



## **UTTAR PRADESH METRO RAIL CORPORATION LIMITED**

**Tender UPMRCTR-02: “Outsourcing of manpower for O&M work for preventive and corrective maintenance of 25 KV OHE and Power Supply Installations (ASSs & RSSs) (excluding SCADA) of Uttar Pradesh Metro Rail Corporation Ltd at Lucknow for 03 years”.**

**TENDER NO: UPMRCTR-02**

**NOTICE INVITING TENDER**

**UTTAR PRADESH METRO RAIL CORPORATION LTD.**

**Administrative Building,  
Near Dr. Bhimrao Ambedkar Samajik Parivartan Sthal,  
Vipin Khand, Gomti Nagar,  
Lucknow-226010**

## SECTION 1

**NOTICE INVITING TENDER (NIT)****1.1 GENERAL****1.1.1 Name of Work:**

Uttar Pradesh Metro Rail Corporation (UPMRC) invites Open E- Tender for the work “**Outsourcing of manpower for O&M work for preventive and corrective maintenance of 25 KV OHE and Power Supply Installations (ASSs & RSSs)(excluding SCADA) of Uttar Pradesh Metro Rail Corporation Ltd at Lucknow for 03 years**” from eligible applicants who have valid electrical contractor license and have work experience for maintenance or erection or testing and commissioning of 25 KV OHE (Flexible/Rigid overhead catenary system) or PSI (power supply installations) in Railways / Metro rails.

The brief scope of the work and site information is provided in NIT Section 2.

**1.1.2 Key details:**

S.No	Description	Scope
1	<b>Tender No</b>	UPMRCTR-02
2	<b>Scope</b>	<b>Outsourcing of manpower for O&amp;M work for preventive and corrective maintenance of 25 KV OHE and Power Supply Installations (ASSs &amp; RSSs)(excluding SCADA) of Uttar Pradesh Metro Rail Corporation Ltd at Lucknow for 03 years</b>
3	<b>Approximate cost of works (NIT value)</b>	<b>Rs 2,55,88,159/- excluding GST for 3 years</b>
4	<b>Tender Security amount</b>	<p><b>Rs. 5,11,763 /-</b></p> <p>The instrument type for payment of tender security/ EMD shall be RTGS, NEFT &amp; IMPS, Demand Draft, Bank Guarantee. No other mode of payment will be accepted.</p> <p><b>(i)</b> Payment of tender Security as per clause C 18.1.2(i) of ITT is to be made by RTGS, NEFT &amp; IMPS. The details of bank account of UPMRC are mentioned below. The bidders are required to upload scanned copies of transaction of payment of tender security including e-receipt (clearly indicating UTR No. &amp; tender reference must be entered in the remarks at the time of online transaction of payment, failing which payment may not be considered) at the</p>

		<p>time of online bid submission). (Copy of GST registration no. to be provided along with Tender security)</p> <p><b>Name of the Bank</b> - HDFC Bank <b>Banks</b> <b>Address</b>-HDFC Bank Ltd, Tekari Chambers Ashok Marg, Lucknow <b>Account Name</b> - UPMRCL (Lucknow project) <b>Account No.</b> – 50200009236800 <b>IFSC code</b> - HDFC0001267</p> <p><b>(ii)</b> Payment of tender security as per clause C 18.1.2 (ii) of ITT is to be made by BG/Demand Draft. BG/Demand Draft shall be submitted in original in the office of CE/ Contract within due date and time of submission end date of tender.</p> <p><b>Validity of Tender Security in case of BG/ Demand Draft</b> shall remain valid for a period of 45 days beyond the final bid validity period.</p>
5	<b>Completion Period of the work</b>	36 months from date of LOA
6	<b>Tender documents on sale</b>	<p>From <b>12.05.2023 (from 16:00 hrs) to 12.06.2023 (up to 15:00 hrs)</b> on e-tendering website <a href="https://etenders.gov.in/e procure/app">https://etenders.gov.in/e procure/app</a> . Tender document can only be obtained on the website <a href="https://etenders.gov.in/e procure/app">https://etenders.gov.in/e procure/app</a> .</p>
7	<b>Cost of Tender documents (Non-Refundable)</b>	<p><b>INR 23,600/- (inclusive of 18% GST)</b> Non-Refundable Payment of tender document cost/ tender fee is to be made only by RTGS, NEFT &amp; IMPS. No other mode of payment will be accepted. The details of bank account of UPMRC are mentioned below. The bidders are required to upload scanned copies of transaction of payment of tender document cost/tender fee including e-receipt (clearly indicating UTR No. &amp; tender reference i.e.<b>UPMRCTR-02</b> must be entered in the remarks at the time of online transaction of payment, failing which payment may not be</p>

		<p>considered at the time of online bid submission.</p> <p>(Copy of GST registration no. to be provided along with Tender document cost/ tender fee)</p> <p><b>Name of the Bank</b> - HDFC Bank</p> <p><b>Banks Address</b>-HDFC Bank Ltd, Tekari Chambers Ashok Marg, Lucknow</p> <p><b>Account Name</b>- UPMRCL (Lucknow Project)</p> <p><b>Account No.</b> – 50200009236810</p> <p><b>IFSC code</b> - HDFC0001267</p>
8	<b>Last date of Seeking Clarification</b>	<p><b>01.06.2023 (Up to 17:30 Hrs)</b></p> <p>Bidders to note that seeking clarification on the tender shall be done by sending it on e-tendering portal only. Seeking clarification by mail or post will not be considered.</p> <p>Queries/clarifications from bidders after due date and time shall not be acknowledged.</p>
9	<b>Pre-bid Meeting</b>	<p><b>02.06.2023 @ 15:00 Hrs.</b></p> <p>The pre-bid meeting shall be conducted through video conferencing by software apps such as Google Meet, Microsoft Team, etc. All Prospective tenderers who have made online payment towards the cost of tender document shall provide the details of the person(s) (maximum up to two) who will be participating in such virtual meeting at least one day before the meeting to the registered official email of Employer i.e. liladharsingh.yadav@upmrcl.co.in along with scanned copy of transaction of payment of tender cost / tender fee, including e-receipt (clearly indicating <b>UTR No.</b> and <b>tender reference</b> i.e. <b>UPMRCTR-02</b>, so that links having details such as software, meeting ID, password etc. can be mailed to these persons at least 12 hours before the scheduled pre-bid meeting</p>
10	<b>Date &amp; time of Submission of Tender online</b>	<p>Tender submission start date: <b>12.05.2023</b> (16:00 hrs).</p> <p>Tender submission end date: <b>12.06.2023</b></p>

		(15:00 hrs).
11	<b>Date &amp; time of opening of Tender (Technical Bid)</b>	<b>13.06.2023 @ 15:00 Hrs.</b>
12	<b>Date &amp; time of opening of Tender (Financial Bid)</b>	Will be informed later on after the evaluation of Technical Bids (only to the bidders who will successfully qualify the Technical Evaluation)
13	<b>Validity of Tender</b>	180 days from the last date of submission end date of tender.
14	<b>Authority and place for seeking clarifications etc.</b>	<i>Chief Electrical Engineer/ RS Uttar Pradesh Metro Rail Corporation Ltd., Administrative Building, Near Dr. Bhimrao Ambedkar Samajik Parivartan Sthal, Vipin Khand, Gomti Nagar, Lucknow-226010, Uttar Pradesh, India. <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a></i>

Any clarification/corrigendum/addendum to the tender documents shall be uploaded on the official e-portal only, without any obligation of press notification.

For further details, please visit official e-portal <https://etenders.gov.in/eprocure/app>.

For any additional information & help for downloading & uploading, please contact e-tendering service desk at the following ID: support-eproc@nic.in or at Toll Free No.: (91)120-4001002, (91)120-4001005, (91)120-6277787.

### 1.1.3 QUALIFICATIONCRITERIA:

#### 1.1.3.1 Eligible Applicants:

- i. The tenders for this contract will be considered only from those tenderers (proprietorship firms, partnerships firms, companies, corporations) who meet requisite eligibility criteria prescribed in the sub-clauses of clause 1.1.3 of NIT. **Joint Ventures or Consortium are not allowed to participate in the tender.**
- ii. A tenderer shall submit only one bid in the same tendering process. A tenderer who submits or participates in, more than one bid will cause all of the proposals in which the tenderer has participated to be disqualified. No tenderer can be a subcontractor while submitting a bid in the same bidding process.
- iii. Tenderers shall not have a conflict of interest. All Tenderers found to have a conflict of

interest shall be disqualified. Tenderers shall be considered to have a conflict of interest with one or more parties in this bidding process, if:

- a) tenderer has been engaged by the Employer to provide consulting services for the preparation related to procurement for on implementation of the project;
  - b) tenderer is any associates/affiliates (inclusive of parent firms) mentioned in subparagraph (a) above; or
  - c) tenderer lends, or temporarily seconds its personnel to firms or organisations which are engaged in consulting services for the preparation related to procurement for on implementation of the project, if the personnel would be involved in any capacity on the same project.
- iv. The Tenderer/applicant must not have been blacklisted or debarred as on the due date of submission of bid by Government of India/ State Government / Government undertaking from participating in the tenders. **The tenderer should submit an undertaking to this effect in Form of Tender. The tenderer shall also submit a “Verification Statement” to this effect as per proforma placed at Annexure 1 of ITT.**

**v. Purchase Preference to Local Suppliers/Preference to Make in India:**

**a) Definitions:**

- i. ‘Local content’ means the amount of value added in India which shall be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all custom duties) as a proportion of the total value, in percent. Minimum local content shall be 50% for the subject tender.
- ii. ‘Local Supplier’ means a supplier or service provider whose product or service offered for procurement meets the minimum local content as prescribed at sr. no. i above.
- iii. ‘L1’ means the lowest tender or lowest bid received in a tender, bidding process or other procurement solicitation as adjudged in the evaluation process as per the tender or other procurement solicitation.
- iv. ‘Margin of purchase preference’ means the maximum extent to which the price quoted by a local supplier may be above the L1 for the purpose of purchase preference. Margin of purchase preference shall be 20% for the subject tender.

**b) Procedure for Purchase Preference in procurement of goods or works which are divisible in nature:  
NOT APPLICABLE FOR THE SUBJECT TENDER**

- i. Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a local supplier, the contract for full quantity will be awarded to L1.

- ii. If L1 bid is not from a local supplier, 50% of the order quantity shall be awarded to L1. Thereafter, the lowest bidder among the local suppliers, will be invited to match the L1 price for the remaining 50% quantity subject to the local supplier's quoted price falling within the margin of purchase preference, and contract for that quantity shall be awarded to such local supplier subject to matching the L1 price.
- iii. In case such lowest eligible local supplier fails to match the L1 price or accepts less than the offered quantity, the next higher local supplier within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly.
- iv. In case some quantity is still left uncovered on local suppliers, then such balance quantity may also be ordered on the L1 bidder.

**c) Procedure for Purchase Preference in procurement of goods or works which are not divisible in nature and in procurement of services where the bid is evaluated on price alone: APPLICABLE FOR THE SUBJECT TENDER.**

- i. Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a local supplier, the contract will be awarded to L1.
- ii. If L1 is not from a local supplier, the lowest bidder among the local suppliers, will be invited to match the L1 price subject to local supplier's quoted price falling within the margin of purchase preference, and the contract shall be awarded to such local supplier subject to matching the L1 price.
- iii. In case such lowest eligible local supplier fails to match the L1 price, the local supplier with the next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and contract shall be awarded accordingly.
- iv. In case none of the local suppliers within the margin of purchase preference matches the L1 price, then the contract may be awarded to the L1 bidder.

**d) Minimum local content and verification of local content:**

- i. The local supplier at the time of tender shall be required to provide self-certification that the item offered meets the minimum local content and shall give details of the location(s) at which the local value addition is made.
- ii. In case of procurement for a value in excess of Rs. 10 crores, the local supplier shall be required to provide a certificate from the statutory auditor or cost auditor of the company or from a practicing cost accountant or practicing chartered accountant giving the percentage of local content after completion of works to the Engineer.

- iii. If any false declaration regarding local content is found, the company shall be debarred for a period of three years from participating in tenders of all metro rail companies.
- iv. Supplier/bidder shall give the details of the local content in a format attached as **Appendix-14** and **Appendix-15** of FOT duly filled to be uploaded along with the technical bid. In case, bidder do not submit **Appendix-14** and **Appendix-15** of FOT duly filled along with their technical bid, local content shall be considered as 'Nil' in tender evaluation.

**e) Complaints relating to implementation of Purchase Preference**

Fees for such complaints shall be Rs. 2 Lakh or 1% of the value of the local item being procured (subject to maximum of Rs. 5 Lakh), whichever is higher. In case the complaint is found to be incorrect, the complaint fee shall be forfeited. In case, the complaint is upheld and found to be substantially correct, deposited fee of the complainant would be refunded without any interest.

**vi. Restriction of Bidders from Countries sharing Land Borders with India as per Ministry of Finance order (Public Procurement No. 1) F.No.6/18/2019-PPD dated 23.07.2020.**

Any bidder from a country which shares a land border with India will be eligible to bid either as a single entity or as a member of a JV / Consortium with others, in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with the Competent Authority. The Competent Authority for registration will be the Registration Committee constituted by the Department for Promotion of Industry and Internal trade (DPIIT). Political & Security clearance from the Ministries of External and Home Affairs respectively will be mandatory. However, above condition shall not apply to bidders from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects. Updated lists of countries to which lines of credit have been extended or in which development projects are undertaken are given in the website of the Ministry of External Affairs.

"The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority".

**Note: Joint Ventures and consortiums are not allowed to participate in this tender**

Definitions pertaining to "Restriction of Bidders from Countries sharing Land Borders with India" Clause

"Bidder" (including the term 'tenderer', 'consultant' 'vendor' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint



venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency, branch or office controlled by such person, participating in a procurement process.

"Bidder from a country which shares a land border with India" means:

- a) An entity incorporated, established or registered in such a country; or
- b) A subsidiary of an entity incorporated, established or registered in such a country; or
- c) An entity substantially controlled through entities incorporated, established or registered in such a country; or
- d) An entity whose beneficial owner is situated in such a country; or
- e) An Indian (or other) agent of such an entity; or
- f) A natural person who is a citizen of such a country; or
- g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

"Beneficial owner" will be as under:

- (i) In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person(s), has a **controlling ownership interest** or who exercises **control** through other means. Explanation—
  - a. "**Controlling ownership interest**" means ownership of, or entitlement to, more than twenty-five per cent of shares or capital or profits of the company;
  - b. "**Control**" shall include the right to appoint the majority of the directors or to control the management or policy decisions, including by virtue of their shareholding or management rights or shareholder's agreements or voting agreements;
- (ii) In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
- (iii) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
- (iv) Where no natural person is identified under (i) or (ii) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
- (v) In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any

other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

"Agent" is a person employed to do any act for another, or to represent another in dealings with third persons.

- (vi) The Tenderer/applicant must not have been blacklisted or debarred as on the due date of submission of bid by Government of India/ State Government / Government undertaking from participating in the tenders. **The tenderer should submit an undertaking to this effect in the Form of Tender. The tenderer shall also submit a "Verification Statement" to this effect as per proforma placed at Annexure 1 of ITT.**

#### 1.1.3.2 Minimum Eligibility Criteria:

The tenderers will be qualified only if they satisfy the criteria as given below during **last seven years ending last day of the month previous to the one in which applications are invited**

S.no.	Description	Requirement	
1	Financial	Turnover of last three years	>30% of annual estimated cost without GST (>Rs 28,43,129 )
		Profitability	Profit making for 3 preceding Financial Years
2	Technical	<p>Successfully completed or substantially completed similar work during last seven years ending last day of the month previous to the one in which bid are invited should be either of the following :</p> <p>Three (03) nos. of work each not less than 40% of yearly estimated cost i.e. Three similar works of value of Rs. 38 lakhs or more</p> <p>OR</p> <p>Two (02) nos. of work each not less than 50% of yearly estimated cost i.e. Two similar works of value of Rs. 48 lakhs or more</p> <p>OR</p> <p>One (1) no. work not less than 80% of yearly estimated cost i.e. One similar work of value of Rs. 76 lakhs or more.</p>	
3	Specific Experience OHE & PSI	Experience of installation or maintenance of at least 5 TKM of OHE or installation / maintenance of electrical equipments (25 KV or above) in any substation)	

4	License	Electrical contractor license	The contractor must have valid Electrical contractor license
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**NOTE :-**

- Similar works defines “The contractor should have experience for maintenance/installation of 25 KV OHE/ Power Supply equipments/cables (25 KV or above) related to Railways / Metro rails in last (07) years.
- For arriving at the cost of similar work the value of work executed shall be brought to current costing level by enhancing the actual value of work at simple rate of seven percent per annum, calculated from the date of completion of the date of bid opening.
- The tenderer shall submit details of work executed by them in the Performa of Appendices-12 of F.O.T. for the works to be considered for qualification of works experience criteria.
- For the above, documentary proof such as completion certificates from client clearly indicating the nature/scope of work, actual completion cost and actual date of completion for such work should be submitted.

**1.1.3.3 T1 – Liquidity:** It is necessary that the firm can withstand cash flow that the contract will require until payments received from the Employer. Liquidity therefore becomes an important consideration.

This shall be seen from the balance sheets and/or from the banking reference. Net current assets and/or documents including banking reference, should show that the applicant has access to or has available liquid assets, lines of credit and other financial means to meet cash flow of estimated cost of **one month** for this contract. Banking reference should contain in clear terms the amount that bank will be in a position to lend for this work to the applicant/member. In case the Net Current Assets (as seen from the Balance Sheets) are negative, only the Banking references will be considered. Otherwise the aggregate of the Net Current Assets and submitted Banking references will be considered for working out the Liquidity.

The banking reference should be from a Scheduled Bank in India or (in case of foreign parties) from an international bank of repute acceptable to UPMRC and it should not be more than 3 months old as on date of submission of bids.

**1.2 Bid Capacity Criteria:** The tenderers will be qualified only if their available bid capacity is more than the approximate cost of work per year as per NIT. Available bid capacity will be calculated based on the following formula:

$$\text{Available Bid Capacity} = 2 * A * N - B$$

Where,

A = Maximum of the value of gross annual turnover in any one year during the last five financial years (updated to last date of previous month of submission end date of tender price level assuming 5% inflation for Indian Rupees every year and 2% for foreign currency portions per year).

N = No. of years prescribed for completion of the work

B = Value of existing commitments (as on last date of previous month of submission end date of tender for works during period of works of this NIT starting from first date of month of submission end date of tender.

**1.2.1.1****1.2.2 TENDER DOCUMENTS**

**The Tender documents consist of:**

**(A) Technical Cover**

Notice Inviting Tender (NIT)

Instructions to Tenderers (ITT) - including Annexures  
Form of Tender (FOT) - including Appendices  
General Conditions of Contract (GCC)  
Special Conditions of Contract (SCC)  
Specification

**(B) Finance Cover**

Preamble to BOQ  
Bill of Quantities (BOQ)

- 1.2.3** The tenderers may obtain further information/ clarification, if any, in respect of these tender documents from the office of **Chief Electrical Engineer /RS**, Uttar Pradesh Metro Rail Corporation Ltd. (UPMRC) Administrative Building, Near Dr. Bhimrao Ambedkar Samajik Parivartan Sthal, Vipin Khand, Gomti Nagar, Uttar Pradesh-226010 [Email id : liladharsingh.yadav@upmrcl.co.in]
- 1.2.4** All tenderers are hereby cautioned that tenders containing any material deviation or reservations as described in Clause E4.4 of "Instructions to Tenderers" and/or minor deviation without quoting the cost of withdrawal shall be considered as non-responsive and is liable to be rejected. The intending tenderers must be registered on e-tendering portal <https://etenders.gov.in/eprocure/app>
- 1.2.5** Those who are not registered on the e-tendering portal shall be required to get registered beforehand. After registration, the tenderer will get user id and password. On login, tenderer can participate in tendering process and can witness various activities of the process.
- 1.2.6** The authorized signatory of intending tenderer, as per Power of Attorney (POA), must have valid **Class-II or Class-III digital signature**. The tender document can only be downloaded or uploaded using Class-II or Class-III digital signature. However, the tenderer shall upload their tender on <https://etenders.gov.in/eprocure/app> using class-II or class-III digital signature of the authorized signatory only.
- 1.2.7** Tender submissions shall be done online on <https://etenders.gov.in/eprocure/app> after uploading the mandatory scanned documents towards cost of tender documents and tender security such as scanned copies of transaction of payment i.e. RTGS, NEFT & IMPS (and other documents as stated in the tender document. Instructions for on-line bid submission are furnished hereinafter.
- 1.2.8** Submission of Tenders shall be closed on e-tendering website of UPMRC at the date & time of submission prescribed in NIT after which no tender shall be accepted. It shall be the responsibility of the bidder / tenderer to ensure that his tender is submitted online on e-tendering website <https://etenders.gov.in/eprocure/app> before the deadline of submission. UPMRC will not be responsible for non-receipt of tender documents due to any delay and/or loss etc.

- 1.2.9** Tenders shall be valid for a period of **180 days** from the date of submission end date of Tenders and shall be accompanied with a tender security of the requisite amount as per Clause C18 of ITT
- 1.2.10** UPMRC reserves the right to accept or reject any or all proposals without assigning any reasons. No tenderer shall have any cause of action or claim against the UPMRC for rejection of his proposal.
- 1.2.11** Any suit or application, arising out of any dispute or differences on account of this tender shall be filed in a competent court at Lucknow, Uttar Pradesh only and no other court or any other district of the country shall have any jurisdiction in the matter.

**Chief Electrical Engineer /RS**

**Uttar Pradesh Metro Rail Corporation Ltd**

### **Instructions for Online Bid Submission**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://etenders.gov.in/eprocure/app>.

#### **REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://etenders.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /nCode /eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

#### **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in; they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This

would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats.
- 4) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. Bidder has to ensure that size of each file should not exceed 40 MB before uploading.
- 5) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

### **SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.

- 4) **Bidder should upload the scanned copy of Undertaking for Tender Security Declaration as per the instructions specified in the tender document. Otherwise the uploaded bid will be rejected.**
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.



2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Help desk.

3) For any Technical queries related to Operation of the Central Public Procurement Portal Contact at:

Tel: The 24 x 7 Help Desk Number 0120-4200 462, 0120-4001 002/5, 0120-6277787.

E-Mail: support-eproc[at]nic[dot]in

International bidders are requested to prefix +91 as country code.

## SECTION 2

### **BRIEF SCOPE OF WORK**

**2.0** The scope of work includes "Outsourcing of manpower for O&M work for preventive and corrective maintenance of 25 KV OHE and Power Supply Installations (ASSs & RSSs)(excluding SCADA) of Uttar Pradesh Metro Rail Corporation Ltd at Lucknow for 03 years".

1) The deputed manpower shall perform following maintenance activities as per schedule:

- a) Special Checks as per UPMRC ACTM as well as SMIs issued.
- b) FOCS & ROCS Maintenance.

#### **Indicative guidelines regarding Contractor's Maintenance Organization**

A. Nights Maintenance/Breakdown Attending Gang

- i. Engineer-1
- ii. High skilled Fitters / Fitters- 3
- iii. Helper -4

As preventive maintenance shall be done in the night during 'OHE off/ Power block' hrs. If any breakdown happens during these hours, same gang shall attend it.

B. Daytime Maintenance/Breakdown Attending Gang

- i. Supervisor -1
- ii. High skilled Fitters / Fitters -3
- iii. Helpers - 4

In day time they will do maintenance of ASS/RSS/33 kV network/Depot OHE etc. They will also attend any breakdown of OHE/ASS/RSS/33 kV network etc. Remaining staffs will be deployed as per Engineer's instruction and requirement in OHE staffs round the clock. Payment will be done on actual deployment of staffs. Additional manpower requirement may be accorded by contractor if required.

**Note: More manpower may be deployed on instruction of UPMRC and the wages for the extra manpower will be paid at the same rate as mentioned in BOQ on the same terms and condition as agreed in LOA.**

2) The quantity qualification and experience desired for the manpower is as follows :

S.No.	Designation	Qualification / Experience desired	Quantity
1.	Engineer	B. Tech/Minimum 02 years experience in Traction work (FOCS or ROCS or PSI works in metro/railway)	1
2.	Supervisor	Diploma/02 years experience in Traction work (FOCS or ROCS or PSI works in metro/railway)	1
3.	High skilled fitters /Technician	ITI with 3 year experience in Traction work (FOCS or ROCS or PSI works in metro/railway) or 10 <sup>th</sup> pass with 4 years' experience of in Traction work (FOCS or ROCS or PSI works in metro/railway)	3
4.	Fitters /Technician	ITI with 02 years experience in Traction work (FOCS or ROCS or PSI works in metro/railway) or 10 <sup>th</sup> pass with 3 years' experience of in Traction work (FOCS or ROCS or PSI works in metro/railway)	6
5.	Helpers	10 <sup>th</sup> pass with 1year Experience in Traction work (FOCS or ROCS or PSI works in metro/railway)	12

All staff shall report to the UPMRC's Representative for duty at the TPNR depot.

Whenever there is requirement of Tower wagon for normal maintenance schedules or for attending OHE breakdowns, the same to be provided by UPMRC with competent Driver and Fuel etc.

3) UPMRC to depute their Authorised Competent Supervisor to take Power Block from the TPC & issue PTW to the contractor's team in charge. Routine and Preventive OHE maintenance shall be carried out by contractor's team as per laid down schedules in the UPMRC's Maintenance Manual or as directed by their representatives.

4) In the event of any break down/accident, TPC or any other UPMRC staff shall inform the contractor's working Engineer / Supervisor, who is the gang in-charge about the nature of breakdown and guide them to proceed to the site with necessary Tools/tackles and OHE materials within 30 minutes along with UPMRC's representative by road vehicle or TW etc.

## 2.1 Traction maintenance Works

2.1.1 All maintenance activities to be carried out as per ACTM & SMIs issued and as per the Schedule of work given in 'Bill of Quantity', 'Special conditions of contracts' and "Technical Specification & Scope of Work (Traction (OHE & PSI) installation Maintenance)" of tender documents at Depots as well as Main Line (CCS airport to Munshipulia) as per requirement.

2.1.2 Traction Installation Maintenance consists of the following activities:

- i. Preventive/breakdown Maintenance of 25 KV AC Traction Overhead Equipment including ROCS and PSI equipment (220 KV / 132 KV / 33 KV / 25 KV) in main line, RSS,ASS, Depot and siding for the configuration given below :
- i. Regulated Overhead Equipment of type conventional/tramway with 65 sq. mm Cadmium-Copper Catenary and 150 sq. mm. grooved hard drawn bare Copper Contact wire
  - ii. ROCS equipment (Rigid overhead catenary system) used in Underground sections stands for Overhead Catenary system in the following sections:

Main line/Depot/Location		Length of Electrified Track in TKM
1	i. TPNR Depot (TKM : 14 KM) (Approx) ii. FOCS Main line (TKM : 38 KM) (Approx) iii. ROCS Main Line (TKM : 8 TKM) (Approx.)	60 TKM (Approx)

ii. Special Checks & Preventive maintenance of the 25 kv AC Traction Overhead Equipment including feeders & PSI equipment under Power Block activities but strictly under the supervision of competent representatives of Uttar Pradesh Metro Rail Corporation and with their time to time instructions only, in accordance with the Standard Annual Maintenance Schedules as stipulated in AC Traction Manual and Standard Maintenance Instructions issued by UPMRC.

iii. Immediate attention for any breakdown in the 25 KV A.C. Traction Overhead & PSI Equipment and quick restoration.

iv. 25KV OHE & PSI Installations (25 /33/132/ 220 KV) maintenance schedules.

#### Maintenance of FOCS

S.No	Activity	Total Assets	Frequency
1	SI Maintenance(LWSI)	30	Quarterly
2	SI Maintenance(Depot)	41	Six Monthly
3	Spring ATD	98	Six Monthly
4	Counterweight ATD	38	Yearly
5	Turnout(Main Line)	26	Yearly
6	Turnout(Depot)	35	Yearly
7	Crossover	12	Yearly
8	Checking and compilation of hotspot of OHE using thermo vision camera	52.5 Km	Quarterly
9	Checking and maintenance of OHE conductors	52.5 Km	Yearly
10	Overlaps	44	Biannually
11	Isolator	29	Yearly
12	Cantilever (Main Line)	1616	Two Yearly
13	Cleaning of ST,BT insulator	1616	Half Yearly

14	Contact wire diameter (FOCS+ROCS)	130	Yearly
15	Tree Trimming	40	Seasonal
16	Neutral Section	01	Monthly
17	Earthing& Bonding Connection	60	Yearly

**Maintenance of ROCS:**

S.No	Activity	Total Assets	Frequency
1	Turnout(Main Line)	4	Yearly
2	Crossover	2	Yearly
3	Overlaps	20	Six Monthly
4	ROCS Supports	763	Two Yearly
5	Earthing& Bonding Connection	7.6 km	Yearly
6	Checking and maintenance of ROCS rail and conductors	7.6 km	Two yearly

**2.1.3** Supervisor/Engineer in charge & Trained Electrical Maintenance Staff to be deployed as specified in the tender documents (**Annexure 2 and 3 of ITT**). All the staff to be deployed only after giving the safety training and police verification.

**2.2** Deleted

**2.3 Monitoring Performance of Contractor:**

The monitoring of performance of contractor shall be done as per Annexure-4 of ITT

**2.4** Deleted

**2.5 Time Schedule**

**The contract period for execution of the above mentioned works is for 03 years which may be extended to another 01 year with 5% increase of 3rd year rate on the basis of satisfactory performance of contractor.**

2.5.1 The Maintenance works are to be carried out as per International norms/ standards (ISO- 14001 & OHSAS 18001) and in such a manner that all premises always look Neat & Clean. Similarly, the waste disposal is also carried out in totally sealed manner without affecting the Environment.

2.5.2 UPMRC is looking for an Efficient and cost effective maintenance activity.

**2.5.3 The agency must ensure timely payment of salary, PF, etc. and prompt medical facility of sick/injured staff. In case of injury or death of staff on duty, the responsibility lies with the contractor, there is no responsibility of UPMRC in such cases.**