



कोचिन पत्तन प्राधिकरण  
Cochin Port Authority

**COCHIN PORT AUTHORITY**

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**TENDER DOCUMENT FOR**

**RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF**

**TECHNICAL BID**

(e-Tendering Mode)

Website: [www.tenderwizard.com/CPT](http://www.tenderwizard.com/CPT)

**Tender No.T6/T-2068/2025-C**

**COCHIN PORT AUTHORITY  
CHIEF ENGINEER'S OFFICE  
COCHIN-682 009**

**Price: Rs.2,360/-(2,000+ 18% GST)**

**COCHIN PORT AUHTORITY**

**CIVIL ENGINEERING DEPARTMENT**

Tender No:T6/T-2068/2025-C

Tender for

**RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF  
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## **SECTION -I**

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**SECTION -I**

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## COCHIN PORT AUTHORITY

Chief Engineer's Office  
Cochin Port Authority  
W/Island , Cochin – 682009, KERALA  
Tele: 91-0484-2666414/0484-258-2400  
website: [www.cochinport.gov.in](http://www.cochinport.gov.in)



Tender No.T6/T-2068/2025-C

Dated:-05-11-2025

### 1.NOTICE INVITING TENDER

Electronic Tenders (**e-tenders**) on percentage basis are invited by Cochin Port Authority from reputed contractors in Single Stage Two Cover bidding procedure [Technical Bid and Financial Bid], meeting the Minimum Eligibility Criteria specified below for the work of “**Renovation of Warehouse No.2 at Mattancherry Wharf**”.

#### 1. MINIMUM ELIGIBILITY CRITERIA:

##### a) Experience

The tenderers should have experience of having successfully completed during the last 7 (seven) years ending **30<sup>th</sup> September 2025**, at least either:

- i. Three Similar Works each costing not less than **Rs.53.76 lakhs**  
(OR)
- ii. Two Similar Works each costing not less than **Rs.67.20 lakhs**  
(OR)
- iii. One Similar Work costing not less than **Rs.107.53 lakhs**

##### b) Financial Turnover

Average Financial Turnover of the tenderer over the last three financial years ending 31<sup>st</sup> March 2024 of the previous financial year [2021-'22, 2022-'23, 2023-24] shall not be less than **Rs.40.32 Lakhs**

#### *Explanatory Notes to a) & b) :*

**Note 1:-Similar Work(s) means “Civil Construction works or Construction of Buildings or Renovation/ Repair works of Buildings”**

**Note 2:-**Following enhancement factors will be used for the costs of works executed for bringing the financial figures to a common base value in respect of the works completed in past years.

**Table 1**

<b>Year before</b>	<b>Multiplying factor</b>
One year	1.07
Two years	1.14
Three years	1.21
Four years	1.28
Five years	1.35
Six years	1.42

*Note 3:- The experience certificate of works executed in private sectors / organisations shall be considered for qualification, only on submission of TDS certificate (Form 26 A) along with work order and completion certificate.*

*Note 4:- Satisfactory Client / Owners's Certificate or documentary proof shall be submitted in support of the assignments / works performed and claimed by the tenderer to fulfill the eligibility criteria for qualification. A statement duly certified by the Chartered Accountant showing the Average Annual Financial Turnover over the last 3 financial years and audited financial statements for the last three years shall be submitted.*

*Note 5:- The works reckoned for the above purpose are those executed by the tenderers as prime contractor or proportionately as member of joint venture or as a sub-contractor authorized and approved by the Employer of the work(s) against which the tenderer has claimed his experience; it will be considered for qualification only if documentary proof of such authorization / approval of the Employer are submitted.*

## **2. Other Eligibility Considerations**

2.1 Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

- i) made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- ii) record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures, black listing/ debarring by Govt. departments etc.

- 2.2 The bidders having EPF/ ESI registration certificates only shall be considered for qualification in the tenderers, if applicable, as per EPF /ESI Acts. In case, the Tenderer does not have the required number of employees which makes such registration mandatory, an Undertaking as per Annexure – 11 to the effect shall be furnished.
3. Pertinent information to the tender is given in the following Tables:
- i) Schedule of different activities till submission of the bid are detailed as under:

**Table 2**

Sl. No.	Particulars	Date and Time
1	Tender e- publication date	05-11-2025
2	Download period of Bid Documents	05-11-2025 to 26-11-2025
3	Last date for seeking clarification	19-11-2025
4	Date of Pre-Bid meeting	Nil
5	Last date and time of submission of Bid	26-11-2025 up to 14.30 hrs
6	Date and time of opening the Bid	26-11-2025 after 15.00 hrs

- ii) Bid information :

**Table 3**

i)	Estimated Amount put to Tender	: Rs.1,34,40,670.00.
ii)	Earnest Money Deposit	:Rs.2,68,820.00 furnished through Demand Draft or Banker's Cheque drawn in favour of Financial Adviser & Chief Accounts Officer, CoPA from any Commercial Bank in India or through RTGS/NEFT mode
iii)	Cost of Bid document	Rs.2360.- (Rs.2,000 + 18% GST) (Non refundable) furnished through Demand Draft or Banker's Cheque drawn in favour of Financial Adviser & Chief Accounts Officer, CoPA from any Commercial Bank in India or through RTGS/NEFT mode
iv)	Validity period of Tender	120 days from the Last Date of Submission of Bid.
v)	Time for Completion	6 (Six) Months

4. This work essentially comprises of the following :

- 1 Dismantling  
MP Roofing tiles, AC sheet roofing, wooden windows, RCC Work, Brick work Removing existing painting, Removing white or colour wash etc.
- 2 Painting with Synthetic Enamel paint
- 3 Cement Concrete work
- 4 Roofing with Cement Corrugated sheet with Organic/ inorganic synthetic fibre, providing ridges & hips.

- 5 Providing  
Brick Masonry work, RCC Work, Plastering work,
  - 6 Finishing walls with Acrylic smooth exterior paint.
  - 7 Supplying and fixing rolling shutter with mechanical device chain.
  - 8 Painting doors & windows with Delux Multi Surface Paint.
  - 9 Providing 300mm dia. PVC eaves gutter, Providing valleys, Providing rain water down pipes etc.
  - 10 Supply of installation of Turbo Ventilator.
5. Tender documents can be downloaded from the e-Tendering portal [www.tenderwizard.com/CPT](http://www.tenderwizard.com/CPT) on the dates specified in Table 2 given above by making online requisition. Bid document will also be available in Cochin Port website ([www.cochinport.gov.in](http://www.cochinport.gov.in)) as well as Govt. tender website, [www.tenders.gov.in](http://www.tenders.gov.in), which can be downloaded for submission. The cost of bid document shall be furnished in the form of Demand Draft/ Banker's Cheque drawn in favour of FA & CAO, CoPA along with the submission of bid.
  6. The bidders need to obtain the one time User ID & password for log-in to in **e-Tendering** system from the service provider **KEONICS** by paying registration amount of **Rs.1124/-** by online Payment using Credit/Debit Card/Net banking or DD in favour of "KSEDCL, Bangalore".
  7. The intending bidder must have valid Class-II or III digital signature certificate to submit the bid. For further details and to obtain the digital signature, please contact e-Tender Help Desk No.080-40482000 / 9746118529 / 9605557738.
  8. Tenders shall be submitted "**online**" strictly in accordance with the Instructions to Tenderers and Terms & Conditions given in the tender document.
  9. The bidder is responsible to download Addenda/ Amendments/ Errata/ Replies to the queries of the bidders etc., if any, issued by the Employer, from the website before submission of the bid. **Any shortfall in uploading the said Addenda/ Amendments/ Errata/ Replies to the queries of Tenderer etc. duly signed along with the downloaded documents while uploading the Tender will render the Tender incomplete and incomplete Tender Documents may be rejected.**
  10. All Bids are to be submitted **online only** on the website [www.tenderwizard.com/CPT](http://www.tenderwizard.com/CPT). No Bids shall be accepted off-line (Hard copy).
  11. **EARNEST MONEY TO BE DEPOSITED**
    - 11.1 Each tender should be accompanied by an Earnest Money amounting to **Rs.2,68,820.00**.
    - 11.2 The Earnest Money can be deposited through Demand Draft or Banker's Cheque from a Scheduled Bank in India, drawn in favour of Financial Adviser & Chief Accounts Officer, COCHIN PORT AUTHORITY or online payment through RTGS/NEFT/ Insurance Surety Bond from the Insurance Company duly approved by Insurance Regulatory and

Development Authority of India. The original DD/ Banker's Cheque shall be submitted to the Superintending Engineer-I, Cochin Port Authority, Cochin-09, **on the due date of submission of the bid within the prescribed time limit.** Scanned copy of the DD/ Banker's Cheque shall be attached with the tender submitted "online". If online payment is made, the evidence thereof shall be attached with the tender submitted "online". If hard copy of the original DD/Bankers Cheque is not received within the stipulated period, or if the evidence of making online payment towards EMD is not attached with the tender submitted online, then such bids will not be further evaluated and shall be rejected summarily. The Earnest Money deposited will not carry any interest.

- 11.3 Bank details of Cochin Port Authority are given below.
- |                      |   |                          |
|----------------------|---|--------------------------|
| Name of bank         | : | State Bank of India      |
| Name of Branch       | : | Cochin Port Trust Branch |
| IFSC Code            | : | SBIN0006367              |
| Account No           | : | 41401802288              |
| Account Holders Name | : | Cochin Port Authority    |
- 11.4 EMD of L1 & L2 bidder shall be refunded to the respective bidders on submission and acceptance of Performance Security and entering into agreement by the L1 Bidder. EMD of other bidders will be refunded immediately after finalization of the bid.
12. Cochin Port Authority will not be held responsible for any technical snag or net work failure during online bidding. It is the bidder's responsibility to comply with the system requirements i.e. hardware, software and internet connectivity at bidder's premises, to access the e-Tender portal. Under any circumstances, Cochin Port Authority shall not be liable to the bidders for any direct/indirect loss or damages incurred by them arising out of incorrect use of the e-Tender system or internet connectivity.
13. **Securities:**
- 13.1 Security Deposit (SD) shall be 10% of the Contract value or value of the work done whichever is higher and it shall consist of the following:
- Performance Security** 5% of contract value payable on award of the work.
  - Retention Money:** @ 5% of the gross amount of each bill.
- The total amount thus deposited towards SD will be retained as security for the due and proper fulfillment of the Contract and will not carry any interest. Such deposit shall be forfeited on failure to perform or non-fulfillment by the Contractor of the terms and conditions of the Contract.
- 13.2 **Performance Security:** The Performance Security retained till end of Defect Liability period (1 year from the date of completion of work) shall be 5% of Contract Value or Cost of Work Done, whichever is higher. So, initially 5% of the Contract value shall be furnished as Performance Security.
- 13.3 The Security Deposit/ Performance Security @ 5% of the value of the contract awarded (Rounded off to the nearest Rs.1000/-), shall be furnished by the Contractor to the Employer, not later than **21 days** from the date of

receipt of letter of acceptance or such extension of that period as may be permitted by the official of Cochin Port writing, and shall be furnished in one of the following forms:

- i) Banker's Cheque / Demand Draft of a Scheduled Bank/ online payment through RTGS/NEFT. If online payment is made, the evidence thereof shall be submitted to the office.
- ii) An irrevocable Bank Guarantee(BG) enforceable and encashable at Cochin, drawn from any Scheduled Bank operating in India as per the prescribed proforma attached as Annexure V.
- iii) Insurance Surety Bond from the Insurance Company duly approved by Insurance Regulatory and Development Authority of India.

13.4 **The BG furnished towards the Performance Security shall be valid until a date 60 days from the day of expiry of the Defect Liability Period stipulated as per the terms of the Contract.**

13.5 If Performance Security is not furnished within the period as specified above or such extension of that period as may be permitted by the official of Cochin Port Authority in writing, Cochin Port Authority at its discretion may cancel the Letter of Acceptance without paying any compensation to such bidder, and in addition to forfeiture of EMD.

**If an MSME registered contractor failed to comply with the conditions 13.5 an amount equal to 2% of the Estimated amount shall be recovered from any amount due to the contractor.** In addition, such bidder shall not be eligible to participate in the tenders invited by COCHIN PORT AUTHORITY for a period of **Two Years from the date of such cancellation of Letter of Acceptance.**

13.6 **Retention Money:** Retention Money @ 5% shall be retained from each payment due to the Contractor.

13.7 Retention Money shall be deducted at 5% of the gross amount of the bill from the first Running Account bill onwards till the recovered sum along with Performance Security amounts to 10% of the Contract value or the value of the work done whichever is higher at all times. **Retention Money shall be refunded to the Contractor within 14 days from the date of payment of final bill.**

13.8 If the Cost of Workdone exceeds the Contract Value, the total amount retained as Security Deposit considering the Performance Security initially submitted together with the Retention Money recovered from the running account bills, shall amount to 10% of the Cost of Work done.

13.9 In cases where cost of Work done exceeds the Contract Value while releasing the Retention Money after payment of Final Bill, only 5% cost of Work Done is released, instead of the entire Retention Money recovered from the bills. The balance amount shall be retained; to make up for the shortage in the Performance Security, upto the completion of Defects Liability Period.

14. In the event of the tenderer, after the issue of the communication of acceptance of offer by Cochin Port Authority, failing /refusing to execute the agreement as hereinafter provided, the tenderer shall be deemed to have

abandoned the Contract and such an act shall amount to and be construed as the Contractor's calculated and willful breach of the Contract, the cost and consequence of which shall be to the sole account of the tenderer and upon such an event, Cochin Port Authority shall have full right to claim damages therefore either together with or in addition to the forfeiture of Earnest Money Deposit.

**If an MSE registered contractor failed to comply with the conditions 13.5 an amount equal to 2% of the Estimated amount shall be recovered from any amount due to the contractor.** In addition, such bidder shall not be eligible to participate in the tenders invited by Cochin Port Authority for a period of **Two Years from the date of such cancellation of Letter of Acceptance.**

15. **Signing of Agreement:**

15.1 The successful tenderer will be required to execute within **28 days** from the date of receipt of Letter of Acceptance and after submission of Performance Security, an agreement at his expense on proper value Kerala State Stamp Paper in the prescribed departmental form, consisting of:

- a) The Tender Notice, all the documents including additional conditions/specifications and drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading there to, and
- b) General Conditions of Contract-2016 (GCC), for the due and proper fulfillment of the Contract.

If Agreement is not executed within the period as specified above or such extension of that period as may be permitted by the official of Cochin Port Authority in writing, Cochin Port Authority at its discretion may cancel the Letter of Acceptance without paying any compensation to such bidder, in addition to forfeiture of Performance Security.

15.2 The Contractor shall make 10 copies of the Agreement and submit to CoPA within 7 days following the date of signing of Agreement.

16. Till signing of agreement the tender together with the acceptance letter shall constitute a binding Contract between the Contractor and Cochin Port.

17. Failure to comply with conditions **3ii(iv), 13 and 15** above will entail forfeiture of the Earnest Money. **If an MSME registered contractor failed to comply with the conditions 13.5 an amount equal to 2% of the Estimated amount shall be recovered from any amount due to the contractor.**

18. **Micro & Small Enterprises (MSE's) Bidders who are registered with District Industries Centre (DIC) or Khadi and Village Industries Commission (KVIC) or Khadi and Village Industries Board (KVIB) or Coir Board or National Small Industries Corporation (NSIC) or directorate of Handicrafts and Handlooms or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME for similar nature of Works shall be eligible for issue of Bid Document free of cost and exemption from payment for issue of tender document &**

**payment of EMD. They are required to submit documentary proof of such registration along with the offer, as detailed in Instructions to Bidders, for claiming the available exemptions and a scanned copy of Exemption Certificate duly notarized shall be uploaded in the e-Tender Portal. If the Registration Certificate does not pertain to the Category of ‘Similar Works’ mentioned above, the Tender will be rejected.**

19. The undersigned reserves the right to reject/cancel/postpone any one or all tenders at any stage of the tender, which shall be binding on all bidders. It is not mandatory for Cochin Port to accept the bid of the Lowest Bidder, and Cochin Port at its discretion may accept the bid of any bidder, without mentioning any reason.
20. CoPA will determine whether the Tender is substantially responsive to the requirements of the Tender documents. For the purpose of this clause a substantially responsive Tender is one which inter alia conforms to all the terms, general conditions and specifications of the Tender documents and technically suitable. The Tenderer shall carefully submit all the documents as required under the Tender failing which the offer is liable to be treated as non-responsive. A Tender which, in relation to the cost estimates of CoPA, is seriously unbalanced may be rejected as non-responsive. The Tender which does not satisfy the pre-qualification criteria shall summarily be rejected and shall not be considered for further evaluation Tenders which do not fulfill all or any of the above conditions or which contain any other condition of any sort including conditional rebates or are incomplete in any respect is liable for rejection. Such tenders shall be entered in the tender opening register but their rates shall neither be read out nor entered in the register. Only remark mentioning the reason of rejection in brief shall be appended against such entry.
21. The Tenderer shall quote realistic rates in respect of the services to be provided. The rates shall be firm and no other increase or decrease in prices will be allowed during the currency of the contract. Canvassing in connection with tender is strictly prohibited and tenders submitted by the Contractors who resort to canvassing will be liable to rejection.
22. **Taxes and Duties:**
  - 22.1 TDS as per Income Tax Law & GST law shall also be deducted at prevailing rates.
  - 22.2 Deductions towards statutory taxes as per the rules, prevailing in force at the time of payment of bills shall be made while releasing the bill amount.
  - 22.3 GST for the work will be paid extra by the Port. The GST applicable as per law can be billed on the Port Authority, which will be paid to the Contractor by the Board along with the bills, for which the Contractor holds valid GST Registration number and the GST is being collected. The following are also to be considered while claiming payment towards GST:
    - i. Invoice in specific format should be provided by the Contractor for every payment.
    - ii. GST Registration Number of Cochin Port Authority and the Contractor is to be clearly mentioned with all the bills.

- iii. Invoice should be attached along with the running bills.
  - iv. The Contractor shall comply all the GST regulations, viz.; timely uploading of invoices and issue of debit/ credit notes.
- 22.4 Any stipulation by a tenderer that taxes and duties deductible from these bills should be borne by the Port Authority will result in the summary rejection of his /their tender.
23. Cess as per Building and other Construction Workers Welfare Cess Act (Act 28 of 1996) at the rate of one percent or at the rates prevailing in force at the time of payment of bills, of the cost of construction should be borne by the Contractor and the same will be deducted from Contractor's bills while making payment or when crediting amount to Contractor's account.
24. The Tender Document shall form part of the Contract.
25. Cochin Port Authority will not be held responsible for any technical snag or net work failure during online bidding. It is the bidder's responsibility to comply with the system requirements i.e. hardware, software and internet connectivity at bidder's premises, to access the e-Tender portal. Under any circumstances, Cochin Port Authority shall not be liable to the bidders for any direct/indirect loss or damages incurred by them arising out of incorrect use of the e-Tender system or internet connectivity failures.
26. The Bidder shall submit Originals of: (i) DD / Banker's Cheque towards the cost of Tender document, (ii) EMD and (iii) Power of Attorney in favour of signatory(s) to the tender along with letter of submission in a sealed cover **to the Chief Engineer, Cochin Port Authority, W/Island, Cochin – 682009, KERALA**, before opening date and time of the tender. **Non submission of original financial document towards cost of Tender document and EMD Declaration, before opening date and time, of the Tender will be liable for rejection.**
27. The undersigned reserves the right to reject/cancel/postpone any one or all tenders at any stage of the tender, which shall be binding on all bidders.

Sd/-

**CHIEF ENGINEER  
COCHIN PORT AUTHORITY  
FOR AND ON BEHALF OF THE BOARD OF MAJOR PORT AUTHORITY FOR  
COCHIN PORT**

# COCHIN PORT AUTHORITY

## 2.INSTRUCTIONS TO TENDERERS

### 1. Introduction

This tender is invited for “**Renovation of Warehouse No.2 at Mattancherry Wharf**”. The work essentially comprises of the following:

- 1 Dismantling  
MP Roofing tiles, AC sheet roofing, wooden windows, RCC Work, Brick work Removing existing painting, Removing white or colour wash etc.
- 2 Painting with Synthetic Enamel paint
- 3 Cement Concrete work
- 4 Roofing with Cement Corrugated sheet with Organic/ inorganic synthetic fibre, providing ridges & hips.
- 5 Providing  
Brick Masonry work, RCC Work, Plastering work,
- 6 Finishing walls with Acrylic smooth exterior paint.
- 7 Supplying and fixing rolling shutter with mechanical device chain.
- 8 Painting doors & windows with Delux Multi Surface Paint.
- 9 Providing 300mm dia. PVC eaves gutter, Providing valleys, Providing rain water down pipes etc.
- 10 Supply of installation of Turbo Ventilator.

### 2. General Instructions

- 2.1 The work is to be executed as described in the Bid document and in particular in the Technical Specifications, Special Conditions, Schedule of Quantities and Drawings and in general includes, but is not limited to supplying all including consumables and equipment necessary to execute the work as described in the Bid Document.
- 2.2 Before submitting the Bid, the bidder shall examine carefully all conditions of contract, specifications, drawings etc. supplied herewith. The bidders shall inspect the site of work with prior appointment with the concerned Section Engineer of the work to get himself acquainted with the site conditions and to assess and satisfy himself of the difficulties and constraints which may be involved in executing the work in the location. It will be deemed that prior to the submission of Tender, the tenderer has visited the site and has satisfied himself as to the nature and location of the work, general and local conditions, particularly those pertaining to transportation, handling and availability and storage of materials, availability of labour, weather conditions, tidal variations at site, working conditions, ground level, nature of soil etc. and that the tenderer has estimated his cost accordingly; the Port Authority will be in no way responsible for the lack of such knowledge and also consequences thereof to the Tenderer. Failure to visit the site will in no way relieve the successful bidder of any of the obligations in performing the work in accordance with this Bid Document including Addenda / Corrigenda, within the quoted price.

- 2.3 A bidder shall be deemed to have full knowledge of all documents, site conditions etc. whether he has inspected them or not. The submission of a Bid by the bidder implies that he has read the notice and conditions of contract and has made himself aware of the scope and specifications and other factors bearing on the bid and that they are binding on him.
- 2.4 The bidders may please note that the EMPLOYER will not entertain any correspondence or query on the status of the offers received against this Bid. Bidders are also requested not to depute any of their personnel or agents to visit the Employer's offices for making such enquiries till finalization of the bid. Should the EMPLOYER find it necessary to seek any clarification, technical or otherwise, the concerned bidder will be duly contacted by the EMPLOYER.
- 2.5 Canvassing in any form by the bidder or by any other agency acting on behalf of the bidder after submission of the bid may disqualify the said bidder. The Employer's decision in this regard shall be final and binding on the bidder.
- 2.6 EMPLOYER will not be liable for any financial obligation in connection with the work until such time the EMPLOYER has communicated to the successful bidder in writing his decision to entrust the Work (covered by the bid document issued to him).
- 2.7 E-mail offers will not be considered. Bidders should prepare their bid themselves and submit it "online". Bids submitted by agents will not be recognized.
- 2.8 Bids received after the due date and time and any change in bid after the specified date & time will be rejected. EMPLOYER will not be responsible for the loss of the bid document or for the delay in postal transit.
- 2.9 In case of an unscheduled holiday on the prescribed closing/opening day of the bid, the next working day will be treated as the scheduled prescribed day of closing/opening of the bid.
- 2.10 While evaluating the document, regard would be paid to National defense and security considerations, at the discretion of the Cochin Port Authority. Bid received from any bidder may be summarily rejected on National security consideration without any intimation thereof to the bidder.
- 2.11 If there are varying or conflicting provisions made in any document forming part of the contract, the Chief Engineer, Cochin Port Authority, Cochin – 682009, shall be the deciding authority with regard to the intention of the document which shall be binding on the Bidder.
- 2.12 In case the department desires to inspect the equipments/ machinery for confirmation of its availability and capacity etc., necessary arrangements shall be made by the contractor for such inspection at his own cost.
- 2.13 Any error in description, and any omissions there from shall not vitiate the contract or release the Contractor from the execution of whole or any part of the works comprised therein according to drawings and specifications or from any of his obligations under the contract

- 2.14 All the Bank Guarantees (BGs) to be furnished except for EMD by the Contractors in connection with the tender shall be sent to the Chief Engineer, Cochin Port Authority directly by the issuing bank under registered post with AD. The Contractor shall take the responsibility of sending BGs directly to the Port Authority by the issuing bank.
- 2.15 *The Contractor / approved Sub-Contractor if any, shall comply with all the provisions of the Indian Employer Compensations Act, Provident Fund Regulations, Employees Provident Fund and ESI Act etc. amended from time to time and rules framed there under and other laws affecting the contract labour that may be brought into force from time to time.*
- 2.16 *If applicable as per EPF/ESI Acts, the Tenderer shall be registered under EPF and ESI Act and the employees employed under them shall be covered in the EPF and ESI scheme. In such cases, who are registered under EPF Organisation and ESI Corporation and furnish documentary evidence in support of valid registration shall only be considered for qualification for opening of Price Bids. In case, the Tenderer does not have the required number of employees which makes such registration mandatory, an undertaking as per Annexure – 11 to the effect shall be furnished.*
- 2.17 *The Contractor shall regularly remit the Employer and Employee contribution to the authorities. If not, the Employer would remit the same and the amount so remitted shall be deducted from the part/final bill of Contractor.*
- 2.18 *The contractor shall be registered under GST and shall furnish documentary evidence in support of valid GST registration.*
3. **Micro & Small Enterprises (MSE's) Bidders who are registered with District Industries Centre (DIC) or Khadi and Village Industries Commission (KVIC) or Khadi and Village Industries Board (KVIB) or Coir Board or National Small Industries Corporation (NSIC) or directorate of Handicrafts and Handlooms or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME for similar nature of Works shall be eligible for issue of Bid Document free of cost and exemption from payment for issue of tender document & payment of EMD. They are required to submit documentary proof of such registration along with the offer, as detailed in Instructions to Bidders, for claiming the available exemptions and a scanned copy of Exemption Certificate duly notarized shall be uploaded in the e-Tender Portal. If the Registration Certificate does not pertain to the Category of 'Similar Works' mentioned above, the Tender will be rejected.**
- 3.1 If a bidder has already been awarded or qualified for a similar nature work with a higher value or equivalent value within the last 6 months from the date of Notice Inviting Tender, the tender of such bidder shall be evaluated / considered for qualification with the documents submitted by the bidders in those tenders **provided the Bidder clearly states the details of above such works in the Letter of Submission.**

3.2 In the Letter of submission, the Bidder shall compulsorily indicate 2 nos. of current active e-mail IDs to which further Bid related communication can be sent by CoPA. All communication from CoPA shall be deemed to have been delivered when the e-mail is sent to the specified e-mail ID and the date of sending the e-mail by CoPA shall be considered as the receipt by the Bidder. CoPA shall no way be responsible for the non-receipt of any such communication by the Bidder whatever be the reason due to which this has occurred.

**4. Invitation for Bids:**

The Invitation for Bids is open to all eligible bidders meeting the Minimum Eligibility Criteria.

**5. Downloading of Tender Documents:**

Tender documents can be downloaded from the e-Tendering portal [www.tenderwizard.com/CPT](http://www.tenderwizard.com/CPT) on the dates specified in NIT by making online requisition. Tender document can also be downloaded from Cochin Port website [www.cochinport.gov.in](http://www.cochinport.gov.in) or Government of India (GOI) tender portal [www.tenders.gov.in](http://www.tenders.gov.in). Demand Draft /Banker's cheque for cost of tender document drawn in favour of the Financial Adviser & Chief Accounts Officer(FA &CAO), CoPA from any Scheduled / Nationalized Bank having its branch at Cochin shall be submitted at the time of submission of bids and scanned copy of the same shall be attached with the e-tender.

In case of tender document being downloaded from the website, at the time of uploading, the tenderer shall give an undertaking that no changes have been made in the document. Port's Tender document will be treated as the authentic Tender document and if any discrepancy is noticed at any stage between the Port's Tender document and the one submitted by the Tenderer, the Port's document shall prevail. For the discrepancies found at any time, the Tenderer shall be liable for legal action.

**6. One Bid per Bidder:**

Each bidder shall submit only one bid. A bidder who submits or participates in more than one Bid will cause all the proposals with the Bidder's participation to be disqualified.

**7. The Bidder**

The Bidder shall be a single entity only.

**8. Cost of Bidding:**

The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the Employer will, in no case, be responsible and liable for those costs.

**9. Site visit:**

The Bidder, at the Bidder's own responsibility and risk is encouraged to visit and examine the work site and its surroundings and obtain all

information that may be necessary for preparing the Bid and entering into a contract for execution of the Works. The cost of visiting the site shall be at the Bidders' own expense.

**10. Clarification of the Bidding Documents:**

- 10.1 The Tenderers are advised to examine the Tender Document carefully and if there be or appear to be any ambiguity or discrepancy in the documents, or any clarifications needed on the Tender Documents; these shall be referred to the Chief Engineer in writing at the following address, so as to reach him at least by **21.10.2025**. It is to be noted that no queries, clarifications will be answered after this date.

THE CHIEF ENGINEER,  
CHIEF ENGINEER'S OFFICE,  
COCHIN PORT AUTHORITY,  
WILLINGDON ISLAND,  
KOCHI-9,  
KERALA, INDIA.  
Ph: - 91-0484-2666414/2582400.  
Fax:-91-0484-2666414.  
Email: [coptce@gmail.com/ce@cochinport.gov.in](mailto:coptce@gmail.com/ce@cochinport.gov.in)

**10.2 Pre-Bid Meeting:**

There will not be any pre-bid meeting. However, the Bidders who need clarifications on any specific issue shall inform the Employer in writing latest by before **19.11.2025** at the address given in the Clause 10.1 above. No queries/clarifications on Bid Document shall be entertained after this date. The replies/clarifications/decisions shall be hosted at the Cochin Port Authority website [www.cochinport.gov.in](http://www.cochinport.gov.in), e-Tendering Portal and CPP Portal.

At any time prior to the deadline for submission of Bid, CoPA may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the Bid Document by the issuance of Addenda /Corrigenda.

**Any Addenda/ Corrigenda / Errata/ Replies to the queries of Bidder etc., if any, issued by CoPA will be hosted in Cochin Port Authority website [www.cochinport.gov.in](http://www.cochinport.gov.in), e-Tendering Portal and CPP Portal only and the Bidder shall be responsible to check and download those Documents, if any, issued by CoPA, from the website before submission of Bid. Bids with any shortfall in uploading the said Addenda/ Corrigenda / Errata/ Replies to the queries of Tenderer etc. duly signed along with the downloaded documents while uploading the Tender will render the Tender incomplete and incomplete Tender Documents may be rejected. In order to afford Bidders with reasonable time to take an**

Addendum into account, or for any other reason, the CoPA may, at its discretion, extend the Bid Submission Date and the Bid extension notice shall be hosted in the websites only.

**11. Amendment of Bidding Documents:**

The Chief Engineer, Cochin Port Authority, shall have the right to omit or suspend certain items of work or revise or amend the Bid documents prior to the due date of submission of the Bid by issuance of Addenda / Corrigenda. Any Addendum / Corrigendum thus issued shall be part of the Tender documents. The Addenda / Corrigenda, if any, shall only be hosted in the e-tender portal as well as in the website of the Cochin Port. It is the responsibility of the Bidders to download such Addenda / Corrigenda hosted in the website and submit the same duly signed along with the Bid. In order to afford the Bidders with reasonable time to take Addendum into account, or for any other reason, the Port Authority may, at its discretion, extend the due date for submission of Bid and bid extension notice shall be hosted in the web site.

**12. Preparation of bids:**

All documents relating to the bid shall be in the English language.

**13. Minimum Eligibility Criteria:**

**(a) Experience**

The tenderers should have experience of having successfully completed during the last 7 (seven) years ending **30th September, 2025**, at least either:

- i. Three Similar Works each costing not less than **53.76 lakhs**  
**(OR)**
- ii. Two Similar Works each costing not less than **Rs.67.20 lakhs**  
**(OR)**
- iii. One Similar Work costing not less than **Rs.107.53 lakhs**

**(b) Financial Turnover**

Average Financial Turnover of the tenderer over the last three financial years ending 31<sup>st</sup> March 2024 of the previous financial year [2021-'22, &2022-'23, 2023-24'] shall not be less than **Rs.40.32 Lakhs**.

**Explanatory Notes to (a) & (b):**

**Note 1:-Similar Work(s) means “Civil Construction works or Construction of Buildings or Renovation/ Repair works of Buildings”**

**Note 2:-**Following enhancement factors will be used for the costs of works executed for bringing the financial figures to a common base value in respect of the works completed in past years.

**Table 1**

<b>Year before</b>	<b>Multiplying factor</b>
One year	1.07

Two years	1.14
Three years	1.21
Four years	1.28
Five years	1.35
Six years	1.42

*Note 3:-The experience certificate of works executed in private sectors / organisations shall be considered for qualification, only on submission of TDS certificate9 (Form 26AS) along with work order and completion certificate.*

*Note 4:- Satisfactory Client / Owner’s Certificate or documentary proof shall be submitted in support of the assignments / works performed and claimed by the tenderer to fulfill the eligibility criteria for qualification. A statement duly certified by the Chartered accountant showing the average annual Financial Turnover over the last 3 financial years and audited financial statements for the last three years shall be submitted.*

*Note 5:- The works reckoned for the above purpose are those executed by the tenderers as prime contractor or proportionately as member of joint venture or as a sub contractor authorized and approved by the Employer of the work(s) against which the tenderer has claimed his experience; it will be considered for qualification only if documentary proof of such authorization / approval of the Employer are submitted.*

#### **14. Other Eligibility Considerations**

14.1 Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

- i) made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- ii) record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures, black listing/ debarring by Govt. departments etc.

14.2 **The bidders having EPF/ ESI registration certificates only shall be considered for qualification in the tenderers, if applicable, as per EPF /ESI Acts. In case, the Tenderer does not have the required number of employees which makes such registration mandatory, an Undertaking as per Annexure – 11 to the effect shall be furnished.**

#### **15. Bid Prices:**

##### **15.1 Percentage Basis Contract**

The Bidder shall fill the percentage above / below in the Bidder’s Quoting Area under “Percentage Quoted” in the Schedule-II (Schedule of Quantities to be done on Contract) both in **figures and words**. The Bidder shall also

fill 'Above / Below' column.

15.2 On scrutiny, if there are differences between the percentage given in figures and in words, the following procedure shall be followed:-

- a) When there is a difference between the percentage quoted in figures and in words, the percentage in words shall be taken as correct.
- b) When the sign (+) / (-) and Above / Below does not correspond with each other, the "words" under "Above / Below" shall be taken as correct.

### 15.3 Rates Quoted

The rate quoted by the Tenderer shall be inclusive of the cost of provision of plant and equipment, materials, labour, execution, supervision, maintenance, overheads and profits and every incidental and contingent cost and charges whatsoever excluding Goods and Service Tax (GST). GST as may be applicable from time to time shall be shown separately in the invoice.

15.4 The Contract shall be for the whole Work based on the priced Bill of Quantities submitted by the Bidder. **The Bidder should ensure that his tendered percentage as per Price Bid is not mentioned anywhere in any documents in Technical Bid submission, directly or indirectly. If any such mention is made, the tender will become invalid and shall become liable for rejection.**

### 15.5 Currencies of Bid and Payment:

The unit rates and the prices shown in Schedule II of this document are in Indian National Rupees (INR).

### 16. Bid Validity:

Bids shall remain valid for a period not less than One Hundred and Twenty days (120 days) from the deadline date for bid submission. A bid valid for a shorter period shall be rejected by the Employer as non-responsive.

In exceptional circumstances, prior to expiry of the original time limit, the Employer may request the Bidder to extend the period of validity for an additional period. The request and bidders response shall be made in writing. A bidder agreeing to the request will not be permitted to modify his bid (ie, the extension shall be unconditional).

### 17. Bid Security / EMD:

17.1 Each tender should be accompanied by an Earnest Money amounting to **Rs.2,68,820.00 (Rupees Six Lakhs Sixty Thousand Two Hundred and Forty only)**. EMD shall be deposited /furnished either through Demand Draft or Banker's Cheque drawn in favour of Financial Adviser & Chief Accounts Officer, Cochin Port Authority from any Commercial Bank in India . Any bid not accompanied by an acceptable Bid Security shall be treated as Non-responsive and shall be rejected by the Employer.

**18. Forfeiture of Bid security / EMD**

Bid Security/EMD will be forfeited in the following cases:

- (a) If a Bidder withdraws his bid during the period of bid validity.
- (b) The Bidder does not accept the correction of the Bid Price pursuant to any arithmetical errors.
- (c) In case of a successful bidder fails
  - (i) to commence the work, within the specified time limit
  - (ii) to sign the Agreement or furnish the required Performance Security within the specified time limit

**19. No Alternative Proposals by Bidders:**

Bidders shall submit offers that comply with the requirements of the bidding documents. Alternatives will not be considered.

**20. Format and Signing of Bid:**

- 20.1 The Tenderer shall prepare one set of his Tender (all Volumes), duly completed and signed, along with the set of Drawings and other documents mentioned hereinafter. The Bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign on behalf of the Bidder with signature duly witnessed and company seal affixed. The Power of Attorney (in original) authorizing the signatory/s of the Tender shall be enclosed. All pages of the bid where entries or amendments have been made shall be signed by the person or persons signing the bid.
- 20.2 If the tender is made by an individual it shall be signed by his full name and his address shall be given. In the event of the tender being submitted by a registered partnership firm, it must be signed individually by each partner thereof. In the event of absence of any partner, it must be signed on his behalf by person holding a proper power-of- attorney authorizing him to do so and to bind the partner in all matters pertaining to the contract including the arbitration clause, such power-of-attorney to be attached with the tender which must disclose that the firm is duly registered under Indian Partnership Act. If the tender is made by a Limited Company it shall be signed by a duly authorized person who shall produce with the tender satisfactory evidence of the authorization. In the case of a Limited Company the tender should be accompanied by the Memorandum and Articles of Association of the Company.

**21. Bid Submission:**

- 21.1 Bid shall be submitted in two parts, **Part - I: Technical Bid** and **Part - II: Price Bid** through **e- tender mode before 14.30 Hrs on 26-11-2025**.
- 21.2 The Technical Bid document and the scanned copies of the documents as detailed in clause 22 below shall be submitted through e-Tendering mode on **[www.tenderwizard.com/CPT](http://www.tenderwizard.com/CPT)**.
- 21.3 Price bid (Schedule-II) in the provided format shall be submitted **only**

**through e-tendering mode on [www.tenderwizard.com/CPT](http://www.tenderwizard.com/CPT) before 14.30 Hrs on 26-11-2025. In no case shall filled in Price Bid (Schedule II) be submitted in hard copy, as it shall result in rejection of the tender.**

- 21.4 Tenders shall be submitted “**online**” strictly in accordance with the Instructions to Tenderers and Terms & Conditions given in the tender document. The bidders shall submit scanned copy of all the required documents such as DD / Banker’s Cheque towards the cost of tender, proof of experience, financial details etc. through the e-tendering portal.
- 21.5 The Bidder shall submit **Original (i) DD / Pay Order / Bankers Cheque towards the cost of Tender document,(ii) EMD and (iii) Power of Attorney** along with Letter of submission in a sealed cover, super scribing there on the Tender Number, Name of Work, date notified for submission of tender and the name of the tenderer. Tenders can be brought either in person or sent by registered post/ courier to the Chief Engineer, Cochin Port Authority, W/Island, Cochin - 682009, KERALA, before opening date & time of the tender. Tenders brought in person, shall be put in the Tender Box on or before the due date and closing time specified above.
- 21.6 **Tenders without submitting the original documents towards (i) Cost of tender document, (ii) EMD; and(iii) Power of Attorney as above, before opening date and time of the tender will be liable for rejection.**
- 21.7 The successful Bidder shall submit original copy of complete Technical Bid already submitted in e-mode within 7 days of receipt of Letter of Acceptance issued for the work.

## **22. Information Required in the Bid**

22.1 **Part I -Technical Bid** shall contain the following:

- a) Letter of Submission (vide *Annexure-1*)
- b) Bid Security / EMD as described in Clause 17.1 above .
- c) Cost of Tender Document
- d) Check list as per *Schedule I* attached along with Technical Bid in the e-Tendering Portal
- e) Power of Attorney (in original) in favour of signatory/s to the Tender, duly authenticated by Notary Public. (vide *Annexure-2*)
- f) Organization Details (vide *Annexure-3*)
- g)Details of experience as per *Annexures -4a &4b* and Certificates in proof of experience in Similar Works as detailed under Clause 13 of Instructions to Tenderers.

### **Explanatory notes:**

- (1) Original or Notary certified copy of completion certificates of each work issued by the owner/ the responsible officers of the owner under whom he has executed such contracts along with work order shall be attached. The certificate shall invariably contain the following among other things.

- (i) Details of work involved specifying the nature of work
  - (ii) The completion cost of the work
  - (iii) Date of commencement ; and
  - (iv) Date of completion of the work.
- (2) If the experience in Similar Works is as a member of joint venture, Notary attested copy of joint venture agreement in this respect shall be attached.
- (3) If the experience in Similar Works is as a subcontractor, Notary attested copy(s) of approval issued by the Employer(s) authorizing as a sub-contractor; in proof of the claim of the tenderer as a sub-contractor shall be attached.
- (4) The works indicated in Annexure-4a will only be considered for evaluation. Mere submission of work completion certificate will not be considered towards Eligible Assignments**
- h) A statement duly certified by Chartered Accountant showing the Average Annual Financial Turnover of the tenderer over the last three financial years [ , 2021-'22, 2022-'23,& 2023-24'] (vide *Annexure-5*) supported by Audited Financial statements for the last three years.
  - i) Form of Bid duly signed and sealed
  - j) **Bid document including all Addenda / Corrigenda duly signed and sealed**
  - k) Partnership Deed or Memorandum and Articles of Association of the Company and Registration certificate of the company as the case may be.
  - l) **Copies of EPF ,ESI, PAN and GST registration**
  - m) Documentary proof for NSIC registration, if applicable.
  - n) A detailed Method Statement (Technical Note) for carrying out of the works, along with an Implementation Schedule showing sequence of operation and the time frame for various segments of temporary and permanent works.(vide *Annexure-6*). The information provided will form part of the Work Methodology and the same shall be in line with the Specifications and Bill of quantities.
  - o) A list of Plant and equipment proposed to be engaged for the work (vide *Annexure-7*).
  - p) A declaration to the effect that (vide *Annexure-8*):-
    - i) All details regarding construction plant and machinery, temporary work and personnel for site organization considered necessary and sufficient for the work have been furnished in the *Annexure-7* and that such plant, temporary works and personnel for site organization will be available at appropriate time of relevant works for which the equipment have been proposed at site till the completion of the

respective work.

- ii) No conditions are incorporated in the Price Bid. In case any conditions are specified in the Price Bid, the tender will be rejected summarily without making any further reference to the bidder.
- iii) We have not made any payment or illegal gratification to any persons/ authority connected with the bid process so as to influence the bid process and have not committed any offence under PC Act in connection with the bid.
- iv) We disclose with that we have made / not made (strike out whichever is not applicable) payments or propose to be made to any intermediaries (agents) etc in connection with the bid.
- v) We do hereby confirm that no changes have been made in the Tender document uploaded by us for the above bid. Port Tender document will be treated as the authentic Tender Document and if any discrepancy is noticed at any stage between the Port's tender document and the one submitted by the tenderer, the Port's document shall prevail.
- q) Bank information for e- Payment system as per **Annexure-9**.
- r) Details of litigation history, blacklisting etc. of the Bidder as per **Annexure-10**.
- s) Undertaking regarding EPF & ESI Registration as per **Annexure-11**.

**22.2 Scanned copy of all the above documents shall be uploaded for on line submission of Technical Bid.**

***NOTE: If a bidder has already been awarded or qualified for a similar nature work with a higher value or equivalent value within the last 6 months from the date of notice inviting tender, the tender of such bidder shall be evaluated / considered for qualification with the documents submitted by the bidders in those tenders, provided the Bidder clearly states the details of above such works in the Letter of Submission.***

**22.3 List of Documents to be Submitted in Original.**

- i) DD / Pay Order / Bankers Cheque towards Cost of Tender document
- ii) Bid Security / EMD.
- iii) Power of Attorney, duly authenticated by Notary Public (vide **Annexure-2**)
- iv) Letter of Submission (vide **Annexure-1**)

**22.4 Part II :“Price Bid” shall contain the Preamble to BoQand Bill of Quantities- Schedule II shall be duly filled in and fully priced, which shall be submitted only in e-tendering mode.**

**23. Deadline for Submission of the Bids:**

E-tenders attaching all documents shall be submitted ‘**online**’ in the **e tender portal** strictly in accordance with the terms and conditions of tender document before *the time and the day notified* in Table 2 of NIT.

The (i) Original DD / Pay Order / Bankers Cheque towards the Cost of Tender document,(ii) Bid Security / EMD and (iii) Power of Attorney with letter of submission in a sealed cover in original superscribed with the Tender Number, Name of Work, date notified for submission of tender and the Name of the Tenderer, should reach the office of the Chief Engineer, Cochin Port Authority, Cochin-9, on or before the time and the day notified in Table 2 of NIT.

**24. Late Bids:**

Any Bid received by the Employer after the Bid Due Date will be returned unopened to the bidder.

**25. Bid Opening**

25.1 The Officer inviting the tender or his duly authorized assistant will open the tenders in the presence of intending tenderers who may be present at the time in person or through their authorized representative. In the case of the tenders invited under Two Cover System, the technical bids of the tenders received will be opened first.

25.2 **Technical Bid:** Technical Bid shall be opened in the office of the **Chief Engineer, Cochin Port Authority** after **15.00** Hours on **27.10.2025** for receiving the Tenders. Submission of EMD and Cost of Tender Document is verified initially. In case the Earnest Money and Cost of Bid Document are not deposited/ submitted or is not in order, the Bid will not be opened further and hard copy submitted will be returned.

25.3 If all Bidders have submitted unconditional Bids together with requisite Bid Security/ EMD then all Bidders will be so informed then and there. If any Bid contains any deviation from the Bid documents and /or if the same does not contain Bid Security Declaration in the manner prescribed in the Bid documents, then that Bid will be rejected and the Bidder will be informed accordingly. The Price Bid submitted in e- mode will not be opened.

**26. Bid Opening – Price Bid:**

Price Bid of those Tenderers found responsive on evaluation of Technical Bids, will be opened later. **Short listed bidders will be communicated about the date and time of opening of the Price Bid through e-tender portal notification / communication and there will be no direct communication from department in this regard.** The Bidder’s name, the Bid percentages, the total amount of each Bid, any discounts, Bid modifications and withdrawals, and such other details as the Employer may consider appropriate, will be announced by the Employer at the time of opening.

**27. Clarification of Bids:**

To assist in the examination and comparison of Bids, the Employer may, at his discretion, ask any Bidder for clarification of his Bid, including breakdown of unit rates. The request for clarification and the response shall be in writing, but no change in the price or substance of the Bid shall be sought, offered, or permitted.

No Bidder shall contact the Employer on any matter relating to his bid from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Employer, he should do so in writing.

Any effort by the Bidder to influence the Employer's bid evaluation, bid comparison or contract award decisions, may result in the rejection of his bid.

## **28. Examination of Bids and Determination of Responsiveness:**

28.1 Prior to detailed evaluation of Bids, Cochin Port Authority will determine whether each Bid

- (a) Meets the Minimum Eligibility Criteria defined in Clause 13.
- (b) has been properly signed by an authorised signatory (accredited representative) holding Power of Attorney in his favour. The Power of Attorney shall inter alia include a provision to bind the Bidder to settlement of disputes clause;
- (c) is accompanied by the required Bid Security Declaration and cost of bid document.
- (d) Undertaking in the Technical Bid that he has not incorporated any conditions in the Price Bid.

A responsive Bid is one which conforms to all the terms, conditions and specification of the Bidding documents, without material deviation or reservation. A material deviation or reservation is one;

- i) which affects in any substantial way the scope, quality or performance of the Works;
  - ii) which limits in any substantial way, the Employer's rights or the Bidder's obligations under the Contract; or
  - iii) whose rectification would affect unfairly the competitive position of other Bidders presenting responsive Bids.
- (e) is responsive to the requirements of the Bidding documents.

28.2 If a Bid is not substantially responsive, it shall be rejected by the Employer, and shall not subsequently be made responsive by correction or withdrawal of the non-conforming deviation or reservation.

## **29. Correction of Errors:**

Bids determined to be responsive will be checked by the Employer for any arithmetic errors. Errors will be corrected by the Employer as detailed in Clause 15.2. The amount stated in the Bid will be adjusted by the Employer

in accordance with the above stated procedure for the correction of errors and shall be considered as binding upon the bidder. If the Bidder does not accept the corrected amount, the Bid shall be rejected and the Bid security shall be forfeited in accordance with Clause 18.

**30. Evaluation and Comparison of Bids:**

The Employer will evaluate and compare only the Bids determined to be responsive in accordance with Clause 28. In evaluating the Bids, the Employer will determine for each Bid the evaluated Bid Price by adjusting the Bid Price as follows:

- (a) making any correction for errors pursuant to Clause 29;
- (b) making appropriate adjustments to reflect discounts or other price modifications offered.

**31. Alteration of tender documents:**

No alteration shall be made in any of the tender documents or in the Bill of Quantities and the tender shall comply strictly with the terms and conditions of the tender document. The Employer may however ask any tenderer for clarifications of his tender if required. Nevertheless, no tenderer will be permitted to alter his tender price after opening of the tender.

**32. Alternative Conditions and Proposals:**

The Tenderer shall note that alternative or qualifying tender conditions, or alternative design proposal for whole or part of the work will not be acceptable. Tenders containing any qualifying conditions or even Tenderer's clarifications in any form will be treated as non-responsive and will run the risk of rejection. Price Bid of such Tenderer's will not be opened.

**33. Award of Contract:**

The Employer will award the Contract to the bidder whose bid has been determined to be responsive to the bidding documents and who has offered the lowest evaluated bid price, provided that such bidder has been determined to be

- (a) Eligible in accordance with the provisions of Clause 13, and
- (b) Qualified in accordance with the provisions of Clause 13.

**34. Securities**

34.1 Security Deposit (SD) shall be at 10% of the contract value or value of the work done whichever is higher and it shall consist of two parts:

**a) Retention Money to be recovered from Running Bills as detailed below;**

The Employer shall retain from each payment due to the Contractor the proportion stated in the Contract Data until Completion of the whole of the Works.

- 34.2 For civil works, Retention Money shall be deducted at 5% of the gross amount of the bill from the first Running Account bill onwards till the recovered sum amounts to 5% of the contract value or the value of the work done whichever is higher. Retention money shall be refunded to the Contractor within 14days from the date of payment of final bill.
- 34.3 The total amount thus deposited towards SD will be retained as security for the due and proper fulfillment of the contract and will not carry any interest. Such deposit shall be forfeited on failure to perform or non-fulfillment by the Contractor of the terms and conditions of the contract.
- b)Performance Security to be submitted at award of the work**
- 34.4 **Performance Security**  
Performance Security for civil works shall be 5% of the Contract value.
- 34.5 The Performance Security shall be provided by the Contractor to the Employer not later than **21 (Twenty One) days** for domestic bids and 28 days for international bids from the date of letter of acceptance and shall be furnished in one of the following forms:
- i) Banker's Cheque/Demand Draft/Pay Order of a Scheduled Bank.
  - ii) An irrevocable Bank Guarantee(BG) enforceable and encashable at Cochin, drawn from any scheduled bank operating in India as per the proforma
  - iii) Insurance Surety Bond from the Insurance Company duly approved by Insurance Regulatory and Development Authority of India
- 34.6 The BG furnished towards the Performance Security shall be valid for a period until a date 30days from the day of expiry of the defect liability period stipulated as per the terms of the contract.
- 34.7 Unless performance Security is furnished within the period as specified in clause 34.5 above or such extension of that period as may be permitted by the Engineer in writing, the Earnest Money will be liable to forfeiture and the contract to cancellation.
- 34.8 Performance Security will be released / refunded to the Contractor not later than 30 days from the date of completion of Defect Liability / warranty period of the work.
- 34.9 If the Cost of Work done exceeds the Contract Value, the total amount retained as Security Deposit considering the Performance Security initially submitted together with the Retention Money recovered from the running account bills, shall amount to 10% of the Cost of Work done.
- 34.10 In cases where cost of Work done exceeds the Contract Value while releasing the Retention Money after payment of Final Bill, only 5% cost of Work Done is released, instead of the entire Retention Money recovered from the bills. The balance amount shall be retained; to make up for the shortage in the Performance Security, upto the completion of Defects Liability Period. The BG shall be issued in favour of Cochin Port Authority in the format enclosed in **Annexure-A of GCC**.

## **35 Signing of Agreement**

- 35.1 The Successful Tenderer will be required to execute an Agreement at his

expense within **28 (Twenty Eight)** days from the date of Letter of Acceptance / Work Order, on proper value Kerala State Stamp Paper in the prescribed form. The agreement as finally executed will include the Employer's Bid Documents and the Bidder's offer as finally accepted by the EMPLOYER together with Addendum / Corrigenda, bid clarification and all correspondences exchanged between EMPLOYER and the bidder, if any. Till the formal agreement is executed, the Letter of Acceptance together with the offer as finally accepted along with correspondence shall form a binding contract between the two parties.

- 35.2 The Contractor shall made 10 copies of the Agreement and submit to the Employer within 7 days following the date of signing of Agreement.
- 35.3 In the event of the tenderer, after the issue of the communication of acceptance of offer by the Board, failing /refusing to execute the agreement as hereinafter provided, the tenderer shall be deemed to have abandoned the contract and such an act shall amount to and be construed as the contractor's calculated and the willful breach of the contract, the cost and consequence of which shall be to the sole account of the tenderer and upon such an event the Board shall have full right to claim damages therefore.

### **36 Fraud and Corrupt Practices:**

- 36.1 The bidder and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this document, the Port shall reject the tender without being liable in any manner whatsoever to the bidder, if it determines that the bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "Prohibited Practices") in the Selection Process. In such an event, the Port shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security or Performance Security, as the case may be, as mutually agreed genuine pre-estimated compensation and damages payable to the Port for, inter alia, time, cost and effort of the Authority, in regard to the Tender, including consideration and evaluation of such Bidder's Proposal. Such Bidder shall not be eligible to participate in any tender or RFP issued by the Authority during a period of **2 (two)** years from the date such Bidder is found by the Authority to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- 36.2 For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:
- (a) "corrupt practice" means
- (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of

employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Authority who is or has been associated in any manner, directly or indirectly with the Selection Process or the LOA or has dealt with matters concerning the Agreement or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Authority, shall be deemed to constitute influencing the actions of a person connected with the Selection Process; or

- (ii) engaging in any manner whatsoever, whether during the Selection Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Agreement, who at any time has been or is a legal, financial or technical consultant/ adviser of the Authority in relation to any matter concerning the Project;
- (b) “fraudulent practice” means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
- (c) “coercive practice” means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person’s participation or action in the Selection Process;
- (d) “undesirable practice” means
  - (i) establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or
  - (ii) having a Conflict of Interest; and
- (e) “restrictive practice” means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Selection Process.

**37 Rejection of Tender:**

Any Tender not conforming to the foregoing instructions will not be considered. The Employer does not bind himself to accept the lowest or any tender and has the right to reject any tender without assigning any reason thereof. No representation whatsoever will be entertained on this account.

**SIGNATURE OF BIDDER**

# COCHIN PORT AUTHORITY

## 3.FORM OF BID

### To

The Board of Cochin Port Authority

### Through

The Chief Engineer  
Cochin Port Authority, Cochin -9

Tender for the work of “**RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF**”

I/We have read and examined the Notice inviting tenders, Instructions to tenderers, Form of Agreement, Contract Data, General Conditions of Contract, General description of work, Special conditions of Contract, Technical Specifications, Drawings, Preamble, Bill of Quantities, & other documents and rules referred to in the General 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 in the underwritten memorandum within the time specified in such memorandum at the rates specified in the schedule attached hereto and in accordance in all respects with the specifications designs, drawings and instructions in writing referred to in clause 16 of the General Conditions of Contract and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as applicable.

### MEMORANDUM

- |  |   |
|--|---|
| a) General description of work                       | : <b>Renovation of Warehouse No.2 at Mattancherry Wharf</b>   |
| b) Estimated cost Put to Tender                      | : <b>Rs.1,34,40,670.00</b>  |
| c) Earnest Money                                     | : <b>Rs.2,68,820.00</b>   |
| d) Security Deposit                                  | : <b>10%</b> of the value of the contract awarded or the value of the work done whichever is higher [performance guarantee @ 5% and retention money @5%]. |
| e) Percentage, if any, to be deducted from the bills | : The retention money will be recovered from the first running bill onwards at the rate of 5% of the gross amount of each bill.                           |

- f) Time allowed for commencement of work from the date of receipt of work order : **7 days**
- g) Time allowed for the work from the date of commencement of work. : **6 (Six) Months**
- h) Schedule, specifications, conditions, drawings etc. as per contents sheet attached. : As per content sheet attached

I/ We agree to keep the tender open for 120 days from the due date of submission

Should this Bid be accepted, I/We hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract annexed hereto. I/We further agree to execute an agreement with the Board in the prescribed form

Should this tender be accepted, I/We hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract annexed here to so far as applicable or in default thereof forfeit and pay to the Board the sum of money mentioned in the said conditions and to execute an agreement with the Board in the prescribed form or in default thereof to forfeit the earnest money deposited by me/us.

The sum of Rs..... is hereby forwarded in Port challan receipt / Bankers cheque or demand Draft of a scheduled bank / Bank Guarantee issued by a Scheduled bank drawn in favour of Financial Adviser and Chief Accounts Officer of the Port Authority as earnest money (a) the full value of which is to be absolutely forfeited to the Board in office without prejudice to any other rights or remedies of the said Board in office should I/We fail to commence the work specified in the Contract data or should I/We not deposit the full amount of Performance Security specified in the above Memorandum in accordance with clause 52 of the said conditions of contract otherwise the said sum of Rs. .... shall be retained by the Board as on account of such security deposit as aforesaid or (b) the full value of which shall be retained by the Board on account of the security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered, upto maximum of the percentage mentioned in Clause 40.1 of General Conditions of Contract and those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 40.3 of the General Conditions of Contract.

Dated the ..... day of ..... 2025.

Signature of the Tenderer

Address :

Witness :

Address :

Occupation :

### ACCEPTANCE

The above tender ( as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Board of Major Port Authority for a sum of Rs.....(Rupees ..... )

The letters referred to below shall form part of this Contract Agreement

- a) ..
- b) ..
- c)

Dated.....

**Chief Engineer  
Cochin Port Authority**

**COCHIN PORT AUTHORITY**

**4. FORM OF AGREEMENT**

**AGREEMENT No.....of 20.....**

**AGREEMENT FOR THE WORK OF  
RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF**

THIS AGREEMENT IS MADE on this day..... of ..... 2025 BETWEEN THE BOARD OF MAJOR PORT AUTHORITY OF COCHIN PORT AUTHORITY, a body corporate under the Major Port Authority Act, 1963 having office on Willingdon Island, Cochin-682009 represented by its Chief Engineer Sri. ...., S/o. ...., aged ..... years residing at ....., Village, ..... Taluk, .....District (hereinafter referred to as the Employer which expression shall include his successors, assignees and administrators in the office) of the one part and M/s. .... represented by Shri. .... aged ..... S/o ..... residing at ..... Village ..... Taluk ..... District(hereinafter referred as “Contractors” which expression shall include their successors, assignees and administrators) of the other part.

**WHEREAS** the Employer invited tenders for ..... vide Tender Notice ..... Date ..... and the Contractor submitted a tender for the same giving rates subject to the terms and conditions etc. of the tender document.

**AND WHEREAS** the said tender submitted by the Contractor has been accepted by the Employer vide work order No ..... dated ....., issued to the Contractor while accepting their tender.

**NOW THESE PRESENTS WITNESSETH** and the parties hereby agree as follows.

1. The tender submitted by the Contractor for execution for the Board, of the work specified in the underwritten memorandum within the time specified in such memorandum at the rates specified in the schedule attached hereto and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Clause 16 of the “General Conditions of Contract” and with such materials as are provided for, by and in all other respects in accordance with such conditions is accepted.
2. It is mutually understood and agreed that, notwithstanding that the works has been sectioned, every part of it shall be deemed to be supplementary to and complementary of every other part and shall be read with it or into it.

3. The Contractor agreed to abide by and fulfill all the terms and provisions of the said Conditions of Contract or in default thereof forfeit and pay to the Board the sum of money mentioned in the said conditions.
4. The sum of Rs...../- [Rupees.....only) has been deposited by the Contractor with Financial Adviser and Chief Accounts Officer of the Port Authority as Performance Security (a) the full value of which is to be absolutely forfeited to the Board in office without prejudice to any other rights or remedies of the said Board in office should the Contractor fail to commence the work specified in underwritten memorandum or should the Contractor not deposit the full amount of security deposit specified in underwritten memorandum otherwise the said sum of Rs...../- shall be retained by the Board as on account of such security deposit as aforesaid or (b) the full value of which shall be retained by the Board on account of the security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered, up to maximum of the percentage mentioned in Clause 40.1 of the Conditions of Contract and those in excess of that limit at the rates to be determined in accordance with the provisions contained in Clause 40.3 of the Conditions of Contract.
5. It is mutually agreed that the tender submitted in its entirety shall form part of this agreement. Apart from the tender the following shall also form part of the agreement
  - (a) The Letter of Acceptance ;
  - (b) Bill of Quantities and
  - (c) Letters exchanged between the Employer and the Tenderer upto the issue of Letter of Acceptance as separately listed and annexed here to.
  - (d) Replies to Prebid queries and amendments issued, if any.

### M E M O R A N D U M

a) General description of work	: Renovation of Warehouse No.2 at Mattancherry Wharf
b) Estimated cost Put to Tender	: Rs.1,34,40,670.00
c) Tendered cost	: Rs. ....
d) Earnest Money	: Rs.2,68,820.00
e) Security Deposit	: Rs.....(10% of the value of the Contract awarded or the value of the work done whichever is higher).

- f) Percentage, if any, to be deducted from the bills : In case, where the value of work done exceeds Contract Value, Additional Security Deposit @ 5% of the excess amount will be deducted from the respective RA Bills, while making the payment.
- g) Time allowed for commencement of work from the date of receipt of work order : 7 days
- h) Time allowed for the work from the date of commencement of work. : **6 (Six) Months**
- i) Schedule, specifications, conditions, drawings etc. as per contents sheet attached. :

IN WITNESS WHEREOF THE CONTRACTOR hereunto set his hand and seal on behalf of M/s..... and on behalf of **The Board of Major Port Authority** of COCHIN PORT AUTHORITY, the CHIEF ENGINEER has set his hand and seal and common seal of Cochin Port authority has been hereunto affixed the day and year first written above.

**CONTRACTOR**

- (Retain only the authority signing the agreement)

Signed, sealed and delivered by

Shri.....of M/s. ....

(Common Seal of the Firm)

Signed and affixed seal in the presence of :

1) Signature with address :

2) Signature with address :

**EMPLOYER**

Signed, sealed and delivered by the

CHIEF ENGINEER  
Cochin Port Authority  
On behalf of The Board of  
Major Port Authority of Cochin.

Signed and affixed the common seal of  
Board of Major Port Authority of Cochin Port Authority  
In the presence of

1)

2) B

**COCHIN PORT AUTHORITY**

**5.CONTRACT DATA**

*[To be filled up before issuing tender document as applicable for each tender]*

**Items marked “N/A” do not apply in this Contract.**

<b>Sl. No.</b>	<b>Description</b>	<b>Reference Clause No. in GCC</b>												
1	<i>The following documents are also part of the Contract</i>													
	The Schedule of other Contractors  (Will be informed in due course)	(8.2)												
	The Schedule of Key personnel	(9)												
	<table border="1"> <thead> <tr> <th align="center">Designation/ Qualification of Staff</th> <th align="center">No</th> <th align="center">Min. Experience (Years)</th> <th align="center">Rate of recovery in case of non compliance</th> </tr> </thead> <tbody> <tr> <td align="center">Graduate Engineer <b>Or</b> Diploma Engineer</td> <td align="center">1</td> <td align="center">2</td> <td align="center">Rs.15,000/- per month</td> </tr> <tr> <td></td> <td align="center">1</td> <td align="center">5</td> <td></td> </tr> </tbody> </table>	Designation/ Qualification of Staff	No	Min. Experience (Years)	Rate of recovery in case of non compliance	Graduate Engineer <b>Or</b> Diploma Engineer	1	2	Rs.15,000/- per month		1	5		
Designation/ Qualification of Staff	No	Min. Experience (Years)	Rate of recovery in case of non compliance											
Graduate Engineer <b>Or</b> Diploma Engineer	1	2	Rs.15,000/- per month											
	1	5												
2	The Employer is	(1)												
	<b>The Board of Major Port Authority , Cochin Port Authority, Cochin -9</b>													
	Name of Authorized Representative:													
	Name: <b>Shri.Kasiviswanathan The Chairperson, Cochin Port Authority Cochin -9</b>													
3	The Engineer is													
	Name: <b>Shri. Jassar S M Chief Engineer Cochin Port Authority, Cochin-9</b>													
	Name of Nominee(s) is : <b>Will be notified in LoA/ LoI</b>													
4	Name of Contract: <b>Renovation of Warehouse No.2 at Mattancherry Wharf</b> Tender No: <b>T6/T-2068/2025-C</b>	(1)												
5	<b>10</b> copies of Contract Agreement shall be furnished by the Contractor	[7.1]												
6	Tender document and other data are available at the following	(7.2)												

Sl. No.	Description	Reference Clause No. in GCC						
	web sites : 1) www.cochinport.gov.in 2) www.tenders.gov.in 3) tenderwizard.com/cpt							
7	The Intended Completion Date for the whole of the Work is <b>6 (Six) Months</b>	(17,28)						
8	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" data-bbox="354 551 1246 607">Milestone dates:</td> </tr> <tr> <td data-bbox="354 607 831 689">Physical works to be completed</td> <td data-bbox="831 607 1246 689">Period from the date of commencement of work</td> </tr> <tr> <td colspan="2" data-bbox="354 689 1246 846">           The activity wise schedule needs to be submitted by the Contractor within <b>7 days</b> of receipt of LoA from CoPA. This needs to be strictly followed for the timely completion of the work.         </td> </tr> </table>	Milestone dates:		Physical works to be completed	Period from the date of commencement of work	The activity wise schedule needs to be submitted by the Contractor within <b>7 days</b> of receipt of LoA from CoPA. This needs to be strictly followed for the timely completion of the work.		
Milestone dates:								
Physical works to be completed	Period from the date of commencement of work							
The activity wise schedule needs to be submitted by the Contractor within <b>7 days</b> of receipt of LoA from CoPA. This needs to be strictly followed for the timely completion of the work.								
9	The following shall form part of the Contract Document: (1) Agreement (2) Letter of Acceptance (3) Bill of Quantities (4) Contractor's Bid (5) Correspondence exchanged after the opening of the Bid and before the issue of Letter of Acceptance by which the Condition of Contract are amended, varied or modified in any way by mutual consent (to be enumerated). (6) Contract Data (7) General Conditions of Contract (8) General Description and Special Conditions of Contract (9) Technical Specifications (10) Drawings and (11) Any other documents listed in the Contract Data as forming part of the Contract.	(2.3)						
10	The Contractor shall submit a Program for the Works within <b>21 days</b> of date of the Letter of Acceptance/LoI.	(27)						
11	<b>The site possession date</b> The site will be handed over within <b>7 days</b> after issue of LoA/LoI	(21)						
12	The start date shall be <b>7 days</b> from the date of receipt of the Letter of Acceptance (LoA)/LoI by the Contractor.	(1)						
13	The site is located Willingdon Island <b>Project Location shown in Sketch</b>							
14	The Defects Liability Period is <b>One year from the date of completion of the work.</b>	(35)						

<b>Sl. No.</b>	<b>Description</b>	<b>Reference Clause No. in GCC</b>
15	The minimum insurance cover for physical property, injury and death is <b>Rs.10 lakhs (Rupees Ten Lakhs)</b> per occurrence with the number of occurrences unlimited. After each occurrence, Contractor will pay additional premium necessary to make insurance valid always.	<b>(13)</b>
16	The following events shall also be Compensation Events: (Nil)	(44)
17	The period between Programme updates shall be 90 days.	(27)
18	The amount to be withheld for late submission of an updated Programme shall be <b>Rs.25,000/-</b> .	(27)
19	The language of the Contract documents is <b>English</b> .	(3)
20	The law, which applies to the Contract, is the law of Union of India.	(3)
21	The currency of the Contract is <b>Indian Rupees</b> .	(46)
22	The proportion of payments retained (retention money) shall be 5% from each bill subject to a maximum of 5% of the contract price or cost of work done whichever is higher.	(48)
23	The maximum amount of liquidated damages for the whole of the works is <b>10%</b> of the Contract Price.	[49]
24	The amounts of the Advance Payments: NA	[51]
25	Repayment of advance payment for mobilization : NA	[51]
26	Repayment of advance payment for Construction and equipment: NA	[51]
27	Repayment of Secured advance:	[51.6]
	The advance shall be repaid from each succeeding monthly payment to the extent materials for which advance was previously paid pursuant to Clause 51.6 of Conditions of Contract on being incorporated into the Works.	
28	The date by which “As-Built” drawings are required is within <b>30 days</b> of issue of certificate of completion of whole or section of the work, as the case may be.	(58)
29	The amount to be withheld for failing to supply “As Built” drawings and/or operating and maintenance manuals by the date required is Rs.50,000/-.	(58)
30	Schedule of Rates Applicable: <b>Civil Works:- DSR 2023 + Cost Index 35%) multiplied by a factor 0.8246</b>	
31	Base Rate for materials to be considered for price variation : <b>NA</b>	<b>(47)</b>

<b>Sl. No.</b>	<b>Description</b>	<b>Reference Clause No. in GCC</b>
32	Permissible wastage on theoretical quantities of (a) Cement : (+) 2% (b) Steel Reinforcement and structural steel sections for each diameter, section and category : (+) 5.99 %	<b>(47)</b>

## COCHIN PORT AUTHORITY

### 6. ANNEXURES

<b>Annexure</b>	<b>Description</b>	<b>Page No.</b>
1	Letter of Submission - Covering Letter- Annexure-1	43-44
2	Proforma of Power- of-Attorney/ Letter of Authority- Annexure-2	45
3	Organization Details- Annexure-3	46-47
4a	Details to fulfill the “Minimum Eligibility Criteria” and certificates- <i>Annexure-4a</i>	48-49
4b	Details of past experience of Contractors for Similar Works- Annexure-4b	50
5	Financial Capability- Annexure-5	51
6	Details of Proposed Approach & Methodology- Annexure-6	52
7	Plant and Equipment Proposed for the Work- Annexure-7	53
8	Declaration- Annexure-8	54
9	Format for Furnishing Bank information for e-payment- Annexure-9	55
10	Details of Litigation History- Annexure-10	56-58
11	Undertaking regarding ESI & EPF- Annexure-11	59

**COCHIN PORT AUTHORITY  
RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY  
WHARF**

**LETTER OF SUBMISSION- COVERING LETTER**

*(On the Letter Head of the Bidder)*

No.....

Date:.....

To

The Chief Engineer,  
Cochin Port Authority.

Sir,

Sub: Tender for **“Renovation of warehouse no.2 at mattancherry wharf**

~~~~~

Being duly authorized to represent and act on behalf of .....  
(Hereinafter referred to as “the Bidder”) and having reviewed and fully understood all of the requirements of the bid document and information provided, the undersigned hereby apply for the project referred above.

We are submitting our Bid enclosing the following, with the details as per the requirements of the Bid Document, for your evaluation.

- (i) EMD
- (ii) Power of Attorney (*Annexure-2*)
- (iii) Cost of Tender Document

We have also uploaded the following documents for online submission of Technical Bid.

- (i) Organization Details (*Annexure-3*)
- (ii) Details to fulfill the “Minimum Eligibility Criteria” and certificates(*Annexure-4a*)
- (iii) Details of Past Experience of Contractor for Similar works (*Annexure-4b*)
- (iv) Average Financial Turnover over the last three financial year(*Annexure-5*)
- (v) Detailed Method Statement (Technical Note)(*Annexure-6*)
- (vi) List of Plant and Equipment (*Annexure-7*)
- (vii) Declaration (*Annexure -8*)
- (viii) Bankers Details ( *Annexure-9*)
- (ix) Details of litigation history / blacklisting of the bidder ( *Annexure-10*)
- (x) Undertaking regarding EPF & ESI registration. (*Annexure-11*)
- (xi) Tender Document along with Addenda Nos ----,
- (xii) Copies of EPF,ESI,PAN & GST Registration.
- (xiii) Checklist as per Schedule-I
- (xiv) Partnership deed or Memorandum and Articles of Association of the company and Registration Certificate of the company (as the case may be)

(xv) Document proof for NSIC Registration,(if applicable)

We also certify that further Bid related communication, if any, will be sent to the following e-mail IDs by CoPA.

(i).....

(ii).....

(Furnish 2 nos. current active e-mail IDs)

Signature  
(Authorized Signatory)

**PROFORMA OF POWER- OF-ATTORNEY/LETTER OF AUTHORITY**

*(To be submitted on Non-judicial Stamp Paper of appropriate value)*

To

The Chief Engineer,  
Cochin Port Authority,  
Cochin 682009.  
Kerala, India.

Dear Sir,

We \_\_\_\_\_

\_\_\_\_\_ do hereby confirm that Mr./Ms./Messrs \_\_\_\_\_  
**[INSERT NAME AND ADDRESS]**, whose signature is given below, is /are  
authorized to represent us to bid, negotiate and conclude the agreement on our  
behalf with you against Tender for **RENOVATION OF WAREHOUSE NO.2  
AT MATTANCHERRY WHARF (Tender No.T6/T-2068/2025-C)**.

We confirm that we shall be bound by all and whatsoever our said agents shall  
commit.

Signature of the authorized person:

Name & Designation :

Yours faithfully,

Signature, name and seal of the certifying authority

**COCHIN PORT AUTHORITY**

**RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF**

**ORGANIZATION DETAILS**

CONTRACT No.:

NAME OF APPLICANT:

1. Name of the Owner:
2. Address:

Telephone No. :

E-mail:

Fax No.

3. Description of Applicant  
(For e.g. General, Civil Engineering  
Contract or Joint Venture/Consortium etc.)
4. Registration and Classification  
of Contractors
5. Name and address of bankers
6. Number of years of experience  
as a general contractor :-  
  
In own Country:  
  
Internationally:
7. Number of years of experience  
as a sub contractor

8. Name and Address of partners or associated companies to be involved in the project and whether Parent/ Subsidiary/other
6. Name and address of any associates knowledgeable in the procedures of customs, immigration and local experience in various aspect of the project etc.
10. Name and address of the companies/ Sub-contractors who will be involved in the execution of works, namely:
11. Name and address of companies who will be involved in the supply of bought out items
  - a) Fenders, stainless chains and accessories
  - b) Bollards, Capstan, Remote control Quick release Mooring systems
12. Attach organization chart showing the structure of the company including names of Directors/ Key Personnel at Head Office who would be responsible for the project and a separate chart showing proposed Site Construction Organization.

Signature  
(Authorized Signatory)

**COCHIN PORT AUTHORITY  
RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY  
WHARF**

Tenderer shall furnish Details of “Eligibility Works Experience” as per Clause 13 of Minimum Eligible Criteria (MEC) of Instruction to Tenderer and certificates in the following format (Client Certificates/work completion certificates or any other documentary evidences with respect to the eligibility work)

**ELIGIBLE ASSIGNMENT DETAILS FOR MEC**

Assignment Number:

| <b>Description</b>                                                                                                                          | <b>Bidder to fill up the details here</b> |
|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| Name and Address of the Client                                                                                                              |                                           |
| Title of the Eligible Assignment                                                                                                            |                                           |
| Date of completion of the Eligible Assignment                                                                                               |                                           |
| Project Completion Cost                                                                                                                     |                                           |
| Reference No. of the enclosed Client Completion Certificate/ Documentary Evidence for having successfully completed the Eligible assignment |                                           |
| Name, telephone no, telefax no and email address of the client’s representative                                                             |                                           |
| Description and Scope of Work                                                                                                               |                                           |

Instructions:

- i) Bidders are expected to provide information in respect of Eligible Assignments in this Section. The assignments cited must comply with the criteria specified Clause No. 13 Minimum Eligibility of the Instructions to Tenderers”.
- ii) A separate sheet should be filled for each of the eligible assignments.
- iii) The details are to be supplemented by documentary proof from the respective client /owner for having carried out such assignment duly certified by clients/ owner.

- iv) The works indicated in this **Annexure-4a** will be only being considered for evaluation. Mere submission of work completion certificate will not be considered as Eligible Assignments
- v) Original or Notary certified copy of completion certificates of each work issued by the owner/ the responsible officers of the owner under whom he has executed such contracts shall be attached. The certificate shall invariably contain the following among other things.
  - a) Details of work involved specifying the nature of work
  - b) The completion cost of the work and
  - c) Date of commencement ; and
  - d) Date of completion of the work.
- vi) If the experience in Similar Works is as a member of joint venture, Notary attested copy of joint venture agreement in this respect shall be attached.
- vii) If the experience in Similar Works is as a subcontractor, Notary attested copy(s) of approval issued by the Employer(s) authorizing as a sub-contractor; in proof of the claim of the tenderer as a sub-contractor shall be attached.
- viii) If the experience in Similar Work is in works executed in private sectors/organizations, the TDS certificate along with Notary attested copy(s) of work order and completion certificate shall be attached.
- ix) In case of bid submitted by JV/ Consortium, the Minimum Eligibility Criteria EXCEPT Financial Turnover can be fulfilled collectively by the Partners of the JV/ Consortium.
- x) The tenderer shall also be obligated to produce the original of the certified copy(s), on request by the department.

Signature  
(Authorized Signatory)

**COCHIN PORT AUTHORITY  
RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF**

**DETAILS OF PAST EXPERIENCE OF CONTRACTORS FOR  
SIMILAR WORKS**

| Sl. No. | Name & Location of Project | Owner's Complete address including TeleFax No. with contact Person | Value of Contract | Duration of Contract |                           |                        | Details of work including major items of work involved | Reference No. & Date of letter of intent & completion certificate enclosed |
|---------|----------------------------|--------------------------------------------------------------------|-------------------|----------------------|---------------------------|------------------------|--------------------------------------------------------|----------------------------------------------------------------------------|
|         |                            |                                                                    |                   | Commencement date    | Scheduled completion date | Actual completion date |                                                        |                                                                            |
| 1       | 2                          | 3                                                                  | 4                 | 5                    | 6                         | 7                      | 8                                                      | 9                                                                          |
|         |                            |                                                                    |                   |                      |                           |                        |                                                        |                                                                            |

**Note:** 1) Bidder to enclose completion certificate issued by owner, certified by a Notary Public or equivalent certifying authority.

2) If the Bidder is claiming his experience as Subcontractor; it will be considered for qualification only if documentary proof of sub-contractor authorized and approved by the Employer of the work(s) is submitted.

**SIGNATURE OF TENDERER**

**COCHIN PORT AUTHORITY  
RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF**

**FINANCIAL CAPABILITY**

(A) Average Annual Turnover of the Bidder

| <b>Turnover (Rs.)</b> |               |               |                |
|-----------------------|---------------|---------------|----------------|
| <b>Year 1</b>         | <b>Year 2</b> | <b>Year 3</b> | <b>Average</b> |
|                       |               |               |                |

**Instructions:**

- (i). Year 1 will be the Financial Year-2023-24. Year 2 shall be the year immediately preceding Year 1 and Year 3 shall be the year immediately preceding Year 2.
- (ii). The Bidder shall provide audited Annual Reports / Audited financial statements such as balance sheets and profit & loss account statements as required under this Bid Document.
- (iii). Annual Turnover of the bidder shall be submitted duly verified by Chartered Accountant or Competent Authority.

**Certified by Chartered Accountant**

Signature  
(Authorized Signatory)

**COCHIN PORT AUTHORITY**

**RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF**

**DETAILS OF PROPOSED APPROACH & METHODOLOGY**

Bidder shall furnish a detailed Method Statement (Technical Note) for carrying out of the works, along with a construction programme [ Preferably in MS project / Primavera] showing sequence of operation and the time frame for various segments of temporary and permanent works showing critical path of activities.

Signature  
(Authorized Signatory)

**COCHIN PORT AUTHORITY**

**RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF**

**PLANT AND EQUIPMENT PROPOSED FOR THE WORK**

Please indicate the main plant and equipments considered to be necessary and proposed to be deployed for undertaking this work and whether this plant is ready in ownership or will be purchased or hired.

| Sl. No. | Description of equipment | Requirement No. / Capacity | Owned / leased / to be procured | Nos / Capacity | Age / Condition | Remarks (From whom to be purchased) | At what Stage of contract period the Equipment will be available |
|---------|--------------------------|----------------------------|---------------------------------|----------------|-----------------|-------------------------------------|------------------------------------------------------------------|
|         |                          |                            |                                 |                |                 |                                     |                                                                  |
|         |                          |                            |                                 |                |                 |                                     |                                                                  |
|         |                          |                            |                                 |                |                 |                                     |                                                                  |
|         |                          |                            |                                 |                |                 |                                     |                                                                  |

Signature  
(Authorized Signatory)

**COCHIN PORT AUTHORITY**

**RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF**

**DECLARATION**

We M/s (*Name & address of the bidder*) hereby declare that:-

1. All details regarding construction plant, temporary work and personnel for site organization considered necessary and sufficient for the work have been furnished in the *Annexure-6* and that such plant, temporary works and personnel for site organization will be available at the site till the completion of the respective work.
2. No conditions are incorporated in the Financial/ Price bid. In case any conditions are specified in the financial bid, the tender will be rejected summarily without making any further reference to the bidder.
3. We have not made any payment or illegal gratification to any persons/ authority connected with the bid process so as to influence the bid process and have not committed any offence under PC Act in connection with the bid.
4. We disclose with that we have \* made / not made payments or propose to be made to any intermediaries (agents) etc in connection with the bid.
5. We do hereby confirm that no changes have been made in the tender document downloaded and uploaded by us for the above bid. Port Tender document will be treated as authentic tender and if any discrepancy is noticed at any stage between the Port's tender document and the one uploaded by the tenderer, the Port's document shall prevail.

Signature  
(Authorized Signatory)

**\* Notes:**

**(i) Delete whichever is not applicable.**

**(ii) The above Declaration shall be submitted in the Letter head**

**FORMAT FOR FURNISHING BANK INFORMATION FOR e-PAYMENT**

|   |                                                 |            |
|---|-------------------------------------------------|------------|
| 1 | Name and full address of the beneficiary        |            |
| 2 | Credit Account No.<br>(Should be full 14 digit) |            |
| 3 | Account Type<br>(SB or CA or OD)                |            |
| 4 | Name of the Bank                                |            |
| 5 | Branch<br>(Full address with telephone No.)     |            |
| 6 | MICR code<br>(Should be 9 digit)                |            |
| 7 | Telephone/Mobile/Fax No. of the beneficiary     | Telephone: |
|   |                                                 | Mobile :   |
|   |                                                 | Fax :      |
| 8 | Cancelled Cheque                                |            |

Signature with seal  
(Authorized Signatory)

**LITIGATION HISTORY AND DETAILS OF BLACK LISTING**

(A). Details of Litigation History till 30th September, 2025 in accordance with clause 22.1(r) of Instruction to Bidders are as follows:

| <b>Sl No</b> | <b>Date, month &amp; Year of award</b> | <b>Amount of Award, INR</b> | <b>Contract Identification</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Total Contract Amount INR</b> |
|--------------|----------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| 1            | [insert date]                          | [insert amount]             | <p><i>Contract Identification: [indicate complete contract name, number, date and any other identification]</i></p> <p><i>Name of Employer: [insert full name]</i></p> <p><i>Address of Employer: [insert street/city/country]</i></p> <p><i>Matter in dispute: [indicate main issues in dispute]</i></p> <p><i>Party who initiated the dispute: [indicate "Employer" or "Contractor"]</i></p> <p><i>Status of dispute: [Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i></p> | [insert amount]                  |
| 2            |                                        |                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                  |
| 3            |                                        |                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                  |

(B). Details of Black listing/ debarring by the Govt. departments for last 5 years till 31<sup>st</sup> January, 2025:

| <b>Sl. No</b> | <b>Date, month &amp; year of Black listing / de barring</b> | <b>Name of Agency Black listed / de barred</b> | <b>Period of Black listing / de barring</b> | <b>Ending date of Black listing / de barring</b> |
|---------------|-------------------------------------------------------------|------------------------------------------------|---------------------------------------------|--------------------------------------------------|
| 1             | [insert date, month & year]                                 | [insert name and place of agency]              | [insert period in years & months]           | [insert date, month & year]                      |

| Sl. No | Date, month & year of Black listing / de barring | Name of Agency Black listed / de barred | Period of Black listing / de barring | Ending date of Black listing / de barring |
|--------|--------------------------------------------------|-----------------------------------------|--------------------------------------|-------------------------------------------|
| 2      |                                                  |                                         |                                      |                                           |

(C). Details of Pending Litigation upto 31<sup>st</sup> January, 2025:

| Sl No | Date, month & Year of award | Amount of Award, INR | Contract Identification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Total Contract Amount INR |
|-------|-----------------------------|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| 1     | [insert date]               | [insert amount]      | <p><i>Contract Identification: [indicate complete contract name, number, date and any other identification]</i></p> <p><i>Name of Employer: [insert full name]</i></p> <p><i>Address of Employer: [insert street/city/country]</i></p> <p><i>Matter in dispute: [indicate main issues in dispute]</i></p> <p><i>Party who initiated the dispute: [indicate "Employer" or "Contractor"]</i></p> <p><i>Status of dispute: [Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i></p> | [insert amount]           |
| 2     |                             |                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                           |

**Certified that the above information is correct as per records and nothing has been omitted / concealed.**

.....(Signature of the Statutory Auditor)

..... (Full Name of the Statutory Auditor)

..... (Name of the Statutory Auditor's Firm)

..... (Complete Address of the Statutory Auditor's Firm)

..... (Telephone/fax numbers, including country and city codes)

..... (E-mail of the Statutory Auditor)

..... (Seal of the Statutory Auditor)

**Membership No. of the Statutory Auditor: .....**

**Notes:**

- (i) The Tenderer shall provide accurate information about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the last three years.
- (ii) This may be noted that under this category only cases of arbitration /litigation finally settled against the Tenderer should be listed. If the case is pending at any level of arbitration or judiciary, the same should be listed in Pending Litigation and NOT under Litigation History. A consistent history of awards against the Tenderer may result in failure of the Application/Tender.

Date:

Tenderer's Signature  
With Stamp

**COCHIN PORT AUTHORITY  
RENOVATION OF WAREHOUSE NO.2 AT MATTANCHERRY WHARF**

**UNDERTAKING REGARDING EPF AND ESI REGISTRATION**

I/We, M/s. ....(*Name & address of the Tenderer*)solemnly affirm and undertake that I/We do not have the required number of employees for taking registration under EPF Organisation and ESI Corporation. I/We also undertake that I/We take the full responsibility for all the consequences arising due to the above and indemnify CoPA officials for any actions taken in this regard.

**SIGNATURE OF TENDERER**

## **SECTION II**

## INDEX

### SECTION -II

| <b>Clause/<br/>Sections</b> | <b>DESCRIPTION</b>                          | <b>Page<br/>No.</b> |
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| 1.                          | General Conditions of Contract - Part A - G | 62                  |
| 2.                          | Form of Securities (Annexure A & B)         | 65-71               |

**SECTION -II**  
**COCHIN PORT AUTHORITY**

**1. GENERAL CONDITIONS OF CONTRACT (GCC) - PART A - G**

| <b>Part</b> | <b>DESCRIPTION</b>                                                                                      | <b>Page No.</b> |
|-------------|---------------------------------------------------------------------------------------------------------|-----------------|
| A           | Part A– General                                                                                         | CC 6            |
| B           | Part B - Time Control                                                                                   | CC 18           |
| C           | Part C - Quality Control                                                                                | CC 22           |
| D           | Part D - Cost Control                                                                                   | CC 24           |
| E           | Part E - Finishing the Contract                                                                         | CC 37           |
| F           | Part F - Labour Laws and Miscellaneous Clauses                                                          | CC 42           |
| G           | Part G - Salient features of some major laws applicable to establishments engaged in construction work. | CC 59           |

**(GCC ATTACHED AS SEPARATE VOLUME)**

**SECTION -II**  
**COCHIN PORT AUTHORITY**

**2. FORM OF SECURITIES (ANNEXURE A & B)**

| <b>Annexure</b> | <b>Description</b>                                                     | <b>Page No.</b> |
|-----------------|------------------------------------------------------------------------|-----------------|
| A               | Proforma of Bank Guarantee for Performance Guarantee/ Security Deposit | 65-67           |
| B               | Proforma of Bank Guarantee for Secured Advance                         | 68-71           |

**PROFORMA OF BANK GUARANTEE FOR PERFORMANCE GUARANTEE/  
SECURITY DEPOSIT**

*(To be executed on non-judicial Stamp Paper of appropriate value)*

*[The bank, as requested by the successful Tenderer, shall fill in this form in accordance with the instructions indicated]*

In consideration of the Board of Trustees of the Port of *[insert name of Port]* incorporated by **The Board of Major Port Authority** Act, 1963 as amended by Major Port Authority (Amendment) Act 1974 (hereinafter called “The Board” which expression shall unless excluded by or repugnant to the context or meaning thereof be deemed to include the Board of Trustees of the Port of *[insert name of Port]*, its successors and assigns) having agreed to exempt \_\_\_\_\_ (hereinafter called the “Contractor”)

(Name of the Contractor/s)

from the demand under the terms and conditions of the Contract, vide \_\_\_\_\_ ‘s letter No. \_\_\_\_\_

(Name of the Department)

date \_\_\_\_\_ made between the Contractors and the Board for execution of \_\_\_\_\_ covered under Tender No. \_\_\_\_\_ dated \_\_\_\_\_ (hereinafter called “the said contract”) for the payment of Security Deposit in cash or Lodgement of Government Promissory Loan Notes for the due fulfilment by the said Contractors of the terms and conditions of the said Contract, on production of a Bank Guarantee for Rs. \_\_\_\_\_

(Rupees \_\_\_\_\_) only we, the (Name of the Bank and Address) \_\_\_\_\_

\_\_\_\_\_ (hereinafter referred to as “the Bank”) at the request of the Contractors do hereby undertake to pay to the Board an amount not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only against any loss or damage caused to or suffered or which would be caused to or suffered by the Board by reason of any breach by the Contractors of any of the terms and conditions of the said contract.

2. We, \_\_\_\_\_, \_\_\_\_\_, do hereby

(Name of Bank) (Name of Branch)

undertake to pay the amounts due and payable under this guarantee without any demur merely on a demand from the Board stating that the amount claimed is due by way of loss or damage caused to or which would be caused to or suffered by the Board by reason of any breach by the Contractors of any of the terms and conditions of the said contract or by reason of the Contractors failure to perform the said contract. Any such demand made on the Bank shall be conclusive as regards the amount due and payable

by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to any amount not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only.

3. We, \_\_\_\_\_(Name of Bank and Branch)\_\_\_\_\_, undertake to pay to the

Board any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.

4. We, \_\_\_\_\_(Name of Bank and Branch) further agree with the Board that the guarantee herein contained shall remain in full force and effect during the period that would be taken for performance of the said contract and that it shall continue to be enforceable till all the dues of the Board under or by virtue of the said contract have been fully paid and its claims satisfied or discharged or till the

\_\_\_\_\_  
(Name of the user department)

of the said certifies that the terms and conditions of the said contract have been fully and properly carried out by the said Contractors and accordingly discharge this guarantee. PROVIDED HOWEVER that the Bank shall be the request of the Board but at the cost of the Contractors, renew or extend this guarantee for such further period or periods as the Board may require from time to time.

5. We, \_\_\_\_\_ further agree with the Board

(Name of Bank and Branch)

that the Board shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said contract or to extend the time of performance by the said contract or to extend the time of performance by the said Contractors from time to time or to postpone for any time or from time to time any of the powers exercisable by the Board against the said Contractors and to forebear or enforce any of the terms and conditions relating to the said contract and we shall not be relieved from our liability by reason of any such variation or extensions being granted to be Contractors or for any forbearance, act or omission on the part of the Board or any indulgence shown by the Board to the Contractors or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).

7. It is also hereby agreed that the Courts in *[insert city]* would have exclusive jurisdiction in respect of claims, if any, under this Guarantee.

8. We, \_\_\_\_\_ Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Board in writing.

9. Notwithstanding anything contained herein :

a) Our liability under this Bank Guarantee shall not exceed Rs. \_\_\_\_\_

(Rupees \_\_\_\_\_ only);

b) this Bank Guarantee shall be valid upto \_\_\_\_\* \_\_\_\_\_; and

c) we are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before \_\_\_\_\_ (date of expiry of Guarantee).”

Date \_\_\_\_\_ day of \_\_\_\_\_ 20

For (Name of Bank)

(Name)

Signature

\* The date will be thirty (30 )days after the end of the period of Defect Liability as specified in the Contract.

**PROFORMA OF BANK GUARANTEE FOR SECURED ADVANCE**

(SECURED ADVANCE)

(To be executed on Non-judicial stamp paper of appropriate value)

THIS INDENTURE made BETWEEN (Name and address of the contractor . . . . .

. . . . . (hereinafter called the contractor which expression shall where the context so admits or implies be deemed to include his executors, administrators and assigns) of the one part and THE CHIEF ENGINEER, COCHIN PORT AUTHORITY (hereinafter called the Chief Engineer which expression shall where the context so admit or implies be deemed to include his successors in office and assigns) of the other part.

WHEREAS by an arrangement No. . . . . dated . . . . . (hereinafter called the agreement) the contractor has agreed for execution of the work of (Name of the work).

AND WHEREAS the contractor has applied to the Chief Engineer that he may be allowed advances on the security of materials absolutely belonging to him and brought by him to the site of the works the subject of the said agreement for use in the construction of such of the works as he has undertaken to execute at rates fixed for the finished work (inclusive of the cost of materials and labour and other charges)

AND WHEREAS the Chief Engineer has agreed to advance to the Contractor the sum of Rupees . . . . . on the security of materials the quantities and other particulars of which are detailed in the Schedule- A, signed both by the contractor and the Chief Engineer has reserved to herself the option of making any further advance or advances on the security of other materials brought by the Contractor to the site of the said works.

Now THIS INDENTURE WITNESSETH THAT in pursuance of the said agreement and consideration of the sum of Rupees . . . . . on or before the execution of these presents paid to the Contractor by the Chief Engineer (the receipt of whereof the contractor doth hereby acknowledge) and of such further advance (if any) as may be made to him as aforesaid the Contractor doth hereby covenant and agree with the Chief Engineer and declare as follows:

That the said sum of Rupees . . . . . advanced by the Chief to the contractor as aforesaid and all or any further sum or advanced as aforesaid shall be employed by the contractor in or towards expediting the execution of the said works and for no other purpose whatsoever.

That the materials detailed in Schedule –A which have been offered to and accepted by the Chief Engineer as security are absolutely the Contractor’s own property and free

from encumbrances of any kind and the contractor will not make any application for or receive a further advance on the security of materials which are not absolutely his own property and free from encumbrances of any kind and the Contractor indemnifies the Chief Engineer against all claims to any material in respect of which advances has been made to him as aforesaid.

That the materials detailed in the said Schedule –A and all other materials on the security of which any further advance or advances may hereafter be made as aforesaid (hereinafter called the said materials) shall be used by the Contractor solely in the execution of the said works in accordance with the directions of the Executive Engineer (hereinafter called the Divisional Officer) and in the terms of the said agreement.

That the contractor shall make at his own cost all necessary and adequate arrangements for the proper watch, safe custody and protection against all risks of the said materials and that until used in construction as aforesaid the said materials shall remain at the site of the said works in the Contractors custody and his own responsibility and shall at all times be open to inspection by the Divisional Officer or any Officer authorised by him. In the event of the said materials or any part thereof being stolen, destroyed or damaged or becoming deteriorated in a greater degree than is due to reasonable use and wear thereof the contractor will forthwith replace the same with other materials of like quality or repair and make good the same as required by the Divisional Officer.

That the said materials shall not on any account be removed from the site of the said works except with the written permission of the divisional Officer authorised by him on that behalf

That the advance shall be repayable in full when or before the contractor receives the payment from the Chief Engineer of the price payable to him for the said works under the terms and provisions of the said agreement. Provided that if any intermediate payments made to the contractor on account of the work done than on occasion of each such payment the Chief Engineer will be at liberty to make a recovery from the contractor's bill for such payment by deducting there from the value of the said materials then actually used in the construction and in respect of which recovery has not been made previously, the value for this purpose being determined in respect of each description of materials at the rates at which the amount of the advance made under these presents were calculated.

That if the contractor shall at any time make any default in the performance or observance in any respect of any of the terms and provisions of the said agreement of these presents the total amount of the advance or advances that may still be owing to the Chief Engineer shall immediately on the happening of such default be repayable by the Contractor to the Chief Engineer together with interest thereon at twelve percent per annum from the date or respective dates of such advance or advances to the date of repayment and with all costs, charges, damages, and expenses incurred by the Chief Engineer or for the recovery thereof or the enforcement of this security or otherwise by reason of the default of the Contractor and the Contractor hereby covenants and agrees with the Chief Engineer to repay and pay the same respectively to him/her accordingly.

That the contractor hereby charges all the said materials with the repayment to the Chief Engineer of the said sum of Rupees. . . . . and any further sum or sums advanced as aforesaid and all costs, charges, damages and expenses payable under these presents PROVIDED ALWAYS and it is hereby agreed and declared that notwithstanding anything in the said agreement and without prejudice to the powers contained therein if and whenever the covenant for payment and repayment herein before contained shall become enforceable and the money owing shall not be paid in accordance therewith the Chief Engineer may at anytime thereafter adopt all or any of the following courses as she may deem best.

a) Seize and utilize the said materials or any part thereof in the completion of the said works on behalf of the contractor in accordance with the provisions in that behalf contained in the said agreement debiting the contractor with actual cost of affecting such completion and the amount due in respect of advances under these presents and crediting the contractor with the value of work done as if he has carried it out in accordance with the said agreement and at the rates thereby provided. If the balance is against the contractor he is to pay same to the Chief Engineer on demand.

b) Remove and sell by public auction the seized materials or any part thereof and out of the moneys arising from the sale retain all the sums aforesaid repayable to the Chief Engineer under these presents and pay over the surplus, (if any) to the contractor.

c) Deduct all or any part of the moneys owing out of the security deposit or any sum due to the contractor under the said agreement.

That expect in the event of such default on the part of the contractor as aforesaid interest on the said advance shall not be payable.

That in the event of any conflict between the provision of these presents and the said agreement the provisions of these shall prevail and in the event of any dispute or difference arising over the construction or effect of these presents the settlement of which has not been herein before expressly provided for the same shall be referred to the Chief Engineer whose decision shall be final and the provision of the Indian Arbitration Act for the time being in force shall apply to any such reference.

In witness whereof the said Contractor and the Chief Engineer have hereunto set their respective hands the day and year first above written.

Signed, sealed and delivered by

the said Contractor in presence of

SIGNATURE

WITNESS

NAME

ADDRESS

Signed, sealed and delivered by

The Chief Engineer in presence of

SIGNATURE

WITNESS

NAME

ADDRESS

### **SECTION III**

## INDEX

### SECTION -III

| <b>Sl. No.</b> | <b>Clause/<br/>Sections</b> | <b>Description</b>             | <b>Page<br/>No.</b> |
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| 2              | 2.                          | Special Conditions of Contract | 87-98               |

**SECTION -III  
COCHIN PORT AUTHORITY**

**1. GENERAL DESCRIPTION OF WORK**

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## **SECTION -III COCHIN PORT AUTHORITY**

### **1. GENERAL DESCRIPTION OF WORK**

#### **1. General**

Where it is mentioned in the Specifications that the Contractor shall perform certain Work or provide certain facilities, it is understood that the Contractor shall do so at his own Cost.

The materials, design and workmanship shall satisfy the relevant Indian Standard Specification and conditions herein referred to. Where the Specifications stipulate requirement in addition to those contained in the Standard codes and Specifications, these additional requirements shall also be satisfied.

#### **1.1 Definitions**

“Contract” means the agreement entered into between the Employer and the Contractor, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;

“Contract Price” means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations;

“Employer / Client” means Cochin Port Authority, the Organization purchasing the Works and Services.

“Contractor” means the individual or firm supplying the Works and Services under this Contract.

“Engineer-in-Charge” means the nominee/representative of the Employer/Consultant authorized to give instruction to the Contractor during the various stages of execution of the Work.

#### **2. Scope of work**

2.1 This work essentially comprises of works of the following:

- 1 Dismantling  
MP Roofing tiles, AC sheet roofing, wooden windows, RCC Work, Brick work Removing existing painting, Removing white or colour wash etc.
- 2 Painting with Synthetic Enamel paint
- 3 Cement Concrete work
- 4 Roofing with Cement Corrugated sheet with Organic/ inorganic synthetic fibre, providing ridges & hips.
- 5 Providing  
Brick Masonry work, RCC Work, Plastering work,
- 6 Finishing walls with Acrylic smooth exterior paint.
- 7 Supplying and fixing rolling shutter with mechanical device chain.
- 8 Painting doors & windows with Delux Multi Surface Paint.
- 9 Providing 300mm dia. PVC eaves gutter, Providing valleys, Providing

rain water down pipes etc.

10 Supply of installation of Turbo Ventilator.

**3. Site conditions**

**a. Location**

The proposed site for work is Warehouse No.2 at Mattancherry Wharf of Cochin Port Authority..

**b. Reference Level**

All the levels indicated in the drawings and/or specifications are with reference to Port Chart Datum, which is at 0.582 m below Mean Sea Level. The contractor shall establish reference benchmarks at suitable spots. The maintenance of these reference benchmarks will be the responsibility of the contractor for which no payment will be made.

The tenderers shall make their own arrangements for inspecting the area and satisfying themselves regarding the water depth available in this area. However, the sounding chart in the location of the berth is enclosed for reference.

**c. Tide and Flood Levels**

The tides at Cochin are semi-diurnal with a marked daily inequality. The contractor shall carefully investigate the records of all past states of tides and flood and shall be held to have satisfied himself on all the tide and flood levels likely to prevail during the period of contract so far as it may affect the work.

The various tidal levels in the area as per Naval Hydrographic Chart No.2004 are as indicated below for the general guidance to the tenderer.

| <u>Tide</u>                        | <u>Levels with reference to Port<br/>Chart datum<br/>(in metres)</u> |
|------------------------------------|----------------------------------------------------------------------|
| Highest High Water Level :         | +1.20m                                                               |
| Mean High Water Spring :<br>(MHWS) | +0.92m                                                               |
| Mean Low Water Spring :<br>(MLWS)  | +0.80m                                                               |
| Mean Sea Level (MSL) :             | +0.582m                                                              |
| Mean High Water Neap :<br>(MHWN)   | +0.60m                                                               |
| Mean Low Water Neap :<br>(MLWN)    | +0.30m                                                               |
| Lowest Low Water Level :           | +0.20m                                                               |

**d. Current**

The maximum current expected in the inner harbour is about 0.5 metre/sec.

**e. Waves**

In the inner harbour area where generally calm conditions prevail throughout the year

**f. Wind**

Wind at Cochin is highly influenced by the land and sea breezes. Wind direction changes from north-east during morning hours to west during evening for the period of October to May. During peak of south-west monsoon, especially from June to September, predominant wind direction remains south-west both during morning and evening hours. Due to strong monsoon winds, effect of land winds is not dominant during south-west monsoon. During the non-monsoon periods, the predominant wind direction is from north east during the morning and west during the evening which shows influence of land breeze.

**g. Rainfall**

The climate is characterized by dry and wet seasons. The wet seasons starts in late May and ends in November. During this period, two monsoons pass by one after another. The major monsoon is south-west monsoon which lasts from June to September. This is followed by north-east monsoon during October and November. The average annual rainfall is about 3000mm; and the major portion is during south-west monsoon.

**h. Temperature**

Cochin experiences moderate temperatures throughout the year. The temperature varies from 22°C to 34°C. The low temperature occurs during the southwest monsoon, December and January. Daytime temperature goes upto 30°C even during this period. The hot months are from March to May.

**4. Time Schedule and monitoring of progress**

- a. Tenderer shall prepare and attach with the tender a detailed work schedule [preferably in MS Project / Primavera] indicating key activities and critical items showing critical path of activities for completing the work within the stipulated contract period. This time schedule forms the basis for monitoring the progress of work. Issue of working drawings by the department will be regulated as per the time schedule approved by the department.
- b. The contractor shall furnish to the Engineer-in-Charge monthly progress reports of the work during execution in the approved proforma indicating delay, if any, its reason and proposal to cover up the delay.

**5. Facilities to be provided by the Port**

**a. Contractor's work area:**

Work area as per availability near to the site will be made available to the contractor, free of rent.

**b. Power**

Electric power required for the work can be supplied by the department from the nearest existing line of the Port Authority at prevailing rates. The cost of drawing temporary lines/ cables/ providing switches and making connection and metering arrangements etc, shall be borne by the Contractor. If there is any disruption in the power supply due to supply failure/ restrictions imposed by the Kerala State Electricity Board, the department shall not be held responsible and the Contractor has to make suitable alternative arrangements at their cost

**6. Contractor's responsibility**

- a. All materials for use on the works shall be supplied and provided by the contractor at his own cost and shall conform to relevant BIS Specification unless otherwise specified.
- b. Samples of all materials including fixtures, if any, to be incorporated in the work shall be got approved by the Engineer-in-Charge before procurement.
- c. The contractor shall thoroughly study the specifications and drawings and errors/omissions/modifications, if any, shall be brought to the notice of the Engineer-in-Charge well in advance so that a final decision in the matter could be given in time.
- d. All labour, skilled or unskilled shall be provided by the contractor. Settling any dispute with the labour will be contractor's responsibility.
- e. The contractor shall take all care to observe no / least disturbance to the functioning of the officers at the working places.
- f. The contractor shall be solely responsible for any damage or injury to the persons or things caused or suffered during the execution of the work and these shall be made good or compensated at his risk & cost. The contractor shall ensure that valid Insurance Policy as per contract document is available at all times.
- g. The contractor shall take all care and precautionary measures for avoiding any kind of damage/accident in the work site on any account. The department shall not entertain any claim from the contractor whatsoever towards compensation for any damage/accidents at the site due to negligence from his part, during the execution of work.
- h. The contractor shall prior to commencement of the work insure in the joint names of the Employer and the contractor against all loss or damage from whatever cause arising for which he is responsible under the terms of contract.
- i. The work shall be arranged by the contractor without causing any damage to Port's/ any other structures. Any damage caused by the contractor's operation shall be compensated/ made good at contractor's risk and cost to the satisfaction of the Engineer-in-Charge of the works, failing which

department will do the rectification work and the cost incurred will be recovered from any sum due to him from the Port.

- j. All plants and equipments and consumables required for the whole work shall be provided by the contractor at his own cost.
- k. The contractor shall not construct any structure, even of temporary nature, for any purpose at site, except with the written permission of the Engineer-in-Charge of the work and any construction so put up shall be removed by the contractor whenever the Engineer-in-Charge calls upon the contractor to do so.
- l. The Contractor shall be responsible for the true and proper setting out of the works in relation to original points, lines and levels of reference given by the Engineer-in-charge and for the correctness of the position, levels, dimensions and alignment of all parts of the works and for the provision of all necessary instruments, appliances and labour in connection therewith. If at any time during the progress of work any error shall appear or arrive in the position, levels, dimensions or alignment of any part of the works, the contractor on being required to do so by the Engineer-in-Charge shall, at his own cost, rectify such error to the satisfaction of the Engineer-in-Charge, unless such error is based on incorrect data supplied by the Engineer-in-Charge, in which case the expense of rectifying the same shall be borne by the department. The checking of any setting out or of any line or level by the Engineer-in-charge shall not in any way relieve the contractor of his responsibility for the correctness thereof and the contractor shall carefully protect and preserve all bench marks, pegs, other things used in setting out the work and measurement purpose.
- m. Qualified Engineers with sufficient experience in works of similar nature as indicated in "Contract Data" shall be available at site throughout the contract period during working hours in order to receive instructions from department and to implement them properly and in time.
- n. The contractor shall take all care and precautionary measures for avoiding damage or accidents to the work from ship or other water crafts movements or other operations in the area. The department will not entertain any claim from the contractor whatsoever, towards compensation for any such damage or accident occurring during the execution of the contract.
- o. The contractor shall observe all safety regulations during the execution of the work. Safety measures, precautions, warning signals etc. shall be done at the contractor's cost as directed by the Engineer-in-charge of the work. **The contractor shall provide all necessary personnel protection equipments such as helmet, lifeguard, goggles, boots etc. to the workmen at his own cost. It shall be the contractor's responsibility to ensure that the workmen make use of the personnel protection equipments during the execution of work**
- p. The work shall be arranged by the contractor without causing any hindrance to the ship and other water craft operating in the area. No damage

shall be caused to the structures in the area, water crafts operating in the area or otherwise by the contractor's operations. Any damage or accident caused by the contractor's operations shall be compensated / made good at the contractor's risk and cost.

- q. No information or photograph concerning the works shall be published without the prior permission of the Chief Engineer and drafts of all such proposal/ publication shall be submitted for approval.
- r. The information and data shown in the drawing and detailed elsewhere in the tender document are furnished for general information and guidance only and the Port Authority in no case will be held responsible for the strict accuracy thereof or any deduction, interpretation or conclusion drawn by the tenderer.
- s. The contractor shall observe the conservancy rules relating to the Port and shall always take necessary steps to keep the Port water free of noxious or unhygienic matter due to the work, as are required by the Engineer-in-Charge. Under no circumstances, inflammable materials are allowed to spill into Port waters.
- t. The Cochin Port is an International Ship & Port Facility Security (ISPS) code compliant Port and the contractor is obliged to comply with the provisions of the code in force and as amended from time to time.
- u. The contractor shall provide necessary arrangements as desired by the Engineer-in-Charge for inspection of work without any extra cost from commencement till completion of work.
- v. The Contractor shall ensure that no labourers with criminal background are engaged for the work.
- w. The contractor shall provide at his own cost 1(one) AC Car with 4 persons capacity, at his own cost, with driver, exclusively for the departmental staff for supervision works, throughout the contract period including extended period of contract, limiting to a maximum distance of 1500 km per month. The supply shall commence not later than 15 days from the date of commencement of work. The vehicle shall be available round the clock on all days including Sundays and holidays. In Sundays and holidays the vehicle shall be made available, only if work is arranged at site. The vehicle shall have valid registration and insurance. All consumables and stores for the safe working of the vehicle and its drivers as necessary should be provided by the contractor and nothing will be given by the Port for the running of the vehicle under this contract. The contractor shall be solely responsible for the consequences arising out of any loss or damage/accident etc. caused to the vehicle on duty. If the contractor fails to provide vehicle as above, the department will hire the same, the actual cost of which will be deducted from the contractor's bills or an amount of Rs.5,000/- per day or part thereof shall be deducted from the contractor's running bills.
- x. All fossils, coins, articles of value or antiques and structures and other remains or things of geological or archaeological interest discovered in the

site of work shall be deemed to be the absolute property of the Port Authority and the contractor shall take responsible precautions to prevent his workmen or any other persons from removing or damaging any such article or thing and shall immediately upon discovery thereof and before removal, acquaint the departmental officers of such recovery and carry out at the expense of the department, the Engineer-in-Charge's orders as to the disposal of the same.

- y. The contractor shall remove any plant (floating or otherwise) belonging to him or to any person employed by him which might have sunk in the course of work or otherwise deal with the same as directed by the Engineer-in-Charge and until the same is raised and removed, the contractor shall set on such buoys and display at night such lights for avoiding any mishaps.
- z. ***Water required for the construction works including curing work shall be arranged by the contractor at his own cost.***
- aa. The contractor shall take all precautions for not to damage any cables/pipes etc. passing through the area of work. Damages, if any, caused to electrical cables/ water lines/ telephone lines shall be rectified by the Contractor at his cost and risk.
- bb. While carrying out hot works such as welding, cutting, chipping the concrete etc. at W/Island, the following conditions shall be strictly observed by the contractor:
  - (i) Hot work shall be carried out with the approval of the Dy. Conservator's department and the work shall be done as per the instruction of the fire service personnel.
  - (ii) Welding /gas cutting work shall be carried out only with the prior permission of the Marine Dept. and only when vessel carrying inflammable materials is not berthed at the existing berths near to it.
  - (iii) Suitable spark arresters shall be provided on the exhaust of the engine connected to the pile driving mechanism.
  - (iv) Chipping and drilling the RCC etc. when vessel carrying inflammable material is at berth shall be done with soft metal tools only and under the directions of the Fire Personnel.
- cc. The contractor shall remove all materials brought to work site / stacked at the work site or anywhere else within the Port area and clear the site at his cost to the full satisfaction of the Engineer-in-Charge before the site is returned to the Port Authority. All such materials including debris, tools & plants etc. shall be disposed off to any place as pointed out by the Engineer-in-Charge or be taken away from the location and shall be cleared in every respect and to reinstate to its original condition at no extra cost to the Port Authority immediately after completion of the work. In case, any such material is found left in the work site or anywhere in the Port area, rent for the storage space occupied by the contractor, either for stacking the materials /debris or for areas used for such purpose but not cleared

thereafter, will be recovered as per the prevailing Scale of Rate of Cochin Port Authority, for the rent applicable for open storage space for commercial purpose, for the period for which the area had been occupied by the contractor. In addition to the above, in case the Port requires the area immediately for its use, Port will repossess the land after restoring it to its original condition, material will be confiscated and disposed off at the risk and cost of the contractor, after issuing two notices giving 15 days' time each for removing the material. All expenses incurred on this shall be recovered by disposing off the material if any confiscated. If any balance amount still remains to be realized that will be recovered from the contractor by appropriate means.

- dd. The contractor shall extend all facilitations and cooperation for other contractors for simultaneous execution of other works in the area entrusted by Cochin Port Authority.**
- ee. The contractor shall comply with all the provisions of the Indian Workmen's Compensations Act, Provident Fund Regulations, Employees Provident Fund and ESI Act etc. amended from time to time and rules framed there under and other laws affecting the contract labour that may be brought in to force from time to time."
- ff. The contractor shall be registered under EPF and ESI Act and the employees employed under them shall be covered in the EPF and ESI scheme. Work Order shall be issued only to the contractors who are registered under EPF organization and ESI Corporation. The contractors shall regularly remit the employer and employee contribution to the authorities. If not, the Department would remit the same and the amount so remitted shall be deducted from the part/final bill of contractors.
- gg. The contractor shall provide, at every work place, at which 20 or more women workers are ordinarily employed, crèches of reasonable size and with adequate facility for the use of their children under at the age of six years at his risk and cost.

## **7. Workmanship**

- a. All the works shall be done strictly according to relevant B.I.S. specifications unless otherwise specified.
- b. The whole work shall be completed in a diligent manner within the contract period and defect or imperfection if any, observed during the defect liability period/ guarantee period, shall be rectified at contractor's cost to the full satisfaction of the Engineer-in-Charge within the time allowed.
- c. **The work shall be arranged in the order of preference if so directed by the Engineer-in-Charge of work. In addition to above, contractor shall submit a Quality Assurance Plan (QAP) for the entire works under this contract and it shall be approved by the Engineer-in-Charge before commencing the work and shall be ensured strict compliance of the same. The QAP shall contain the details of tests to be conducted for each material to be used in the work and work.**

## **8. Temporary works**

- a. All scaffolding, staging, bracing and other temporary works required for proper execution of the works, shall be provided by the contractor at his own cost, unless stated otherwise and that should be inclusive of all materials, labour, supervision and other facilities. The layout and details of such temporary works shall have prior approval of the Engineer-in-Charge, but the contractor shall be responsible for proper strength and safety of the same. All temporary works shall be so constructed as not to interfere with any permanent work or with the work of other agencies. If it is necessary to remove any of the temporary works at any time to facilitate execution of works or work by other agencies, such removal and re erection, if required, shall be carried out by the Contractor at the direction of Engineer-in-Charge without any delay and any extra cost on this account shall be borne by the contractor.
- b. On completion of the works, temporary works if any provided by the contractor shall be removed from the site and the area shall be reinstated to the original condition at his own risk and cost.

## **9. Time For Completion**

- a. The time allowed for the renovation of the Warehouse No.2 is Six (6) months.
- b. The time allowed for carrying out the work as mentioned in the memorandum shall be strictly observed by the contractor. The work shall throughout the time period be proceeded with diligence, time being deemed to be the essence of the contract.
- c. The completion of work may entail working in monsoon period/rainy season without any extra cost. The contractor shall take such an eventuality into consideration while quoting for the work. Normally, no extension of time will be admissible for work in monsoon.
- d. The whole work shall be completed in the stipulated time, accordance with the provisions under Memorandum included under "Form of Tender" or such extended time as may be allowed under clause 29 of Conditions of Contract included in the GCC.

## **10. Working time**

The normal working time of the Port Authority is from 8 a.m. to 4.00 p.m. on all working days. If the Contractor wishes to carry out the work beyond normal working hours and or on holidays, he should get specific approval from the Engineer-in-Charge for the same. Necessary supervision will be arranged by the department and the expenditure to be incurred in this connection will be borne by the department.

**11. Method of Execution**

The contractor shall clearly indicate in their tender as per *Annexure-6*, the method proposed by them for executing the various items of works. During the actual execution of the works if modifications or changes in the method of execution of work are found necessary the contractor shall obtain approval from the Engineer-in-charge of work for such modifications or changes in the method. No claim from the contractor for additional payment shall be entertained by the department on the above account.

The detailed list of equipment/machineries/tools & plants proposed to be mobilized for the deployment in the work as furnished as per *Annexure-7* of **Section- I** and method of execution furnished under clause above, are considered only for the technical appreciation of the proposal of the contractors and it shall not relieve the contractor of his responsibility of executing the work with the quality specified in the tender and any discrepancy occurs, the construction procedures detailed/specified in the tender will prevail. In case, any additional equipment are required to be mobilized than those listed in the tender for deployment in the work, it shall be arranged and the work executed as per the tender specifications without any extra cost to the Department

**12. Alterations and Additions**

The Employer shall have power and authority from time to time and at all times to make amendments or additions or alternations or changes in the scope of the work, and specifications, drawings and bill of quantities and give such further instructions and directions as may appear to the Employer necessary and proper for the guidance of the Contractor and the good and efficient execution of the works and the contractor shall receive, obey and be bound by the same according to the true intent and meaning thereof as if the same had been mentioned or referred to in the scope of the work, specifications, Bill of Quantities and Schedules and drawings. The Employer may also vary or alter the lines, levels or positions of any of the works contemplated or may order any of the works contemplated thereby to be omitted, with or without the substitution of any other works in lieu thereof, or may order any work or any portion of works executed or partially executed to be removed, changed or altered, if required, and may order that other work shall be substituted in lieu thereof and any difference in the cost occasioned by any such diminution or alteration so ordered and directed shall be added to or deducted from the Contract Price based on rates available in the contract or where the rates are not specified a suitable rate backed up by rate analysis shall be submitted by the contractor and agreed upon between the contractor and the Employer. In the event of disagreement, the Employer shall fix such rates or prices as shall in their opinion, be reasonable and proper having regard to the circumstances. The contractor shall give to the Employer before the tenth day of every month, a statement in writing of any extra work which he may have performed during the preceding month, failing which any claim for which he may afterwards make for payment on

account of any such extra work will not be allowed.

**13. GENERAL CONDITIONS**

- i. In addition to the above, the scope intends to cover but not restrict to the following activities, services and works.
- ii. Complete design and Engineering of all the systems, sub-systems, equipment, material and services.
- iii. Providing Engineering data, drawing and O&M manuals for Employer's review, approval and records.
- iv. Supply, testing, packing transportation and insurance the equipments from the manufacturer's work to the site.
- v. Receipt, storage, insurance, preservation and conservation of equipment at the site.
- vi. Fabrication, pre-assembly (if any), erection, testing and putting into satisfactory operation of all the equipment/ material including statutory clearances & successful commissioning.
- vii. In addition to the requirements indicated in Technical Specifications, all the requirements as stated in relevant regulations stipulated for successful commissioning of the installation also be considered as a part of this specification and Contractor is bound for compliance the same.
- viii. The Contractor shall be responsible for providing all material, equipment and services specified or otherwise which are required to fulfill the intent of ensuring operability, maintainability and the reliability of the complete work covered under this specification.
- ix. For individual equipment specifications reference shall be made to the relevant Technical Specification of the equipment as per contract condition.
- x. The Contractor shall be responsible for the overall management and supervision of works. He shall provide experienced, skilled, knowledgeable and competent personnel for all phases of the project, so as to provide the Employer with a high quality system.
- xi. A project execution schedule called Master Network (MNW) in the form of PERT / Gant chart/ network and based on 'Work break down structure' shall be prepared by the Contractor for Employer's approval. The MNW shall identify milestones of key events for each work/ component in the areas of Engineering, procurement, manufacture, dispatch, erection and commissioning.

## **COCHIN PORT AUTHORITY**

### **SPECIAL CONDITIONS OF CONTRACT**

#### **1. GENERAL**

- 1.1 Special Conditions shall be read in conjunction with the General Conditions of Contract, Specifications, Drawings and any other document forming part of this Contract wherever the context so requires.
- 1.2 Notwithstanding the subdivision of the documents into separate section and volumes every part of each shall be deemed to be supplementary to and complementary of every other part and shall be read with and into the Contract so far as it may be practicable to do so.
- 1.3 Where any portion of the General Conditions of Contract is repugnant to or at variance with any provision of the Special Conditions, the provisions of the Special Conditions shall be deemed to over-ride the provisions of the General Conditions of Contract and shall to the extent of such repugnancy of variations, prevail.

#### **2. RATES FOR VARIOUS ITEMS**

- 2.1 The rates percentage /lump sum amount as applicable shall except in so far as the contract otherwise provides, cover all obligations of the contractor under this contract and all matters and things necessary for the proper completion and maintenance of the works. The rates/percentage
- 2.2 The lump sum amount quoted for each item shall be all inclusive value of the finished work as per drawings and specifications and shall cover the cost of all constructional plants, temporary works, appliances, materials, both for the works and temporary works, labour and all other matter in connection with each item quoted for.
- 2.3 The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates and prices stated in the Schedule of Quantities.
- 2.4 The contractor's rates and prices shall include all taxes, duties and fees including Port charges like wharfage, Port dues, berth hire, pilotage etc. if any applicable, all charges and taxes whatsoever excluding Goods and Service Tax (GST) in respect of materials, labour and plant and all other things obtained or used by the contractor for the execution and maintenance of the works or any temporary works and also considering the base rates indicated in Sl. No.31 of Contract Data.

#### **3. WORKS EXECUTED THROUGH SUBLETTING**

- 3.1 The contractor may sublet any portion of the contract, as per clause 8 of Conditions of Contract of GCC.

- 3.2 Notwithstanding any subletting with such approval as required under above and notwithstanding that the Engineer-in-Charge shall have received copies of any sub-contract, the contractor shall be solely responsible for the quality and proper execution of the works, performance of all conditions of contract in all respects as if such subletting had not taken place and as if such work has been done directly by the contractor.
- 3.3 If any sub-contractor engaged upon the works at the site executes, any work which, in the opinion of the Engineer-in-Charge, is not in accordance with the contract condition, written notice may be given to the contractor requesting him to terminate such sub contract and the contractor upon receipt of such notice shall terminate such sub contract and the said sub contractor shall forthwith leave the works, failing which the department shall have right to remove such sub contractors from site. No action taken by the department under this clause shall relieve the contractor of any of his liabilities under the contract or give rise to any compensation, extension of time or otherwise.

#### **4. MEASUREMENTS OF WORK DONE**

- 4.1 In addition to the Clause-26 of GCC- 'Computerized Measurement Book', measurement of the work can also be done as detailed below
- 4.2 Executive Engineer (hereinafter called the Engineer's Nominee) shall, except as otherwise provided, ascertain and determine by measurement the value in accordance with the Contract of work done.
- 4.3 All measurement of all items having financial value shall be entered in Measurement Book and/or level field book so that a complete record is obtained of all works performed under the Contract.
- 4.4 All measurements and levels shall be taken jointly by the Engineer's Nominee or his authorized representative and by the Contractor or his authorized representative from time to time during the progress of the work and such measurements shall be signed and dated by the Engineer's Nominee and the Contractor or their representatives in token of their acceptance. If the Contractor objects to any of the measurements recorded, a note shall be made to that effect with reason and signed by both the parties.
- 4.5 Department shall not entertain any claim from Contractor for any loss or damages on this account. If the Contractor or his authorized representative does not remain present at the time of such measurements after the Contractor or his authorized representative has been given a notice in writing three (3) days in advance or fails to countersign or to record objection within a week from the date of the measurement, then such measurements recorded in his absence by the Engineer's Nominee or his representative shall be deemed to be accepted by the Contractor.

- 4.6 The Contractor shall, without extra charge, provide all assistance with every appliance, labour and other things necessary for measurements and recording levels.
- 4.7 Except where any general or detailed description of the work expressly shows to the contrary, measurements shall be taken in accordance with the procedure set forth in the specifications notwithstanding any provision in the relevant Standard Method of measurement or any general or local custom. In the case of items which are not covered by specifications, measurements shall be taken in accordance with the relevant standard method of measurement issued by the Bureau of Indian Standards and if for any item no such standard is available then a mutually agreed method shall be followed.
- 4.8 The Contractor shall give not less than seven days' notice to the Engineer's Nominee or his authorized representative in charge of the work before covering up or otherwise placing beyond the reach of measurement any work in order that the same may be measured and correct dimensions thereof be taken before the same is covered up or placed beyond the reach of measurement and shall not cover up and place beyond reach of measurement any work without consent in writing of the Engineer's Nominee or his authorized representative in charge of the work who shall within the aforesaid period of seven days inspect the work, and if any work shall be covered up or placed beyond the reach of measurements without such notice having been given or the Engineer's Nominee's consent being obtained in writing the same shall be uncovered at the Contractor's expense, or in default thereof no payment or allowance shall be made for such work or the materials with which the same was executed.
- 4.9 Engineer's Nominee or his authorized representative may cause either themselves or through another officer of the department to check the measurements recorded jointly or otherwise as aforesaid and all provisions stipulated herein above shall be applicable to such checking of measurements or levels.
- 4.10 It is also a term of this Contract that recording of measurements of any item of work in the measurement book and/or its payment in the interim, on account or final bill shall not be considered as conclusive evidence as to the sufficiency of any work or material to which it relates nor shall it relieve the Contractor from liabilities from any over measurement or defects noticed till completion of the defects liability period.

## **5. BASIC RATES AND ADJUSTMENT FOR SUBSEQUENT PRICE VARIATION**

- 5.1 Price adjustment is not applicable

## **6. LIQUIDATED DAMAGES**

For levying compensation as per Clause-49 of General Conditions of Contract, the Employer is not required to have documentary evidence to

quantify or prove the losses suffered by the Employer due to delay in completion of work by the contractor, as per agreement conditions.

**7. ADVANCE**

No Mobilization Advance and Construction/Installation equipment Advance will be given. Secured Advance shall be given for non - perishable materials as provided in clause 51.6 of General Conditions of Contract. Cement is not considered as a non - perishable item.

**8. CARE OF WORKS**

From the commencement to the completion of the work the contractor shall take full responsibility for the care of the work and his employees in connection with the work thereof and in case any damage, loss or injury shall happen to the works or any part thereof or to any temporary work from any cause whatsoever (save and except the excepted risks as defined in clause 5 given below shall at his own cost repair and make good the same so that the work shall be completed in good order and in conformity in every respect with requirement of the contract. In the event of any such damage, loss or injury happening from any of the excepted risks, the Contractor shall if and to the extent required by the Engineer-in-Charge, make good the same as aforesaid and it will be to the account of the Board.

**9. EXCEPTED RISKS**

The excepted risks are riot (in so far as it is uninsurable) war, invasion, act of foreign enemies, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection or military usurped power or a cause solely due to use of occupation by the Board of any portion of the work, any operation of the forces of nature that the contractor could not have foreseen or reasonably provided against. (All of such are herein collectively referred to as the excepted risks).

**10. INSURANCE OF WORKS**

10.1 The insurance cover for the loss of or damage to the Works, plant, materials and equipment stated in the clause 13 of GCC shall be as follows:

- a) The insurance cover for the Works for the time being executed to the estimated current contract value thereof plus 10(ten) percent thereon to allow any additional costs and professional fees resulting from the loss or damage.
- b) The constructional plant and other things brought on to the site by the Contractor to the replacement value of such constructional plant and other things.

10.2 It shall be the responsibility of the Contractor to notify the insurer of any change in the nature and extent of the Works and to ensure the adequacy of the insurance cover at all times in accordance with the provisions of this clause.

**11. PAYMENTS OF SALARY / WAGES AND OTHER BENEFITS etc. TO CONTRACT / CASUAL WORKERS**

11.1 **The Contractors shall make all payments of salary/wages and other benefits etc. to the contract / casual workers deployed for the work through Bank / Cheque only.**

11.2 **All the payments to the contractors would be released only on submission of undertaking to comply with the clause 10.1 above.**

**12. MODIFICATIONS TO GCC**

**The following clauses of General Conditions of Contract (GCC) shall be replaced and modified as below.**

**1. DEFINITIONS**

Following Definitions stands replaced as:

The **Completion Date** is the date of completion of the Works as certified by the Engineer or his Nominee in accordance with Sub Clause **56.1**

**Market Rate** is the rate as decided by the Engineer on the basis of the cost of materials and labour at the site where the work is to be executed plus **15%** to cover all overheads and profits.

**21. POSSESSION OF THE SITE**

Clause 21.1 of GCC stand replaced as:

The Employer shall give possession of sites by the dates mentioned in Contract Data. If possession of a part is not given by the date stated in the Contract Data the Employer is deemed to have delayed the start of the relevant activities and this will be a Compensation Event unless it is due to the default of the Contractor.

**25. SETTLEMENT OF DISPUTES AND ARBITRATION**

Clauses 25 of GCC is not applicable in this contract.

**25.1 General**

Except where otherwise provided in the contract all questions and disputes relating to the meaning of the specifications, design, drawings and instructions here-in before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works or the execution or failure to execute the same whether arising during the progress of the work or after the cancellation, termination, completion or abandonment thereof shall be dealt with as mentioned hereinafter:-

If the Contractor considers any work demanded of him to be outside the requirements of the contract, or disputes any drawings, record or decision given in writing by the Engineer on any matter in connection with or arising out of the contract or carrying out of the work, to be unacceptable, he shall promptly within 15 days request the Engineer in writing for written instruction or decision. Thereupon, the Engineer shall give his written instructions or decision within a period of one month from the receipt of the Contractor's letter.

If the Engineer fails to give his instructions or decision in writing within the aforesaid period or if the Contractor is dissatisfied with the instructions or decision of the Engineer, the Contractor may, within 15 days of the receipt of Engineer's decision, appeal to the Chairman who shall afford an opportunity to the Contractor to be heard, if the latter so desires, and to offer evidence in support of his appeal. The Chairman shall give his decision within 30 days of receipt of Contractor's appeal. If the Contractor is dissatisfied with this decision then:

- a) The Dispute value upto Rs. 1 crore shall not be referred for adjudication through arbitration and.
- b) If the value of the dispute is exceeding Rs.1 crore and upto Rs.5 crores, the Dispute shall be resolved through arbitration as follows;
  - i. The Parties together shall appoint a Sole Arbitrator by mutual consent to resolve the dispute as per the provisions of the Arbitration and Conciliation Act, 1996. The award of the Arbitrator so appointed shall be final and conclusive and binding on all the Parties to the Agreement subject to as amended from time to time or any statutory re-enactment thereof for the time being in force. The Arbitrator may, with the consent of the Parties extend the time, from time to time, to make and publish award as the case may be.
    - (ii) If the Arbitrator so appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever, another Sole Arbitrator shall be appointed in the manner aforesaid. Such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.
- c) In case of the dispute or difference is relating to interpretation and application of the provisions of commercial contract between Central Public Sector Enterprises (CPSE), Port Authority inter se or CPSE and Government Department shall be referred by either party

for arbitration to the Permanent Machinery of Arbitrators in the Department of Public Enterprises through the Secretary to the Government of Public Enterprises as per the guidelines issued by Department of Public Enterprises OM No.4 (1) 2011- DPE (PMA) – GL dtd. 12.06.2013 or any statutory amendment thereof.

- 25.2.1 It is a term of this contract that the party invoking arbitration shall give a list of disputes with amounts claimed in respect of each such dispute along with the notice for appointment of arbitrator and giving reference to the rejection by the Chairman of the appeal.
- 25.2.2 It is also a term of this contract that no person other than person / persons appointed as aforesaid should act as arbitrator / arbitrators and if for any reason that is not possible, the matter shall not be referred to arbitration at all.
- 25.2.3 It is also a term of this contract that if the Contractor does not make any demand for appointment of arbitrator in respect of any claims in writing as aforesaid within 30 days of receiving the intimation from the Engineer that the final bill is ready for payment, the claim of the Contractor shall be deemed to have been waived and absolutely barred and the Employer or his authorized representative shall be discharged and released of all liabilities under the contract in respect of these claims.
- 25.2.4 The arbitration shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996 (26 of 1996) or any statutory modifications or reenactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceeding under this clause.
- 25.2.5 It is also a term of this contract that the Arbitrator / Arbitral Tribunal shall adjudicate only on such disputes as are referred to him/them and give separate award against each dispute and claim referred and in all cases where the total amount of the claims by any party exceeds Rs. 1,00,000/- the arbitrator shall give reasons for the award.
- 25.2.6 It is also a term of the contract that if any fees are payable to the arbitrator these shall be paid equally by both the parties.
- 25.2.7 It is also a term of the contract that the arbitrator/arbitrators shall be deemed to have entered on the reference on the date he / they issues notice to both the parties calling them to submit their statement of claims and counter statement of claims. The fees, if any, of the arbitrator shall, if required to be paid before the award is made and published, be paid half and half by each of the parties. The cost of the reference and of the award

(including the fees, if any, of the arbitrator) shall be in the discretion of the arbitrator who may direct to any party by whom and in what manner, such costs or any part thereof shall be paid and fix or settle the amount of costs to be so paid.”

**26. COMPUTERIZED MEASUREMENT BOOK**

5<sup>th</sup> para stands replaced as follows:

The Contractor shall also submit to the department separately his computerized Abstract of Cost and the bill based on these measurements, duly bound, and its pages machine numbered along with **three** spare copies of the bill. Thereafter, this bill will be processed by the Division Office and allotted a number as per the computerized record in the same way as done for the measurement book meant for measurements

**40. PAYMENTS FOR VARIATIONS**

Clauses 40.2 and 40.3 shall be replaced as follow:

40.2 For items not existing in the Bill of Quantities or substitution to items in the Bill of Quantities, rate payable should be determined by methods given below and in the order given below:

- i) Rates and prices derived from the rate of similar items in Contract.
- ii) Rates and prices in the Schedule of Rates applicable to the Contract plus Ruling percentage.
- iii) Market rates of materials and labour, hire charges of plant and machinery used, plus **15%** for overheads and profits of Contractor.

40.3 For items in the Bill of Quantities but where quantities have increased beyond the variation limits, the rate payable for quantity in excess of the quantity in the Bill of Quantity plus the permissible variation shall be as determined by methods given below:

- i) Rates and prices in the Schedule of Rates applicable to the Contract plus Ruling percentage.
- ii) Market rates of materials and labour, hire charges of plant and machinery used plus **15%** for overheads and profits of Contractor.

whichever is lower, but not less than the rate in the Bill of Quantities

**43. PAYMENTS**

Clause 43.2 stands replaced as follows:

43.2 Payment of bills for Civil Works shall be regulated as detailed

hereunder:

- 43.2.1 Any Interim/Final bill which is **incomplete in any respect** shall be returned to the Contractor within 4 days of date of submission of bill to the Engineer or his Nominee.
- 43.2.2 Interim bills shall be paid within 21 days of date of submission of bills in full shape, by the Contractor, as detailed below:
  - 43.2.2.1 Clarifications/corrections if any required on an Interim bill submitted, shall be sought from the Contractor within 4 days of submission of the bill and also, all such clarifications/corrections required shall be sought at one go except in exceptional circumstances. The Contractor shall submit the clarifications including carrying out corrections in the bill, if required, within 4 days thereafter. The clarified / corrected bill shall be verified and forwarded to Finance Department within the next 4 days. Clarifications if any required by the Finance Department shall be sought within 3 days and the Engineer/Nominee shall clear it on top priority within the next 3 days and, finally, the bill shall be paid to the Contractor within 3 days thereafter, i.e., within a total 21 days of date of submission of bills in full shape, as indicated above.
  - 43.2.2.2 However, on request by the Contractor, 75% of the bill amount shall be paid within 7 days of submission of the bill. Balance amount of the verified bill shall be paid within 21 days of the submission of the bill, on completion of all contractual requirements as brought out at sub clause 43.2.3. below.
- 43.2.3 Final bill shall be paid within 3 months of issue of Taking Over Certificate by the Engineer / Nominee, as detailed below:

43.2.3.1 The Contractor shall submit the Final bill to the Engineer / Nominee within 20 days of issue of Taking Over Certificate by the Engineer / Nominee. The bill shall be checked and all clarifications/corrections required on the bill submitted, shall be sought from the Contractor within 15 days thereafter. The Contractor shall submit the clarifications including carrying out corrections in the bill, if required, within the next 10 days. The clarified / corrected bill shall be verified and forwarded to Finance Department within the next 15 days. Thereafter, clarifications if any required by the Finance Department shall be sought within 10 days and the Engineer/Nominee shall clear it on top priority within the next 10 days and, finally, the bill shall be paid to the Contractor within 10 days thereafter, i.e., within a total 3 months of issue of Taking Over Certificate by the Engineer / Nominee, as indicated above.

43.2.3.2 However, on request by the Contractor, 50 % of the final bill amount shall be paid within 7 days of submission of the bill, which will be adjusted against the final bill payment, on completion of all contractual requirements as brought out at sub clause 43.2.6. above.

(b) All other sub clauses under Clause 43 remain the same.

#### **44. COMPENSATION EVENTS**

##### **44.1 (c) to (e) - Deleted.**

All other clauses under clause 44 remains the same.

#### **45. RATES FOR ITEMS TO BE INCLUSIVE OF TAXES**

##### **Clause 45 stands replaced as follows:**

45.1 The rate quoted by the Contractor shall be inclusive of the cost of provision of plant and equipment, materials, labour, execution, supervision, maintenance, overheads and profits and every incidental and contingent cost and charges whatsoever excluding Goods and Service Tax (GST). GST as may be applicable from time to time shall be shown separately in the invoice. The Employer will perform such duties in regard to the

deduction of such taxes at sources as per applicable law. Any new Taxes, levies, duties imposed after signing the Contract shall be reimbursed by the Employer on production of documentary evidence.

45.2 The invoice to be submitted by the Contractor should include the GST Registration Number of the Contractor as well as the Employer.

#### **47. PRICE ADJUSTMENTS**

**Deleted**

#### **55. COMPLETION**

(a) Clause 55.4 shall be added as follows:

**55.4**The Completion Report / Certificate to the Contractor will be issued only after obtaining 'No Claim Certificate' from the Contractor in the format approved by the department stating that they have no further claims against CoPA in respect of the Work.

(b)All other sub clauses under Clause 55 remain the same.

#### **82. TAXES AND DUTIES**

**80.1 -Deleted**

**80.2 -Deleted**

**80.3 -Income Tax**

The Contractor and his staff shall be responsible for payment of all personal income taxes to the concerned authorities as per the law in force from time to time. Deduction of Income Tax shall be made by the Employer from each certificate of payment to the Contractor at the rate as per prevailing rates or such other rates as may be specified by the Central Government from time to time, on the gross amount of the Contractor's bill for payment. The Contractor shall comply with all the GST Regulations, viz. timely uploading of bills, issue of debit/ credit notes etc.

**80.4 GST -TDS Under GST Law Shall Be Deducted As Per Prevailing Rate.**

#### **G. Salient Features of Some Major Laws Applicable To Establishments Engaged In Construction Work.**

Clauses [d] & [l(i)] stands replaced as follows:

(d) Maternity Benefit Act 1961 or Maternity Benefit Amendment Act 2017:- The Acts provide for leave and some other benefits to workmen/ employees in case of confinement or miscarriage etc.

(1) ESI Act, 1948:-

- (i) As per the Govt. Notification dt. 20.7.09, Cochin Port Authority has registered under the ESI Act with ESI Corporation and provision of ESI Act, 1948 are applicable to contract/casual employees drawing wages/Salary upto **Rs.20,000/-** per month and working in Cochin Port Authority. Workers covered under ESI Act, are entitled for full medical care for self and family, besides, cash benefit in the event of sickness, maternity and employment injury. Accordingly, the contractual/casual employees drawing wages upto **Rs.20,000/-** per month employed either directly by Port Authority or through contractor are covered under ESI Act, 1948. It is obligatory on the part of the Employer to calculate and remit ESI contribution comprising of Employers' share of 4.75% plus Employees' share of 1.75% which is payable on or before 21st of the following month, to which the salary relates.

**SIGNATURE OF TENDERER**

## **SECTION IV**

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## **SECTION -IV**

### **COCHIN PORT AUTHORITY**

#### **1. TECHNICAL SPECIFICATIONS (CIVIL WORKS)**

##### **1.1. DETAILED SPECIFICATIONS FOR MATERIALS TO BE USED FOR WORKS**

###### **1.1.1. GENERAL**

- 1.1.1.1. Except where otherwise specified or authorized by the Engineer-in-Charge, materials supplied by the contractor shall conform to the latest edition of code of practices published by the Bureau of Indian Standard. Samples of materials to be supplied by the contractor shall be shown to the Engineer-in-Charge sufficiently in advance for approval of its quality for use on the work.
- 1.1.1.2. All the materials to be used on the works shall have BIS certification mark if so available, unless otherwise specified elsewhere or shall be of approved brand with equivalent material as approved by the Engineer-in-Charge
- 1.1.1.3. All materials supplied shall be stored appropriately to prevent deterioration/ damage from any cause what so ever and to the entire satisfaction of the Engineer-in Charge.
- 1.1.1.4. The materials required for the work shall be brought to the site and stacked at places shown by the Engineer-in-Charge and the same shall be got approved for use in work sufficiently in advance so that the progress of the work is not affected by the supply of materials.
- 1.1.1.5. Tolls are payable by the contractor as per rules for vehicles using the Port's road for supplying the materials.

###### **1.1.2. SYNTHETIC ENAMEL PAINT**

- 1.1.2.1. Synthetic Enamel paint conforming to IS 2932 of approved good quality of Asian or Nicholson or ICI Dulux or equivalent shall be used. The shade of under coat shall be match with the top coat as recommended by the manufacturer.

###### **1.1.3. AGGREGATES FOR CONCRETE**

- 1.1.3.1. Aggregates (fine and coarse) for concrete shall comply with the requirements of IS: 383 – 'Specifications for coarse and fine aggregate from natural sources for concrete'. Aggregate shall be obtained from

sources approved by the Engineer-in-Charge. Aggregates, which are not perfectly clean, shall be washed in clean water to the entire satisfaction of the Engineer-in-Charge.

- 1.1.3.2. The fine aggregate shall be clean, hard, durable, uncoated, dry and free from injurious, soft or flaky pieces and organic or other deleterious substances.
- 1.1.3.3. Each type of aggregate shall be stored separately for the approval of Engineer-in-Charge. Wet aggregate delivered at the site shall be kept in storage for at least 24 hours to ensure adequate drainage before being used for concreting.
- 1.1.3.4. Contractor shall maintain at site at all times such quantities of each type of aggregate as are considered by the Engineer-in-Charge to be sufficient to ensure continuity of work.

#### 1.1.4. **CEMENT**

- 1.1.4.1. Quality of cement used for the work shall be 53 grade ordinary Portland cement conforming to IS:12269 or Pozzolona cement conforming to I.S. 1489 unless otherwise approved by the Engineer-in-Charge.
- 1.1.4.2. The cement required for the work will have to be procured by the contractor and shall comply with the relevant IS. As far as possible, the cement required for the work will have to be procured from the government agencies. The cement shall, if required by the Chief Engineer / Engineer-in-Charge, be tested and analyzed by an independent analyst at the Contractor's cost and result produced to the Engineer-in-Charge.
- 1.1.4.3. Supply of cement shall be taken in 50kg bags bearing manufacture's name and BIS marking. Samples of cement arranged by the contractor shall be taken by the Engineer-in-Charge and got tested in accordance with provisions of relevant BIS codes. In case, test results indicate that the cement arranged by the Contractor does not conform to the relevant BIS codes, the same shall stand rejected and shall be removed from the site by the contractor at his own cost within a week's time of written order from the Engineer-in-Charge to do so.
- 1.1.4.4. A cement godown of adequate capacity as directed by the Engineer-in-Charge shall be constructed by the contractors at the site of the work for which no extra payment shall be made. Double lock provision shall be made to the door of the cement godown. The key of one lock shall remain with the Engineer-in-Charge or his authorized representative and the key of the other lock shall remain with the contractor. The contractor

shall be responsible for the watch and ward and safety of the cement godown. The contractor shall facilitate the inspection of the cement godown by the Engineer-in-Charge.

1.1.4.5. The cement brought to the site and cement remaining unused after completion of work shall not be removed from the site without written permission from /of the Engineer-in-Charge.

1.1.4.6. The cement shall be stored in a weather proof building with facilities for inspection.

1.1.4.7. The contractor shall maintain a cement register showing dates of receipt and issue, quantities used daily and balance which shall be accessible to the Engineer-in-Charge.

1.1.4.8. For cement stored in silo, clauses 1.1.3.3 and 1.1.3.4 are not applicable.

#### 1.1.5. **WATER**

1.1.5.1. Clean fresh water free from oils, acids, alkalies, salt, sugar, organic materials or other harmful materials shall be used for washing aggregates, mixing and curing of concrete. The water used shall comply with clause 5.4 of IS:456-2000. Potable water is generally considered good for mixing concrete.

1.1.5.2. **Cochin Port Authority will not provide/supply water for the work.** Water has to be arranged by the contractor himself for the construction works including curing work at his own risk and cost.

1.1.5.3. Samples of water arranged by the contractor shall be taken by the Engineer in Charge and got tested in accordance with the provisions of relevant BIS codes. In case test results indicate that the water arranged by the contractor does not conform to the relevant BIS codes, the same shall not be used for any works. The cost of tests shall be borne by the contractor.

#### 1.1.6. **ADMIXTURES IN CONCRETE**

1.1.6.1. Admixture in concrete will be allowed only with prior approval of the Engineer-in-Charge. The contractor shall produce test certificates from recognized laboratories before use, if so desired by the Engineer-in-Charge.

#### 1.1.7. **FINE AGGREGATE FOR MAKING MORTAR FOR MASONRY WORK / PLASTERING WORK**

1.1.7.1. Fine Aggregate used for masonry mortar shall conform to IS:2116. Sand used for plastering shall conform to IS:1542-1992.

1.1.8. **6mm SIZE AGGREGATE**

1.1.8.1. 6mm size graded aggregate conforming to IS 383-2016 shall be used. Aggregates which are not perfectly clean shall be washed in clean water to the entire satisfaction of the Engineer-in-Charge.

1.1.9. **STEEL REINFORCEMENT**

1.1.9.1. The reinforcement steel used for the Work will have to be procured by the Contractor and shall be HYSD bars of Fe 500 / Fe415 grade conforming to IS:1786 unless otherwise approved by the Engineer-in-Charge.

1.1.9.2. The reinforcement steel required for the Work will have to be procured by the Contractor and shall comply with the relevant IS. The Contractor shall obtain approval from the Engineer-in-Charge well in advance for purchase of steel.

1.1.9.3. The Contractor shall have to obtain and furnish test certificates to the Engineer-in-Charge in respect of all supplies of steel brought by him to the site of Work. Samples shall also be taken and got tested by the Engineer-in-Charge as per provisions in this regard in relevant BIS codes. In case the test results indicate that the steel arranged by the Contractor does not conform to BIS codes, the same shall stand rejected and shall be removed from the site of Work by the Contractor at his cost within a week's time of written orders from the Engineer-in-Charge to do so.

1.1.9.4. The steel reinforcement shall be brought to the site in bulk supply of 10 tonnes or more or as decided by the Engineer-in-Charge.

1.1.9.5. The steel reinforcement shall be stored by the Contractor at site of Work in such a way as to prevent distortion and corrosion and nothing extra shall be paid on this account. Bars of different sizes and lengths shall be stored separately to facilitate easy counting and checking.

1.1.9.6. For checking nominal mass, tensile strength, bend test etc., specimen of sufficient length as per IS:432/ IS:1608/ IS:1599 or as specified by the Engineer-in-Charge shall be cut from each size of the bar at random at frequency not less than the specified below.

| Size of bar        | For consignment below 100 tonnes              | For consignment over 100 tonnes               |
|--------------------|-----------------------------------------------|-----------------------------------------------|
| Under 10 mm dia    | One sample for each 25 tonnes or part thereof | One sample for each 40 tonnes or part thereof |
| 10 mm to 16 mm dia | One sample for each 35 tonnes or part thereof | One sample for each 45 tonnes or part thereof |
| Over 16 mm dia     | One sample for each 45 tonnes or part thereof | One sample for each 50 tonnes or part thereof |

1.1.9.7. The Contractor shall supply free of charge the steel required for testing. The cost of tests shall be borne by the Contractor.

1.1.9.8. Steel brought to site and steel remaining unused shall not be removed from site without the written permission of the Engineer-in-Charge.

1.1.10. **NON-ASBESTOS REINFORCED BY ORGANIC FIBRES AND/OR INORGANIC SYNTHETIC FIBRES CEMENT CORRUGATED SHEET ROOFING**

1.1.10.1. **Non-Asbestos reinforced by organic fibres and/ or inorganic synthetic fibres Cement Corrugated Sheets**

1.1.10.1.1 The sheets shall be of the approved quality and shall conform to IS 14871. The sheets shall be free from cracks, chipped edges or corners and other damages.

1.1.10.1.2

**(a) General Composition of Sheets**

The product shall be composed essentially of an inorganic hydraulic binder (see Note) or a calcium silicate binder formed by the chemical reaction of a silicate binder formed by the chemical reaction of a siliceous (includes ground silica, pulverized fuel ash and amorphous silica) and calcareous material reinforced by organic fibres and/or inorganic synthetic fibres. Pozzolanic materials process aids, fillers and pigments which are compatible with the fibre reinforced cement may be added. The inorganic hydraulic binder shall be either 33 grade ordinary Portland cement conforming to IS 269 or 43 grade ordinary Portland cement conforming to IS 8112 or 53 grade ordinary Portland cement conforming to IS 12269 or Portland pozzolana (fly ash based) cement conforming to IS 1489. (Part 1) or Portland pozzolana cement (calcined clay based) conforming to IS 1489 (Part 2) or rapid hardening cement conforming to IS 8041 or Portland slag cement conforming to IS 455. Fly ash used shall be conforming to IS 3812.

**Note :** In case of Portland pozzolana cement and Portland slag cement, addition of pozzolanic materials and slag shall not be permitted.

1.1.11. **RIDGES AND HIPS OF NON-ASBESTOS REINFORCED BY ORGANIC FIBRES AND/OR INORGANIC SYNTHETIC FIBRES CEMENT.**

1.1.11.1. Ridges and hips shall be of the same manufacture as the corrugated or semi-corrugated sheets used for roof, unless specifically permitted in writing by the Engineer-in-Charge. The sections shall be free from cracks, chipped edges or corners or other damages.

1.1.11.2. Ridges shall be of the type as specified in the Schedule.

1.1.12. **BRICKS**

1.1.12.1. Bricks used in the masonry may be Common Burnt Clay Bricks shall conform to IS:1077 and shall be hand moulded or machine moulded. They shall be free from nodules of free lime, visible cracks, flaws warpage and

organic matter, have a frog 100 mm in length 40 mm in width and 10 mm to 20 mm deep on one of its flat sides. Bricks made by extrusion process and. Each brick shall be marked (in the frog where provided) with the manufacturer's identification mark or initials. \

1.1.12.2. Bricks shall have a minimum compressive strength to 50kg/sq.cm and shall not absorb water more than 20% of its dry weight, when soaked in cold water for 24 hours. The tolerance limit shall be 8 % for absorption.

1.1.12.3. In the case where locally available bricks do not meet standard, contractor shall carryout all the tests specified above on the bricks and submit the test report to the Engineer-in-charge, who will take a final decision on the use of the bricks, which shall be binding.

1.1.13. **EXTERIOR/INTERIOR ACRYLIC EMULSION PAINT**

1.1.13.1. The weatherproof exterior acrylic emulsion paint and interior acrylic emulsion paint must be of approved premium quality and from a recognized manufacturer. The coverage of both paints shall adhere to the specifications provided by the manufacturer. The colour and shade of the paints shall be determined as per the directives of the Engineer-in-Charge.

1.1.13.2. The application of wall paint shall consist of two coats of premium quality interior-grade acrylic emulsion paint, which contains a volatile organic compound (VOC) content of less than 50 grams per litre from an approved brand and manufacturer. Additional coats shall be applied as necessary to achieve a uniform shade and colour.

1.1.13.3. The finishing of walls shall be executed with two or more coats of 100% premium acrylic emulsion paint that complies with a VOC content of less than 50 grams per litre. This paint shall possess ultraviolet (UV) resistance as per IS 15489:2004, as well as resistance to alkali, fungi, and dirt. The exterior paint shall be of the required shade and shall include silicone additives. The application shall be conducted over and including a priming coat of approved exterior primer.

1.1.14. **DELUXE MULTI SURFACE PAINT FOR INTERIORS AND EXTERIORS**

1.1.14.1. **Material**

1.1.14.1.1 The paint shall be (Deluxe multi surface paint for interiors and exteriors) of approved brand and manufacture.

1.1.14.1.2 This paint shall be brought to the site of work by the contractor in its original containers in sealed condition. The material shall be brought in at a time in adequate quantities to suffice for the whole work or at

least a fortnight's work. The materials shall be kept in the joint custody of the contractor and the Engineer-in-Charge. The empty containers shall not be removed from the site of work till the relevant item of work has been completed and permission obtained from the Engineer-in-Charge.

**1.1.15. TURBO VENTILATOR**

1.1.15.1. Turbo Ventilator shall be 600mm Dia.

1.1.15.2. Turbo Ventilators shall have the following features

- i. Fitted with Nylon made Typhonic Bearing.
- ii. Corrugated Foil Framed vanes gives rigidity strength, air flow and provides protection against weather change.
- iii. Highly sensitive Roller Bearing Systems, Housing UPPER and LOWER Bearings.
- iv. Drives out Dust soil grit and forging material and retains complete lubrication in the unit.
- v. Fabrication from Stainless Steel.
- vi. A Translucent opel base which allows 22% of natural day light inside the building (Optional).
- vii. Impact and Trust resistant easy and quick to install.
- viii. Light weight.

1.1.15.3. Stainless Steel (S.S.) Turbo Ventilator Fans

- i. Stainless Steel (S.S.) Turbo Ventilator Fans are manufactured using top quality Stainless Steel (S.S.) and are renowned for their mechanical strength, impact resistance and performance.
- ii. They are strong enough to withstand heavy loads of notorious monkeys and high impact due to heavy hail. They are weather and storm proof and can resist chemical corrosion due highly corrosive and obnoxious industrial gases, fumes and smoke
- iii. Ventilators shall be capable of withstanding a high wind speed and are guaranteed against water ingress.
- iv. Ventilators shall be mechanically strong, impact resistant, light weight, effective, weather and storm proof, anti-corrosive, noiseless, maintenance free, easy to install, adaptable to any roof, economical to use and environment friendly.
- v. Ventilators shall perform satisfactorily in extreme weather conditions and tough industrial environments.
- vi. Their Fins are in S.S. where as the Top Cover and Bottom Ring can be made available in Stainless Steel (S.S.).

1.1.15.4. Exhaust Capacity of Turbo Ventilator shall be 2700 C.F.M.

1.1.15.5. Throat (Neck) Dia / Belly (Centre) Dia shall be 24'' (600 MM) / 28'' (710 MM) respectively.

1.1.15.6. Height shall be 16'' (400 MM)

1.1.15.7. Shaft Dia shall be 11.80 MM

1.1.15.8. Bearing shall be Double Jet Sealed Ball Bearings (6001-2RS)

1.1.15.9. Internal Fittings (Shaft, Bearing Covers, X Frame, Rotary Axel) etc. shall be Stainless Steel Jindal or approved equivalent

1.1.15.10. The Turbo Fans shall be painted or powder coated for extra weather protection

1.1.16. **MATERIALS NOT SPECIFIED**

1.1.16.1. All materials not herein detailed and fully specified but which may be required for use on works, shall be subjected to the approval of the Engineer-in-Charge without which they shall not be used anywhere in the permanent works

1.1.17. **SAMPLING AND TESTING OF MATERIALS**

1.1.17.1. Sampling and testing of the material supplied by the contractor for use on the work shall be done as per the provisions of the relevant BIS codes/specifications. In the absence of BIS specification in a particular case, the sampling and testing shall be done as directed by the Engineer-in-Charge as sound Engineering practice. Material conforming to the specifications and approved by the Engineer-in-Charge shall only be used by the contractor.

1.1.17.2. All the sampling and testing shall be done at the contractor's cost.

1.2. **DETAILED SPECIFICATIONS OF ITEMS FOR WORKS**

1.2.1. **GENERAL**

1.2.1.1. Except where otherwise specified or authorised by the Engineer-in-Charge all items of works executed by the Contractor must conform to the latest edition of the Bureau of Indian Standard (BIS) Specifications, I.R.C., MORT&H's specifications and Code of practices published by BIS. Where no such specifications or code of adoption. The tenderer while indicating such specifications shall practice exists the latest BIS codes of practice shall also be considered for enclose the full set of the publication so referred and not in extracts. Photostat / Xerox copies in duplicate shall be forwarded which shall not be returned to the Contractor. In absence of any specification the department reserves the right to adopt trade specifications and /or sound Engineering practices for the specialised work as may be decided by the Engineer-in-Charge which shall be final, conclusive and binding on the contractor.

1.2.2. **DISMANTLING AND DEMOLISHING**

1.2.2.1. During demolition or dismantling, every precaution shall be taken by the contractor to prevent damage to any part of the structure and also to any adjacent structures which are to be left intact. Any damage caused to the structures, due to the carelessness and negligence of the contractor shall be made good by him at his own expense. Care must be taken by the

contractor in such a way that debris shall not fall into water and if falls to be removed immediately.

- 1.2.2.2. All materials obtained from dismantling or demolition shall be the property of the CoPA unless otherwise specified and shall be kept in safe custody until they are handed over to the Engineer-in-Charge.
- 1.2.2.3. The demolition shall always be well planned before hand and shall generally be done in reverse order of the one in which the structure was constructed. The operations shall be got approved from the Engineer-in-Charge before starting the work. Due care shall be taken to maintain the safety measures prescribed in IS 4130 and construction and demolition waste management rules 2016 shall be followed.
- 1.2.2.4. Necessary propping, shoring and or under pinning shall be provided to ensure the safety of the adjoining work or property before dismantling and demolishing is taken up and the work shall be carried out in such a way that no damage is caused to the adjoining work or property. Wherever specified, temporary enclosures or partitions and necessary scaffolding with suitable double scaffolding and proper cloth covering shall also be provided, as directed by the Engineer-in-Charge. It shall be ensured that no dust is generated while demolishing. Barricading shall be provided wherever required.
- 1.2.2.5. Necessary steps shall be taken to keep noise and dust nuisance to the minimum. All work needs to be done under the direction of Engineer-in-Charge. Helmets, goggle, safety belts etc., should be used whenever required and as directed by the Engineer-in-Charge. The demolition work shall be proceeded with in such a way that it causes the least damage and nuisance to the adjoining building and the public.
- 1.2.2.6. Dismantling shall be done in a systematic manner. All materials which are likely to be damaged by dropping from a height or by demolishing roofs, masonry etc. shall be carefully removed first. Chisels and cutters may be used carefully as directed. The dismantled articles shall be removed manually or otherwise, lowered to the ground (and not thrown) and then properly stacked as directed by the Engineer-in-Charge.
- 1.2.2.7. Any serviceable material, obtained during dismantling or demolition, shall be separated out and stacked properly as directed by the Engineer-in-Charge within a lead of 50 meters. All unserviceable materials, rubbish etc. shall be disposed off at authorized locations as directed by the Engineer-in-Charge.

- 1.2.2.8. Where existing fixing is done by nails, screws, bolts, rivets, etc., dismantling shall be done by taking out the fixing with proper tools and not by tearing or ripping off.
- 1.2.2.9. Appropriate screens shall be placed where necessary to prevent injuries due to falling pieces. Water spray shall be used to reduce dust while tearing down plaster from brick work. Safety belts shall be used by labourers while working at higher level to prevent falling from the structure. Wherever, possible mechanized working platform shall be used. First-aid equipment shall be made available at all demolition works of any magnitude.
- 1.2.2.10. The contractor shall maintain/disconnect existing services, whether temporary or permanent, wherever required by the Engineer-in-Charge.

1.2.3. **PLAIN AND REINFORCED CEMENT CONCRETE**

1.2.3.1. **General**

The concrete used for all works, concreting procedure etc. shall be in accordance with IS:456-2000.

1.2.3.2. **Concrete Mix**

Mix used for R.C.C. shall be of minimum M20 grade unless otherwise specified. Design mix shall be used for M20 and higher grade of concrete unless otherwise specified in the schedule.

1.2.3.3. **Nominal Mix**

For nominal mix concrete, proportion of fine aggregate to coarse aggregate shall be 1:2 by mass. The minimum cement content per cubic meter of nominal mix concrete shall be as per table 5 of IS: 456-2000.

1.2.3.4. **Design Mix**

1.2.3.4.1 For design mix concrete of following grades of concrete the minimum cement content per cubic metre and maximum water cement ratio are as given below.

| Sl. No | Grade of Concrete | Minimum cement content | Maximum free Water cement |
|--------|-------------------|------------------------|---------------------------|
| 1.     | M25               | 300                    | 0.50                      |
| 2.     | M20               | 300                    | 0.55                      |

1.2.3.4.2 For design mix concrete, the contractor shall make calculations jointly with Engineer-in-Charge and carryout all necessary tests at contractor's cost to determine the proportion by weight of cement, aggregates (coarse

and fine), admixture if required and water necessary to produce concrete of required grade having the desired workability and, water cement ratio not exceeding the allowable limit, prior to commencement of work. The contractor shall submit the following for the approval of Engineer-in-Charge.

- (i) The proportion of cement, coarse aggregate, fine aggregate and water so determined.
- (ii) The sieve analysis of aggregates which he proposes to use in the works.
- (iii) Full details of the tests conducted.
- (iv) All calculations relevant to mix design.

1.2.3.4.3 When the proportions are submitted to the Engineer-in-Charge which he considers will produce concrete having the required properties, it shall become the declared proportions to be used for the work. The agreement by the Engineer-in-Charge to such declared proportions shall not relieve the contractor of any of his responsibilities to use in the work at all times concrete having the required properties. No deviation from the declared proportions shall be allowed unless and until the Engineer-in-Charge shall have given his written authorization for the adoption of revised proportions for the concrete.

1.2.3.4.4 Sampling, testing and acceptance criteria for designed mix concrete shall be as per clause 15, 16 & 17 of IS:456-2000 unless otherwise specified. Sampling and testing shall be done at contractor's own cost. Testing shall be done in a laboratory approved by the Engineer-in-Charge.

#### 1.2.3.5. **Size of Coarse Aggregate**

1.2.3.5.1 For all concrete, plain or reinforced of M20 and higher grades, 20 mm size graded aggregate conforming to IS:383-2016 shall be used unless otherwise specified. If 20 mm graded aggregates as per IS:383 are not readily available, graded 20 mm aggregate shall be obtained by blending 20 mm and 12.5/ 10 mm aggregates in the proportion arrived based on the combined sieving of aggregates.

#### 1.2.3.6. **Batching and Mixing**

1.2.3.6.1 For production of concrete, concrete batching and mixing plant, with type and capacity approved by the Engineer-in-Charge shall be installed at site by the contractor. The plant shall be approved by the Engineer-in-Charge and shall be installed at an approved location. All measuring equipments should be maintained in a clean serviceable condition, and

their accuracy shall be periodically checked as directed by the Engineer-in-Charge.

- 1.2.3.6.2 In proportioning concrete, the quantity of both cement and aggregate should be determined by weight. Where the weight of cement is determined on the basis of weight of cement per bag, a reasonable number of bags should be weighed periodically to check the net weight. Where the cement is weighed on the site and not in bags, it should be weighed separately from the aggregates. Water should be either measured by volume in calibrated tanks or weighed. Any solid admixture that may be added may be measured by weight; liquid and paste admixture by volume or weight.
- 1.2.3.6.3 Except where it can be shown to the satisfaction of the Engineer that supply of properly graded aggregate of uniform quality can be maintained over the period of work, the grading of aggregate should be controlled by obtaining the coarse aggregate in different sizes and blending them in the right proportion when required, different sizes being stacked in separate stock piles. The grading of coarse and fine aggregate should be checked frequently for a given job being determined by the Engineer-in-Charge to ensure that the specified grading is maintained.
- 1.2.3.6.4 Under unavoidable circumstances, change from weigh batching to volume batching may be permitted by Engineer-in-Charge, on specific request from the contractor.
- 1.2.3.6.5 Ready mix concrete from outside source shall be allowed for use on the work subject to the conditions that: (i) written permission shall be obtained from the Engineer-in-Charge, (ii) all quality control measures as stipulated by the Engineer-in-Charge are strictly adhered to by the contractor at his cost, (iii) all design mix calculations shall be submitted by the contractor for approval of the Engineer-in-Charge & approval obtained; and (iv) all expenses towards conveyance and incidentals of providing departmental supervision at the mixing plant shall be borne by the contractor.

#### 1.2.3.7. **Cover to Reinforcement**

- 1.2.3.7.1 Cover as specified in drawing shall be provided by using precast cement concrete block made from concrete of same grade as that of main work unless otherwise directed by the Engineer-in-Charge.

#### 1.2.3.8. **Transporting, placing, compacting and curing of concrete**

- 1.2.3.8.1 Transporting placing, compacting and curing of concrete shall be as per clause 13 of IS:456-2000. Placement of concrete shall be done with

concrete pumps and pipelines unless otherwise approved by the Engineer-in-Charge in special cases.

- 1.2.3.8.2 Concrete shall be transported from the mixer to the worksite as rapidly as possible which will prevent the segregation or loss of any ingredient, and for maintaining the workability.
- 1.2.3.8.3 The concrete shall be placed and compacted before setting commences and should not be subsequently disturbed. Care should be taken to avoid displacement of reinforcement or movement of formwork.
- 1.2.3.8.4 All concrete shall be vibrated unless otherwise specified or approved by the Engineer-in-Charge and such vibrating shall be as required by the Engineer-in-Charge. The mechanical vibrators complying with IS:2505, IS:2506 or IS:4656 shall be used for compacting concrete. All vibrations shall be carried out to a plan approved by the Engineer-in-Charge. No workman shall be allowed to operate the vibrator without having received instructions and training in its use. Care must be taken to avoid segregation and excessive vibration.
- 1.2.3.8.5 Concreting shall be carried out continuously upto construction joints, the positions and arrangement of which shall be as directed by the Engineer-in-Charge. When the work has to be resumed the construction joints shall be prepared in accordance with clause 13.4 of IS:456-2000.
- 1.2.3.8.6 Unless otherwise specified, all concrete shall be kept continuously in a damp condition by ponding or by covering with a layer of sacking, canvas, hessian or similar materials with fresh water for not less than 7 days after laying the concrete. If curing is not done properly the department will be at liberty to engage labour for curing and the expenditure incurred will be recovered from the contractor's bill. The decision of the Engineer-in-Charge will be final on this.
- 1.2.3.8.7 Stripping time for the form work shall be as stipulated in clause 11.3 of IS:456-2000. Any impression, fins etc. that may occur from the form work shall be removed and treated with cement mortar 1:1.5 (1 cement: 1.5 sand).
- 1.2.3.8.8 Contractor shall arrange to fix any fixtures wherever necessary while doing concreting work without any extra cost. Cost of fixtures will be paid separately, if it is provided by the contractor.
- 1.2.3.8.9 The unit rate quoted by the tenderer shall be for the finished work and deemed to include cost of all materials and labour, form work, provision of holes, recess, other contingent items etc. required for the completion of work as specified etc.

#### 1.2.4. **SCRAPPING & CLEANING OLD PAINTED SURFACE**

- 1.2.4.1 All loose particles and scales shall be scrapped off and holes in plaster as well as patches of less than 50 cm area shall be filled up with mortar of

same mix. The surface shall then be cleaned with water jetting if required and allowed to dry for at least 48 hours before painting.

1.2.4.2 Whenever scaffolding is necessary, it shall be erected on double supports tied together by horizontal pieces, over which scaffolding planks shall be fixed.

#### 1.2.5. **APPLYING SYNTHETIC ENAMEL PAINT**

1.2.4.3 The surface shall be thoroughly cleaned off all dirt, rust, dust, grease etc. with wire brush, sand paper etc., and be made perfectly clean and dry while painting.

1.2.4.4 The number of coats shall be as per schedule. Successive coats shall be applied only on the next day after rubbing with the finest grade of wet abrasive paper and dusting of the loose particles. The primers and paints used shall be of approved quality.

1.2.4.5 Measurements of the work under this head shall be made on the basis of the area of work done and rate quoted shall include the cost of surface preparation, materials, labour, scaffolding etc. required for the completion of works as detailed above.

#### 1.2.6. **NON-ASBESTOS REINFORCED BY ORGANIC FIBRES AND/OR INORGANIC SYNTHETIC FIBRES CEMENT CORRUGATED SHEET ROOFING**

1.2.6.1 The sheets shall be of the approved quality and shall conform to IS 14871. The sheets shall be free from cracks, chipped edges or corners and other damages.

##### **1.2.6.2 Slope**

The roof shall not be pitched at flatter slope than 1 vertical to 5 horizontal. The normal pitch adopted shall usually be 1 vertical to 3 horizontal.

##### **1.2.6.3 Laying**

1.2.6.3.1 The sheets shall be laid on the purlins and other roof members as indicated in the working drawings or as instructed by the Engineer-in-Charge.

1.2.6.3.2 The maximum spacing of purlins under the sheets shall be 1.40 metres in the case of 5.5 mm thick sheets and these shall in no case be exceeded. Ridge purlins shall be fixed at 75 mm to 115 mm from the apex of the roof.

1.2.6.3.3 The top bearing surfaces of all purlins and of other roof members shall be in one plane so that the sheets when being fixed shall not require to be forced down to rest on the purlins. The finished roof shall present a uniform slope and the line of corrugations shall be straight and true. The sheets shall be laid with the smooth side upwards.

- 1.2.6.3.4 The sheets shall be laid with a side lap of half a corrugation and an end lap of 15 cm minimum in the case of roofs with a pitch flatter than 1 vertical to 2.5 horizontal (approx. 22 degree) or in the case of very exposed situations, the minimum permissible end lap shall be 20 cms. Side laps should be laid on the side facing away from the prevailing monsoon winds.
- 1.2.6.3.5 The free overhang of the sheets at the eaves shall not exceed 30 cm. Corrugated sheets shall be laid from left to right starting at the eaves. The first sheet shall be laid uncut but the remaining sheets in the bottom row shall have the top left hand corners cut or mitred. The sheets in the second and other intermediate rows except the first and the last sheets, shall have both the top left hand corner and bottom right hand corner cut. The last or top row sheets shall all have the bottom right hand corner cut with the exception of the last sheet which shall be laid uncut. If for any reason such as on considerations of the direction of prevailing winds, laying is to be started from the bottom right hand corner, then the whole procedure should be reversed.
- 1.2.6.3.6 The 'Mitred' described above is necessary to provide a snug fit where four sheets meet at a lap. It is cut from a point 15 cm (or whatever the length of the end lap may be) up the vertical side of the sheet to a point 5 cm along the horizontal edge. This cutting may be done with an ordinary wood saw at site.
- 1.2.6.4 Fixing**
- 1.2.6.4.1 Sheets shall be secured to the purlins and other roof members by means of 8 mm diameter polymer coated iron J or L hook bolts and nuts. While, J hooks are used for fixing to angle iron purlins, L hooks are used for fixing to R.S. joists, timber or precast concrete purlins. The grip of the J or L hook bolt on the side of the purlin shall not be less than 25 mm. Each iron J or L hook bolt shall have a bitumen washer and a galvanised iron washer placed over the sheet before the nut is screwed down from above. On each purlin there shall be one hook bolt on the crown adjacent to the side lap on either side. Bitumen washer shall be of approved manufacture. Galvanising of washers shall be as provided in para 12.1.4.8. Polymer coating of hooks, bolts and nuts shall be as per IS code 14871.
- 1.2.6.4.2 The G.I. flat washer shall be 25 mm in diameter, 1.6 mm thick and the bitumen washer shall be 35 mm in diameter and 1.5 mm thick. The length of J bolt or crank bolt shall be as specified in Table 12.2 of CPWD Specification 2019.

- 1.2.6.4.3 Each nut shall be screwed lightly at first. After a dozen or more sheets are laid, the nuts shall be tightened to ensure a leak proof joint.
- 1.2.6.4.4 Holes for hook bolts etc. shall be drilled and not punched, always through the crown of the corrugation and not in valleys, in locations to suit the purlins while the sheets are on the roof in their correct position. The diameter of holes shall be 2 mm more than the diameter of the fixing bolts. No hole shall be nearer than 40 mm to any edge of a sheet or any accessory.
- 1.2.6.4.5 Roof ladders or planks shall always be used when laying and fixing the sheets, to avoid damage to the sheets, and to provide security to the workmen.

#### **1.2.6.5 Wind Ties**

- 1.2.6.5.1 Wind ties may be provided where the situation justify their provision. These shall be of 40 × 6 mm flat iron section or of other size as specified. These shall be fixed at the eave ends of the sheets. The fixing shall be done with the same hook bolts which secure the sheets to the purlins. Wind ties shall be paid for separately unless described as included in the items of the roof work.

#### **1.2.6.6 Finish**

- 1.2.6.6.1 The completed roof shall present a neat and uniform appearance and be leakproof.

#### **1.2.6.7 Measurements**

- 1.2.6.7.1 Length and breadth shall be measured correct to a cm and its area shall be calculated in square metres correct to two places of decimal.
- 1.2.6.7.2 The superficial area of roof coverings shall be measured on the flat without allowance for laps and corrugations. Portions of roof covering overlapping the ridge or hips etc. shall be included in the measurements of the roof.
- 1.2.6.7.3 Roof with curved sheets shall be measured and paid for separately. Measurements shall be taken on the flat and not girthed. The breadth of the roof shall be measured along the rest of the curved sheets.
- 1.2.6.7.4 No deductions in measurements shall be made for opening upto 0.4 sqm and nothing extra shall be allowed for forming such opening. For any opening exceeding 0.4 sqm in area, deduction in measurements for the full opening shall be made and in such cases the labour involved in making these openings shall be paid for separately. Cutting across corrugation shall be measured on the flat and not girthed.

#### **1.2.6.8 Rate**

- 1.2.6.8.1 The rate shall include the cost of all the materials and labour involved in all the operations described above except otherwise

stated. This includes the cost of roof sheets, polymer coated or L hook, bolts and nuts, bituminous and galvanised iron washers.

**1.2.7. RIDGES AND HIPES OF NON-ASBESTOS REINFORCED BY ORGANIC FIBRES AND/OR INORGANIC SYNTHETIC FIBRES CEMENT.**

**1.2.7.1 Laying**

The ridge sections shall be laid as per manufacturers instructions with the rolls of the two wings in the case of adjustable ridges fitting closely and with the serrations of serrated ridges registering correctly with the sheets underneath. The stagger lapping or two wings of an adjustable ridge section and the laps between adjacent pieces on the same wing of the ridges shall be as per manufacturers instructions. The end portions of the wings of the adjustable ridges which project beyond the verges of the roof shall be cut and trimmed off neatly. Asbestos cement expansion joint ridge pieces shall be provided every 45 metres (approx.) of ridge where the latter is of the semi-corrugated serrated adjustable type. In laying hip pieces, serrations to suit the corrugations in the sheets below should be cut in them so that they will be a snug fit over the sheets.

**1.2.7.2 Fixing**

1.2.6.8.2 The wings of ridges shall be fixed to the sheets below with the seam bolts and nuts 8 mm diameter polymer coated J or L hook bolts and nuts and bitumen and G.I. washers which fix the sheets to the purlins. In additions, in northlight adjustable ridges the curves of the two wings shall be joined together at their crown with 8 mm dia polymer coated seam bolts and nuts, at the rate of 2 numbers per pair of wings. Each seam bolt shall be provided with one bitumen and a pair of G.I. washers.

1.2.6.8.3 Where 'Plain wing angular' or 'Plain wing adjustable' ridges are used, the gaps formed by the roofing corrugations and the wings shall be filled with cement concrete 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate 12.5 mm nominal size) upto the full length of the overlap. The exposed face shall be finished perpendicular to the sheeting.

1.2.6.8.4 Wing of hips shall be fixed to the roof members below with the same 8 mm dia polymer coated or L hook bolts and nuts which fix the sheet to those members. In addition, they shall be secured to the sheets below with 8 mm dia polymer coated seam bolts, nuts and washers, so that taken together with hook bolts there shall be bolt on each wing atleast every fifth corrugation of the sheet below in the case of 'Corrugation' and at least every second corrugation of the

sheet below in the case of 'semi-corrugated' sheets. The seam bolts shall each be provided with one bitumen and a pair of G.I. washers.

### **1.2.7.3 Measurements**

1.2.6.8.5 The measurements for ridges and hips shall be taken for the finished work along the centre line of the ridge and hip lines in length, correct to a cm. The laps in adjacent ridges or hip pieces shall not be measured. The underlay of ridges under expansion joint pieces where the latter are provided shall however be measured.

### **1.2.7.4 Rate**

1.2.6.8.6 The rate shall include the cost of all materials and labour specified above, but does not include (a) the cost of required polymer coated hook bolts and nuts and their washers, (b) the cost of supplying and fixing expansion joint pieces, (c) the cost of closing the gaps between plain ridge and the sheet corrugations with concrete. Item (a) above will be covered by the rate for the non-asbestos cement sheet roofing while items (b) and (c) will be paid for separately unless specifically included in the description of item of the ridge or hip item.

## **1.2.8. BRICK MASONRY**

1.2.8.1 Brick masonry shall conform to IS: 2212. All bricks shall be thoroughly soaked in water for at least 6 hours before use. Brickwork shall not be raised more than 14 courses per day.

1.2.8.2 The grade of mortar shall be as specified in the Schedule of Quantities.

1.2.8.3 Joints shall be restricted to a thickness of 10mm unless otherwise required and shall be squarely raked to a depth of 12mm while the mortar is still wet and brushed.

1.2.8.4 Curing shall be done for 7 days.

1.2.8.5 Payment for brick masonry shall be made on cubic metre basis irrespective of thickness. The rate shall include all labour and materials including scaffolding.

## **1.2.9. CEMENT PLASTERING**

1.2.9.1 Cement plastering shall be with the grade of mortar and of thickness specified in the schedule. The surface to be plastered shall be thoroughly cleaned and kept wet for 4 hours before plastering.

1.2.9.2 All the corners shall be rounded off to a radius of 25 mm unless otherwise specified.

1.2.9.3 Where smooth finishing is specified in the schedule the plastering shall be floated over with neat cement slurry using 2.2 kg of cement per square meter immediately after the final coat of plastering and rate quoted for plastering shall include cost of this finishing work.

- 1.2.9.4 The plastered surface on which glazed tiles or other similar type of finishing are to be provided subsequently shall not be finished smooth but shall be scarified for forming a base for providing the final surface finish as required.
- 1.2.9.5 The surface shall be cured for 7 days.
- 1.2.9.6 The rate shall include all labour and materials including scaffolding, curing etc. complete. required for completion of work. Measurement of the work under this head shall be made on the basis of the area of work done.

1.2.10. **WALL PAINTING WITH PREMIUM ACRYLIC INTERIOR EMULSION PAINT**

- 1.2.10.1 The wall surface shall be prepared as specified in Clause 1.2.10.2 above.
- 1.2.10.2 **Application:** The number of coats shall be as stipulated in the item. The Paint will be applied in the usual manner with brush, spray or roller. The Paint dries by evaporation of the water content and as soon as the water has evaporated the film gets hard and the next coat can be applied. The time of drying varies from one hour on absorbent surfaces to 2 to 3 hours on non-absorbent surfaces. The thinning of emulsion is to be done with water and not with turpentine. Thinning with water will be particularly required for the under coat which is applied on the absorbent surface. The quantity of water to be added shall be as per manufacturer's instructions. The surface on finishing shall present a flat velvety smooth finish. If necessary more coats will be applied till the surface presents a uniform appearance.

**1.2.10.3 Precautions**

- (a) Old brushes if they are to be used with emulsion Paints, should be completely dried of turpentine or oil Paints by washing in warm soap water. Brushes should be quickly washed in water immediately after use and kept immersed in water during break periods to prevent the Paint from hardening on the brush.(b) In the preparation of wall for plastic emulsion painting, no oil base putties shall be used in filling cracks, holes etc. (c) Splashes on floors etc. shall be cleaned out without delay as they will be difficult to remove after hardening. (d) Washing of surfaces treated with emulsion Paints shall not be done within 3 to 4 weeks of application.

**1.2.10.4 Measurements**

The length and breadth shall be measured correct to a cm. Measurements of the work under this head shall be made on the basis of the area of work done and the rate quoted shall include the cost of labour, materials scaffoldings etc. required for the completion of the work.

1.2.11. **SUPPLYING AND FIXING ROLLING SHUTTERS**

- 1.2.11.1 Rolling shutters shall conform to IS 6248. These shall include necessary locking arrangement and handles etc. These shall be suitable for fixing in

the position as specified i.e. outside or inside on or below lintel or between jambs of the opening. The door shall be either push and pull type or operated with mechanical device supplied by the firm. Shutters upto 10 sq. metre shall be of push and pull type and shutters with an area of over 10 sq. metre shall generally be provided with reduction gear operated by mechanical device with chain or handle, if bearings are specified for each of operation, these shall be paid for separately.

- 1.2.11.2 Shutter : The shutter be built up of inter locking lath section formed from cold rolled steel strips. The thickness of the sheets from which the lath sections have been rolled shall be not less than 1.25 mm. The lath section shall be rolled so as to have interlocking curls at both edges and a deep corrugation at the centre with a bridge depth of not less than 12 mm to provide sufficient curtain of stiffness for resisting manual pressures and normal wind pressure. Each lath section shall be continuous single piece without any welded joint. When interlocked, the lath sections shall have a distance of 75 mm rolling centers. Each alternate lath section shall be fitted with malleable cast iron or mild steel clips securely riveted at either ends, thus locking in the lath section at both ends preventing lateral movement of the individual lath sections. The clips shall be so designed as to fit the contour of the lath sections.
- 1.2.11.3 Spring : The spring shall be of coiled type. The spring shall be manufactured from high tensile spring steel wire or strips of adequate strength conforming to IS 4454- Part I.
- 1.2.11.4 Roller and Brackets : The suspension shaft of the roller shall be made of steel pipe conforming to heavy duty as per IS 1161. For shutter upto 6 metre width and height not exceeding 5 metre, steel pipes of 50 mm nominal bore shall be used. The shaft shall be supported on mild steel brackets of size 375 x 375 x 3.15 mm for shutters upto a clear height of 3.5 metre. The size of mild steel brackets shall be 500 x 500 x 10 mm for shutters of clear height above 3.5 m and upto 6.5 m. The suspension shaft clamped to the brackets shall be fitted with rotatable cast iron pulleys to which the shutter is attached. The pulleys and pipe shaft shall connected by means of pretensioned helical springs to counter balance the weight of the shutter and to keep the shutter in equilibrium in any partly open position.
- 1.2.11.5 When the width of the opening is greater than 3.5 mtr. The cast iron pulleys shall be interconnected with a cage formed out of mild steel flats of at least 32 x 6 mm and mild steel dummy rings made of similar flats to distribute the torque uniformly. Self aligning two row ball bearing with special cast iron casings shall be provided at the extreme pulley and

caging rings shall have a minimum spacing of 15mm and at least 4 number flats running throughout length of roller shall be provided.

1.2.11.6 In case of shutters of large opening with mechanical device for opening the shutter the roller shall be fitted with a purion wheel at one end which in contact with a worm fitted to the bracket plate, caging and pulley with two ball bearing shall be provided.

1.2.11.7 Guide Channel : The width of guide channel shall be 25 mm the minimum depth of guide channels shall be as follows:

| <i>Clear width of shutters</i> | <i>Depth of guide channel</i> |
|--------------------------------|-------------------------------|
| Upto 3.5 m                     | 1 65 mm                       |
| 3.5 m upto 8 m                 | 75 mm                         |
| 8 m and above                  | 100 mm                        |

1.2.11.8 The gap between the two legs of the guide channels shall be sufficient to allow the free movement of the shutter and at the same time close enough to prevent rattling of the shutter due to wind.

1.2.11.9 Each guide channel shall be provided with a minimum of three fixing cleats or supports for attachment to the wall or column by means of bolts or screws. The spacing of cleats shall not exceed 0.75 m. Alternatively, the guide channels may also be provided with suitable dowels, hooks or pins for embedding in the walls.

1.2.11.10 The guide channels shall be attached to the jambs, plumb and true either in the overlapping fashion or embedded in grooves, depending on the method of fixing.

1.2.11.11 **Cover** : Top cover shall be of mild steel sheets not less than 0.90 mm thick and stiffened with angle or flat stiffeners at top and bottom edges to retain shape.

1.2.11.12 Lock plates with sliding bolts, handles and anchoring rods shall be as per IS 6248.

1.2.11.13 **Fixing**

The arrangement for fixing in different situations in the opening shall be as per IS 6248.

1.2.11.13.1 Brackets shall be fixed on the lintel or under the lintel as specified with rawl. Plugs and screws bolts etc. The shaft along with the spring shall then be fixed on the brackets.

1.2.11.13.2 The lath portion (shutter) shall be laid on ground and the side guide channels shall be bound with ropes etc. The shutter shall then be placed in position and top fixed with pipe shaft with bolts and nuts. The side guide channels and cover frames shall then be fixed to the walls through the plate welded to the guides. These plates and bracket shall be fixed by means of steel screws bolts, and rawl plugs

concealed in plaster to make their location invisible. Fixing shall be done accurately in a workmen like manner that the operation of the shutter is easy and smooth.

1.2.11.14 **Measurements**

1.2.11.14.1 Clear width and clear height of the opening for rolling shutter shall be measured correct to a mm. The clear distance between the two jambs of the opening shall be clear width and the clear distance between the sill and the soffit (bottom of lintel) of the opening shall be the clear height. The area shall be calculated in square metres correct to two places of decimal.

1.2.11.15 **Rate**

1.2.11.15.1 The rate shall include the cost of materials and labour involved in all the operations described above including cost of top cover and spring except ball bearing and mechanical device of chain and crank operation, which shall be paid for separately.

1.2.12. **DELUXE MULTI SURFACE PAINT FOR INTERIORS AND EXTERIORS (13.22A of CPWD Specification 2019)**

1.2.12.1 **Preparation of Surface**

1.2.12.1.1 For new work, the surface shall be thoroughly cleaned off all mortar dropping, dirt dust, algae, fungus or moth, grease and other foreign matter of brushing and washing, pitting in plaster shall make good, surface imperfections such as cracks, holes etc. should be repaired using white cement. The prepared surface shall have received the approval of the Engineer in charge after inspection before painting is commenced.

1.2.12.2 **Application**

1.2.12.2.1 Base coat of special primer of same manufacturer shall be used.

The solution shall be applied on the clean and wetted surface with brushes or spraying machine. The solution shall be kept well stirred during the period of application. It shall be applied on the surface which is on the shady side of the building so that the direct heat of the sun on the surface is avoided. The method of application of Paint shall be as per manufacturer's specification.

1.2.12.2.2 For old work, the treatment shall be with one or more coats as found necessary to get a uniform shade.

1.2.12.2.3 Before pouring into smaller containers for use, the paint shall be stirred thoroughly in its container, when applying also the paint shall be continuously stirred in the smaller containers so that its consistency is kept uniform. Dilution ratio of paint with potable

water can be altered taking into consideration the nature of surface climate and as per recommended dilution given by manufacturer. In all cases, the manufacturer's instructions & directions of the Engineer-in-charge shall be followed meticulously. The lids of paint drums shall be kept tightly closed when not in use as by exposure to atmosphere the paint may thicken and also be kept safe from dust.

- 1.2.12.2.4 Paint shall be applied with a brush on the cleaned and smooth surface. Horizontal strokes shall be given, First and vertical strokes shall be applied immediately afterwards. This entire operation will constitute one coat. The surface shall be finished as uniformly as possible leaving no brush marks.

#### **1.2.13. SCRAPPING & CLEANING OLD PAINTED SURFACE**

- 1.2.13.1 All loose particles and scales shall be scrapped off and holes in plaster as well as patches of less than 50 cm area shall be filled up with mortar of same mix. The surface shall then be cleaned with water jetting if required and allowed to dry for at least 48 hours before painting.
- 1.2.13.2 Whenever scaffolding is necessary, it shall be erected on double supports tied together by horizontal pieces, over which scaffolding planks shall be fixed.

#### **1.2.14. EXTERIOR PAINTING ON WALL**

- 1.2.14.1 This paint shall be brought to the site of work by the Contractor in its original containers in sealed condition. The material shall be brought in at a time in adequate quantities to suffice for the whole work or at least a fortnight's work. The materials shall be kept in the joint custody of the Contractor and the Engineer-in-Charge. The empty containers shall not be removed from the site of work till the relevant item of work has been completed and permission obtained from the Engineer-in-Charge.
- 1.2.14.2 Preparation of Surface
- For new work, the surface shall be thoroughly cleaned off all mortar dropping, dirt dust, algae, fungus or moth, grease and other foreign matter of brushing and washing, pitting in plaster shall make good, surface imperfections such as cracks, holes etc. should be repaired using white cement. The prepared surface shall have received the approval of the Engineer-in-Charge after inspection before painting is commenced.
- 1.2.14.3 Before pouring into smaller containers for use, the paint shall be stirred thoroughly in its container, when applying also the paint shall be continuously stirred in smaller containers so that its consistency is kept

uniform. Dilution ratio of paint with potable water can be altered taking into consideration the nature of surface climate and as per the recommended dilution given by manufacturer. In all cases, the manufacturer's instructions & directions of the Engineer-in-Charge shall be followed meticulously. The lids of paint drums shall be kept tightly closed when not in use, as by exposure to atmosphere, the paint may thicken and also dust may accumulate.

- 1.2.14.4 Paint shall be applied with a brush on the cleaned and smooth surface. Horizontal strokes shall be given, First and vertical strokes shall be applied immediately afterwards. This entire operation will constitute one coat. The surface shall be finished as uniformly as possible leaving no brush marks.
- 1.2.14.5 The specifications in respect of scaffolding, protective measures, measurements and rate shall be as described under 2.4 above.

#### **1.2.15. APPLYING SYNTHETIC ENAMEL PAINT**

- 1.2.15.1 The surface shall be thoroughly cleaned off all dirt, rust, dust, grease etc. with wire brush, sand paper etc., and be made perfectly clean and dry while painting.
- 1.2.15.2 The number of coats shall be as per schedule. Successive coats shall be applied only on the next day after rubbing with the finest grade of wet abrasive paper and dusting of the loose particles. The primers and paints used shall be of approved quality.
- 1.2.15.3 Measurements of the work under this head shall be made on the basis of the area of work done and rate quoted shall include the cost of surface preparation, materials, labour, scaffolding etc. required for the completion of works as detailed above.

SIGNATURE OF TENDERER