

**SCHEDULE 'A'****PART-I  
TENDER FORM**

From :

To,

The Managing Director  
Pashchimanchal Vidyut Vitran Nigam Ltd.  
Victoria Park, MEERUT.

Sir,

With reference to your invitation to tender for the above I/We hereby offer to the Pashchimanchal Vidyut Vitran Nigam Ltd.-Meerut the items in the schedule of the prices and delivery annexed or such portion thereof as you determine in strict accordance with the annexed condition of contract Form 'B' Specification and Schedule of rate, to the satisfaction of the purchaser or in default thereof to forfeit and pay to the Pashchimanchal Vidyut Vitran Nigam Ltd.-Meerut, the sum of money mentioned in the said conditions.

The rates quoted are inclusive prorata and in full satisfaction of all claims.

I/We agree to abide by this tender for the period of 180 days from the date fixed for opening of the same.

A sum of Rs. in the form of \_\_\_\_\_, In favour of the M.D., Pashchimanchal Vidyut Vitran Nigam Ltd.-Meerut is enclosed with Part-I of the offer as earnest money.

I/We hereby undertake and agree to execute a contract in accordance with the conditions of the contract.

Encl : As above

Date:                      day of                      200                      Yours faithfully,

Witness

(Name &amp; Signature)

(Signature of tender in full)

Address :

Name

Occupation

Seal

**NOTE:- If the bidder firm comes under the criteria of exemption from Tender fee and EMD as per terms-condition of tender, being MSE's or startup firm, and seeking the exemption from Tender fee and EMD, they have to submit an under taking giving the reason for exemption mentioning the category of the firm i.e. small/micro/startup with relevant certificate issued by the competent government authority.**

**SCHEDULE 'B'****PART-I****Name of Material :****PEQUALIFICATION DETAILS OF THE TENDERER****1. Manufacturer or accredited representative**

- (a) For manufacturer, registration with industries Deptt. permitted manufacture is to be enclosed.
- (b) For accredited representative, letter of authorization from manufacturer of being accredited representative to be enclosed.

**2. Operational Experience:**

The following details are to be furnished ONLY in respect of Tendered item (s) for last five financial year.

- (a) Sl. No.
- (b) Complete postal address including designation of the authority placing order.
- (c) Order No. & Date
- (d) Quantity ordered
- (e) Period of Supply
- (f) Station where the equipment installed and the period from which in actual service.

**3. Manufacturing Experience**

The following details are to be furnished only in respect of Tendered item (s)

Sl. No.	Complete postal address including designation of authority placing order	Quantity ordered	Quantity manufactured during last five years
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(upto date of tender opening)

\* In case the quantity manufactured in less than the qualifying figures, previous year may also be included.

## 4. Testing Facilities

Sl. No.	Name of Test	Details of testing equipments required and available	Range up to which tests can be performed	Place of testing
1	2	3	4	5

## (1) Routine :

- (a)
- (b)
- (c)

## (2) Acceptance :

- (a)
- (b)
- (c)

## (3) Type :

- (a)
- (b)
- (c)

- Note: (i) In case facility of test not available at works place, where such test would be carried out, be specified.
- (ii) The tender is required to give the details of Testing facilities available in works Against Column 2, he is to essentially mention the name of test and corresponding in column 3 he is to specify the instruments which will be employed to perform that tests.

## 5. Type testing Product -

It is required that a Xerox copy of complete type test report of the product is enclosed with Part-I of the tender document failing which it will be presumed that the product is not type tested.

Seal of Company

Signature

Name

Designation

Date

**SCHEDULE 'C'**

**PART-I****DECLARATION**

(To be executed on a non-judicial stamp paper of Rs. 100/- with a revenue stamp of Rs.1/- price affixed)

Tender invited by

The Managing Director  
Pashchimanchal Vidyut Vitran Nigam Ltd.  
Victoria Park, MEERUT.

Tender for

Name of Tenderer

Specification No. & date of opening

IN CONSIDERATION of the P.V.V.N.L.-Meerut having treated the Tenderer to be an eligible person whose tender may be considered, the Tenderer here by agrees to the condition that the proposal in response to the above invitation shall not be withdrawn with 180 days (or any extension there or) from the date of opening of the tender, also to the condition that if there after the Tenderer does, withdraw his proposal with in the said period, the Earnest Money deposited by them may be forfeited by the P.V.V.N.L.-Meerut and at the discretion of the Purchaser, the purchaser may debar the tenderer from tendering for a minimum period of one year reckoned from the date of opening of the tender.

Signed this

Day of 200

Place

Signed by

State title (whether

Proprietor/Partner)

Witness:

Name of the firm

Address:

Address of the firm

Signature

Seal of the firm

## **SCHEDULE 'D'**

### **PART – I**

### **PROFORMA FOR JOINT UNDERTAKING BY THE COLLABORATOR/ASSOCIATE AND THE TENDERER**

~~(To be stamped in accordance with U.P. State Act)~~

To,

\_\_\_\_\_ The Managing Director  
\_\_\_\_\_ Pashchimanchal Vidyut Vitran Nigam Ltd.  
\_\_\_\_\_ Victoria Park, MEERUT.

Dear Sir,

\_\_\_\_\_ (In terms of "Instruction to Tenderers" in the specification on \_\_\_\_\_ for the design manufacture, testing \_\_\_\_\_ delivery, \_\_\_\_\_ erection \_\_\_\_\_ & \_\_\_\_\_ commissioning \_\_\_\_\_ as \_\_\_\_\_ specified) of \_\_\_\_\_ (Name \_\_\_\_\_ of Equipment).

\_\_\_\_\_ It is a condition that tenderer as well as their collaborator/associate shall jointly and severally undertake the responsibility for the successful performance of the Contract (here in after referred to as contract) which is qualified for the award on the basis of the expertise of collaborator/associate).

\_\_\_\_\_ We \_\_\_\_\_ having our registered office at \_\_\_\_\_ (here in after referred to as a Collaborator/Associated) which in turn shall include our successor, administrator recuter and assign and we \_\_\_\_\_ having our registered office at (hereinafter called as Tenderer or Contractor) are held jointly and severally liable and bound upto P.V.V.N.L. Ltd. Meerut (here in after referred to as Purchaser) which expression shall include its successor administrator and assigns for successful performance of the contract including the overall responsibility for the design, manufacture, testing, delivery performance etc. of \_\_\_\_\_ (Name of equipment) in accordance with the contract.

\_\_\_\_\_ The Collaborator/Associated hereby agree to depute their technical experts from time to time to Contractor's works/project site as mutually agreed upon between the Purchaser and the contractor in order to discharge the contract obligations as stipulated in the contract. The Tenderer and the Collaborator/Associate hereby agree that this undertaking shall be irrevocable and it shall form an integral part of the contract.

\_\_\_\_\_ In witness there of the Collaborator/Associate and the Tenderer have through their authorised representative, set their hand and seal on this \_\_\_\_\_ day of.

Witness ~~Collaborator/Associate~~

1. \_\_\_\_\_ Signature

\_\_\_\_\_ Name

(Official Address) \_\_\_\_\_ Designation

\_\_\_\_\_ Seal

Witness ~~Tenderer~~

2. \_\_\_\_\_ Signature

\_\_\_\_\_ Name

(Official Address) \_\_\_\_\_ Designation

\_\_\_\_\_ Seal

**SCHEDULE 'E' (Part II)****SCHEDULE OF GENERAL PARTICULARS**

1	<b>Details of the Tenderer:</b>	<b>Name of the Tenderer</b>	
		(b) Head Office address	
		(a) Registered Office address	
		(c) Postal address of tenderer	
		(d) Email address	
		(e) Telephone numbers (present)	
		(f) Whether the tenderer is sole proprietor/ partnership concern Private Ltd. Co. / Public Undertaking.	
		(g) GST No- (Encl. copy of GST Registration)	
		(h) PAN no- (Encl. copy of PAN card)	
		(i) MSME registration no- (Encl. copy of certificate)	
		(j) If the firm is MSME , then category of firm (medium/small/micro/startup)	
2	Name and address of manufacturer, if any		
3	Name of foreign collaborator, if any.		
4	Name and address of the officer of the tenderer / manufacturer to whom all reference shall be made for expeditious co-ordination.		
5	Name and address of local representative and his telephone number.		
6	Whether the proprietor has signed the tender documents.		Yes/No
7	If the tender documents are signed by authorized person name and designation of the person who has signed the tender documents.		
8	Whether the scanned copy of power of Attorney in favour of authorized person has been uploaded with tender documents.		Yes/No

9	<b>Works:</b>	(a) Location with full postal address	
		(b) Total space occupied in sq. meters (Approximate with in 5%)	
		(c) Constructed area in sq. meters (Approximate with in 5%)	
10	Whether the designs are their own or obtained from other sources If from other sources, the same may be indicated.		
11	The name, designation, qualification and experience of the engineer employed by the tenderer in design, development and manufacturing of the quoted equipment.		
12	Authorized capital of the company.		
13	Total annual turnover of the firm during last five financial years (year wise break up may be shown).		
14	Actual production per year of the equipment quoted during last five financial years(year wise break up may be shown) giving quantity and bill value rounded off to two decimal place of Rs. Lacs excluding Central Excise.		
15	Manufacturing capacity per month of the quoted equipment otherwise.		
16	State the name and designation of your relatives (s) if any, working in U.P.C.L/PVVNL-MT		
17	Income Tax clearance certificate of current and the preceding year enclosed or not.		Yes/No

	(a) Whether quoted ex-works prices are firm/variable	
18	(b) In case of variable prices, have you noted. (i) The prices are variable as per CACMAI Specified formula enclosed, without any ceiling on either side. (ii) The base date mentioned in Price schedule "P1" (Price Bid)	Yes/No
19	Whether ex-works prices quoted or not	Yes/No
20	Whether packing, forwarding freight & insurance cover (for transit plus 30 days storage thereafter) has been quoted beside ex-works prices (All these charges are to be clubbed)	Yes/No
21	Whether the quoted prices are also applicable for any reduced quantity of order.	Yes/No
22	Terms of payments as mentioned in relevant clause are acceptable or not.	Yes/No
23	Whether the Tenderer is agreeable to supply the tendered item in case of the deviation stipulated by him are not acceptable to the purchaser.	Yes/No
24	Requisite security deposit in terms of clause 3 of Form 'B'/special condition is to be deposited within 30 days of placement of order. Whether or not willing to deposit. If no, state reasons.	Yes/No
25	Whether certificates for satisfactory performance of offered equipment enclosed or not. If yes give the designation of the officer issuing certificate and the quantity to which it refers.	Yes/No
26	Whether the material will be guaranteed for the period of at least 12 calendar months from the date of installation at site or 18 months from the date of receipt of material at store/site.	Yes/No
27	Have you submitted a sealed sample(s) if required in the specification (non-returnable) and delivered the same to the office of M.D. PVVNL-Meerut	Yes/No
28	Have you offered any discount and if so, then what is the rebate / discount in Rs. Per unit.	Yes/No

Seal of Company

Full Signature

Name

Designation

Date



**SCHEDULE 'F'****PART-I****LIST OF DRAWINGS AND LITERATURE ENCLOSED WITH  
THE TENDER**

Sl.No.	Drawing/Literature No.	Title
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Seal of Company

Signature

Name

Designation

Date

**SCHEDULE 'G'****PART - I****DEVIATION FROM "TECHNICAL SPECIFICATION"**

All deviations from the "Technical Specification" shall be filled in Clause by clause, in this schedule. Compliance with the Specification will be taken as granted if the deviations are not specifically mentioned in this schedule. In case there are no deviation(s) the "NIL" information should be furnished.

Sl. No.	Page No.	Clause No. and stipulation in P.V.V.N.L. specification	Deviation
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The tenderer hereby certifies that the above-mentioned details are the only deviations from the "Technical Specification."

Seal of Company

Full Signature

Name

Designation

Date

**SCHEDULE 'H'****PART-I****DEVIATION FROM INSTRUCTIONS TO TENDERERS**

ALL DEVIATIONS FROM "INSTRUCTION TO TENDERERS" shall be filled in clause by clause in this schedule. Compliance with the Specification will be taken as granted if the deviations are not specifically mentioned in this schedule. In case there are no deviations (s), the 'NIL' information should be furnished.

Sl. No.	Page No.	Clause No. and stipulation in P.V.V.N.L. specification	Deviation
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The tenderer hereby certifies that the above-mentioned details are the only deviations from the "Instruction to Tenderers"

Seal of Company

Full Signature

Name

Designation

Date

**SCHEDULE 'I'**

**PART - I****DEVIATIONS FROM 'GENERAL REQUIREMENTS OF SPECIFICATION'**

All deviations from the "GENERAL REQUIREMENTS OF SPECIFICATION" shall be filled in clause by clause, in this schedule. Compliance with the Specification will be taken as granted if the deviations are not specifically mentioned in this schedule. In case there are no deviations (s) the 'NIL' information should be furnished.

Sl. No.	Page No.	Clause No. and stipulation in P.V.V.N.L. specification	Deviation
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The tenderer hereby certifies that the above-mentioned details are the only deviations from the "General Requirements of specification."

Seal of Company

Full Signature

Name

Designation

Date

**SCHEDULE 'J'****PART - I**

**DEVIATIONS FROM 'GENERAL CONDITIONS' OF CONTRACT FORM 'B'**

All deviations from the "General Conditions" of contract Form 'B' shall be filled in clause by clause, in this schedule. Compliance with the Specification will be taken as granted if the deviations are not specifically mentioned in this schedule. In case there are no deviations (s) the 'NIL' information should be furnished.

Sl. No.	Page No.	Clause No. and stipulation in P.V.V.N.L. specification	Deviation
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The tenderer hereby certifies that the above-mentioned details are the only deviations from the "General Conditions" of Contract Form 'B'.

Seal of Company

Full Signature

Name

Designation

Date

**SCHEDULE 'K'****PART-I**

**SCHEDULE OF QUOTED GUARANTEED DELIVERY**

(Guaranteed delivery period will be reckoned from the date of issue of letter of intent or as specified in the order as the case may be)

(For transport by rail, the date of R/R and for transport by Road, the date of receipt of material at purchaser' warehouse shall be considered as date of delivery.

Sl. No.	Item	Offered quantity	Delivery Period (in months stating completion with monthly rate)
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Seal of Company

Full Signature

Name

Designation

Date

**SCHEDULE - 'L'****PART- I**

**CERTIFICATE OF REASONABILITY OF RATES**

To,  
The Managing Director  
Pashchimanchal Vidyut Vitran Nigam Ltd.,  
Victoria Park Meerut.

Sir,

With reference to your invitation of tender I/we here by certify that:

1. Our quoted rates are lowest, for the item mentioned, in comparison of all the rates quoted by us during last one yrs.

or/and

2. Our quoted rates are -----% higher from our lowest rates during last one /three years the reasons of which are given in the enclosed annexure.

Encls: As above.

Your's Faithfully

Date:

(Signature of tenderer in full)

Witness:

(Name & Signature)

Address:

Name:

Occupation:

Seal:

**SCHEDULE 'M'****PART-I****STATEMENT****STATEMENT GIVING DETAILS OF PROPRIETOR/PARTNERS/DIRECTORS/  
EXECUTIVES/PRESIDENT/SECRETARY OF TENDERING FIRM**

Tender invited by : Managing Director  
PVVNL, Meerut

Specification No. : PVVNL-MT/ -200

Tender for (Item) :

Due for opening on :

Sl. No.	Full Name	Designation	<u>Full Address</u>		Tele- phone No.	Full Specimen Signatures	Relationship with firm's Proprietor
			Permanent Home Address	Official			
1	2	3	4	5	6	7	8

**I. FOR PERSONS SIGNING TENDERS:**

1-

2-

3-

**II. PROPRIETOR:**

1-

2-

3-



**III PARTNERS :**

1-

2-

3-

**IV DIRECTORS:**

1-

2-

3-

**V. EXECUTIVES:**

1-

2-

3-

**VI. PRESIDENT/SECRETARY (AS THE CASE MAY BE)**

1-

2-

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Note: In each case the persons who has signed the tender documents must enclose the attested photocopy of power of Attorney for signing, the tender (To be marked as Schedule-M)

Full Signature of Tenderer

Full Name of Tenderer

Address

Firms' Seal

**SCHEDULE - 'N'****PART- I****CERTIFICATE OF FINANCIAL CAPABILITY  
(To be provided by nationalized Bank/Bank of repute)**

To,  
The Managing Director  
Pashchimanchal Vidyut Vitran Nigam Ltd.,  
Victoria Park Meerut.

Sir,

We hereby certify that the tenderer M/s-----  
----- has the financial capability to execute the order up to  
the value of Rs. ----- Lacs during the period of 3/6 months as per their bank  
account with us.

Your's Faithfully

Dated. ....

Signature -----

Name-----

Designation-----

Name of Bank-----

Branch-----

City-----

State-----

**Annexure -I****DECLARATION (Blacklisted/Debarred)****(To be executed on a non-judicial stamp paper of Rs.100/- with notary)**

Tender invited by : Managing Director  
PVVNL, Meerut

Specification No. : PVVNL/MM/ /

Tender for (Item) :

Due for opening on :

We M/s .....

having its registered office at.....

..... declare that we are not Blacklisted/Debarred from business in any government/semi government/PSU/Power sector utilities/Local bodies etc. In case same is found then our tender/order shall be treated as cancelled at any stage and EMD/Performance security shall be forfeited.

Signed this Date of

Place Signed by

State title (whether Proprietor / Partner)

Witness Name of the firm

Address Address of the firm

Signature Seal of the firm

The bidders have to put the serial number on each page of the tender documents before uploading. The following **“INDEX of Enclosures”** duly filled should be uploaded along with Part-II of bid.

### **INDEX of Enclosures**

SN.	Name documents		Page serial no
1	Schedule A	Tender Form (Earnest Money)	
2	Schedule B	Documents regarding pre-qualification details of the tenderer	
3	Schedule C	Declaration of validity of offer on affidavit of Rs 100 stamp paper with notary	
4	<del>Schedule D</del>	<del>Proforma for joint undertaking by the collaborator/associate and the tenderer</del>	
5	Schedule E	General particulars	
6	Schedule F	Schedule of list of drawing and literature enclosed with tender	
7	Schedule G	Schedule of deviation from “Technical Specification”.	
8	Schedule H	Schedule of deviation from “Instructions to Tenderer”.	
9	Schedule I	Schedule of deviation from “Special Conditions of Contract”.	
10	Schedule J	Schedule of deviation from “General conditions of Contract Form A”.	
11	Schedule K	Schedule of “Quoted guarantee delivery”.	
12	Schedule L	Schedule of “certificate of reasonability of rates”.	
13	Schedule M	Schedule of “Statement giving details of proprietorship/partnership of tendering firm”	
14	Schedule N	Schedule of “certificate of financial capability”.	
15	Schedule P2	Financial incidence of deviations from Technical Specification/ Instructions to Tenders/ Special conditions of tender/Form "A"	
16	Annexure-I	Declaration regarding blacklisted/ debarred of firm on Affidavit of Rs 100 stamp paper with notary	
17	Scan copy of	Registration Certificate of manufacturer in department of industries.	
18	Scan copy of	GST Registration certificate etc.	
19	Scan copy of	PAN Card	
20	Scan copy of	Registration certificate of MSME if firm is a MSME firm	
21	Scan copy of	Manufacturing Experience : details filled in Table- ME of PQR	
22	Scan copy of	Manufacturing Experience: orders and DIs of last 5 calendar years	
23	Scan copy of	Testing Facility (under taking letter by the firm regarding Testing Facilities & list of equipments)	
24	Scan copy of	Type Test reports during 5 years	
25	Scan copy of	CA certificate regarding <b>Turn Over &amp; Net worth</b> during last five financial year	
26	Scan copy of	Audited balance sheet of the firm during last five financial year .	

**EMD**-The validity of Bank Guarantee shall not be less than 270 days from the date of tender opening plus claim period of 6 months thereafter.

