



BHARAT SANCHAR NIGAM LIMITED
(A Government of India Enterprise)

**OFFICE OF THE GENERAL MANAGER TELECOM DISTRICT,
BLOCK NO. 35, SDA COMPLEX, KASUMPTI, SHIMLA (HP)-171009
(01772800666 & 2800777)**

E-Tender Notice

NIT No: 002/675/2021-22/SML/PLG/Tender/BTS/Outsourcing/04 Dated: 14.01.2022

Sub: - Tender document for Outsourcing of following activities in Shimla SSA
(I) Diesel Filling Activities.
(II) Mobile site maintenance & upkeep (2G and/or 3G and/or 4G).
(III) Mobile site collocated with Telephone Exchange maintenance & upkeep (2G and/or 3G and/or 4G AND Telephone Exchange).
(iv) RF Optimization and Rigger activities

Please find enclosed the tender document in respect of above mentioned tender which contains the following:

Section No.	Item	Page No.
1.	Detailed NIT	2-5
2.	Tender Information	6-8
3.	Scope of work	9-18
4 Part A	General Instructions to Bidders(GIB)	19-34
4 Part B	Special Instructions to Bidders(SIB)	35-37
4 Part C	E-tendering Instructions to Bidders	38-43
5 Part A	General (Commercial) Conditions of Contract (GCC)	44-48
5 Part B	Special (Commercial) Conditions of Contract (SCC)	49-61
6	Undertaking & declaration	62-63
7	Proforma (s)	64-67
8	Bidder's profile & Questionnaire.	68-70
9	Bid Form & Price Schedule	71-74
Annexure	Annexures 1 & 2 & 3 Site wise list to be mentioned	75-80

If interested, kindly submit your bid offers online on or before date & time specified in Clause 6 of detailed NIT.

AGM (Planning)
O/o GMTD, Shimla

SECTION – 1

DETAILED NOTICE INVITING E-TENDER (DNIT)
BHARAT SANCHAR NIGAM LIMITED
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On behalf of GMTD, Shimla BSNL Digitally Signed Tenders are invited for Outsourcing of following activities in Shimla, Theog, Rohru, Rampur, Nirmand, Kalpa, Pooh and Kaza SDCA area in Shimla SSA for a period of 1 years (extendable by one year):-

- (I) Diesel Filling Activities.
- (II) Mobile site maintenance & upkeep (2G and/or 3G and/or 4G).
- (III) Mobile site collocated with Telephone Exchange maintenance & upkeep (2G and/or 3G and/or 4G AND Telephone Exchange).
- (iv) RF Optimization and Rigger activities

Name of SSA	Estimated Cost (INR) For One year	EMD
SHIMLA	3346200	Declaration to be submitted as per Section 7

- 1.1 Normally contract will be awarded for one year. However, extension for one year or part thereof will be considered, keeping in view the various factors such as exigency of service, satisfactory performance of the firm with the same terms and conditions of the tender.
2. **Purchase of Tender Document:** Tender document can be obtained by downloading it from the website (<https://etenders.gov.in/eprocure/app>). However tender document shall be also available on BSNL website www.hp.bsnl.co.in for reference
- 2.1 The bidders downloading the tender document are required to submit the tender fee of amount **Rs. 590/-(INR)** through DD/ Banker's cheque along with their tender bid failing which the tender bid shall be left archived unopened/ rejected. The DD/ banker's cheque shall be drawn from any Nationalized / Scheduled Bank in favour of "**AO (Claim), O/o GMTD, Shimla (HP).**" and payable at **Shimla.**
The MSE bidders registered with the designated MSME bodies like National Small Scale Industries Corporation etc. are exempted from payment of tender fee. However, they shall furnish a proof regarding registration with bodies under the Ministry of Micro, Small & Medium Enterprises for the construction/Operations/Maintenance services in Telecom Industry / maintenance and installation of OF cables, valid on the date of opening of the tender. The scope of area of the above MSE registered bidders must be for construction/maintenance of underground telecom cables/ maintenance and installation of OF cables/telecom outdoor network/BTS maintenance GSM/mobile BTS sites, Battery Sets, Power Plants, DG Sets, Installation of Telecom Services etc. MSE bidders claiming exemptions from **Tender fee** as

per MSME guidelines must also register their UAM on CPPP and submit proof in this regard along with their bid.

3. **Availability of Tender Document on the e-tender portal for bid submission:** The tender document shall be available for reference on BSNL website www.hp.bsnl.co.in from **14.01.2022** onwards. The tender document is available on e-tender portal (<https://etenders.gov.in/eprocure/app>) from **14.01.2022 from 14:00 Hrs** onwards for start on online bid submission.
- 3.1 Physical copy of the tender document would not be available for sale.
- 3.2 The Tender document shall not be available for download from e-tender portal on its submission / closing date

Note: 1) The quantity/number/sites are estimated and BSNL reserve the right to vary the quantity to the extent of +25% to -25% of specified quantities at the time of award of contract i.e award of work (AWO) without any change in unit price or other terms and conditions.

Note: 2) 25% of estimated quantity/requirement in this tender enquiry is earmarked for procurement from the eligible Micro and small enterprises (MSEs). However in case eligible MSE bidder(s) are not available then the quantity would be and procured from participant bidder(s).

4. **Eligibility Criteria :** The bidder should meet following eligibility requirements:-
 - 4.1 The Bidder shall be a company registered in India under the companies Act 1956 / 2013 or a partnership firm / proprietorship firm registered in India.
 - 4.2 Average Annual financial turnover (to be submitted along with balance Sheet certified by CA) during the last 3 years i.e. **2018-19, 2019-20 & 2020-21** should be at least 30% of the Total estimated cost. Audited Annual Financial Reports for this is to be enclosed along with the bid to substantiate eligibility in this regard. **If the bidder does not attach the Audited Financial Reports of one/two above said three financial years or company is formed during these years, in such case the turnover of unavailable year shall be taken as NIL for calculation of three year average.**
 - 4.3 The bidder(s) should have valid PAN Number and valid registration under GST Act, EPF and ESI.
 - 4.4 The Bidder should not have been black-listed by central/ state governments/ PSUs at the time of submission of bid.
 - 4.5 Bidders should have office in the state of HP. Valid proof of office address is to be submitted.
 - 4.6 The Bidder should NOT be a Licensed Telecom Service Provider to provide Basic Services / Cellular Telephony Services / Internet Services / UASL / NLD / ILD Services anywhere in India; undertaking to that effect may be submitted by bidder.
 - 4.7 The Bidder should also submit the following documents in Technical Bid –
 - (i) EPF/ESI Registration Certificate along with latest EPF/ESI payment certificate.
 - (ii) Income tax return for the financial year **2018-19, 2019-20 & 2020-21**.
 - (iii) Valid PAN Number.
 - (iv) Valid Goods and Services Tax Registration Certificate No(s).

- (v) A self-declaration along with the evidence that the bidder is not black listed by GST Authorities.
 - (vi) An undertaking that the bidder has not been black-listed by central/ state Governments / PSUs at the time of submission of bid.
 - (vii) An undertaking that the Bidder is NOT be a Licensed Telecom Service Provider to provide Basic Services / Cellular Telephony Services / Internet Services/ UASL/ NLD/ ILD Services anywhere in India.
- 4.8 The bidders shall submit necessary documentary proof showing that they meet the eligibility criteria along with their TENDER bid. All documents submitted shall also be self- attested by the bidder.

4.9 Experience in terms of Technical Parameter:

Bidder should have successfully executed similar/related works related to Mobile segment covering at least 300 sites simultaneously with Telecom service provider/Telecom Infra Provider for One year period or more during or after the year 2018. The site count of 300 sites may be achieved with the same operator or with multiple operators, but **shall be within the mentioned period i.e. from 01.04.2018 to 31.03.2021.**

OR

Bidder should have successfully executed similar/related works related to maintenance & provisioning of Landline/Broadband segment covering at least 5000 lines equipped capacity Landline exchanges for One year period or more during or after the year 2016 for the works related to Landline segment. The equipped capacity count of 5000 Landline may be achieved with the same operator in one or multiple sites or with multiple operators on one or multiple sites, but shall be with overlapping/concurrent period.

The documentary proof certifying the same from the concerned Telecom service provider for this shall be submitted by the bidder, signed by the authorized signatory of the company, (on company's Letterhead) for the said period of service performed by the Bidder in the technical bid itself.

- 4.10 Experience in terms of Financial Parameter: Experience possessed by the bidder in respect of contracts executed on value terms on works of BTS/Exchange Maintenance or similar/related works (as described in 'Scope of Works') shall conform to the following requirement and the bidder shall have to submit experience certificate for either of the following:

(a) Three completed contracts each costing not less than the amount equal to 30% of the estimated cost during or after F.Y 2018-19

OR

(b) Two completed contracts each costing not less than the amount equal to 40% of the estimated cost during or after F.Y 2018-19

OR

(c) One completed contract costing not less than the amount equal to 70% of the estimated cost during or after F.Y 2018-19

Note 1:- The bidders shall submit necessary documentary proof showing that they meet the eligibility criteria along with their tender bid. All documents submitted will also be self-attested by the bidder.

Note 2:- Work Order(s) will be issued or Contract agreement(s) will be signed only upon

successful verification of the eligibility documents submitted in the bid, with the originals of the eligibility documents, which shall have to be produced by successful bidder.

5. **Bid Security/EMD:**

5.1 The bidder shall furnish the bid EMD as per tender document:-

- a. Bid security/EMD declaration as per in accordance with the tender document.
- b. Bank Guarantee(s) from a Scheduled Bank in India, drawn in favour of “**AO (Claim), O/o GMTD, Bharat Sanchar Nigam Limited, Shimla (HP),**” which should be valid for **180** days (i.e. one month above the offer/ bid validity period) from the tender opening date.

6. **Date & Time of Submission of Tender e-bids:** on or before **18.00 Hrs of 04.02.2022 (Tender closing date).**

6.1 Envelope containing offline document should be submitted on or before **12:00 Hrs. on 09.02.2022**

Note:-Incase the date of submission (opening) of bid is declared to be a holiday; the date of submission (opening) of bid will get shifted automatically to next working day at the same scheduled time. Any change in bid opening date due to any other unavoidable reason will be intimated to all the bidders separately.

7. **Opening of Technical Bids: At 12:30 Hrs of 09.02.2022**

8. **Place of opening of Tender bids:**

8.1 The tenders shall be opened through ‘Online Tender Opening Event’. BSNL’s Tender Opening Officers as well as authorized representatives of bidders can attend the online Tender Opening Event (TOE) from the comfort of their offices. Kindly refer Section-4 Part C of Tender document for further instructions.

9. Tender bids received after due time & date will not be accepted.

10. Incomplete, ambiguous, Conditional, unsealed tender bids are liable to be rejected.

11. GMTD, BSNL, Shimla reserves the right to accept or reject any or all tender bids without assigning any reason. He is not bound to accept the lowest bid.

12. The bidder shall furnish a declaration, as per Section 6 (A), in his tender bid that no addition / deletion / corrections have been made in the terms & conditions of the downloaded tender document for which their bid is being submitted and these are identical to the tender document appearing on the website.

12.1 In case of any correction/ addition/ alteration/ omission in the tender document, the tender bid shall be treated as non-responsive and shall be rejected summarily.

12.2 All documents submitted in the bid offer should be preferably in English/Hindi. In case the certificate viz. experience, registration etc. is issued in any other language other than English/Hindi, the bidder shall attach a translation of the same in English/Hindi, duly attested by the bidder & the translator to be true copy in addition to the relevant certificate.

12.3 All computer generated documents should be duly signed/ attested by the bidder/ bidder organization.

SECTION- 2 Tender Information

1. **Type of tender: Single stage submission & two stage opening.**

Digitally signed online bids are to be submitted in Single Stage Bidding and two stage opening e-tendering process using two electronic Envelopes from the eligible bidders by the time and date specified in the Bid Document.

Note: The bids will be evaluated techno-commercially first and thereafter financial bids of techno-commercially compliant bidders only, shall be opened.

2. **Bid Validity Period** - The bid will remain valid for **150 days** from the tender opening date

3. The electronic envelopes will contain documents satisfying the eligibility / Technical & commercial conditions in first envelope called **Techno-commercial** envelope and second envelope called as **Financial Envelope** containing financial bid / quote.

a. Techno-commercial envelope shall contain :-

- 1) Scanned copy of **EMD Declaration**.
- 2) Scanned copy of payment of cost of tender document i.e. tender fee / Document of MSME for exemption.
- 3) Certificate(s) showing fulfillment of the eligibility criteria(s) stated in Clause 4 of the Detailed NIT.
- 4) Power of Attorney (PoA) & authorization for executing the power of Attorney in accordance with Clause 14.3 of Section 4 Part A.(not required in case of Proprietary / partnership firm if the proprietor/partnership himself signs the documents) and board resolution in favour of authorized signatory.
- 5) Copy of Articles and Memorandum of Association or Partnership deed or proprietorship deed as the case may be.
- 6) Details of the firm along with List of Directors on the Board of the Company, list of partners, as applicable.
- 7) Attestation of the signature of the authorized signatory, issuing PoA, by Bank.
- 8) Bidder's Profile & Questionnaire duly filled & signed as per Section-8.
- 9) Indemnity bond declaration **on non-judicial stamp paper** for indemnifying BSNL against any non-compliance by bidder towards all applicable statutory requirements, if work is awarded, as per Annexure-1.
- 10) Letter of authorization for attending bid opening event as per Section -7 Part (C).
- 11) No Near-Relationship Certificate duly filled & signed as per Section-6 Part B.
- 12) Undertaking & declaration duly filled & signed as per Section-6 Part A
- 13) Tender / Bid form-Section 9 Part A.
- 14) Checklist of the documents submitted as per Annexure-2.
- 15) Clause by Clause compliance as per clause 11.2 of Section-4A.**
- 16) Documents stated in clause 10 of Section-4 Part A.**

b. Financial envelope shall contain:

- 1) Price Schedule (as per Section 9 Part-B)

c. Offline Documents :

The following documents are required to be submitted offline (i.e. offline submissions) to AGM (Planning) O/o GMTD, BSNL, Shimla on or before the date & time of submission of bids in a sealed envelope. The envelope shall bear the tender number, name of work and the phrase: "Do Not Open Before (due date & time of opening of tender).

- 1) EMD – Bid security **Declaration** (in original)
- 2) DD/ Banker's cheque of Tender fee (in original).
- 3) Integrity Pact (on plain paper, applicable only if tender's estimated value exceeds the threshold of Rs. 10.0 Crores for applicability of Integrity Pact as per letter No.CA/MMT/15-02/2014 dated 16.10.2018)
- 4) Power of attorney in accordance with clause 14.3 of section 4 part A and authorization for executing power of attorney.

5.

- (i) **The payment of tender fee, may be paid through online transaction in Account as given below:**

Name: Account Officer (Cash) BSNL Shimla

Account No. 510101005313782

IFSC Code: **UBIN0905755**

Branch: Kasumpti, Shimla (HP)

- (ii) **The above documents must also be submitted on online portal <https://etenders.gov.in/eprocure/app>.**

- (iii) **The documents which are asked notarized/Affidavit may be submitted on firm letter head duly signed by bidder / authorized bid signatory. These documents will be submitted in original notarized/Affidavit after finalization of tender/opening of lockdown by the bidder.**

Note: All offline documents as specified in bid document and submitted as above will be submitted in original after finalization of tender/opening of lockdown by the bidder.

4. Payment terms

4.1 The bidder should submit the invoice in duplicate clearly indicating breakup details of composite price i.e. Basic, Goods and Service Tax (GST), any other duties and taxes etc. along with the Performa of satisfactory work completion duly signed by the AGM (CM) of concerned SSA / cluster.

4.2 Deleted

4.3 For the purpose of invoice preparation, Number of working BTS / connections in a cluster shall be calculated taking the average of **working** BTS / connections on the first and last day of the month.

4.4 deleted

4.5 90% of the payment of the monthly invoices shall be processed on submission of Invoices (complete in all respect) by the bidder and Balance 10% after 30 days from the payment of 90% of Invoice.

4.6 Tax Invoices shall be paid through Electronic Clearance Scheme (ECS) only. The contractor should submit the mandate form for this purpose along with the Agreement while entering into the Contract.

Note: - All statutory taxes and levies as applicable shall be deducted at source before

payment.

- 4.7 Online generated GST payment details of previous month shall be submitted with the invoice(s) for payments.
- 4.8 Deleted.
- 4.9 Timely uploading of correct and necessary information on GST portal is mandatory as prescribed in GST compliances.

Note:- 1) If suppliers fails to furnish necessary supporting documents i.e GST invoices and fails to upload the information in GSTN portal in respect of the duties / taxes for which input tax credit is available, the amount pertaining to such duties/taxes will be deducted from the payment due to supplier.

- 2) Tax amount will be paid to the supplier only after supplier declares the details of invoice in its return in GSTR1 and GSTR3 uploaded by the supplier and the same is reflected in GSTR 2A of BSNL on GSTN portal.
- 3) Online generated combined paid challan of EPF/ESI for previous month which are duly tallied with payment made in previous month are to be submitted with invoices.

5. Time line for start of services:

Agreement to be signed within 07 days of award of work. Work will start within 07 days of agreement signing. GMTD / TDM may grant additional time on request of bidder in special cases.

6. Duration of Contract (Validity of tender):

Normally contract will be awarded for one year. However, extension for one year or part thereof will be considered, keeping in view the various factors such as exigency of service, satisfactory performance of the firm with the same terms and conditions of the tender.

7. Paying Authority: Account Officer (Claim) O/o GMTD Shimla will be the paying authority.

SECTION- 3 Part A

SCOPE OF WORK

Following type of works/activities is covered under scope of this tender:

(I) Diesel Filling Activities

- a) The bidder shall draw diesel by means of the fleet card/petro- cards under the control of SDE /SDO. The bidder shall use appropriate vehicles for transportation of diesel from the designated nearest petrol pump to the sites. Full details of diesel opening balance and closing balance in DG at site shall be recorded in the log book.
- b) Checking the level of diesel in the DG tank at the time of filling (opening level & closing level) and making necessary entries in the Log book for diesel filling. If there is any kind of dispute regarding the diesel consumption, in that case a joint team of bidder and BSNL will carry out the diesel consumption check on the disputed site and the average checked will be used for both retrospective as well as prospective reimbursements for that sites.
- c) BSNL will not be responsible for any delay in payment of invoices or expenses due to any error, incomplete statement or late receipt of the same.
- d) Pilferage/Misuse of diesel will lead to severe penalty and recovery from the vendor. Therefore, this is in the interest of both Vendors and BSNL that correct hour meter and KWH Meter readings to ascertain actual consumption shall be exhibited at the site, which will be verified by BSNL, from time to time. Records of these parameters shall invariably be maintained.
- e) Checking the meter reading in the DG run hour meter (opening and closing readings) and Controller logged hours (if available) and making entries of DG run hours in the Log book.
- f) Ensuring availability of 25% tank capacity of diesel in the DG at any point of time in consultation with BSNL Staff except when Site In-charge has allowed for refilling with lesser quantity of Diesel.
- g) BSNL reserves the right to incorporate and ask for any other reconciliation / operation report during the currency of tender.
- h) Non-completion of ordered Diesel filling work at site/exchange within 72 hours of intimation (through Mail / Letter) shall be taken as minor performance deviation. A penalty of INR 100 per day per site shall be imposed for the period till the diesel filling order to the overall capping of 12% of the total contracted value for the services of the relevant invoice period.
- i) Non filling of Diesel at the site/exchange resulting in site/exchange being fully / partially down beyond 24 hours of intimation (through Mail / Letter) shall be taken as major performance deviation. A penalty of INR 500 per day per site shall be imposed for the period till the restoration of fault subject to the overall capping of 12% of the total contracted value for the services of the relevant invoice period.

- j) In the event of total penalties reaching the capping limit consecutively for three months, BSNL will have the right to terminate the contract of the concerned BA/SSA without any further notice.
- k) If any fraudulent activity by the personnel deployed in filling of diesel in Mobile/Exchange sites is detected by BSNL authorized personnel/officer, then the bidder is liable to pay penalty as assessed by BSNL.
- l) For any tendered work not attended in time, BSNL will have the right to get it done from external resources and payment made to them will be recovered from bidder.

(II) Mobile site maintenance & upkeep (2G and/or 3G and/or 4G)

- a) These are the sites housing only Mobile sites either 2G or 3G or 4G or a combination of them.
- b) All BTS related alarm need to be made functional and to be extended upto OMCR within three month. (Penalty of Rs 50 per day per site for one month)
- c) Prompt action (within 1 hour in city and 06 hours in Rural) on receipt of instructions (by call or by SMS) from concerned officer regarding manual assistance in rectification of alarms / faults in site. In case of no action in accepted time line Penalty per hour at the rate of Rs 10 per hour per site)
- d) DG battery should be maintained, safeguarded and kept in-charged condition at the site so as to start the DG at the time of main supply outage. Life of DG battery is minimum two years. Therefore, if any damage happens to the battery within this period, the agency has to replace it free of cost. At the time of hand over, healthy battery will be provided (approximate used period / manufacturing date will also be indicated).
- e) Air filter cleaning in BTS/ Node B/ e-Node B, every month and entry in log book of site.
- f) Due to heavy dust, temperature of TRXs/ERDUs of BTS Racks increases and signal strength & hardware efficiency degrade. Hence, cleaning of all types of BTS racks/Exchange & infrastructure need to be carried out once every 45 days. This should be done using proper tools including vacuum cleaner and under supervision.
- g) In case of BTS outages due to control card faults of BTSs / NODE-Bs/e-Node Bs fault, replace the fault items with the spare module /cards as per instructions of BSNL Site In-charge.
- h) In case of Mini Link/ OFC failure, details of visual alarm noticed to be communicated to the maintenance In-charge.
- i) For prolonged failure of Electricity as intimated by BSNL officer, Coordination for restoration of EB in consultation with BSNL Site/ IP In-charge.
- j) To check Earth Connectivity is available at BTS/ Node B/e-Node Bs. The earth value is to be measured once in every six months and report to be submitted.
- k) The field staff being deployed should be provided with 2 SIMs one of BSNL & other from private TSPs for communication when BTS site is down.

- l) Any BSNL OFC breakdown en-route to be intimated to site in-charge for prompt restoration of OFC fault.
- m) Up to 24 hrs of reporting of non-compliance related to above specific instance will be treated as 1 minor deviation and further non completion of activity for rectification of that deviation in every 3 days will be treated as single instance.
- n) Each Minor performance deviation will result in penalty of Rs 50 except in case the deviation is because of BSNL reasons.
- o) Site failure due to unsatisfactory support in site upkeep activities which leads to prolonged outage for more than 12 hrs in urban area and 48 Hours in Rural area will be treated as major deviation and penalty @ Rs 50 per hour per site.
- p) Maintaining EMF related boards and help in providing data for Biennial submission of EMF Radiation for Mobile sites.
- q) Assistance in handling of minor store items.
- r) Penalties being charged for Minor Performance Deviations attributable to the bidder will be capped to 06 % of the total contracted value for the services of the relevant invoice period.
- s) Penalties being charged for Major Performance Deviations attributable to the bidder will be capped to 12% of the total contracted value for the services of the relevant invoice period.
- t) If the total penalties reaching the capping limit consecutively for three months, BSNL will have the right to terminate the contract of the concerned BA/SSA without any further notice.
- u) If any fraudulent activity by the personnel deployed is detected by BSNL authorized personnel/officer, then the bidder is liable to pay penalty as assessed by BSNL i.e. The cost of consequential damages to installation(s)/DG set(s) would be deducted at actual, from the bidder's bill. This will be over and above the other penalties and will not be subject to capping if any.
- v) For any tendered work not attended in time, BSNL will have the right to get it done from external resources and payment made to them will be recovered from bidder.
- w) Ensure working of Power plant alarms with OMC-R. (Penalty of Rs 8 per day per site)
- x) First line maintenance of power plants, battery and any problem reported. Any problem not reported within 3 days for urban & rural area will attract penalty of Rs 2 per day per site for the days it has not reported.
- y) Periodically check-up power plant modules working, load sharing and ensuring sufficient Modules are available for Equipment in consultation with Site Incharge and Charging of Battery.
- z) Tightening of all nuts /screws in interconnecting point of power cable from EB panel board to each equipment, once in three months.
- aa) To ensure the control card is functioning properly so that battery do not go to deep discharge.

- bb) In case of any Power Plant outages due to fault in control card intimation to be given to Site In-charge for attending the same on priority.
- cc) Conducting Battery Backup test with Existing Load at least in quarterly & record the same in Log Book.
- dd) Faulty Card/ Units need to be deposited at designated Centre as per requirement & collect repaired unit within 24 hours in urban and in 48 hours in rural areas and delay more than that will be counted as one instance of minor deviation and penalty @ of Rs 50 per day will be charged.
- ee) Replacement of the faulty modules with repaired Modules as per instructions of Site In-charge within 24 hours in urban and in 48 hours in rural areas is mandatory and any delay resulting in downtime of equipment because of Non replacement of control card will be counted as major deviation and will be charged @ Rs 20 per hour.
- ff) Bidder has to provide related testing equipments to discharge the functions listed.
- gg) Cleaning, security and up keeping of the site including all equipment, tower surroundings, shelter/OD cabinet, DG etc. This includes bush cutting in the BTS/Exchange sites in open areas. All tools & Cleaning material to be provided by the bidder.
- hh) Routine check of free cooling systems available at site and DG set and other Equipments and record the same in log book as per the periodicity defined for the visit (fortnightly). Reporting of any alarms/faults/untoward incident to the concerned officer.
- ii) Running of DG sets as required.
- jj) Monitoring of Power Plant voltage and smooth change over in the absence of electricity.
- kk) To provide assistance under various exchange site activities includes minor civil and electrical works such as repair/replacement of EB service cable, armoured AC cable replacement up to DG, repair/replacement of parts of LT panel/ lighting fixtures / smoke & fire alarm system / site earthing / surge protection/ A/C unit etc.
- ll) Due to heavy dust, temperature of BTS site increases and efficiency degrades. Hence, cleaning of all types of BTS equipment & other infrastructure need to be carried out. This should be done using proper tools including vacuum cleaner and under supervision.
- mm) Assistance to transmission media team for extension of loop test, observation of alarm indicators, giving reset etc for troubleshooting shall be done
- nn) Entering DG & Battery voltage readings/status in the BTS site log book.
- oo) Report EB failure of sites to concerned EB unit and intimate the docket no: if any, to concerned BSNL official. Coordinate with Electricity Board/Corporation for restoration of power and after restoration of EB power, ensure proper working of PP/DG.
- pp) Collection of EB bills and submission to the officer in-charge.
- qq) The fire & smoke cum intruder detection systems installed in BTS sites are to be maintained by the bidder for its proper working. Periodic checking for the proper working of these systems and necessary repair/replacement of faulty units are to be carried out

- by the bidder. The bidder shall maintain the fire extinguisher of CO2 in all BTS sites under maintenance.
- rr) In case of BTS outages due to card faults of rectifier modules fault of power plant etc, replace the faulty items with the spare module /cards available from normal spare availability location or from nearby sites as directed. The card/module extraction/insertion and transport shall be as per the recommended practice of the OEM/guidance of BSNL. It will be the responsibility of bidder that during transportation no cards get damaged.
 - ss) Routine check and Maintenance of Earth of power plant / BTS and record the same in log book.
 - tt) The bidder should have technical support to determine and judge the number of electricity units generated by using one litre of diesel fuel. Actual consumption of diesel at site will be verified with the help of CPH, DG HOUR METERS, DG KWH METERS.
 - uu) The Average load of the site shall be reviewed based on actual measurement on quarterly basis. The mechanism of testing and determination of average load shall be decided by BSNL.
 - vv) In the event of EB supply failure, operator shall operate DG after verifying the sufficient drainage of Exchange battery voltage. If power is not resumed within Two hour, he shall stop the EA Set and again allow the exchange battery voltage to drain sufficiently. The same sequence should continue till resumption of power supply.
 - ww) During the availability of main electric supply, DGs are not to be run. The operator shall keep the track of drainage of exchange battery voltage and shall start only when the voltage drops to 49 V.
 - xx) Arranging test run in case, if any dispute arise between the Contractor and the BSNL official concerned.
 - yy) **The fuel utilization reconciliation will be based on CPH based validation with run hr meter count plus DG run readings from OMCR. In general, as per BTS/Exchange load and capacity of DG, the average CPH may be taken as 2.2 Liter / Hour for DG Sets up to 15 KVA capacity and 2.7 Litre/Hour for more than 15KVA capacity.**
 - zz) DG hour meter and KWH meter and AMF panel incorporated in DG to be kept in working condition and any tampering / fault will entail penalty as well as action for recovery of losses to BSNL.
 - aaa) A monthly Site wise statement detailing the opening balance of diesel, diesel filled during the month, closing balance, DG run hours etc shall have to be submitted by the bidder to BSNL.
 - bbb) Any material required for Mobile site maintenance & upkeep like aviation lamp, earthing material etc such type of perishable items would be provided by BSNL.
 - ccc) Concerned BSNL officers will periodically verify the logbook entries and put their initials with date. The bidder has to seal and lock the hour meter in the presence of BSNL representative. Every month the hour meter reading is to be noted by bidder along with the BSNL representative and a consolidated statement along with log book reports is to be submitted by the bidder. Under any circumstances if any of the units like run hour meter is faulty then the diesel filling should be done under the supervision of any of the BSNL officers/ persons authorized by BSNL.
 - ddd) Upkeep of indoor Air Conditioner (AC).

(III) Mobile site collocated with Telephone Exchange maintenance & upkeep (2G and/or 3G and/or 4G AND Telephone Exchange)

- a) These are the sites housing Mobile site collocated with Rural Telephone Exchange (2G and/or 3G and/or 4G AND Rural Telephone Exchange)
- b) The maintenance of Rural Exchanges will include maintenance of Landline Exchange, DSLAM, transmission equipments, USO WiFi Hot Spots & other Exchange equipments etc. for keeping the equipments in working condition.
- c) Maintenance of Exchange for keeping site in working condition. It will include general maintenance of exchange site like sweeping, cleaning, security and upkeep of all type of equipments including exchange, transmission equipment, DG, power plant and battery etc.
- d) All BTS related alarm need to be made functional and to be extended upto OMCR within three month. (Penalty of Rs 50 per day per site for one month)
- e) Prompt action (within 1 hour in city and 06 hours in Rural) on receipt of instructions (by call or by SMS) from concerned officer regarding manual assistance in rectification of alarms / faults in site/Exchange, DSLAM and other equipments. In case of no action in accepted time line Penalty per hour at the rate of Rs 10 per hour per site)
- f) DG battery should be maintained, safeguarded and kept in-charged condition at the site so as to start the DG at the time of main supply outage. Life of DG battery is minimum two years. Therefore, if any damage happens to the battery within this period, the agency has to replace it free of cost. At the time of hand over, healthy battery will be provided (approximate used period / manufacturing date will also be indicated).
- g) Air filter cleaning in BTS/ Node B/ e-Node B, every month and entry in log book of site.
- h) In case of BTS/Exchange outages due to control card faults of BTSs / NODE-Bs/e-Node Bs/Exchange fault, replace the fault items with the spare module /cards as per instructions of BSNL Site In-charge.
- i) In case of Mini Link/ OFC failure, details of visual alarm noticed to be communicated to the maintenance In-charge.
- j) For prolonged failure of Electricity as intimated by BSNL officer, Coordination for restoration of EB in consultation with BSNL Site/ IP /Exchange In-charge.
- k) To check Earth Connectivity is available at BTS/ Node B/e-Node Bs/Exchange. The earth value is to be measured once in every six months and report to be submitted.
- l) The field staff being deployed should be provided with 2 SIMs one of BSNL & other from private TSPs for communication when BTS site is down.
- m) Any BSNL OFC breakdown en-route to be intimated to site in-charge for prompt restoration of OFC fault.
- n) Up to 24 hrs of reporting of non-compliance related to above specific instance will be treated as 1 minor deviation and further non completion of activity for rectification of that deviation in every 3 days will be treated as single instance.

- o) Each Minor performance deviation will result in penalty of Rs 50 except in case the deviation is because of BSNL reasons.
- p) BTS/Exchange Site failure due to unsatisfactory support in Site upkeep activities which leads to prolonged outage for more than 12 hrs in urban area and 48 Hours in Rural area will be treated as major deviation and penalty @ Rs 50 per hour per site.
- q) Maintaining EMF related boards and help in providing data for Biennial submission of EMF Radiation for Mobile sites.
- r) Assistance in handling of minor store items.
- s) Penalties being charged for Minor Performance Deviations attributable to the bidder will be capped to 06 % of the total contracted value for the services of the relevant invoice period.
- t) Penalties being charged for Major Performance Deviations attributable to the bidder will be capped to 12% of the total contracted value for the services of the relevant invoice period.
- u) If the total penalties reaching the capping limit consecutively for three months, BSNL will have the right to terminate the contract of the concerned BA/SSA without any further notice.
- v) If any fraudulent activity by the personnel deployed is detected by BSNL authorized personnel/officer, then the bidder is liable to pay penalty as assessed by BSNL i.e. The cost of consequential damages to installation(s)/DG set(s) would be deducted at actual, from the bidder's bill. This will be over and above the other penalties and will not be subject to capping if any.
- w) For any tendered work not attended in time, BSNL will have the right to get it done from external resources and payment made to them will be recovered from bidder.
- x) Ensure working of Power plant alarms with OMC-R. (Penalty of Rs 8 per day per site)
- y) First line maintenance of power plants, battery and any problem reported. Any problem not reported within 3 days for urban and rural area will attract penalty of Rs 2 per day per site for the days it has not reported.
- z) Periodically check-up power plant modules working, load sharing and ensuring sufficient Modules are available for Equipment in consultation with Site Incharge and Charging of Battery.
- aa) Tightening of all nuts /screws in interconnecting point of power cable from EB panel board to each equipment, once in three months.
- bb) To ensure the power plant/control card is functioning properly so that battery do not go to deep discharge.
- cc) In case of any Power Plant outages due to fault in control card intimation to be given to Site In-charge for attending the same on priority.
- dd) Conducting Battery Backup test with Existing Load at least in quarterly & record the same in Log Book.

- ee) Faulty Card/ Units BTS/exchange sites and other equipment cards need to be deposited at designated centre as per requirement & collect repaired unit within 24 hours in urban and in 48 hours in rural areas and delay more than that will be counted as one instance of minor deviation and penalty @ of Rs 50 per day will be charged.
- ff) Replacement of the faulty modules with repaired Modules as per instructions of site In-charge within 24 hours in urban and in 48 hours in rural areas is mandatory and any delay resulting in downtime of equipment because of Non replacement of control card will be counted as major deviation and will be charged @ Rs 20 per hour.
- gg) Bidder has to provide related testing equipments to discharge the functions listed.
- hh) Cleaning, security and up keeping of the site including all equipment, tower surroundings, shelter/OD cabinet, DG etc. This includes bush cutting in the BTS/Exchange sites in open areas. All tools & Cleaning material to be provided by the bidder.
- ii) Routine check of free cooling systems available at site and DG set and other Equipments and record the same in log book as per the periodicity defined for the visit (fortnightly). Reporting of any alarms/faults/untoward incident to the concerned officer.
- jj) Running of DG sets as required.
- kk) Monitoring of Power Plant voltage and smooth change over in the absence of electricity.
- ll) To provide assistance under various exchange site activities includes minor civil and electrical works such as repair/replacement of EB service cable, armoured AC cable replacement up to DG, repair/replacement of parts of LT panel/ lighting fixtures / smoke & fire alarm system / site earthing / surge protection/ A/C unit etc.
- mm) Preventive checks and maintenance of Earthing & Lightning Protection systems including periodic checking/correction of these systems to ensure that all equipments are protected against surge/lightning related damages. This includes augmentation of the existing earthing/lightning system where ever required, replacement of any rusted components, tightening of joints, replacement of lightning damaged components in infra equipments/electrical circuitry including ELCBs/surge protection devices/fuses/cables etc
- nn) Due to heavy dust, temperature of BTS/exchange increases and efficiency degrades. Hence, cleaning of all types of BTS/Exchange equipment & other infrastructure need to be carried out. This should be done using proper tools including vacuum cleaner and under supervision.
- oo) To install the GD tubes and splitters as per instruction of incharge and to assists the Tx team OFC fault maintenance & providing loop etc in Rural Telephone exchanges.
- pp) Routine check of Exchange & other equipments and record the same in log book as per the instructions given in the log book. Reporting of any alarms/faults/untoward incident to the concerned officer should be done as and when the maintenance person visits the site.
- qq) Assistance to transmission media team for extension of loop test, observation of alarm indicators, giving reset etc for troubleshooting shall be done.
- rr) Entering DG & Battery voltage readings/status in the BTS/exchange site log book.
- ss) Report EB failure of sites to concerned EB unit and intimate the docket no: if any, to concerned BSNL official. Coordinate with Electricity Board/Corporation for restoration of power and after restoration of EB power, ensure proper working of PP/DG.
- tt) Collection of EB bills and submission to the officer in-charge.
- uu) The fire & smoke cum intruder detection systems installed in BTS/exchange sites are to be maintained by the bidder for its proper working. Periodic checking for the proper

- working of these systems and necessary repair/replacement of faulty units are to be carried out by the bidder. The bidder shall maintain the fire extinguisher of CO2 in all BTS/exchange sites under maintenance.
- vv) In case of BTS/exchange outages due to card faults of rectifier modules fault of power plant etc, replace the faulty items with the spare module /cards available from normal spare availability location or from nearby sites as directed. The card/module extraction/insertion and transport shall be as per the recommended practice of the OEM/guidance of BSNL. It will be the responsibility of bidder that during transportation no cards get damaged.
 - ww) Routine check and Maintenance of Earth of power plant /BTS/ exchange and record the same in log book.
 - xx) The bidder should have technical support to determine and judge the number of electricity units generated by using one litre of diesel fuel. Actual consumption of diesel at site will be verified with the help of CPH, DG HOUR METERS, DG KWH METERS.
 - yy) The Average load of the site shall be reviewed based on actual measurement on quarterly basis. The mechanism of testing and determination of average load shall be decided by BSNL.
 - zz) In the event of EB supply failure, operator shall operate DG after verifying the sufficient drainage of Exchange battery voltage. If power is not resumed within Two hour, he shall stop the EA Set and again allow the exchange battery voltage to drain sufficiently. The same sequence should continue till resumption of power supply.
 - aaa) During the availability of main electric supply, DGs are not to be run. The operator shall keep the track of drainage of exchange battery voltage and shall start only when the voltage drops to 49 V.
 - bbb) Arranging test run in case, if any dispute arise between the Contractor and the BSNL official concerned.
 - ccc) The fuel utilization reconciliation will be based on CPH based validation with run hr meter count plus DG run readings from OMCR. In general, As per BTS/Exchange load and capacity of DG, the average CPH may be taken as 2.2 Liter / Hour for DG Sets up to 15 KVA capacity and 2.7 Litre/Hour for more than 15KVA capacity.
 - ddd) DG hour meter and KWH meter and AMF panel incorporated in DG to be kept in working condition and any tampering / fault will entail penalty as well as action for recovery of losses to BSNL.
 - eee) A monthly Site wise statement detailing the opening balance of diesel, diesel filled during the month, closing balance, DG run hours etc shall have to be submitted by the bidder to BSNL.
 - fff) Any material required for Mobile site maintenance & upkeep like aviation lamp, earthing material etc such type of perishable items would be provided by BSNL.
 - ggg) Concerned BSNL officers will periodically verify the logbook entries and put their initials with date. The bidder has to seal and lock the hour meter in the presence of BSNL representative. Every month the hour meter reading is to be noted by bidder along with the BSNL representative and a consolidated statement along with log book reports is to be submitted by the bidder. Under any circumstances if any of the units like run hour meter is faulty then the diesel filling should be done under the supervision of any of the BSNL officers/ persons authorized by BSNL.
 - hhh) Upkeep of indoor Air Conditioner (AC)

(IV): DELETED

(V) RF Optimization and Rigger activities

- a) Dismantling of Antenna
- b) Installation of Antenna
- c) Dismantling of Antenna Fixture (for phase/ Space diversity antenna)
- d) Fixation of Antenna Fixture (for phase/ Space diversity antenna)
- e) Height lowering/increasing of Phase Diversity Antenna along with fixture
- f) Hoisting of RF Cable & RRH including connectorisation
- g) Removing of RF Cable & RRH
- h) Installation of Microwave Dish Antenna(Mini Link)
- i) Dismantling of Microwave Dish Antenna(Mini Link)
- j) Microwave Link LOS work including ODU replacement
- k) ODU Replacement for Minilink.
- l) Re-orientation/Tilt adjustment of Antenna.
- m) Verification/Replacement of weather proof tapes to prevent water entry.
- n) Verification/replacement of connectors/fittings and removal of VSWR including connectorisation and weather proofing.
- o) Assistance in Verification/correction of MW LOS.
- p) Verification/correction of Lightning Arrestor and its fittings.
- q) Sector addition.
- r) Antenna Changing.
- s) Microwave Fault attending.
- t) Microwave installation/replacement.
- u) CPRI cable fault attending/replacement.
- v) Feeder/RF/OF cable & RRH fault attending and replacement.
- w) 2G/3G/4G booster installation.
- x) 2G/3G/4G Repeater installations.
- y) Any other related works in Tower.
- z) Antenna Orientation & Tilt as per requirement for optimization.
- aa) VSWR fault rectification per sector (includes reconnectorisation, jumper cable change & weather proofing)
- bb) Checking & correction of RF cable/Fiber swap, Antenna at RRH, removal of bird/honey bee/wasp nest
- cc) Any other activity with minor modification in RF as per guidance of BSNL
- dd) Non-completion of ordered RF optimization / rigger activity within 72 hours of intimation (through Mail / Letter) shall be taken as minor performance deviation. A penalty of INR 100 per day per site shall be imposed for the period till the restoration of fault subject to the overall capping of 12% of the total contracted value for the services of the relevant invoice period.
- ee) Non restoration of Rigger related fault resulting in site fully / partially down within 24 hours of intimation (through Mail / Letter) shall be taken as major performance deviation. A penalty of INR 500 per day per site shall be imposed for the period till the restoration of fault subject to the overall capping of 12% of the total contracted value for the services of the relevant invoice period.
- ff) In the event of total penalties reaching the capping limit consecutively for three months, BSNL will have the right to terminate the contract of the concerned BA/SSA without any further notice.
- gg) For any tendered work not attended in time, BSNL will have the right to get it done from external resources and payment made to them will be recovered from bidder.
- hh) Any material required for Mobile site maintenance & upkeep like aviation lamp, earthling material etc such type of perishable items would be provided by BSNL.

(VI) Deleted

**SECTION-4 Part A
GENERAL INSTRUCTIONS TO BIDDERS (GIB)**

1. DEFINITIONS

- 1.1 "The Purchaser" means the Bharat Sanchar Nigam Ltd. (BSNL), Shimla (HP.).
- 1.2 "The Bidder" means the Company. Individual or firm who participates in this tender and submits its bid.
- 1.3 "The Supplier" or "The Vendor" or "Service Provider" means the individual or firm awarded the contract.
- 1.4 "The Services" means providing maintenance services for external plant which the Supplier is required to supply to the Purchaser under the contract.
- 1.5 "The Advance Work Order" or "Letter of Intent" means the intention of Purchaser to place the Work Order on the bidder.
- 1.6 "The Work Order" means the order placed by the Purchaser on the Supplier signed by the Purchaser including all attachments and appendices thereto and all documents incorporated by reference therein. The Work order shall be deemed as "Contract" appearing in the document.
- 1.7 "The Contract Price" means the price payable to the Supplier under the Work order for the full and proper performance of its contractual obligations.
- 1.8 "Telecom Service Provider" means any Telecom operator in India, who is licensed by the Department of Telecommunications (DOT), Government of India to provide telecom services to the general public or to the other DOT licensed Telecom operators. "Telecom Service Provider" also refers to any Telecom operator in other countries providing telecom services to general public of that country or to other telecom operators of the same country.
- 1.9 "Successful Bidder (s)" means the bidder(s) to whom work in this tender is awarded.
- 1.10 "Cluster" means the Group of exchanges and/or BTS / cluster of contiguous exchanges.
- 1.11 "SSA" means Secondary Switching Areas defined by BSNL (generally comprising of one or more revenue districts).
- 1.12 "BA" means Business Area comprising of one or more SSA's.

2 ELIGIBILITY CONDITIONS:

- 2.1 Kindly refer to Clause 4 of Section-1 i.e. detailed NIT.
- 2.2. Bidder is expected to obtain clearance from Reserve Bank of India, wherever applicable.
- 2.3. The Bidder must furnish the documentary evidence to meet the eligibility conditions laid down in general, technical, and financial qualification criteria.

3 COST OF BIDDING

- 3.1 The bidder shall bear all costs associated with the preparation and submission of the bid. BSNL will, in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

4 DOCUMENTS REQUIRED

- 4.1 The detailed list of services required to be provided by the bidder, bidding procedures and contract terms and conditions are prescribed in the Bid Documents. The contents of the Bid documents are specified in the covering letter.
- 4.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the Bid Documents and clarifications/ amendments/ addenda, if any. Failure to furnish all information required as per the Bid Documents or submission of the bids not substantially responsive to the Bid Documents in every respect will be at the bidder's risk and may

result in rejection of the bid.

5 CLARIFICATION OF BID DOCUMENTS

- 5.1 A prospective bidder, requiring any clarification on the Bid Documents shall notify BSNL in writing by Fax & by Email (both) to tender inviting authority as indicated in the invitation of Bid. BSNL shall respond in writing to any request for the clarification of the Bid Documents, which it receives 14 days prior to opening of the tender. Copies of the query (without identifying the source) and clarifications by BSNL shall be sent to all the prospective bidders who have received the bid documents. (Format for submission of queries in Excel sheet only)
- 5.2 Any clarification issued by BSNL in response to query raised by prospective bidders shall form an integral part of bid documents and shall amount to an amendment of the relevant Clauses of the bid documents.

6 AMENDMENT OF BID DOCUMENTS

- 6.1 BSNL may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, may modify bid documents by amendments prior to the date of submission of Bids with due notification to prospective bidders.
- 6.2 The amendments shall be notified in writing by Fax or Email or by Addendum through e-tendering portal to all prospective bidders on the address intimated at the time of purchase of the bid document from BSNL and these amendments will be binding on them.
- 6.3 In order to afford prospective bidders a reasonable time to take the amendment into account in preparing their bids, BSNL may, at its discretion, extend the deadline for the submission of bids suitably.

7 DOCUMENTS COMPRISING THE BID

The bid prepared by the bidder shall ensure availability of the following components:

- a) Documentary evidence establishing that the bidder is eligible to bid and is qualified to perform the contract if its bid is accepted in accordance with the Clause 2 & 10.
- b) EMD/Bid Security furnished in accordance with Clause 12.
- c) A Bid form and price schedule completed in accordance with Clause 8 & 9.

8 BID FORM

- 8.1 The bidder shall complete the bid form and appropriate Price Schedule furnished in the Bid Documents, indicating the services to be provided along with the prices as per Section- 9

9 BID PRICES – Not applicable

10 DOCUMENTS ESTABLISHING BIDDER'S ELIGIBILITY AND QUALIFICATION -

- 10.1. The bidder shall furnish, as part of the bid documents establishing the bidder's eligibility, the following documents **or whichever is required as per eligibility terms and conditions of Bid Documents.**
- a) Valid MSE Certificate, if applicable. In case the ownership of such MSE Entrepreneurs happens to be from SC / ST category and/or owned by women, proof in this regard also need to be submitted.

- b) Additional documents to establish the eligibility and qualification of bidder as specified in Section-1.
- c) Power of Attorney as per Clause 14.3 (a) and (d) of this Section and authorization for executing the power of Attorney as per Clause 14.3 (b) or (c) of this Section.
- d) Documentary proof of GST registration. If the bidder is not registered with GST authority at the time of bid submission, then he shall have to submit GST registration at the time of award of work/ Lol/signing of contract, if declared successful.
- e) Certificates from all Directors/ Partners of the bidder Company/firm stating that none of their near relatives are working in BSNL in accordance with Clause-34 of this Section.
- f) Certificate of incorporation / Registration
- g) Article or Memorandum of Association or partnership deed or proprietorship deed as the case may be. List of all Directors including their name(s), Director Identification Number(s) (DIN) and address (es) along with contact telephone numbers of office and residence.

10.2 Documentary evidence for financial and technical capability.

- (a) Average Annual financial turnover (to be submitted along with balance Sheet certified by CA) during the last 3 years i.e. **2018-19, 2019-20 & 2020-21** should be at least 30% of the Total estimated cost. Audited Annual Financial Reports for this is to be enclosed along with the bid to substantiate eligibility in this regard. **If the bidder does not attach the Audited Financial Reports of one/two above said three financial years or company is formed during these years, in such case the turnover of unavailable year shall be taken as NIL for calculation of three year average.**
- (b) The bidders shall submit necessary documentary proof showing that they meet the eligibility criteria along with their TENDER bid. All documents submitted shall also be self-attested by the bidder.

11.0 DOCUMENTS ESTABLISHING SERVICES' CONFORMITY TO BID DOCUMENTS

- 11.1 Pursuant to Clause 7 of this Section, the bidder shall furnish, as part of its bid, documents establishing the conformity of its bid to the Bid Documents of all services which he proposes to supply under the contract.
- 11.2 The documentary evidences of the "services" conformity to the Bid Documents may be, in the form of literature, drawings, data etc. and the bidder shall furnish:
 - (a) A Clause-by-Clause compliance on the Purchaser's Job Specifications and Commercial Conditions demonstrating substantial responsiveness to the Job Specifications and Commercial Conditions. In case of deviations, a statement of the deviations and exception to the provision of the Job Specifications and Commercial Conditions shall be given by the bidder. A bid without Clause-by-Clause compliance of the Scope of Work, Section 3, General (Commercial) Conditions & Special (Commercial) Conditions, General Conditions (**Section-5 Part A, B**) shall not be considered.

12. BID SECURITY / EMD

- 12.1 The bidder shall furnish, as part of its bid, a bid security Declaration as mentioned in Section-1 (DNIT).

12.2 DELETED

- a) DELETED

- b) DELETED

- c) If a vender registered with body specified by Ministry of Micro, Small & Medium Enterprise claiming concessional benefits and fails to accept AWO / Lol& submit required performance security or fails to obey any of the contractual obligations after being awarded work; he will be debarred from any further work/ contract by BSNL for one year from the date of issue of such order.

12.3 DELETED

12.4 A bid not secured in accordance with **Para 12.1** shall be rejected by BSNL being non-responsive at the bid opening stage and archived unopened on e-tender **portal** for e-tenders and returned to the bidder unopened(for manual bidding process)

12.5 DELETED.

12.6 DELETED.

12.7 DELETED.

13. PERIOD OF VALIDITY OF BIDS

13.1 Bid shall remain valid for period specified in Clause 2 of Tender Information. A bid valid for a shorter period and if on pointing out by BSNL for same, the bidder does not undertake to make his bid valid for required duration, then the bid shall be rejected by BSNL and treated as non-responsive.

13.2 In exceptional circumstances, BSNL may request the consent of the bidder for an extension to the period of bid validity. The request and the response thereto shall be made in writing. **The bidder may refuse the request. A bidder accepting the request and granting extension will not be permitted to modify his bid.**

14. FORMAT AND SIGNING OF BID

14.1 The bidder shall submit his bid online, complying all eligibility conditions, other terms and conditions of tender document to be read along with the clarifications and amendments issued in this respect. All the documents must be authenticated, by hand/Digital signatures by the authorized person and then uploaded on e-tender portal. The letter of authorization shall be indicated by written power-of-attorney accompanying the bid.

14.2 The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the bidder in which case such corrections shall be signed by the person or persons signing the bid. All pages of the original bid, except for un-amended printed literatures, shall be manually signed by the person or persons signing the bid.

14.3 Power of Attorney

- a. The power of Attorney should be submitted and executed on the non-judicial stamp paper of appropriate value as prevailing in the concerned states(s) and the same be attested by a Notary public or registered before Sub-registrar of the state(s) concerned.
- b. The power of Attorney be executed by a person who has been authorized by the Board of Directors of the bidder in this regard, on behalf of the Company/ institution/ Body corporate.
- c. In case of the bidder being a firm, the said Power of Attorney should be executed by all the partner(s) in favour of the said Attorney.
- d. In case, authorized signatory of the bid (i.e. PoA holder) is different than the person who submits the online bids using digital signatures certificate(DSC), then the power of Attorney should also include the name of this person submitting online bids on e-tender

portal.

15. SEALING AND MARKING OF BIDS

15.1 The bid should be submitted as per Clause 3 of tender information.

15.1.1 The bids are being called under Single Stage Bidding & Two stage opening using two Envelope System.

The details of sealing & marking of bids in each case is given below:

15.1.2 In Single stage bidding & single envelope system, the bidder shall submit all the documents specified for Techno-commercial bid & Financial bid in a single envelope **-Not applicable for this tender.**

15.1.3 In Single stage bidding & two envelopes system the bidder shall submit his bid online in two electronic envelopes; (Refer Section-4 Part C))

The First envelope will be named as Techno-commercial bid. This envelope will contain documents of bidder's satisfying the eligibility / Technical & commercial conditions as per Clause 2 & 10 with Bid Security as per Clause 12. Second envelope will be named as Financial bid containing Price Schedules as per Section 9 Part B.

15.2 a) The offline envelope shall be addressed to the purchaser inviting the tender:

***AGM (Panning), O/o GMTD, BSNL
Block No-35, SDA Complex, Kasumpti, Shimla (HP)-171009***

b) The offline envelope shall bear the name of the tender, the tender number and the words 'DO NOT OPEN BEFORE' (due date & time).

c) The inner and outer offline envelopes (in case of manual tendering process) shall indicate the name and complete postal address of the bidder to enable the purchaser to return the bid unopened in case it is declared to be received 'late'.

d) Offline envelope should be deposited in the tender box provided by tendering authority or sent by registered post or delivered in person on above mentioned address (address is given in Clause 15.2 (a) above). The responsibility for ensuring that the tenders are delivered in time, would vest with the bidder.

e) Bids delivered in person on the day of tender opening shall be delivered upto specified time & date as stated in NIT toBSNL,..... at the venue (address is given in Clause 15.2 (a) above). The purchaser shall not be responsible if the bids are delivered elsewhere.

f) Venue of Tender Opening: O/o GMTD BSNL, Shimla at specified time & date as stated in NIT.

If due to administrative reasons, the venue of Bid opening is changed, it will be displayed prominently on BSNL website, e-tender portal (as the case may be).

15.3 If both the envelopes are not submitted as required at para 15.1 and 15.2, the bid shall be rejected.

16. SUBMISSION OF BIDS

16.1 Bids must be submitted online only by the bidders on or before the specified date & time indicated in Clause 6 of Section-I i.e. DNIT.

16.2 BSNL may, at its discretion, extend this deadline for the submission of bids by amending the Bid Documents in accordance with Clause 6 in which case all rights and obligations of BSNL and bidders previously subject to the deadline will thereafter be subjected to the extended deadline.

17. LATE BIDS

17.1 No bid shall be accepted after the specified deadline for submission of bids prescribed by BSNL.

18. MODIFICATION AND WITHDRAWAL OF BIDS

18.1 The bidder may modify, revise or withdraw his bid after submission prior to deadline prescribed for submission of bid.

18.2 The bidder's modification, revision or withdrawal shall have to be online and digitally authenticated (in case of e-tendering) & physically (in case of manual bidding process) as per Clause 15.

18.3 Subject to Clause 20, no bid shall be modified subsequent to the deadline for submission of bids.

19. OPENING OF BIDS BY BSNL

19.1 BSNL shall open bids online (in case of e-Tenders) in the presence of the authorized representatives of bidders online who chose to attend, at time & date specified in Clause 7 of DNIT(Section-1) on due date. The bidder's representatives, who are present, shall sign in an attendance register. Authority letter to this effect shall be submitted by the authorized representatives of bidders before they are allowed to participate in bid opening (A Format is given in enclosed in Section-7 C).

19.2 A maximum of two representatives of any bidder shall be authorized and permitted to attend the bid opening.

19.3 Name of envelopes to be opened & information to be read out by Bid Opening Committee

(i) In Single stage bidding & single stage Opening (single envelope) system; techno-commercial bid & financial Bid will be opened on the date of tender opening given in NIT-**(Not Applicable for this tender)**

(ii) In Single stage bidding & two envelopes system, the bids will be opened in 2 stages i.e. the techno-commercial bid shall be opened on the date of tender opening given in NIT. The financial bid will not be opened on the Date of opening of techno commercial bids in this case, sealed financial bids will be handed over to AGM (Planning), O/o GMTD, Shimla for retention. Thereafter the CET will evaluate Techno-commercial bids & the report of CET will be approved by competent authority.

The financial bids of those bidders who are approved to be techno-commercially compliant by the competent authority, will be opened by TOC in front of techno commercially eligible bidders/authorized representatives by sending them a suitable notice.

- (iii) The following information should be read out at the time of Techno-commercial bid opening:-
 - a) Name of the Bidder
 - b) Name of the item
 - c) EMD Declaration
 - d) Information in respect of eligibility of the bidder.
 - e) Details of bid modification/ withdrawal, if applicable.
- (iv) The following information should be read out at the time of Financial bid opening:-
 - a) Name of the Bidder
 - b) Name of the item
 - c) Prices quoted in the bid
 - d) Discount, if offered
 - e) Taxes & levies

(Information as per electronic forms shall be populated as comparison chart on e-tender system and no information shall be read out)

- 19.4 The date fixed for opening of bids, if subsequently declared as holiday by the BSNL, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on next working day, time and venue remaining unaltered.

20. CLARIFICATION OF BIDS

- 20.1 To assist in the examination, evaluation and comparison of bids, BSNL may, at its discretion ask the bidder for the clarification of its bid. The request for the clarification and the response shall be in writing. However, no post bid clarification at the initiative of the bidder shall be entertained.
- 20.2 If any of the documents, required to be submitted along with the technical bid is found wanting, the offer is liable to be rejected at that stage. However BSNL at its discretion may call for any clarification regarding the bid document within a stipulated time period. In case of non-compliance to such queries, the bid will be outrightly rejected without entertaining further correspondence in this regard.

21. PRELIMINARY EVALUATION

- 21.1 BSNL shall evaluate the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.
- 21.2 Arithmetical errors shall be rectified on the following basis. Based on the quoted percentage of taxes, etc. the amounts quoted thereof shall be worked out and rounded off to 2 decimal points.
- 21.3 If there is a discrepancy between words and figures, the amount in words shall prevail. If the supplier does not accept the correction of the errors, its bid shall be rejected.
- 21.4 Prior to the detailed evaluation pursuant to Clause 21, BSNL will determine the substantial responsiveness of each bid to the Bid Document. For purposes of these Clauses, a substantially responsive bid is one which confirms to all the terms and conditions of the Bid Documents without material deviations. BSNL's determination of bid's responsiveness shall be based on the contents of the bid itself without recourse to extrinsic evidence.
- 21.5 A bid, determined as substantially non-responsive will be rejected by BSNL and shall not subsequent to the bid opening be made responsive by the bidder by correction of the non-

conformity.

- 21.6 BSNL may waive any minor infirmity or non-conformity or irregularity in a bid which doesn't constitute a material deviation, provided such waiver doesn't prejudice or affect the relative ranking of any bidder.

22. EVALUATION AND COMPARISON OF SUBSTANTIALLY RESPONSIVE BIDS -

- 22.1 The BSNL shall evaluate in detail and compare the bids previously determined to be substantially responsive pursuant to clause 21.
- 22.2 The evaluation and comparison of responsive bids shall be done on the basis of Net cost to BSNL on the prices of the services offered excluding GST, as per the price schedule in the Section -9 Part B of the Bid Document after arithmetical correction in the manner laid down in clause 21.2 above.
- 22.3 Vendors should furnish the correct HSN/SAC in the price Schedule. If the supplier fails to furnish necessary supporting documents i.e. GST invoices etc. in respect of the Duties/taxes for which ITC is available to BSNL, the amount pertaining to such Duties/Taxes will be deducted from the payment due to the firm.

23. CONTACTING BSNL

- 23.1 Subject to Clause 20, no bidder shall try to influence BSNL on any matter relating to its bid, from the time of the bid opening till the time the contract is awarded.
- 23.2 Any effort by a bidder to modify its bid or influence BSNL in BSNL's bid evaluation, bid comparison or contract award decision shall result in the rejection of the bid.

24. PLACEMENT OF ORDER

- 24.1 BSNL shall consider placement of orders on those eligible bidders whose offers have been found technically, commercially and financially acceptable and whose Services have been approved / validated by the Purchaser. The Purchaser reserves the right to counter offer price(s) against price(s) quoted by any bidder.

25. PURCHASER'S RIGHT TO VARY QUANTITIES

- 25.1. The GMTD, Shimla reserve the right to offer the contract to any other tenderer or any other agency in case of unsatisfactory work. The contractor should carry out the work to the satisfaction of BSNL officer in-charge and in the event of his failure the contract work will be got done from some other agency at the cost of the contractor and payment will be settled on prorated Basis.
- 25.2. BSNL reserve the right to increase / decrease upto 25% of the quantity of goods and services specified in the schedule of requirement without any change in unit price and terms and conditions at the time of award of contract i.e. award of work (AWO).
- 25.3. The decision of GMTD, Shimla on any matter connected to this tender is final binding.

26. BSNL's RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds of purchaser's action.

27. ISSUE OF ADVANCE WORK ORDER

- 27.1. The issue of an Advance Work Order shall constitute the intention of BSNL to enter into contract with the bidder.
- 27.2 The bidder shall within 14 days of issue of the advance work order, give its acceptance along with performance security in conformity with the Performa provided with the bid document at Section-7B.
- 27.3 L-1 bidder may be issued Advanced Work Order (AWO) in two stages. The first AWO shall be issued for L-1 quantity as defined in Clause above. The second AWO may be issued to L-1 bidder only when the Purchaser exercises the right for placement of order on balance tendered quantity on the bidder with the lowest evaluated price in conformity to Clause 24 of Section 4 Part A.
- 27.4 In the event of withdrawal of AWO/ LoI, subsequent claim of bidder for placement of Work Order / signing of contract, shall not be entertained by this office.

28. SIGNING OF CONTRACT

- 28.1 The issue of Work Order (WO) shall constitute the award of contract on the bidder.
- 28.2 **DELETED**

29. ANNULMENT OF AWARD

Failure of the successful bidder to comply with the requirement of Clause 27 & 28 shall constitute sufficient ground for the annulment of the award and debar tender offer of bidder/ cancel the LOA/ Purchase/ work order if issued, and to suspend/Debar/Ban for a period of one year from the date of such order/instance in which event the BSNL may make the award to any other bidder on its discretion or call for new bids.

30. QUALITY ASSURANCE (QA) REQUIREMENTS – This Clause is not applicable

31. REJECTION OF BIDS

- 31.1 While all the conditions specified in the Bid documents are critical and are to be complied, special attention of bidder is invited to the following Clauses of the bid documents. Non-compliance of any one of these shall result in outright rejection of the bid.
- a) Clauses 12.1 & 13.1 of Section- 4 Part A: The bids will be rejected at opening stage if Bid security is not submitted as per Clause 12.1 and bid validity is less than the period prescribed in Clause 13.1 mentioned above.
- b) Clause 2 & 10 of Section-4Part A: If the eligibility condition as per Clause 2 of Section 4 Part A is not met and/ or documents prescribed to establish the eligibility as per Clause 10 of Section 4 Part A are not enclosed, the bids will be rejected without further evaluation.
- c) Clause 11.2 (c) of Section-4 Part A: If Clause-by-Clause compliance as well as deviation statements as prescribed are not given, the bid will be rejected at the stage of primary evaluation.– This Clause is Not Applicable
- d) While giving compliance to Section-5 Part A, General Commercial conditions, Section-4 Part B, Special Instructions to Bidders, Section-5B Special (Commercial) Conditions of Contract and Section-3 Technical Specifications ambiguous words like "Noted", "Understood", "Noted & Understood" shall not be accepted as complied. Mere "Complied" will also be not sufficient, reference to the enclosed documents showing

compliances must be given.

e) Section-9 Price Schedule: Prices are not filled in as prescribed in price schedule.

- 31.2 Before outright rejection of the Bid by Bid-opening team for non-compliance of any of the provisions mentioned in Clause 31.1(a), 31.1(b) of Section-4 Part A, the bidder company is given opportunity to explain their position, however if the person representing the company is not satisfied with the decision of the Bid opening team, he/they can submit the representation to the Bid opening team immediately but in no case after closing of the tender process with full justification quoting specifically the violation of tender condition if any.
- 31.3 Bid opening team will not return the bids submitted by the bidders on the date of tender opening even if it is liable for rejection and will preserve the bids in sealed cover as submitted by taking the signatures of some of the desirous representatives of the participating bidder/companies present on the occasion.
- 31.4 The in-charge of Bid opening team will mention the number of bids with the name of the company found unsuitable for further processing on the date of tender opening and number of representations received in Bid opening Minutes and if Bid opening team is satisfied with the argument of the bidder/company mentioned in their representation and feel that there is prima-facie fact for consideration, the in-charge of the bid opening team will submit the case for review to Officer competent to approve the tender as early as possible preferably on next working day and decision to this effect should be communicated to the bidder company within a week positively. Bids found liable for rejection and kept preserved on the date of tender opening will be returned to the bidders after issue of work order against the instant tender.
- 31.5 If the reviewing officer finds it fit to open the bid of the petitioner, this should be done by giving three (working) days notice to all the participating bidders to give opportunity to participants desirous to be present on the occasion.
- 32. ACTION BY PURCHASER AGAINST BIDDER(S)/ VENDOR(S) IN CASE OF DEFAULT.**
As per Appendix-1 to Section 4 Part A.
- 33.** Clause deleted.
- 34. NEAR-RELATIONSHIP CERTIFICATE**
- 34.1. The bidder should give a certificate that none of his/ her near relative, as defined below, is working in the units where he is going to apply for the tender. In case of proprietorship firm certificate will be given by the proprietor. For partnership firm certificate will be given by all the partners and in case of limited company by all the Directors of the company excluding Government of India/ Financial institution nominees and independent non-Official part time Directors appointed by Govt. of India or the Governor of the state and full time Directors of PSUs both state and central. Due to any breach of these conditions by the company or firm or any other person the tender will be cancelled and **Security** will be forfeited at any stage whenever it is noticed and BSNL will not pay any damage to the company or firm or the concerned person.
- 34.2. The Company or firm or the person will also be debarred for further participation in the concerned unit.
- 34.3 The near relatives for this purpose are defined as:-
(a) Members of a Hindu undivided family.

- (b) They are husband and wife.
- (c) The one is related to the other in the manner as father, mother, son(s) & Son's wife (daughter in law), Daughter(s) and daughter's husband (son in law), brother(s) and brother's wife, sister(s) and sister's husband (brother in law).

34.4. The format of the certificate is given in Section 6 (B).

35. VERIFICATION OF DOCUMENTS AND CERTIFICATES

The bidder will ensure that all the documents and certificates, including experience/ performance and self-certificates submitted by him are correct and genuine before enclosing them in the bid. The onus of proving genuineness of the submitted documents would rest with the bidder.

If any document/ paper/ certificate submitted by the participant bidder is found / discovered to be false / fabricated / tempered / manipulated either during bid evaluation or during award of contract or thereafter, then BSNL will take action as per Clause-1 of Appendix-1 of this Section.

Note for Tender opening Committee:

- At the time of tender opening, the TOC will check/ verify that the documents conforming to eligibility part are submitted by the participant bidder duly authenticated by the authorized signatory to obviate any possibility of doubt and dispute and maintain veracity of the documents / papers/ certificates.
- The documents/ papers to be submitted in respective bid part have been explicitly stated in Clause-7 of Section-4 Part A.
- This opened bid part which is already signed by the authorized representative of the bidder company during bid submission will be signed by the tender opening committee on hard copy and preserve it along with the bids received online in case of e-tendering.
- These papers will be treated as authentic one, in case of any dispute.

36. Security Clause as per latest guidelines and requirement –

Mandatory Licensing requirements with regards to security related concerns issued by the Government of India from time-to-time shall be strictly followed and appropriate Clauses shall be added in all bid documents. Necessary guidelines in this regard shall be issued separately.

Appendix-1 to Section 4 Part A

S. No.	Defaults of the bidder / vendor.	Action to be taken
A	B	C
1(a)	Submitting fake / forged	i) Rejection of tender bid of respective Vendor. ii) Banning of business for 3 years which implies barring further dealing with the bidder for procurement of Goods & Services including participation in future tenders invited by BSNL for 3 years from date of issue of banning order. iii) Termination/ Short Closure of WO, if issued. This implies non-acceptance of further work & services except to make the already received complete work in hand.
	a) Bank Instruments with the bid to meet terms & condition of tender in respect of tender fee .	
	b) Certificate for claiming exemption in respect of tender fee ;	
	and detection of default at any stage from receipt of bids till award of AWO/ issue of WO.	
Note 1:- However, in this case the performance guarantee if alright will not be forfeited.		
Note 2:- Payment for already received completed work shall be made as per terms & conditions of WO.		
1(b)	Submitting fake / forged documents towards meeting eligibility criteria such as experience capability, supply proof, registration with GST, Income Tax departments etc and as supporting documents towards other terms & conditions with the bid to meet terms & condition of tender :	i) Banning of business for 3 years which implies barring further dealing with the bidder for procurement of Goods & Services including participation in future tenders invited by BSNL for 3 years from date of issue of banning order
	(i) <i>If detection of default is prior to award of AWO</i>	i) Rejection of Bid & ii) Deleted. iii) Banning of business for 3 years which implies barring further dealing with the bidder for procurement of Goods & Services including participation in future tenders invited by BSNL for 3 years from date of issue of banning order
	(ii) <i>If detection of default after issue of AWO but before receipt of PG (DD,BG etc.)</i>	i) Cancellation of AWO, ii) Rejection of Bid & iii) Deleted. iv) Banning of business for 3 years which implies barring further dealing with the bidder for procurement of Goods & Services including participation in future tenders invited by BSNL for 3 years from date of issue of banning order

S. No.	Defaults of the bidder / vendor.	Action to be taken
1(b) contd .	(iii) If <i>detection of default after receipt of PG (DD,BG etc.)</i> .	i) Cancellation of AWO ii) Rejection of Bid & iii) Forfeiture of PG. iv) Banning of business for 3 years which implies barring further dealing with the bidder for procurement of Goods & Services including participation in future tenders invited by BSNL for 3 years from date of issue of banning order
	(iv) If <i>detection of default after issue of WO</i>	i) Termination/ Short Closure of WO and Cancellation of AWO ii) Rejection of Bid & iii) Forfeiture of PG. iv) Banning of business for 3 years which implies barring further dealing with the bidder for procurement of Goods & Services including participation in future tenders invited by BSNL for 3 years from date of issue of banning order
	Note 3:- However, settle bills for the services received if pending items do not affect working or use of supplied items.	
	Note 4:- No further supplies are to be accepted except that required to make the already supplied items work.	
2	If vendor or his representative uses violent/ coercive means viz. Physical / Verbal means to threatens BSNL Executive / employees and/ or obstruct him from functioning in discharge of his duties & responsibilities for the following : a) Obstructing functioning of tender opening executives of BSNL in receipt/ opening of tender bids from prospective Bidders, suppliers/ Contractors. b) Obstructing/ Threatening other prospective bidders i.e. suppliers/ Contractors from entering the tender venue and/ or submitting their tender bid freely.	Banning of business for 3 years which implies Barring further dealing with the vendor for procurement of Goods & Services including participation in future tenders invited by BSNL for 3 years from date of issue of banning order.
3	Non-receipt of acceptance of AWO and PG by L-1 bidder within time period specified in AWO.	Deleted.

4.1	Failure to execute the work at all even in extended delivery schedules, if granted against WO.	<ul style="list-style-type: none"> i) Termination of WO. ii) Under take work in accordance with Clause 15 Section 5B at the risk of defaulting bidder iii) Recover the excess charges if incurred from the PG and outstanding bills of the defaulting Vendor.
4.2	Failure to execute the work in full even in extended delivery schedules, if granted against PO/ WO.	<ul style="list-style-type: none"> i) Short Closure of WO to the service already received by BSNL and/ or in pipeline provided ii) Under take work in accordance with Clause 15 Section 5B at the risk of defaulting bidder iii) Recover the excess charges if incurred from the PG and outstanding bills of the defaulting bidder.
5.1	The site does not meet the Service Levels as mentioned in the WO/Contract.	Undertake recovery of financial penalty from outstanding dues of vendor including PG .
6	Submission of claims to BSNL against a contract	<ul style="list-style-type: none"> i) Recovery of over payment from the outstanding dues of Vendor including PG & SD etc. and by invoking 'Set off' Clause 21 of Section 5 Part A or by any other legal tenable manner. ii) Banning of Business for 3 years from date of issue of banning order or till the date of recovery of over payment in full, whichever is later.
	(a) for amount already paid by BSNL .	
	b) for amount higher than that approved by BSNL for that service.	
	Note 5:- The claims may be submitted with or without collusion of BSNL Executive/ employees.	
Note 6:- This penalty will be imposed irrespective of the fact that payment is disbursed by BSNL or not.		
7	a) Disrupts/ Sabotages functioning of the BSNL network equipments such as exchanges, BTS, BSC/ MSC, Control equipment including IN etc., transmission equipments but not limited to these elements and/ or any other TSP through BSNL.	i) Legal action will be initiated by BSNL against the Vendor if required.
	b) tampers with the billing related data/ invoicing/ account of the Customer/ User(s) of BSNL and/ or any other TSP(s).	
	c) hacks the account of BSNL Customer for unauthorized use i.e. to threaten others/ spread improper news etc.	
	d) undertakes any action that affects/ endangers the security of India.	

8	If the vendor is declared bankrupt or insolvent or its financial position has become unsound and in case of a limited company, if it is wound up or it is liquidated.	<p>i) Termination/ Short Closure of the WO. ii) Settle bills for the service received if pending work does not affect the working or use of the services received (iii) Under take work in accordance with Clause 15 Section 5B at the risk of defaulting bidder iv) In case of turnkey projects, If the services are provided without any degradation of performance, then settle bills for the acceptable service (or its part).</p> <p>Undertake recovery of financial penalty from outstanding dues of vendor including PG/ SD.</p>
9	In the event of the vendor, its proprietor, Director(s), partner(s) is / are convicted by a Court of Law following prosecution for offences involving moral turpitude in relation to the business dealings.	<p>i) Termination/ Short Closure of the WO. ii) Settle bills for the service received if pending work does not affect the working or use of the services received (iii) Under take work in accordance with Clause 15 Section 5B at the risk of defaulting bidder iv) In case of turnkey projects, If the services are provided without any degradation of performance, then settle bills for the acceptable service (or its part).</p> <p>Undertake recovery of financial penalty from outstanding dues of vendor including PG/ SD.</p>
10	If the vendor does not return/ refuses to return BSNL's dues:	i) Take action to appoint Arbitrator to adjudicate the dispute.
	a) inspite of order of Arbitrator.	<p>i) Termination of contract, if any. ii) Banning of business for 3 years which implies barring further dealing with the vendor for procurement of Goods & Services including participation in future tenders invited by BSNL from date of issue of banning order or till the date by which vendor clears the BSNL's dues, whichever is later. iii) Take legal recourse i.e. filing recovery suite in appropriate court.</p>
	b) inspite of Court Orders.	<p>i) Termination of contract, if any. ii) Banning of business for 3 years which implies barring further dealing with the vendor for procurement of Goods & Services including participation in future tenders invited by BSNL from date of issue of banning order or till the date by which vendor clears the BSNL's dues, whichever is later.</p>

11	If the Central Bureau of Investigation/ Independent External Monitor (IEM) / Income Tax/ GST Authorities / Custom Departments recommends such a course	Take Action as per the directions of CBI or concerned department.
12	<p>The following cases may also be considered for Banning of business:</p> <p>(a) If there is strong justification for believing that the proprietor, manager, MD, Director, partner, employee or representative of the vendor/ supplier has been guilty of malpractices such as bribery, corruption, fraud, substitution of tenders, interpolation, misrepresentation with respect to the contract in question.</p> <p>(b) If the vendor/ supplier fails to execute a contract or fails to execute it satisfactorily beyond the provisions of Para 4.1 & 4.2.</p> <p>(c) If the vendor/ supplier fails to submit required documents/ information, where required.</p> <p>(d) Any other ground which in the opinion of BSNL is just and proper to order for banning of business dealing with a vendor/ supplier.</p>	i) Banning of business for 3 years which implies Barring further dealing with the vendor for procurement of Goods & Services including participation in future tenders invited by BSNL for 3 years from date of issue of banning order.
Note 7: The above penalties will be imposed provided it does not clash with the provision of the respective tender.		
Note 8:- In case of clash between these guidelines & provision of invited tender, the provision in the respective tender shall prevail over these guidelines.		
Note 9: Banning of Business dealing order shall not have any effect on the existing/ ongoing works which will continue along with settlement of Bills.		

SECTION-4 Part B

SPECIAL INSTRUCTIONS TO BIDDERS

The Special Instructions to Bidders shall supplement the 'Instructions to Bidders' and in case of any conflict with those in Section-4 Part A i.e. GENERAL INSTRUCTIONS TO BIDDERS (GIB), the provisions herein shall prevail.

1. Evaluation

- 1.1. The evaluation process comprises the following three (3) steps:
 - Step I: Fulfillment of requirements of Eligibility criteria, EMD and tender fee.
 - Step II: Evaluation of Bidder's fulfillment of Qualification Requirements as per Clause 4 Section 1 DNIT
 - Step III: Selection of Successful Bidder
- 1.2. **Step I - Responsiveness check of Techno-Commercial Bids**
 - 1.2.1. The Techno-Commercial Bid submitted by Bidders shall be scrutinized to establish responsiveness to the requirements laid down in Clause 4 of DNIT
 - 1.2.2. Any of the following may cause the Bid to be considered "Non-responsive", at the sole discretion of BSNL.
 - a. Bids that are incomplete i.e. not accompanied by any of the applicable formats inter alia covering letter, power of attorney supported by a board resolution as per Clause 5, format for disclosure, valid EMD **Declaration**;
 - b. Bid not signed by authorized signatory and / or stamped in the manner indicated in this Bid Document;
 - c. Material inconsistencies in the information/ documents submitted by the Bidder, affecting the Qualification Requirements;
 - d. Information not submitted in formats specified in the Bid Document
 - e. Bid not providing information/ document to satisfy Qualification Requirements;
 - f. Bidder not meeting the criteria mentioned in Clause 4 of Section 1 DNIT of this Document
 - g. A Bidder submitting more than one Bid for the same Cluster;
 - h. Bid validity being less than that required as per Clause 13 Section 4 A of this Bid Document;
 - i. Bid being conditional in nature
 - j. Bid not received (Electronic and offline) by due date and time as specified in Clause 6 of DNIT;
 - k. More than one Bidding Company using the credentials of the same Parent /Affiliate;
 - l. Bidder delaying in submission of additional information or clarifications sought by BSNL.
 - m. Bidder makes any misrepresentation of facts.
 - n. Bid not accompanied by valid **EMD Declaration**.
 - 1.2.3. Each Bid shall be checked for compliance with the submission requirement set forth in this Bid Document before evaluation of Bidder's fulfillment of Qualification Requirement is taken up.

1.3. **Step II - Evaluation of Bidder's fulfillment of Qualification Requirements as per Clause 4 Section 1 DNIT**

1.4. **Distribution of quantity**

1. The purchaser intend to lint the number of technically and commercially responsive bidder(s) arranged in increasing order of their evaluated prices starting from the lowest for the purpose of ordering against this tender will be as detailed in section -1 part A.

The distribution of quantity shall be as given in Table 1 below:

Table 1 (A) (Service based provision Units)

No. of bidders to be approved (Col.1)	Quantity allotted to the respective bidder(col.2)				
	L1	L2	L3	L4	L5 as so on
One bidder	100%	Nil	Nil	Nil	Nil

Table 1 (B) (With the provision for MSME units)

No. of bidders to be approved (Col.1)	Quantity allotted to the respective bidder(col.2)					Qty earmarked for MSME bidder(s) Col.3)
	L1	L2	L3	L4	L5 as so on	
One bidder	75%	Nil	Nil	Nil	Nil	25%

Note1: Table (B) shall be followed (If applicable) reservation for MSME units.

Note 2: If no eligible MSE bidder(s) are available then aforesaid earmarked 25% quantity shall be de- reserved & the allotted quantity for L-1 bidder(s) will be restored to 100% and distribution shall be as per Table-I(A) above.

Note 3: In case, there are MSE bidder(s) whose quoted price within +15% of L-1 price then 25% reserved quantity shall be distributed amongst such MSE bidder(s).

Note 4: The distribution of 25% target for MSEs will be as below:-

- a) Out of 25% target of procurement from MSEs, 4% will be procured from MSEs owned by SC/ST entrepreneurs.
 - b) Out of total procurement from MSEs, 3% from within the 25% target shall be earmarked for procurement from MSEs owned by women. This can be possible only if feasible.
 - c) The further distribution of work will be as per MSME guidelines issued by BSNL.
- (ii) For the distribution of quantity along with BTS site names, decision of concern SSA Head will be final.

1.4.1. After ensuring **EMD Declaration**; evaluation of Bid will be carried out based on the information furnished by the Bidder as per the prescribed Formats in Section 7 and related documentary evidence in support of meeting the Qualification Requirements as specified in Clause 4 of Section 1 DNIT

- 1.4.2. Price Bid of only those bidders will be opened whose Techno-Commercial qualification requirement, prima facie meets the Qualifying Criteria. However, if at later stage it is found that Techno-Commercial bid doesn't meet the qualification criteria, bid can be rejected at sole discretion of BSNL.
- 1.5. **Step III – Selection of Successful Bidders**
- 1.5.1. Only the bids qualifying in Step II above, shall be financially evaluated for respective cluster, in this stage, on basis of their quote as per Financial schedule in Section 9 Part-B.
- 1.5.2. Successful Bidder shall unconditionally accept the AWO, issued by BSNL, within 14 days of issue of AWO.
- 1.5.3. If the Successful Bidder, to whom the AWO has been issued, does not accept the AWO unconditionally, BSNL reserves the right to annul the award of the Letter of Intent to such Successful Bidder and to debar tender offer of the bidder/ cancel the LOA/further work/contract for a period of one year from the date of such order/instance (in case of L-1 bidder).
- 1.5.4. It shall not be binding upon BSNL to accept the lowest bid as successful.
- 1.5.5. It shall not be obligatory on the part of BSNL to furnish any information or explanation for cause of rejection of Bid or part of the Bid. Notwithstanding anything stated above, BSNL reserves the right to assess the credibility, capability and capacity of the bidders and viability of the Proposal to perform the contract should circumstances warrant such an assessment in the overall interest of BSNL and Bidder shall furnish all other required documents to BSNL.
- 1.5.6. BSNL reserves the right to interpret the Bid submitted by the Bidder in accordance with the provisions of this Bid Document and make its own judgment regarding the interpretation of the same. In this regard BSNL shall have no liability towards any Bidder and no Bidder shall have any recourse to BSNL with respect to the selection process.
- 1.5.7. BSNL shall evaluate the Bids using the evaluation process specified above, at its sole discretion.
- 1.5.8. BSNL's decision in this regard shall be final and binding.

Section- 4 Part C

E-tendering Instructions to Bidders

General

These Special Instructions (for e-Tendering) supplement “Instruction to Bidders”, as enclosed in Sec 4 Part A of the Tender Documents. Submission of Bids only through online process is mandatory for this Tender.

For conducting electronic tendering, BSNL Shimla has decided to use the portal <https://etenders.gov.in/eprocure/app> through Central Public Procurement Portal of NIC, (Govt. of India) New Delhi.

1. Tender Bidding Methodology:

Sealed Bid System – ‘Single Stage Using Two Envelopes’,

The Techno-commercial & Financial bids shall be submitted online by the bidder at the same time.

2. Broad outline of activities from Bidders prospective:

1. Procure a Digital Signing Certificate (DSC)
2. Register on Central Public Procurement Portal (CPPP)
3. Create Users and assign roles on CPPP
4. View Notice Inviting Tender (NIT) on CPPP
5. Download Official Copy of Tender Documents from CPPP
6. Clarification to Tender Documents on CPPP
 - Query to BSNL (Optional)
 - View response to queries posted by BSNL, as addenda.
7. Bid-Submission on CPPP: Prepare & arrange all document/paper for submission of bid online and offline.
8. Submission of offline documents in sealed envelope to AGM (Planning) O/o GMTD, BSNL, Shimla on or before due date & time.
9. Attend Online Tender Opening Event (TOE) of Techno-commercial Part
10. View Post-TOE Clarification posted by BSNL on CPPP (Optional) Respond to BSNL’s Post-TOE queries
11. Attend Online Tender Opening Event (TOE) of Financial-Part (Only for Technical Responsive Bidders).

For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the CPPP.

3. Digital Certificates:

For integrity of data and its authenticity/ non-repudiation of electronic records, and be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC). Also referred to as Digital Signature Certificate (DSC), of Class 2 or above, issued by a

Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

4. Registration:

To use the CPPP <https://etenders.gov.in/eprocure/app> vendor needs to register on the portal. Registration of each organization is to be done by one of its senior persons who will be the main person coordinating for the e-tendering activities. In ETS terminology, this person will be referred to as the Super User of that organization. For further details, use the CPPP www.etenders.gov.in, the vendor should visit the home page of the portal www.etenders.gov.in and go to the e-procure link then select Bidders Manual KIT and follow further instructions as given on the site.

On successful submission of Registration details, Please contact NIC Helpdesk as given below, to get your registration accepted/activated.

NIC HELPDESK	
Telephone No. (Toll Free)	1800 233 7315
E-Mail I.D.	cppp-nic@nic.in (Please mark cc to support-nic@ncode.in)
BSNL CONTACT DETAILS.	
BSNL`s Contact Person-1	
Telephone No.	0177-2626344 (O), 2622967(O) (between 10:00 hrs. to 17.30 Hrs. on working days)
E-Mail I.D.	agmplgshimla@gmail.com

5. Method for submission of bid documents:-

The bid-submission shall be online on CPPP; however, some documents mentioned in clause 5.2 are to be submitted offline as follows:

5.1 Contents of 1st Envelope(Techno-Commercial Bid) (As applicable) (To be submitted on line):-

- 1) Scanned copy of EMD Declaration.
- 2) Scanned copy of payment of cost of tender document i.e. tender fee / Document of MSME for exemption.
- 3) Certificate(s) showing fulfillment of the eligibility criteria(s) stated in Clause 4 of the Detailed NIT.
- 4) Power of Attorney (PoA) in accordance with Clause 14.3 of Section 4 Part A.(not required in case of Proprietary / partnership firm if the proprietor/partnership himself signs/ upload the documents) or board resolution in favour of authorized signatory. Original POA is required to be submitted by successful bidder at the time of agreement.
- 5) Copy of Articles and Memorandum of Association or Partnership deed or proprietorship deed as the case may be.
- 6) Deleted.
- 7) Deleted.
- 8) Bidder's Profile & Questionnaire duly filled & signed as per Section-8.

- 9) Indemnity bond declaration on **non-judicial stamp paper** for indemnifying BSNL against any non-compliance by bidder towards all applicable statutory requirements, if work is awarded, as per Annexure-1.
- 10) Letter of authorization for attending bid opening event as per Section -7 Part (C).
- 11) No Near-Relationship Certificate duly filled & signed as per Section-6 Part B.
- 12) Undertaking & declaration duly filled & signed as per Section-6 Part A
- 13) Tender / Bid form-Section 9 Part A.
- 14) Checklist of the documents submitted as per Annexure-2.
- 15) Clause by Clause compliance as per clause 11.2 of Section-4A.**
- 16) Documents stated in clause 10 of Section-4 Part A.**

Note:- (i) If some document is not applicable for the bidder then he has to upload scanned copy of paper mentioning “The document < Name> called vide clause _____is not applicable on us”.

(ii) If document asked for contains more than one page then all those pages may be uploaded in one PDF format file

- a. Please take care to scan documents such that the total size of documents to be uploaded remains minimum. If required, documents may be scanned at lower resolutions say at 150 dpi. However it shall be sole responsibility of bidder that the uploaded documents remain legible.
- b. Utmost care may be taken to name the files / documents to be uploaded on CPPP. There should be no special character or space in the name of file. Only underscores are allowed.
- c. It is advised that all the documents to be submitted as mentioned above of bid document are kept scanned or converted to PDF format in a separate folder on your computer before starting on-line submission. Price schedule (Financial Bid) as per Annexure IX may be downloaded and rates may be filled appropriately. This file may also be saved in a secret folder on your computer.
- d. The names and total size of document (Preferable below 50 MB) may be checked before uploading.

5.2 Offline Submissions:

The following documents are required to be submitted offline (i.e. offline submissions) to AGM (Planning), O/o GMTD, BSNL Shimla on or before the date & time of submission of bids in a sealed envelope. The envelope shall bear the tender number, name of work and the phrase: “Do Not Open Before (due date & time of opening of tender).

- 1) EMD – Bid **security Declaration**(in original)
- 2) DD/ Banker’s cheque of Tender fee (in original).
- 3) Integrity Pact (on plain paper, applicable only if tender’s estimated value exceeds the threshold of Rs. 10.0 Crores for applicability of Integrity Pact as per letter No.CA/MMT/15-02/2014 dated 16.10.2018)
- 4) Power of attorney n accordance with clause 14.3 of section-4 part A
- 5) The offline documents as specified in bid document may also be submitted through email: agmplgshimla@gmail.com (Scanned copy duly stamped & signed by bidder / authorized bid signatory) before end date of physical submission of documents if physically documents is not possible for bidders in the following way:**

- (i) The payment of **tender fee** may be paid through online transaction in Account as given below:

Name: Account Officer (Cash) BSNL Shimla

Account No. 510101005313782

IFSC Code: **UBIN0905755**

Branch: Kasumpti, Shimla (HP)

- (ii) The scanned copy of reference ID / UTR in r/o online transaction for **Tender fee**, or scanned copy of valid MSME/NSIC certificate (if applicable) along with scanned copy of other offline documents as specified in bid document duly stamped and signed by bidder / authorized bid signatory will be submitted through email: agmplgshimla@gmail.com before end date of physical submission of documents as specified in Clause 5 of Section-1.

- (iii) The above documents must also be submitted on online portal <https://etenders.gov.in/eprocure/app>.

- (iv) The documents which are asked notarized/Affidavit may be submitted on firm letter head duly signed by bidder / authorized bid signatory. These documents will be submitted in original notarized/Affidavit after finalization of tender/opening of lockdown by the bidder.

Note 1: All offline documents as specified in bid document and submitted as above will be submitted in original after finalization of tender/opening of lockdown by the bidder.

Note 2: The Bidder has to upload the Scanned copy of all above said documents during online Bid submission also.

6. Special Note on Security of Bids:

Security related functionality has been rigorously implemented in CPPP in a multi-dimensional manner. Starting with 'Acceptance of Registration by the Service Provider', provision for security has been made at various stages in CPP.

7. Public Online Tender Opening Event (TOE) :

CPPP offers a unique facility for "Public Online Tender Opening Event (TOE)". Tender Opening Officers as well as authorized representatives of bidders can attend the Public Online Tender Opening Event (TOE) from the comfort of their offices. For this purpose, representatives of bidders duly authorized are requested to carry laptop and wireless connectivity to internet.

Every legal requirement for a transparent and secure "Public Online Tender Opening Event (TOE)" has been implemented on CPPP.

- The bids will be opened in 2 stages i.e.(i) Techno-commercial bid & (ii) Financial bid (BOQ). The techno-commercial bid shall be opened on the date of tender opening given in DNIT. The financial bid (BOQ) will not be opened on the date of opening of techno-commercial bids.

- As soon as a Bid is decrypted with the corresponding 'Pass-Phrase' as submitted online by the bidder himself (during the TOE itself) by the TOC, salient points of the bids are simultaneously made available for downloading by the participating bidders. The documents will be opened from the Techno-commercial bid one by one and the same report of TOC will be uploaded on e-tender portal.
- Thereafter the TEC will evaluate Techno-commercial bids and the report of TEC will be approved by competent authority and the same report of TEC will be uploaded on e-tender portal of techno-commercially compliant bidders for information of financial bid opening.
- The financial bids of those bidders who are approved to be techno-commercially compliant by the competent authority will be opened by TOC in front of techno-commercially eligible bidders/authorized representatives.

The following information should be read out at the time of Techno-commercial bid opening:-

- (a) Name of the Bidder
- (b) Name of the item
- (c) **EMD Declaration.**
- (d) Information in respect of eligibility of the bidder
- (e) Details of bid modification / withdrawal, if applicable

(iii) The following information should be read out at the time of Financial bid opening:-

- (a) Name of the Bidder
- (b) Name of the item
- (c) Quantities / prices quoted in the bid
- (d) Taxes & levies.

8. PRICE SCHEDULE / (Financial bid)

Utmost care may kindly be taken to upload Price Schedule (Financial bid). Any change in the format of Price Schedule (Financial bid) shall render it unfit for bidding. Following steps may be followed:-

1. Down load price quoted rates in XLS format.
2. Fill rates in down loaded price schedule as specified in XLS format only in Sky Blue ground cells. Don't fill in grey back ground cells.
3. File is password protected XLS file. Don't unprotect the file. Price has to be filled in the same file and has to be uploaded.
4. Save filled copy of downloaded price schedule (Financial bid) in your computer and remember its name & location for uploading correct file (duly filled in) when required.

9. OTHER INSTRUCTIONS :

For further instructions, the bidder should visit the home-page of the portal (www.etenders.gov.in), and go to the Bidders Manual Kit. The compatible support software (PDF Converter, Java, etc) for online bid submission may be downloaded from CPPP Portal.

Important Note: It is strongly recommended that all authorized users of Supplier organizations should thoroughly peruse the information provided under the relevant links of e-procurement portal (CPPP), and take appropriate action. This will prevent hiccups, and minimize teething problems during the use of CPPP.

The following “FOUR KEY INSTRUCTIONS for BIDDERS” must be assiduously adhered to:

1. Obtain individual Digital Signing Certificate (DSC or DC) well in advance of your first tender submission deadline on CPPP.
2. Register your organization on CPPP well in advance of your first tender submission deadline on CPPP.
3. Get your organization’s concerned executives trained on CPPP well in advance of your first tender submission deadline on CPPP.
4. Submit your bids well in advance of tender submission deadline on CPPP as there could be last minute problems due to internet timeout, breakdown, etc.

While the first three instructions mentioned above are especially relevant to first-time users of CPPP, the fourth instruction is relevant at all times.

(BSNL shall not be responsible any problem arising out of internet connectivity issues).

10. Minimum Requirements at Bidders end

- Computer System with good configuration (Min P IV, 1 GB RAM, Windows XP)
- Broadband connectivity.
- Microsoft Internet Explorer 6.0 or above
- Digital Certificate(s) for users.

Note: Please visit CPPP (<https://www.etenders.gov.in>) for more details and latest amendment.

**SECTION-5 Part A
GENERAL (COMMERCIAL) CONDITIONS OF CONTRACT**

1. APPLICATION

The general condition shall apply in contracts made by the purchaser for the procurement of goods/ services.

2. DELETED

3. PATENT RIGHTS

The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of the goods or any part thereof in Indian Telecom Network.

4. PERFORMANCE SECURITY

4.1 All suppliers (including MSEs who are registered with the designated MSME bodies, like National Small Scale Industries Corporation etc. shall furnish performance security to the purchaser for an amount equal to **3% of the value of Advance Work Order/ LoI**, within 14 days from the date of issue of Advance Purchase Order by the Purchaser.

4.2 The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the supplier's failure to complete its obligations under the contract.

4.3 The performance security Bond shall be in the form of either FD/DD in favour of AO (Claim), O/o GMTD, BSNL, Shimla or in form of Bank Guarantee issued by a scheduled Bank in India and in the Performa provided in 'Section-7B of this Bid Document.

4.4 The performance security Bond will be discharged by the Purchaser after completion of the supplier's performance obligations including any warranty obligations under the contract.

4.5 The performance security deposit with the BSNL will be considered for adjustment against penalties, any other statutory levies and any loss to BSNL properties, if any reported, at the time of final conclusion of the contract and final settlement of account.

4.6 In case it is found that a bidder has submitted a fake/ forged bank instrument towards performance security deposit (say PBG), then, actions as per clause 1 (a) of Appendix -1 to Section 4 Part-A shall be applicable.

5. DELETED

6. DELETED

7. DELETED

8. DELETED

9. DELETED

10. DELETED

11. PAYMENT TERMS- Refer Section-2

12. DELETED

13. DELETED

14. DELETED

15. DELAYS IN THE SUPPLIER'S PERFORMANCE- Refer Section-3.

16. PENALTY-- Refer Section 3 Part A.

17. FORCE MAJEURE

17.1 If, at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (hereinafter referred to as events) provided notice of happenings of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such an event come to an end or cease to exist, and the decision of the Purchaser as to whether the deliveries have been so resumed or not shall be final and conclusive. Further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reasons of any such event for a period exceeding 60 days, either party may, at its option, terminate the contract.

17.2 Provided, also that if the contract is terminated under this clause, the Purchaser shall be at liberty to take over from the Supplier at a price to be fixed by the purchaser, which shall be final, all unused, undamaged and acceptable materials, bought out components and stores in course of manufacture which may be in possession of the Supplier at the time of such termination or such portion thereof as the purchaser may deem fit, except such materials, bought out components and stores as the Supplier may with the concurrence of the purchaser elect to retain.

18. ACTION BY PURCHASER AGAINST BIDDER(S)/ VENDOR(S) IN CASE OF DEFAULT.

- 18.1 In case of default by Bidder(s)/ Vendor(s) such as
- (a) Failure to deliver services within the time period(s) specified in the contract, or any extension thereof granted by the purchaser pursuant to clause 15 of this section;
 - (b) Failure to perform any other obligation(s) under the Contract; and
 - (c) Equipment does not perform satisfactory in the field in accordance with the specifications;
 - (d) Or any other default whose complete list is enclosed in Appendix-1 of Section-4, Part-A;
- Purchaser will take action as specified in Appendix-1 of Section-4, Part-A.

19. DELETED.

20. ARBITRATION

20.1 Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement arises between the parties hereto or their respective representatives or assignees, in connection with construction, meaning, operation, effect, interpretation of the contract or breach thereof which parties unable to settle mutually, the same shall be referred to Arbitration as provided here under.

20.2 A part wishing to commence arbitration proceeding shall invoke Arbitration clause by giving 60 days notice to the designated officer of the other party. The notice invoking arbitration shall specify all the points of disputes with details of the amount claimed to be referred to arbitration at the time of invocation of arbitration and not thereafter, If the claim is in foreign currency, the claimant shall indicate its value in Indian Rupee for the purpose of constitution of the arbitral tribunal.

20.3 The number of the arbitrators and the appointing authority will be as under :

Claim amount (excluding claim for counter claim, if any)	Number of arbitrator	Appointing Authority
aboveRs. 5Lakhs to Rs.5 Crores	Sole Arbitrator to be appointed from a panel of arbitrators of BSNL	BSNL((Note: BSNL will forward a list containing names of three empanelled arbitrators to the other party for selecting one from the list who will be appointed as sole arbitrator by BSNL)
above Rs.5 Crores	3 Arbitrators	One arbitrator by each party and the 3 rd arbitrator, who shall be the presiding arbitrator, by the two arbitrators.

20.4 Neither party shall appoint its serving employee as arbitrator.

20.5 If any of the Arbitrators so appointed dies, resigns, becomes incapacitated or withdraws for any reason from the proceedings, it shall be lawful for the concerned party / arbitrators to appoint another person in his place in the same manner as aforesaid. Such person shall proceed with the reference from the stage where his predecessor had left it both parties consent for the same; otherwise he shall proceed de novo.

20.6 Parties agree that neither party shall be entitled for any pre-reference or pendent elite interest on its claims. Parties agree that any claim for such interest made by any party shall be avoid

20.7 Unless otherwise decided by the parties, Fast Track procedure as prescribed in Section 29 B of the Arbitration Conciliation Act, 1996 for resolution of all disputes shall be followed, where the claim amount is up to Rs. 5 Crores.

20.8 Fast Track Procedure –

20.8.1 Notwithstanding anything contained in this ACT, the parties to an arbitration agreement, may, at any stage either before or at the time of appointment of the arbitral tribunal, agree in writing to have their dispute resolved by fast track procedure specified in Sub Section (3).

20.8.2 The parties to the arbitration agreement, while agreeing for resolution of dispute by fast track procedure, may agree that the arbitral tribunal shall consist of a sole arbitrator who shall be chosen by the parties.

20.8.3 The arbitral tribunal shall follow the following procedure while conducting arbitration proceedings Under Sub-section (1):-

(a)The arbitral tribunal shall decide the dispute on the basis of written pleadings, documents and submissions field by the parties without oral hearing;

- (b)The arbitral tribunal shall have power to call for any further information or clarification from the parties in addition to the pleadings and documents filed by them;
- (c)An oral hearing may be held only, if all the parties make a request or if the arbitral tribunal considers it necessary to have oral hearing for clarifying certain issues;
- (d)The arbitral tribunal may dispense with any technical formalities, if an oral hearing is held, and adopt such procedure as deemed appropriate for expeditious disposal of the case.

- 20.8.4 The award under this section shall be made within a period of six months from the date the arbitral tribunal enters upon the reference.
- 20.8.5 If the award is not made within the period specified in sub-section (4), the provisions of sub-Sections (3) To (9) of section 29 A shall apply to the proceedings.
- 20.8.6 The fees payable to the arbitrator and the manner of payment of the fees shall be such as may be agreed between the arbitrator and the parties.
- 20.8.7 The arbitral tribunal shall make and publish the award within time stipulated as under:

Amount of Claims and Counter Claims	Period for making and publishing of the award (counted from the date the arbitral tribunal enters upon the reference)
Up to Rs 5 Crores	Within 6 months (Fast Track procedure)
Above Rs.5 Crores	Within 12 months

However, the above time limit can be extended by the Arbitrator for reasons to be recorded in writing with the consent of parties and in terms of provisions of the Act.

- 20.8.8 In case arbitral tribunal of 3 arbitrators, each party shall be responsible to make arrangements for the travel and stay, etc. of the arbitrator appointed by it. Claimant shall also be responsible for making arrangements for travel / stay arrangements for the Presiding Arbitrator and the expenses incurred shall be shared equally by the parties.
In case of sole arbitrator, BSNL shall make all necessary arrangements for his travel / stay and the expenses incurred shall be shared equally by the parties.
- 20.8.9 The Arbitration proceeding shall be held at Circle or SSA Headquarter (as the case may be).
- 20.8.10 Subject to the aforesaid conditions, provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactment thereof shall apply to the arbitration proceedings under this Clause.

21. SET OFF

Any sum of money due and payable to the supplier (including security deposit refundable to him) under this contract may be appropriated by the purchaser or the BSNL or any other person(s) contracting through the BSNL and set off the same against any claim of the Purchaser or BSNL or such other person or person(s) for payment of a sum of money arising out of this contract or under any other contract made by the supplier with the Purchaser or BSNL or such other person(s) contracting through the BSNL.

- 22. DELETED
- 23. DELETED
- 24. DELETED

25. COURT JURISDICTION

- 25.1 Any dispute arising out of the tender/ bid document/ evaluation of bids/ issue of APO shall be subject to the jurisdiction of the competent court at the place from where the NIT/ tender has been issued.
- 25.2 Where a contractor has not agreed to arbitration, the dispute/ claims arising out of the Contract/ PO entered with him shall be subject to the jurisdiction of the competent Court at the place from where Contract/ PO has been issued. Accordingly, a stipulation shall be made in the contract as under.

“This Contract/ PO is subject to jurisdiction of Court at SHIMLA only”.

26. General Guidelines:-

The General guidelines as contained in General Financial Rules (GFR) as amended from time to time on works, procurement of goods and services and contract management respectively will also be referred to as guiding principles.

SECTION –5 Part B

SPECIAL (COMMERCIAL) CONDITIONS OF CONTRACT (SCC)

The Special (Commercial) Conditions of Contract (SCC) shall supplement General (Commercial) Conditions of Contract (GCC) as contained in Section 5 Part A and wherever there is a conflict, the provisions herein shall prevail over those in Section 5 Part A i.e. General (Commercial) Conditions of Contract (GCC).

1. The successful tenderer / contractor shall submit an Indemnity bond declaration, as per Annexure-1, for indemnifying BSNL against any non-compliance by bidder to any of the applicable statutory requirements, if the work is awarded to them.
2. **Safety of Labour and BSNL property:-**

The **successful tenderer / contractor shall** be solely responsible for payment and compensation under WC Act 1923 as in force from time to time applicable in the event of accident causing injury/death to his workers and GMTD, Shimla shall not be responsible in any manner.
- 2.1 The contractor shall obtain / purchase all required insurances and make all safety arrangements required for the labourer engaged by him at his own cost. All consequences due to negligence or due to lapse of security/safety or otherwise shall remain with the contractor. BSNL shall not be responsible for any mishap, injury, accident or death of the contractor's staff directly or indirectly. All liabilities arising out of accident or death while on duty shall be borne by the contractor. No claims in this regard shall be entertained / accepted by the BSNL.
- 2.2 The contractor shall take all precautions to avoid all accidents by exhibiting necessary caution boards / flags and providing barriers etc. He shall be responsible for all damages and accidents caused due to negligence on his part. No hindrance shall be caused to traffic during the execution of work. Nothing extra shall be paid on this account.
- 2.3 Contractor shall be fully responsible for any damages caused to BSNL / Government/ private /other operators property / Injuries public at large/ loss of life by him/her or his labourer in carrying out the work and the same shall be rectified / compensated by the contractor at his own cost.
- 2.4 It will be sole responsibility of the contractor that the men deployed for the purpose of maintenance of the external plant with BSNL are to be trained to avoid any mishap, directly or indirectly.
- 2.5 On account of security considerations or on account of convenience of office staff, there could be some restrictions on the working hours or movement of vehicles for transportation of materials. The contractor shall be bound of follow all such restrictions and just the program for execution accordingly.
- 2.6 The contractor should carry out the work to the satisfaction of BSNL officer in-charge and in the event of his failure the tendering authority reserves the right to offer the contract to any other tenderer or any other agency in case of unsatisfactory work at the cost of the contractor and payment will be settled on prorata Basis.
- 2.7 The contractor should engage workers with proven integrity to carry out the contract work. He/His worker should vacate premises after the completion of contract work.

- 2.8** The contractor shall be solely responsible for payment and compensation under WC act 1923 as in force from time to time applicable in the event of accident causing injury/death to his workers and GMTD, Shimla shall not involve in any manner.
- 2.9** **No documents, towards compliance of aforesaid requirements, will be required to be submitted by bidder to BSNL paying authority for settlement of their payment invoices but the contractor must comply all requirements as per applicable Law / Acts etc.**
- 2.10** The decision of GMTD, Shimla on any matter connected to this tender is final & binding on bidder.

3. SPECIAL (COMMERCIAL) CONDITIONS for

(1) Diesel Filling Activities:

- a) The diesel filling in specified BTS/Exchange sites shall be carried out on a periodic basis. On an average, every site needs diesel filling of two to three times per month. However in some of the sites/Exchange, it can be more depending on the tank capacity and the frequency of EB supply interruption. The bidder also can study the alarms extended from the BTS/Exchange to learn about the power outage and swiftly act to fill the diesel. Hence, the requirement pattern shall be studied by the bidder and fuel filling be designed accordingly so as to ensure the availability of fuel ensuring 2-8 hours of back-up, typically 25% tank capacity of diesel in the DG.
- b) Other than the periodic refilling, whenever there is an emergency requirement based on OMCR low fuel alarm or message given by the concerned officer, refilling shall be arranged within three hours on getting such intimation.
- c) BSNL has an MOU with oil companies for procurement of diesel from their specified outlets through petro/ fleet cards. Petro/ fleet card and the bidder shall draw diesel by means of the fleet card/petro- cards under the control of SDE /SDO. Any loss/ misuse of the petro/fleet cards issued to the bidder will be the responsibility of the vendor. Any such losses will be recovered by BSNL from the vendor by adjusting against the payment due to the bidder or will be recovered from PBG.
- d) In the case of any pilferage/misuse causing loss to BSNL, a penalty of 200% of the loss as decided by the competent authority of BSNL will be imposed on the bidder. Any reduction in the diesel cost/ loyalty benefits in view of the MOU will be availed by BSNL. It will be the responsibility of the bidder to reconcile the diesel consumption as per actual usage in field with that in petrol/ fleet card account.
- e) The payment of diesel cost from BSNL will be limited to actual consumption based on log book after applying the ceiling limit based on the consumption computed with Run Hour meter reading and per hour consumption indicated in this tender document, on a which-ever-less basis.
- f) The bills will be verified, passed & forwarded by BSNL representative based on the consumption in liters / Hour indicated in the tender document. Any extra cost incurred will be the responsibility of the bidder. If the diesel cost through Petro/ fleet card is found to be less than the diesel consumption based on mileage, the bidder will not have any claim for the additional cost.
- g) The sites for which even one instance of diesel filling in the month is not recorded will not be considered for Diesel filling expenses for the said month.

- h) In the case of MOU with oil companies, BSNL will pay directly to the Oil companies. Any excess usage of Diesel after tallying with log book entries/Run hour meter will be adjusted from bills at the end of every quarter.
- i) Obtaining of special permit, if any required, from Motor vehicle department or any other authority for transporting diesel in bulk through motor vehicle shall be the responsibility of the bidder.
- j) The bidder has to maintain a log book in every site/Exchange for Diesel filling. It is the responsibility of the bidder to update the logbook promptly on Diesel filling.
- k) The payment will be based on logbook entries, but will be limited to monthly consumption based on run hour meter reading and the average consumption in liters/hour for each DG shall be measured along with the BSNL team and jointly signed off soon after any give site is added in work order for diesel filling. In general, as per BTS load and capacity of DG, the average CPH may be taken as 2.2 LITRE / HOUR for DG Sets up to 15 KVA capacity and 2.7 Liter/Hour for more than 15KVA capacity. It is to be noted that in no case, hour meter remain non-operational for consecutive months
- l) If the bidder provider feels that average consumption per hour in that site is to be reviewed due to aging of DG or other factors then a test run can be requested by the bidder to recalculate the Average consumption/hour for that particular site. The test run will be conducted by a joint team consisting of representatives of bidder and BSNL. Once having jointly signed off on CPH, review will not be made for another six months.

(2) Mobile site maintenance & upkeep (2G/3G/4G)

- (i) All activities related to Maintenance of BTS 2G/3G/4G Hardware/ Software & Transmission media equipment maintenance including minilinketc to keep the BTS site in working state
- (ii) Maintenance of site for keeping site in working condition. It will include general maintenance of site like sweeping, cleaning, security and upkeep of all type of equipment including BTS, transmission equipment, tower surrounding, shelter/outdoor cabinet, DG, power plant and battery site. This also include bush cutting in the BTS sites in open area.
- (iii) Due to heavy dust, temperature of TRXs/TRDUs of BTS Racks increases and signal strength & hardware efficiency degrade. Hence, cleaning of all types of BTS racks & infrastructure need to be carried out once every 45 days. This should be done using proper tools including vacuum cleaner and under supervision.
- (iv) Routine check of BTSs and record the same in log book as per the instructions given in the log book. Reporting of any alarms/faults/untoward incident to the concerned officer should be done as and when the maintenance person visits the site
- (v) Checking of the infrastructure alarm extension to OMCR at least once a month and take corrective action if necessary for its proper working.
- (vi) Entering DG and EB readings/status in the site log book
- (vii) Report EB failure of sites to concerned EB unit and intimate the docket no: if any, to concerned BSNL official. Coordinate with Electricity Board/Corporation for restoration of power and after restoration of EB power, ensure proper working of BTS /Node Bs /PP/DG.
- (viii) Collection of EB bills and submission to the officer in-charge.
- (ix) Check of DGs including its test operation, monitoring of fuel/oil/coolant level, check leakage if any, test operation of changeover of Electricity/DG supply etc shall be done.
- (x) Routine check of Power plant, Battery and record the same in log book as per the instructions given in the log book. Reporting of any alarms/faults/untoward incident to the concerned officer should be done as and when the maintenance person visits the

- site.
- (xi) The maintenance of prefab shelter includes periodic checking and corrections to ensure water and AC proof of shelter. Strengthening/repair/replacement of any damaged part, are also the bidders' responsibility. If any prefab shelter or related subsystem is declared as beyond repair by the bidder, the same will be examined by authorized officers of BSNL and competent authority will approve the proposal for scrapping of such units. Replacement of such units will be arranged by BSNL. Unless the scrapping proposal is approved by the competent authority, the unit is to be repaired by the bidder.
 - (xii) The fire & smoke cum intruder detection systems installed in indoor base station sites are to be maintained by the bidder for its proper working. Periodic checking for the proper working of these systems and necessary repair/replacement of faulty units are to be carried out by the bidder. The bidder shall maintain the fire extinguisher of CO2 in all indoor BTS sites under maintenance.
 - (xiii) Preventive checks and maintenance of Earthing & Lightning Protection systems including periodic checking/correction of these systems to ensure that all equipments are protected against surge/lightning related damages. This includes augmentation of the existing earthing/lightning system including the lightning arrester on tower where ever required, replacement of any rusted components, tightening of joints, replacement of lightning damaged components in infra equipments/electrical circuitry including ELCBs/surge protection devices/fuses/cables etc. The earth value is to be measured once in every six months and report to be submitted.
 - (xiv) In case of BTS outages due to card faults of rectifier modules fault of power plant etc, replace the faulty items with the spare module /cards available from normal spare availability location or from nearby sites as directed. The card/module extraction/insertion and transport shall be as per the recommended practice of the OEM/guidance of BSNL. It will be the responsibility of bidder that during transportation no cards get damaged.
 - (xv) Assistance in handling of minor store items.
 - (xvi) Routine check and Maintenance of Earth of power plant / BTS and record the same in log book.
 - (xvii) Checking of relevant infra items such as lightning arrestor, aviation lamp, fire extinguisher, electrical connections and fittings, AC controllers, Shelter, grid supply/ meter, LT panel, AMF panel, compound lightning, electrical wiring, alarms etc.
 - (xviii) Any material required for Mobile site maintenance & upkeep like aviation lamp, earthing material etc such type of perishable items would be provided by BSNL.
 - (xix) Weekly/ monthly DG check schedule need to be followed and any problem need to be communicated to Mobile/Exchange site In-charge
 - (xx) Make sure there are no fluid leaks
 - (xxi) Run the generator (typically no-load, automatic transfer switch exercise cycle).
 - (xxii) Verify that the unit ran and has no alarms or warnings.
 - (xxiii) Ensure adequate fuel levels.
 - (xxiv) Ensure that the generator is in "Auto" mode, for automatic startup.
 - (xxv) Monthly Maintenance
 - (xxvi) Check engine coolant level.
 - (xxvii) Check engine oil level.
 - (xxviii) Check the battery charger.
 - (xxix) Run the generator (with load, automatic transfer switch exercise cycle).
 - (xxx) Manual assistance in changeover of MSEB/DG supply and attending to minor faults like tripping of switches, manual changeover in AC units, swapping of power plant unit etc.
 - (xxxi) Routine check of DG, Power plant, Battery and Equipments and record the same in log book as per the instructions given in the log book. Reporting of any alarms/faults/untoward incident to the concerned officer.
 - (xxxii) Assisting in Diesel filling in the DG Set available at the site.
 - (xxxiii) Check the battery electrolyte level and specific gravity.

- (xxxiv) Check battery cables and connections.
- (xxxv) Inspect drive belts.
- (xxxvi) Inspect the coolant heater.
- (xxxvii) Check coolant lines and connections.
- (xxxviii) Check for oil leaks and inspect lubrication system hoses and connectors.
- (xxxix) Check for fuel leaks and inspect fuel system hoses and connectors.
- (xl) Inspect the exhaust system, muffler and exhaust pipe.
- (xli) Check and clean air cleaner units.
- (xlii) Inspect air induction piping and connections.
- (xliii) Inspect the DC electrical system, control panel and accessories.
- (xliv) Inspect the AC wiring and accessories.

(3.) Mobile site collocated with Telephone Exchange maintenance & upkeep (2G and/or 3G and/or 4G AND Telephone Exchange)

- (i) These are the sites housing Mobile site collocated with Telephone Exchange (2G and/or 3G and/or 4G AND Telephone Exchange)
- (ii) The maintenance of Rural Exchanges will include maintenance of Landline Exchange, DSLAM, transmission equipments, USO WiFi Hot Spots & other Exchange equipments etc. for keeping the equipments in working condition.
- (iii) Maintenance of Exchange for keeping site in working condition. It will include general maintenance of exchange site like sweeping, cleaning, security and upkeep of all type of equipments including exchange, transmission equipment, DG, power plant and battery etc.
- (iv) All BTS related alarm need to be made functional and to be extended upto OMCR within three month. (Penalty of Rs 50 per day per site for one month).
- (v) Prompt action (within 1 hour in city and 06 hours in Rural) on receipt of instructions (by call or by SMS) from concerned officer regarding manual assistance in rectification of alarms / faults in site/Exchange, DSLAM, other equipments. In case of no action in accepted time line Penalty per hour at the rate of Rs 10 per hour per site)
- (vi) DG battery should be maintained, safeguarded and kept in-charged condition at the site so as to start the DG at the time of main supply outage. Life of DG battery is minimum two years. Therefore, if any damage happens to the battery within this period, the agency has to replace it free of cost. At the time of hand over, healthy battery will be provided (approximate used period / manufacturing date will also be indicated).
- (vii) Air filter cleaning in BTS/ Node B/ e-Node B, every month and entry in log book of site.
- (viii) In case of BTS/Exchange outages due to control card faults of BTSs / NODE-Bs/e-Node Bs/Exchange fault, replace the fault items with the spare module /cards as per instructions of BSNL Site In-charge.
- (ix) In case of Mini Link/ OFC failure, details of visual alarm noticed to be communicated to the maintenance In-charge.
- (x) For prolonged failure of Electricity as intimated by BSNL officer, Coordination for restoration of EB in consultation with BSNL Site/ IP /Exchange In-charge.
- (xi) To check Earth Connectivity is available at BTS/ Node B/e-Node Bs/Exchange. The earth value is to be measured once in every six months and report to be submitted.
- (xii) The field staff being deployed should be provided with 2 SIMs one of BSNL & other from private TSPs for communication when BTS site is down.
- (xiii) Any BSNL OFC breakdown en-route to be intimated to site in-charge for prompt restoration of OFC fault.
- (xiv) Up to 24 hrs of reporting of non-compliance related to above specific instance will be treated as 1 minor deviation and further non completion of activity for rectification of that deviation in every 3 days will be treated as single instance.
- (xv) Each Minor performance deviation will result in penalty of Rs 50 per hour per site except in case the deviation is because of BSNL reasons.
- (xvi) BTS/Exchange Site failure due to unsatisfactory support in Site upkeep activities which leads to prolonged outage for more than 12 hrs in urban area and 48 Hours in Rural area

- will be treated as major deviation and penalty @ Rs 50 per hour per site.
- (xvii) Maintaining EMF related boards and help in providing data for Biennial submission of EMF Radiation for Mobile sites.
 - (xviii) Assistance in handling of minor store items.
 - (xix) Penalties being charged for Minor Performance Deviations attributable to the bidder will be capped to 06 % of the total contracted value for the services of the relevant invoice period.
 - (xx) Penalties being charged for Major Performance Deviations attributable to the bidder will be capped to 12% of the total contracted value for the services of the relevant invoice period.
 - (xxi) If the total penalties reaching the capping limit consecutively for three months, BSNL will have the right to terminate the contract of the concerned BA/SSA without any further notice.
 - (xxii) If any fraudulent activity by the personnel deployed is detected by BSNL authorized personnel/officer, then the bidder is liable to pay penalty as assessed by BSNL i.e. The cost of consequential damages to installation(s)/DG set(s) would be deducted at actual, from the bidder's bill. This will be over and above the other penalties and will not be subject to capping if any.
 - (xxiii) For any tendered work not attended in time, BSNL will have the right to get it done from external resources and payment made to them will be recovered from bidder.
 - (xxiv) Ensure working of Power plant alarms with OMC-R. (Penalty of Rs 8 per day per site for one month)
 - (xxv) First line maintenance of power plants, battery and any problem reported. Any problem not reported within 3 days for urban area and beyond 10 days will attract penalty of Rs 2 per day per site for the days it has not reported.
 - (xxvi) Periodically check-up power plant modules working, load sharing and ensuring sufficient Modules are available for Equipment in consultation with Site Incharge and Charging of Battery.
 - (xxvii) Tightening of all nuts /screws in interconnecting point of power cable from EB panel board to each equipment, once in three months.
 - (xxviii) To ensure the power plant/control card is functioning properly so that battery do not go to deep discharge.
 - (xxix) In case of any Power Plant outages due to fault in control card intimation to be given to Site In-charge for attending the same on priority.
 - (xxx) Conducting Battery Backup test with Existing Load at least in quarterly & record the same in Log Book.
 - (xxxi) Faulty Card/ Units BTS/exchange sites and other equipment cards need to be deposited at designated centre as per requirement & collect repaired unit within 24 hours in urban and in 48 hours in rural areas and delay more than that will be counted as one instance of minor deviation and penalty @ of Rs 50 per day will be charged.
 - (xxxii) Replacement of the faulty modules with repaired Modules as per instructions of Site In-charge within 24 hours in urban and in 48 hours in rural areas is mandatory and any delay resulting in downtime of equipment because of Non replacement of control card will be counted as major deviation and will be charged @ Rs 20 per hour.

- (xxxiii) Bidder has to provide related testing equipments to discharge the functions listed.
- (xxxiv) Cleaning, security and up keeping of the site including all equipment, tower surroundings, shelter/OD cabinet, DG etc. This includes bush cutting in the BTS/Exchange sites in open areas. All tools & Cleaning material to be provided by the bidder.
- (xxxv) Routine check of free cooling systems available at site and DG set and other Equipments and record the same in log book as per the periodicity defined for the visit (fortnightly). Reporting of any alarms/faults/untoward incident to the concerned officer.
- (xxxvi) Running of DG sets as required.
- (xxxvii) Monitoring of Power Plant voltage and smooth change over in the absence of electricity.
- (xxxviii) To provide assistance under various exchange site activities includes minor civil and electrical works such as repair/replacement of EB service cable, armoured AC cable replacement up to DG, repair/replacement of parts of LT panel/ lighting fixtures / smoke & fire alarm system / site earthing / surge protection/ A/C unit etc.
- (xxxix) Preventive checks and maintenance of Earthing& Lightning Protection systems including periodic checking/correction of these systems to ensure that all equipments are protected against surge/lightning related damages. This includes augmentation of the existing earthing/lightning system where ever required, replacement of any rusted components, tightening of joints, replacement of lightning damaged components in infra equipments/electrical circuitry including ELCBs/surge protection devices/fuses/cables etc
- (xl) Due to heavy dust, temperature of BTS/exchange increases and efficiency degrades. Hence, cleaning of all types of BTS/Exchange equipment & other infrastructure need to be carried out. This should be done using proper tools including vacuum cleaner and under supervision.
- (xli) To install the GD tubes and splitters as per instruction of incharge and to assists the Txteam OFC fault maintenance & providing loop etc in Rural Telephone exchanges.
- (xlii) Routine check of Exchange & other equipments and record the same in log book as per the instructions given in the log book. Reporting of any alarms/faults/untoward incident to the concerned officer should be done as and when the maintenance person visits the site.
- (xlili) Assistance to transmission media team for extension of loop test, observation of alarm indicators, giving reset etc for troubleshooting shall be done.
- (xliv) Entering DG & Battery voltage readings/status in the BTS/exchange site log book.
- (xlv) Report EB failure of sites to concerned EB unit and intimate the docket no: if any, to concerned BSNL official. Coordinate with Electricity Board/Corporation for restoration of power and after restoration of EB power, ensure proper working of PP/DG.
- (xlvi) Collection of EB bills and submission to the officer in-charge.
- (xlvii) The fire & smoke cum intruder detection systems installed in BTS/exchange sites are to be maintained by the bidder for its proper working. Periodic checking for the proper working of these systems and necessary repair/replacement of faulty units are to be carried out by the bidder. The bidder shall maintain the fire extinguisher of CO2 in all BTS/exchange sites under maintenance.
- (xlviii) In case of BTS/exchange outages due to card faults of rectifier modules fault of power plant etc, replace the faulty items with the spare module /cards available from normal spare availability location or from nearby sites as directed. The card/module

extraction/insertion and transport shall be as per the recommended practice of the OEM/guidance of BSNL. It will be the responsibility of bidder that during transportation no cards get damaged.

- (xlix) Routine check and Maintenance of Earth of power plant /BTS/ exchange and record the same in log book.
 - (l) Weekly/ monthly DG check schedule need to be followed and any problem need to be communicated to Mobile/Exchange site In-charge
 - (li) Weekly Maintenance of DG Sets
 - (lii) Make sure there are no fluid leaks
 - (liii) Run the generator (typically no-load, automatic transfer switch exercise cycle).
 - (liv) Verify that the unit ran and has no alarms or warnings.
 - (lv) Ensure adequate fuel levels.
 - (lvi) Ensure that the generator is in "Auto" mode, for automatic startup.
 - (lvii) Monthly Maintenance
 - (lviii) Check engine coolant level.
 - (lix) Check engine oil level.
 - (lx) Check the battery charger.
 - (lxi) Run the generator (with load, automatic transfer switch exercise cycle).
 - (lxii) Manual assistance in changeover of MSEB/DG supply and attending to minor faults like tripping of switches, manual changeover in AC units, swapping of power plant unit etc.
 - (lxiii) Routine check of DG, Power plant, Battery and Equipments and record the same in log book as per the instructions given in the log book. Reporting of any alarms/faults/untoward incident to the concerned officer.
 - (lxiv) Assisting in Diesel filling in the DG Set available at the site.
 - (lxv) Check the battery electrolyte level and specific gravity.
 - (lxvi) Check battery cables and connections.
 - (lxvii) Inspect drive belts.
 - (lxviii) Inspect the coolant heater.
 - (lxix) Check coolant lines and connections.
 - (lxx) Check for oil leaks and inspect lubrication system hoses and connectors.
 - (lxxi) Check for fuel leaks and inspect fuel system hoses and connectors.
 - (lxxii) Inspect the exhaust system, muffler and exhaust pipe.
 - (lxxiii) Check and clean air cleaner units.
 - (lxxiv) Inspect air induction piping and connections.
 - (lxxv) Inspect the DC electrical system, control panel and accessories.
 - (lxxvi) Inspect the AC wiring and accessories.
 - (lxxvii) All activities related to Maintenance of BTS 2G/3G/4G Hardware/ Software & Transmission media equipment maintenance including minilinketc to keep the BTS site in working state.
 - (lxxviii) Maintenance of site for keeping site in working condition. It will include general maintenance of site like sweeping, cleaning, security and upkeep of all type of equipment including BTS, transmission equipment, tower surrounding, shelter/outdoor cabinet, DG, power plant and battery site. This also include bush cutting in the BTS sites in open area.
 - (lxxix) Due to heavy dust, temperature of TRXs/TRDUs of BTS Racks increases and signal strength & hardware efficiency degrade. Hence, cleaning of all types of BTS racks & infrastructure need to be carried out once every 45 days. This should be done using proper tools including vacuum cleaner and under supervision.
 - (lxxx) Routine check of BTSs and record the same in log book as per the instructions given in the log book. Reporting of any alarms/faults/untoward incident to the concerned officer should be done as and when the maintenance person visits the site.
 - (lxxxi) Assistance to transmission media team for extension of loop test, observation of

- alarm indicators, giving reset etc for troubleshooting shall be done.
- (lxxxii) Checking of the infrastructure alarm extension to OMCR at least once a month and take corrective action if necessary for its proper working.
 - (lxxxiii) Entering DG and EB readings/status in the site log book.
 - (lxxxiv) Report EB failure of sites to concerned EB unit and intimate the docket no: if any, to concerned BSNL official. Coordinate with Electricity Board/Corporation for restoration of power and after restoration of EB power, ensure proper working of BTS /Node Bs /PP/DG.
 - (lxxxv) Collection of EB bills and submission to the officer in-charge.
 - (lxxxvi) Check of DGs including its test operation, monitoring of fuel/oil/coolant level, check leakage if any, test operation of changeover of Electricity/DG supply etc shall be done.
 - (lxxxvii) Routine check of Power plant, Battery and record the same in log book as per the instructions given in the log book. Reporting of any alarms/faults/untoward incident to the concerned officer should be done as and when the maintenance person visits the site.
 - (lxxxviii) The maintenance of prefab shelter includes periodic checking and corrections to ensure water and AC proof of shelter. Strengthening/repair/replacement of any damaged part, are also the bidders' responsibility. If any prefab shelter or related subsystem is declared as beyond repair by the bidder, the same will be examined by authorized officers of BSNL and competent authority will approve the proposal for scrapping of such units. Replacement of such units will be arranged by BSNL. Unless the scrapping proposal is approved by the competent authority, the unit is to be repaired by the bidder.
 - (lxxxix) The fire & smoke cum intruder detection systems installed in indoor base station sites are to be maintained by the bidder for its proper working. Periodic checking for the proper working of these systems and necessary repair/replacement of faulty units are to be carried out by the bidder. The bidder shall maintain the fire extinguisher of CO2 in all indoor BTS sites under maintenance.
 - (xc) Preventive checks and maintenance of Earthing & Lightning Protection systems including periodic checking/correction of these systems to ensure that all equipments are protected against surge/lightning related damages. This includes augmentation of the existing earthing/lightning system including the lightning arrester on tower where ever required, replacement of any rusted components, tightening of joints, replacement of lightning damaged components in infra equipments/electrical circuitry including ELCBs/surge protection devices/fuses/cables etc. The earth value is to be measured once in every six months and report to be submitted.
 - (xci) In case of BTS outages due to card faults of rectifier modules fault of power plant etc, replace the faulty items with the spare module /cards available from normal spare availability location or from nearby sites as directed. The card/module extraction/insertion and transport shall be as per the recommended practice of the OEM/guidance of BSNL. It will be the responsibility of bidder that during transportation no cards get damaged.
 - (xcii) Assistance in handling of minor store items.
 - (xciii) Routine check and Maintenance of Earth of power plant / BTS and record the same in log book.
 - (xciv) Checking of relevant infra items such as lightening arrestor, aviation lamp, fire extinguisher, electrical connections and fittings, AC controllers, Shelter, grid supply/ meter, LT panel, AMF panel, compound lightening, electrical wiring, alarms etc.
 - (xcv) Any material required for Mobile site maintenance & upkeep like aviation lamp, earthing material etc such type of perishable items would be provided by BSNL.

(4). RF Optimization and Rigger Activities (2G/3G/4G)

- a. The necessary tools and testers shall be provided by the bidder for carrying out the scope of work.
- b. The bidder shall have to arrange for its own transportation to access the tendered sites.
- c. Bidder shall have to arrange number of teams concurrently depending on the faults and operational requirements of BSNL.
- d. Any licenses / registration etc required for Rigger as well carrying out of Rigger works shall be arranged by the bidder only.
- e. Bidder shall have to follow all the standing instructions of safety for carrying out the Rigger related works.
- f. Antenna, RRH, additional platform, feeder cable, waveguide shall be supplied by BSNL at the site.
- g. Extreme care is to be taken to avoid damage to the antenna, RRH etc while working on the tower. The dehoisted / dismantled material should be handled with proper care and properly stored to avoid any damage.
- h. All standard safety precautions are to be observed while working on the tower(s). The manpower should be adequately trained and experienced. It shall be the sole responsibility of the bidder to follow all the safety precautions and shall be fully and only liable in the event of any eventuality.
- i. If during the execution of work it is observed that BSNL material has been damaged solely attributable to bidder in such case cost of consequential damages to antenna, RRH etc would be deducted at actual, from the bidder's bill. This will be over and above the other penalties and will not be subject to capping if any.
- j. If any fraudulent activity by the personnel deployed in filling of diesel in Mobile/Exchange sites is detected by BSNL authorized personnel/officer, then the bidder is liable to pay penalty as assessed by BSNL.
- k. For any tendered work not attended in time, BSNL will have the right to get it done from external resources and payment made to them will be recovered from bidder.

4. General Requirements to be followed for the execution of works:

- 1.1 The riggers deployed shall be expert in tower related works as per norms/standard of BSNL which will be decided by Officer In-charge of BSNL's mobile Unit. If it is observed by BSNL that required expertise & skill is not available with the deployed resource/resources and is communicated in writing to the supplier, the resources shall be changes within 7 days.
- 1.2 Safety belts & other safety tools / equipment's must be provided to the riggers by BIDDER(s)
- 1.3 Contractor must provide 'site master' such appropriated test & measurement instrument for VSWR measurement & VSWR fault locating on regular basis.
- 1.4 Contractor shall provide blower and other cleaning material for cleaning BTS equipment.
- 1.5 Other tools and tester related to above works like rope, pulley, spanner etc. shall be provided by contractor.
- 1.6 Supplied material must follow the norms & standard of telecom, supply material only after approval of competent authority and when not available in store and emergency condition.
- 1.7 All the riggers shall hold required licenses and permits for the job under the contract labour (R&A) act 1970 and contract labour (Regulation & Abolition) central rules1971, before commencement of the work and continue to have a valid license until completion of work. Any other statutory laws under state and central governments applicable from time to time shall be strictly complied with.
- 1.8 All necessary tools & testers are to be arranged by contractor.
- 1.9 Bidder(s) shall be responsible to have their own teams to perform the day-to-day works as per this contract. The persons utilized by the contractor for manual assistance to

subdivisions should be semi-skilled. The persons should necessarily have a Two-wheeler and a mobile connection. They shall visit the BTS Site as per schedule to carry out the activities listed in above clauses. They should also attend to the works on call basis whenever there is such requirement, at any time. The persons utilized by the contractor should preferably be a local resident with sufficient knowledge of operating DG and other electronic switches fuse-carriers, fuse cut-outs and changeovers who shall reach the site within half an hour of getting the calls.

1.10 BSNL also reserves the right to terminate this agreement at any time, by giving an advance notice of one month.

1.11 The exact address details of all the BTS locations will be given while signing the contract. The quantity of the BTS locations/Cluster-wise will also be provided at the same time.

1.12 BSNL reserves the right to vary the quantity as per relevant tender clauses.

1.13 BSNL reserves the right to change the BTS locations under the contract, with 7 days' notice. The bidder(s) has to continue the support as per this contract in the changed locations.

1.14 Diesel filling should be from Public sector Oil companies or any other agencies approved by BSNL. If there is an MOU by BSNL with Oil Companies for Petro/Fleet card, Diesel filling should be with Petro/Fleet card as mentioned in this tender.

1.15 As per this CONTRACT, the vendor has to ensure that there is no BTS outage/Exchange Failure due to delay in Diesel filling or unsatisfactory BTS Maintenance support.

1.16 Any BTS site commissioned at new location after the agreement will be added in the scope of this agreement as per finalized rate in this tender, however if any any technology 2G/3G/4G/hotspot etc added in existing/wotking BTS locations/Rural Exchanges will be covered without any extra cost

1.17 Bidder(s) shall station sufficient number of Persons to support the services as per this contract. Persons should be placed in such a way that they are able to carry out the day to day activities as mentioned in relevant clauses of this section.

1.18 The bidder(s) shall provide proper identity card to the persons utilized / Subcontractors.

1.19 The bidder(s) shall support/co-ordinate with other agencies working at the BTS sites,(which) who are authorized by the BSNL.

1.20 No staff deployed directly or indirectly by the contractor for the CONTRACT service would have any claim in any way for getting future employment in BSNL.

1.21 The bidder(s) shall coordinate with OMCR/NOC and field level BSNL officers (Mobile) to schedule and monitor the Diesel filling and BTS Upkeep activity. Arrangement to collect "Low fuel Alarms" from OMCR/NOC is to be done by the bidder. Responsibility to communicate the centrally collected information from

OMCR/NOC alarms or by SMS/calls/email, to the concerned field persons is with the vendor.

1.22 The bidder(s) should provide the contact details of all the persons/agencies marked for Diesel filling activity and BTS/Rural Exchanges Maintenance works to the concerned officers. In case of any change of persons, it should be with advance intimation to the concerned BSNL officers with the changes in contact details, if any.

1.23 The Bidder(s) will also maintain the logbook at each site (to be kept with BSNL)where in the routine visits/ checks, activities done as part of BTS/Exchange Upkeep, Diesel filling and DG run details are to be entered on a daily basis. The same shall be countersigned by the concerned BSNL in-charge for reference.

1.24 Officer in-charge/duty officer of the BSNL site will carefully monitor the entries and countersign the logbook periodically.

1.25 The Bidder(s) shall also maintain a consolidated record of the activities carried out as per this contract, a copy of which along with performance reports from field unit is to be submitted along with the invoice for payment on a monthly basis.

1.26 In order to ensure the security of the network, bidder(s) will be required to submit the signed Non- Disclosure Agreement.

1.27 Bidder(s) shall ensure that the agencies or any other representative concerned for support strictly adheres to the following policy of BSNL:

a. Any change on equipment shall only be performed by the bidder(s) after notification and Approval by BSNL.

b. Passwords/locking system on any equipment will be set by BSNL representatives and should not be changed by bidder's representative without the approval from concerned BSNL officer.

c. Bidder(s) shall notify BSNL, when its employee who has access to BSNL Equipment/configuration leaves the company or is transferred to another position which no longer requires access. Also the bidder(s) shall surrender the Temporary ID cards of the employees issued by any agency related to BSNL during the course of BTS Maintenance of specific sites at the time of cessation of service of a BTS Upkeep personnel from bidder's company or from the company to which bidder has entered in to an agreement for service.

d. Bidder(s) or its representatives shall not make a change on any system that is not directly related to his job/duty.

Note: -GST will be imposed separately on the penalties, which are described in the tender document).

5. PAYMENT TO THE SERVICE PERSONNEL:

5.1 The persons employed by the bidder(s) are to be paid by the bidder(s) with fair wages as per Labour Laws of Central/State Government. Other benefits to the persons like Bonus, ESI, Gratuity, EPF etc., are falling under the complete responsibility of the bidder(s). All safety precautions are to be carried out by the BTS Maintenance personnel while performing their routine BTS Maintenance activities. Any injury/mishap caused to the worker during the course of work due to negligence or non-adherence to standard safety measures shall be the responsibility of the bidder(s).

5.2 The bidder(s) is governed by the Workmen's Compensation Act 1923 in case of any claim by the persons employed by him/her/firm. The Service Contractor shall indemnify the Department (BSNL) of all claims made by the employees of the service contractor.

5.3 Bidder(s) shall have insurance / Group insurance scheme for the employees deployed for CONTRACT.

3.4 The Bidder(s) would set up an office and help desk with sufficient number of staff in designated place in each SSA to accept telephone calls/SMS/email from TSEs/BSNL officers.

6. The locations are classified into following categories:

1. TYPE-1 locations are locations wherein Diesel Filling Activity is to be carried out as per clause 3(1) of section 5 Part B .Any new locations added in the scope will also be classified by BSNL accordingly Type-1 locations are only mobile BTS sites wherein all the activities of clause 1(B) to clause 3(1) of section 5 part B as defined are to be undertaken by Successful bidder.

2. TYPE-2 locations – Type-2 locations are only Mobile BTS sites where all activities of clause 3(2) of section 5 part B as defined is to be undertaken by Successful bidder.

3. TYPE-3 locations are Mobile BTS sites collocated with Landline Exchanges wherein all the activities of clause 3(3) of section 5 part B as defined is to be undertaken by Successful bidder.

5. TYPE-5 locations - Type-5 locations are sites wherein RF modification/Rigger activity is to be carried out as defined is to be undertaken by Successful bidder as per Clause 3(5) of section 5 part B.

7 Schedule of Requirement (SoR)

SNo	Type of Works	Estimated Base Price Per Unit*	Estimated Units	Estimated Rates/month (including taxes)
1	Type 1 - Diesel Filling Activities	610	159	
2	Type 2 - Mobile site maintenance & upkeep (2G and/or 3G and/or 4G)	2700	55	
3	Type 3 - Mobile site collocated with Telephone Exchange maintenance & upkeep (2G and/or 3G and/or 4G AND Telephone Exchange)	2900	0	
4	Type 5 - RF Optimization and Rigger activities	278	120	

SECTION-6

UNDERTAKING & DECLARATION

6(A) - For understanding and agreeing with the terms & condition of Tender & Spec. of work

a) Certified that:

1. I/ We have read, understood and agree with all the terms and conditions included in the tender documents & offer to execute the work as per tender terms & conditions (without any deviation) and at the rates quoted by us in the tender form.
2. If I/ We fail to enter into the agreement & commence the work in time, the **Performance** linked Security Deposit/ PBG deposited by us will stand forfeited to the BSNL.

b) The tenderer hereby covenants and declares that:

1. All the information, Documents, Photo copies of the Documents/ Certificates enclosed along with the Tender/Bid offer are correct.
2. In case of any correction/ addition/ alteration/ omission of the terms & conditions in the tender document, our tender / bid shall be treated as non-responsive and shall be rejected summarily.
3. If anything is found false and/or incorrect and/or reveals any suppression of fact at any time, BSNL reserves the right to debar our tender offer/ cancel the LOI/ Purchase/ work order if issued and forfeit the **Performance** linked Security Deposit/ PBG / Bill amount pending with BSNL. In addition, BSNL may debar the contractor from participation in its future tenders.

Date:

.....
Signature of Tenderer

Place:

Name of Tenderer
Along with date & Seal

6 (B) – NEAR RELATIONSHIP CERTIFICATE:

(Format of the Certificate to be given as per the Clause 34.4 of Section-4 Part-A by the bidder in respect of status of employment of his/ her near relation in BSNL)

The format of the certificate to be given is
*"I.....s/o.....r/o.....hereby certify that none of my relative(s) as defined in the tender document is/are employed in **BSNL unit where tender is being submitted** as per details given in tender document. In case at any stage, it is found that the information given by me is false/ incorrect, BSNL shall have the absolute right to take any action as deemed fit/without any prior intimation to me."*

Signature of the tenderer
With date and seal

OR

If the bidder has near relatives in the BSNL Unit where tender is being submitted, then they shall submit following details of those officers:

S.No	Name of the near relative	Designation	Employed in office of	Address	Mobile No.

**SECTION- 7
PROFORMAS**

**7(A) Bid Security/EMD DECLARATION (As per the BSNL CO Ltr No.
BSNLCOMMT/12(15)/1/2021-MMT dated 05-12-20)**

I/ We R/o and authorized signatory of the firm M/s.....(Hereafter referred to as Bidder) have read, understood and agree with all the terms and conditions included in the tender documents for participation in the tender of work/supply of Vide tender no. do hereby undertake and declare that:

1. If I/ We does not accept the APO/AWO and/or does not submit the PBG or fail to enter into the agreement & commence the work in time as per BSNL order
2. If any loss or damage caused to or would be caused to or suffered by the BSNL by reason of breach by the bidder(s) of any of terms or conditions contained in the said tender document or by reason of the bidder (s) failure to perform the said Agreement.
3. If anything is found false and/or incorrect and/or reveals any suppression of fact at any time,
4. If the bidder either registered with body specified by Ministry of Micro, Small & Medium Enterprise or Non MSE bidder claiming any concessional benefits is awarded work by BSNL and subsequently fails to obey any of the contractual obligations,
5. If I/We withdraws or amends the bid or impairs or derogates from the bid in any respect during the period of bid validity specified by the bidder in the bid form I hereby undertake that under any/all the above conditions, BSNL reserves the right to debar our tender offer/ cancel the LOA/ Purchase/ work order if issued, and to suspend/Debar/Ban for a period of one year from the date of such order/instance. BSNL can debar my/our firm from any further work/ contract by BSNL for one year from the date of issue of such order.

This Declaration is being submitted in lieu of EMD/Bid Security

Date:

Signature of Tenderer.....

Place:

Name of Tenderer

Along with date & Seal

7(B) For the Performance Guarantee
(To be typed on Rs.100/- non-judicial stamp paper)

Dated:.....

Sub: Performance guarantee.

Whereas(hereafter referred to as BSNL) has issued an AWO no. Dated/...../20..... awarding the work of to M/s R/o (hereafter referred to as "Bidder") and BSNL has asked him to submit a performance guarantee in favour ofof Rs./- (hereafter referred to as "P.G. Amount") valid up to/...../20.....(hereafter referred to as "Validity Date")

Now at the request of the Bidder, We BankBranch having (Address) and Regd. office address as (Hereinafter called "the Bank") agreed to give this guarantee as hereinafter contained:

2. We, "the Bank" do hereby undertake and assure to the BSNL that if in the opinion of the BSNL, the Bidder has in any way failed to observe or perform the terms and conditions of the said agreement or has committed any breach of its obligations there-under, the Bank shall on demand and without any objection or demur pay to the BSNL the said sum limited to P.G. Amount or such lesser amount as BSNL may demand without requiring BSNL to have recourse to any legal remedy that may be available to it to compel the Bank to pay the same.
3. Any such demand from the BSNL shall be conclusive as regards the liability of Bidder to pay to BSNL or as regards the amount payable by the Bank under this guarantee. The Bank shall not be entitled to withhold payment on the ground that the Bidder had disputed its liability to pay or has disputed the quantum of the amount or that any arbitration proceeding or legal proceeding is pending between Bidder and BSNL regarding the claim.
4. We, the Bank further agree that the guarantee shall come into force from the date of its issue and shall remain in full force and effect up to its Validity date.
5. The Bank further agrees that the BSNL shall have the fullest liberty without the consent of the Bank and without affecting in any way the obligations hereunder to vary any of the terms and conditions of the said agreement or to extend the time for performance of the said agreement from any of the powers exercisable by BSNL against the Bidder and to forebear to enforce any of the terms and conditions relating to the said agreement and the Bank shall not be relieved from its liability by reason of such failure or extension being granted to Bidder or through any forbearance, act or omission on the part of BSNL or any indulgence by BSNL

to Bidder or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have the effect of relieving or discharging the guarantor.

6. Notwithstanding anything herein contained ;
 - (a) The liability of the Bank under this guarantee is restricted to the P.G. Amount and it will remain in force up to its Validity date.
 - (b) The guarantee shall stand completely discharged and all rights of the BSNL under this Guarantee shall be extinguished if no claim or demand is made on us in writing on or before its validity date.
7. In case BSNL demands for any money under this bank guarantee, the same shall be paid through banker's Cheque in favour of "AO (Claim) O/o GMTD, BSNL Shimla" payable at Shimla.
8. The Bank guarantees that the below mentioned officer who have signed it on behalf of the Bank have authority to give this guarantee under its delegated power.

Place:

Date:

(Signature of the Bank Officer)

Rubber stamp of the bank

Authorized Power of Attorney Number:

Name of the Bank officer:

Designation:

Complete Postal address of Bank:

.....

Telephone Numbers

Fax numbers

7 (C) For Letter of Authorization for attending Bid Opening Event.

(To be typed preferably on letter head of the company)

Subject: Authorization for attending Bid opening

I/ We Mr. /Ms. have submitted our bid for the tender no. in respect of (Item of work) which is due to open on (date) in the Meeting Room, O/o

We hereby authorize Mr. / Ms.& Mr. / Ms.....(alternative) whose signatures are attested below, to attend the bid opening for the tender mentioned above on our behalf.

.....

Signature of the Representative

.....

Signature of Bidder/ Officer authorized to sign on behalf of the Bidder

Name of the Representative

.....

Signature of the alternative Representative

.....

Name of the alternative Representative

Above Signatures Attested

- Note** 1: Only one representative will be permitted to attend the Bid opening
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not received.

SECTION- 8

Bidder's profile & Questionnaire.

Tenderer / Bidder's Profile & Questionnaire

(To be filled in and submitted by the bidder)

A) Tenderer 's Profile

1. Name of the Individual/ Firm:

2. Present Correspondence Address

Telephone No. Mobile No. FAX No.

3. Registered Office

Telephone No. Mobile No.

4. State the Type of Firm: Sole proprietor-ship/partnership firm / (Tick the correct choice):
Private limited company.

5. Name of the sole proprietor/ partners/ Director(s) of Pvt. Ltd Co.:

S. No.	Name	Father's Name	Designation
1.			
2.			
3.			
4.			
5.			

6. Name of the person authorized to enter into and execute contract/ agreement and the capacity in which he is authorized (in case of partnership/ private Ltd company):

7.A Permanent Account No. :

7.B GST Registration No(s).....

8. Details of the Bidder's Bank for effecting e-payments:

- (a) Beneficiary Bank Name:.....
- (b) Beneficiary branch Name:.....
- (c) IFSC code of beneficiary Branch.....
- (d) Beneficiary account No.:.....
- (e) Branch Serial No. (MICR No.):.....

9. Whether the firm has Office/ works (i.e. manufacture of the tendered item) in Delhi? If

so state its Address

.....
.....

B) Questionnaire

1. Do you think any other detail/ material is required to complete the work specified in the specification? Yes/ No.

1.1 If Yes, Give details

.....
.....

2. Do you think any other item of work need be included in tender form to complete the work specified in the specification? Yes/ No.

2.1 If Yes, Give details

.....
.....

3. Suggestion for improvement of the tender document.

.....
.....
.....

Place.....

Signature of contractor

Date

Name of Contractor

SECTION-9 Part-A

BID FORM

To

From,

.....

.....

<complete address of the purchaser>

<complete address of the Bidder>

.....

.....

.....

.....

Bidder's Reference No:.....Dated.....

Ref: Your Tender Enquiry No.dated

1. Having examined the above mentioned tender enquiry document including amendment/ clarification /corrigenda / addenda Nos. datedthe receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver in conformity with the said drawings, conditions of contract and specifications for the sum shown in the schedule of prices attached herewith and made part of the financial Bid.
2. Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.
3. We agree to abide by this Bid for a period of **150 days** from the date fixed for Bid opening or for subsequently extended period, if any, agreed to by us. This bid shall remain binding upon us up to the aforesaid period.
4. We understand that you are not bound to accept the lowest or any bid, you may receive.
5. If our Bid is accepted, we will provide you with a performance guarantee from a Scheduled Bank for a sum @ **5%** of the contract value for the due performance of the contract.
6. If our Bid is accepted, we undertake to complete delivery of all the items and perform all the services specified in the contract in accordance with the delivery schedule specified in the Section-2 (Tender Information).
7. Until a formal Purchase/ Work Order of Contract is prepared and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.

Dated: day of 2020

Signature

Witness

Name

Signature.....

In the capacity of

Name

Duly authorized to sign the bid for and on

Address

behalf of

Validate

Print

Help

Percentage BoQ

Tender Inviting Authority: GMTD BSNL Shimla

Name of Work:Tender document for Outsourcing of following activities in Shimla SSA

- (I) Diesel Filling Activities.
- (II) Mobile site maintenance & upkeep (2G and/or 3G and/or 4G).
- (III) Mobile site collocated with Telephone Exchange maintenance & upkeep (2G and/or 3G and/or 4G AND Telephone Exchange).
- (iv) RF Optimization and Rigger activities

NIT No: 002/675/2021-22/SML/PLG/Tender/BTS/Outsourcing/04 Dated: 14.01.2022

Name of the Bidder/
Bidding Firm / Company
:

[Redacted area for Bidder Name]

PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	Estimated Rate in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT In Words
1	2	3	4	5	6	7
1	Type of Works					

1.01	Type 1 - Diesel Filling Activities (Rate per instance / unit)	159.000	Nos	610.00	96990.00	INR Ninety Six Thousand Nine Hundred & Ninety Only
1.02	Type 2 - Mobile site maintenance & upkeep (2G and/or 3G and/or 4G) (Rate per mobile site / month)	55.000	Nos	2700.00	148500.00	INR One Lakh Forty Eight Thousand Five Hundred Only
1.03	Type 5 - RF Optimization and Rigger activities (Rate per instance / unit)	120.000	Nos	278.00	33360.00	INR Thirty Three Thousand Three Hundred & Sixty Only
2.1	<p>Note:- 1. Unit denotes the instances of the Work Item. For example 5 Units of Type 1(Diesel Filling Activities) would mean 5 instances of Diesel filling works as defined in the Scope of Work (Section Part). Similarly, 10 Unit of Type 5 (RF Optimization and Rigger Activities) would mean 10 instances of RF Optimization and Rigger Activities Works as defined in the Scope of Work (Section Part)</p> <p>2.Rates are to be quoted in BOQ only</p> <p>3. Bidder has to quote a single and same Quote for all the Types of work (I.e. 1,2,3 & 5) i.e. if it quotes - 5 % of the base price per unit for Item 1 then -5 % of the base price per unit has to be quoted for Items 2, 3 & 5 also. In the event, bidder quotes differently for different items, the bid shall be rejected</p>					

2.2	<p>4. If there is any discrepancy in quoted base price then Base price per unit quoted in figures would not be treated final and Base price per unit quoted in words would be treated as the final 5.Rigger works are to be allotted on per site basis and not on per technology basis. (for example- if a site is having both 2G & 3G technologies {either 2G, 3G & 4G being standalone on the site or being a combo site}, it would be taken as one instance of “RF Optimization & rigger activities5.Rigger works are to be allotted on per site basis and not on per technology basis. (for example- if a site is having both 2G & 3G technologies {either 2G, 3G & 4G being standalone on the site or being a combo site}, it would be taken as one instance of “RF Optimization & rigger activities”</p>					
2.3	<p>6.Mobile site Mtce & Upkeep works are to be allotted on per site basis and not on per technology basis. (for example- if a site is having both 2G & 3G technologies {either 2G, 3G & 4G being standalone on the site or being a combo site}, it would be taken as one instance of “Mobile site Mtce & Upkeep ”. Similarly if a site is having one or both 2G and/or 3G/and or 4G technologies AND Telephone Exchange, it would be taken as one instance of “Mobile site collocated</p>					

	with Telephone Exchange Mtce & Upkeep					
Total in Figures					278850.00	INR Two Lakh Seventy Eight Thousand Eight Hundred & Fifty Only
Quoted Rate in Figures			Select		0.00	INR Zero Only
Quoted Rate in Words			INR Zero Only			

ANNEXURE - 1

DEED OF INDEMNITY

This **DEED OF INDEMNITY** is executed on this the,
by

1. <<**Name of the Bidder**>>, a company/ firm registered under the (Applicable acts, as the case may be) (hereinafter referred to as the **Bidder**) and having its registered office at <<Address of the Bidder>> acting through << Authorized Signatory>> is hereinafter, for the purposes of this Deed of Indemnity.

TO AND IN FAVOUR OF

Bharat Sanchar Nigam Limited, through the BSNL Office (hereinafter referred to as the **Purchaser** which expression shall unless repugnant to the context or meaning thereof mean and be deemed to include its authorized representatives and permitted assigns) **on the Other Part.**

WHEREAS

- (a) The Purchaser had invited bids *vide* their Tender Enquiry No.....(hereinafter referred to as 'Tender') for the purpose of
- (b) The Bidder had submitted its bid/ proposal dated ____ (hereinafter referred to as the 'Bid') for the provision of such services in accordance with its proposal as set out in its Bid and in accordance with the terms and conditions of the Tender.
- (c) The Bidder has in order to comply with the terms of the Tender agreed to execute the Deed of Indemnity on such terms and conditions more fully mentioned below.

NOW THIS DEED OF INDEMNITY WITNESSETH AS FOLLOWS:

1. The Bidder shall, in consideration of the Purchaser making payment under and in accordance with the Tender Document, hereby agrees to indemnify the Purchaser against any costs, loss, damages and claims from third parties or liabilities suffered by the Purchaser and directly arising out of the following reasons:
 - a. Any illegal or unauthorized use or in connection with any claim or proceedings relating to any breach or violation of any permission/license terms by the Bidder or any of its sub-contractor in the process of fulfillment of required obligations during contract period.
 - b. The Bidder shall protect, defend, indemnify and hold harmless to BSNL and its employees from and against any and all liabilities, damages, fines, penalties and cost (including legal costs and disbursements) arising from:

- I. Any breach of any statute, regulation, direction, orders or standards from any Governmental body, Agency or regulator issued with respect to the product /services being supplied/provided under this Tender.
 - II. Any claim made by third parties arising out of the use of the services of BSNL being provided using the equipment/services supplied under the Tender to the extent these are attributable solely to the poor quality or non-compliance of the products/services to the respective specifications.
 - III. Any claims arising from other utility / service providers in connection with interruptions or degradation of their services due to services provided by bidder under this Tender.
2. The bidder also declares that in case bidder is blacklisted by GST Authorities in future & which results in loss of Input Tax Credit (ITC) to BSNL, then BSNL shall have right to recover any such loss of ITC arising on account of such black-listing.
 3. This Deed of Indemnity shall stand terminated on expiry of or early termination of the contract period as envisaged in the above said Tender requirement.
 4. The Deed of Indemnity shall constitute the entire indemnity provided by the Bidder for the indemnities asked in said Tender.
 5. This Deed of Indemnity shall be governed by and construed in accordance with Indian law.

(Authorized Signatory)

Date:

Place:

<< Name of the Bidder>>

Witness 1:

Witness 2:

ANNEXURE-2

CHECK LIST FOR THE BIDDERS

Please ensure that all documents are fully authenticated by the Authorized Signatory with his signature with official seal, as per the eligible bidder's criteria. Offer is liable to be rejected, if enclosed documents are not authenticated.

Documents forming part of the bid: -

Sl. No.	DOCUMENTS	Submitted / Not Submitted (If Not Applicable, reason in brief)
1	Cost of the tender document (₹___/-) OR A proof regarding valid registration with body specified by Ministry of Micro, Small & Medium Enterprise for the tendered items will have to be attached along with the bid. The address mentioned in the Registration Certificate & MSME certificate must be the same. The enlistment certificate issued by MSME should be valid on the date of opening of tender.	
2	Bid Security Declaration. OR A proof regarding valid registration with body specified by Ministry of Micro, Small & Medium Enterprise for the tendered items will have to be attached along with the bid. The address mentioned in the Registration Certificate & MSME certificate must be the same. The enlistment certificate issued by MSME should be valid on the date of opening of tender.	
3	Scanned copy of Bid Form in Section-9 Part A duly filled up and signed.	
4	Scanned Copy of Certificate of Incorporation/ Registration of firms etc. as applicable	
5	Scanned copy of Power of Attorney attested by Notary Public or Registered with Sub Registrar in favour of the signatory signing/Uploading the offer and documents as per Clause no. 14.3 of Section-4 Part A.	
6	Scanned Copy of board resolution, authorizing a person for executing power of attorney in the name of person, who is signing/Uploading the bid document. (In case of Company/Institution/Body Corporate)	
7	Scanned Copy of Memorandum of Association (or Partnership deed, if not a proprietor firm).	

8	Scanned copy of Credentials regarding experience as per clause 4	
9	Scanned copy of Documents related to financial capabilities of the bidder as per clause 4	
10	Scanned copy of 'No Deviation' statement or Clause-by-Clause compliance statement pursuant to Clause 11.2 (a) of Section-4 Part A.	
11	Scanned copy of a list of all Board of Directors of the company (In case of Limited Company).	
12	Scanned copy of Near Relationship Certificate as per Section 6 Part (B)	
13	Declaration that the firm is not black listed by GST Authorities agreement as per clause 4 of Section -1	
14	Letter of Authorization to attend Bid opening event	
15	Valid PAN Card	
16	Valid Goods and Services Tax Registration Certificate(s)	
17	Undertaking and Declaration as per Section-6 Part A duly filled up and signed	
18	Scanned copy of attestation of the specimen signature of the authorized as per Clause 14.3 Section -4 Part A.	
19	Bidder's Profile & Questionnaire as per Section-8 duly filled up and signed.	
20	Indemnity Bond as per Annexure-1.	
21	Any other supporting documents asked for in bid document.	
22	This Check list	

For and on behalf of M/s..... (Insert Name of Bidding Company)

.....

Signature and Name of the Authorized signatory of the Company

Company rubber stamp/seal

Place:.....

Date:.....

ANNEXURE-3

BTS Sites proposed to manned through Outsourcing Tender			
Sr. No.	Name of Sites	Rural /Tribal	Division
1	Neen	Rural	DET Shimla
2	Kawag	Rural	DET Shimla
3	Seri Dagon	Rural	DET Shimla
4	Devidhar Bag	Rural	DET Shimla
5	Banuna	Rural	DET Shimla
6	Katachi Dharogra	Rural	DET Shimla
7	Tara Devi	Rural	DET Shimla
8	Kadrain	Rural	DET Shimla
9	Kalbog	Rural	DET Shimla
10	Mahasu	Rural	DET Shimla
11	Kuffar Bagh	Rural	DET Shimla
12	Ghurla	Rural	DET Shimla
13	Bagah	Rural	DET Shimla
14	Nerua Koti	Rural	DET Shimla
15	Theog-II	Rural	DET Shimla
16	Balghar	Rural	DET Shimla
17	Kainth Nali	Rural	DET Shimla
18	Nagan	Rural	DET Shimla
19	Dodra Kawar	Tribal	DET Rohru
20	Shiladesh	Rural	DET Rohru
21	Khasdhar	Rural	DET Rohru
22	Goskawari	Rural	DET Rohru
23	Mandhol	Rural	DET Rohru
24	Kharapathar	Rural	DET Rohru
25	Rohtan	Rural	DET Rohru
26	Chunjar	Rural	DET Rohru
27	Batargalu	Rural	DET Rohru
28	Rajkot	Rural	DET Rohru
29	Dipela Khumb	Rural	DET Rampur
30	Bahli	Rural	DET Rampur
31	Sarhan Bussair	Rural	DET Rampur
32	Tangru	Rural	DET Rampur
33	Dhargaura	Rural	DET Rampur
34	Rampur MW	Rural	DET Rampur
35	Chunaghai MW	Rural	DET Rampur
36	Kandaghai MW	Rural	DET Rampur
37	Bayal	Rural	DET Rampur
38	Nither	Rural	DET Rampur
39	Luri	Rural	DET Rampur
40	Thanedhar MW	Rural	DET Rampur

41	Kholighat	Rural	DET Rampur
42	Kachinghati	Rural	DET Rampur
43	Narkanda	Rural	DET Rampur
44	Ralli	Tribal	DET Reckong Peo
45	Rarang	Tribal	DET Reckong Peo
46	Kilba	Tribal	DET Reckong Peo
47	Kanam	Tribal	DET Reckong Peo
48	Chango	Tribal	DET Reckong Peo
49	Nako	Tribal	DET Reckong Peo
50	Sagnum	Tribal	DET Reckong Peo
51	Pooh	Tribal	DET Reckong Peo
52	Losar	Tribal	DET Reckong Peo
53	Lippa	Tribal	DET Reckong Peo
54	Rangrik	Tribal	DET Reckong Peo
55	Giabung	Tribal	DET Reckong Peo

Note: The sites to be outsourced are tentative however GMTD BSNL Shimla may add or delete the sites at any time as per approved quantity on requirement basis within the jurisdiction of Shimla BA during award of work