusive of GST @18%) as given in section 5.1	Rs. <b>7000/-</b> for Non MSME/NSIC/Startup and Rs. <b>1500/-</b> for MSME/NSIC/Startup to The Registrar, Indian Institute of Technology Kanpur. The proof of submission must be uploaded along with transaction slip with due mention of NIT No. in the CPP portal for valid tender submission as per format given in section 5.1
<b>20</b> No. of Bids / Covers (1 / 2 / 3 / 4)	: 2
<b>21</b> Address for communication	: Office of Executive Engineer- Indian Institute of Technology Kanpur, Kanpur, U.P. Pin - 208016
<b>22</b> e-mail address	: <a href="mailto:vktiware@iitk.ac.in">vktiware@iitk.ac.in</a>

The intending bidder must read the terms and conditions of CPWD-6 carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.

1. Information and instructions for bidders posted on website shall form part of bid document.
2. The bid document consisting of drawings, specifications, schedule of quantities of items to be executed, schedule of stages for payment as applicable and the set of terms & conditions of the contract to be complied with and other necessary documents can be seen and downloaded free of cost from [www.eprocure.gov.in](http://www.eprocure.gov.in)
3. But the bid can only be submitted after deposition of e processing fee and proof of submission of EMD.
4. Those contractors not registered on the website mentioned above, are required to get registered beforehand. Only e-bids shall be accepted on website CPPP portal through e-tendering processes.
5. The intending bidder must have valid Class-III digital signature to submit the bid.
6. On opening date, the contractor can login and see the bid opening process. After opening of bids, he will receive the competitor bid sheets.
7. Contractor can upload documents in the form of JPG format and PDF format.
8. Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns sky blue.

In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).

However, if a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section / sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.

9. The “Eligibility/technical Bid” shall be opened first on due date and time as per the evaluation scheme. The “Financial Bid” of bidders qualifying the technical bid shall be opened on a later date as to be announced in CPP portal.
10. The bidders are advised to visit the site before submission of bids to have more clarity about the site conditions and availability of space for execution of the work.
11. All modifications/addendums/corrigendum issued regarding this bidding process shall be uploaded on website only.
12. The department reserves the right to reject any or all bids without assigning any reason thereof and may restrict the list of qualified bidders to any number deemed suitable by it, if too many bids are received satisfying the minimum laid down criteria.
13. The rates for all items of work, shall unless clearly specified otherwise, include cost of all operations and all inputs of labour, material, T&P, scaffolding, wastages, watch and ward, other inputs, all incidental charges, all taxes, cess, duties, levies, etc. exclusive of GST required for execution of the work.
14. If the work involves addition/upgradation/alteration/renovation the work shall be in compliance with 3 Star GRIHA rating and as per environmental policies of Institute. Nothing extra shall be payable on this account.
15. The enlistment of the contractors, if applicable, should be valid on the last date of submission of bids. In case the last date of submission of bid is extended, the enlistment of contractor should be valid on the original date of submission of bids.
16. The description of the work is as follows: “Annual zonal contract for air conditioning works related to AC plant, AHU/FCU and associated works in Zone- 3 & 6 at IIT Kanpur..”
17. The work is estimated to cost **Rs. 22,20,022/-**. However, this estimate given is mere approximation for guide. The works shall be carried out based on the requirement on a quantity take off sheet (QTO), approved by the Executive Engineer up to a maximum value of Rs. 1.30 Lacs at a time under normal circumstances and up to Rs. 2.5 Lacs at a time under exceptional cases.
18. Agreement shall be drawn with the successful bidders on prescribed Form No. CPWD 7 which is available as a Govt. of India Publication and also available on website [www.cpwd.gov.in](http://www.cpwd.gov.in). Bidders shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
19. The time allowed for carrying out the entire work will be as per Table 6 from the date of start as defined in Schedule “F” or from the first date of handing over of the site, whichever is later, in accordance with the phasing as detailed in special conditions of contract in the bid document.
20. The sites for the work will be handed over as per the special terms and conditions of the document.

21. An approved programme of completion submitted by the contractor after award of work based on the available / to be available works for addition/alteration/upgradation.
22. The bid document consisting of NIT, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website [www.eprocure.gov.in](http://www.eprocure.gov.in) free of cost.
23. After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
24. While submitting the revised bid, contractor can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of bid as notified.
25. Scanned copy of Earnest Money shall be uploaded to the e-Tendering website within period of submission
26. Earnest money can be paid in the form of Treasury Challan or Demand Draft or Pay order or Banker's cheque or Deposit at call receipt or Fixed Deposit Receipt drawn in favor of Director IIT Kanpur along with Bank Guarantee of any Scheduled Bank where applicable.  
  
A part of earnest money is acceptable in the form of bank guarantee also in such case 50% of earnest money or Rs. 20 lacs, whichever is less, will have to be deposited in shape prescribed above and balance in shape of Bank Guarantee of any scheduled bank.
27. The receipt of e-processing fee shall also be uploaded to the e-tendering website by the intending bidder up to the specified bid. The Details of Institute Account for submitting e-processing fees is given in 5.1 under Section Various Forms and Formats.
28. Copy of Enlistment Order and other documents as specified in the bid shall be scanned and uploaded to the e-tendering website within the period of bid submission.
29. The bid submitted shall be opened at as per the details provided in the CPP portal at IWD office. The date of opening of Financial Bid shall be informed through web site after the opening of technical bid.
30. The bid submitted shall become invalid and e- processing fee shall not be refunded if:
  - (i) The bidder is found ineligible.
  - (ii) The bidder does not upload scanned copies of all the documents stipulated in the bid document.
  - (iii) If a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section / sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
31. The contractor whose bid is accepted will be required to furnish performance guarantee of 5% of tendered value within the period specified in Schedule F. This guarantee shall be in the form of or Deposit at Call receipt of any scheduled bank/ Banker's cheque of any scheduled bank/ Demand Draft of any scheduled bank/ Pay order of any Scheduled Bank of any scheduled bank (in case guarantee amount is less than Rs. 1,00,000/-) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled



Bank or the State Bank of India in accordance with the prescribed form.

32. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F' including the extended period if any, the contractor shall be suspended for two years and shall not be eligible to bid for IITK tenders from the date of issue of suspension order.
33. The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses/ registrations or proof of applying for obtaining licenses, registration with EPFO, ESIC and BOCW Welfare Board including Provident Fund Code No. If applicable and also ensure the compliance of afore said provisions by the sub-contractors, if any engaged by the contractor for the said work and program chart (Time and Progress) within the period specified in Schedule 'F'.
34. Intending Bidders are advised to inspect and examine the sites and its surroundings and satisfy themselves before submitting their bids 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, making proper arrangements to the site for smooth operation, 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 bid. Bidder shall be deemed to have full knowledge of the sites whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. **The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents.** Submission of a bid by a bidder 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 Institute and local conditions and other factors having a bearing on the execution of the work.
35. Intending Bidders are advised to get familiarized with the specifications /rules related (i.e., **Annual zonal contract for air conditioning works related to AC plant, AHU/FCU and associated works in Zone- 3 & 6 at IIT Kanpur.**) to the work as approved by the competent authority and various policies related to c&d waste and other environmental guidelines of the institute pertaining to the. Bidder shall be deemed to have full knowledge of such rules and regulations whether he has read it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. In case of reduction of scope of work or no work is possible to carry out on account of such issues, no cost shall be payable to them. Submission of a bid by the bidder implies that he has read this notice and all other documents and has made himself aware of the Institute Regulations and other factors having a bearing on the execution of the work.
36. The competent authority on behalf of the Board of Governors does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without assigning any reason. Bids in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
37. Canvassing whether directly or indirectly, in connection with bids is strictly prohibited and the bids submitted by the bidders who resort to canvassing will be liable to rejection.
38. The competent authority on behalf of the Board of Governors reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform

the same at the rate quoted.

39. The contractor shall not be permitted to bid for works in the Office of Infrastructure and Planning / Institute Works Department responsible for award and execution of contracts, in which his near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive) in IWD and Office of Infrastructure and Planning. He 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 relatives to any gazetted officer in the Office of Infrastructure and Planning/ Institute Works Department. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
40. No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be canceled 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 Government of India as aforesaid before submission of the bid or engagement in the contractor's service.
41. The bids for the work shall remain open for acceptance for a period of Ninety (90) days from the date of opening of bids. If any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the Institute shall, without prejudice to any other right or remedy, be at liberty to suspend the bidder for one year
42. This notice inviting Bid shall form a part of the contract document. The successful bidders/contractor, on acceptance of his bid by the Accepting Authority shall within 7 days from the stipulated date of start of the work, sign the contract consisting of
43. The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto
44. Standard C.P.W.D. Form 7 or other Standard C.P.W.D. Form as applicable.
45. The bid document will include the following components:
  - (a) CPWD-7 and CPWD-6 including Schedule A to F for all the components of the work, Standard General Conditions of Contract for CPWD 2023 as amended/modified up to last date of submission of the bid.
  - (b) General / specific conditions, specifications applicable to all components of the work.
46. After acceptance of the bid by competent authority, Superintending Engineer issue letter of award on behalf of the Board of Governors to the contractor. After the work is awarded, the contractor will have to enter into one agreement with Superintending Engineer. One such signed set of agreement shall be handed over to Engineer-In-Charge.
47. The requirement of technical staff given in various specialized works is as per requirements given in clause 32 of NIT document. The actual deployment of these technical staff will be as per execution of work and direction of the Superintending Engineer, IITK. **In case of non-deployment, a penalty of Rs. 10,000/- per month shall be levied**

**from the contractor.**

48. It will be obligatory on the part of bidder to sign the contract document for all components before the first payment is released.
49. In case of reduction in scope of work no claim on account of reduction in value of work, loss of expected profit, consequential overheads etc. shall be entertained.
50. A team of officers from Indian Institute of Technology Kanpur may visit the office/ site of work of bidders for establishing their credibility and verification of submitted documents
51. The work is urgent as requested by client/Institute and to be completed strictly in given time schedule as per special terms and conditions. The contractor has to deploy the labour and supervisory staff in shifts to meet the targeted completion date. The work may be executed in extended shifts or two shifts. The rates quoted by the contractor will be deemed to be inclusive of any extra expenditures on account of this reason. Nothing shall be paid on this account.
52. **The competent authority on behalf of the Board of Governors reserves the right to terminate the contract if,**
  - (a) Any violation of labour law has been observed.
  - (b) Any of the construction workers engaged in the works under this contract is found also engaged in Service Contracts of the Institute at the same time.
53. **The competent authority on behalf of the Board of Governors reserves the right to disqualify an agency for**
  - (a) Non-compliance of Institute orders
54. **Violation of Institute policies as established by the Competent Authority in the best interests of the Institute.**

## **2.2 Payment & Schedule**

All running bills for each work and the final bill for the work shall be facilitated by Engineer-in-Charge. The bill must be submitted to the Office of Executive Engineer, Institute Works Department, IIT Kanpur. An approved quantity take off (QTO) sheet/Work order must be part of all bill submissions for clearance of these bills.

## **2.3 Instructions for Online BID Submission**

This tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft-copies of their bids electronically on the CPP portal, using valid Digital Signature Certificates (DSC). The instructions given below are meant to assist the bidders in registering on the CPP portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP portal.

More information useful for submitting online bids on the CPP portal may be obtained at <http://eprocure.gov.in/eprocure/app>

### **2.3.1 Registration**

1. Bidders are required to enroll on the e-procurement module of the Central Public Procurement portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link, “click here to enroll”. Enrolment on the CPP portal is free of charge
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for the accounts.
3. Bidders are advised to register their valid e-mail address and mobile number as part of the registration process. These would be used for any communication from the CPP portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (class 2 or class 3 certificates with signing key usage) issued by any certifying authority recognized by CCA India (e.g. Sify / TCS / nCode/ eMudhra etc.) with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID Password and the password of the DSC / eToken.

### **2.3.2 Searching for tender documents**

1. There are various search options built in the CPP portal to facilitate bidders to search active tenders by several parameters. These parameters could include tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. The tenders can be moved to the respective “My Tenders” folder. This would enable the CPP portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each other; in case they want to obtain any clarification/help from the Helpdesk.

### **2.3.3 Preparation of bids**

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bids. Please note the number of covers in which the bid documents have to be submitted. Any deviations from these may lead to rejection of the bids.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black & white option.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g., PAN card copy, annual reports, auditor’s certificates, etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

### **2.3.4 Submission of bids**

1. Bidder should log into the site well in advance for bid submission so that he / she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. A standard BOQ Format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to

download the BOQ file, open it and complete the white colored [unprotected] cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

OR

In some cases, financial bids can be submitted in PDF format as well (in lieu of BOQ).

4. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
5. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done.
6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
7. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
8. Add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

#### **2.3.5 Assistance to bidders**

1. Any queries relating to tender document and the terms and conditions contained therein should be addressed to the tender inviting authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP portal in general may be directed to the 24 x 7 CPP Portal Help Desk.

#### **2.3.6 General instruction to bidders**

1. The tenders will be received online through portal <https://eprocure.gov.in/eprocure/app>. In the technical bids, the bidders are required to upload all the documents in PDF format.
2. Possession of a valid class II / III Digital Signature Certificate (DSC) in the form of smart card / e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the website <https://eprocure.gov.in/eprocure/app> under the link "Information about DSC".

Tenderers are advised to follow the instructions provided in the "Instructions to the tenderer" for the e-submission of the bids online through the Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/eprocure/app>.

Superintending Engineer  
Institute Works Department

## **2.4 List of documents to be scanned and uploaded within the period of bid submission**

The following mandatory documents to be submitted with online bid submission:

The Online bids (complete in all respect) must be uploaded online in two Envelops as explained here: -

### **2.4.1 Envelope - 1: Technical Bid**

The following mandatory documents to be provided as **a single PDF** file in the same sequence as listed for evaluation:

1. Scanned Copy of EMD
2. Proof of submission of Processing Fees as per 5.1
3. GST Registration Certificate or GST Undertaking as per 5.2
4. EPF & ESI Registration
5. Copy of PAN card
6. Affidavit for not being blacklisted/debarred/restrained As per 5.3
7. Turnover and Other Financial statement of the Agency as per 5.4
8. Solvency certificate as per 5.5 **Or** Net Worth Certificate from certified Chartered Accountant as per 5.6
9. Performance report of works executed as per 5.7
10. Structure and Organization of the Agency as per 8
11. Declaration on Details of the Bidder(s) as per 5.9
12. Details of Similar Nature of Works Completed as per 5.10
13. Enlistment Order of the Contractor in appropriate class and category issued by CPWD or others or specialized agencies
14. Declaration about Site Inspection as per 5.11
15. Tender certificate as per 5.12
16. Tender Acceptance letter as per 5.13
17. Letter of Transmittal as per 5.14
18. CPWD-7 5.15

The hard copy of earnest money deposit receipt (EMD) shall be submitted in the office of Executive Engineer Elect & AC, Central office IWD IIT Kanpur before the opening of the technical bid on **08.01.2025** till 3:30 PM. In absence of the EMD in hardcopy, the bidder shall be not eligible for opening of their technical bid and shall be rejected.

### **2.4.2 Envelope - 2: Financial Bid**

Price bid should be submitted in BOQ format

### 3 Eligibility Criteria

#### 3.1 Eligibility criteria for contractors

Contractors who fulfill the following criteria shall be eligible to apply.

##### Eligible Bidders

Eligible bidders should satisfy the following criteria for an eligible bid:

##### 1. Average annual financial turn over:

- i. Average annual financial turnover of works should be at least 30% of the estimated cost of work put to tender during the last 3 consecutive financial years by the certified Chartered Accountant.

Audited turnover statements to be furnished as proof of the same duly certified by chartered accountant along with Profit & Loss Statements.

- ii Solvency Certificate- 30% of the estimated cost put to tender **Or** Net Worth Certificate from certified Chartered Accountant as per 5.7

##### 2. Experience (value of work done shall be within a span of one year):

Firms/Contractors must have completed satisfactorily

- i) One similar work of 80% value of the estimated cost put to tender

Or

- ii) Two similar work of 60% value of the estimated cost put to tender

or

- iii) Three similar work of 40% value of the estimated cost put to tender

Works completed during last 7 years ending on date **06.01.2025**.

**Definition of similar work:** Similar type of work means “SITC of AHU, FCU, Fume exhaust system, ducting, piping, and its controls and associated central air conditioning works and maintenance work of AHUs/FCU etc.” done with any Central Government Department / Central Autonomous Body / Central Public Sector Undertakings /State Government/ Establishment of repute in last 7 years.

#### Eligible bidders must also satisfy the following conditions and ensure submission of all documents mentioned in 2.4

1. **Legal:** Unregistered Partnership Firm and Joint Venture or Consortium are not eligible.
2. **Registration:** Bidder should be registered with the Income Tax Department, Employees Provident Fund (EPF) Organization, Employees State Insurance (ESI) Corporation & GST. Bidders are not eligible in absence of these documents.
3. **Office:** Bidders have to establish its local accessible office at IIT Kanpur registered with local GSTIN to run the awarded work.

### 4 Bid Evaluation

The following process will be followed for the Technical and Financial Bids Evaluation:



#### **4.1 Technical Bid Evaluation**

- Technical bids received complete in all respects covering the entire scope of work, will only be opened
- The technical bid evaluation is done only for bidders who satisfy the minimum criteria by submitting documentary proof supporting eligibility criteria and the bids of agencies who have not submitted these documents are liable to be rejected without notice

#### **4.2 Financial Bid Evaluation**

For financial bids, the following points shall be followed:

- After evaluation of Pre-eligibility conditions, a list of short listed agencies will be prepared.
- Thereafter the financial bids of only the qualified and technically acceptable bidders shall be opened at the notified time, date and place in the presence of the qualified bidders or their representatives, if present.
- The bid shall remain valid for Ninety (90) days from date of opening of eligibility bids/Technical bid.

#### **NOTE**

The employer reserves the right, without being liable for any damages or obligation to inform the bidder, to:

- Amend the scope and value of contract to the bidder.
- Reject any or all the applications without assigning any reason.

Any effort on the part of the bidder or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.

## 5 Various Forms and Formats

### 5.1 Format for submission of processing fees

#### **Format for proof of submission to be uploaded along with transaction slip**

(Scanned copy of this page to be uploaded at the time of submission of bid)

I/we have submitted the processing fess as per the following details:

NIT No	:	28/AC/EE/2024
Name of Agency	:	
GST number of Agency	:	
Date of transaction	:	
Total amount transferred	:	
UTR number	:	

.....  
Signature of the Bidder(s)

Details of Institute Account for submitting processing fees are as follows:

Beneficiary Name: The Registrar, IIT Kanpur  
Bank Name: SBI, IIT Kanpur  
Account Number: 30632766814  
IFSC Code: SBIN0001161

## 5.2 Undertaking regarding obtaining GST registration

### **Proforma for Undertaking regarding obtaining GST registration Certificate of The State in which work is to be taken up**

(Undertaking to be furnished on a 'Non-Judicial' stamp paper worth Rs.100/)  
(Scanned copy of this notarized undertaking to be uploaded at the time of submission of bid, if required)

If work is awarded to me, I/we shall obtain GST registration Certificate of the State, in which work is to be taken up within one month from the date of receipt of award letter or before release of any payment by IITK, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and/or for any action taken by IITK or GST department in this regard.

.....  
(Signature of Bidder(s))

**Or**

.....  
(An authorized Officer of the firm with stamp)

.....  
(Signature of Notary with seal)

### **5.3 Affidavit for not being blacklisted/debarred/restrained**

#### **Proforma for AFFIDAVIT for not being blacklisted/debarred/restrained**

(AFFIDAVIT to be submitted on a 'Non-Judicial' stamp paper worth Rs.100/)

(Scanned copy of this notarized affidavit to be uploaded at the time of submission of bid)

I/we undertake and confirm that our firm/partnership firm has not been blacklisted and/or debarred/restrained by any Central Govt./ State Govt. Agency/ Autonomous body of the Central or State govt./ PSU etc. Further that, if such information comes to the notice of the Institute, then I/we shall be debarred for bidding in the Institute in future forever. Also, if such information comes to the notice of the Institute on any day before date of start of work, the competent authority shall be free to cancel the agreement and to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

.....  
(Signature of Bidder(s))

**Or**

.....  
(An authorized Officer of the firm with stamp)

.....  
(Signature of Notary with seal)

## 5.4 Financial Information

### Proforma for providing Financial Information

(Scanned copy of the completed information sheet to be uploaded at the time of submission of bid)

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

<b>Financial Years</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>
<b>Gross Annual turnover</b>			
<b>Profit/Loss</b>			

.....  
Signature of Chartered Accountant with Seal

.....  
Signature of the bidders(s)

## 5.5 Banker's Certificate from a scheduled Bank

### **Proforma of Banker's Certificate from a Scheduled Bank**

(To be printed in Bank's Letterhead)

(Scanned copy of the Certificate to be uploaded at the time of submission of bid)

This is to certify that to the best of our knowledge and information that M/s. /Sh.....  
having marginally noted address, a customer of our bank are/is respectable and can be treated  
as good for any engagement up to a limit of Rs ..... (Rupees ..... ). This  
certificate is issued without any guarantee or responsibility on the bank or any of the officers.

.....  
(Signature for the Bank)

#### NOTE:

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

## 5.6 Net worth Certificate by certified Chartered Accountant

### **Proforma of Net Worth Certificate by certified Chartered Accountant**

(To be printed in Letterhead of Chartered Accountant)

(Scanned copy of the Certificate to be uploaded at the time of submission of bid)

This is to certify that as per the audited Balance Sheet and Profit & Loss statement of the account during the financial year ....., the net worth of M/s./Sh.....(Name & Registered Address of individual/firm/company) as on 31.3.2024 is Rs.....(Rupees.....) after considering all liabilities.. It is further certified that the net worth of the company has not eroded by more than 30% in the last three years ending on 31.3.2024.

.....  
(Signature of the Chartered Accountant)

.....  
(Name of the Chartered Accountant)

.....  
(Membership No. of ICAI)

.....  
(Date & Seal)

## 5.7 Performance report on work executed

**Proforma of Performance report on works referred to in Financial Information**  
(To be printed in Company's Letterhead)  
(Scanned copy of the Performance Reports to be uploaded at the time of submission of bid)

1. Name of work/project & location:
2. Agreement no.:
3. Estimated cost:
4. Tendered cost:
5. Date of start:
6. Date of completion:
7. Stipulated date of completion:
8. Actual date of completion:
9. Amount of compensation levied for delayed completion, if any:
10. Amount of reduced rate items, if any:
11. Performance Report:
  - (a) Quality of work: Outstanding / Very Good / Good /Poor
  - (b) Technical Proficiency: Outstanding / Very Good / Good /Poor
  - (c) Resourcefulness: Outstanding / Very Good / Good /Poor
  - (d) General Behavior: Outstanding / Very Good / Good /Poor

Date:

Signature of Superintending Engineer or Equivalent



## 5.8 Structure and Organization of the Agency

### **Proforma of providing Structure and Organization of the Bidding Agency**

(To be printed in Company's Letterhead)

(Scanned copy of the Structure and Organization Document to be uploaded at the time of submission of bid)

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

#### **Organization / Place of registration No.**

- 1.
- 2.
- 3.
6. Names and titles of Directors & Officers with designation to be concerned with this work.
7. Designation of individuals authorized to act for the organization
8. Has the bidder, or any constituent partner in case of partnership firm, ever been convicted by the court of law? If so, give details.
9. Any other information considered necessary but not included above.

(Signature of of Bidder(s))

## 5.9 Declaration on Details of the Bidders

### Proforma of Declaration on Details of the Bidders

(To be printed in Company's Letterhead)

(Scanned copy of the Performance Reports to be uploaded at the time of submission of bid)

#### DECLARATION

I/We, .....hereby declare that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I/we have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

Particulars of the bidder as per following details:

1	Name of the firm / organization	:
2	Type of the firm / organization: Public Ltd. / Private Ltd. / Registered firm	:
3	Registered address	:
4	Address of office	:
5	Contact people	:
6	Name & Designation	:
7	Landline & Mobile numbers	:
8	E-mail IDs	:
9	PAN No.	:
10	GST No.	:
11	EPFO Reg. No.	:
12	ESIC Reg. No.	:
13	Scanned copy of EMD attached with signature	:
14	Has the applicant ever been required to suspend any project for a period of more than six months continuously after Commencement of work?	: If so, give the name of the project and reasons of suspension of project

15	Has the applicant ever been convicted by a court of law?	:	YES / NO, If yes, give details of the case
16	Details of any litigation in which the applicant is/was involved.	:	
17	All forms submitted as desired in the bid	:	Yes / No
18	Undertaking regarding subletting of work	:	

We further declare that our organization has not been blacklisted /delisted or put to any holiday by any Institutional agency / Govt. Department / Public Sector Undertaking in the last three years.

Date:

Signature of Bidder(s) with seal

## 5.10 Details of Similar Nature of Works Completed by Agency

### Proforma for submission of Details of Eligible Similar Nature of Works Completed\* during the Last Seven Years ending previous day of the last date of submission of tenders

The contractor needs to submit the supporting documents in the following tabular format:

Sr.No.	Name of work/project and location	Owner or sponsoring organization	Cost of work in crores of rupees	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation / arbitration cases pending / in progress with details*	Name and address/ telephone number of officers to whom reference maybe made	Whether the work was done on back to back basis Yes / No
1	2	3	4	5	6	7	8	9	10

Date:

Signature(s) of with seal

## 5.11 Declaration About Site Inspection

### Declaration about Site Inspection

(By Bidder)

To

The Superintending Engineer

Subject: Submission of Tender for the work of “Annual zonal contract for air conditioning works related to AC plant, AHU/FCU and associated works in Zone- 3 & 6 at IIT Kanpur..”.

Dear Sir/Madam,

It is hereby declared that as per terms and conditions of this tender document, I/ We the bidder inspected and examined the subject site and its surrounding and satisfy myself / ourselves as to the nature of the ground and sub-soil (so far as is practicable), the forms and nature of the site./ ourselves before submitting the bid, the accommodation which may require and all necessary information as to risks, contingencies and other circumstances which may influence or affect our bid have been obtained. I/We the bidder shall have full knowledge of the site and no extra charge consequent upon any misunderstanding or otherwise shall be claimed in later date. I /We bidder shall be responsible for arranging and maintaining at own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by me/us implies that I / We have read this notice and all other contract documents and has made myself /ourselves aware of the scope and specifications of the work to be done and local conditions and other factors having a bearing on the execution of the work.

Sincerely

(Duly authorized signatory of the Bidder)

**5.12 Certificate for Tender**

(To be given on Company Letter Head)

Date: .....

To,  
Superintending Engineer  
IIT Kanpur-208016

Sub: Certificate of compliance as per Rule 144 (xi) GFR's

2017Tender Reference No:

.....

Name of Tender / Work: .....

1. "I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"
2. "I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I hereby certify that this bidder fulfills all the requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

### 5.13 Tender Acceptance Letter

(To be given on Company Letter Head)

To,

Date: .....

Superintending Engineer  
IIT Kanpur-208016

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: .....

Name of Tender / Work: .....

Dear Sir,

- 5.13.1.....I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:..... as per your advertisement, given in the above mentioned website(s).
- 5.13.2 I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No..... to ....(including all documents like annexure(s), schedule(s), etc .,), which form part of the contract agreement and I / weshall abide hereby by the terms / conditions / clauses contained therein.
- 5.13.3 The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.
- 5.13.4 I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
- 5.13.5 I / We do hereby declare that our Firm has not been blacklisted/ debarred/ terminated/ banned by any Govt. Department/Public sector undertaking.
- 5.13.6 I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

## 5.14 Letter of Transmittal

To

The Superintending Engineer  
Indian Institute of Technology Kanpur  
Kanpur, UP - 208016

Name of Work: **Annual zonal contract for air conditioning works related to AC plant, AHU/FCU and associated works in Zone- 3 & 6 at IIT Kanpur.**

Dear Sir/Madam

Having examined details given in Notice and bid document for the above work, I/we hereby submit the relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statement are true and correct.
2. I/we have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
3. I/We also authorize the Superintending Engineer, Indian Institute of Technology Kanpur or his representative(s) to approach individuals, employers, firms and corporation to verify our competence, work experience, and general reputation.
4. I/we submit the following certificates in support of our suitability, technical knowledge and capability for having successfully completed the following eligible completed works:

Sl. No.	Name of work	Amount	Certificate issued by
1.			
2.			
3.			
4.			

### CERTIFICATE

It is certified that the information given in the enclosed eligibility bid are correct. It is also certified that I/We shall be liable to be debarred, disqualified/ cancelation of enlistment in case any information furnished by me/us found to be incorrect.

Enclosures:

Date of submission:

Signature(s) of Bidder with seal



## 5.15 CPWD-7

### CPWD-7

#### PERCENTAGE RATE TENDER & CONTRACT FOR WORKS

Tender for the “Annual zonal contract for air conditioning works related to AC plant, AHU/FCU and associated works in Zone- 3 & 6 at IIT Kanpur..”

1. To be uploaded as per details uploaded in CPP portal at [www.eprocure.gov](http://www.eprocure.gov)
2. To be opened in the presence of tenderers who may be present at the time of opening in the Office of Superintending Engineer, IIT Kanpur.
3. The pre-qualification/Technical bid shall be opened first on due date and time as mentioned above. The time and date of opening of financial bid of contractors qualifying the technical bid shall be communicated to them at a later date.

#### TENDER

((To be signed in Company's Letterhead))

I/We have read and examined the notice inviting tender, schedule, A, B, C, D, E & F Specifications applicable, Drawings & Designs, General Rules and Directions, General Conditions of Contract (For construction works) 2023, 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 Board of Governors within the time specified in Schedule 'F' viz., schedule of quantities and in accordance in all respect with the specifications, designs, drawing and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause 11 of the Conditions of contract and with such materials as are provided for, by, and in respect of accordance with, such conditions so far as applicable.

We agree to keep the tender open for Ninety (90) days from the due date of its opening and not to make any modification in its terms and conditions.

A sum of **Rs. 44,400/-** is here by forwarded in receipt treasury challan/ Deposit as call receipt of a scheduled bank / Fixed deposit receipt of scheduled bank/ Demand draft of a scheduled bank/ bank guarantee issued by scheduled bank as earnest money deposit. If I/we, fail to furnish the prescribed performance guarantee or fail to commence the work within prescribed period, I/ we agree that the said Board of Governors, IIT Kanpur or his successors in office shall without prejudice to any other right or remedy to be at liberty to forfeit the said earnest money absolutely. Further, if I/we fail of commence the work as specified , I/we agree that Board of Governors , IIT Kanpur or his successor in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to the tender documents upon the terms & condition contained or referred to therein and to carry out such deviations as may be ordered, up to 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.

Further, If I/we, withdraws tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department after the last date of submission of bids, then the Institute shall without prejudice to any other right or remedy, be at liberty to forfeit 100% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.

Further, I/we agree that in case of forfeiture of earnest money or both earnest money & performance guarantee as aforesaid, I/we shall be debarred for participation in the retendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back-to-back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for tendering in Indian Institute of Technology Kanpur in future forever. Also, if such a violation comes to the notice of Indian Institute of Technology Kanpur before date of start of work, the Superintending Engineer shall be free to forfeit the entire amount of Performance Guarantee.

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 authorized to communicate the same or use the information in any manner prejudicial to the safety & integrity of IIT Kanpur

Date:

Signature(s) of Contractor(s) with seal

Address:

Occupation:

## 6 Proforma of Schedules

### PROFORMA OF SCHEDULES (Composite Tender)

#### 6.14 SCHEDULE 'A': Schedule of Quantities

Schedule of Quantities : BOQ uploaded separately

#### 6.15 SCHEDULE 'B': Schedule of materials to be issued to the contractor

Schedule of materials to be issued to the contractor: NIL

#### 6.16 SCHEDULE 'C': Tools and plants to be hired to the contractor

Tools and plants to be hired to the contractor: NIL

#### 6.17 SCHEDULE 'D': Extra schedule for specific requirements/document for the work, if any

Extra schedule for specific requirements/document for the work, if any: NIL

#### 6.18 SCHEDULE 'E': Reference to General Conditions of Contract

---

Reference to General Conditions of Contract	:	General Conditions of Contract 2020 for Construction Works & Maintenance work and as amended / modified up to the last date of submission of Bid.
Name of Work	:	“Annual zonal contract for air conditioning works related to AC plant, AHU/FCU and associated works in Zone- 3 & 6 at IIT Kanpur..”
Total Estimated cost of work	:	Rs. 22,20,022/-
Earnest Money	:	EMD of Rs. 44,400/-
Performance Guarantee	:	5% of tendered value
Security Deposit	:	2.5% of tendered value will be deducted from each bill. Same would be released after successful completion of Six-months defect liability period and as per special conditions of the contract.

---

#### 6.19 SCHEDULE 'F': General Rules and Directions

##### GENERAL RULES & DIRECTIONS:

Officer Inviting tender: Superintending Engineer

### 6.19.1 Definitions

1 Inviting Authority	:	Superintending Engineer
2(v) Engineer-in-Charge	:	Executive Engineer
(viii) Accepting Authority	:	Dy. Director
2(x) Percentage on cost of materials and Labour to cover all overheads and profits	:	15%
2(xi) Standard Schedule of Rates	:	For Electrical Work: DSR (E&M), 2022 & MR with up-to-date correction slip
2(xii) Department	:	Institute Works Department, IIT Kanpur
9(ii) Standard CPWD Contract Form	:	General Conditions of Contract 2023, SOPs 2024, CPWD Form 7 as amended / modified up to the last date of submission of Bid. The following condition pertains to GST of clause 37 & 38 of General Condition of contract and corresponding Amendments should be read as follows: a- The Quoted rates should be exclusive of GST. b- The GST as applicable shall be paid extra.

### 6.19.2 Clauses

#### Clause 1

- i. Time allowed for submission of Performance Guarantee, Programme Chart (Time and Progress) and applicable labour licenses, registration with EPFO, ESIC and BOCW welfare board or proof of applying thereof from the date of issue of the letter of acceptance : **7 days**

ii. Maximum allowable extension with late fee @ 0.1% per day of Performance Guarantee amount beyond the Period provided in (i) above	:	<b>7 days</b>
<b>Clause 1A</b>	:	<b>Applicable. The Defect liability period shall be six months from the date of handing over of the assigned works to the user/Institute</b>
<b>Clause 2</b> Authority for fixing compensation under Clause 2	:	Dy. Director/Director, IIT Kanpur
<b>Clause 2A</b> Whether Clause 2A shall be applicable	:	YES
<b>Clause 5</b>	:	
<b>(i):</b> Number of days from the date of issue of letter of acceptance for reckoning date of start	:	15 Days
<b>ii:</b> Milestones	:	Time allowed for execution of work along with the amount to be withheld in case of non-achievement of milestone are shown in Tables 6
<b>Clause 6:</b> Computerized Measurement Bill	:	<i>Applicable</i>
<b>Clause 7</b> Gross work to be done together with net payment/Adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment	:	Not Applicable
<b>Clause 7A</b>	:	Applicable
<b>Clause 10A</b>	:	Applicable
<b>Clause 10B (ii)</b>	:	Not Applicable
<b>Clause 10B (iii)</b>	:	Not Applicable
<b>Clause 10C</b>	:	<i>Not Applicable</i>
<b>Clause 10CA</b>	:	<i>Not Applicable</i>
<b>Clause 10CC</b>	:	Not applicable

<b>Clause 11</b>	:	CPWD Specification 2024 Vol. I &II, and latest CPWD specifications of all E&M items, with correction Slips issued up to the last date of receipt of tenders (herein called CPWD Specifications also) and as per NIT for E&M works. Specifications to be followed for execution of E&M works
<b>Clause 12: Type of work</b>	:	Original/Minor Maintenance Work
<b>Clause 12.2 &amp; 12.3: Deviation limit beyond which clause 12.2 &amp; 12.3 shall apply for Building work</b>	:	<b>Not Applicable</b>
<b>Clause 16 Competent Authority for deciding reduced rates: For Civil items and For Electrical items of work</b>	:	As per Table 7
<b>Clause 17 - Defect liability period completion of contract whichever is later</b>	:	Six months and those listed in Special Conditions of Contract
<b>Clause 18 - List of mandatory machinery, tools &amp; plants to be deployed by the contractor at site</b>	:	As per the scope of the work
<b>Clause 32 - Requirement of Technical Representative(s)</b>	:	As per Table 9

*If the Contractor commits default in commencing the execution of the work as aforesaid, the performance guarantee shall be forfeited.*

Table 6: Milestone for **Annual zonal contract for air conditioning works related to AC plant, AHU/FCU and associated works in Zone- 3 & 6 at IIT Kanpur..**"

The contractor should always keep his establishment ready to commence the work immediately after the issue of the work of any amount. Work requests of urgent nature should be included in works order at the earliest after receiving orders from the Engineer in charge. The time schedule for the issued works should be as per this Table

Sl. No.	Spending limit	Maximum lead time to start the work with an approved QTO sheet	Maximum completion duration	Amount to be deducted in case of non-achievement of milestone (% of the cost of the approved QTO Sheet, every week after completion of maximum duration)
1	Works costing up to Rs. 50,000.00/-	3 days	14 days	5
2	Works costing up from Rs. 50,000.00/- to Rs. 1,30,000.00/-	7 days	20 days	5
3	Works costing up to Rs. 2,50,000.00/-	7 days	28 days	5

Table 7: Authority to decide

(i)	Extension of time (EOT)	:	Superintending Engineer
(ii)	Rescheduling of milestones	:	Superintending Engineer, IIT Kanpur
(iii)	Shifting of date of start in case of delay in handing over of site	:	Superintending Engineer, IIT Kanpur

Table 8: Materials for which all India Wholesale Price Index to be followed

Sl.No	Material covered under this clause	Nearest Materials (other than cement, reinforcement bars and the structural steel) for which All India Wholesale Price Index to be followed	Base Price (without GST) of Materials, covered under clause 10 CA
1	Portland Pozzolana Cement (PPC)/ Ordinary Pozzolana Cement	Nil	Nil
2	Steel for Reinforcement TMT Fe 500D Primary Manufacturer	Nil	Nil
3	Structural Steel (Primary producers)	Nil	



Table 9: Requirement of Technical staff for major + minor component(s), Clause 32

Sl No.	Requirement of Technical staff (of major + minor component)		Minimum experience in Year	Designation	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of Clause 32	
	Qualification (Of Major + Minor component)	Number			Figures	Words
2	Graduate Engineer (Minor component) Or Diploma Engineer	1	5 years	Project Planning/ quality/ billing Engineer (Electrical)	Rs. 15,000/-pm per month per person	Rupees Fifteen Thousand only per month per person

Note 1: Assistant Engineers retired from Government services who are holding Diploma will be treated at par with Graduate Engineers. *Diploma holder with minimum 10 years relevant experience with a reputed construction co. can be treated at par with Graduate Engineers for the purpose of such deployment subject to the condition that such diploma holders should not exceed 50% of requirement of degree engineers.*

Note 2: Project/Site Engineer for Electrical work/AC work mentioned must be required from the beginning of the work electrical work has to happen in a coordinated manner to meet the date of handover of site as per special terms and conditions.

### **List of the Buildings covered under the Zone -3 & 6.**

1	1600 TR ACMS AC plant
2	ADVANCED CENTER FOR ELECTRONICS SYSTEMS
3	ADVANCED CENTER FOR MATERIAL SCIENCE
4	BIOLOGICAL SCIENCE & BIOLOGICAL ENGINEERING
5	FACULTY BUILDING
6	FACULTY BUILDING ANNEXE
7	GANGWAL SCHOOL OF MEDICAL SCIENCE AND TECHNOLOGY
8	HYDRAULICS LAB
9	NC FLEXI BUILDING (FLEXIBLE ELECTRONICS)
10	NEW LECTURE HALL COMPLEX (L8-L15)
11	NEW LECTURE HALL EXTENSION (L16-L20)
12	OLD LECTURE HALL COMPLEX (L1-L7)
13	PSEUDO DYNAMIC BUILDING
14	P.K.KELKAR LIBRARY
15	SAMTEL CENTER FOR DISPLAY TECHNOLOGY
16	SMART CITY PROJECT
17	SOUTHERN LAB (SCIENCE BLOCK)
18	SOUTHERN LAB EXTENSION
19	STRUCTURE LABORATORY
20	TUTORIAL COMPLEX
21	WESTERN LABORATORY
22	WESTERN LABORATORY EXTENSION
23	Buildings as above & underground CHW Grid line at Academic Area Zone-3
24	Spray Pond in front of P.K. Kelkar Library

Any other building which is not mentioned in the above list can be added based on the Direction of the Engineer In-charge

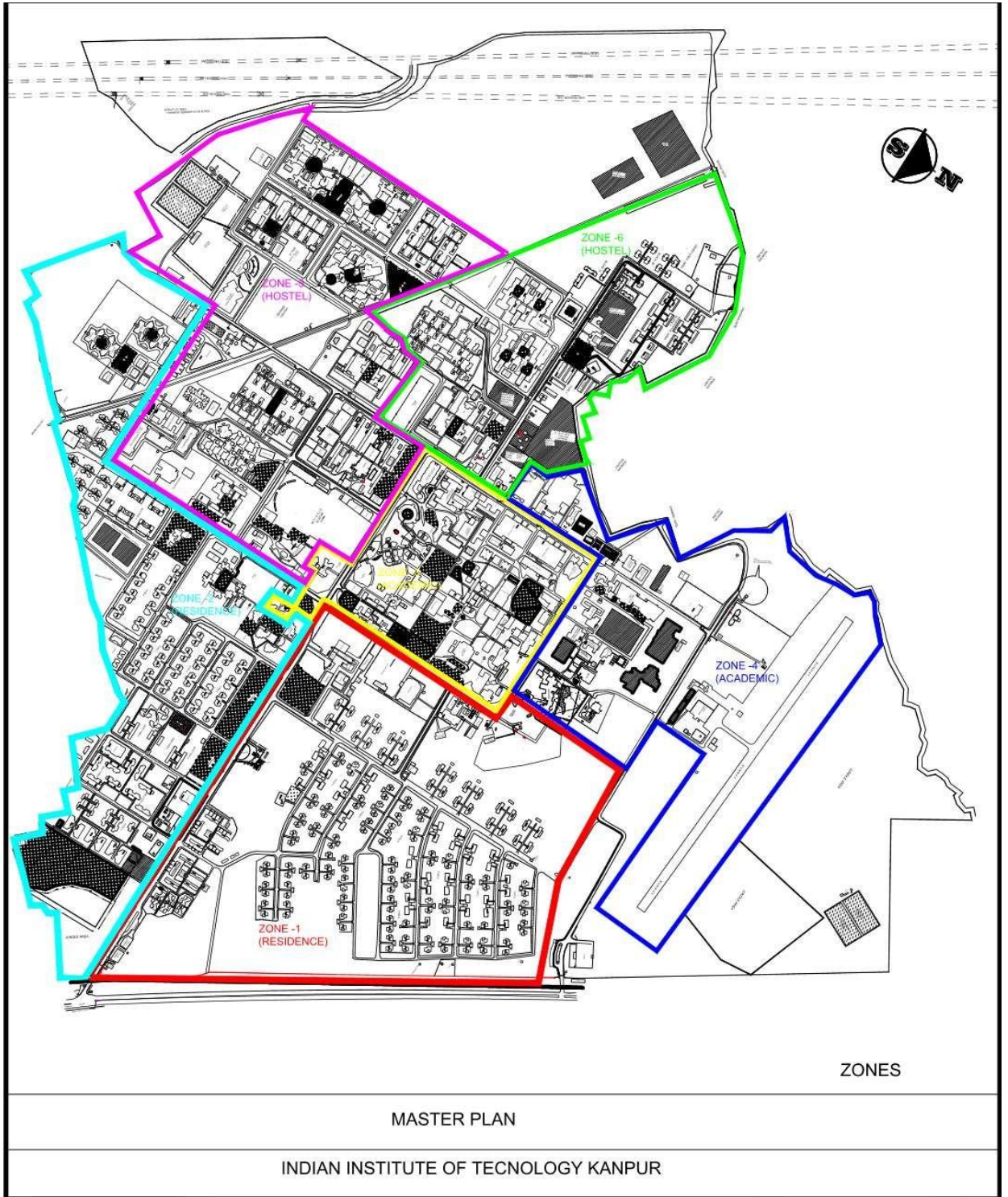


Figure 1: IIT Kanpur Campus map showing all Zones

## 7 Scope of work

### 7.14 Project Brief

The scope of work is to execute some minor central ai conditioning repair works of urgent nature within the cost and time limits as specified in Schedule F, Table 6. These works shall be carried out based on the pre-approved Quantity take off sheet in Institute formats by Executive Engineer through Engineer-in-Charge. It can also be used for any works of restoration because of a disaster in campus causing damage to institute infrastructure. This contract is also applicable for works related to emergency services/ works of institute importance/ works concerned to safety health and environment of campus community.

The contractor should always keep his establishment ready to commence the work as per the schedule of the contract. Work requests of urgent nature shall be started at the earliest after receiving orders from the Engineer in charge. But it should be documented with photo and video evidence for all hidden items. Submission of this evidence is mandatory for all works executed without a pre approved quantity take off sheets.

The typical minor works taken up through these contracts within the buildings/ houses and their surroundings are as follows. But the list is not exhaustive. The agency must be prepared to take on any assigned works within the allotted time. A sample list is provided below:

1. Minor modification in Air conditioning system for setting up rooms/lab / common areas of the buildings
2. Ducting works.
3. Providing chilled water pile line, insulation, drain piping etc.
4. Replacement of defective spare parts, rewinding of motors in air conditioning works etc.

**Note: The scope of the works listed above is indicative only. The work must be done strictly as per the items decided for each individual work. This must be done as per item specifications listed in the BoQ and as per tender clauses.**

## **7.1 Materials Verification**

The contractor shall inform the Engineer in charge in advance, for verifying the measurement of the concealed items like pipes, pipes laying, cable laying etc., done by the contractor on the very day of the above said events.

### **1.1 Technical Specifications for HVAC Works**

#### **1.1.1 PIPE WORK**

1. General:

All piping work shall conform to quality standards and shall be carried out as per specifications and details given hereunder & shall follow the applicable on relevant Indian standards.

2. Pipes

All pipes upto 150 MM shall be M.S. E.R.W tube (black steel) heavy class as per I.S. 1239-79, Part-I with amendment-I of January '81.

3. Fittings

- (a) The dimensions of the fittings shall conform to I.S.1239/69 Part-II unless otherwise indicated, in the specifications.
- (b) All bends in sizes upto and including 150 MM dia. shall be readymade of heavy duty, wrought steel of appropriate class.
- (c) All bends in sizes 200 MM and larger dia. shall be fabricated from pipes of the same dia. and thickness, with a minimum of 4 sections, and having a minimum centre line radius of 1.5 diameter of pipes.
- (d) All fittings such as branches reducers etc. in all sizes shall be fabricated from pipes of the same Dia. and thickness, and its length should be at least twice the dia. of the pipe.
- (e) The branches may be Butt welded straight to the main line, without making a separate fitting, where specified on drawings or required by Engineer-In-Charge.
- (f) Blank ends are to be formed with flanged joints and 6 MM thick blank insertion of rubber gasket between flange pair for 150 mm and over, in case where, a future extension is to be made otherwise blank end discs of 6 mm thickness are to be welded on, with additional cross stiffeners from 50 mm x 50 mm M.S. Heavy angles, for sizes upto 350 MM dia. All ends larger than 400 MM dia. shall have dished ends.

#### 4. Flanges

- (a) All flanges shall be of mild steel as per I.S. 6392/71 and shall be steel slip-on-type, welded to the pipes, flange thickness shall be as per BS10.
- (b) Flanges may be tack welded into position, but all final welding shall be done with joints dismantled. 3 mm thick gaskets shall be used with all flanged joints. The gaskets shall be fibre reinforced rubber as approved by the Engineer-In-Charge. Special adhesive compound shall be used between flanges of steam, air and gas lines.
- (c) Flanges shall be used as follows :-
- (d) Counter flanges for equipment having flanged connections.
- (e) Flanged pairs shall be used on all such equipment, which may require to be isolated or removed for service e.g. Pumps, refrigeration machines, air handling units etc.
- (f) All threaded valves shall be provided with nipples and flanged pairs on both sides to permit flange connections, for removal of valves from main lines for repair/replacement.

#### 5. Valves

##### (a) Butterfly Valves

- i. The butterfly valve shall consist of cast iron body preferably in two piece construction.
- ii. The disc shall consist of disc pivot and driving stem shall be in one piece centrally located.
- iii. The valve seat shall be synthetic material suitable for water duty. It shall line the whole body.
- iv. The disc should move in slide bearings on both ends with 'o' ring to prevent leakage.
- v. The handle should have arrangement for locking in any set position.
- vi. All valves 200mm Dia. and above shall be gear operated.
- vii. The valve should be suitable for 12 Kg/cm<sup>2</sup> working pressure.

##### (b) Ball Valves

- i. All Valves 40 mm Dia. and below shall be of Gun Metal Ball type Valves with (FPT) female threads conforming to class 2 of IS 778 and mating flanges fitting.
- ii. All Ball valves shall be ISI Marked.

##### (c) Balancing Valves

- i. The balancing valves upto 80 mm Dia. shall be of gunmetal screwed type conforming to BS 5154 or equivalent specifications.
- ii. The valve shall be cast gunmetal ASTM B-62 and complete with non rising spindle. PTFE disc seal cast metal hand wheel.

The port opening shall permit precise regulation of flow rate, by accurately measuring the pressure drop across the port.

- iii. The valve shall be completed with two ports for connections to a mercury manometer, to measure the pressure drop, as well as a drain port.
- iv. The spindle shall have a shielded screw to set the flow at the desired level.
- v. This valve shall be used wherever specified.

(d) Duel Plate Check Valves

- i. The body of the check valve shall be made from a single piece casting in cylindrical shape.
- ii. There shall be two plate, which shall be hinged in the centre of the circle. Both plates shall be have springs attached to them for assisting in closing action of the valve.
- iii. There shall be properly/designed metal to metal seal between the plates and the outer body, to ensure non leaking sealing.
- iv. The valve design shall confirm to API 594 or equivalent specifications.

(e) Automatic/Dynamic Balancing Valve.

- (f) Automatic Dynamic Balancing Valve shall be of forged brass (upto 40mm dia.) grey iron (above 40mm dia.) construction of 1350K Pa pressure and 120 C temperature rating. The valves shall have precision calibrated, stainless steel carriage to achieve the desired/pre-fixed flow rates irrespective of the pressure fluctuations in the water lines within a range of 10-210 K. Pa. The flow rate within a tolerance of 5

(g) Strainers

- i. The strainers shall either be pot type or 'Y' type with cast iron or fabricated steel body, tested upto pressure applicable for the valves as shown on the drawings.
- ii. The strainers shall have a perforated bronze sheet screen with 3 mm perforation and with a permanent magnet, to catch iron fillings.
- iii. Pot strainers shall be provided with flanged connections and 'Y' strainers shall be provided with flanged ends.
- iv. The strainers shall be designed to facilitate easy removal of filter screen for cleaning, without disconnection of pipe line.

- (h) Other Valves All gauge cocks shall be of gunmetal plug type, complete with siphon (brass chrome plated). All drain valves shall be of gunmetal with a hose union connection on one hand.

- (i) 'V' Form Thermometers (Industrial Type) The body shall be of aluminium alloy with anodized gold colored surface. The casing shall be adjustable side ways for

reading from the front. The glass capillary shall be triangular in shape with the blue mercury filled in glass. Scale of reading shall be of the range 00C to 500C/320F to 1200F. Thermometer shall be suitable for 12 mm connections with long stem, so that thermometer is removable without damaging the insulation. M.S. socket to be welded on pipes shall be provided with thermometer.

- (j) Jointing All pipe lines shall be welded type. Square cut plain ends will be welded for pipes upto and including 100 MM Dia. All pipes 125 MM Dia. or larger will be bevelled by 35 DEG. before welding.
- (k) Pipe Supports/Hangers Pipe supports shall be provided and installed for all piping wherever indicated, required or otherwise specified. Wherever necessary, additional hangers and supports shall be provided to prevent vibration or excessive deflection of piping and tubing. All vertical pipe support shall be made of 10mm M.S. Rods and the horizontal support shall be of M.S. angles of 50x50x4 mm thick. Pipe supports shall be adjustable for height and prime coated with rust preventive paint & finish coated with black paint using approved grade of paint.

The spacing of pipe supports shall not be more than that specified below :

Nominal pipe size MM	Spacing (Metres)
15	1.25
20 & 25	2.00
32,30,50 & 65	2.50
80,100 & 125	2.50
150 & Above	3.00

Extra supports shall be provided at the bends and at heavy fittings like valves to avoid undue stresses on the pipes. Pipe hangers shall be fixed on wall and ceiling by means of approved metallic dash fasteners. Insulated piping shall be supported in such a manner as not to put undue pressure on the insulation, cause condensation. The pipe supports or Saddles shall be of PUF, factory fabricated to suit pipe sizes. Hangers shall be supported from structural steel, concrete inserts & pipe racks, as specifically approved. No hangers shall be secured to underside of light weight roof decking and light weight floor glass. Mechanical equipment shall be suspended midway between steel joints and panel points. Drilling or punching of holes in steel joint members will not be permitted. Contractor shall make shop drawing for fixing of support for approval.

- (1) Miscellaneous
  - i. Provide all pipe work as required to make the apparatus connected complete and ready for regular and safe operation. Unless otherwise noted, connect all apparatus and equipment in accordance with manufacturer's standard details, as approved by Engineer-In-Charge.
  - ii. Provide valves and capped connections for all low points in piping system, where necessary or required for draining systems. Provide Isolating valves & Drain



valves in all risers to permit repairs without interfering with the rest of the system.

- iii. During construction, temporarily close, open ends of pipes with sheet metal caps, where necessary, or required to prevent debris from entering the piping system.
- iv. Support piping independently of all equipment so that the equipment is not stressed by the piping weight or expansion.
- v. To facilitate the maintenance, repair and replacement:
- vi. Provide shut-off valves where indicated and for individual equipment, units at inlet and outlet, to permit unit removal for repairs, without interfering with the remainder of the system. Additional shut-off valves shall be provided as required to enable all systems to be fully sectionalized. By-pass and stop valves shall be provided for all automatic control valves as specified.
- vii. Arrange piping for maximum accessibility for maintenance and repair, locate valves for easy access and operation. No valves shall be installed with handles pointing down, unless unavoidable.
- viii. Cut the pipes accurately according to measurements, established at building site & work into place without springing or forging.
- ix. Where pipes are to be buried under ground, they should be coated with one coat of bituminous paint. The top of the pipes shall not be less than 75 CM. from the ground level. Where this is not practical permission of Engineer-In-Charge shall be obtained for burying the pipes at lesser depth. The pipes shall be surrounded on all sides by sand cushions of not less than 15 CM. After the pipes have been laid and top sand cushions provided, the trench shall be refilled with the excavated soil, excess soil shall be removed from the site of work by the contractor.

(m) Sleeves

- i. Where pipes pass through floors, walls, etc provide Galvanized steel pipe sleeves 50 MM larger than outside diameter of pipe. Where pipes are insulated, sleeves shall be large enough to ample clearance for insulation.
- ii. Where pipes pass through outside walls or foundations, the space between pipe and sleeve shall be filled with rock wool covered with GI sheet.
- iii. The centre of pipes shall be in the centre of sleeves, and sleeves shall be flushed with the finished surface.

(n) Arrangement and alignment of piping

- i. All piping shall be arranged and aligned in accordance with the drawings as specified. Where special conditions are encountered in the field, the arrangement and alignment of piping shall be as directed by the Engineer-In-Charge.
- ii. The piping shall be installed in a uniform manner, parallel or perpendicular to walls or ceilings, and all changes in directions shall be made with fittings. The horizontal piping shall be run at right angles and shall not run diagonally across rooms or other piping. wherever possible all piping shall be arranged to provide maximum head room.

- iii. All piping shall be installed as directly as possible between connecting points in so far as the work of other trades permits. Where interference occurs with another trade whose work is more difficult to route, this contractor shall reroute his pipes as required to avoid interference, at the discretion of the Engineer-In-Charge.
- iv. All piping shall be carefully installed to provide for proper alignment, slope and expansion.
- v. The stresses in pipe lines shall be guided and pipes shall be supported in such a manner that pipe lines shall not creep, sag or buckle.
- vi. Anchors and supports shall be provided wherever necessary to prevent any misalignment of piping.
- vii. Small tubing gauges, controls or other equipment installed on any apparatus, shall not be coiled nor excessive in length, but shall be installed neatly, carefully bent at all changes in direction, secured in place and properly fastened to equipment at intervals to prevent sagging.
- viii. The piping shall be grouped wherever practical and shall be installed uniformly in straight parallel lines in either vertical or horizontal positions.

(o) Testing

- i. In general, tests shall be applied to piping before connection of equipment and appliances. In no case shall the piping, equipment or appliances be subjected to pressures exceeding their test ratings.
- ii. The tests shall be completed and approved before any insulation is applied. Testing of segments of pipe work will be permitted, provided all open ends are first closed, by blank offs or flanges.
- iii. After tests have been completed the system shall be drained and flushed 3 to 4 times and cleaned of all dust and foreign matter. All strainers, valves and fittings shall be cleaned of all dirt, fillings and debris.
- iv. All piping shall be tested to hydraulic test pressure of at least one and half times the maximum operating pressure but not less than 10 kg/cm<sup>2</sup> for a period of not less than 12 hours. All leaks and defects in the joints revealed during the testing shall be rectified to the satisfaction of the Engineer-In-Charge, without any extra cost.
- v. All the piping systems shall be tested in the presence of the Engineer-In-Charge or their authorized representative. Advance notice of test dates shall be given and all equipments, labour, materials required for inspection, and repairs during the test shall be provided by the contractor. A test shall be repeated till the entire systems are found to be satisfactory to the above authority. The tests shall be carried out for a part of work if required by Engineer-In-Charge in order to avoid hindrance in the work of the insulation contractor.
- vi. Miscellaneous piping, tests with air at 10.5 kg/cm<sup>2</sup> for a minimum of 24 hours without drop in pressure.
- vii. The contractor shall make sure that proper noiseless circulation is achieved through all piping systems. If due to poor bond, proper circulation is not

achieved, the contractor shall bear all expenses for carrying out the rectification work including finishing of floors, walls and ceiling damaged in the process of rectifications.

- viii. The contractor shall provide all labours and materials to make provision for removing water and throwing it at the proper place, during the testing or/and after the testing to avoid damages to employer or other contractors' properties. Any damages caused by the contractor to the employer or other contractors' properties, shall be borne by the contractor.

(p) Drain Piping

- i. The drain piping shall be medium class galvanized steel as per IS 1239/1979.
- ii. The fittings shall be of 'R' brand or "Unik" or equal forged with screwed connections.
- iii. The gate valves shall be of gun metal duly ISI marked on each valve.
- iv. Pipe crosses shall be provided at bends, to permit easy cleaning of drain line.
- v. The drain line shall be provided upto the nearest drain trap and pitched towards the trap.
- vi. Drain lines shall be provided at all the lowest points in the system, as well as at equipments, where leakage of water is likely to occur, or to remove condensate and water from pump glands.

(q) Painting

All pipes supports, hangers, etc., shall be given two coats of red oxide primer. All pipes, which are not to be insulated, shall then be given two coat of finish paint, of a type and colour, as approved by the Engineer-In-Charge.

### 1.1.2 INSULATION

1. General

The Insulation of water piping, air handling units, ducting, chillers & refrigerant piping etc., shall be carried out as per specifications given below:

2. Materials

The materials to be used for insulation shall be as follows, unless some other material is specifically mentioned elsewhere. The detailed specifications of the materials are listed under respective sub heads.

Pipe Insulation: Rigid Polyurethane Foam (PUF) Drain Pipe Insulation : Polyethylene Foam (Kinney Foam) Duct Insulation : Resin Bonded glass wool Acoustic Treatment  
: Resin Bonded glass wool Equipment Insulation : Expanded Polystyrene (SE) (EP). Refrigerant Pipe : Nitrile rubber insulation

3. Pipe Insulation

- (a) The insulation for chilled water and drain piping, chillers, pump etc. shall be carried out from rigid polyurethane foam having a 'K' value of 0.018 W/mK. at mean temperature of 100C and a density of 27.2 to 39.9 kgs/cubm. The material shall be

factory faced on one side with aluminium foil on the outside, reinforced with kraft paper and fused to the insulation material. The aluminium foil shall be extended by a minimum of 50 mm on one side of the pipe section along the length to seal all longitudinal joints. The aluminium foil facing shall be replaced with Kraft Paper facing wherever the pipe is to be covered with Tar felt. The thickness of the insulation for chilled water pipes shall be 30 MM. Preformed pipe sections shall be used for pipes upto and including 350 mm dia. Pipes above 350 mm dia. shall be insulated with insulation slabs cut in mitred sections.

(b) Drain Pipe Insulation

The material for insulation of drain pipes shall be sheets of Polyethelene foam having a 'K' value of 0.027 W/mK at a mean temperature of 10 C and a minimum density of 26 Kg./cubm. The thickness of insulation shall be 2 layer of 6 mm thickness..

(c) Duct Insulation

The materials for duct insulation shall be resin bonded fibre glass, as described earlier but conforming to I.S. 8183 of 1976. The density of insulation shall not be less than 24 kg/cubm and material shall be in the form of blankets/rolls of uniform thickness. The 'K' value at 100 C. Shall not be less than 0.031 W/mK. It shall be factory faced with aluminium foil on one side reinforced with kraft paper and fused to the insulation material. The thickness of duct insulation shall be as follows : a. Duct in conditioned space - 25 mm thick b. Duct in unconditioned space - 50 mm thick

(d) Acoustic Treatment

The material for acoustic treatment of ducts, rooms, roofs etc. shall be resin bonded fibre glass, as described earlier, conforming to I.S. 8183 of 1976. The density of fibre glass shall be 32 kg/cub.m and the material shall be in the form of boards of uniform density. The 'k' value at 100C shall not be less than 0.03 W/mK. Facing shall be provided with 0.5 mm perforated aluminium sheet held with G.I. Nuts bolts or nailed to the batten work as required. The thickness of insulation shall be as follow unless otherwise specified elsewhere: a. Duct Acoustic : 25 MM b. Room Acoustic : 50 MM

(e) Equipment Insulation

The materials for equipment insulation shall be slabs of expanded Polystyrenes (Self extinguishing grade) having a 'K' Value of 0.035 W/mK at 10 C and a density not less than 20 Kg./Cum. The complete shell of the chiller as well as its two heads, shall be factory insulated. The insulation on chilled water pumps and expansion tank shall be of expanded polystyrene having a 'K' value of 0.035 W/mK at a mean temperature of 10 C and a density not less than 20 Kg/Cubm. The thickness of the insulation will be as given below : i) Expansion tank - 50 mm ii) Chilled water pumps - 50 mm

(f) CPRX Compound

The cold compound adhesive being supplied shall be CPRX Type.

(g) Tar Felt

3.7.1 The Tar felt used for water proofing shall conform to IS: 1322 Type 3 Grade-I.

#### 4. Installation

(a) Chilled Water Piping (PUF) The pipe shall be thoroughly cleaned with a wire brush and rendered free from all rust and grease. The pipes shall be given a coat of red oxide primer. Two coats of CPRX Compound shall be applied on the cleaned pipe surface. The preformed sections of insulation shall be fixed tightly to the surface taking care to seal all joints. All joints along the circumference of the pipe sections shall be sealed with 50 mm wide aluminium faced adhesive tape. All longitudinal joints shall be further sealed with 50 mm wide aluminium faced adhesive tape. Insulation on pipes and valves in the AHU room shall be covered with 0.5 mm aluminium sheet cladding.

(b) Drain Piping

The pipe shall be thoroughly cleaned with a wire brush and rendered free from all rust and grease. Coat the pipe with one layer of red oxide primer. Then two layer of 6mm thick insulation shall be wrapped on the pipe. Then it shall be tied with 1 mm thick G.I. wires.

(c) Ducting

Clean the surface with a wire brush and make it free from rust and oil. Apply two coats of CPRX compound on the cleaned surface. Wrap the duct with insulation blankets of the thickness mentioned in item 3.3.2 above and covered with 0.63 mm/19 mm wire mesh netting on the outside. The joints shall be sealed with aluminium tape before covering with wire netting. The Ducts in areas exposed to the weather shall be additionally covered with one layer of tar felt B.H. The tar felt shall be stuck with Hot Bitumen.

(d) Duct Acoustic Lining

The duct surface shall first be cleaned from inside. Then 25 mm square section made of 18 Ga (1.2 mm) thick G.I. sheet should be fixed on both ends of the duct piece. The insulation slabs should be fixed between these sections of ducts using adhesive compound and stick pins. The insulation shall be covered with RP tissue, sealing all joint so that no fibre is visible. The insulation shall then be covered with 0.5 mm perforated aluminium sheets. The sheet of insulation shall be secured to the duct by means of stick pins as mentioned above.

(e) Equipment

The surface shall first be cleaned with wire brush. Then two layers of hot bitumen shall be applied. The insulation shall then be fixed in one layer and sealing them with hot bitumen. The insulation shall then be covered with 0.63 mm/ 19 mm mesh wire netting which shall be fixed to the insulation with brass 'U' nails. The final finish shall be 0.50 mm aluminium cladding.

(f) Room Acoustic

Fix 40 mm x 50 mm G.I. channels at 0.5 metre interval longitudinally then fix cross battens at 1.0 metre centre using suitable gutties, and brass screws. Fill each rectangle with 50 mm glass wool and covered with RP tissue. Tie with 24 gauge G.I. Wires at 300 mm intervals. Then cover with 22 gauge (0.80 mm) perforated Aluminium sheet having 3 mm perforations at 6 mm centres. Overlap all joints and provide beading of 25 mm by 2 mm flats. All corners joints shall be covered with 25 x 25 x 2 mm thick aluminium angles.

### 1.1.3 TESTING AND COMMISSIONING

#### 1. General

The contractor must perform all inspection and tests of the system as a whole and of components individually as required, under the supervision of the architect, in accordance with the provisions of the applicable ASHRAE standards or approved equal in addition to furnish necessary test certificates from manufacturers.

The system shall then be commissioned, tested and balanced to fulfil the intent and purpose for which it is designed.

In addition continuous Run Tests shall be carried out during peak weather condition.

#### 2. Compressors Condensers/Chillers/Evaporators/Pumps etc.

Hydraulic test for various components and assembled equipments at 1.5 times design pressure or double the operating pressure, whichever is higher.

Pneumatic leak test after assemblies at design pressure

Static and dynamic balancing on electronic precision machine for rotating parts, links, impellor/ crank shaft assemblies etc.

Testing of oil passages in compressor at 1.5 times pump discharge pressure. Pressure drop test for condenser, chiller and evaporator.

For compressor assembly, electronic leak, air running test, pneumatic test with dry nitrogen and leak test in water.

#### 3. Air Handling Units

(a) Blowers Dynamic/static balancing of impellers. Performance test as per applicable codes.

(b) Coils Pneumatic test.

(c) Filters Test of filter elements as per B.S. 2831 B.S. 1701 as applicable. This is to ascertain filtration efficiency by weight at inlet and outlet. Manufacturer's test certificates also to be produced for the assembled A.H.U. Final dimensional check will be done. Inspection may be done during assembly of components for quality of workmanship, painting etc.

(d) Piping Materials check for specifications and size.

(e) Valves Hydraulic./pneumatic test certificates.

(f) Motors Manufacturer's test certificate as per motor data sheet.

(g) Instruments and Controls Visual examination.

(h) Special Note Vendor to note that above procedure is to be followed in addition to the specifications attached with the tender.

#### 4. Associated Works at Site.

(a) All electrical items will be subjected to inspection at any stage during manufacturing activity. Routine electrical test as per relevant codes. Inspection of manufacturer's test certificates.

- (b) Inspection of raw materials to be used for fabrication and assembly and inspection of manufacturer's certificates.
- (c) Inspection of welding including welders qualification as desired by inspection engineers. Inspection of fabricated items.
- (d) Pressure testing of pipe fittings used for the refrigerant and water and other services.
- (e) Pressure testing, leak testing of complete piping network for chilled water. (Condenser water and refrigerant/services).
- (f) Checking of electrical circuits (power & controls) and checking functioning of controls of refrigerant systems and other circuits of air conditioning plant.
- (g) Checking of calibration of controls and instrumentation
- (h) Checking of assemblies or electrical control panel, instruments panels, local panels (dimensional and functional) annunciator panels etc.
- (i) Inspection of complete electrical installation at site.
- (j) Performance testing of complete A.C. Plant as per specifications.

#### 5. Vendor Responsibility

The above inspection procedure is given for general guidance and information of vendors. The inspection of purchaser/consultant is strictly not limited to these.

The inspection engineer of purchaser/consultant will have full right, to have detailed inspection at any stage right from placement of order to completion of project, as and when desired by inspection engineer.

Co-ordination of inspection agency of purchaser/consultant with his factory/subvendor's factory/erection site will be the sole responsibility of successful vendor, subsequent to placement of order for complete air conditioning plant, covered under these technical specifications.

#### 6. Piping System

In general pressure tests shall be applied to piping only before connection of equipment and appliances. In no case shall piping, equipment or appliances be subjected to pressure exceeding their test ratings.

Tests shall be completed and approved before any insulation is applied.

After tests have been completed, the system shall be drained and cleaned of all dust and foreign matter. All strainers, valves and fittings shall be cleaned of all dirt, fittings, and debris.

##### Water Piping

All water piping shall be tested and proven tight under Hydrostatic pressure of 11 Kg/Cm (150 PSI) or 1.5 times the design pressure which ever is more unless stated otherwise in the specifications. The prescribed pressure shall be maintained for eight hours. In case leaks are detected, the pressure test will be repeated, after the repair of the leaks.

#### 7. Duct Work

All branches and outlets shall be tested for air quantity, and the total of the air quantities shall be within plus five percent (5%) of fan capacity.

Fire dampers, volume dampers and splitter dampers shall be tested for proper operation.

#### 8. Electrical Equipment

(a) All electrical equipment shall be cleaned and adjusted on site before application of power.

(b) The following tests shall be carried out: Cables and Wires continuity tests.

Insulation resistance tests, phase to phase and phase to earth, on all circuits and equipment, using a 500 Volts meggar. The meggar reading shall be not less than one megaohm.

Earth resistance between conduit system and earth must not exceed half (1/2) CMH. Phasing out and phase rotation tests.

Operating tests on all protective relays to prove their correct operation before energising the main equipment.

Operating tests on all starters, circuit breakers etc.

#### 9. Plant Audit & Certification work

(a) The work of plant audit & certification shall be done by an approved outside agency.

(b) The whole system balancing shall be tested with microprocessor based Hi-tech instruments with an accuracy of + 0.5

(c) The instrument shall be capable of storing data and then downloading into a PC. The agency shall provide a minimum but not limited to the following instruments.

Microprocessor based velocity calculation meter to measure DB and WB temperature, RH and dew point.

Velocity meter to measure air volume and air velocity. Pitot tube.

Electronic Rotary Vane Anemometer.

Accubalance Flow Measuring Hood.

(d) The outside agency shall analyse all the data and shall be responsible for the capacity and performance audit and certification of the plant.

(e) The successful Bidder shall be responsible to provide necessary sockets and connections for fixing of the Testing Instruments, probes etc.

#### 10. Commissioning of the System

(a) The system shall be commissioned by adopting the following procedure.

(b) The installation as a whole shall be balanced and tested upon completion, and all relevant information, including the following shall be submitted to the architects.



Air volume passing through each unit, duct, grilles,  
temperatures. Static pressure in each air duct.

Water flow passing through each condenser, chiller, AHU etc.

Differential pressure readings across each filter, fan and coil, and through each pump.

Electrical current readings, in amperes of full and average load running and starting, together with name plate current of each electrical motor.

Continuous recording over a specified period, of ambient wet and dry bulb temperatures under varying degrees of internal heat loads and use and occupation, in each zone of each part of the building.

(c) Daily records should be maintained of hourly readings, taken under varying degrees of internal heat load and use and occupation, of wet and dry bulb temperatures, upstream "On-Coil" of each cooling coil. Also suction temperatures and pressures for each refrigerating unit. The current and voltage drawn by each machine.

(d) Any other readings shall be taken which may subsequently be specified by the architect.

#### 11. Air Balancing

All air handling/ ventilation equipments, duct work and outlets shall be adjusted and balanced to deliver the specified air quantities, at each inlet and outlet as indicated on the drawings.

If these air quantities cannot be delivered without exceeding the speed range of the pulley or the available horse power, the architect shall be notified, before proceeding with the balancing of air distribution system.

A proper record shall be maintained as per Test Proforma given elsewhere.

#### 12. Water Balancing

The output of water pumps shall be checked using the balancing valves, provided on the pumps, for this purpose, to ensure the output and pressures match the specified requirement.

Then flow to Condensers/Chillers, Air handling units etc. shall be individually adjusted and balanced to match the flow rate as given in specifications/ drawings to meet the requirement.

The balancing valves, provided on the equipments, shall be used for adjustment.

#### 13. Miscellaneous

(a) The above tests and procedures are mentioned herein, for general guidance and information only, but not by way of limitation to the provisions of conditions of contract and specification.

(b) The date of commencement of all tests listed above, shall be subject to the approval of the architect and in accordance with the requirements of this specification.

(c) The contractor shall supply the skilled staff and all necessary instruments and carry out any test of any kind on a piece of equipment, apparatus, part of system or on

a complete system, if the architect requests such a test for determining specified or guaranteed data, as given in the specification or on the drawings.

- (d) Any damage resulting from the tests shall be repaired and/or damaged material replaced, to the satisfaction of the architect without any extra cost.
- (e) In the event of any repair or any adjustment having to be made, other than normal running adjustment, the tests shall be void and shall be recommenced after the adjustment or repairs have been completed.
- (f) The contractor must inform the architect when such tests are to be made, giving sufficient notice, in order that the architect or his nominated representative may be present.
- (g) Complete records of all tests must be kept and 3 copies of these and location drawings must be furnished to the architect.
- (h) The contractor may be required to repeat the test as required, should the Ambient conditions at the time, do not give, in the opinion of the architect, sufficient and suitable indication of the effect and performance of the installation as a whole or of any part, as required.

### 7.3 List of approved Makes for HVAC Installation Works (as applicable).

S. No.	Items	Makes
1	Air handling unit/ Treated Fresh Air Unit	System Air/Flaktwood/ Zeco/Edgetech
2	Exhaust Air Unit	System Air/Flaktwood/ Zeco/Edgetech/Zair
3	Blower	Nicotra/Comferi/ Kruger
4	Cooling coil	Zeco/Edgetech/ AHRI Certified
5	Hepa Filter	Thermadyne /Anfilco/ Dyna Air Filtration
6	Fan Coil Units	Cruise/Zeco/Edgetech/Kubic Midea/Trane
7	Duct (factory fabricated)	Rola Star / Techno Fabric-duct/Zeco/Ductofab
8	Water strainers (Y- strainer/pot strainer)	Emerald/Sant/DS Engineering / Advance/Maharaj castings
9	Proportional thermostat	Siemens /Honeywell/Johnson
10	3 Way Motorized/ Mixing / Diverting valves	Siemens /Honey-well/Johnson/Anergy/ Rapid Control/Danfoss
11	Pressure gauges for water line/Refrigerant	Emerald / Fiebeg/ H. Guru
12	Thermometers	Emerald/ Japsin
13	V-Belts	Fenner India/ Dunlop
14	Fibre glass wool	UP Twiga /Owens Corning
15	Nitrile Rubber insulation (Open/close cell) with specification as per BOQ.	Armacell/ K-flex/ A-flex/ Supreme/Aerolam
16	Fire retardant flexible duct connection	Air flow / Twiga/ATCO/GP spira/caryaire
17	Gasket for ducts	Prima Kool / Nuprine
18	Anchor Fasteners	Hilti / Fischer
19	Extruded Aluminum grilles & diffusers Fresh air louvers/Dampers	Caryaire/ Ravi Star/ Air Flow/Air master/Titus/System air
20	Fire damper	Ravi Star/Air Flow/ Mapro/System air/Ruskin Titus/Greenheck
21	Duct attenuator	AirFlow/Ravi Star/ Contin-ental/Mahajan
22	Vibration isolators	Resistolex /Gerb / Base/ Dunlop
23	Motors	Siemens/Crompton/ABB/Bharat Bijlee
24	Fuse switch unit/switch fuse unit/HRC fuse	Larsen Toubro / Siemens / Schneider (MG)/Havells
25	Humidistat	Honeywell/Danfoss/Penn
26	Condenser/ Chiller	Trane/Carrier/York/Daikin

27	Polyurethane Foam (PUF)	Malanpur/ Lloyd /Best Opuf
28	Thermocole	Pioneer/Styrin
29	Chemical Reagent	Antiscalant/ Descalant / Antifungal Hibird / amacid/ Maic
30	VFD with sensors	ABB/DANFOSS/ Siemens
31	Cooling Tower	Paharpur/Mihir/ Flow air-tech Pvt.Ltd/Advance/Towertech
32	Cooling Tower PVC Fills	Paharpur/Mihir/As per Indian Standard
33	Window/Split Air conditioner/ Hi-wall split AC	Voltas/ Carrier/Panasonic/Blue star/ Toshiba/Daikin
34	Dosing pump	M/s Ion Exchange (I) Ltd/ Milton Royal
35	Tower AC units	Voltas/ Carrier/Panasonic/Blue star/ Toshiba/Daikin
36	Inverter VRF system	Voltas/ Carrier/Panasonic/Blue star/ Toshiba/Daikin/ Mitsubishi Electric
37	Hi wall type chilled water FCU	Cruise/Zeco/Edgetech/Kubic Midea/Trane
38	Wet scrubber	Zeco/Edgetech/ZAIR
39	Air washer (Evaporative cooling unit)	Carryaire/Zeco/Zair/Edgetech/Airflow
40	Pre-Insulated Pipe	Zeco/Sevenstar-aircon/AGS Engineering/Permapipe
41	VAV Boxes	Ruskin Titus/Honeywell/Trox/Trane/Johnson Controls/Tristar
42	Self-Cooled PAC server Rack	Schneider/Emersion/ Stulz/Vertiv
43	Victaulic coupling	Sevcon/Victaulic/Smith Copper
44	Dehumidifier	Bry-Air/Munters/Bri
45	PICV valve	Advance/Siemens/Denfoss/Honeywell
46	Axial Fans	Krugar/Nicotra/Comefri/Green Deck/Airflow
47	Spiral Flat Oval Duct (with GSS sheets of preferred make)	Dustech/GP spira/Spiral Tubes/Western air ducts/ Ductofab/Seven star
48	Silicone flexible duct connector	Easyflex/Airflow//Resistoflex/Dustech
49	Motorized butterfly valve/ Modulating Valve/Solenoid valve	Advance/Danfoss/Belimo/Johnson Control/Zoloto/Tyco/Victaulic/Honeywell
50	Expansion Bellow	Easyflex/Resistoflex/Cori
51	Fire rated vane Axial/Fire rated tube Axial/Vane Axial/Tube Axial Fan	Nicotra/Comferi/Kruger/Greenheck/Airflow/system air/Zair
52	Inline Fan	Nicotra/ Kruger/Greenheck/Airflow/system air
53	Propeller fan	Nicotra/ Kruger/Caryaire/Crompton/GE
54	Butterfly valve	Audco / Advance / C&R/Honeywell/ Kirloskar
55	Check Valve (Non return valve)	Audco/SKS/Advance/ Zoloto/ Honeywell
56	Balancing valve	Advance /Audco/ Honey- well/Danfoss
57	Centrifugal pump / Monobloc Pump	Grundfoss/Armstrong/Willo/Xylem
58	Water Softening Plant	Ion Exchange Ltd. / Milton Royal
59	Pressure switch	Indfoss / Honewell Indfoss / Honey- well

60	Bronze ball valve	Emerald/ Zolto / Leader/ Sant/Advance
61	Bronze ball valve with Y strainer	Emerald / Rapid control/ BAP/Advance
62	Suction guide	Anergy instrument Pvt.Ltd./Johnson
63	Water cooled screw chilling unit	Trane/Carrier/York/Daikin
64	Chemical reagent	Eco friendly bio clean pond clarifier/Volga
65	Sand filter	M/s Ion Exchange (I) Ltd / Pentair
66	Compressor	Emerson/Tecumsheh/Bohn/Danfoss
67	Cold room/Deep freezer	Danfoss/Blue Star/Bohn
68	Air-cooled ductable split/ceiling mounted Cassette type air-conditioning unit	Voltas/ Carrier/Panasonic/Blue star/ Toshiba/Daikin
69	PVC water tank	Syntex/ Polycon
70	Water Cooler/Drinking water Fountain	Blue Star/Usha/Sidwal/Voltas/Oasis
71	Control cables	CCI/ Fort Gloster/ Universal/ Incab/ Havells/KEI
72	Modular type Variable Refrigerant Flow/ Variable Refrigerant Volume air cooled Out- door units with specification as per BOQ	Voltas/ carrier/Panasonic/Blue star/Daikin/Mitsubishi Electric
73	High static pressure VRF/VRV ceiling mounted ductable type Indoor Unit with specification as per BOQ.	Voltas/ carrier/Panasonic/Blue star/Daikin/Mitsubishi Electric
74	Copper refrigerant piping with specification as per BOQ	Mandev/Rajco/ Maxflow
75	uPVC plumbing drain pipe with specification as per BOQ.	Supreme /Finolex
76	Fabricated GSS/GI Sheet with specification as per BOQ.	Jindal/Tata/SAI/Bhushan
77	80Amp, 4P, 300 Ma Weather proof RCB with specification as per BOQ.	L&T, Schneider, ABB
78	XLPE Class-O tubular insulation with specification as per BOQ.	Supreme / K-Flex/ A-Flex
79	PAC Unit with specification as per BOQ	Schneider (Uniflair)/StulzChspl (In- dia) Pvt.Ltd /Emerson Climate Technologies/ Bluebox/Vertiv
80	Electrical Panel with specification as per BOQ.	Siemens /L&T/Schneider / Le grand/Tecnic / ABB/ C&S/Neptune Milestone switchgear/Tricolite/ Excel/Morden switch gear/Adlec
81	Portable type dehumidifier with Specification as per BOQ.	White Westinghouse/Power Pye Electronics/Bryair/Munter
82	GI volume control duct damper with specification as per BOQ.	Airmaste Equipment Emirates/Omega/Airflow
83	Soft duct (Fabric Duct)	Duct Sox/Prihoda
84	Smoke cum fire damper (Bare Damper)	Dynacraft/Mapro/Servex/Ruskin
85	Smoke cum fire damper (Actuator)	Belimo/Joventa/Honeywell/Siemens

Any other item not covered in the above list shall be ISI marked and as approved by Engineer In Charge.

## **8 Special Conditions of Contract**

### **8.14 Special Conditions for the minor works under the contract**

1. The contract will be used only to execute original works/ minor works/ repair works of urgent nature. It can also be used for any works of restoration as a result of a disaster in campus causing damage to institute infrastructure/ works related to emergency services/ works of institute importance/ works concerned to safety health and environment of campus community. The works undertaken through such contracts are categorized as time bound and should be executed as per Table 6.
2. The contractor should always keep his establishment ready to commence the work immediately after the issue of the work of any amount. The schedule for the issued works under the contract should be as per Table 6. Work requests of urgent nature shall be started at the earliest after receiving orders from the engineer-in-charge but it should be documented with photo and video evidence for all hidden items. Submission of this evidence is mandatory for all works executed without a pre approved quantity take off sheets.
3. During the execution, the noise creation should be minimized to the extent possible and the works may be carried at odd hours and more than one shift as per requirement.
4. The performance of the instruments or tools to be used should be checked precise before using them on site.
5. The contractor and his/her personnel has to build a well coordinated system with the users regarding execution of the works.

### **8.15 Timely Completion**

1. All work components must be started simultaneously and has to be delivered together or early within the given time schedule.
2. The contractor has to deploy the labor and supervisory staff in shifts to meet the targeted completion date. The work may be executed in extended shifts or two shifts.
3. Number of days from the date of issue of letter of acceptance for reckoning date of start shall be as per Schedule. *If the Contractor commits default in commencing the execution of the work as aforesaid, the performance guarantee shall be forfeited.*
4. The contractor shall procure the required materials in advance so that there is sufficient time for testing of the materials and approval of the same before use in the work, as required.

### **8.16 Rates**

1. Unless otherwise provided in the schedule of quantities of the work the rates tendered by the contractor shall be all inclusive and shall apply to all heights, lifts, leads and depths of the building (Exclusive of GST) and nothing extra shall be payable to him on this account.
2. The rates for all items of work shall, unless clearly specified otherwise, include cost of all labours, materials and other inputs involved in the execution of the item irrespective of whether they have been specifically mentioned in the tender document or not.
3. In case the same item (s) appear more than once in the schedule of work / BOQ under the same sub head or among the different subhead of works, the lowest rate quoted for

that item (s) shall be considered for the particular item(s) wherever appeared in any part of BOQ / Schedule of works for the purpose of tender evaluation although web generated e-price bid may incorporate different quoted rate for same item(s) as per the quoting pattern of the tenderer. The tendered amount thus worked out shall be final & shall be binding on the contractor.

4. No double scaffolding is payable in single story houses including parapet wall. In multistoried houses the payment of double scaffolding shall be made after 3.5 meter from plinth protected level. The necessary deductions for single scaffolding be made from the items. Contractors are advised to visit the site & quote the rates accordingly.
5. The rates quoted by the contractor will be deemed to be inclusive of any extra expenditure of this reason. The contractor has to increase the manpower or other tools etc. to do the work as per the quantum of work provided to him at his own expenses. Nothing shall be paid on this account.
6. The contractor shall provide at his own cost suitable weighing, surveying and leveling and measuring arrangements as may be necessary at site for checking. All such equipment shall be got calibrated in advance from laboratory, approved by the Engineer-in-Charge. Nothing extra shall be payable on this account.
7. Other agencies may also simultaneously execute and install the works and the contractor shall afford necessary facilities for the same. The contractor shall leave such recesses, holes, openings, trenches etc. as may be required for such related works (for which inserts, sleeves, brackets, conduits, base plates, clamps etc. shall be available as specified elsewhere in the contract) and the contractor shall fix the same at the time of casting of concrete, stone work and brick work, if required, and nothing extra shall be payable on this account.
8. All material shall only be brought at site as per program finalized with the Engineer-in-Charge. Any pre-delivery of the material not required for immediate consumption shall not be accepted and thus not paid for.
9. Spare part of air conditioning items covered under the contract should conform to approved manufacturers specifications, where CPWD Specifications are not applicable. The contractor should get the materials (fixtures/fittings) tested from approved labs wherever required at his own cost.
10. The contractor shall be responsible for the watch and ward / guard of the buildings, safety of all fittings and fixtures including sanitary and water supply fittings and fixtures provided by him against pilferage and breakage during the period of installations and thereafter till the building is physically handed over to the client department. No extra payment shall be made on this account.
11. The rates quoted by the Contractor are deemed to be inclusive of site clearance, setting out work, profile, establishment of reference bench mark(s), taking spot levels, construction of all safety and protection devices, barriers, preparatory works, working during monsoon, working at all depths, height, lead, lift and location etc until / unless specified otherwise and any other incidental works required to complete this work. Nothing extra shall be payable on this account.
12. The EPF & ESI contribution deposited against the contract workers shall be reimbursed on actual basis.
13. Good and Service Tax on work contract as per prevailing notification of U.P.Govt. shall be also be recovered from the contractor bill.
14. Income tax shall be deducted as per prevalent law.

## **8.17 Quality and Workmanship**

1. The contractor shall be entirely responsible and answerable for all the works done by him regarding quality, adherence to the laid down specifications, terms and conditions, warranty/guarantee etc. and he shall be liable to bear any compensation that may be levied by the department under any of the clauses of the agreement.
2. The materials having ISI mark shall have precedence over the one conforming to IS Specifications.
3. The proposed buildings are Institute housing and quality of work is paramount importance. Contractor shall have to engage well experienced skilled labour and deploy modern T&P and other equipment to execute the work.
4. Samples of all materials and fittings to be used in the work in respect of brand manufacturer and quality shall be approved from the Engineer-in-Charge, well in advance of actual execution and shall be preserved till the completion of the work.
5. All materials used in the work shall be new and of good quality, conforming to the relevant specifications as per good engineering practice. All the materials proposed to be used in the work should be approved from Engineer in Charge before use in work.
6. Articles bearing BIS certifications mark shall only be used unless no manufacturer has got BIS/ISI mark for the particular material. Any material/fitting whose sample has not been approved in advance and any other unapproved material brought by the contractor shall be immediately removed as soon as directed. Where the make of any particular material is not specified in the Contract document, the material shall be supplied as per makes desired by the engineer-in-charge.
7. It will be the responsibility of the contractor / bidder to ensure use of genuine materials in the work. The department reserves the right to get (any / all materials / components) inspected by the manufacturer or their authorized representatives at any stage of the execution of work. If any of the materials, supplied and used in work is found spurious at any stage, then the department reserves the right to ask the contractor to replace it by genuine one and make suitable recovery till it is done, even if any payment against that material is already made.
8. The contractor should get the make/TDS documents approved before procuring any material at site. The TDS/Make once approved shall not be changed without any valid recorded reasons. No material to be brought and used at site without the prior knowledge & approval of Engineer-in-Charge.
9. The department may ask for any valid document like manufacturer's test certificate, document for purchase of the material, document for import/shipment of imported materials etc. as deemed fit by the engineer-in-charge to ascertain genuineness of material supplied by/used in the work by the contractor. The contractor shall remain bound to submit all such documents to the department failing which payment may not be made or if already paid may be recovered/ withheld from subsequent running account payment.
10. All equipment and their components, and all the materials to be used in the work shall be suitable for the environmental conditions at the location of the work.
11. The contractor shall ensure quality control measures on different aspects of construction including materials, workmanship and correct construction methodologies to be adopted. He shall have to submit quality assurance programme within two weeks of the award of work. The quality assurance programme should include method statement for various



items of work to be executed along with check lists to enforce quality control.

12. The contractor shall get the source of all other materials, not specified elsewhere in the document, approved from the Engineer-in-Charge. The contractor shall stick to the approved source unless it is absolutely unavoidable. Any change shall be done with the prior approval of the Engineer-in-Charge for which tests etc. shall be done by the contractor at his own cost. Similarly, the contractor shall submit brand/ make of various materials not specified in the agreement, to be used for the approval of the Engineer-in-Charge along with samples and once approved, he shall stick to it.
13. Other Laboratories: The contractor shall arrange carrying out of all tests required under the agreement through the laboratory as approved by the Engineer-in-Charge and shall bear all charges in connection therewith including fee for testing. The said cost of tests shall be borne by the contractor/department in the manner indicated below.
  - (a) By the contractor, if the results show that the test does not conform to relevant CPWD Specifications / BIS code or specification mentioned elsewhere in the documents.
  - (b) By the department, if the results conform to relevant CPWD Specifications / BIS code or specification mentioned elsewhere in the documents.

If the tests, which were to be conducted in the site laboratory, are conducted in other laboratories for whatever the reasons, the cost of such tests shall be borne by the contractor.

14. Sample of materials fittings and other articles required for execution of work shall be got approved from the Engineer-in-Charge. Articles manufactured by companies of repute and approved by the Engineer-in-Charge shall only be used. Articles bearing BIS certification mark shall be used in case the above are not available, the quality of samples brought by the contractor shall be judged by standards laid down in the relevant BIS specifications. All materials and articles brought by the contractor to the site for use shall conform to the samples approved by the Engineer-in-Charge which shall be preserved till the completion of the work.
15. The contractor shall ensure quality construction in a planned and time bound manner. Any sub-standard material/work beyond set out tolerance limit shall be summarily rejected by the Engineer-in-Charge.
16. BIS marked materials except otherwise specified shall be subjected to quality test at the discretion of the Engineer-in-Charge besides testing of other materials as per the specifications described for the item/materials. Wherever BIS marked materials are brought to the site of work, the contractor shall if required, by the Engineer-in-Charge furnish manufacturers test certificate or test certificate from approved testing laboratory to establish that the material produced by the contractor for incorporation in the work satisfies the provisions of BIS codes relevant to the material and/or the work done. The contractor shall procure all the materials at least in advance so that there is sufficient time to testing and approving of the materials and clearance of the same before use in work.
17. All materials brought by the contractor for use in the work shall be got checked from the Engineer-in-Charge or his authorized representative of the work on receipt of the same at site before use.
18. The contractor shall be fully responsible for the safe custody of the materials issued to him even if the materials are in double lock and key system.

### **8.18 Natural calamity**

No payment will be made to the contractor for any damage caused by rain, snow fall, floods, dampness, fire, sun or any other natural cause whatsoever during the execution of work. The damage to the work due to above reason, if any, shall have to be made good by the contractor at his own cost and no claim on this account shall be entertained.

### **8.19 Safety and Security**

1. The contractor has to follow all safety norms as laid down in National Building Code of India. All the workers shall be equipped with the required safety gadgets while working at site such as ISI marked helmets, Shoes and safety belts, gumboots, gloves etc. The contractor, the authorized representative(s), workmen etc., shall strictly observe orders pertaining to fire precautions prevailing in the area.
2. The contractor shall be fully responsible for the safe custody of materials brought by him/ issued to him even though the materials may be under double lock key system.
3. Contractor will arrange proper metal ladders, M.S. double scaffolding (for working, painting, etc. at higher levels) at his own cost and will take all safety measures like double harness safety belt, mechanized electrically operated platform etc. If it is observed that work is proceeding without adequate safety precautions, work may be stopped by Engineer-in-charge and in such cases, contractor will be solely responsible for delay and its consequences thereof.
4. The contractor shall be responsible for the watch and ward/guard of the buildings, safety of all fittings and fixtures including sanitary and water supply fittings and fixtures provided by him against pilferage and breakage during the period of installations and thereafter till the building is physically handed over to the department. No extra payment shall be made on this account.
5. The contractor shall take all precautions to avoid accidents by exhibiting necessary caution boards day and night speed limit boards red flags, red lights and providing barriers. He shall be responsible for all dangers and incidents caused to existing / new work due to negligence on his part. No hindrances shall be caused to traffic during the execution of the work.
6. It shall be ensured by the contractor that no electric live wire is left exposed or unattended to avoid any accidents in this regard.
7. The Institute shall not have any responsibility or liability in case of any accident injury to the personnel to the contractor at work site or to the general public at the work site due to mishandling equipment by the personnel of the contractor or any other similar reason. The responsibilities and liabilities for such accidents and incidents shall be borne by the contractor.

### **8.20 Approach to Site**

1. The tenderer shall see the approaches to the site. In case any approach from main road is required at site or existing approach is to be improved and maintained for cartage of materials by the contractor, the same shall be provided, improved and maintained by the contractor at his own cost.
2. Contractor shall take all precautionary measures to avoid any damage to adjoining property. All necessary arrangement shall be made at his own cost.

### **8.21 Acts and Laws**

1. The Contractor shall keep himself fully informed of all acts and laws of the Central & State Governments, all orders, decrees of statutory bodies, tribunals having any jurisdiction or authority, which in any manner may affect those engaged or employed and anything related to carrying out the work. All the rules & regulations and bye-laws laid down by Collector / MC etc. and any other statutory bodies shall be adhered to, by the contractor, during the execution of work.
2. The Contractor shall also adhere to all traffic restrictions notified by the local authorities.
3. All statutory taxes, levies, charges (including water and sewerage charges, charges for temporary service connections and / or any other charges, as applicable) payable to such authorities for carrying out the work, shall be borne by the Contractor.
4. The Contractor shall arrange to give all notices as required by any statutory / regulatory authority and shall pay to such authority all the fees that is required to be paid for the execution of work. He shall protect and indemnify the Institute and its officials & employees against any claim and /or liability arising out of violations of any such laws, ordinances, orders, decrees, by himself/herself or by his/her employees or his/her authorized representatives. Nothing extra shall be payable on these accounts.
5. The fee payable to statutory authorities for obtaining the various permanent service shall be borne by the Institute.

### **8.22 Labour and Laws**

1. The Contractor shall display all permissions, licenses, registration certificates, bar charts, other statements etc. under various labour laws and other regulations applicable to the works, at his site office.
2. Huts for labour are not permitted within the premises of the Institute. No extra cost shall be payable even if the contractor provides such accommodation at a place as is acceptable to the local body.

### **8.23 Nondisclosure Agreement**

1. The Agency shall take all precautions not to disclose, divulge and/or disseminate to any third party any confidential information, proprietary information on the Institute business or security arrangements (including but not limited to the Assignment instructions, Schedules and other subsequent Arrangements) and/or business of the Institute. The obligation is not limited to any Scope and the Agency shall be held responsible in case of breach of the confidentiality of Institute's information.
2. If the Agency receives enquiries from Press/Media/Radio/Television or other bodies/persons, the same shall be referred by the Agency to Institute immediately on receipt of such queries.

### **8.24 Indemnification:**

1. The agency shall be directly responsible to indemnify the Institute against all charges, dues, claims, etc. arising out of the disputes relating to the dues and employment of the personnel deployed and further for any claim/compensation against all damages and

accidents caused due to negligence on the part of the agents, employees and other personnel of the agency.

2. That the contractor shall keep the IITK indemnified against all claims whatsoever in respect of the employees deployed by the contractor. In case any employee of the contractor so deployed enters in dispute of any nature whatsoever, it will be the primarily responsibility of the contractor to contest the same. In case IITK is made party and is supposed to contest the case, IITK will be reimbursed for the actual expenses incurred towards Counsel Fee and other expenses which shall be paid in advance by the Contractor to IITK on demand. Further, the contractor shall ensure that no financial or Any other liability comes on IITK in this respect of any nature whatsoever and shall keep IITK indemnified in this respect.

### **8.25 Force Majeure:**

If at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosion, epidemics quarantine restriction, strikes, lockouts or acts of god (hereinafter referred to as events) provided notice of happenings of any such event, is served by party seeking concession to the other as soon as practicable, but within 21 days from the date of occurrence and termination thereof. Provided the Party satisfies Institute adequately of the measures taken by it. Neither party shall, by reason of such event, be entitled to terminate this contract, nor shall either party have any claim for damages against the' other in respect of such non-performance or delay in performance. Further, the services under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist and the decision of Institute as to whether the services have to resume or not shall be final and conclusive, provided further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, Institute may at his option, terminate the contract.

### **8.26 Dispute resolution**

1. The institute reserves the right to amend rules whenever and wherever considered necessary and appropriate. The same shall be intimated to the agency in due course.
2. Any dispute arising out of and in relation to this agreement shall be referred to the arbitration by sole arbitrator to be appointed by Director of the Institute. The arbitration would be conducted and governed by and under the provisions of Arbitration Act, 1996 and its amendments. Any legal dispute will be subject to jurisdiction of Kanpur Courts only and no other court shall have the jurisdiction.
3. Any dispute arising out of and in relation to this agreement shall be referred to the arbitration by sole arbitrator to be appointed by Director of the Institute. The arbitration would be conducted and governed by and under the provisions of Arbitration Act, 1996. Any legal dispute will be subject to jurisdiction of Kanpur Courts only and no other court shall have the jurisdiction.

### **8.27 Arbitration**

1. Except as otherwise provided anywhere in this Agreement, if any dispute, difference, the question of disagreement or matter, whatsoever, arises between the parties, as to the meaning, operation or effect of the Agreement or out of or relating to the Agreement or breach thereof, the same shall be referred to a Sole Arbitrator, to be appointment by the Director of the Institute at the time of the dispute.

2. If the Arbitrator, to whom the matter is originally referred, dies or refuses to act or resigns for any reasons from the position of arbitration, it shall be lawful for the Director of the Institute to appoint another person to act as Arbitrator in the manner aforesaid. Such person shall be entitled to proceed with the reference from the stage at which it was left by its predecessor, provided both the parties consent to this effect, failing which, the arbitrator shall be entitled to proceed on the matter de- novo.
3. It is a term of the Agreement that the party invoking the arbitration shall specify all disputes to be referred to arbitration at the time of invocation of arbitration under the clause.
4. It is a term of the contract that the cost of arbitration shall be borne by the parties themselves.
5. The place of the arbitration shall be Kanpur Nagar, Uttar Pradesh, India.
6. Subject as aforesaid, the provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications, amendments or re-enactment thereof and rules made thereunder and for the time being in force, shall apply to the arbitration proceeding under this clause.
  
7. Except as otherwise provided anywhere in this Agreement, the Arbitration proceedings shall be conducted in English and the Agreement shall be constructed, interpreted and governed by the law of India, for the time being in force.

### **8.28 Jurisdiction of Courts**

The court(s) at Kanpur Nagar, Uttar Pradesh, shall have the exclusive jurisdiction to try any as all the disputes(s) between the parties arising out this Agreement.

## **8.29 E&M Works**

1. In interpreting the specifications, the following order of decreasing importance shall be followed in case of contradictions:
  - (a) Schedule of quantities
  - (b) Technical specifications of the NIT
  - (c) Approved Drawing (If any)
  - (d) CPWD General specification Part – I (Internal) 2014, BIS Codes amended up to date, practices
  - (e) CPWD General Specifications for Electrical Works–Part-II(External), 2014 amended up to date.
  - (f) Relevant IS or other international code in case IS code is not available.
  - (g) Indian Electricity Act 2003 and Indian Electricity Rules 1956 amended up to date.
  - (h) Local Fire Regulations applicable at the place of installation. Relevant and applicable foreign standards and specifications amended up to date.
  - (i) Any other relevant act or rules and local by-laws.
2. contractor will identify one of the supervisors for taking care of implementation of Safety systems.
3. Smoking is strictly prohibited at workplace.
4. Nobody is allowed to work without wearing safety helmet. Chinstrap of safety helmet shall be always on. Drivers, helpers and operators are no exception.
5. No one is allowed to work at or more than three meters height without wearing safety belt and anchoring the lanyard of safety belt to firm support preferably at shoulder level.
6. No one is allowed to work without adequate foot protection.
7. Usage of eye protection equipment shall be ensured when workmen are engaged for grinding, chipping, welding and gas-cutting. For other jobs as and when site safety co-coordinator insists eye protection has to be provided.
8. All safety appliances like Safety shoes, Safety gloves, Safety helmet, Safety belt, Safety goggles etc. shall be arranged before starting the job. .
9. All excavated pits shall be barricaded & barricading to be maintained till the backfilling is done. Safe approach to be ensured into every excavation.
10. Adequate illumination at workplace shall be ensured before starting the job at night.
11. All the dangerous moving parts of the portable / fixed machinery being used shall be adequately guarded.
12. Ladders being used at site shall be adequately secured at bottom and top. Ladders shall not be used as work platforms.
13. Material shall not be thrown from the height. If required, the area shall be barricaded and one person shall be posted outside the barricading for preventing the trespassers from entering the area.

14. Other than electricians no one is allowed to carry out electrical connections, repairs on electrical equipment or other jobs related thereto.
15. All electrical connections shall be made using 3 or 5 core cables, having a earth wire.
16. Inserting of bare wires for tapping the power from electrical sockets is completely prohibited.
17. A tools and tackles inspection register must be maintained and updated regularly.
18. Debris, scrap and other materials to be cleared from time to time from the workplace and at the time of closing of work every day.
19. All the unsafe conditions, unsafe acts identified by contractors, reported by site supervisors and / or safety personnel to be corrected on priority basis.
20. No children shall be allowed to enter the workplace.
21. All the lifting tools and tackles shall be stored properly when not in use.
22. Clamps shall be used on Return cables to ensure proper earthing for welding works.
23. Return cables shall be used for earthing.
24. All the pressure gauges used in gas cutting apparatus shall be in good working condition.
25. Proper eye washing facilities shall be made in areas where chemicals are handled.
26. Connectors and hose clamps are used for making welding hose connections.
27. All underground cables for supplying construction power shall be routed using conduit pipes.
28. Spill trays shall be used to contain the oil spills while transferring / storing them.
29. Tapping of power by cutting electric cables in between must be avoided. Proper junction boxes must be used.
30. All the E&M works shall be carried out as per direction and to the satisfaction of the Engineer-in-charge.
31. If the specifications for any item or its component are not available in the CPWD specifications cited above, relevant BIS specification as amended up to date shall be followed, whether or not the specific reference of a particular BIS specification has been made in this specification/ tender document.
32. Wherever any reference to any Indian Standard specification occurs in the document relating to this contract the same shall be inclusive of all amendments issued there to or revisions thereof, if any, up to the date of opening of tenders.
33. All materials should conform to relevant BIS specifications wherever the same exists in absence of stipulation in this tender document.
34. Where manufacturers furnish specific instructions / recommendations relating to the materials used in this job and/or their installation, covering points not specifically mentioned in these documents, these instructions shall be followed in all cases and shall be deemed to be included in the schedule of work whether they have been specifically mentioned or not.

35. All chase cuttings in the wall, for recessed conduits & boxes and drilling the holes shall be done with power operated machines only. No chase shall be allowed to be cut manually with the use of hammer & chisel.
36. All cuttings in cement plaster and brick shall be made good by using cement mortar 1:3 (1 part cement, 3-part coarse sand) The cut surfaces shall be repaired by an experienced mason only so as to match the repaired plaster with the original. All such repaired surfaces shall be cured for 3 to 4 days to keep the surfaces wet, using water spray machine (hand/motor operated) and avoid unnecessary flooding of the area.
37. The structural and architectural drawings shall at all times be properly co-related before executing any work.
38. For the purpose of recording measurements and preparing running account bills, the abbreviated nomenclature indicated in the publications Abbreviated Nomenclature of Items of DSR 2022 shall be accepted. The abbreviated nomenclature shall be taken to cover all the materials and operations as per the complete nomenclature of the relevant items in the agreement and relevant specifications. In case of items for which abbreviated nomenclature is not available in the aforesaid publication and also in case of extra and substituted items for which abbreviated nomenclature are not provided for in the agreement, full nomenclature of item shall be reproduced in the measurement books and bill forms for running account bills. For the final bill, however, full nomenclature of all the items shall be adopted in preparing abstract in the electronic measurement books and in the bill forms.
39. The following drawings must be submitted to Executive Engineer seven days of award of work.
  - (a) G.A and schematic drawings of AHU/FCU/ control Valves etc. showing material and size of sheet steel/bus bars / inter connections and make and ratings of equipment i/c details of protection, and inter lock etc.
40. On completion of works and before issuance of completion certificate, the contractor submit completion drawings in the form of three complete set of originals (reproducible).
  - (a) G.A and schematic drawings of AHU/ FCU/ control Valves etc. showing material and size of sheet steel/bus bars / inter connections and make and ratings of equipment i/c details of protection, and inter lock etc.
  - (b) Technical literature, test certificates and operation and maintenance manuals required
41. Works Inspection and Testing of Equipment: Prior to dispatch of equipment the Institute reserves the right to inspect the same at the manufacturer's works and the contractor shall provide and secure every reasonable access and facility at the manufacturers works for inspection, for witness of all acceptance and routine tests as per relevant Indian Standards. Contractor shall give a reasonable notice of about 15 days for the purpose of test, and witness of all major equipment's.
42. Pre-commissioning test: All routine tests shall be carried out on the electrical equipment. Protective & measuring devices should be checked for calibration of MCCB's/MCB's, panel & cable meggering , earthing measurements etc.





केन्द्रीय लोक निर्माण विभाग  
कार्यालय ज्ञापन

No. DG/MAN/410

ISSUED BY AUTHORITY OF DIRECTOR GENERAL, CPWD

NIRMAN BHAWAN, NEW DELHI

DATED: 22.10.2021

**Subject: Addition of new Para 4.10.2 in CPWD Works Manual 2019 regarding testing charges to be borne by contractor.**

It has been noticed that following provisions are sometimes being made in the NITs / Agreements by the NIT approving authorities:

"The cost of test shall be borne by contractor/ department in the manner as below:

- i. By the contractor, if the result shows that material does not conform to the relevant codes/ specification.
- ii. By the department, if the results show that the material conforms to relevant codes/ specification."

It has been decided by the competent authority that testing charges shall be borne by the contractor in all cases. Accordingly following new para is added in CPWD Works Manual -2019.

Existing Provision	Modified Provision
4.10 Preparation of NIT	4.10 Preparation of NIT
4.10.2 No Provision	4.10.2 Testing charges to be borne by contractor  Following provision shall be incorporated by the NIT approving authority in the NIT:  All expenditure to be incurred for testing of samples e.g. packaging, sealing, transportation, loading, unloading etc. including testing charges shall be borne by the contractor. The NIT shall have list of approved laboratories for testing as approved by ADG / SDG.

This issues with the approval of competent authority.

(वी.पी. साह) 22/10/2021

अधीक्षण अभियंता(सी.एंड एम.)

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प्रतिलिपि: सभी केलोनिवि तथा लोनिवि दिल्ली के अधिकारियों को आवश्यक सूचना एवं कार्यवाही हेतु।(केलोनिवि वेबसाईट के माध्यम से).