



REC POWER DISTRIBUTION COMPANY LIMITED
(A wholly owned subsidiary of REC Ltd.)

**1016-1023, 10th Floor, Devika Tower,
Nehru Place, New Delhi - 110 019**

**Phone No.011-44128753, Fax No.011-44128768,
Email-recpdcl@rediffmail.com**

**Registered Office: Core -4, Scope Complex, Iodi Road,
New Delhi - 110 003 Phone: 24365161**

No. REC PDCL/FB/RGGVY-X-UPCL/2011-12/P-I

Dated-09.06.2011

To,

(Empanelled agencies with REC PDCL as per enclosed list)

Sub. : Re-Invitation of Financial Bids for engaging agencies as associates for third party quality inspection, monitoring & supervision of Rajiv Gandhi Grameen Vidyutikaran Yojana (RGGVY) works executed under X th plan by Uttarakhand Power Corporation Ltd. (UPCL)- Package-I (Almora district).

Sirs,

With reference to above, sealed financial bids are invited from REC PDCL associates to carry out third party quality inspection, monitoring and supervision of RGGVY works of UPCL from agencies who have been empanelled with REC PDCL.

Scope of work, Detailed Terms & Conditions and Financial proposal submission form are enclosed with this letter. The Financial proposal along with Earnest Money Deposit (EMD) should reach Chief Manager (TPI), REC PDCL, 1016-1023, 10th Floor, Devika Tower, Nehru Place, New Delhi-110019 by 17.06.2011 **up to 15:00 hours**. Individual separate sealed envelopes for EMD along with letter of transmittal (Envelope-A) and Financial Bid (Envelope-B) should be kept in another sealed envelope superscribing " Financial Bid for third party quality inspection, monitoring & supervision of RGGVY works of UPCL - **Package-I (Almora district)**. ." **The Financial bid of only those bidders who have submitted requisite EMD along with letter of transmittal** will be opened on 17.06.2011 **at 15:30 hours**.

REC PDCL reserves the right to reject any or all bids or drop part of bid without assigning any reasons whatsoever.

The detailed bid documents has been put on REC PDCL website www.recpdcl.in & REC website www.recindia.nic.in

In case of any further clarifications Chief Manager (Tech.), REC PDCL, Ph.(011)44128768 may be contacted.

Yours sincerely,
-sd-
Chief Manager (TPI)

Encl: As above

List of empanelled agencies

- i) Consulting Engineer Services (India) Pvt. Ltd, Mumbai
- ii) Instrumentation Ltd.(A Govt. of India Enterprise), Kota
- iii) Tata Projects Limited, Hyderabad
- iv) Medhaj Techno Concept Pvt. Ltd., Lucknow
- v) Scott Wilson India Pvt. Ltd./Delhi
- vi) Moody International India (P) Ltd./Delhi
- vii) Voyants Solutions Pvt. Ltd.,Gurgaon
- viii) RITES Ltd.(A Govt. of India Enterprise), Gurgaon
- ix) SGS India Pvt. Ltd, Gurgaon
- x) Intertek India Pvt Ltd./Delhi

A. INTRODUCTION

1.0 Definition of Terms

- 1.1 RECPDCL shall mean "REC POWER DISTRIBUTION COMPANY LIMITED" having its registered office at Core-4, SCOPE Complex,7, Lodhi Road, New Delhi- 110003.
- 1.2 Bidder shall mean any applicant empanelled with REC PDCL for third party quality inspection, monitoring & supervision of Rajiv Gandhi Grameen Vidyutikaran Yojana (RGGVY), Feeder Renovation Programme (FRP) & other power distribution works and is not disqualified by it, who is submitting the tender in reference to this document.
- 1.3 Agency means the bidder whose bid will be accepted by REC PDCL and shall include such successful bidder its legal representatives, successors and permitted assigns.
- 1.4 EMD shall mean Earnest Money Deposit.
- 1.5 UPCL shall mean Uttarakhand Power Corporation Ltd.

2.0 Introduction

- 2.1 REC Power Distribution Company Limited (REC PDCL), a wholly owned subsidiary of Rural Electrification Corporation Ltd.(REC) has received an order from UPCL for third party quality inspection, monitoring & supervision of works got executed by them through their turnkey contractors under RGGVY schemes (Xth plan).
- 2.2 In the above context REC PDCL is intending to engage agencies as associate for providing services for carrying out field work for third-party quality inspection, monitoring & supervision of works executed by UPCL through their turnkey contractors under RGGVY schemes.
- 2.3 The agencies are required to get the work done through experienced personnel's with professional skills and resources to provide the services required by the REC PDCL in timely and efficient manner on the terms and conditions set herewith.

B. SCOPE OF WORK AND PERFORMANCE EVALUATION

1.0 Scope of Work

- 1.1 The agency shall act as Inspecting Agency on behalf of REC PDCL. RECPDCL shall provide proforma for reporting. Sample copy of reporting proforma is at “**Annexure-H**”. REC PDCL would provide the copy of the contract agreement along with specifications, approved surveys and as executed BOQs, drawings, etc. required for inspection and all necessary help to carry out field work.
- 1.2 Two inspections are stipulated. Inspections of all the villages /hamlets will be done.
- 1.3 The cent percent inspection will be carried out by the INSPECTING AGENCY as per agreed schedule, defects/shortcomings in the works will be pointed out along with qualitative and quantitative checks in the prescribed performa of REC PDCL.
- 1.4 INSPECTING AGENCY will follow the technical specifications given in the relevant contract document, IS/IEC specifications & REC Specifications.
- 1.5 The checks per village including habitations shall include the following:
 - a) Quality of erection and quantity verification in respect of all elements of distribution system i.e. poles, conductor length, stay sets, disc & pin insulators, transformers, lightning arresters, earthing etc. as per provisions of specifications, construction standards & work orders placed on the contractor and/or as per bill claimed by the contractor.
 - b) Visual check in terms of physical alignment of line, conductor sag, provision of insulators, safety guard at road crossings, provision of additional stay at tension points, transformer rating and fittings (whether galvanized or not) etc.
 - c) Earthing check at DP structure consisting of distribution transformer, sectionalizers & lightening arresters, HT line, LT line & BPL connections.
 - d) Vertical clearance of line from road and clearances from building, tree, lines etc.
 - e) For length of conductor -**GPS co-ordinates** of poles & transformers, wherever possible.
 - f) Digital photographs of defects/deviations noted.
- 1.6 Pole numbering is to be done by permanent marker & line diagram/map is to be prepared for each village. All defects/deficiencies have to be linked to specific poles.
- 1.7 To verify total length of conductor/cable used in the project and also that inter pole distance has not exceeded the prescribed limits; distance between poles shall be calculated to reasonable accuracy and indicated in the line diagram.
- 1.8 All measuring instruments, ladder, tools & tackles and digital cameras, GPS equipment, Opti Logic Laser Range finder, computers, printers, scanners etc.

required for inspection/making reports & its transportation to sites will be arranged by the inspecting agencies at their own cost.

- 1.9 Insurance of manpower, tools & tackles, all safety & statutory obligations etc required for work are to be arranged by the agencies at their own cost. REC PDCL shall not bear any responsibility & liability on account of any untoward incidents affecting manpower, tools & tackles etc.
- 1.10 All the consumables i.e. stationery, photocopies, soft copies etc required for the work shall be arranged by the bidder.
- 2.0 **Reports:** After inspection of each village/hamlet, reports shall be prepared in the format prescribed by RECPDCL. The report shall include the following:
- 2.1 For Villages covering infrastructure work(including BPL connections) :
- a) Quantities check report. This will bring out the variation in the quantities verified in the field vis-à-vis that shown in the Contract document/BOQ and/or as per bill claimed by contractor.
 - b) Report of defects on quality of construction/erection/workmanship noticed during inspection.
 - c) Line diagram as per actual site conditions based on GPS co-ordinates giving inter pole distances, and indicating HT line, LT line, transformers, stays etc .
 - d) Consumer wise BOQ verification for BPL connection.
 - e) Defects on quality of construction/installation of BPL connection.
 - f) Digital photographs of all the defects noted.
- 2.2 Village wise hard copy of inspection report in prescribed format shall be submitted by agencies (4 copies) along with a soft copy in CD/updated on REC PDCL portal on weekly basis.
- 3.0 **Test Check and acceptance of reports:** Regular Test check of 10-20% of report submitted (or more if necessary) will be done by REC PDCL teams in field and if any deviation at site is found unreported or incorrectly reported by agencies, then REC PDCL will ask the inspecting agency to re-inspect either that particular village or all the villages of the lot and to submit fresh reports. Reports will be treated as accepted by RECPDCL only after test check of the lots received. Lot will be rejected in case the deviation is more than 5%.
- 4.0 **Number of Inspections-** Two inspections are stipulated. 1st inspection is to be started immediately after receipt of LOA. 2nd inspection is to be done after receipt of confirmation from UPCL that deficiencies pointed out in the 1st inspection have been rectified. Accordingly, time schedule for completion of 2nd inspection shall be advised by REC PDCL. 2nd inspection will be there to see whether defects/deviations indicated in the 1st inspection have been carried out or not. Additional defects found during 2nd inspection may also be indicated. The reporting performance of 2nd inspection would be similar to that of 1st inspection. The complete project is expected to be over in six months period.

- 4.1 **Coordination:** REC PDCL shall inform the name & address of the Nodal Officer to whom the agencies will report about their regular weekly progress & performance of the assignment. Weekly progress report should be sent to REC PDCL in prescribed performa. In case absence of any information is adversely affecting the progress of work, the issue could be escalated to Chief Manager (TPI), REC PDCL or CEO, REC PDCL.

5.0 Periodic Performance Evaluation

- 5.1 Entire work of two inspections of about 1100 villages is to be completed in 6 months period. First inspection should be completed in three months period. The 2nd inspection can simultaneously begin for villages whose first inspection report is given and rectifications carried out by UPCL/Turnkey contractor.
- 5.2 The Bidder is required to submit the Time Schedule/Plan of implementation of the assignment. The Time Schedule/Plan should be prepared in such a way that work may start within 15 days from the date of issue of LOA and 1st inspection of all the villages in the package/district including submission of reports shall be completed within 03 months of commencement of the project. Monthly milestone target for execution of work is enclosed at "Annexure-B" for guidance, however agency may propose better milestone targets to complete the work before schedule.
- 5.3 Completion of assignment in time is most important element of the contract. The performance shall be evaluated on monthly basis vis-à-vis milestone target for execution of work (as per enclosed format "Annexure-B"). Submission of quality inspection reports will be the criteria with which the progress of the work will be measured. Progress of the work will be reviewed on monthly basis. This will be measured against the submitted time schedule/ plan of implementation.
- 5.4 If at any stage during the periodic performance evaluation, if there is reasonable shortfall (defined as 20%) in achieving the given milestones & major deficiencies are noticed in the inspection report submitted by agency during test check by REC PDCL, LD as defined in clause no. B.6.0 shall be recovered from agency. The deducted LD will be reverted back at discretion of REC PDCL, if at subsequent stage the shortfall is made good without compromising the quality and over all time schedule.
- 5.5 Time is the essence of the contract. While evaluating periodic performance, no other reason whatsoever except force majeure clause will be considered by REC PDCL.

6.0 Liquidated damages (LD) for delay for completion of work

- 6.1 1% of the value of contract for unmonitored villages per month or part thereof beyond acceptable shortfall limit (20%) calculated with respect to submitted work plan, subject to maximum of 20% of the value of contract for unmonitored villages, shall be recovered from the bills. LD will be calculated each month. However, in case of subsequent making up on delays, the LD will be cancelled /reverted back to the inspecting agency on discretion of RECPDCL. Average value of awarded work per village will be taken for calculating LD. Unmonitored villages shall be calculated w.r.t BOQs provided at the start of each month.

- 6.2 In case of continued non satisfactory performance, agency may be blacklisted for a period of one year for participating in any of the bids invited by REC PDCL or REC. Also, REC would be free to recommend to various state/centre utilities/ Ministry of Power/State Governments/other agencies not to consider the said agency for any assignment.

C. TENDER

1.0 Preparation of Tender

- 1.1 The Bidders are required to submit the complete tender documents only after satisfying each and every condition laid down in the tender documents.
- 1.2 All rates shall be written both in figures and in words. Corrections, if any, are to be made by crossing out, initialing and rewriting. In case of discrepancy between the words and the figures the rate indicated in words shall prevail. All overwriting/ cutting, insertions shall be authenticated and attested.

2.0 Submission of Tenders:

- 2.1 "Earnest Money Deposit" along with letter of transmittal submitted in separate sealed envelope super scribing "**Envelope-A**" and "Financial Bid" along with duly signed complete tender document in separate sealed envelope super scribing "**Envelope-B**" **Package-I (Almora district)**. Envelope-A & B be placed in another sealed cover addressed to Chief Manager (TPI.), REC PDCL, 1016-1023, 10th Floor, Devika Tower, Nehru Place, New Delhi-110019.
- 2.2 The tenders should be put in the Tender Box, which is placed in the office premises of REC PDCL at reception . Please note that REC PDCL would not be responsible for any misplacement/loss/late receipt of a tender.
- 2.3 Only complete tenders received on or before the due date and time shall be considered. Telegraphic/Fax offers/incomplete offers and offers received after due date and time shall not be considered.
- 2.4 Tenders should be submitted and signed by a duly authorized person, giving full name of the firm with its current business address. The letter of authorization shall be indicated by written Power-of-Authority/ Authorization Letter accompanying the bid.
- 2.5 REC PDCL reserves the right to reject any or all tenders or drop part of tender without assigning any reasons whatsoever.
- 2.6 The quotation shall be valid for a period of at least six calendar months from the date of opening of the tenders.
- 2.7 The bidders should satisfy themselves before submission of the tender to REC PDCL that they understand and satisfy each and every condition laid down in the tender documents.

3.0 Receipt and Opening of Tenders

- 3.1 Tenders duly filled in, will be received and opened on the date and time indicated in the letter inviting tenders. The tenders will be opened and the bidders or their authorized representative may, if they so desire be present at the time of opening of tenders.
- 3.2 Financial bid of only those bidders will be opened who have submitted requisite EMD along with letter of transmittal. Bids can be submitted for one or all the packages.
- 3.3 If due date of receipt of tenders and/or that of opening of tender happens to be a closed holiday(s), the tenders would be received and opened on the next working day but the time of receipt and of opening will remain the same.
- 3.4 REC PDCL reserves the right to postpone and/or extend the date of receipt/opening of tenders or to withdraw the tender notice, without assigning any reason thereof. In such a case the bidders shall not be entitled to any form of compensation from the Company.

4.0 Cost:

The Price Offer shall be for the assignment as per the Scope of work of Bid Document and shall remain FIRM throughout the period of contract. REC PDCL shall not pay and/or reimburse anything over and above the price quoted except Service Tax which shall be payable extra on quoted price, as applicable. The bidder shall have valid service tax registration and ensure deposit of service tax to the tax authorities. The REC PDCL reserves the right to ask the bidder to justify and establish price/rate reasonableness. In the event of an award of contract, income tax will be deducted by the REC PDCL at source as per law.

5.0 FINANCIAL BID

The rates are to be **quoted on percentage basis of the cost of the actual work done by Turnkey Contractor of UPCL** under the RGGVY Schemes as per financial proposal form “**Annexure-D**” . The Rates should be firm & inclusive of all the costs i.e. Remuneration to their manpower, all travel, stay, out of pocket expenses, cost of producing documents, cost of tools & tackles and its transportation, insurance, taxes & duties etc. , except Service Tax which shall be payable extra on quoted price, as applicable . The tentative awarded cost of the project of RGGVY schemes and no. of villages to be inspected package wise are given in the “**Annexure-A**”.

6.0 Earnest Money Deposit (EMD) (To be submitted by the bidder in a separate sealed cover along with Financial Bid)

- 6.1 Bidders shall submit along with the tender, Earnest Money of Rs.1,00,000/- (Rs. One Lac only) in the form of irrevocable Bank Guarantee (BG) from a nationalized/scheduled Bank as per performa enclosed as “**Annexure-E**” or Bank Draft drawn in favour of REC Power Distribution Company Limited payable at New Delhi and shall be initially be kept valid up to validity of the offer plus 30 days or such extended period. Tenders not accompanied by the requisite amount of Earnest Money shall be rejected.

6.2 Earnest Money shall be forfeited in case of the following:

- a) On revocation of tender or increase in rates after opening of the tender but before the validity of the quotations expires.
- b) On refusal to enter into contract agreement after award of contract.
- c) Non submission of Contract Performance Guarantee.

6.3 The EMD shall be returned without interest:

- a) To the unsuccessful bidders after signing of contract agreement & submission of Contract Performance Guarantee by successful bidder.
- b) In case bidding process is terminated by REC PDCL for any reason.

7.0 **Contract Performance Guarantee (CPG) :**

Successful bidder shall submit to RECPDCL, within 7 days of signing of contract agreement, a CPG in the form of a Bank Draft or irrevocable Bank Guarantee (BG) from a nationalized/scheduled Bank, equivalent to 10% of the Contract value. The CPG shall be as per performa enclosed as “**Annexure-F**” and shall initially be kept valid up to the completion of the assignment plus three months or such extended period.

- 7.1 The Contract Performance Guarantee is intended to secure the performance of the entire contract and shall not be construed as limiting the damages in other clauses of this contract.
- 7.2 The Contract Performance Guarantee will be returned to the agency/associate without any interest upon completion of all items of work as defined in Scope of work, submission of the Final Report and acceptance of the same by REC PDCL & UPCL. In case of any failure/non-performance of contract, the CPG will be forfeited/encashed.

8.0 **Deviation:**

The bidder must comply with the Scope of work, all terms and conditions & monthly milestone target for execution of work as per bid document. No deviation on the lower side in this regard shall be accepted. In case of any deviation, financial bids shall be returned unopened to the bidder on the spot.

9.0 **Methodology to be followed while opening of the financial bid and selection of the firm for award for a particular package:**

- 9.1 The methodology will be so followed that separate packages are assigned to separate bidders.
- 9.2 Financial bid shall be invited separately for each packages. L-1 bidder in one package is not allowed to bid in any of the balance packages bid, same shall be informed to respective L-1 bidder.

- 9.3 However, if the exercise does not lead to selection of separate L-1 bidder for all packages, then RECPDCL reserves its right to give more than one package to one party after careful consideration of all the facts.
- 9.4 Bidders may be present in person or may send their authorized representative at the time of opening of bid as per schedule. No further intimation shall be given if there is no change in the schedule. It is expected that all bidder shall attend the opening of bids. However, bids shall be opened and decision shall be taken as per above stated methodology even in absence of representative if the bids opening is not attended.
- 10.0 **REC PDCL reserves the right to reject any offer in full or in part or to split/combine packages & award the work in smaller packages to more than one bidder.**

D. CONTRACT

1.0 Duration/ Period of Contract:

- 1.1 The contract will be for six months from date of award of contract. In case duration of the contract is required to be extended for the reason beyond control of the agency, the same shall be done with mutual consent on the same rates and terms & conditions.
- 1.2 Period of completion of 1st inspection including submission of reports shall be within 03 months of commencement of the project. Complete project including 2nd inspection shall be over within six months from the date of LOA. Project should be started within 15 days from the date of issue of LOA.

2.0 Signing of Formal Contract Agreement

In the event of award, the successful bidder shall be required to enter into a contract agreement with REC PDCL on non-judicial stamp paper of the value as per the relevant act within 7 days from the date of letter of award.

3.0 Termination of Contract

- 3.1 The contract shall remain in force for 6 months from the date of award of contract or till satisfactory completion of awarded work, whichever is earlier.
- 3.2 However, in case, in the opinion of REC PDCL if the inspecting agency is not likely to make up for the delay or test checks by REC PDCL are indicating poor quality inspections or the agency is acting in anyway prejudicial to the completion of project or on adoption of unethical practices, the contract may be terminated partly or fully by giving 15 days notice and the balance works shall be got executed at the risk & cost of the agency.

4.0 Terms of Payment :

- 4.1 a) 5% of the contract value as mobilization advance against furnishing & acceptance of irrevocable Bank Guarantee from a nationalized/scheduled Bank as per “**Annexure-G**” of 110% of the advance amount and shall initially be kept valid up to completion of assignment plus three months or such extended period, immediately after entering into contract agreement & submission of Contract Performance Guarantee.
- b) 5% of the contract value as mobilization advance against physical start of inspection work.
- 4.2 40% of the contract value shall be paid on acceptance of the inspection reports after suitable test checks by REC PDCL on monthly pro-rata basis for 1st inspection.
- 4.3 45% of the contract value shall be paid on acceptance of the 2nd inspection reports after suitable test checks by REC PDCL on monthly pro-rata basis.
- 4.4 Remaining 5% of the contract value shall be paid on completion of 6 months from last inspection and not getting any adverse report about quality of inspection from UPCL.
- Note-** If the contract is terminated due to default of the agency, the “mobilization advance” would be deemed as interest bearing advance at an interest rate of __ % (The percentage of interest shall be the prevailing rate of interest at the time of issue of Notice Inviting Tender) to be compounded quarterly.

5.0 Tax Deduction at Source:

Income Tax and any other taxes e.g. Sales Tax/Tax on Works Contract Act,1999 ,etc. as may be applicable from time to time during the currency of contract shall be deducted at source from the running bill(s).

6.0 Force Majeure

The REC PDCL and Inspecting Agency shall ensure due compliance with the terms of this agreement. However no party shall be liable for any claim for any loss or damage whatsoever arising out of failure to carry out the terms of the agreement to the extent that such a failure is due to force Majeure events which include fire, riot, strike, lockout, forces of nature, accident, act of God. But any party claiming the benefit of this clause shall satisfy the other party of the existence of such an event and give written notice within 72 hrs. of occurrence to the other party to this effect. The services covered under this agreement shall be started as soon as the condition of force majeure ceases to exist against the particular party to this agreement.

E . General Conditions

1.0. Qualification & experience of manpower to be deployed

The project in charge shall be an engineer with at least 15 years of post qualification experience and shall be assisted by number of teams so as to complete the task in time & each team should be headed by an Engineer with at least 5 years post qualification experience in the field of construction/supervision of construction or inspection of electric power distribution/ transmission system and O&M. Details of manpower including their qualification and changes made if any during course of execution of project should be intimated to REC PDCL.

2.0 Disputes Resolution & Arbitration

2.1 Disputes under the agreement shall be settled by mutual discussion.

2.0 However, in the event amicable resolution or settlement is not reached between the parties, the differences of disputes shall be referred to and settled by the Sole Arbitrator to be appointed by Chairman, REC PDCL.

2.2. The arbitration proceedings shall be in accordance with the prevailing Arbitration and Conciliation Act, 1996 and Laws of India as amended or enacted from time to time.

2.3 The venue of the arbitration shall be New Delhi, India.

2.4 The fee & other charges of Arbitrator shall be shared equally between the parties.

2.5 The Arbitrator will give the speaking & reasoned award. The party will not be entitled to any pendentelite interest during arbitration proceedings.

3.0 Jurisdiction of Courts etc.

The Courts/any other Tribunal or Forum in Delhi/New Delhi alone shall have exclusive jurisdiction with regard to any matter/dispute relating to or arising out this contract.

4.0 Sub-contracting

Agencies/Associates to whom work is awarded are not allowed to Sub-contract the work to any other parties either in part or full.

5.0 Letter of Transmittal

Letter of transmittal as per enclosed format "**Annexure-C**" to be submitted along with EMD in a separate sealed envelope.

6.0 Quantity Variation

REC PDCL reserves the right to increase or decrease the quantity of work, without any change in unit prices or other terms and conditions. Suitable Amendment/ communications shall be issued in the event of variations in the quantities.

"Annexure-A"

PROJECTS UNDER RGGVY SCHEME TO BE INSPECTED IN UPCL

Sl. No.	Package No.	Name of District	Awarded cost of project (Rs. in Lakhs)	Total No. of villages covered for Household electrification (Nos.)		
				No. of un-electrified villages to be electrified	No. of electrified villages covered for Household electrification	Total no. of villages covered as per actual survey by UPCL(Col.5+6)
1	2	3	4	5	6	7
1	I	Almora	83.54	117	983	1100

Note- No. of villages & awarded cost indicated is tentative and can vary

Monthly milestone target for execution of work

S.No.	Particular	
1	Package No.	I
2	Name of district	Almora
3	Total no. of villages to be inspected	1100
4	Mobilisation of resources from the date of LOA (days)	15
5	Time duration for completion of 1st inspection from the commencement of the project (months)	3
6	Total no. of inspections & report submission in 1st week of 1 st Month	366
7	Total no. of inspections & report submission in 1st week of 2 nd Month	366
8	Total no. of inspections & report submission in 1st week of 3 rd Month	368

Note- To be submitted separately along with financial bid

LETTER OF TRANSMITTAL

To: *[Name and address of Client]*

Dear Sirs:

I/We, the undersigned, have examined the details given in your Request for Proposal dated *[Insert Date]* for providing the services of third party quality inspection, monitoring & supervision of RGGVY works of UPCL. We accept all the terms & conditions of the bid document without any deviation and submit the Financial Bid. We hereby certify that M/s _____ or its group companies have not been awarded any work for third party inspection either for RGGVY, FRP or any other power distribution works by UPCL & shall not be a competitor to REC PDCL within the State of Uttarakhand during contract period in case the contract is awarded.

Also, M/s _____ or its group companies is not executing or providing any type of consultancy services either directly or as a sub-contractor for the particular work for which financial bid is submitted.

Authorized Signature *[In full and initials]*:

Name and Title of Signatory:

Name of Firm:

Address:

FIN- 1 FINANCIAL PROPOSAL SUBMISSION FORM

(Separate FIN-1 and FIN-2 for separate packages)

[Location, Date]

To: [Name and address of Client]

Dear Sirs:

I/We, the undersigned, offer to provide the services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date].

Our attached Financial Proposal is for the Percentage of the cost of the actual work done by Turnkey Contractor of UPCL under the RGGVY Schemes [Insert Percentage] for package [Insert No.]. This amount is inclusive of all costs i.e. Remuneration to their manpower, all travel, stay, out of pocket expenses, cost of producing documents, taxes & duties etc. except Service Tax which shall be payable extra on quoted price, as applicable.

Our Financial Proposal shall be binding upon us, up to expiration of the validity period of the Proposal.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

Note- 1) Percentage must coincide with the ones indicated under Summary of Costs of Financial proposal in Form FIN-2.

2) Separate FIN-1 & 2 form shall be submitted in separate envelope superscribed as Financial Bid (Envelope-B).

FIN-2 SUMMARY OF COSTS

- 1) Percentage of the cost of the actual work done by Turnkey Contractor of UPCL under the RGGVY Schemes for package [*Insert no.*]

= _____ (In figures)

= _____ (In words)

Above Prices are inclusive of all costs i.e. Remuneration to their manpower, all travel, stay, out of pocket expenses, cost of producing documents, taxes & duties etc. except Service Tax which shall be payable extra on quoted price, as applicable.

Authorized Signature [*In full and initials*]:.....

Name and Title of Signatory:.....

Name of Firm:.....

Address:

BID BANK GUARANTEE (EARNEST MONEY)

(To be stamped in accordance with Stamp act)

This deed of Guarantee made this _____ day of _____ **2011**
by _____

((Name of the Bank))

having one its branch at _____
acting through its Manager (hereinafter called the "Bank") which expression shall wherever the context so requires includes its successors and permitted assigns in favour of REC Power Distribution Company Ltd., registered under the Companies Act, 1956, having its office at _____

_____ (hereinafter called)
("RECPDCL") which expression shall include its successors and assigns.

WHEREAS RECPDCL has invited tender vide their Tender Notice No. _____

_____ Dated _____ to be opened on
AND _____ WHEREAS _____ M/s

((Name of Tenderer))

having its office at _____
(hereinafter called the "Tenderer"), has/have in response to aforesaid tender notice offered to supply/ do the job _____ as contained in the tender.

AND WHEREAS the Tender is required to furnish to RECPDCL a Bank Guarantee for a sum of Rs. _____ (Rupees _____
_____ Only) as Earnest Money for participation in the Tender aforesaid.

AND WHEREAS, we _____

((Name of Bank))

have at the request of the tenderer agree to give RECPDCL this as hereinafter contained.

NOW, THEREFORE, in consideration of the promise we, the undersigned, hereby covenant that, the aforesaid Tender shall remain open for acceptance by RECPDCL during the period of validity as mentioned in the Tender or any extension thereof as RECPDCL and the Tenderer may subsequently agree and if the Tenderer for any reason back out, whether expressly or impliedly, from his said Tender during the period of its validity or any extension thereof as aforesaid or fail to furnish Bank Guarantee for performance as per terms of the aforesaid Tender, we hereby undertake to pay RECPDCL, New Delhi on demand without demur to the extent of Rs. _____ (Rupees _____ only).

We further agree as follows:-

01. That RECPDCL may without affecting this guarantee extend the period of validity of the said Tender or grant other indulgence to or negotiate further with the Tenderer in regard to the conditions contained in the said tender or thereby modify these conditions or add thereto any further conditions as may be mutually agreed to in between RECPDCL and

the Tender AND the said Bank shall not be released from its liability under these presents by an exercise by RECPDCL of its liberty with reference to the matters aforesaid or by reason of time being given to the Tenderer or any other forbearance, act or omission on the part of the RECPDCL or any indulgence by RECPDCL to the said Tenderer or any other matter or thing whatsoever.

02. The Bank hereby waive all rights at any time in consistent with the terms of this Guarantee and the obligations of the Bank in terms thereof shall not be otherwise affected or suspended by reason of any dispute or dispute having been raised by the Tenderer (whether or not pending before any arbitrator, tribunal or court) or any denial of liability by the Tenderer stopping or preventing or purporting to stop or prevent any payment by the Bank to RECPDCL in terms thereof.

03. We the said Bank, lastly undertake not to revoke this Guarantee during its currency except with the previous consent of RECPDCL in writhing and agree that any charges in the constitution, winding up, dissolution or insolvency of the Tenderer, the said Bank shall not be discharged from their liability.

NOTWITHSTANDING anything contained above, the liability of the Bank in respect of this Guarantee is restricted to the said sum of Rs. _____ (Rupees _____ only) and this Guarantee shall remain in force till _____ unless a claim under this guarantee is filed with the bank within 30 (thirty) days from this date or the extended date, as the case may be i.e. upto _____ all rights under Guarantee shall lapse and the Bank be discharged from all liabilities hereunder.

In witness whereof the Bank has subscribed and set its name and seal here under.

Note: - The date shall be thirty (30) days after the last date for which the bid is valid.

PERFORMANCE BANK GUARANTEE

**M/s REC Power Distribution Company Ltd.,
Core 4, Scope Complex, Lodhi Road,
New Delhi – 110003 (INDIA)**

(With due stamp duty if applicable)

OUR LETTER OF GUARANTEE NO.:

In consideration of REC Power Distribution Company Ltd., having its office at _____ (hereinafter referred to as "RECPDCL" which expression shall unless repugnant to the content or meaning thereof include all its successors, administrators and executors) and having entered into an agreement dated _____/issued Purchase Order No. _____ dated _____ with/on M/s _____ (hereinafter referred to as "The Supplier" which expression unless repugnant to the content or meaning thereof, shall include all the successors, administrators, and executors).

WHEREAS the Supplier having unequivocally accepted to perform the services as per terms and conditions given in the Agreement dated _____/Purchase Order No. _____ dated _____ and RECPDCL having agreed that the Supplier shall furnish to RECPDCL a Performance Guarantee for the faithful performance of the entire contract, to the extent of 10% (ten percent) (or the percentage as per the individual case) of the value of the Purchase Order i.e. for _____.

We, _____ ("The Bank") which shall include OUR successors, administrators and executors herewith establish an irrevocable Letter of Guarantee No. _____ in your favour for account of _____ (The Supplier) in cover of performance guarantee in accordance with the terms and conditions of the Agreement/Purchase Order.

Hereby, we undertake to pay upto but not exceeding _____ (say _____ only) upon receipt by us of your first written demand accompanied by your declaration stating that the amount claimed is due by reason of the Supplier having failed to perform the Agreement and despite any contestation on the part of above named supplier.

This letter of Guarantee will expire on _____ including 30 day of claim period and any claims made hereunder must be received by us on or before expiry date after which date this Letter of Guarantee will become of no effect whatsoever whether returned to us or not.

Authorized signature
Chief Manager/ Manager
Seal of Bank

Note: The date shall be 90 days after the date of completion of contract.

ADVANCE BANK GUARANTEE

**M/s REC Power Distribution Company Ltd.,
Core 4, Scope Complex, Lodhi Road,
New Delhi – 110003 (INDIA)**

(With due stamp duty if applicable)

OUR LETTER OF GUARANTEE No. : _____

In Consideration of REC Power Distribution Company Ltd, having its office at _____
(hereinafter referred to as "RECPDCL" Which expression shall unless repugnant to the content or meaning there of include all its successors , administrators and executors) and having entered into an agreement dated _____ /issued Purchase Order No _____ dated _____ with/on M/S _____ (hereinafter referred to as " The Supplier" which expression unless repugnant to the content or meaning thereof, shall include all the successors, administrators and executors).

WHEREAS the Supplier having unequivocally accepted to perform the services as per terms and condition given in the Agreement dated _____ / Purchase Order No. _____ dated _____ and REC PDCL having agreed that the Supplier shall furnish to RECPDCL an Advance Bank Guarantee for the advance taken, to the extent of 110% (_____ percent) of the value of the Purchase Order i.e. for _____.

We, _____ ("The Bank") which shall include OUR Successors, administrators and executors here with establish an irrevocable Letter of Guarantee No. _____ in your favour for account of _____ (The Supplier) in cover of performance guarantee in accordance with the terms and conditions of the Agreement / Purchase Order.

Hereby, We undertake to pay up to but not exceeding _____ (say _____ only) upon receipt by us of your first written demand accompanied by your declaration stating that the amount claimed is due by reason of the Supplier having failed to perform the Agreement and despite any contestation on the part of above named supplier.

This letter of Guarantee will expire on _____ including 30 day of claim period and any claims made hereunder must be received by us on or before expiry date after which date this Letter of Guarantee will become of no effect whatsoever whether returned to us or not.

Authorized signature

Chief Manager/ Manager

Seal of Bank

Note: The date shall be 90 days after the date of completion of contract.

Report No. District Name/Block Name/Year/Report No.

Dated:XX/XX/XXXX

REC Power Distribution Company Limited
(A wholly owned subsidiary of REC Limited)

Third Party Monitoring Report

Of

Village Electrification works executed under

Rajiv Gandhi Gram Vidyutikaran Yojna (RGGVY)

In

Uttarakhand Power Corporation Ltd.(UPCL)

Uttarakhand

Report No. District Name/Block Name/Year/Report No.

Dated:XX/XX/XXXX

	<u>Location:</u>
Name of Village /Tok	:
Census Code No.	:
Name of Block	:
Name of District	:
REC Scheme Code	:

Contents

Sr. No.	Description	Page No.
1.	General details	
2.	Verification of Bill of Material	
3.	Observations of Monitoring team	
4.	Supporting documents attached:	
	(a) Photographs showing deviations (Link/Reference to photograph number to be mentioned in Remark Column)	
	(b) Copy of line diagram	
	(c) Duly approved Survey Report/drawing(BOQ)	

Project Summary

Sr. No.	Project Details	
1.	Name of the village	
2.	Census Code No.	
3.	Name of Block	
4.	Name of District	
5.	Name of Implementing agency	
6.	Name of Turnkey contractor	
7.	Name of Third Party Monitoring Agency	
8.	Name of Inspecting Engineer/Site Engineer	
9.	Name of representative of UPCL, if any	-
10.	Name of representative of contractor, if any	-

VERIFICATION OF BILL MATERIAL FOR GUARDING

S. No.	Description	Unit	Provisions as approved by UPCL	Quantity as verified at site	Remark
1	Guarding Cross Arm 75x40x2210mm channel (2nos. per set)	No.			
2	Eye Bolt 20x 450 length(8nos. per set)	No.			
3	Back clamps with 50x8 flat Bolts & nuts 16x65mm(2nos. per set)	No.			
4	Turn Buckle(3nos. per set)	No.			
5	GI wire for guard wires and lacing	Kg			
6	GI binding wire for cross lacing with guard wires	Kg			

VERIFICATION OF BILL MATERIAL FOR 25kVA DT S/S

S. No.	Description	Unit	Provisions as approved by UPCL	Quantity as verified at site	Remark
1.	ST Pole 8.5M long 410-SP23 (2 Nos. pole per DT s/s)	No.			
2.	Distribution Transformer 25 KVA, 11kV/433V	No.			
3.	11kV Disc Insulator with complete fitting with T&C type fitting (6 Nos. Disc Insulator for 3ph)	No.			
4.	11 kV LA ((3 no. on each DT s/s)	No.			
5.	11kV GO Switch triple pole (1 no. on each DT s/s)	No.			
6.	11kV DO fuse set triple pole (1 no. on each DT s/s)	No.			
7.	22 kV Pin Insulator with pins	No.			
8.	LT Panel with protection and metering equipment along with 3ph electronic meters, CT including fixing arrangement (1 set on each DT s/s)	No.			
9	Stay complete with stay wire of size SWG 7/10 (2nos. on each DT s/s) including concreting	No.			
10.	LT PVC cable 4X35 sq.mm (15 Mtr per DT s/s)	M			
11.	Danger Board	No.			
12.	Barbed wires(LS)	LS			
13.	MS Channel 100x50x2088mm (1no. for DO fuse)	No.			
14.	MS Channel 125x65x2240mm (1no. on top)	No.			
15.	MS Channel 125x65x1300mm (1no. as Tee Off)	No.			
16.	MS angle 75x75x2028 mm (2nos. on each DT s/s)	No.			
17.	Clamps for LT take off with bolts & nuts (2nos. per DT s/s)	No.			

18.	Holding P.P. and clamps for top channel, GO Switch and fuse sets etc with bolts and nuts (10 nos. per DT s/s)	No.			
19.	Concreting of poles including kicking block (on each pole i.e. 2nos. per DT s/s)	No.			
20.	Rod type, Delta earthing complete for T/F with 25x5mm GI strip. (3nos. rod per DT s/s)	No.			
21.	Rod type earthing of pole (each pole of DT s/s earthed through rod i.e. 2nos. rod per DT s/s)	No.			

VERIFICATION OF BILL MATERIAL FOR 16kVA DT S/S

S. No.	Description	Unit	Provisions as approved by UPCL	Quantity as verified at site	Remark
1.	16 KVA, 1ph, 6.3kV/240V, T/F with line clamp and proper support,	No.			
2.	22 kV Pin Insulator with pins (2 nos. for each DT s/s)	No.			
3.	Shackle Insulators for each wire (1 no. for each DT s/s)	No.			
4.	11 kV LA (1 no. on each DT s/s)	No.			
5.	11kV GO Switch triple pole (1 no. on each DT s/s)	No.			
6.	11kV DO fuse set triple pole (1 no. on each DT s/s)	No.			
7.	LT Panel with protection and metering equipment along with 1ph electronic meters with MRI port, CT, MCCB including fixing arrangement (1 set on each DT s/s)	No.			
8.	LT cables from T/F to LT Feeder	LS			
9	Danger Board	No.			
10.	GI Barbed wires(LS)	LS			
11.	Rod type, Delta earthing complete for T/F with 25x5mm GI strip.(3nos. rod per DT s/s)	No.			

VERIFICATION OF BILL OF MATERIAL FOR HT LINE
Three Phase and Single Phase

Sr. No	Description		Unit	Provisions as approved by UPCL		Quantity as verified at site		Remark
		Type of Structure		(Nos.) structure	No. of Poles	(Nos.) structure	No. of Poles	
1.	ST Pole 410-SP23, 8.5M long	1ø DP	No.					
		3ø DP						
		1ø FP						
		3ø FP						
		1ø SP						
		3ø SP						
		Total						
2.	PCC Pole 8.5 Long (used as only single pole structure in 1ø & 3ø)		No.	-		-		
3.	ACSR 50 sq.mm in 3ø Rabbit Conductor with 3% sag		Km					
4.	ACSR 30 sq.mm in 1ø Weasel Conductor with 3% sag		Km					
5.	Earth Wire Clip (1no. per structure for ST as well as PCC)		No.					
6.	E-bracket with Bolts &Nuts		No.					
	1ø DP	1						
	3ø DP	3						
	1ø FP	2						
	3ø FP	8						
7.	11 kV pin + Insulator		No.					
	PCC	1ø, SP	1					
		3ø, SP	3					
8.	22 kV pin + Insulator		No.					
	ST	1ø SP,DP	1					
		3ø SP,DP	3					
		1ø FP	2					
		3ø FP	8					
9.	Stay complete with stay wire of size SWG 7/10 including concreting		No.					
	per structure requirement							
	ST	SP	1					
		DP	4					
		FP	6					
	PCC	1ø, 3ø	1/2					
10.	MS Channel (Top) 100x50x2240mm		No.					
	DP	1						
	FP	4						

11.	11kV Disc Insulator with B&S type fitting			No.			
	1ø DP		4				
	3ø DP		12				
	1ø FP		4				
	3ø FP		12				
12.	P.P. and clamp			No.			
	ST &PCC	1ø SP	1				
		3ø SP	1				
	ST	1ø DP	2				
		3ø DP	2				
		1ø FP	8				
		3ø FP	8				
Cross Bracing with Clamps using MS angle 50x50x6mm			No.				
DP		1					
FP		4					
14.	PG Clamps for Conductor			No.			
	ST	1ø DP	4				
		3ø DP	12				
		1ø FP	4				
		3ø FP	12				
15.	V-Type Cross arm with clamps, nuts and bolts on every single pole (1ø or 3ø) either ST or PCC			No.			
16.	Rod type earthing (on every pole either ST or PCC)			No.			
17.	Concreting of poles including kicking block (on each pole)			No.			
18.	11kV GO Switch with fixing clamp (to sectionalize the line)			No.			

VERIFICATION OF BILL OF MATERIAL FOR LT LINE
Three Phase and Single Phase

Sl. No	Description	Unit	Provisions as approved by UPCL	Quantity as verified at site	Remark					
1.	ST Pole 410-SP21 8.5M long with pole cap (for 3ø line) in Hill Area	No.								
	ST Pole 410-SP10 8.0M long with pole cap (for 1ø line) in Hill Area	No.								
2.	PCC Pole 8.5M Long (for 1ø & 3ø line) in Plain Area	No.								
3.	Stay complete with stay wire of size SWG 7/10 including concreting requirement per structr. <table><tr><td>ST</td><td>1ø, 3ø</td><td>½</td></tr><tr><td>PCC</td><td>1ø, 3ø</td><td>¼</td></tr></table>	ST	1ø, 3ø	½	PCC	1ø, 3ø	¼	No.		
ST	1ø, 3ø	½								
PCC	1ø, 3ø	¼								
4.	Rod type earthing (on every 4 th pole)	No.								
5.	Concreting of poles including kicking block (on each pole)	No.								
6.	3 x 16 + 25 sq mm AB cable (3ø line) with 3% sag	Km								
7.	1 x 16 + 25 sq mm AB cable (1ø line) with 3% sag	Km								
8.	Suspension Clamp with eye hook (on every intermediate pole)- 18 nos. per KM of LT line	No.								
9.	Dead end clamp with eye hook (on dead end pole)	No.								
10.	Al. to Al. connectors with insulated cover (piercing connector)	No.								
11	BPL Connection	No.								

VERIFICATION OF BILL OF MATERIAL FOR BPL CONNECTION

S. No.	Consumer Name	BPL card no.	Meter no.	Dt of release of conn.	PVC cable for service connection 2c x 2.5 sq.mm [40 m/ connection]		1ph, 5-20A LCD (Back lit type) Electronic Meter with box [1 No./connection]		Wooden Board [1 No./connection]		MCB 6A with Box [1 No./connection]		PVC conduit Pipe 20mm dia [5m / connection]		Conduit Clip		Batten Holder [1 No./connection]		Switch [1 No./connection]		40W Bulb [1 No./connection]		Remark
					P	E	P	E	P	E	P	E	P	E	P	E	P	E	P	E	P	E	

OBSERVATIONS OF MONITORING TEAM ON QUALITY OF CONSTRUCTION

Sl. No.	Description	Compliance to Specifications	Observations	Remarks on non-compliance
1	Steel tubular Pole/PCC Pole			
a	Depth of filling	1.5 m		
b	Alignment	Yes		
c	Verticality (w.r.t. ground)	90°		
d	Sag	Max. 3%		
e	Danger plate	Provided on DT s/s		
f	Pole numbering	Not specified		
g	Guarding at Road crossing	Provided		
	Earthing			
h	i) At every 4 th pole for LT line	Provided		
	ii) At every pole for H.T. line	Provided		
j	Anti climbing devices (for HT line only)	Provided (Barbed wire)		
2	Stay Set Size of stay wire SWG 7/10			
a	Grouting	OK		
b	Adequacy of stay sets	OK		
c	Tightening of stay wire	Tight		
d	Size of stay wire	SWG 7/10		
3	In Jumpering P.G. Clamp used or not	Used		
4	Tying of conductor over insulator			
a	With Aluminum Conductor	OK		
b	Twisted or not	Twisted		
5	Distribution Transformer			
a	Rating - 16 KVA/25 KVA	16 kVA (1 no.) 25 KVA (1 no.)		
b	Mounting	OK		
c	Breather Condition (in case of 25 kVA T/F)	OK		
d	Color of Silica gel	Blue		
e	"D" type formation of loop	OK		
f	Arcing horn at HT Bushing of DT	OK		
6	Termination			
a	Whether all connections crimped with suitable aluminum lugs	OK		
b	HT & LT terminal Tightening by bolts & nuts	OK		

c	Condition of cables at T/F	OK		
7	Delta Earthing of DT			
a	Neutral Earthing with delta connection made of 3Nos MS Rod	OK		
b	Lighting Arrestor Earthed with MS Rod	OK		
c	T/F Body & Structure Earthed with MS Rod	OK		
d	Size of GI strip used for Delta earthing to connect MS Rod	25x5 mm		
8	T/F Oil Condition			
a	Leakage	No		
b	Oil Level	OK		
9	Commissioning Checks			
a	Earthing Resistance	Less than 5 Ω		
b	I.R. Value of Transformer	Measured		
10	TPMO/GO Switch			
a	Switch operating properly at the time of closing/opening (visual assessment)	OK		
b	Drop out Fuse unit working (visual assessment)	OK		
c	Installation of TPMO/GO Switch	Proper		
11	Guarding			
a	Adequacy of Guarding	Provided		
b	Installation of Guarding	Proper		
12	LT Panel with protection & Metering equipment AT T/F			
a	Termination of LT PVC Cable and its connection in panel	OK		
b	Earthing of metering panel	OK		
c	Whether 3ph/1ph electronic meters, CT, MCCB installed	Provided		
d	Whether Concreting of poles is done with kicking block.	Provided		
13	Stringing of LT Line			

a	Sag of AB Cable between two poles	Max 3%		
b	Use of suspension clamp with eye hook on every intermediate pole	Used		
c	Use of Dead end clamp with eye hook on at dead end	Used		
d	Al. to Al. connectors with insulated cover (piercing connector)	Used		

OBSERVATIONS OF MONITORING TEAM ON QUALITY OF CONSTRUCTION AT BPL CONNECTION

S. No.	Consumer Name	BPL card no.	Meter no.	Dt of release of conn.	PVC cable for service connection 2c x 2.5 sq.mm [40 m/ connection]		1ph, 5-20A LCD (Back lit type) Electronic Meter with box [1 No./connection]		Wooden Board [1 No./connection]		MCB 6A with Box [1 No./connection]		PVC conduit Pipe 20mm dia [5m / connection]		Conduit Clip		Batten Holder [1 No./connection]		Switch [1 No./connection]		40W Bulb [1 No./connection]		Earthing at BPL connection	Remark
					P	E	P	E	P	E	P	E	P	E	P	E	P	E	P	E	P	E		

Summary Report on discrepancies & defects observed

S.No.	Location	Discrepancies & Defects Observed	Photograph Reference
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			

Signature of authorized officer

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Signature of Checking officer

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Photographs taken at the time of inspection

Actual Line Diagram drawn during inspection

Approved BOQ/Line Diagram provided by UPCL