



दो बोली जीईएम -निविदा जीईएम/२०२३/बी/३७३३७८३

TWO BID GEM BID GEM/ 2023/B/ 3733783– ARC for Hot Riveting of LIP Casting on board Y-12651,12652,12653 &12654 including the supply of suitable rivets as per SOW at MDL/MBPT/ND(MBI) of P17A.

Part A

ADDITIONAL SERVICE LEVEL AGREEMENT (SLA)

(This additional SLA document is in addition to the GEM SLA terms & condition)

MAZAGON DOCK SHIPBUILDERS LIMITED invites ON-LINE COMPETITIVE BIDS from reputed Bidders / Suppliers in TWO BID SYSTEM (Part-I Techno Commercial Bid and Part-II Price Bid) on GeM (Government e Marketing) [http: gem.gov.in] for the following Scope of Work / Supplies, terms and conditions:

1. **DESCRIPTION OF WORK / SUPPLIES / SERVICES:** ARC for Hot Riveting of LIP Casting on board Y-12651,12652,12653 &12654 including the supply of suitable rivets as per SOW and attached drawing fly sketch at MDL/MBPT/ND(MBI) of P17A.
2. **SCOPE OF WORK:** Refer Annexure-A for detail SOW.
3. **INSPECTION:**
Inspection will be carried out by MDL (Berth) and WOT (Mbi).

4. CONTRACT VALIDITY WORK SCHEDULE, & MOBILIZATION:

- 4.1. **Contract validity:** Contract shall be for the period of one (01) year from the placement of order. Any work released till the completion of contract shall be carried out by the contractor.

Tentative overall period of work is 01.10.2023 to 01.10.2024.

Exact date of commencement will depend upon award of contract.

- 4.2. **Work schedule:** Priority of work will be indicated by berth executive in writing (work instruction) & date of start & completion will be mentioned for the same. For a quantum of work, date of completion will be decided on mutual agreeable basis. After completion of particular job, WDC is to be submitted by contractor & WCC is to be obtained from MDL berth.
- 4.3. **Mobilization:** The successful bidders shall complete mobilization of equipment, manpower and arrange gate passes by submitting police verification to start the work within 07 days from the date of placement of order. During mobilization period, contractor should arrange entry passes for his employees for MDL premises/MbPT/Naval Dockyard (Mumbai) as per prevalent security procedures at that time; no excuse for delay in commencing the work on this account will be entertained. Payment of all necessary fees will be contractor's liability.

5. INTEGRITY PACT (IP): NOT APPLICABLE

6. EARNEST MONEY DEPOSIT (EMD):

- 6.1. EMD applicable for this tender is Rs. 60000/- (INR Sixty Thousand only).
- 6.2. The EMD can be remitted directly to MDL Bank Account as per details given in **Annexure-K** of this tender. Further, the bidder should specifically mention the details of company name as well as nature of remittance, tender number/order number etc. in the text/narration fields of Bank's NEFT remittance in order to identify the same



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- 6.3. EMD can also be submitted in the form of DD/Bank Guarantee in the prescribed format drawn in favour of MAZAGON DOCK SHIPBUILDERS LIMITED payable at Mumbai. The format of Bank Guarantee for EMD is available on MDL Website. The bid bond / Bank Guarantee should be valid for 4 more weeks beyond the offer validity period indicated in the tender. Bank Guarantee should be drawn on reputed Nationalized/Scheduled Banks excluding co-operative banks. In case of BG, Bidders to advise their bank/banker to send original BG directly to OTS department in sealed envelope to dispense with additional step of verification of authenticity of signatories.
- 6.4. Bidders are requested to upload the scanned image of EMD i.e. Annexure-K DD/Bank Guarantee online along with the bid. If bidders are submitting the Bank Guarantee, they are requested to inform us the address, Tel. No., Fax No. of the issuing Bank and forward the original of the scanned copy of EMD enclosed in a envelope addressed to HOD (Outsourcing),6th floor, Service Block, North Yard, Mazagon Dock Shipbuilders Limited, Mumbai-400010, super scribing Tender No & Tender date by Speed Post/Registered Post/Courier Service/Hand Delivery to reach the office of HOD(Outsourcing)within seven days from the Tender closing date. The date of BG should not be later than the tender closing date.
- 6.5. Timely submission of the EMD is the responsibility of the bidders and no reasons / excuses in this regard will be entertained by MDL. Bids without EMD will not be considered.
- 6.6. EMD of unsuccessful bidders will be returned after finalization of the tender and shall be interest free.
- 6.7. "For making online payment please follow the following steps:
- Go to www.mazagondock.in.
 - Click on Online payment tab available on home page
 - 4 options viz. Career, Tender, Security, Scrap / Disposal will be available.
 - Click on the respective tab and make the payment online using Debit cards, credit Cards, Net banking, BHIM/UPI etc. after filling the required details.

6.8. EXEMPTION FROM SUBMISSION OF EMD

Following bidders shall be exempt from submission of EMD:

a)	State & Central Government of India departments, Public Sector Undertakings.
b)	Firms registered with Mazagon Dock Shipbuilders Limited (MDL). (The vendor who are permanently registered under PR-material /service group “ 1402195 Rivetting ” in MDL, only for them EMD is exempted. Other vendors who are permanently registered under different group in MDL have to submit the EMD as stipulated in tender) To qualify for EMD exemption, firms should necessarily submit VALID copy of the Registration Certificate issued by MDL, for the items for which the offer being submitted, in Part-I offer/bid. Firms in the process of obtaining MDL registration will not be considered for EMD exemption.
c)	Firms registered with NSIC under its “Single Point Registration Scheme”. (Exemption will apply only to items/services for which they are registered). To qualify for EMD exemption, firms should necessarily submit VALID copy of the Registration Certificate along with the list of items/services for which they are



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	registered, as issued by NSIC, in Part-I offer / bid. Firms in the process of obtaining NSIC registration will not be considered for EMD exemption.
d)	All Micro & Small Enterprises subject to their submitting the UDYAM/ Registration Certificate from the Competent Authority regarding their Micro/Small Industry.
e)	Common/Deemed DPSU registered vendors qualify for EMD exemption. Such firms shall submit valid copy of the registration certificate issued by DPSUs (other than MDL) for the items / services for which the offer is being submitted in Part-I offer/bid. Firms in process of obtaining registration in other DPSUs will not be considered for EMD exemption.
f)	Green Channel Status vendors qualify for EMD exemption. Such firms shall submit valid copy of the Green channel certificate issued by MoD for the items for which the offer is being submitted in Part-I offer/bid. Firms in process of obtaining this certificate will not be considered for EMD exemption.

6.9. The original BG/ DD/ Pay Order must be submitted to the Head of Department (HOD), Outsourcing Department, Sixth Floor, Service Block, North Yard, Mazagon Dock Shipbuilders Ltd., Dockyard Road, Mazagaon, Mumbai-400010. without fail within **seven (7) MDL working days** from the Tender closing date, in an envelope super-scribing the Tender no., Tender date, Tender closing date, Purchase Officer's name & brief description of the services / work tendered. If the original BG is not received by the Purchase Officer at MDL within this duration, the Bid would be considered invalid & rejected accordingly.

6.10. EMD of the disqualified/Techno-commercially rejected bidder (s) will be refunded within fifteen (15) days from the date of receipt of approval for opening of price bids of the Techno-commercially qualified offers. EMD of other unsuccessful bidder (s) will be refunded after placement of the Order on the successful bidder. EMD of successful bidders may be converted into security deposit or refunded on receipt of security deposit BG. The returned / refunded EMD would be interest free.

7. BID REJECTION CRITERIA:

7.1. The following conditions / deviations are non-negotiable and therefore any bid falling under these conditions/ deviations shall be summarily rejected. Bidders to note that they shall not to be provided any opportunity to rectify these conditions/ deviations post bid opening:

7.1.1. **Bids/Offer received other than GEM portal.**

7.1.2. **Bids received without EMD (other than those who are exempted from payment of EMD), as specified in the tender**

7.1.3. **Bidder who are debarred under PPP MII order 2017, GeM, CPPP including tender holiday issued by MDL.**

7.2. For the following conditions (other than non-negotiable conditions indicated at 7.1), equal time & opportunity for submission of deficient techno-commercial documents and clarifications shall be given to the bidders. Bidders are required to submit such documents/ clarifications within the duration / date stipulated by MDL, failing which their bids shall be rejected in following cases:



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- 7.2.1. Bidder not quoting for all the services tendered & listed in the Rate Sheet.
- 7.2.2. Bidder's failure to submit sufficient or complete details, in case of deficiencies notices in evaluation of bids.
- 7.2.3. Incomplete/ misleading/ ambiguous bid in the considered opinion of the Technical Negotiation Committee (TNC)/ Commercial Negotiation Committee (CNC) of MDL.
- 7.2.4. Bid with technical requirements and/or terms not acceptable to MDL/ Customers/ External agency nominated, as applicable.
- 7.2.5. Bids received **without pre-qualification documents**, where required as per tender.
- 7.2.6. Bidders **not meeting the Pre-Qualification parameters** stipulated in tender enquiry.
- 7.2.7. **Validity period** indicated by bidder is shorter than that specified in the Tender Enquiry.
- 7.2.8. Bidders who have not agreed for the fixed price till the validity of the tender or have quoted the variable price.
- 7.2.9. Bidders not agreeing to furnish required **Security Deposit** till completion of the supplies / services as per contract.
- 7.2.10. In case of e-tenders, the original of the uploaded copy of EMD (DD/BG) not received by MDL.
- 7.2.11. Bidders not meeting the eligibility criteria given in tender regarding the Class of Supplier as per PPP MII Order 2017.
- 7.2.12. Bidders not submitting the declaration certificate for local content & location of local value addition in the declaration certificate (**Annexure-M.1**).
- 7.2.13. Bidders not indicating / not specifying the local content percentage or/ and location of local value addition in the declaration certificate (**Annexure-M.1**).
- 7.2.14. Bidder submitting local content declaration certificate not certified by appropriate authority as per tender i.e. **Annexure-M.1**.
- 7.2.15. Non-submission of **Compliance Certificate** w.r.t Land Border Clause as per the enclosed format (Restrictions under rule 144(xi) of general financial rules GFRs, (2017)) at **Annexure- H**.
- 7.2.16. Bidders submitting incomplete declaration certificate for local content as per format stipulated in the tender (Note: Applicable to tenders where local content declaration certificate format is enclosed in the tender)
- 7.2.17. **If a firm quotes NIL Charges/consideration, the bid shall be treated as unresponsive and will not be considered.**



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8. PRE QUALIFICATION CRITERIA:

8.1. Similar work/job is defined as

a) Subcontractor should have proven experience in Structural Fabrication which involves riveting work in Marine (Naval ship/Submarine/Merchant ships). The contractor shall Submit Purchase orders along with their work completion certificates.

8.2. Sr. no. 8.3 (i) and (ii) below not required for permanent registered vendors. However, such bidders should upload a scanned image of valid registration certificate; duly self-attested and stamped with their company seal.

8.3 The bidder is required to submit scanned copies of necessary documents as below to ascertain their **qualifying** status. MDL reserves the right to verify the authenticity of the documents submitted / claims made by the bidder wherever felt necessary:

i)	Bidders Company Profile.
ii)	Bidders Shop & Establishment certificate, Tax registration certificate and PAN card.
iii)	List of equipment held by them with model / year / working status along with details of their facilities and personnel with designation, qualification and experience to determine their capabilities.
iv)	The bidder should have a minimum average turnover of at least for Rs 9 Lacs during the last three years ending 31st March 2022 (i.e. for FYs 2019-20, 2020-21 and 2021-22) and shall upload the audited balance sheet along with profit/loss account for the last three years.
v)	Bidder's experience of having successfully completed similar works defined at para 8.1 above, during last 7 years ending on 30 June 2023 should be either of the following:
a)	Three similar completed works each costing not less than Rs. 12 Lakhs. OR
b)	Two similar completed works each costing not less than Rs. 15 Lakhs. OR
c)	One similar completed work costing not less than Rs. 24 Lakhs.
d)	Jobs of similar nature completed in a continuous span of 12 months costing not less than Rs. 15 Lakhs

Note

1. If any cash transection included in turnover (statement of profit & loss), the same will not be considered for turnover value.



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2. It is clarified that the work executed by the contractors for their in-house or capital use will not be considered for the purpose of bidders' experience of completion of similar works.
3. The bidders need to scan and upload supporting documentary evidence in support of the Qualification Criteria Viz. Work order, work completion certificate issued by the party for whom the work is done. The Work Order/s not supported by Work Done Certificate/s will not be considered for qualification criteria. The concerned HOD or TNC has a right to verify /cause verification of authenticity of the said document whenever felt necessary.
4. MDL reserves the right to demand for a hardcopy of any of the above documents and any other related documents, if required. Bidders shall comply with the same.
5. The work executed by the bidder for their in-house or capital use will not be considered for the purpose of bidder's experience or completion of similar works.
6. All the qualifying documents indicated in the tender shall be strictly in the name of bidding firm. Qualifying documents submitted in the name of other than bidding firm will not be considered for bidding firm's qualification.
7. Bidder is required to submit information in the form of the table (**Annexure-N**) for the orders, which qualify them as per the above criteria, as the information in the tabular form shall hasten the technical scrutiny.

9. **VALIDITY PERIOD:** Bids/ Offers shall have a validity period of **120** days from the tender closing date.

10. **PRE -BID CONFERENCE:** Not applicable to this tender.

11. ON-LINE SUBMISSION OF BIDS IN TWO-BID SYSTEM:

On-line Offer (e-bid) must be uploaded in two parts, Part-I Techno-commercial bid & Part-II price bid, on the Government e Marketing site GeM. Offer in any other form will not be considered.:

Part- I: Online Techno-commercial bid will be opened on the tender opening date/extended opening date shall contain the following.

11.1. Technical bid shall contain following documents:

i.	<p>Scanned image of EMD-BG/ Online Remittance as stipulated in clause 6 for EMD.</p> <p>The original of the above of EMD-BG/ Online Remittance, shall be forwarded to GM (OTS) / HOD (OTS) in sealed envelope super scribing Tender Enquiry No. and Due date, so as to reach <u>within 7 MDL working Days</u> from the tender closing date, addressed as below:</p> <p style="text-align: center;">GM(OTS), 6th floor, Service block, North yard, Mazagon Dock Shipbuilders Ltd. Dockyard Road, Mumbai - 400010.</p>
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ii.	<p>Bidder should also upload scanned copies of following in the Prescribed Formats:</p> <p>a) Additional Service Level Agreement Acceptance Format (Annexure – C) b) Standard Terms & Condition (ST&C) acceptance format (Annexure – E)</p> <p>The above documents shall be; duly stamped, signed & filled 'Accepted OR Not Accepted' as applicable for each of the clause.</p> <p>Normally deviations to the tender terms are discouraged. However, if the bidder has any deviations, the same should be filled in above formats mentioning the deviation against the relevant Tender clause no., failing which it will be construed that all clauses of Tender inquiry, STACs & GTACs appearing against the tender are understood by you and are fully acceptable to you. In the event bidder has no deviations, he should submit following forms mentioning 'Accepted'. Any deviations mentioned elsewhere in the offer other than in said Forms will not be considered.</p>
iii.	<p>Copy of Blank rate sheet (Annexure B) clearly indicating 'Quoted/ Not-Quoted', also indicating the percentage % of applicable taxes/duties against each of the listed duly stamped & signed, should also be uploaded.</p>
iv.	<p>Bidders should upload <u>signed and stamped</u> acceptance of GST Terms and conditions (Annexure-F)</p>
v.	<p>Bidder should scan and upload Acceptance on <u>Firm's letterhead</u> of:</p> <p>a) Validity of Offer (Clause No. 9) b) Ready to submit Security Deposit (Clause No. 17) & to extend the same on MDL request.</p>
vi.	<p>Bidder should upload scanned copy of tax and duties certificate (e.g. GST registration) for which they are registered. Scanned image of Valid GST Registration Certificate (All pages).</p>
vii.	<p>Bidder should upload <u>signed and stamped</u> acceptance of Statutory Compliances while deploying Contract Employees in MDL Premises and its units (Annexure- G).</p>
viii.	<p>Bidder should upload <u>signed and stamped</u> acceptance of Safety instruction for Sub-Contractor(Annexure- J).</p>
ix.	<p>To meet the qualification requirement at tender clause 8.1 & 8.4(v), Bidders should upload scanned Copies of work Orders, Work Completion Certificates, and Performance reports for the job executed.</p>
x.	<p>Track Record/ Information of past orders as per Annexure-N.</p>
xi.	<p>To meet the qualification requirement at Clause No. 8.3(iv), Bidder should upload scanned audited balance sheet with auditors reports and profit & Loss statement for FY 2019-20, 2020-21 and 2021-22.</p>
xii.	<p>Duly filled Declaration Certificate for Local content in Annexure – M.1.</p>



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xiii.	Declaration by bidder for Restrictions under rule 144(xi) of General Financial Rules GFRs, (2017) on firm's letterhead (Annexure – H).
xiv.	Copies of valid UDYAM Registration and Approval certificates (if any) of the following shall be uploaded on-line: (a) Micro Enterprises. (b) Small Enterprises. (c) ISO Accreditation.
xv.	Copies of valid Start-Up Registration and Approval certificates (if any)
xvi.	Bidders not registered with MDL should scan and upload the following document. (a) RTGS/ NEFT - Mandate Authorization Form (Annexure-L) (b) Scanned image of PAN card. (c) Company Profile, Shop & Establishment
xvii.	Bidders registered with MDL should scanned and upload valid Registration Certificate issued by MDL.

Note: Bidders in their own interest are requested to upload their bids well in advance of tender closing date to avoid the last minute difficulties in uploading the bids. Problems in hardware/software, internet connectivity, system configurations, Browser setting etc, for whatsoever reason shall not be considered for extension of tender closing date and time.

11.2. **Part- II (Price Bid):** This should contain only the PRICES for each of the listed items strictly in the prescribed format provided online. Price bid must be enclosed only in the required format as appearing online.

Note: In case of error in the aggregate values, the individual service-wise quoted rates will be considered.

Prices for the tendered services/ Items and applicable Taxes and duties are to be quoted by entering the same online. Timely submission of the e-bids is responsibility of the bidders and no reasons / excuses in this regard will be entertained.

11.3. Opening of Techno-Commercial e-Bid (Part-I): Techno-Commercial e-bid (Part-I) will be opened online on the tender opening date or extended tender opening date or next working day if opening date happens to be holiday declared by MDL. The participant bidder can also check the status online from their locations by logging on GEM website.

11.4. Opening of Price e-Bid (Part-II): After completion of Techno-commercial scrutiny, intimation for price e-bid opening will be communicated only to techno-commercially accepted bidders. Bidder (s) to note that such intimation may be given at a short notice by Fax, E-mail or even by telephone only to techno-commercially accepted bidder(s). Techno-commercially qualified bidders can also witness opening of price bids online from their locations by logging on GEM Portal.



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12. PRICING:

- 12.1. Contract Price shall remain firm and fixed for during duration of contract.
- 12.2. Bidder shall quote the price in the tender enquiry which will be inclusive of all costs such as all the expenses such as manpower, Consumables to be provided by Service Provider, High End Machinery & Equipment to be provided by Service Provider transport, travel, supervision, Material, equipment etc. and as per statutory requirements (minimum wages, PF, Insurance, etc.). However, the applicable taxes/duties & levies will be indicated separately in the rate sheet. The prices quoted shall remain firm and fixed during the currency of the order/contract. Illustration of Rate sheet format is as per Enclosure-2.
- 12.3. MDL shall not be bound by any printed conditions or provisions in the bidder's bid forms or acknowledgement of Order/Contract, invoices, packing list and other documents which purport to impose any conditions at variance with or supplemental to Order/Contract.
- 12.4. **OPTION CLAUSE:** The Purchaser reserves the right to increase or decrease the quantity to be ordered upto 50 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 50% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

13. RANKING OF BIDS & DETERMINATION OF L-1 BIDDER:

- 13.1. Techno-Commercially Qualified Overall Lowest Bidder as evaluated by GeM will be considered for the placement of order for the entire tender quantity. Bidders have to quote their price, applicable taxes (viz.GST%, CESS etc.) as per rate sheet available on GeM Portal.
- 13.2. Bidder not quoting for all the services tendered & listed in the Rate Sheet are liable for rejection.
- 13.3. Bidder has to confirm that they have quoted all the line items by filling **Annexure B**.
- 13.4. (Note J): If, in the price structure quoted price for the required goods, there is discrepancy between the unit price and total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly.
- 13.5. (Note k): If there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-total shall prevail and the total shall be corrected.
- 13.6. (Note l): If there is a discrepancy between words and figures, the amount in words shall prevail.

14. WORK DONE CERTIFICATE:

- 14.1. WDC shall be prepared on monthly basis by the contractor within 02 days from the date of completion of tasks and shall be certified by the SM/concerned OIC of user Department (not below the rank of Chief Manager). Payment shall be made as per the quantities certified in WDC.
- 14.2. The WDC shall include cumulative statement of jobs carried out till last WDC. The WDC must clearly mention the scheduled dates for starting & completion/delivery of the jobs as mutually agreed between MDL User Dept. & contractor and the actual dates of start & completion. WDC will be signed after completion of hot riveting work



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cleared by Inspection authority. Sequence for cleaning of tanks will be given by berth Executive.

- 14.3. The necessary service entry shall be made in SAP system by the WDC certifying authority & WDC/WCC will be submitted to the contractor for further invoicing. The WDC/WCC shall bear relevant Service Entry Sheet No., PO No. and respective item Sr. No., sub service line item of the PO.
- 14.4. In case of delays, the duration along with numbers of delayed days shall be specified in respective WDCs/WCCs to invoke LD Clause and effect recoveries from contractor's invoice. An illustrative format of Work Done Certificate is placed at Annexure IV.

15. TERMS OF PAYMENT:

- 15.1 90% payment shall be made between 15-20 days of issue of consignee receipt-cum-acceptance certificate(CRAC) and submission of bills. The balance 10% shall be retained towards guarantee requirement as mentioned in clause 18. Alternatively, vendor may submit performance bank guarantee(PBG) of 10 % value of invoice valid till guarantee period plus 12 Months plus one-month claim period Post inspection clearance on board each yard.
- 15.2 Work Done Certificate etc. shall be duly certified by executive of User Dept. not below the rank of Chief Manager.
- 15.3 Work completion certificate should confirm that the work is completed in time or in case of delays, the duration be specified in this certificate to invoke LD Clause and effect recoveries from Contractors' invoice.
- 15.4 Alternate MSME vendor payment through TReDS:
- 15.4.1 In order to address the financial needs of MSME firms, GoI has introduced a platform for facilitating the financing of trade receivables of MSMEs from buyers, through multiple financiers which is termed as Trade Receivables Discounting System (TReDS). At TReDS, auctioning of invoices at competitive & transparent environment is done by financiers based on Buyer's credit profile.
- 15.4.2 MDL is registered on the "Invoice mart" TReDS platform and M1xchange of M/s Mynd Solutions Pvt Ltd.
- 15.4.3 MSME bidders desirous to receive payments through TReDS platform may avail the facility if they are already registered on
- 15.4.3.1 "Invoicemart" TReDS platform or by registering on it.
Contact details at "Invoicemart" TReDS platform are as below:
022 6235 7373 and a new mail id service@invoicemart.com.
- 15.4.3.2 "M1xchange" TReDS platform or by registering on it.
Contact details at "M1xchange" TReDS platform are as below:
+91 9920455374 Ms Ashwathi Jayandran email id
ashwathi.jayandran@m1xchange.com
+91 8839915724 Ms. Prinyaka Shah email id
prinyaka.shah@m1xchange.com
- 15.5 As per latest GST Rules, from 1st August 2023, Vendors, whose aggregate turnover in any preceding financial year from 2017-2018 onwards, exceeds Rs. 5 Cr. as per GST act, will have to issue e-Invoice with a QR code and Invoice Registration No.



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(IRN). However, this rule will not apply to Micro enterprise with Udyam Registration No. (URN), as their turnover is less than Rs. 5 Cr.

- 15.6 Wherever GST is applicable, payment will be released against e-Invoice, or Invoice accompanied with **Vendor's Self Declaration** that " **We do not fall under the category of registered persons notified under Rule 48(4) of the Central GST Rules, 2017 and we are not required to comply with e-Invoicing provisions under GST Act, as our aggregate turnover in any preceding financial year from 2017-18 onwards has not exceeded Rs. 5 Crores as per GST act**".
- 15.7 In case of failure to submit the E-Invoice/ or the self-declaration (if applicable), Tax invoice should be returned and claim will not be processed.
- 16 **MODIFICATION** : Not applicable.
- 17 **SECURITY DEPOSIT (SD)/e-PBG**: Successful bidder (Contractor) shall submit Security Deposit @ 5% of Order Value (excluding Taxes, Duties, etc.) within 25 days from the date of Order/Contract.
- 17.1 Submission of SD is exempted for Indian PSUs. In lieu, Indemnity Bond in favor of MDL is required to be submitted (Format of the same would be forwarded with the Order).
- 17.2 Please note that MDL does not extend any concession such as exemption in payment of Security Deposit to any organization (Except PSU) irrespective of their status, like registration with MDL, NSIC, SSI, MSE, etc.
- 17.3 Mode of SD:**
- 17.3.1 Security Deposit to be submitted in the form of NEFT / DD/ Pay Order/ Bank Guarantee drawn in favor of Mazagon Dock Shipbuilders Limited from the list of banks approved by SBI/ Canara bank published on MDL website within 25 days from the date of contract. Crossed DD / Pay Order issued by Cooperative banks however will be accepted subject to realization. In case of SD-BG, the same shall be valid for the period of contract plus one month. Bidders to advise their bank/banker to send SD-BG directly to commercial department to dispense with additional step of verification of authenticity of signatories. No change/modification in the text of the prescribed format of the BG is permissible. Security Deposit Bank Guarantee Format enclosed at **Annexure-O**.
- 17.3.2 SD through NEFT- remittance through Bank: In case of online remittance of SD amount, scanned image of **Annexure-K**, duly filled is to be submitted to Outsourcing Department. Further, the bidder should specifically mention the details of company name as well as nature of remittance, tender number/order number etc. in the text/narration fields of Bank's NEFT remittance in order to identify the same.
- 17.3.3 SD though payment gateway on MDL website – Kindly refer steps given at **Annexure-K**.
- 17.4 Any delay in submission of SD shall result into charging of interest by MDL on the Contractor @ PLR of SBI + 2 % on the SD amount for the delayed period. Additionally, in case of failure to submit SD within twenty-five (25) days from the date of order placement, the EMD submitted by the Contractor will be encashed and the



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Order would be liable for cancellation/termination with the invocation of Risk Purchase provisions of the Tender/Order.

- 17.5 Additionally, SD amount could be withheld from the payable Invoice (s) of the Contractor, if any.
- 17.6 In case completion of work is likely to be delayed beyond the Order completion period/Contractual period or this period is required to be extended, the Contractor shall have to extend the validity of the Bank Guarantee for SD till such extended period. In case of failure to comply with such extension of the Bank Guarantee for SD by the Contractor, the Bank Guarantee is liable for encashment by MDL.
- 17.7 Non-performance of the Terms & conditions of Order and/or default/breach by the Contractor will result in forfeiture of the SD with application of Risk Purchase provisions.
- 17.8 No interest will be paid on Security Deposit. The security deposit will be returned only after successful execution of the order and shall be interest free.
18. **GUARANTEE/Warranty:** The work should be guaranteed for the period of 12 months Post inspection clearance on board each yard.

19. PERFORMANCE BANK GUARANTEE (PBG):

- 19.1 The work should be guaranteed for the period of 12 months Post inspection clearance on board each yard.
- 19.2 The successful bidder has to submit Performance Bank Guarantee for 10 % value of each invoice, excluding Taxes, Duties, etc. (or alternatively 10% amount of each invoice may be retained as mentioned in clause 15.1) towards guarantee requirement as per clause 18. The PBG shall be valid for a period of 12 months plus one-month claim period post inspection clearance on board each yard.
- 19.3 PBG should be submitted in the form of Bank Guarantee drawn in favor of MAZAGON DOCKSHIPBUILDERS LIMITED from the list of banks approved by SBI/ Canara bank published on MDL website. The BG should be valid up to four weeks beyond the end of 12 months the contractual / completion / Order validity period. Bidders to advise their bank/banker to send PBG directly to Outsourcing Department to dispense with additional step of verification of authenticity of signatories. No change/modification in the text of the prescribed format of the BG is permissible. Format of Bank Guarantee for PBG is available on MDL Website.
- 19.4 PBGs will be returned to the Contractor on completion of 12 months after successful execution of work applicable to this tender.

20 TAXES & DUTIES:

- 20.1 The items/service-wise rates quoted in the Rate sheet should exclude Taxes and Duties. Bidder should indicate Taxes and Duties as applicable separately in the same Rate sheet, at the space provided for, which will be paid extra based on tax invoice to the extent applicable.
- 20.2 Bidder shall indicate GST no. and HSN/SAC no. separately & the percentage of the applicable taxes and Govt. levies in blank Price Bid submitted in Part I (Techno Commercial Bid) as well as in Part-II Price Bid. Details as under;
- a. GST No.:
- b. Type of dealer (composition/ Normal):



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c. SAC/HSN NO.:

d. % of GST:

- 20.3 The variation in statutory levies etc. are not allowed unless the breakups in respect of taxes duties are clearly and separately furnished in bid.
- 20.4 Bidders are required to submit their provisional ID with HSN number, along with documentary proof. MDL's provisional GST ID is 27AAACM8029J1ZA.
- 20.5 Bidders are required to comply with all the provisions applicable under the GST Act. (Please refer **Annexure F**)
- 20.6 As per GST act, TDS will be deducted while making payment.
- 21 **LOADING CRITERIA:** Deviations sought by the bidder in respect of Payment terms, delivery period, Liquidated Damages (L.D.) shall be loaded on the bidder/s quoted prices during price evaluation by MDL. Among the equal bids, bidders with ISO 9000 series accreditation, over Non-ISO bidders, will be given preference. The loading criteria that will be adopted are detailed below & also as per Annexure-H.
- 21.1 It is desirable that the bidder accepts the Payment Terms indicated in clause 16 above. Varied payment terms quoted by bidders as compared to the terms stated in the Tender document shall be normalized by applying S.B.I. Prime Lending Rate (prevailing at the time of opening of Price bid) plus 2% p.a. rate of interest for the period at variation. (For Indigenous bidder)
- 21.2 For the additional time period sought by the bidder over the stipulated date of delivery as per Tender, 0.50% per completed week will be loaded to the quoted price.
- 21.3 Deviations sought in respect of Liquidated Damages (L D) Deviations sought in respect of rate per week and / or maximum ceiling in respect of liquidated damages shall be loaded to the quoted price. For e.g. The maximum ceiling towards liquidated damages speculated in the tender is 5% and the bidder seeks to limit it to, say 3.5% then the price quoted will be loaded by 1.5%. If the rate of L.D per week is 0.5% per week or part thereof as per tender and the bidder seeks it as, say, 0.4% per week or part thereof, the maximum ceiling on L D as per tender will first be equated to weeks (10 weeks in this case) and the rate proposed by the bidder i.e. 0.4% will be multiplied by the so equated maximum period (which works out to 4%) and the quoted price will be loaded accordingly by 1%. Delivery being the essence of the contract, it is desirable if the bidder/s adhere to the stipulated clause.
- 21.4 Deviations in respect of the period of Guarantee shall be loaded to the quoted price @ 0.25% per month or part thereof. This does not arise if the bidder quotes additional price for the differential period.

22 **FREAK LOW QUOTES:**

In case after opening of price bid of technically cleared firms, If L1 firm has quoted very low rates and indicates to withdraw from the tender then firm may be given tender holiday including intimation to other PSUs. If the rates quoted are less than MDL estimates by 40% or so and if the difference in rate between L1 and L2 (i.e. $(L2 - L1) * 100 / L1$) is 30% or more with reference to L1, then contract only placed after meeting held with L1 bidder to ascertain whether the quoted prices are "workable". **MDL reserves the right of part-ordering the services.**

23 **MODIFICATIONS TO THE BID:** As per GeM rules.

24 **WORKING ON MDL HOLIDAYS:**

- 24.1 Request for permission for working on Saturday / Sunday / holidays if required, should be submitted 3 working days prior to the date of holiday, to Personnel department and Security through concerned Dept.



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25 **LIQUIDATED DAMAGES/ PENALTY:** Time is an important factor of the contract therefore the hot riveting services are to be provided within the required time intimated by user dept. In cases of delay, the following liquidated damages shall be imposed and shall be deducted from bills.

- 25.1 LD rate: A sum of 0.5% (half per cent) per day of the order value upto maximum of 5% of order value will be levied for in mobilization workforce, tools and equipment beyond one day from the date of intimation by the ship manager/ competent designated authority.
- 25.2 In case delay is not attributable to MDL beyond the agreed schedule, the contractor shall pay liquidated damages, a sum representing 0.5% (half Percent) per day or part thereof, subject to maximum of 5% of value of work package/the schedule in each case.
- 25.3 If the failures are repetitive, MDL shall exercise the right to terminate the contract without paying any compensation. In such case MDL shall forfeit contractor's Security Deposit and apply Risk & Purchase Clause.

26 MDL will not be responsible for an error in downloading of tender documents from web by the bidders. The Version appearing on MDL website will be considered final and authentic.

27 **PARALLEL ORDER:** Not Applicable

28 **FREE ISSUE OF MATERIAL:** Not Applicable

29. **PURCHASE PREFERENCE TO MAKE IN INDIA :**

As per revised Public Procurement (Preference to Make in India) Order 2017 No. P45021/2/2017-B. E-II Dtd. 16 Sept 2020 issued by Govt. of India to encourage "Make in India" policy, Purchase Preference shall be given to local suppliers in the following manner:

- (a) The terminology/ **definitions** used in the said order is as below:
- (i) **"Local content" means** the amount of value added in India which shall be the total value of item (goods, services or works or their combination) under procurement (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value in percent. Different definition of Local Content may be specified by the Nodal Ministry for items assigned to them, which will prevail over above.
- (ii) **"Class-I Local Supplier"** means a supplier or service provider, whose goods, services or works offered for procurement, meets the minimum local content as prescribed for "Class-I local supplier" under this order
- (iii) **"Class-II Local Supplier"** means a supplier or service provider, whose goods, services or works offered for procurement, meets the minimum local content as prescribed for "Class-II local supplier" but less than that prescribed for "Class-I local supplier" under this order.
- (iv) **"Non-Local Supplier"** means a supplier or service provider, whose goods, services or works offered for procurement, has local content less than that prescribed for "Class-II local supplier" under this order.



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- (v) “**Margin of Purchase Preference**” the maximum extent to which the price quoted by a “Class-I Local Supplier” may be above the L1 for the purpose of purchase preference. The margin of purchase preference for the present tender is 20%.
- (vi) L1” means the lowest tender or lowest bid or lowest quotation received in a tender, bidding process or other procurement solicitation as adjudged in the evaluation process as per the tender or other procurement solicitation.

(b) Minimum local content:

The ‘local content’ requirement to categorize a supplier as ‘Class-1 local supplier’ is minimum 50%. For ‘Class-II local supplier’, the local content requirement is minimum 20%.

(c) Declaration by Local Supplier:

- (i) Bidders should indicate the percentage of local content (i.e. value added in India) along with the details of location/s where the value addition is made, in their bids, item wise or tender wise. The indicated local content percentage shall decide categorization of the vendors as “Class-I Local Supplier” / “Class-II Local Supplier” / “Non-local Supplier”. All bidders should declare that the item and service offered meets the minimum local content & indicate its percentage in their offer which shall meet or excel required local content specified in tender. This declaration is necessary even if Custom Duty Exemption and / or ERV (if applicable) are not being sought. Certification as under is to be submitted mandatorily in technical offer Part-I bid.
- (ii) **The bidders shall provide a self-certificate, as per Annexure-M.1, giving the percentage of local content.**
- (iii) Once the declaration /certification is committed at tender submission stage, the same cannot be altered subsequently at technical negotiation stage or after award of contract. Doing so would be treated / considered as false declaration by bidder and necessary action shall be initiated as per Para 9 of the said Order for debarment.
- (iv) Declared Local Content shall be the basis for categorization of the vendors and tender evaluation. However, MDL reserves the right to undertake detailed examination of declared local content and may call vendor to submit relevant documents.
- (v) After the contract is awarded and the services/ supplies are completed, the supplier shall provide a “Local content certificate” (Annexure-M.2) declaring the actual Local content percentage achieved while executing the contract. In case of failure to provide Local Content Certificate for the executed order within reasonable time, the issue be referred for debarment.
- (vi) The supporting documentation towards realization of committed Local Content as per the contract / order terms & conditions shall be maintained for a period of seven years from the date of completion of the contract for audit purpose. Nodal Ministry may constitute committees with internal & external experts for independent verification of self-declarations and auditor’s / accountant’s certificates on random basis and in the case of complaints.



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- (vii) In cases where MDL received the complaint from any vendor or person, along with the fees prescribed below, verification of Declared Local Content shall be carried out by seeking additional info as deemed necessary and the bidders (including unsuccessful bidders) against the tender shall be obliged to furnish the necessary documents. Failing to do so, the vendor may invite penal action as per the provisions of the Order. If MDL possess the capability, then it shall perform the verification. However, if in the opinion of MDL matter needs to be dealt at higher level, then the complaint shall be referred to Nodal Ministry and their fees /expenses / charges applicable as per the Nodal Ministry, if any, shall be borne by the complainant. MDL is authorized to prescribe fees for handling complaints under revised PPP MII 2017 Order. The fees for filing a complaint under the order shall be Rs. 10,000/- per case. The complaint shall be filed to the Chairman, Public Grievance Cell. The fee shall be deposited by complainant in MDL's Account by NEFT.
- (viii) On scrutiny of offer, if all the bidders participating in the tender happen to have either not submitted the declaration certificate or not declared / specified the local content percentage in the declaration certificate or specified local content lower than the minimum local content requirement as per the tender, the subject tender shall be cancelled & matter shall be taken up with Ministry through MDL Nodal Executive. Meanwhile, re-tendering may be done without applying the provisions of said Order for need fulfilment of MDL.
- (ix) On opening of the price bids, if it is identified that there is difference in local content declaration made & local content percentage as per price quoted is now not meeting (i.e. lesser than) the specified tender requirement, then such bidder shall be disqualified and shall not be considered for ranking purpose. The bid would be treated / considered as given false declaration and necessary action for debarment shall be initiated.

(d) **Debarment of bidders / suppliers:**

- (i) False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of GFR 2017 for which a bidder or its successor can be debarred for up to 2 years as per Rule 151(iii) of GFR 2017 along with such other actions as may be permissible under law.
- (ii) A supplier who has been debarred by any procuring entity for violation of said Order shall not be eligible for preference under said Order for procurement by any other procuring entity for the duration of debarment. The debarment for such other procuring entities shall take effect prospectively from the date on which it comes to the notice of other procurement entities, in such a manner that ongoing procurements are not disrupted.

(e) **Purchase Preference:**

- (1) The requirement specified in this Tender is of non-divisible in nature, and both MSEs as well as Class-I local suppliers are eligible for purchase preference. The Purchase preference under make in India and under PPP for MSE 2012 shall be accorded as under:
- (i) L-1 is "MSE Class-I local supplier": Contract shall be awarded to L-1.
- (ii) L-1 is not "MSE Class-I local supplier " but the "MSE Class-I local supplier" falls within 15% margin of purchase preference. Purchase preference shall be given to lowest quoting "MSE Class-I local supplier". If lowest quoting "MSE Class-I local



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supplier" does not accept the L-1 rates, the next higher "MSE Class-I local supplier" falling within 15% margin of purchase preference is to be given purchase preference and so on. If all "MSE Class-I local supplier" do not accept L-1 rates, then Para (iii) shall be followed.

(iii) If conditions mentioned in sub paras 3(i) and 3(ii) above are not met i.e. L1 is not "MSE Class-I local supplier" and "MSE Class-I local supplier" is not eligible to take benefit of purchase preference as per PPP-MSE Order or all "MSE Class-I local supplier" do not accept L-1 rates, the contract is to be awarded / purchase preference to be given in different possible scenarios as under:

A. L-1 is "MSE but non-Class-I local supplier" or "Non-MSE but Class-I local supplier": Contract be awarded to L-1.

B. L-1 is "Non-MSE non-Class-I local supplier": Firstly, purchase preference shall be given to eligible MSE as per PPP-MSE Order. If MSEs not eligible or does not accept then purchase preference to be given to eligible Class- I Local supplier as per PPP-MII Order. If Class-I Local supplier is also not eligible or does not accept then contract be awarded to L1.

Restrictions under rule 144(xi) of general financial rules GFRs, (2017)

(Refer Annexure -H)

- 30.1 Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. The competent authority for Purpose of registration under this order shall be registration committee constituted by department for promotion of industry and internal trade. (DPIIT)
- 30.2 Bidder 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 or bidders stated hereinbefore, including any agency branch-or office controlled by such person, participating in a procurement process.
- 30.3 Bidder from a country which shares a land border with India for the purpose of this Order means: -
- An entity incorporated, established or registered in such a country; or
 - A subsidiary of an entity incorporated, established or registered in such a country; or
 - An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - An entity whose beneficial owner is situated in such a country: or
 - An Indian (or other) agent of such an entity; or
 - A natural person who is a citizen of such a country; or
 - A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.
- 30.4 The beneficial owner for the purpose of clause no.33.3 above, will be as under
- 30.4.1 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



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or more juridical person, 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 majority of the directors or to control the management or policy decisions including by virtue of their shareholding of management rights or shareholder's agreements of voting agreements;

- 30.4.2 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;
- 30.4.3 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;
- 30.4.4 Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
- 30.4.5 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
- 30.5 An Agent is a person employed to do any act for another, or to represent another in dealings with third person.
- 30.6 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.
31. The contract will be governed by Standard Terms and Conditions and General Terms and conditions while executing work. In case of discrepancy, clauses mentioned in Tender, Technical Scope and Rate sheet will override the clauses mentioned in other enclosures including STACS & GTACS. The Contractor shall also abide all statutory requirements, Official Secrets Act 1923, Security & Safety regulations, etc. as per references, which are part of this Tender & also adhere to the health, safety and environment norms, equipping their personnel with suitable safety gears, Personal Protective Equipment (PPEs), etc.

General Terms & Conditions (GTACs) (Available on MDL Website www.mazdock.com →Work/Service Contracts or www.mazdock.com → tenders → shipbuilding →Outsourcing)

32. **STANDARD TERMS AND CONDITIONS (STACS):** Refer Annexure-E

33. **PUBLIC GRIEVANCE CELL:**

A Public Grievance Cell headed by Shri R.R.Kumar, GM(EY-Prod)has been set up in the MDL, Mumbai. Members of public having complaints or grievances are advised to contact



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him on Wednesday between 10.00 hours and 12.30 hours or send their complaints / grievances to him in writing for redressal. Contact Telephone no.is 022-23762106.

34. COMPLIANCE TO STATUTORY REQUIREMENTS:

- 34.1. The Contractor shall also abide all statutory requirements, Official Secrets Act 1923, Security & Safety regulations, etc. as per references, which are part of this Tender & also adhere to the health, safety and environment norms, equipping their personnel with suitable safety gears, Personal Protective Equipment (PPEs), etc.
- 34.2. Statutory compliances are enclosed at Annexure-G. Bidder should upload signed and stamped acceptance of Statutory Compliances while deploying Contract Employees in MDL Premises and its units (**Annexure- G**)

35. SAFETY GUIDELINES:

- 35.1. Safety guidelines are enclosed at **Annexure-J**
- 35.2. Bidder should upload signed and stamped **acceptance of Safety instruction for Sub-Contractor (Annexure- J)**.

36. SITE VISIT:

- 36.1. Bidders may visit the actual site at MDL before submitting the bid, for ascertaining the nature & entire scope of work, job requirement, technical specifications, tools & tackles & measuring instruments required, for carrying out the job and intermediate checks, the environment under which the work needs to be carried out at worksite in MDL premises, site conditions etc.
- 36.2. Bidders may visit MDL prior to uploading their bid. In this regard please contact following MDL Officials: **Mr. Pravin R Kuware (CM –PIg-P17A)/Ms.Alice B. Kurian AGM(PE-PIg-P17A) on Telephone No 2376 3109/3104.**

37. BREACH OF OBLIGATION CLAUSE WITH RESPECT TO BID SUBMITTED:

- 37.1. In case of breach of any obligation mentioned under, the bidder shall be disqualified / debarred from the bidding process for a period of one year from the date of notification,
- i) Bidder has withdrawn / modified / amended /impaired / derogated from the tender during the period of bid validity
- ii) Bidder fails or refuses to execute the contract upon notification of acceptance of bid by the Purchaser during the period of bid validity.

38. Conflict of Interest among Bidders/Agents: Conflict of Interest among Bidders/Agents A bidder shall not have conflict of interest with other bidders. Such conflict of interest can lead to anticompetitive practices to the detriment of MDL's interests. The bidder found to have a conflict of interest shall be disqualified. A bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if:

- a) They have controlling partner(s) in common;
or
- b) They receive or have received any direct or indirect subsidy/financial stake from any of them;
or
- c) They have the same legal representative/agent for purposes of this bid;
or



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- d) They have relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder;
- or
- e) Bidder participates in more than one bid in this bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all bids in which the parties are involved. However, this does not limit the inclusion of the components/sub-assembly/Assemblies from one bidding manufacturer in more than one bid.
- f) In cases of agents quoting in offshore procurements, on behalf of their principal manufacturers, one agent cannot represent two manufacturers or quote on their behalf in a particular tender enquiry. One manufacturer can also authorize only one agent/dealer. There can be only one bid from the following:
1. The principal manufacturer directly or through one Indian agent on his behalf; and
 2. Indian/foreign agent on behalf of only one principal.
- g) A Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of the Bid;
- h) In case of a holding company having more than one independently manufacturing units, or more than one unit having common business ownership/management, only one unit should quote. Similar restrictions would apply to closely related sister companies. Bidders must proactively declare such sister/common business/management units in same/similar line of business
- Note: The bidders have to give the undertaking for above paras along with part I bid.**

39. INSTRUCTION TO BIDDERS:

- 39.1. Contractors shall not engage employees of other contractors presently working in MDL & recorded at Security Dept. The contractor can engage such employee if other contractor gives No Objection Certificate for such engagement & cancel the name of such desirous employee from his roll & accordingly convey to Security. The contractor engaging such employee without permission is liable for penalty including termination of contract & forfeiture of Security Deposit. Such penalty can also be imposed if it is observed that supervisors/ Workers deployed by contractor are not on their roll as per statement submitted by him at Security.
- 39.2. The bidder / supplier / contractor declares that they being proprietors / directors / partners have not been any time individually or collectively blacklisted or banned or de-listed by any Government or quasi Government agencies or PSUs. If a bidder's entities as stated above have been blacklisted or banned or de-listed by any Government or quasi Government agencies or PSUs, this fact must be clearly stated and it may not necessarily be a cause for disqualifying him.
- 39.3. Entry Pass for Contractors and their workmen: Bidders shall comply with the "MDL Security Procedures laid down in MDL for entry passes in respect of Contractors and their workmen" which is available in the home page of OUTSOURCING DEPT. of MDL Website www.mazadock.in →Tenders → Shipbuilding Outsourcing → SB-OTS Notification



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- 39.4. In the event of placement of order on unregistered vendor, the firm shall apply for registration through Smt. Sarkar Shipon, Manager, Outsourcing dept., Tel. No. 23763405, within one month from placement of order.
- 39.5. MDL reserves the right to consider placement of Order / Contract in part or in full against the tendered quantity or reject any or all bids or to cancel the tender without assigning any reason.
- 39.6. In case of the performance of the contractor is not satisfactory, MDL reserves the right to cancel the order.
- 39.7. In case of proper on-line filling of Acceptance Formats for ASLA, General Terms & Conditions (GT&C) and Standard Terms & Conditions (STACS), it shall be presumed that all our tender terms & conditions are acceptable to you.
40. We look forward to your participation in e-bidding by offering your most competitive and reasonable bid against this tender

**Yours faithfully,
For MAZAGON DOCK
SHIPBUILDERSLIMITED,**

Deepak Bafila

(OUTSOURCING DEPARTMENT)



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Following documents, references & formats form a part of the tender: -

Annexure – A	Scope of work
Annexure – B	Illustrative Rate sheet format.
Annexure – C	Additional Service Level Agreement (SLA).Acceptance format
Annexure – D	General Terms & Conditions Acceptance Format.
Annexure – E	Standard Terms & Conditions Acceptance Format.
Annexure – F	GST terms & conditions
Annexure – G	Statutory Compliances by The Sub-Contractors\Vendors While Deploying Contract Employees in Mdl Premises and Its Units.
Annexure – H	Declaration by bidder for Restrictions under rule 144(xi) of general financial rules GFRs, (2017)
Annexure – I	Work Done certificate.
Annexure- J	Safety instruction for Sub-Contractor
Annexure – K	MDL Bank account details for remittance of SD.
Annexure – L	RTGS/ NEFT - Mandate Authorization Form
Annexure – M.1	Declaration of Local Content Certificate
Annexure – M.2	Actual Local Content Certificate
Annexure – N	Format for information of past orders.
Annexure – O	Bank Guarantee/ Security Deposit Format
Annexure – P	Technical documents to be uploaded in Technical Bid

REFERENCES:

Terms & Conditions (Available on MDL Website www.mazdock.com →Work/Service Contracts or www.mazdock.com → tenders → shipbuilding → Outsourcing).

- 1) Official Secrets Act 1923.
- 2) Safety Code for Sub-Contractors.
- 3) Procedure for entry passes.
- 4) GT&C



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Annexure-A

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	HOT RIVETING OF LIP CASTING AT MDL/MBPT/ND(MBI) FOR YARD 12651,12652,12653 & 12654 OF P17A	

**TECHNICAL REQUIREMENTS AND SCOPE OF WORK FOR HOT RIVETING OF
LIP CASTING AT MDL/MBPT/ND(MBI) FOR YARD 12651,12652,12653 &
12654 OF P17A**

ANNUAL RATE CONTRACT FOR HOT RIVETING OF LIP CASTING AT MDL/MBPT/ND(MBI) FOR YARD 12651,12652,12653 & 12654 OF P17A FOR THE TENTATIVE PERIOD FROM 01.10.2023 TO 01.10.2024

1. SCOPE OF REQUIREMENTS: -

To undertake hot riveting work of Lip Castings on board Yard 12651,12652,12653 & 12654 of P17A in MDL premises / MbPT/ Naval Dockyard (Mumbai) as indicated in the Drawing Fly Sketch (Annexure 'A'). The hot riveting shall be done on Lip Casting installed on Anchor Hawse Pipe at Centre & STBD on Ship. The no of rivets require for the work per ship shall be as follows.

Sr. No.	Lip Casting	No of Rivet
1	STBD	30 Nos
2	Centre	24 Nos.

2. QUALIFICATION CRITERIA: -

Subcontractor should have proven experience in Structural Fabrication which involves riveting work in Marine (Naval ship/Submarine/Merchant ships). The contractor shall submit Purchase orders along with their work completion certificates.

3. Contract Period: - The Hot riveting of lip casting shall be carried out on all the four ships of P17A. Contract period will be awarded tentatively from 01.10.2023 to 01.10.2024. The ship wise tentative schedule of hot riveting work shall be as follows.

Yard	Tentative Work Schedule
12651	Oct-2023
12652	Dec-2023
12653	Jan-2024
12654	Feb-2024

4. Contractor may visit the yards/ships to understand the SOW from Berth before submitting the bid.

5. Contractor has to arrange for entry passes at their own cost at MDL, MbPT & ND(MBI). Contractor shall ensure that the work is started within 02 working days from the date of intimation from MDL.

R. Kumar
A. Kumar
[Signature]
[Signature]



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6. **Task by Contractor:** - Following tasks should require to be performed by Contractor for the work execution

- i) To arrange and deploy the skilled /semi-skilled /un-skilled labour & supervisory staff & engineer as may be required for execution of riveting work as per scope of work on board ship as per MDL's work schedule.
- ii) All actions/work are required to be done by contractor, in order to complete work quantum as mentioned in SOW till it is accepted by MDL & WOT.
- iii) Contract supervisor shall be present at worksite till completion of the work.
- iv) Preheating and riveting work should have to be carried out.
- v) Water leak test is to be carried out post riveting, all the required preparation for carrying out water leak test shall be contractors scope.
- vi) Contractor has to arrange for his entry passes in MDL/MbPT/ND(Mb) at his own cost.
- vii) Erection and Dismantling of the staging material (if any).
- viii) All electric hand tools shall be strictly of 110V/50Hz rating only compatible for power supply available on board ship.

7. **SCOPE OF SUPPLY (CONTRACTOR):** -

- i) Safety gears i.e. PPE (Personnel Protective Equipment) for Contractor's workmen while working at MDL/MbPT/ND(MBI) work site and on board the ship. Without PPE's workmen shall not be allowed to work on board the ship. The contractor shall abide all safety rules while executing work on board ship.
- ii) Tools & tackles, like various equipment's /pneumatic hammers with connecting hose pipes, drilling machine, gas torches with hoses required for carrying out the riveting work as per scope of work.
- iii) Supply of required rivets as per drawing along with laboratory certificates.
- iv) Relevant consumables required like rivets, drills, industrial gases for preheating for carrying out the above job. If the quantity of rivets increase depend on the work shall be in the contractor scope.
- v) All tools, consumables, safety equipment, etc. are the responsibility of subcontractor.
- vi) Any items along with facilities not indicated in MDL's scope, but required for completing subject work is to be arranged by contractor at their own cost.
- vii) Flame proof lamps for his workmen while working at MDL work site and on boards the ship.
- viii) Any other material, facility required directly or indirectly for carrying out the job, other than mentioned in MDL's scope, shall be arranged by the contractor.

8. **Statutory Requirement** :- The contractor has to follow & responsible for following Statutory guidelines during the course of contract responsibility for the following:

- i. Comply with all Central, State and Local laws, ordinances, rules and regulations applicable to the work and shall be responsible for any costs arising from violation of the same.
- ii. Observe all applicable MDL accepted Industry Safety Practice and in addition, all Governmental Regulations as appropriate for this work.


9. **SCOPE OF SUPPLY (MDL):** - Following facilities will be provided by MDL free of Cost

- i) Crane facility for shifting of heavy items / equipment between the jetty and the ship weighing more than 30 Kgs. (Individual or bundle).
- ii) Temporary lighting wherever required for lighting only.



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<p>iii) Electric Power Supply for 110 V. iv) Compressed Air Points, Electric Supply Points at jetty. v) Fresh Water. vi) Scaffolding / staging material will be provided by MDL, however erection of staging and dismantling of the same after work completion will be done by subcontractor,</p>		
<p>10. SCHEDULE OF WORK AND WORK COMPLETION PERIOD: -</p>		
<p>Priority of work will be indicated by Berth Officer in writing (work instruction) & date of start & completion will be mentioned for the same. For a quantum of work, date of completion will be decided on a mutually agreeable basis. After completion of a particular job, WDC is to be submitted by contractor & WCC is to be obtained from MDL Berth.</p>		
<p>11. STANDARD OPERATING PROCEDURE: -</p>		
<p>11.1 For advance planning and proper coordination of operations the contractor shall nominate his representative who should be available at call daily at MDL & at a time to be mutually decided between representative of contractor and the MDL. Also one or more contact telephone numbers should be made available for this purpose while applying for this tender as well as execution of work. 11.2 Duties will be allotted by concerned User Department to ensure most Economic running and to the best advantage of the company. Bidder hereby agrees to co-operate with MDL and other contractors on all such occasions and not to raise any objection or question for inter changing or reshuffling of duties. 11.3 Essential tools etc. should be available while on the work all times in serviceable condition. 11.4 Safety management at worksite is in contractor's scope. These shall include the following: 11.4.1 Preliminary assessment by the competent person for identification of potential hazards and to isolate them or made safe. 11.4.2 Securing the working space for entry and proper illumination. 11.4.3 Establishing a suitable system of communication between all parties for use during execution of work. 11.4.4 Portable lamps < 48 V or battery operated torches to be arranged by the contractor. 11.4.5 All government protocols issued for Covid-19 prevention to be strictly followed as applicable.</p>		
<p>12. GENERAL REQUIREMENTS: -</p>		
<p>12.1 Contractor shall observe all safety precautions in connection with the work to be performed and labourers against this rate contract. Contractor must comply with all statutory / safety rules regulations and requirements. Contractor shall indemnify MDL against any liability legal, financial or otherwise which may arise during the currency of this rate contract or as a result of the same due to non-compliance of the aforesaid terms and condition. 12.2 Designated workmen will report for duty to MDL concerned User Departments as per their requirements / instructions. Mobilisation of work to the place of work at various locations is to be arranged by you at your cost. 12.3 Contractor will maintain proper duty slips / challans / log sheets in the appropriate format for the work done. The nominated representative must ensure that the same</p>		



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will be endorsed by the authorized officer of MDL and certified by the Officer not below the rank of Chief Manager.

- 12.4 Workmen or employees deployed by contractor shall not be deemed to be in MDL employment and contractor shall be held fully responsible for any claims which you or your heirs / dependents or personnel representatives shall have to make for damages or compensations for anything done or committed to be done in the course of carrying out the work whether arising on company's premises or elsewhere. Bidder shall indemnify the company against all and any such claims if made against us and all cost (as between attorney and client) of proceedings suits or action, which we may incur or sustain in respect of the same.
- 12.5 Contractor shall be held liable for claims against damage to MDL equipment/machines, injury or loss to our personnel or third parties or consequential damage occasioned by any cause whatsoever during the course of this contract, in case it is established that the damage / loss / injury as above was caused as a result of negligence on Contractor. MDL decision in such cases shall be final and binding on the contractor.
- 12.6 Contractors must commence the work and/ or increase the work force at short notice as per MDL's requirement. Contractors should follow the schedule of the ship & complete the job by given EDC. (Expected Date of Completion).
- 12.7 The contractor shall deploy their dedicated team of workmen and supervisor on a particular ship for execution of the contract without any problem or hindrance so that ships schedule shall not be affected.
- 12.8 Contractor shall regularly keep the MDL berth officer / ship manager informed regarding the progress of the work throughout the entire contract period. Contractor shall submit weekly progress report to ship manager. Contractor shall attend all progress review meeting when call for and also submit any other report as desired by Ship Manager.
- 12.9 The nominated supervisor will be responsible for timely completion of job and for clearance from MDL Berth and WOT. Supervisor is required to be present at all times as long as his workmen are at site.
- 12.10 The work is to be carried out during normal yard working days i.e. Monday to Friday between 07:00 hrs to 24:00 hrs (in two shifts) every day. In the event of work to be carried out on Saturdays / Sundays / MDL Yard Holidays and beyond midnight, one-day prior approval should be obtained from MDL authorities well in advance.
13. If required contractor has to work round the clock to complete the work on urgent basis for meeting the MDL's schedule of the ship. In such cases overtime / extra charges if any for the deployed workers shall be paid by the contractor.
14. Contractors should clean up surrounding area in the vicinity of the work at the end of the day after completion of the job for the day.
15. Security clearance of all the contractor's personnel who will be working in the yard for this contract at his cost has to be arranged by the contractor. The contractor shall fulfil all the formalities like PVR/Insurance/Undertaking in MDL's standard format, Labour challan etc as may be required for making MDL/BPT/ND(MBI) Gate passes prior to mobilization of the workforce on board.

A. *[Signature]*
Mhb.



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16. MOBILIZATION: -

The successful bidders shall complete mobilization of equipment, manpower and arrange gate passes by submitting police verification certificate to start the work within 07 days from the date of placement of order. During mobilization period, contractor should arrange entry passes for his employees for MDL premises /MbPT/ Naval Dockyard (Mumbai) as per prevalent security procedures at that time; no excuse for delay in commencing the work on this account will be entertained. Payment of all necessary fees will be contractor's liability.

17. INSPECTION: -

Inspection will be carried out by MDL (Berth) and WOT (Mbi).

18. Guarantee / Warranty Clause: -

The work should be guaranteed for the period of 12 months Post inspection clearance on board each yard.

19. LIQUIDATED DAMAGES: -

Time is an important factor of the contract therefore the hot riveting services are to be provided within the required time intimated by user dept. In cases of delay, the following liquidated damages shall be imposed and shall be deducted from bills.

19.1 LD rate: A sum of 0.5% (half per cent) per day of the order value upto maximum of 5% of order value will be levied for in mobilization workforce, tools and equipment beyond one day from the date of intimation by the ship manager/ competent designated authority.

19.2 In case delay is not attributable to MDL beyond the agreed schedule, the contractor shall pay liquidated damages, a sum representing 0.5% (half Percent) per day or part thereof, subject to maximum of 5% of value of work package/the schedule in each case.

19.3 If the failures are repetitive, MDL shall exercise the right to terminate the contract without paying any compensation. In such case MDL shall forfeit contractor's Security Deposit and apply Risk & Purchase Clause.

20. HINDRANCE REGISTER: -

All hindrances with date of occurrences and removal shall be noted in the Hindrance Register. The Hindrance Register shall be signed by the reps of both MDL as well as Contractor.

21. WORK DONE CERTIFICATE (WDC): -

21.1 WDC shall be prepared on monthly basis by the contractor within 02 days from the date of completion of tasks and shall be certified by the SM/concerned OIC of user Department (not below the rank of Chief Manager). Payment shall be made as per the quantities certified in WDC.

A. Lammuray



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21.2 The WDC shall include cumulative statement of jobs carried out till last WDC. The WDC must clearly mention the scheduled dates for starting & completion/delivery of the jobs as mutually agreed between MDL User Dept. & contractor and the actual dates of start & completion. WDC will be signed after completion of hot riveting work cleared by Inspection authority. Sequence for cleaning of tanks will be given by berth Executive.

21.3 The necessary service entry shall be made in SAP system by the WDC certifying authority & WDC/WCC will be submitted to the contractor for further invoicing. The WDC/WCC shall bear relevant Service Entry Sheet No., PO No. and respective item Sr. No., sub service line item of the PO.

21.4 In case of delays, the duration along with numbers of delayed days shall be specified in respective WDCs/WCCs to invoke LD Clause and effect recoveries from contractor's invoice. An illustrative format of Work Done Certificate is placed at Annexure IV.

R. Kumar
A. Gopalan

MHC

[Signature]



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Annexure-I

SITE VISIT DECLARATION FORM

Ref: Tender No.: _____

Tender Description: _____

The undersigned have visited MDL site and have understood the scope of work given in the tender. After understanding the same, we confirm that the quoted price / rates is in line with the required scope of work.

COMPANY NAME _____

SIGNATURE _____

NAME _____

DESIGNATION _____

SEAL OF THE COMPANY _____

DATE _____

A. Kumar

A. Gopalan

MBP

(Signature)



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Annexure-II

RATE SHEET


Sr No.	Work Description	Quantity (AU)	Unit Rate (Rs.)
1	HOT RIVETING OF LIP CASTING ON BOARD Y-12651 INCLUDING THE SUPPLY OF SUITABLE RIVETS AS PER THE SCOPE OF WORK AND ATTACHED DRAWING FLY SKETCH IN MDL / MbPT / NAVAL DOCKYARD (MUMBAI). TENTATIVE START DATE OF WORK: 15.10.2023.	1	
2	HOT RIVETING OF LIP CASTING ON BOARD Y-12652 INCLUDING THE SUPPLY OF SUITABLE RIVETS AS PER THE SCOPE OF WORK AND ATTACHED DRAWING FLY SKETCH IN MDL / MbPT / NAVAL DOCKYARD (MUMBAI). TENTATIVE START DATE OF WORK: 15.12.2023	1	
3	HOT RIVETING OF LIP CASTING ON BOARD Y-12653 INCLUDING THE SUPPLY OF SUITABLE RIVETS AS PER THE SCOPE OF WORK AND ATTACHED DRAWING FLY SKETCH IN MDL / MbPT / NAVAL DOCKYARD (MUMBAI). TENTATIVE START DATE OF WORK: 01.01.2024	1	
4	HOT RIVETING OF LIP CASTING ON BOARD Y-12654 INCLUDING THE SUPPLY OF SUITABLE RIVETS AS PER THE SCOPE OF WORK AND ATTACHED DRAWING FLY SKETCH IN MDL / MbPT/NAVAL DOCKYARD (MUMBAI). TENTATIVE START DATE OF WORK: 01.02.2024	1	

R. Kumar
A. Gopinathan





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Annexure-III

RESPONISIBILITY MATRIX

Sr.No	Description of activities	Responsivity	
		MDL	Contractor
1	Submission of proof for availability of manpower, Tools and machines	-	Yes
2	Arrangement of monthly gate pass for personnel	Yes	Yes
3	Personal Protective Equipment.		Contractor
4	Special PPE (if any)		Contractor
5	Follow of mutually agreed schedule for execution of the task.		Contractor
6	Maintain Record of inspection	-	Yes
7	Raising and Collection of authorized reports and Work Completion certificate.		Contractor
8	Certification of WDC/WCC	Yes	-
9	Submission of invoices for payment	-	Yes
10	Payment for work carried out	Yes	-
11	Requirement of ID proof/Police verification report of workmen etc. for security formalities.		Contractor
12	Cleanliness of work place is essential for safe work environment. Thus cleaning must be carried out on daily basis. If the workplace is found to be unclean, work will be mandatorily paused till cleanliness is restored. It is the responsibility of the contractor to shift all the rubbish and metal scrap if any to the designated bins.		Contractor

Note: The quantities indicated are tentative/approximate; the actual requirement may vary and the contractor will be paid as per WDC / Service Entry done by MDL User based on actual usage.

A. Bennett
A. Gammant
[Signature]
[Signature]



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Annexure-IV

WORK DONE CERTIFICATE

(WDC to be prepared by the contractor on their letterhead & to be submitted to the certifying authority)

WDC Ref. no. _____ WDC date: _____

MDL Sub-Contract Order no. & date: _____ dated _____

The following work/s is/are completed to the satisfaction of MDL as per the above mentioned PO and the following is certified for payment.

PO Line item No.	Service No.	Line item work description. PO Qty.	Line item Qty. - certified up to previous WDC	Line item Qty. - certified through this WDC	Mutually agreed completion schedule		Actual work done schedule		LD applicable (Yes/No) & if yes, no. of delayed days.	Service Entry Sheet no.	Yard No.
					Start Date	End Date	Start Date	End Date			

Amount claimed up to previous WDC: (exclusive taxes) _____

Amount claimed under this WDC: (exclusive taxes) _____

Cumulative amount claimed as on date: (exclusive taxes) _____

Order value: _____ (exclusive taxes)

From Contractor _____ From MDL _____

Signature & stamp of Contractor. _____ Signature & stamp of WDC issuing authority. _____

Date: _____ Date: _____ (Not below the rank of Chief Manager)

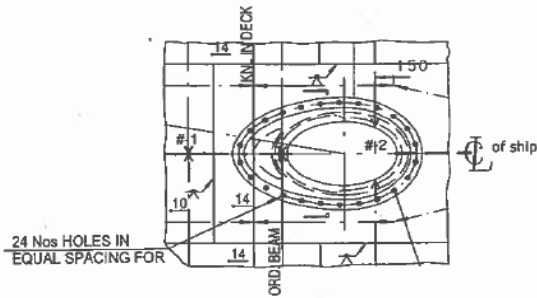


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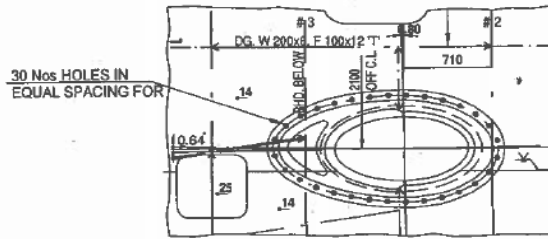
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Annexure - A

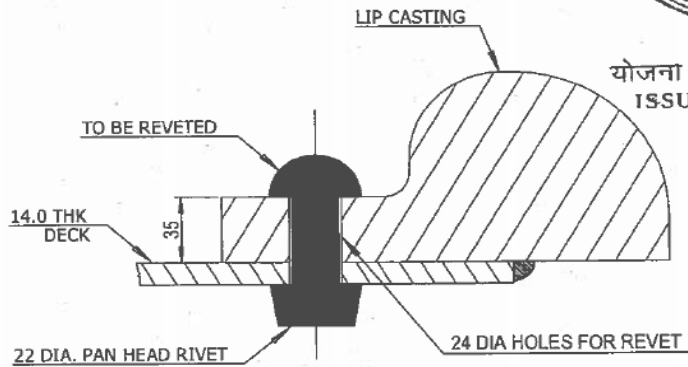
 Mazagon Dock Limited Dockyard Road Mumbai 400 010	Client	Ship
	IHQ MoD (N)	P-17 Alpha



ANCHOR HAWSE PIPE
(AT C.L.OF SHIP)



ANCHOR HAWSE PIPE
(STBD ONLY)



योजना विभाग को जारी किया
ISSUED TO PLANNING

NOTE:-

- 1) PAN HEAD RIVETS 22x100mm AS PER IS1928-1961 (REAFFIRMED 1996).
DIAMETER = 22mm. LENGTH=100mm (EXCLUDING PAN HEAD)

REVIT FLYSKETCH

Title RIVET DETAIL	Name/Sign.	Desgn	Yard no.	Drawing no.	Rev.
	DRN C.V.KASEKAR	Jr.D'MAN	12651	FLY SKETCH	0
	CHD TAUSEEF	DM (D-S)			
	S.HD V.S.WAGH	AGM (D-S)	Date 13-06-2023	Sheet 01 of 01	A4

297 x 210



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Annexure-B

<u>Sr. No</u>	<u>Description</u>	<u>Qty (AU)</u>	<u>Unit Rate (Rs)</u>	<u>Total Cost (Rs)</u>	<u>HSN/ SAC no.</u>	<u>Applicable Tax Rate</u>
1	HOT RIVETING OF LIP CASTING ON BOARD Y12651 INCLUDING THE SUPPLY OF SUITABLE RIVETS AS PER THE SCOPE OF WORK AND ATTACHED DRAWING FLY SKETCH IN MDL / MbPT / NAVAL DOCKYARD (MUMBAI).	1				
2	HOT RIVETING OF LIP CASTING ON BOARD Y12652 INCLUDING THE SUPPLY OF SUITABLE RIVETS AS PER THE SCOPE OF WORK AND ATTACHED DRAWING FLY SKETCH IN MDL / MbPT / NAVAL DOCKYARD (MUMBAI).	1				
3	HOT RIVETING OF LIP CASTING ON BOARD Y12653 INCLUDING THE SUPPLY OF SUITABLE RIVETS AS PER THE SCOPE OF WORK AND ATTACHED DRAWING FLY SKETCH IN MDL / MbPT / NAVAL DOCKYARD (MUMBAI).	1				
4	HOT RIVETING OF LIP CASTING ON BOARD Y12654 INCLUDING THE SUPPLY OF SUITABLE RIVETS AS PER THE SCOPE OF WORK AND ATTACHED DRAWING FLY SKETCH IN MDL / MbPT/NAVAL DOCKYARD (MUMBAI).	1				



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Annexure-C

ADDITIONAL SERVICE LEVEL AGREEMENT (SLA) ACCEPTANCE FORMAT:

To,
MAZAGON DOCK SHIPBUILDERS LIMITED
OUTSOURCING DEPARTMENT.

SLA CLAUSE No.	BIDDER'S REMARK	SLA CLAUSE No.	BIDDER'S REMARK
	ACC. / DEV.		ACC. / DEV.
1		2	
3		4	
5		6	
7		8	
9		10	
11		12	
13		14	
15		16	
17		18	
19		20	
21		22	
23		24	
25		26	
27		28	
29		30	
31		32	
33		34	
35		36	
37		38	
39		40	

COMPANY'S NAME & ADDRESS:

SIGNATURE:

DATE:
NAME:
DESIGNATION:
BIDDER'S COMPANY SEAL:

NOTE:

1. Bidders should carefully read the Terms & Conditions of the Additional Service Level Agreement (SLA) prior to filling up this acceptance format.
2. This format should be properly filled, signed and bidder shall upload the scanned copy of the same online.
3. Bidder(s) should indicate "ACC" for Accepted, "DEV" for Deviation Taken for each clause number in the above table.
4. Bidder(s) to attach Separate Sheet indicating all relevant details such as Number & description of the Clause, Reasons for Deviation and Alternative suggested for any deviations taken by them.
5. Clause numbers shown in the above format also includes the sub-clauses under these clauses.



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Annexure-D

GENERAL TERMS & CONDITIONS ACCEPTANCE FORMAT:

To,
MAZAGON DOCK SHIPBUILDERS LIMITED
OUTSOURCING DEPARTMENT.

GT&C CLAUSE No.	BIDDER'S REMARK	GT&C CLAUSE No.	BIDDER'S REMARK	GT&C CLAUSE No.	BIDDER'S REMARK
	Acc/Dev		Acc/Dev		Acc/Dev
A10		A90		A170	
A20		A100		A180	
A30		A110		A190	
A40		A120		A200	
A50		A130		A210	
A60		A140		A220	
A70		A150		A230	
A80		A160			

COMPANY'S NAME & ADDRESS:

SIGNATURE:

DATE:

NAME:

DESIGNATION:

BIDDER'S COMPANY SEAL:

NOTE:

1. Bidders should carefully read the General Terms & Conditions of the Tender (GTACs) prior to filling up this acceptance format (available on MDL Web site).
2. This format should be properly filled, signed and bidder shall upload the scanned copy of the same online
3. Bidder(s) should indicate "ACC" for Accepted, "DEV" for Deviation Taken for each clause number in the above table.
4. Bidder(s) to attach Separate Sheet indicating all relevant details such as Number & description of the Clause, Reasons for Deviation and Alternative suggested for any deviations taken by them.
5. Clause numbers shown in the above format also includes the sub-clauses under these clauses.



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Annexure-E

STANDARD TERMS AND CONDITIONS (STACs):

101. The word '**Purchaser**' refers to MAZAGON DOCK SHIPBUILDERS LIMITED, (MDL), a Company registered under the Indian Companies Act, 1913 and it includes its successors or assignees.

102. The word '**Contractor / Bidder**' means the person / firm / Company who undertakes to manufacture and/or supply and/or undertake work of any nature assigned by the Purchaser from time to time and includes its successors or assignees.

103. The word '**Owner**' means the person or authority with whom Mazagon DOCK SHIPBUILDERS LIMITED (Purchaser) has contracted to carry out work in relation to which orders are placed by the Purchaser on the Sub-contractor / Supplier / Supplier under this contract for supply or manufacture of certain items and would include Department of Defence Production, Ministry of Defence, Government of India, the Indian Navy, the Coast Guard and any other specified authority.

120. GENERAL

121. Unless Otherwise Indicated Specifically by the Bidder / Contractor in his bid, it shall be construed as his acceptance of all the conditions mentioned in this STC.

200. COMMUNICATION & LANGUAGE FOR DOCUMENTATION

201. Any letter, facsimile message, e-mail intimation or notice sent to the Contractor / Bidder at the last known address mentioned in the offer / order shall be deemed to be valid communication for the purpose of the order/contract. Unless stated otherwise by the purchaser, Language for communication & all documentation shall be same that the Purchaser has used in the tender enquiry.

210. PURCHASER'S PROPERTY.

211. All property (such as materials, drawings, documents etc) issued by the Purchaser or any other individual or firm on behalf of the Purchaser in connection with the contract shall remain confidential, being the property of the Purchaser and the Bidder / Contractor shall undertake to return all such property so issued and will be responsible for any or all loss thereof and damage thereto resulting from whatever causes and shall reimburse the Purchaser the full amount of loss and damage.

212. On completion of work in any compartment / location, the contractor must ensure that the place is left in a reasonably clean state and all scrap/Rubble/Debris/refuse is transferred to nearby scrap/Garbage/refuse bins.

213. The Purchaser would provide on demand the requisite material to be supplied as per the Contract. On completion / execution of the contract a reconciliation statement detailing quantity of material issued, quantity used for the contract, scrap generated, quantity returned to Stores and certificate regarding protection of Intellectual Property Rights will have to be submitted along with certified Invoice/s before payment/s are effected. Any excess consumption of material on account of wastage / damage, re - work not attributable to Purchaser will be suitably recovered from the Bidder / Contractor.

220. RISK PURCHASE



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221. If the equipment / article / service or any portion thereof be not delivered / performed by the scheduled delivery date / period, any stoppage or discontinuation of ordered supply / awarded contract without written consent by Purchaser or not meeting the required quality standards the Purchaser shall be at liberty, without prejudice to the right of the Purchaser to recover Liquidated Damages / penalty as provided for in these conditions or to any other remedy for breach of contract, to terminate the contract either wholly or to the extent of such default. Amounts advanced or part thereof corresponding to the undelivered supply shall be recoverable from the Contractor / Bidder at the prevailing bank rate of interest.

222. The Purchaser shall also be at liberty to purchase, manufacture or supply from stock or utilise the services as it deems fit, other articles of the same or similar description to make good such default and/or in the event of the contract being terminated, the balance of the articles of the remaining to be delivered there under. Any excess over the purchase price, cost of manufacture or value of any articles supplied from the stock, as the case may be, over the contract price shall be recoverable from the Bidder / Contractor.

230. RECOVERY-ADJUSTMENT PROVISIONS:

231. Payment made under one order shall not be assigned or adjusted to any other order except to the extent agreed upon in writing by the Purchaser. During the currency of the contract, if any sum of money is payable by the Bidder / Contractor the same shall be deducted from any sum then due or thereafter may become due to the Bidder / Contractor under the contract or any other contract with the Purchaser.

250. INDEMNIFICATION

251. The Contractor / Bidder, his employees, licencees, agents or Sub-Supplier / Subcontractor, while on site of the Purchaser for the purpose of this contract, indemnifies the Purchaser against direct damage and/ or injury to the property and/or the person of the Purchaser or that of Purchaser's employees, agents, Sub-Contractors / Suppliers occurring and to the extent caused by the negligence of the Contractor / Bidder, his employees, licencees, agents or Sub-contractor by making good such damages to the property, or compensating personal injury and the total liability for such damages or injury shall be as mutually discussed and agreed to.

260. TRANSFER OF SUPPLIER'S / CONTRACTOR'S RIGHTS:

261. The Contractor / Bidder shall not either wholly or partly sell, transfer, assign or otherwise dispose of the rights, liabilities and obligations under the contract between him and the Purchaser without prior consent of the Purchaser in writing.

270. SUBCONTRACT & RIGHT OF PURCHASER

271. The Contractor / Bidder shall under no circumstances undertake or subcontract any work / contract from or to any other Sub-contractor without prior written approval of the Competent Authority of Purchaser. In the event it is found that such practice has been indulged in, the contract is liable to be terminated without notice and the Contractor / Bidder is debarred all from future tender enquiries / work orders. However, in no circumstances a contractor is permitted to subcontract any part of the contract to the bidders who had quoted for the concerned tender.

280. PATENTRIGHTS.

281. The Contractor / Bidder shall hold harmless and keep the Purchaser indemnified against all claims arising as a result of infringement of any patent / copy rights on account of manufacture, sale or use of articles covered by the order.



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290. Agents / Agency Commission:

291. The seller confirms and declares to the buyer that the seller is the original manufacturer or authorized distributor/stockiest of original manufacturer of the stores referred to in this contract and has not engaged any individual or firm, whether Indian or foreign whatsoever, to intercede, facilitate or in any way to recommended to the Buyer or any of its functionaries, whether officially or unofficially , to the award of the Contract / Purchase order to the Seller; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. The Seller agrees that if it is established at any time to the satisfaction of the Buyer that the present declaration is in any way incorrect or if at a later stage it is discovered by the Buyer that the Seller has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward , fees, commission or consideration to such person, party, firm or institution , whether before or after the signing of this Contract / Purchase order, the Seller will be liable to refund that amount to the Buyer. The seller will also be debarred from participation in any RFQ/Tender for new projects/program with Buyer for a minimum period of five years. The buyer will also have a right to consider cancellation of the Contract either wholly or in part, without any entitlement or compensation to the Seller who shall in such event be liable to refund all payments made by the buyer in terms of the Contract along with interest at the rate of 2% per annum or 6% whichever is higher above LIBOR (London Inter Bank Offer Rate) (for foreign vendors) and base rate of SBI plus 2% (for Indian Vendors). The Buyer will also have the right to recover any such amount from any contracts concluded earlier with Buyer.

300. USE OF UNDUE INFLUENCE / CORRUPT PRACTICES:

301. The Contractor / Bidder undertakes that he has not given, offered or promised to give, directly or indirectly any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Purchaser or otherwise in procuring the contract or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the Contract with the Purchaser for showing or forbearing to show favour or disfavour to any person in relation to the Contract or any other Contract with the Purchaser. Any breach of the aforesaid undertaking by the Contractor / Bidder or any one employed by him or acting on his behalf (whether with or without the knowledge of the Contractor / Bidder) or the commission of any offence by the Contractor / Bidder or any one employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1980 or the Prevention of Corruption Act, 1947 or any other Act enacted for the prevention of corruption shall entitle the Purchaser to cancel the contract and all or any other contracts with the Contractor / Bidder and recover from the Contractor / Bidder the amount of any loss arising from such cancellation. A decision of the Purchaser or his nominee to the effect that a breach of the undertaking has been committed shall be final and binding on the Contractor / Bidder.

302. The Contractor / Bidder shall not offer or agree to give any person in the employment of Purchaser any gift or consideration of any kind as "Inducement" or "reward" for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the contract/s. Any breach of the aforesaid condition by the Contractor / Bidder or any one employed by them or acting on their behalf (whether with or without the knowledge of the Contractor / Bidder) or the commission of any offence by the Contractor / Bidder or by any



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one employed by them or acting on their behalf which shall be punishable under the Indian Penal Code 1980 or the Prevention of Corruption by Public Servants, shall entitle Purchaser to cancel the contract/s and all or any other contracts and then to recover from the Contractor / Bidder the amounts of any loss arising from such contracts' cancellation, including but not limited to imposition of penal damages, forfeiture of Security Deposit, encashment of the Bank Guarantee and refund of the amounts paid by the Purchaser.

303 In case, it is found to the satisfaction of the Purchaser that the Contractor / Bidder has engaged an Agent or paid commission or influenced any person to obtain the contract as described in clauses relating to Agents / Agency Commission and use of undue Influence, the Contractor / Bidder, on a specific request of the Purchaser shall provide necessary information / inspection of the relevant financial documents / information.

330. BANNED OR DE-LISTED CONTRACTORS / FIRMS / SUPPLIERS.

331. The bidders declares that they being Proprietors / Directors / Partners have not been any time individually or collectively blacklisted or banned or de-listed by any Government or quasi Government agencies or PSUs. If a bidder' entities as stated above have been blacklisted or banned or de-listed by any Government or quasi Government agencies or PSUs, this fact must be clearly stated and it may not necessarily be a cause for disqualifying him.

340. DUTY OF PERSONNEL OF SUPPLIER / SUPPLIER

341. MDL being a Defence Organization, Contractor / Bidder undertakes that their personnel deployed in connection with the entrusted work will not indulge in any activities other than the duties assigned to them.

350. DISPUTE RESOLUTION MECHANISM AND ARBITRATION

351. DISPUTE RESOLUTION MECHANISM (DRM)

- i) Any dispute/differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations.
- ii) In case of non-settlement by (i) above, if at any time, before, during or after the contract period any unsettled claim, dispute or difference arose between the parties, upon or in relation to or in connection with or in any way touching or concerning this tender/agreement/order/contract, the same shall be referred to the concerned Functional Director.
- iii) The Functional Director shall then nominate an Executive of the rank of General Manager whom he thinks fit and competent or a Committee of Executives who/which shall then scrutinize the claims/disputes that have been referred to the concerned functional Director and make efforts for amicable settlements by mutual discussions/negotiations.
- iii) In case no amicable settlement is arrived by (ii) above within a period of three months, then the contractor shall approach Public Grievance Cell and address the disputes as per the provisions made under the relevant clause of the contract.
- iv) In case the issues/disputes do not get settled within a period of six months from the date of submission of the dispute to the Grievance Cell, then the contractor may invoke Arbitration Clause of the contract.

352. ARBITRATION.



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Unresolved disputes/differences, if any, shall then be settled by arbitration. The Arbitration proceedings shall be conducted at Mumbai, India, in English Language, under the Arbitration & Conciliation Act, 1996. MDL prefers to have arbitration through Institutes such as Indian Council of Arbitration (ICA)/ICA-DR, with the mutual consent of the parties.

353. In case of unresolved difference/dispute between the Purchaser and Supplier, being Central Public Sector Enterprises/Central Govt. departments, the disputes shall be resolved firstly through mutual discussion or through the empowered agencies of the Govt. or through arbitration by reference by either party to the department of Public Enterprises, as per extant guidelines. If disputes/differences remain unresolved/unexecuted, the same shall be referred first to the Cabinet Secretariat and then, if necessary to the PMO.

354. Any changes to arbitration clause must be vetted by HOD (Legal) before incorporation in contract/PO ARBITRATION

351. Any dispute / differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations. Unresolved disputes/ differences, if any, shall be settled by Arbitration and the arbitration proceedings shall be conducted at Mumbai (India) in English language, under the Indian Arbitration and Conciliation Act, 1996. MDL may prefer to have arbitration through Institutes such as Indian Council of Arbitration (ICA)/Indian Merchant Chambers (IMC), in which case appointment of separate arbitrator by both sides and then appointment of third arbitrator will not be required.

352. In case of unresolved difference / dispute between Purchaser and Supplier, being a Public Sector Enterprise, shall be referred by either party to the Department of Public Enterprises, as per extant guidelines. (Any changes to arbitration clause must be vetted by CS & LE Deptt before incorporation in contract/PO).

360. JURISDICTION OF COURTS

361. All contracts shall be deemed to have been wholly made in Mumbai and all claims there under are payable in Mumbai City and it is the distinct condition of the order that no suit or action for the purpose of enforcing any claim in respect of the order shall be instituted in any Court other than that situated in Mumbai City, Maharashtra State, India i.e. courts in Mumbai shall alone have jurisdiction to decide upon any dispute arising out of or in respect of the contract.

370. CONTRACT LABOUR (REGULATION & ABOLITION) ACT 1970

371. Contractor / Bidder shall obtain licence under Section 12 and 13 of the Contract Labour (Regulation & Abolition) Act, 1970 and rules made there under and the same should be kept valid at least until the expiry of contract with Purchaser. The registration and Licence under the Contract Labour (Regulation and Abolition) Act 1970 shall be renewed in time every year and if work continues for more than a year, a copy of the Licence is produced as and when demanded by the concerned authorities of Purchaser.

372. The Contractor / Bidder shall carryout his obligations and duties under the Contract Labour (Regulation & Abolition) Act, 1970 and the rules framed there under, but not limited to: -

- i. Pay in time, on or before 7th of every succeeding month not less than the prescribed minimum wages (as stipulated under item V (a) or V (b) of the Form VI prescribed Under Rule (25) 1 of the Act as applicable.
- ii. Disburse Wages in respect of workers working on Purchaser's jobs inside the premises under the supervision of nominated representative of the Purchaser.
- iii Production of Wage / Attendance Register along with E. S. I. & P. F. Statements to Corporate Personnel Department (from 8th to 15th of every succeeding month) for



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verification of the same as required under the Contract Labour (Regulation and Abolition) Act 1970.

iv. Forwarding to the respective Divisional Personnel Department a list of deductions and contributions duly effected from the salary / wages on Contract Labour engaged on Purchaser's jobs in respect of Employees' Provident Fund, Employees' Family Pension Fund and Employees' State Insurance Scheme, with reasons for non-deduction, if any, duly clarified by passing suitable remarks against the name of concerned employee on the list.

v. Comply with all the statutory regulations and requirements concerned with employment of contract labour on Purchaser's jobs and shall follow all orders / decisions of the Government in this respect. Contractor / Bidder shall furnish all the statutory half yearly returns / six monthly statements concerning with such contract labour to the Licensing Executive in Form No. XXIV as per Rule 82 (1) of Contract Labour (Regulation & Abolition) Act 1970 and also forward a copy of these with necessary statistical information of manpower employed to the Corporate Personnel Department.

373. In the event any employee/s of Contractor / Bidder is advised by the concerned Department to deploy their employees for job during weekly-off, Sundays and holidays, the Contractor /Bidder must inform through Concerned Department the name/s of the employee/s in the prescribed format to CISF / Security and to the concerned Divisional Personnel by mentioning specifically 'Compensatory - Off', before 3 days from the date actual payment.

380. MINIMUM WAGES ACT

381. The Contractor / Bidder shall pay to his employees not less than the minimum wages and allowances applicable to the Engineering Industry as notified from time to time by the State Government under the Minimum Wages Act. Contractor / Bidder shall be responsible for timely payment of wages of all his employees engaged in the Purchaser's Yard, not less than the prescribed minimum wages in each case and without any deductions of any kind, except as specified by Government or permissible under the Payment of Wages Act.

382. The Contractor / Bidder must settle all the pending dues of the employees i.e. arrears of wages, proportionate leave wages, proportionate bonus payment, etc.

383. Before winding up the site, the Contractor / Bidder shall pay all terminal dues to his employees such as Notice pay, Gratuity, Retrenchment compensation, etc.

390. Bonus Act

391. The Contractor / Bidder shall pay to his eligible employees a Statutory Bonus as per 'Payment of Bonus Act' at the rate prescribed by the Statutory Authorities from time to time.

400. Factories Act

401. The Contractor / Bidder shall observe all applicable Rules and Regulations stipulated under Factories Act applicable to contract labour.

402. The Contractor / Bidder shall maintain a separate register prescribed under the Act and pay Privilege Leave wages to all eligible employees.

403. On completion of execution of the contract and before winding up, the Contractor / Bidder shall pay proportionate Privilege Leave wages to all eligible employees.

410. Employees' Provident Funds and Miscellaneous Provisions Act, 1952

411. The Contractor / Bidder, where applicable, shall cover his employees deployed in the Purchaser's Yard



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i. under the Employees' Provident Funds and Miscellaneous Act, 1952,
ii. under the Family Pension Scheme, and
iii. under the Employees' Deposit Linked Insurance Scheme and pay the contributions both in respect of his employees and his own. He shall submit all the necessary returns and other particulars periodically as prescribed under the said Act. Contractor / Bidder shall cover from the first day working all his contract labour on MDL jobs by filling requisite returns to concerned Statutory authorities and obtaining Code Numbers / Account Numbers. Contractor / Bidder shall remit employees' and employers' contributions directly to the concerned authorities along with Inspection and Administrative Charges as per relevant provisions of the concerned Acts and Schemes made there under within 15 days from the close of every month. The Contractor / Bidder must submit copies of P. F. dues payment challans, copy of Form No. 12 (A), copy of form No. 6 (A) (Annually) & copies of Muster Roll of their workmen every month to Corporate Personnel Department before renewal of passes for entry into the yard. The Contractor / Bidder must also attend to P. F. Inspections by concerned authorities and submit copy of the Inspection Report.

412. The Contractor / Bidder through his own P. F. code number shall fill in P. F. / Pension settlement forms of all the employees engaged in Purchaser's Yard, well in advance of last working day and forwards the said settlement forms to the respective P. F. Commissioner's office for settlement. Contractors who are yet to obtain PF code shall apply for Code no s to PF Commissioners Office & furnish copies of the same to Corporate Personnel Department. Purchaser shall recover PF dues from the contractors running bills till such time the PF Code no is obtained.

413. The Contractor / Bidder may contact Corporate Personnel Department for the purpose to seek any / all clarification / necessary advice for completion of procedural work such as filling labour challans, E. S. I., P. F. - declaration forms, covering their labour under Group Insurance Policy, etc. An Administrative charge @ Rs. 10/- per employee per month for such consultancy will be recovered from all the contractors from the bills of the respective contracts

420. Employees' State Insurance Act

421. The Contractor / Bidder should also cover all the eligible contract labourers working on MDL jobs, under the Employees' State Insurance Act and Scheme by furnishing necessary returns to appropriate authority and pay both employees' and employers' contributions in respect of these employees to the concerned authorities within 20 days from the close of every month. The contractor shall produce copy of R. D. F. duly acknowledged by ESI local office for confirmation that the workmen are covered under ESI Act and Scheme.

422. Contractor / Bidder should produce proof of such remittances to Corporate Personnel Department of MDL along with full details of contributions etc. within 25 days from the close of month. He shall also give an undertaking that he will not engage any one on our work who is not duly covered under the said Act & Scheme. The contract employees who are out of coverage of ESI Act & Scheme should be covered under Group Insurance Policy linked with workman compensation Act. Those Bidders / contractors do not have their ESI Code No.; they should submit documentary evidence of application for obtaining ESI Code no to Corporate Personnel Department.

430. SAFETY:

431. The Contractor / Bidder must observe all safety precautions in connection with the work to be performed by him, his agents or labourers. In the event of any accident happening in our yard resulting in loss of lives or otherwise damaging any part of the property, the contractor shall be required to make good the loss to the Company and shall



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be responsible for all consequences that follow from the loss and / or injuries to the persons involved in such accidents. The standard of safety to be observed in the Company shall be decided by the Executive-in-Charge Safety, or any Executive appointed for the purpose before the commencement of work in the yard. It will be essential for contractor to ascertain the standard precautions which contractor is required to observe in discharging his work as per the standards prevalent in MDL. The decision of MDL in matters concerning Safety shall be final and binding on the contractor.

432. The Contractor / Bidder shall be required to provide his workmen with Boiler Suits of any suitable colour other than blue or white, with the Name of the Contractor in prominent letters on the boiler suits along with personal protection gears like safety shoes, hand gloves etc. workmen of the Contractor / Bidder must wear throughout their working while in the premises of MDL. Contractor's workmen working without safety gears are likely to be disallowed for work.

440. POLICE VERIFICATION OF EMPLOYEES

441. Contractor / Bidder shall have to produce and submit to the Chief Security Executive of Purchaser, verification through Mumbai Police of Character and Antecedents of their employees / workers for while working on ships under construction in Purchaser's Yards, for working onboard ships under modernisation / refit / repairs at Mumbai Ports / Naval Dockyard. Entry passes will not be issued in the absence of Police Verification Report and employees without Police Verification shall not be employed by them in Purchaser's Yard / Mumbai Ports / Naval Dockyard and any lapse on the part of Contractor / Bidder shall be viewed seriously as per applicable laws of the land. Employment of any Foreign National during the contract period would be permitted with prior permission of Purchaser.



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Annexure-E

STANDARD TERMS AND CONDITIONS ACCEPTANCE FORMAT:

To,
MAZAGON DOCK SHIPBUILDERS LIMITED
OUTSOURCING DEPARTMENT.

STAC CLAUSE No.	BIDDER'S REMARK	STAC CLAUSE No.	BIDDER'S REMARK
	Acc/Dev		Acc/Dev
101		300	
102		330	
103		340	
120		350	
200		360	
210		370	
220		380	
230		390	
250		400	
260		410	
270		420	
280		430	
290		440	

COMPANY'S NAME & ADDRESS:

SIGNATURE:

DATE:

NAME:

DESIGNATION:

BIDDER'S COMPANY SEAL:

NOTE:

1. Bidders should carefully read the Standard Terms & Conditions of the Tender (STACs) prior to filling up this acceptance format (available on MDL Web site)
2. This format should be properly filled, signed and bidder shall upload the scanned copy of the same online.
3. Bidder(s) should indicate "ACC" for Accepted, "DEV" for Deviation Taken for each clause number in the above table.

Bidder(s) to attach Separate Sheet indicating all relevant details such as Number & description of the Clause, Reasons for Deviation and Alternative suggested for any deviations taken by them.



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Annexure-F

TERMS RELATED TO TAXES (GST)

1. GST as per GST Laws shall be payable extra as quoted and agreed.
2. In case of purchases of goods/services from unregistered dealers under GST Laws, GST will be paid by MDL under reverse charge mechanism.
3. Benefits from reduction in rate of tax/ITC are required to be passed on to consumer. Where “applicable GST” has been quoted as extra, Goods and service providers (except un-registered dealers under GST Law) have to submit declaration that they have complied with ‘Anti-profiteering clause’ under GST Law. Such declaration be given in technical bid.
4. If the vendor is registered under GST, vendor shall mention the HSN code for goods &/or services in their tax invoice, etc. These codes must be in accordance with GST Laws and responsibility of specifying correct HSN codes for goods &/or services is that of the vendor. MDL shall not be responsible for any error in HSN code for goods &/or services specified by supplier / contractor. Supplier /Contractor shall pay penalty and/ or interest imposed on MDL or any loss due to delay in availing ITC by MDL or any loss of ITC to MDL due to errors by vendors at any stage. MDL reserves right to recover any such interest, penalty or loss from any amount due to Supplier /Contractor or otherwise.
5. In case, MDL is unable to avail ITC, supplier/contractor at their own cost shall rectify the shortcoming in the returns to be filed immediately thereafter. Further, if the ITC is delayed / denied to MDL / reversed subsequently as per GST Laws due to non / delayed receipt of goods and / or services and / or tax invoice or expiry of timelines prescribed in GST Laws for availing ITC, non-payment of taxes or non-filing of returns or any other reason not attributable to MDL, Supplier /Contractor shall pay any loss of amount along with interest and penalty on MDL under GST Laws for the number of days the ITC was delayed. If the short coming is not rectified by supplier/contractor and MDL ends up in reversal of credits and / or payments, supplier /contractor is fully liable for making good all the loss incurred by MDL. MDL reserves right to recover any interest, penalty or loss from any amount due to Supplier /Contractor or otherwise.
6. If the vendor is registered under GST, the GST registration number (15 digit GSTIN) issued by GOI shall be mandatorily provided by the vendor. Vendor having multiple business verticals within state / at multiple states with separate GST registration numbers shall forward GSTIN of only that vertical which is involved in supply of goods and/or services. MDL GSTIN is 27AAACM8029J1ZA and vendor shall mention the same while invoicing and avoid any data entry error on GST portal.
7. If the vendor is registered under GST, Vendor shall ensure timely submission of invoice as per the provisions / requirement / timeline promulgated by GOI in relation to GST Law with all required supporting documents to enable MDL to avail input tax credit promptly. The vendors invoice inter alia should contain GSTIN of vendor, GSTIN of MDL (i.e. 27AAACM8029J1ZA), GST tax rate separately, HSN code wise goods or services, place of supply, signature of vendor, etc. Original invoice needs to be submitted to Bill Receipt Centre at MDL gate, and a copy of the invoice should be given to the goods receiving section(GRS).
8. If the vendor is registered under GST, vendor shall file all applicable returns under GST Laws in the stipulated time & any losses of tax credit to MDL arising due to delay in filing will be recovered from their invoice wherever MDL is eligible to avail tax credit. Any default towards payment of tax and / or uploading of monthly returns by supplier/contractor, MDL retains right to withhold payments towards tax portion until the same is corrected & complied by the supplier/contractor with the requirement of GST along with satisfactory evidence.
9. The rate sheet enclosed with the tender will indicate the rates to be entered under each head wherever applicable. Bidders must clearly mention the applicable Taxes & Duties. The item-wise rates (i.e Basic+P&F+F&I) quoted in the Rate Sheet should exclude Taxes & Duties. Bidder should indicate GST rates as applicable separately under each of the head in the same Rate sheet, which will be paid extra based on tax invoice to the extent applicable. The GST will be applicable on total basic rate of each item (i.e Basic + P&F + F&I).



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Annexure-G

STATUTORY COMPLIANCES BY THE SUB-CONTRACTORS/VENDORS WHILE DEPLOYING CONTRACT EMPLOYEES IN MDL PREMISES AND ITS UNITS.

(1) **Labour Licence:**

- (a) The Contractor should have a valid Labour Licence issued by the Regional Labour Commissioner (Central) before commencement of work if the contractor is deploying 20 or more contract employees at MDL.
- (b) The number of contract employees employed shall not on any day exceed the maximum number specified in the approved Labour Licence issued by the Competent Authority.
- (c) If the sub-contractors desire to employ the contract employee more than that, mentioned in the Labour Licence, the concerned contractors is required to notify in advance to the Licensing Authority. Any change in number of employees to be deployed at MDL, The Copy of license with the necessary amendments to be submit before employing such contract employees.
- (d) The contractors are required to apply for renewal of license not less than 30 days before the date on which the license expired, if his job is likely to be continued beyond the period of validity of license.
- (e) The labour license is always issued against the particular Purchase Order (PO) issued by MDL. Therefore, in case of new PO, he should obtain fresh license if he is likely to employ 20 or more employees against such new PO. However, the contractor is required to maintain separate record in respect of each PO issued by MDL
- (f) The contractor shall display a copy of labour license prominently at the place of the work.
- (g) The copy of Labour Licence is to be submitted to the HR- Contract & Outsourcing Dept.
- (h) The contractor shall attend labour inspection whenever required and submit the copy of inspection report to the principal employer i.e. MDL
- (i) The contractor shall submit Half Yearly / Annual Return to the licensing authority as prescribed under the Contract Labour (Regulation and Abolition) Act 1970 with Maharashtra Contract Labour (Regulation and Abolition) Act 1971 and submit a copy to the principal employer i.e. MDL.

(2) **Commencement / Completion of work**

The contractors shall within 15 days of commencement/completion of each contract work, submit a return to the licence authority in Form VI(A) intimating the actual date of commencement / completion of work under a copy to the HR- Contract & Outsourcing Dept.



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(3) **Daily attendance of contract employees:**

The contractor shall ensure to mark daily attendance of their employees in Attendance Register whenever his contract employees deployed.

(4) **Insurance coverage:**

- (a) The contractors should have his own ESI code number and indicate the same along with individual ESI account number of his contract employee.
- (b) The contractors should cover all eligible-contract employee under the ESI Act and its scheme on the date of joining of the contract employee on their roll at MDL
- (c) The contractors should pay employee as well as employer contribution on time and submit the copy of challan to the principal employer i.e. MDL as a proof of payment of ESI dues to the authority
- (d) The contractors should attend the ESI inspection as and when required and submit a copy of ESI inspection report to the principal employer i.e. MDL.
- (e) The contractors should submit the copy of half / yearly ESI returns to the Contract Cell.
- (f) The contractors should produce (E-Pahachan) card in respect of each contract employee whenever required for verification for their ESI account number.
- (g) Those Contract employee, who are out of ESI coverage shall be covered by suitable Workmen Compensation Policy.
- (h) The contractors shall submit the copy of Workmen Compensation Policy to the HR-Contract & Outsourcing Dept and renew the same on time.

(5) **Provident Fund Coverage:**

- (a) The contractors must have his own PF Code number and indicate individual PF Account number of his employees.
- (b) The contractors should produce Form V as and when required for verification of account number of his contract employee.
- (c) The contractors shall cover his eligible contract employees under the PF Act and Scheme and pension scheme from the date of joining.
- (d) The contractors shall also submit the copy of challan in respect of payment of dues.
- (e) The contractors should submit the card of PF annual return prescribed under the act.
- (f) The contractors shall attend PF inspection as and when required and submit copy of the PF inspection report to the HR- Contract & Outsourcing Dept.

(6) **Registration under the Maharashtra Labour Welfare fund (Amendment) Act 2003 and Professional Tax**



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- (a) The Contractor must obtain independent Registration number under Bombay Labour Welfare Fund Act and pay Six (06) Monthly contribution of their employees for every June and December to the Welfare Commissioner and compliance with the provisions of Bombay Labour Welfare Fund Act, 1953 under their own code number.
- (b) The Contractor should have registration under Professional Tax and deduct the same from wages of his employees and remit Professional Tax every month to Government treasury in time and also submit returns in time.

(7) **Payment of wages / salaries:**

- (a) The contractors shall fix the wage period in respect of which wages shall be payable.
- (b) The contractors shall responsible for payment of prescribed minimum wages for his employees in MDL premises on or before 10th day of the expiry of the wage period.
- (c) No wage period shall be exceed one month in case of monthly period.
- (d) The contractors shall submit copy of the remittance of salary/wages through NEFT/RTGS of his contract employees to the HR- Contract & Outsourcing Dept
- (e) The wages shall be paid when deduction of any kind except those specified by the Government under the provisions of the payment of Wages Act 1936.
- (f) The contractors must submit Xerox copy of the muster of his employees as well as copy of wages/payments every month to the HR- Contract & Outsourcing Dept

(8) **Payment of Minimum wages**

- (a) The Contractor/Vendor shall pay not less than minimum wages to his employees as notified /revised from time to time as applicable under the Minimum Wages Act, 1948
- (b) The contractor must ensure that wages/ salaries to be paid to their employees as per the provisions Minimum Wages Act, 1948.
- (c) The Minimum Wage consist of Basic Wage and the Special Allowance i.e Variable Dearness Allowance (VDA declared after every Six Months). The Central Govt and the State Govt have notified the rates of Minimum wages.

The rates of Minimum Wages whichever is higher will be applicable in respect of the specific 'Scheduled Employment' as declared by the Dy. Chief Labour Commissioner (Central Govt) Mumbai time to time.

(9) **Medical Examination of Sub Contract/Outsourced employee**

- (a) As per the Clause 18-A of the Factories Act, 1948 and Maharashtra Factories Rules,1963, all workers in a factory shall be medically examined once in a year by a Certifying Surgeon appointed or recognized by Government.
- (b) The Contractors/Vendors will have to submit a Certificate of Fitness in Form 6 in respect of employees to be engaged inside the MDL and it units and no



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person/contract employees shall be employed without the valid certificate of fitness. The Contractor/Vendor get the Pre-Employment Medical Examination of his employees done from certified surgeon before deploying at MDL

(10) Health, Safety and Welfare

The Contractor/Vendor should ensure safe and healthy working condition at work for compliance of the Provisions of Factories Act, 1948. The Contractor/Vendor should provide all the Safety measures and his supervision to ensure safety at work site.

The contractor/Vendor shall ensure that only medically fit persons are engaged for job after medically examined by Certifying Surgeon.

(11) Maintenance of record /register:

The contractor/vendor shall properly maintain the following register at the sight of work:

- i. Muster cum Attendance Register
- ii. Register of Wages.
- iii. Register of overtime.
- iv. Leave Register
- v. Bonus Register

(12) Display of Notices

The contractors are also required to ensure that the notices showing the rate of wages, hours of work, wage period and date of payment and names and addresses of inspectors having jurisdiction, date of payment of unpaid wages as well as abstract of the contract labour (Regulation & Abolition) Act 1970 and the rules framed therein are displayed at the work sight in English or Hindi and language spoken by the majority of contract labours.

(13) Working on weekly Off and holidays:

The Contractors deploying their employees on weekly/holidays shall submit the list of such labour in a prescribed format indicating therein the date of compensatory to be availed duly certified by the concerned department head three days' prior to the weekly off/holiday to the Contract Cell for onwards transmission to the Dy. Director of Directorate of Industrial Safety and Health (DISH).

(14) Applicability of labour laws:

The above provision/rules are only illustrative and not exhaustive. The provisions of Factory Act 1948, Payment of Wages Act 1948, Minimum Wages Act 1948, ESI Act 1948, PF Act 1972, Contract Labour (Regulations & Abolition) Act 1970, Payment of Bonus Act 1965 and other labour laws as amended from time to time, relevant to the contract employee shall be applicable.



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Annexure-H

(On bidder's Letter Head)

A: Compliance of Public order on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017:

Gol vide Order (Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 has imposed Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017 on bidders from a country which shares a land border with India. Accordingly, following shall be complied by the Bidders while submitting bids.

A) Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. The Competent Authority for the purpose of registration under this Order shall be the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT). The Bidder shall submit declaration / certificate as per Annexure "A" towards compliance of Public Order on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017. However, Order will 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. 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.

B) "Bidder" for the purpose of this Order (Public Procurement No.1, 2 & 3) (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.

C) "Bidder from a country which shares a land border with India" for the purpose of this Order (Public Procurement No.1, 2 & 3) 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

Note: "Beneficial owner" for the purpose of above paragraph (C) 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.

D) "Agent" for the purpose of this Order (Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 is a person employed to do any act for another, or to represent another in dealings with third persons.



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B- Declaration by bidder for Restrictions under rule 144(xi) of general financial rules GFRs, (2017)
(On bidder's Letter Head)

Declaration of Compliance of Order (Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017

(Before completing this declaration, bidders must study the General Conditions, Definitions, Govt Directives applicable in respect of Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017 & prescribed tender conditions).

DECLARATION BY AUTHORISED SIGNATORY OF THE FIRM

I, the undersigned, (full names), do hereby declare, in my capacity as of M/s(name of bidder entity), that:

- 1) The facts contained herein are within my own personal knowledge.
- 2) I have read the Order (Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 on the subject of Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017 regarding restrictions on procurement from a bidder of a country which shares a land border with India and comply to all the provisions of the Order
- 3) I certify that M/s(name of bidder entity) is not from such a country or, is from such a country (strike out whichever is not applicable), has been registered with the Competent Authority. I hereby certify that this SUPPLIER fulfills all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority is attached]
- 4) I understand that the submission of incorrect data and / or if certificate / declaration given by M/s(name of bidder entity) is found to be false, this would be a ground for immediate termination and further legal action in accordance with law as per Clause 12 of the Public Order on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017

AUTHORISED SIGNATURE:

DATE: _____



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Annexure-I

Format of Work Done Certificate

(WDC to be prepared by the contractor on their letterhead & to be submitted to the certifying authority)

WDC Ref. no.

WDC date:

MDL Sub-Contract Order no. & date: _____ dated _____.

The following work/s is/are completed to the satisfaction of MDL as per the above mentioned PO and the following is certified for payment.

PO Line item No.	Service No.	Line item work description.	Line item – PO Qty.	Line item Qty. – certified up to previous WDC	Line item Qty. – certified through this WDC	Mutually agreed completion schedule		Actual work done schedule		LD applicable (Yes/No) & if yes, no. of delayed days.	Service Entry Sheet no.	Yard No.
						Start Date	End Date	Start Date	End Date			

Amount claimed upto previous WDC: ` (exclusive taxes)
 Amount claimed under this WDC: ` (exclusive taxes)
 Cumulative amount claimed as on date: ` (exclusive taxes)
 Order value: ` (exclusive taxes)

From Contractor

From MDL

Signature & stamp of Contractor.

Signature & stamp of WDC issuing authority.
(Not below the rank of Chief Manager)

Date:

Date



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TWO BID GEM BID GEM/ 2023/B/3733783 – ARC for Hot Riveting of LIP Casting on board Y-12651,12652,12653 &12654 including the supply of suitable rivets as per SOW at MDL/MBPT/ND(MBI) of P17A.

Annexure-J

SAFETY INSTRUCTION FOR SUB-CONTRACTOR

1. Scope of Work:

- a. To develop consciousness and to create an awareness amongst the sub-contractor and their employees/workman regarding the general procedures and practices for safe conduct of their work at all times.
- b. This brings out procedures, standard practices etc. and would serve as the reference material to all Sub-Contractors.
- c. This document is only for providing guidance to the sub-contractors and does not replace the safety rules detailed in Factory Acts 1948 and Maharashtra Factory Rule 1963 as amended till date.

2. General Safety Guidelines:

- 1.1 The Contractor shall ensure that his employees/workmen subject themselves to medical examinations required under the law and keep a record of the same. (As per the "Factory Acts 1948" and the Maharashtra Factory Rules 1963 as amended till date).
- 1.2 Workers and supervisors engaged in the work shall be competent and undergone Safety training by MDL Safety section before deployment on job inside the MDL.
- 1.3 Contractor should go through MDL safety manual and follow the safety procedures wherever applicable.
- 1.4 The contractor must observe all safety precautions in connection with the work performed by him. No job should be undertaken where question of safety remains unanswered.
- 1.5 The Contractor shall not permit any employee/workmen to enter the work area under the influence of alcohol.
- 1.6 Smoking is strictly prohibited.
- 1.7 Fishing is not permitted in the yard.
- 1.8 Report promptly any situation affecting the safety of any person.
- 1.9 All stairways, Platforms and Walkways must be kept clean at all the times.
- 1.10 Make proper use of all safety devices and guards provided.
- 1.11 All employees shall wear personal protective equipment as appropriate while working.
- 1.12 The workmen of the contractor must wear fire retardant boiler suit/overall while working in MDL premises. The Sub-contractor shall be required to provide their workmen with Boiler suits of suitable colour with name of the contractor on the boiler suits in prominent letters.
- 1.13 The contractor should ensure that First Aid boxes are provided at the work place.
- 1.14 Do not leave tools/items on the floor or where they can fall on people below.
- 1.15 On completion of work in any location, the contractor must ensure that the place is left in a clean state and all scrap is disposed to nearby appropriate scrap bins.
- 1.16 All storage container must be clearly marked indicating the nature of contents.
- 1.17 No one except Driver (Operator) is allowed to ride/drive Jumbo/forklift/Powered trolleys/Crane etc.

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1.18 The contractor should ensure that adequate fire extinguishing arrangements are provided.

1.19 Action by person noticing Fire:

- Attempt to extinguish the fire with available fire-fighting equipment nearby.
- Operate fire alarm system or inform to fire station.

1.20 In order to ensure safety in all hazardous jobs such as excavation, work at height, fragile roof, work in confined spaces, on-board welding and gas cutting, electrical works etc., safety permit should be taken from authorize person.

3. Personnel Protective Equipment and other Safety Accessories:

All the contractors' employees shall wear the PPE's and other safety accessories relevant to the work. All safety equipment/accessories should confirm to the relevant Indian or International Standards e.g. ISI, BS, DIN, EN-ISO, ANSI and CE. The PPE matrix is as detailed below:

Sl. No.	Description of Activity	PPE's & Other essential Safety accessories to be used
1	Welding/Gouging	Boiler Suit, Helmet, Hand Gloves, Leg Guard, Face Shield with glass, Leather Aprons, Leather Sleeves, Skull Cap, Safety Shoe, Mask, ear plug etc.
2	Gas Cutting/Gas Welding	Boiler Suit, Helmet, Hand Gloves, Leg Guard, Cutting Goggle with glass, Leather Aprons, Skull Cap, Safety Shoe, Spark Light, ear plug, Tip Cleaner, Mask, Flash back arrestor etc.
3	Blasting & Painting	Boiler Suit, Helmet, Hand Gloves, Goggle, Leather Sleeves, Safety Shoes, Respiratory Mask, Apron, Ear Plug etc.
4	Manual Lifting	Boiler Suit, Helmet, Hand Gloves, Safety Shoe etc.
5	Working at Height	Boiler Suit, Helmet, Hand Gloves, Safety Shoe, Full Body Safety Harness etc.
6	Working on Fragile Roof	Helmet, Hand Gloves, Safety Shoe, Full Body Safety Harness, Scrawling Board, Duck Ladder, Lifeline system etc.
7	Working in Confined Spaces	Boiler Suit, Helmet, Hand Gloves, Safety Shoe, Respiratory Mask, Portable light, ear plug, Multi Gas Detector, Fume extractors etc.
8	Material Movement/Lifting/Turning	Boiler Suit, Helmet, Hand Gloves, Safety Shoe, Slings/Tackles/Shackles, Mask etc.



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Sl. No.	Description of Activity	PPE's & Other essential Safety accessories to be used
9	Grinding	Boiler Suit, Helmet, Hand Gloves, Face Shield, Skull Cap, Safety Shoe, Mask, Ear Plug etc.
10	Machining	Boiler Suit, Helmet, Hand Gloves, Face Shield/Google, Safety Shoe, Mask, Ear Plug etc.
11	Civil Construction	Boiler Suit, Helmet, Hand Gloves, Safety Shoe, Gum boots, Mask, Ear Plug etc.

4. Safety Guidelines:

4.1 Safety during Cutting & Welding:

- 4.1.1 Electrode Welding Holders, Gas Cutting Torches, Pressure Gauges, Welding Cables, Gouging torches, Gas Cutting Hoses etc. shall be of good quality confirming to relevant IS or EN standards with the relevant IS or EN stamping.
- 4.1.2 All welding and cutting operations must be carried out by qualified personnel while working inside the yard.
- 4.1.3 Welding machine should be properly earthed and secured.
- 4.1.4 Portable oven used on job should run with 110V power supply only.
- 4.1.5 Flash back arrestors shall be used for both on the cylinder/pipeline end as well as the cutting torch end. The flash back arrestor shall confirm to the relevant IS or EN standards with the relevant IS or EN stamping.
- 4.1.6 The Cylinders shall be kept upright during use and transportation. All industrial gas cylinders shall have Cylinder Cap/Guard for protection.
- 4.1.7 All Industrial gas cylinders shall be properly secured during use and storage.
- 4.1.8 When the cylinders are not in use, the valves must be closed. Prior to fitting the regulator, the valve should be opened slightly to blow away any dust or grit from the valve.
- 4.1.9 Metal wires shall not be used for connecting gas hoses with gas cutting torches, pressure gauges/regulators and for joining gas hoses with connectors.
- 4.1.10 The firm must ensure that the welding cables and gas hoses are well maintained and replaced if required.
- 4.1.11 All welding cables shall be fully insulated and periodically check for cuts and any damages.
- 4.1.12 Only Spark lights shall be used to ignite flame while using gas cutting/welding torches.

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- 4.1.13 All cutting equipment should be removed/shifted from compartments and confined spaces to open decks during breaks and at end of shift.
- 4.1.14 Gas hoses shall be disconnected from the manifold/cylinder after stoppage of work on the day.
- 4.1.15 All welding and cutting operations carried on in confined spaces shall be adequately ventilated to prevent the accumulation of toxic materials or possible oxygen deficiency.

4.2 Safety while Material Handling/Lifting and Turning:

- 4.2.1 All lifting slings/tackles/shackles shall be tested and certified with competent Authorities and shall be visually checked periodically for fitness for use.
- 4.2.2 All lifting equipment must be tested once in a year.
- 4.2.3 Use correct lifting hooks, ensure they are load tested.
- 4.2.4 Avoid manual handling operations as far as possible to minimize the risk of injury.
- 4.2.5 Position the lifting hook over the load as to prevent the load swinging when it is raised.
- 4.2.6 Ensure only competent persons are allowed to operate cranes.
- 4.2.7 Crane operators must only take Instruction from designated rigger.
- 4.2.8 Crane should not be left unattended unless all loads have been removed.
- 4.2.9 Leather gloves should be worn when working with sharp materials or when handling rigging equipment.
- 4.2.10 Crane/Rigging equipment shall not be loaded in excess of its recommended safe working load.
- 4.2.11 All employees shall be kept clear of loads about to be lifted and of suspended loads. No employee shall be allowed under a suspended load.
- 4.2.12 The proper methods of securing the load, attaching the load to the hook, lifting the load, handling of the load during the movement of the load and lowering and placement of load should be used.

4.3 Safety while working on height:

Working at height means working on 1.8 meters or above height (i.e. working on platform, stage, scaffolding).

- 4.3.1 Before starting work ensure that the supervisor is available at site and he has got the work permit issued by the authorised person.
- 4.3.2 Use a sufficient supply of sound staging material and appliances for the construction of scaffolding.
- 4.3.3 All planks and other materials intended to be used for staging shall be carefully examined before being taken into use.



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- 4.3.4 The Contractor shall ensure the use of sufficiently strong scaffolding with sufficiently strong hand railings during the execution of the job.
- 4.3.5 The Contractor shall ensure the use of scaffoldings at construction site by his personnel working at height, fabricated as per standard drawing for scaffolding. If the scaffolding as per the standard drawing is not found suitable at site, the Contractor shall make necessary modification to strengthen the same.
- 4.3.6 All planks forming staging shall be securely fastened to prevent them from slipping.
- 4.3.7 All staging to be used in connection with the operation shall be inspected before use, and thereafter at regular intervals.
- 4.3.8 There should not be any gaps in the working platform.
- 4.3.9 Stages suspended by ropes or chains shall be secured as far as possible to prevent them from swinging.
- 4.3.10 Hand rails with mid rails at one meter and half meter height should be ensured for the working platform.
- 4.3.11 Access ladders shall be provided to reach the working platform.
- 4.3.12 All ladders must be provided with non-skid shoes.
- 4.3.13 Regular inspection of scaffolding and staging are to be carried out.
- 4.3.14 While working on such job every workman must wear Full Body Safety Harness.
- 4.3.15 For any civil engineering job, the Contractor will provide adequate support before casting or any superstructure and provide approach, scaffolding etc., in such a manner that is safe, easy for movement of men, women and materials.

4.4 Hand Tools and Power Tools:

- 4.4.1 Tools shall be manufactured from the best materials by reputed tool companies with confirming to and stamped by the relevant Indian or International Standards e.g. IS, DIN, EN-ISO, ANSI and CE.
- 4.4.2 All power hand tool like grinder, weld flux remover etc. used onboard or inside the workshop must be run on either 110V power supply or by compressed air.
- 4.4.3 All compressed air hose must have standard hose coupling for fittings.
- 4.4.4 Compressed air tools, while under pressure, must not be left unattended.
- 4.4.5 All connections to air tools shall be made secure before turning on air pressure.
- 4.4.6 When working at elevated location, all tools should be placed in tool box to prevent loose tools being dropped from the heights.

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- 4.4.7 Wooden shaft must be of correct size and securely fixed to the hammer head with fitting wedges. The face of hammers should be kept clean and in good condition (Not mushroomed).
- 4.4.8 A file must be used with proper handle fitting and to maintain files when clogged with filings clean out the teeth with a file card or fine wire brush.
- 4.4.9 When using a screwdriver, make sure that the blade fits the slot in the screw properly. Too large or too small a blade will damage the screw and not work efficiently.
- 4.4.10 Select the correct hacksaws blades to carried out work and blade should always be correctly tensioned in the frame. After use when the hacksaw is to be stored, the tension on the blade should be released.
- 4.4.11 Always select a spanner which exactly fits the nut or bolt head, never use packing pieces to make the spanner fit. Piece of pipe or similar device must not be placed over the end of spanners as extensions to increase the torque.
- 4.4.12 All electrical hand tools shall be of double insulated and fiber body type.
- 4.4.13 The RPM of grinding machine should be lower than the RPM of the grinding disk/wheel.
- 4.4.14 Do not use a portable power tool (such as saw, grinder and drill) unless its dangerous parts have been effectively guarded.
- 4.4.15 Electrical tools shall not be used where there is hazard of flammable vapours, gases, or dusts without a valid Hot Work Permit.
- 4.4.16 Do not use compressed air/Oxygen to clean off overalls or clothing.

5. **Electrical Safety:**

- 5.1 The Contractor shall engage qualified, experienced and competent electricians and other electrical personnel while working on electrical lines (which may be High Tension, Medium Tension and Low Tension electrical lines) for safe execution of Contract.
- 5.2 The electricians and other electrical personnel must possess requisite certificate issued from competent authority.
- 5.3 The Contractor shall ensure proper earthing of all electrical equipment/machinery prior to start of the machine.
- 5.4 The Contractor shall also ensure daily examination of the earthing of equipment/machinery prior to start of the job in order to avoid electrical hazards.
- 5.5 The Contractor shall ensure use of proper cable (may be welding cable or power cable or control cable). The joints of the cables shall be perfectly insulated.
- 5.6 The Contractor shall also ensure the use of proper plugs & sockets.
- 5.7 Use of rubber hand gloves during monsoon season is very essential.
- 5.8 Repair and routine maintenance of electrical equipment shall be carried out by trained and qualified electricians.

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5.9 In case of Electrical work contract, the contractor shall have valid electrical License issued by PWD or any Govt. organization or shall have a valid MOU with the licensed contractor.

5.10 For onboard work, only 110V AC supply will be provided.

8. Safety while Working on Fragile Roof and Pitched Roof:

- 8.1 Do not step on any sheet without obtaining proper safety training.
- 8.2 Before starting work (i.e. before climbing on the access ladder) ensure that the supervisor is available at site and he has got the work permit issued by the authorised person.
- 8.3 Intimation shall be given to shop In-charge along with height permit, before going to roof of workshop.
- 8.4 Use suitable and sufficient access ladders, cat ladders, crawling boards, duck ladders etc. and fix them properly on the roof.
- 8.5 Use Full Body Safety Harness and anchor them properly with the anchorage points on the roof or to the lifeline available on roof or fall protection device.
- 8.6 Never step directly on any part of the roof. Always walk or step only on the ladders.
- 8.7 It is not safe anytime to walk on purlins. Do avoid it. Do not run on roof.
- 8.8 It is necessary to walk on ladders (and not on roof directly) while transporting these sheets on roof.
- 8.9 While working on the roof, ensure that no loose items are dropped down.
- 8.10 Always use suitable and strong ropes for taking sheets from ground to the roof.
- 8.11 Never leave any loose items (tools, cut sheets, broken sheets) on the roof after the work is over.
- 8.12 Never use any electrical equipment without proper earthing.
- 8.13 Ensure sufficient illumination while you are working on the fragile roof.

9. Safety while working in Confined Spaces:

- 9.1 Before starting work ensure that the supervisor is available at site and he has got the work permit issued by the authorised person.
- 9.2 Prepare adequate emergency arrangements before the work starts.
- 9.3 Testing the air is necessary to check before starting the work that it is free from both toxic and flammable gas/vapours and that it is fit to breathe. Testing should be carried out by a competent person using a suitable gas detector which is correctly calibrated.
- 9.4 Proper ventilation arrangement should be made before starting the work.
- 9.5 Adequate light arrangement should be available.
- 9.6 Use only 110V power supply while working in confined space.
- 9.7 When work is being carried out in a confined space, another person should be assigned to outside the confined space to maintain communication with the worker inside. Sufficient number of rescue personnel should also be made available outside the confined space. These persons need to be properly trained in rescues, physically fit and readily available to carry out rescue tasks, and capable of using any rescue tools.

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10. Safety while Blasting and Painting Operations:

- 10.1 Suitable blasting suits and hoods with coolant tube shall be used while carrying out blasting operations.
- 10.2 Immediate removal of spillage. Good housekeeping standards must be maintained at all times.
- 10.3 The contractor shall ensure that paint handed over to it for usage is safely stored in a suitable container.
- 10.4 Never allow Naked flames - matches - cigarettes -in the same area where paint is being applied or stored.
- 10.5 Airless spray must always be earthed as static electricity can develop within the system and be the cause of explosion.
- 10.6 All couplings must be of a close fit, especially on high pressure equipment. Replace damaged hoses.
- 10.7 The contractor shall ensure that its personnel have minimum contact of paint with skin.
- 10.8 Hand Gloves, Safety Shoes and eye protection must always be worn during work.
- 10.9 Usage of a suitable barrier cream on exposed skin must be considered.
- 10.10 Air fed hood/mask or respirator in confined spaces must be used.
- 10.11 Safe access and adequate lighting must be ensured.
- 10.12 Blasting proof, light and portable lamps shall be provided for the blasting operations inside of tanks and compartments.
- 10.13 The area where blasting or painting is being carried out must be provided with proper, visible safety barriers or signs.
- 10.14 Tarpaulins and other coverings should be used to cover dry dock channels / pump pits, compressor house, nearby electrical installation, machines and equipment which may otherwise be affected by blasting or painting operations.
- 10.15 Cleaning of the slipway, dry-dock, surrounding areas, machines and equipments, etc. of dust immediately after blasting has taken place.
- 10.16 Removal of spent/excess and reusable grits and empty paint drums.

11. Safety at Civil Construction Sites

- 11.1 The rock blaster should be a qualified and competent person for carrying out blasting work.
- 11.2 Before blasting, sufficient warning should be given to enable the people working in the area to get off the danger zone at least 10 minutes before the blasting starts.
- 11.3 Care should be taken that the blasting point is free of detonating gas, inflammable objects, sparking or damage wiring system, stray currents.
- 11.4 Underground utilities (such as water pipelines, sewers, gas mains, electrical conduit system) should be located and protected, wherever necessary, before the start of excavation.

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- 11.5 Measures should be taken to prevent persons who are not engaged in excavation work, from approaching excavation areas by placing warning signals, barricades etc. near the site of the excavation.
- 11.6 Excavated material should not be dumped within 1.5 m of the edges or half of the depth of the trench whichever is more.
- 11.7 Shoring (supporting the sides of the trench) and/or proper slopes to the trench walls should be provided.
- 11.8 Ladder access at suitable intervals with proper support in the trench should be provided and ladder should extend above the ground level.
- 11.9 Dewatering provisions should be considered while excavating a trench near a water body.
- 11.10 Temporary electrical connections provided in the trench area should be in compliance to the requirements of the Indian Electricity Act, Rules and Regulations.
- 11.11 Proper barricading of trenches with warning signals should be provided.
- 11.12 At all approaches and exits of the sites of excavations, danger and warning signals should be placed.
- 11.13 Excavation area should be adequately lighted for night work.
- 11.14 Test for oxygen level inside the shaft before start of work every day.
- 11.15 Effective communication system between the ground staff & the persons working in the shaft should always be there to ensure safe working environment.
- 11.16 The excavated material should be dumped sufficiently away from the edge of the excavated pit to avoid the excavated material slipping and falling into the pit.
- 11.17 Guard rails should be fitted to the working platform and should be secured to prevent their outward movement. The platform should be strong enough to bear the loads of workmen & materials.
- 11.18 Persons should not be allowed to work under the scaffold and if at all it is necessary to carry out work, then safety net should be provided to arrest the fall of materials & tools.
- 11.19 Safe access should be provided to the structures under erection.
- 11.20 Structures/ platforms should not have openings uncovered/unbarricaded.
- 11.21 Working under the structure should be prevented and if at all it is necessary to carry out work, then safety net should be used to arrest the fall of materials & tools.
- 11.22 In order to avoid the workers from being in contact with the moving parts of machinery such as conveyors, screens etc. machine guarding should be provided.
- 11.23 Health hazard from cement dust or wet cement should be controlled by avoiding engagement of workers in dusty areas and ensuring usage of PPEs especially filter respirators, goggles, gloves and boots.
- 11.24 When workmen are working/cleaning the inside of the drum of mixer, the power of mixer should be switched off and "Do not operate" tag should be provided.
- 11.25 Every opening in the floor of a building should be provided with suitable fencing/railing of one-meter height on all exposed sides with toe guard of 15 cm vertical height. Where barricades cannot be installed, safety net should be installed close to the level at which there is a danger of a fall.
- 11.26 All temporary wiring should be installed and supervised by a competent electrician.

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- 11.27 Adequate protection should be provided for all electrical wiring laid on floor which may be crossed over by construction machinery or by the workmen.
- 11.28 Suitable warning signs should remain displayed at conspicuous places to alert the workers of the potential dangers and to protect them from the risks of electrical accidents.
- 11.29 All necessary rescue equipment such as life buoys and life jackets should be provided and kept available for use at any time while working in and around water bodies.
- 11.30 Dispose all wastes, and unwanted materials must be disposed of at a designated place.
- 11.31 Do not leave planks with nails on passageways.



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Annexure-K

MDL BANK ACCOUNT DETAILS FOR REMITTANCE OF EMD / SD:

1. Contractors/bidders can use the following links/steps for making online payment of EMD/SD.
 - a. www.mazagondock.in/onlinepayment.aspx
OR
 - b. Follow the following steps.
 - Go to www.mazagondock.in
 - Click on online payment tab available on home page.
 - 4 options viz. Career, tender, security, scrap/disposal will be available.
 - Click on the respective tab and make the payment online using debit cards, credit cards, net banking, BHIM / UPI etc. after filling the required details.
2. Details to be filled by bidders making online remittance of funds in MDL's bank account :

Date of Remittance	Name of Firm	Vendor Code	MDL tender/PO. Ref No.	Nature of Remittance viz. EMD/SD etc.	Amount Remitted (Rs.)

Signature of Vendor/Representative



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Annexure-L

Mazagon Dock Shipbuilders Limited
Dockyard Road,
Mumbai – 400 010
RTGS / NEFT – Mandate Authorization Form

1.	Vendor Name	:	
2.	PAN No.	:	
3.	Vendor Address	:	
4.	Vendor's Telephone	:	
5.	E-Mail Address	:	
6.	Bank Name	:	
7.	Bank Address		
	Fax No.	:	
	Telephone No.		
8.	Account No.	:	
9.	Account Type	:	
10.	NEFT Code	:	
11.	RTGS Code	:	
12.	MICR No.	:	
13.	Excise No.	:	
14.	GST No.	:	

We hereby declare that the particulars given above are correct and complete. If the transaction is delayed for reason of incomplete or incorrect information, we would not hold MDL responsible.

**Date
suppliers**

Suppliers Seal

Authorized Signature of the

Certified that the particular as per Serial No. 1 to 14 are correct as per our records.

Date

Bank's Stamp

Authorized Signatories of Bank Officers



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Annexure-M.1

DECLARATION CERTIFICATE FOR LOCAL CONTENT
(Tender value Less than Rs 10 Crores)

This declaration must form part of all tenders & it contains general information and serves as a declaration form for all bidders. (Before completing this declaration, bidders must study the General Conditions, Definitions, Govt Directives applicable in respect of Local Content & prescribed tender conditions).

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID / TENDER No.
ISSUED BY: (Name of Firm):.....

NB: The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder entity), the following:

(a) The facts contained herein are within my own personal knowledge.

(b) I have read and understood the requirement of local content (LC) and same is specified as percentage calculated in accordance with the definition provided at clause 2 of revised Public Procurement (preference to Make in India) Order 2017.

“Local content” as per above order means the amount of value added in India which shall be the total value of items procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value in percent.”

(c) I have satisfied myself that the goods/services/works to be delivered in terms of the above-specified bid comply with the local content requirements as specified in the tender for ‘Class-I Local Supplier’ / ‘Class-II Local Supplier’, and as above.

(d) The local content calculated using the definition given above are as under:

Tender Item Sr No	Local content calculated as above %	Location of local value addition

Attach separate sheet duly signed if space is not sufficient

NB: Local content percentage shall be declared item wise or tender wise strictly as per the terms of the tender.

(e) I accept that the Procurement Authority / Institution / MDL / Nodal Ministry has the right to request that the local content be verified in terms of the requirements of revised Public Procurement (preference to Make in India) Order 2017 dtd 16.09.2020 and I shall furnish the document / information on demand. Failure on my part to furnish the data will be treated as false declaration as per PPP MII Order 2017. In case of contract being awarded, I undertake to retain the relevant documents for 7 years from date of execution.

(f) I understand that the submission of incorrect data, or data that are not verifiable as described in revised Public Procurement (preference to Make in India) Order 2017, may result in the Procurement Authority / Nodal Ministry / MDL imposing any or all of the remedies as provided for in Clause 9 of the Revised Public Procurement (preference to Make in India) Order 2017 dated 16.09.2020

SIGNATURE: _____

DATE: _____

Seal / Stamp of Bidder



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TWO BID GEM BID GEM/ 2023/B/3733783 – ARC for Hot Riveting of LIP Casting on board Y-12651,12652,12653 &12654 including the supply of suitable rivets as per SOW at MDL/MBPT/ND(MBI) of P17A.

Annexure-M.2

ACTUAL LOCAL CONTENT CERTIFICATE
(Tender value Less than Rs 10 Crores)

Note 1: This certificate shall be submitted by the successful bidder post execution of the contract.

LOCAL CONTENT DECLARATION (post execution of contract / PO) BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF CONTRACT No./ PO No......

ISSUED BY: (Name of Firm):.....

NB: The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder entity), that:

- (a) The facts contained herein are within my own personal knowledge.
(b) My/our company had declared the local content at the time of tender as under

Tender Item Sr No	Local content calculated as above %	Location of local value addition

- (c) My / our company has completed the above referred contract and the actual local content of the delivered item/s calculated using the definition in the declaration given at the time of Bid is as under:

Tender Item Sr No	Declared minimum Local content at the time of bidding (%)	Achieved Local content of delivered items (%)

NB: Local content percentage shall strictly be declared item wise or tender wise as was declared at the time of bid / tender.

(d) I accept that the Procurement Authority / Institution / MDL / Nodal Ministry has the right to request that the local content be verified in terms of the requirements of revised Public Procurement (preference to Make in India) Order 2017 dated 16.09.2020 and I shall furnish the document / information on demand. Failure on my part to furnish the data will be treated as false declaration as per PPP MII Order 2017. I undertake to retain the relevant documents for 7 years from date of execution.

(e) I understand that the submission of incorrect data, or data that are not verifiable as described in revised Public Procurement (preference to Make in India) Order 2017, may result in the Procurement Authority / Nodal Ministry / MDL imposing any or all of the remedies as provided for in Clause 9 of the Revised Public Procurement (preference to Make in India) Order 2017 dated 16.09.2020.

SIGNATURE: _____

DATE: _____

Stamp / Seal of the company



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TWO BID GEM BID GEM/ 2023/B/3733783 – ARC for Hot Riveting of LIP Casting on board Y-12651,12652,12653 &12654 including the supply of suitable rivets as per SOW at MDL/MBPT/ND(MBI) of P17A.

Annexure-N

FORMAT FOR INFORMATION OF PAST ORDERS:

Bidders are required to submit information of past orders as per tender clause no. 8.

Sr. No.	Order placed by	Order No.	Order date	Description of work	Order value	Start date as per order	Completion date as per order	Actual completion date	Work completion Certificate (WCC) ref. no.	WCC date
1										
2										
3										
4										
5										
6										



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Annexure-O

(On 500 Rs. Stamp Paper)

FORMAT

PROFORMA BANK GUARANTEE FOR SECURITY DEPOSIT

IN CONSIDERATION OF MAZAGON DOCK SHIPBUILDERS LIMITED, a company incorporated under the Companies Act 1956 and having its registered office at Dockyard Road, Mumbai 400010 (hereinafter referred to as the “the Purchaser” which expression shall, unless it be repugnant or contrary to the subject or context thereof, be deemed to mean and include its successors and assigns) having placed an order on Messer’s a partnership firm/sole proprietor business/a company registered under the Companies Act, 1956 having its office at (hereinafter called the “Contractor/Supplier” which expression shall, unless it be repugnant or contrary to the subject or context thereof, be deemed to mean and include its successors and assigns) vide order No. Dated (hereinafter called “the order” which expression shall include any amendments/alterations to “the order” issued by “the Purchaser”) for the supply, delivery at site, installation and commissioning of certain equipment, item/services/civil works etc. as stated in the said Order and the Purchaser having agreed with the Contractor/Supplier to accept a Bank Guarantee in lieu of Security Deposit payable under the said order for the fulfillment and performance of the said order, We, Bank having office at..... (hereinafter referred to as “the Bank” which expression shall includes its successor and assign) hereby agree to pay to the purchaser without any demur on first demand amount not exceeding Rs.....(Rupees.....only) being 5% of the order value against any loss or damage, costs, charges and expenses cause to or suffered by the purchaser by reason of non-performance and non-fulfillment or for any breach on the part of the Contractor / Supplier of any of the terms & conditions of the said order.

2. We,..... Bank further agree that the Purchaser shall be sole judge whether the said Contractor / Supplier has failed to perform or fulfill the said order in term thereof or committed breach of any terms and conditions of the order and the extend of loss, damage, cost, charges and expenses suffered or incurred or would be suffered or incurred by the purchaser on account thereof and we waive in the favour of the Purchaser all the right and defenses to which we as Guarantors may be entitled to.

3. We,..... Bank further agree that the amount demanded by the Purchaser as such shall be final and binding on the Bank as to the Bank's liability to pay and the amount demanded and the Bank undertake to pay the Purchaser the amount so demanded on first demand and without any demur notwithstanding any dispute raised by the Contractor / Supplier or any suit or other legal proceedings including arbitration pending before any court, tribunal or arbitrator related thereto, our liability under this guarantee being absolute and unconditional.

4. We,..... Bank further agree with the purchaser that the purchaser shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said order/or to extend time of performance by the Supplier from time to time or to postpone for any time to time any of the power excisable by the Purchaser against the Contractor / Supplier and to forbear to



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enforce any of the terms and conditions relating to the order and we shall not be relieved from our liability by reason of any such variation or extension being granted to the Contractor / Supplier or for any forbearance, act or omission on the part of the Purchaser or any indulgence by the Purchaser to the Contractor / Supplier or by any such matter or things whatsoever which under the law relating to sureties would have the effect of relieving us.

5. We, Bank further undertake not to revoke this guarantee during its currency except with the previous consent of the Purchaser in writing.

6. We,..... Bank also agree that the Bank's liability under this guarantee shall not be affected by any change in the constitution of the Contractor / Supplier or dissolution or winding up of the business of the contractor / supplier.

7. Notwithstanding anything contained herein above:

- i. Our liability under this guarantee shall not exceed Rs.....
- ii. This Bank guarantee shall be valid up to and including _____ , and
- iii. We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before _____ (Validity + four weeks from the date of expiry of this guarantee).

8. This Guarantee shall be governed by Indians Laws and the Courts at Mumbai, India shall have the exclusive jurisdiction.

IN WITNESS WHEREOF THE Bank has executed this document on this..... day of

For Bank
(by its constituted attorney)

(Signature of a person authorized
to sign on behalf of "the Bank")

NOTE :-

- A. Indigenous supplier or Foreign through Indian Bank to submit BG.
- B. If foreign supplier submits BG through foreign Bank the same should be submitted by SWIFT. MDL Bank SWIFT A/c. No. SBININBB101.
- C. If BG is not received directly from Bank then MDL shall get the Bank Guarantee verified and only on confirmation of verification, the Bank Guarantee shall be considered as submitted. Expenses for BG verification shall be borne by MDL.



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Annexure-P

Technical documents to be uploaded in Technical Bid **(Ref clause 11 of tender Enquiry)**

1. Scanned image of EMD-BG/ Online Remittance as stipulated in clause 6 for EMD. The original of the above of EMD-BG/ Online Remittance, shall be forwarded to GM (OTS) / HOD (OTS).
2. Acceptance of Service Level Agreement (**Annexure-C**)
3. Acceptance of General Terms & Condition (**Annexure-D**)
4. Acceptance of Standard Terms & Condition (**Annexure-E**)
5. Blank Rate sheet (**Annexure-B**)
6. **Signed and stamped acceptance** of GST Terms and conditions (**Annexure-F**)
7. Bidder should scan and **upload Acceptance on firm's letterhead** of:
 - i) Validity of Offer (Clause No. 9)
 - ii) Ready to submit Security Deposit (Clause 17) & to extend the same on MDL request.
8. Bidder should **upload signed and stamped acceptance** of Statutory Compliances while deploying Contract Employees in MDL Premises and its units (**Annexure- G**).
9. Bidders should upload scanned Copies of work Orders, Work Completion Certificates, SoW against SLA Clause No. 8.1 & 8.3(v).
10. Bidder should upload **signed and stamped acceptance** of Safety instruction for Sub-Contractor (**Annexure- J**).
11. Track Record/ Information of past orders as per (**Annexure-N**).
12. Audited balance sheet and P&L statements for FY 2019-20, FY 2020-21 and FY 2021-22)
13. Bidder should upload scanned copy of tax and duties certificate for which they are registered (GST Certificate all pages etc.).
14. Copies of valid UDYAM Registration or Approval certificates (if any) of the following shall be uploaded on-line:
 - a) Micro Enterprises.
 - b) Small Enterprises.
 - c) ISO Accreditation.
15. Declaration Certificate for Local content. (**Annexure-M.1**)
16. Declaration by bidder for Restrictions under rule 144(xi) of general financial rules GFRs, (2017) on Letter head of firm. (**Annexure-H**)
17. Bidders registered with MDL should scanned and upload valid Registration Certificate issued by MDL.
18. GST certificate.
19. RTGS/ NEFT - Mandate Authorization Form (**Annexure – L**)
20. Scanned image of PAN card.
21. Company Profile, Shop & Establishment and Tax registration certificate.
22. List of Equipment/ Manpower held by Firm.