

BSES RAJDHANI POWER LIMITED**NOTICE INVITING TENDER (NIT)**

for

“Award of Network Maintenance Contract (NMC) of Electricity Distribution Network consisting of EHV Grids, 11 KV Network & Streetlight etc in BRPL”

NIT No.: CMC/BR/25-26/FK/CR/AL/1302 Dated: 16.09.2025

Due Date for Submission of Tender: 06.10.2025, 15.30 HRS

Date and Time of opening: 06.10.2025, 15.45 HRS

BSES RAJDHANI POWER LIMITED,

BSES Bhawan, Nehru Place, New Delhi – 110019.

Corporate Identification Number: U74899DL2001PLC111527

Website : www.bsesdelhi.com

(This document is meant for the exclusive purpose of bidding against this NIT Number /Specification and shall not be transferred, reproduced, or otherwise used for purposes other than that for which it is specifically issued).

**CHECKLIST
(FOR BID SUBMISSION)**

S. No.	Item Description	Yes/No
1	BID INDEX	
2	COVERING LETTER	
3	TENDER FEE	
4	EARNEST MONEY DEPOSIT	
5	POWER OF ATTORNEY	
6	BID FORM DULY SIGNED	
7	NON-DISCLOSURE AGREEMENT (NDA)	
8	NO DEVIATION DECLARATION (NDT)	
9	UNPRICED TECHNO-COMMERCIAL BID (IN SEPARATE SEALED ENVELOPE – 1)	
10	PRICE BID (IN SEPARATE SEALED ENVELOPE – 2)	
11	COMPLETE BID DOCUMENT, ENVELOPE 1&2 (IN SEPARATE SEALED ENVELOPE – 3)	

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4	SECTION – IV	GENERAL TERMS & CONDITIONS(GCC)
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BRPL

SECTION – I REQUEST FOR QUOTATION (RFQ)

SECTION – I REQUEST FOR QUOTATION (RFQ)**1. GENERAL**

BSES Rajdhani Power Limited invites sealed tenders on a “Single Stage: Two Envelope” bidding basis (Envelope –I, Techno-Commercial Bid & Envelope-II, Price Bid) from eligible Bidders for “Award of Electrical NMC of Electricity Distribution Network consists of EHV Grids, 11 KV Network, Streetlight etc. in BRPL”.

- 1.1 The bidder must qualify the requirements as specified in heading “Qualifying Requirements” of this RFQ.
- 1.2 The sealed envelopes shall be duly super-scribed as:

NIT No.: CMC/BR/25-26/FK/CR/AL/1302 Dated: 16.09.2025

for

“Award of Electrical Network Maintenance Contract (NMC) of Electricity Distribution Network consist of EHV Grids, 11 KV Network, Streetlight etc. in BRPL”

- 1.3 Schedule of the tendering process is given below. Detailed Specification, Scope of Work, Terms & Conditions, etc. are mentioned in the Tender documents, which is available on our website.

Cost of Tender Documents (Non- Refundable)	Rs.5900/- (including GST)
Earnest money Deposit	Rs 35 Lakh
Duration of the Work	36 Months
Tender documents on sale	16/09/2025 to 06/10/2025 (Working days)
Date & time of Submission of Bid	06.10.2025, 15.30 HRS
Date & time of opening of Techno- Commercial Bid	06.10.2025, 15.45 HRS

- 1.4 The tender document can be obtained from address given below against submission of non-refundable demand draft of Rs.5900/- drawn in favour of BSES Rajdhani Power Ltd, payable at Delhi:

Head of Department
Contracts & Material Dept.
BSES Rajdhani Power Limited
1st Floor, “C” Block,
BSES Bhawan Nehru Place,
New Delhi -110019.

- 1.5 Only DD shall be accepted for tender fees.

- 1.6 The tender documents will be issued on all working days up to the date mentioned in clause 1.3. The tender documents & detail terms and conditions can also be downloaded from the website www.bsesdelhi.com. In case tender documents are downloaded from the above website, then the bidder has to enclose a separate demand draft covering the cost of bid documents.

2. POINTS TO BE NOTED

- 2.1 Works envisaged under this contract are required to be executed in all respects up to the period of completion/ duration of work mentioned above.
- 2.2 Only those agencies, who fulfil the qualifying criteria as mentioned in clause 3 should submit the tender documents.
- 2.3 BSES RAJDHANI Power Ltd reserves the right to accept/reject any or all bids without assigning any reason thereof and alter/amend/modify/add/reduce the amount and quantity mentioned in the tender documents at the time of placing Order
- 2.4 The bid will be summarily rejected if:
- a) **Earnest Money Deposit (EMD)** and **Tender Fee** of requisite amount is not deposited as per tender conditions
 - b) Bid received after due date and time.

3. EMD

- 3.1 The bidder shall furnish, as part of its bid, an EMD of the requisite amount. The EMD is required to protect the Company against the risk of Bidder's conduct which would warrant forfeiture. The EMD shall be denominated in any of the following forms:
- a) BG from nationalized / Scheduled Bank, as per the format annexed in the tender document, in favour of BSES Rajdhani Power Limited valid for 6(six) months from original due date of bid submission.
 - b) Fixed Deposit (lien marked in favour of BSES RAJDHANI POWER LTD) valid for 6(six) months from original due date of bid submission.
- 3.2 Please note that bank details as given below have been provided only for the purpose of making BG for EMD.

Beneficiary Name	:BSES Rajdhani Power Limited
Bank Name	:State Bank of India
A/c	:40214783615
IFSC Code	:SBIN0009601

- 3.3 The EMD of the bidders who are not technically qualified shall be returned after the price bid opening.
- 3.4 Earnest money given by all the bidders who are techno commercially qualified except the lower bidder shall be returned within 8 (Eight) weeks after award of the work.

3.5 The EMD of the successful bidder shall be returned on submission of CPBG as per tender terms.

3.6 The EMD may be forfeited in case of:

a) The Bidder withdraws its bid during the period of bid validity specified by the Bidder in the Bid Form

or

b) The successful Bidder does not:

- accept the Purchase Order/Work Order, or
- furnish the required CPBG as per tender terms

c) The bidder is found to have submitted false or forged, any of the documents / certificates/ information

4. QUALIFYING REQUIREMENTS (QR)

The prospective bidder must meet all of the following qualifying requirements to be eligible to participate in the bidding.

Sr. No.	Criteria	Documents Required
4.1 Technical Qualification		
1	The bidder should have experience in Project execution or maintenance work of Distribution Network of voltage level 11 KV and 33 KV or above in any power distribution Utilities / SEB's / Discoms / other govt. organizations for not less than continuous 06 months within last 5 financial years (FY21 to FY25)	PO/WO/ Contract Agreement (s) etc. from client and corresponding completion certificates One of the document should clearly elaborate the scope of work executed under the contract
2	The bidder should have requisite skills, knowledge, expertise, experience, and system as per the requirement of the company and the capability to act as an NMC/AMC contractor with the trained and experienced person of the requisite skill and knowledge to perform the function	Organisation chart of bidder indicating Executive / technical staff with educational qualification, certifications and experience
3	Details of project execution work of EHV / HT / LT including Service Line connections carried out by bidder in last five (5) years	As per Annexure II of the NIT
4	Details of AMC work carried by bidder in last five (5) years	As per Annexure II of the NIT
5	Performance certificates for NMC/AMC Projects executed / Projects with warranty completed successfully. In case the bidder has previous association with BYPL/BRPL performance feedback from BRPL/BYPL shall prevail and be consider final irrespective of certificate issued by other organization.	Relevant Certificates

Sr. No.	Criteria	Documents Required
6	Bidder should have an office in Delhi NCR or shall open an office in Delhi NCR within 15 days from the date of LOI/Award of contract	Undertaking/details of such office on their letter head. The Head/ In-charge of this office should be competent enough to take all decisions related to this contract
4.2 Financial Qualification		
7	The bidder must have executed: A single order of minimum value of Rs 29 Crore or Two Orders of minimum value Rs 18 Crore each or Three orders of minimum value Rs 15 Crore each in the field of Project execution or maintenance work of Distribution Network in the last seven financial years (FY19 to FY25). The completed cost will be escalated by BRPL @8% compounded rate for each completed year, ending March 31st for the assessment purpose	Completion certificate indicating the executed amount received from the relevant agency.
8	The average annual turnover of the Bidder, in the preceding three (3) financial years (i.e., FY25, FY24 & FY23) should not be less than Rs 70 Crore In case audited balance sheet of FY 25 is not available with bidder, then bidder has to submit the turnover certificate for FY 22.	Annual Turnover Report of the last 3 FYs duly certified by a Chartered Accountant. The Turnover certificate must have UDIN Number
9	The bidder should have net worth of Rs 18 Crore as on the last day of the preceding financial year on the date of bid submission	Certificate of Net Worth duly certified by Chartered Accountant for the last financial year i.e. FY 2024-25. The Net worth certificate must have UDIN Number.
10	Bidder must provide proof of having solvency of an amount equal to Rs 15 Crore from any nationalized/ scheduled commercial bank not be older than 31 st March 2025	Solvency Certificate not older than 31 st March 2025
4.3 Statuary Requirement		
12	GST and PAN Registration	GST Certificate and PAN Card Copy of GST Return of last Financial year
13	Employee Benefit Fulfilment	PF, ESI registration
14	Entities that have been currently debarred/blacklisted by any Private/central/state government institution including electricity boards in India, any of the DISCOM in India, lacks qualifying pre-requisites to participate in this tender will not be considered. Accordingly, an undertaking by the Authorized Person along with other documents to be provided by the bidder on its letter head in this regard, confirming in clear terms, that the contractor has not been debarred/blacklisted as on the date of submission of the bid. Bidders who is currently debarred/ blacklisted/ suspended by BRPL will not be considered in this tender	Undertaking by the Authorized Person along with other documents to be provided by the bidder on its Letter head as on date of submission of bid.

Sr. No.	Criteria	Documents Required
15	The bidder should give an undertaking by the Authorized Person on their letterhead that all the documents/certificates/information submitted by them against the tender are genuine/true/correct and the copies of documents have been made from the original document/s. Further, in case any of the documents/certificates/information submitted by the bidder is found to be false or forged, BRPL at its sole discretion shall be free to take all actions as permitted under law, including forfeiture of EMD and disqualification from participation in the future tenders of BRPL & Its group companies for indefinite period or period as may be decided by BRPL.	Undertaking by the Authorized Person along with other documents to be provided by the bidder on its Letter head as on date of submission of bid.
16	The bidder should submit an undertaking for “No Litigation” / no legal case is pending with BRPL or its Group Companies. Bidders having any litigation/ legal case pending with BRPL shall not be considered qualified for this tender	Undertaking by the Authorized Person along with other documents to be provided by the bidder on its Letter head as on date of submission of bid.

4.4 Other Requirements

- (i) Company reserves the right to carry out technical capability/ infrastructure assessment of the Bidders by factory/office/site inspection or by any other means and company’s decision shall be final in this regard.
- (ii) The bidder shall submit all necessary documentary evidence to establish that the Bidder meets the above qualifying requirements including but not limited to following:
 - Annexure V of the NIT for acceptance to participate in e – Reverse Auction
 - Last three Financial Years (FY 22-23, FY 23-24 & FY 24-25) UDIN based audited financial statement.
 - Bidder to submit UDIN based CA Certificate showing NIL dues towards Statutory Liabilities, including GST, Taxation, PF, ESI, or any other dues Statutory in nature for the period upto 31.03.2025, herein collectively called as “Statutory dues” and there is no liability over the bidder relating to deposition of such statutory dues.
 - Detail of Banks & Fund & Non fund based Credit limit
 - Details of formation/registration of the firm (Proprietary/ Partnership) or Company along with all relevant details)
 - Memorandum & Articles of Association of the Company/ Partnership Deed of the Firm/other registration documents, as applicable
 - Organisation chart for execution of the contract comprising of Technically Qualified manager, Safety officer as per CEA guidelines, HR manager, Diploma / Graduate Engineers etc.
 - Number of Employees & necessary details
 - Details of office/s in Delhi, Details of Registered and Corporate offices and details of other offices/establishments in India.
 - Turnover certificate issued by CA (along with UDIN no.) for the last three Financial Years.
 - List of pending litigation with government/other institution on account of executing any

- order.
- Copy of valid Electrical License
 - Non-Disclosure Agreement (NDA) as per format
 - Bidder's details as per format attached
 - An undertaking to provide all Tools & Plants, PPEs as per tender scope.
 - No deviation certificate as per format given in this NIT
 - Vendor shall provide the undertaking as per annexure 4.6.
- (iii) The bidder should enclose performance certificates in support of relevant experience.
- (iv) For Existing vendors of BRPL, the evaluation will also include the performance in the existing contracts via-a-vis performance in terms of HR issues, all statutory Compliance parameters and wages disbursement by Vendors. BRPL reserves the right to qualify or disqualify their bid based on the contract performance despite them meeting the above- mentioned qualification requirements.
- (v) BRPL may ask for such other documents as it deems fit for substantiating/ justifying the submissions made by the bidder.

5. PRE-BID MEETING:

A pre-Bid meeting shall be organised physically at the time and date as specified in the tender documents in the presence of those bidders or their authorized representatives who may choose to be present.

All queries related to this tender must reach to C&M Department of BRPL at least three days before the date of the pre- bid meeting. All the bidder's queries shall be replied to in the pre-bid meeting. In case any change is required in the tender document the same shall be effected in the form of corrigendum to this tender. The bidder or their representatives who intend to bid and who have either purchased tender documents or will pay tender fees for downloaded documents are invited to attend the pre-bid meeting. Corrigendum, if any, to the tender document shall be hosted on the website subsequent to the pre-bid meeting. Bidders are requested to submit their offer strictly in line with this tender document & corrigendum if any.

6. BID SUBMISSION

- 6.1 The bidders are required to submit the bid in 2(two) parts and in original& duplicate (total 2 copies) at the following address:

Head of Department,
Contracts & Material Department,
BSES Rajdhani Power Limited,
1st Floor, "C" Block,
BSES Bhawan,
Nehru Place,
New Delhi-110019.

- 6.2 Technical bid documents along with commercial terms and conditions shall also be submitted in Pen Drive. No price bid shall be submitted in Pen Drive. The PEN Drive should be owned by Bidder. The bidder shall ensure that the Pen Drive is free from all viruses/malware. The pen drive once submitted shall not be returned.
- 6.3 This is a two part bid process. Bidders are to submit the bids in 2(two) parts. Both these parts should be furnished in separate sealed covers super scribing **NIT no. DUE DATE OF SUBMISSION, with particulars as PART-A Techno-Commercial Bid and Part-B PRICE BID** and these sealed envelopes should again be placed in another sealed envelope which should be super scribed with – **“Tender Notice No.& Due date of opening”**. The same shall be submitted before the due date & time specified.
- 6.3.1 **PART A: TECHNO-COMMERCIAL BID, UNPRICED (Envelop-1):**
1. The first sealed envelope shall contain an Unpriced Techno-commercial bid in paper form (hard copies) and envelope super-scribing **PART-A Techno-Commercial Bid**. The details to be submitted in techno-commercial bids are given below:
 2. General information about bidder
 3. Documentary evidence in support of all the qualifying criteria as per clause 4.0,
 4. EMD of requisite amount
 5. Non-refundable separate demand draft for Rs. 5900/- In case the forms are downloaded from the website
 6. Technical Literature if any.
 7. Details of experience of works of the same or similar nature. Copy of work orders and performance certificates.
 8. Power of attorney
 9. Acceptance to Commercial Terms and Conditions viz-a-viz Delivery schedule/period, Payment terms, BG etc.
 10. Any other relevant document to support bidder meeting QR
 11. Techno-Commercial Bid should not contain any cost information whatsoever and shall be submitted within the due date. After techno-commercial evaluation, the list of techno-commercially qualified bidders will be posted immediately on the BSES website.
 12. The bidder should submit complete tender document along with all corrigendum (if any) published against this NIT at our website, signed and stamped with bidder's seal as an acceptance of all the terms & conditions of the Tender.
- 6.3.2 **PART B: PRICE BID (Envelop-2):**
1. The second sealed envelope shall contain Price bids in paper form (hard copies and envelope super-scribing **PART-B Price Bid** on it. The details to be submitted in the Price bid are given below:
 2. **PRICE BID** shall Comprise of Prices **strictly** in the Format enclosed in SECTION VI. Any change in price bid format, content may lead to rejection of the bid.
 3. Price Bid will be opened after techno-commercial evaluation of all the bids and only of the qualified bidders.
- 6.3.3 **FINANCIAL BID EVALUATION THROUGH REVERSE AUCTION**

1. Reverse Auction (RA) shall be conducted for finalization of contract and the details of the price bid shall not be shared with bidders. The qualified bidders will participate in reverse auction through SAP-SRM tool. The RA process shall be governed by the terms and conditions enclosed as Annexure-IV in this tender document. Training/details shall be provided to bidders before participation in auction. In case RA is not conducted /concluded for any reasons, a "final no regret" financial bid in a sealed envelope will be called for from all qualified bidders. Notwithstanding anything stated above, the Company reserves the right to assess bidders' capability to perform the contract, should the circumstances warrant such assessment in the overall interest of the Company. In this regard, the decision of the Company shall be final and binding on the bidders.

7. TIME SCHEDULE

The activities and their timelines are given hereunder which needs to be adhered by the bidders.

S. No.	Activity	Description	Due date/ Time
1	Submission of Technical & Commercial Queries, if any	All Queries related to NIT	22.09.2025
2	Pre-Bid Meeting	Discussion queries on pre-bid	25.09.2025 at BSES Bhawan , Nehru place- Timing : 11AM
3	Submission of Techno- Commercial & Price Bid	Unpriced Techno-Commercial & Price Bid in separate sealed envelopes	06.10.2025
4	Opening of Techno- Commercial Bid	Opening of PART-A	06.10.2025
5	Opening of Price Bid	Opening of PART-B of only the techno-commercially qualified bidders (List of bidders will be published at our Website)	To be informed separately
6	Reverse Auction	As per RA Terms	Schedule will be intimated to eligible bidders through email from email id: BRPL.Eauction@relianceada.com

8. AWARD DECISION

- 8.1 Company intends to award the business on a lowest bid basis, so bidders are encouraged to submit the bid competitively. The decision to place order/LOI solely depends on Company on the cost competitiveness across multiple lots, quality, delivery and bidder 's capacity, in addition to other factors that Company may deem relevant.
- 8.2 The Company reserves all the rights to award the contract to one or more bidders who meet the execution requirement or nullify the award decision without assigning any reason thereof.
- 8.3 In case the performance of any contractor is found unsatisfactory during the execution process, the award will be cancelled and BRPL reserves the right to award the work to another contractor(s) who will be found eligible/fit.

- 8.4 The abnormally higher or abnormally lower bids shall not be considered with respect to estimated cost. The criteria decided by BRPL on this shall be final and binding on the bidders.
- 8.5 The bidding firms are advised to quote their Margin / Administrative Service Charges accordingly. BRPL reserves the right to reject the bids quoted with abnormally higher or abnormally lower individual activity rates. The criteria decided by BRPL on this shall be final and binding on the bidders and will not be open for discussion under any circumstances

9. MARKET INTEGRITY

- 9.1 We have a fair and competitive marketplace. The rules for the bidders are outlined in the Terms & Conditions of the tender documents. Bidders must agree to these rules prior to participating in the tender. In addition to other remedies available, we reserve the right to exclude a bidder from participating in future markets due to the bidder's violation of any of the rules or obligations contained in the Terms & Conditions. Bidder(s) who violate the marketplace rules or engage in behaviour that disrupts the fair execution of the marketplace restricts a bidder from participation in future tenders of BRPL to a length of time as decided by BRPL, depending upon the seriousness of the violation. Examples of violations include, but are not limited to:
- a) Failure to honour prices submitted to the market place.
 - b) Breach of the terms published in Request for Quotation/NIT
 - c) Misrepresentation of facts, submitting false and fabricating documents

10. CONFIDENTIALITY

- 10.1 All information contained in this tender document is confidential and may not be disclosed, published or advertised in any manner without written authorization from BRPL. This includes all bidding information submitted.
- 10.2 All tender documents remain the property of BRPL and all bidders are required to return these documents to BRPL upon request.
- 10.3 Bidder(s) who do not honour these confidentiality provisions will be excluded from participating in future bidding events.
- 10.4 The bidder shall sign a Non-Disclosure Agreement (NDA) in the format attached in tender document and submit along with its bid.

11. CONTACT INFORMATION

- 11.1 Technical & Commercial clarification, if any, regarding this tender shall be sought in writing and sent by e-mail to the following e-mail IDs:

Address	Name/ Designation	E-mail Address / Phone Number
Technical		

Address	Name/ Designation	E-mail Address / Phone Number
O&M Deptt, 2nd Floor, B Block, BSES Rajdhani Power Ltd BSES Bhawan, Nehru Place, New Delhi – 110019.	Mr. Maneesh Arora- 11 KV	maneesh.arora@reliancegroupindia.com , 011-49207237
	Mr. Umesh Gupta (EHV)	Umesh.gupta@reliancegroupindia.com , 011-49107316
	Mr. Athar Jawed (Steet Lighting)	Athar.Jawed@reliancegroupindia.com , 011-49107075
	Mr. Aseem Raj (O&M)	Aseem.Raj@reliancegroupindia.com , 011-49107058
	All technical queries shall also be marked copy to Commercial team as per the details below.	
Commercial		
C&M Deptt, 1st Floor, C Block, BSES Rajdhani Power Ltd BSES Bhawan, Nehru Place, New Delhi – 110019.	Mr. Jitendra Mohakudo (Contract)	Jitendra.mohakudo@reliancegroupindia.com , 011-49209104
	Mr. Amitava Nandi (Contracts)	Amitava.nandi@reliancegroupindia.com , 011-49209619
	Mrs. Fauzia Khalid (Contracts)	Fauzia.khalid@reliancegroupindia.com , 011-49209855

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SECTION – II INSTRUCTIONS TO BIDDERS

SECTION – II INSTRUCTIONS TO BIDDERS

1. GENERAL

BSES RAJDHANI Power Ltd (BRPL), hereinafter referred to as the “Company” is desirous for awarding work of “Electrical NMC of Electricity Distribution Network consist of EHV Grids, 11 KV Network, Streetlight, etc. in BRPL” as notified in this tender document.

- 1.1 All the Bids shall be prepared and submitted in accordance with these instructions.
- 1.2 Bidder shall bear all costs associated with the preparation and delivery of its Bid, and the Company will in no case shall be responsible or liable for these costs.
- 1.3 The Bid should be submitted by the Bidder in whose name the bid document has been issued and under no circumstances it shall be transferred /sold to the other party.
- 1.4 The Company reserves the right to request for any additional information/documents and also reserves the right to reject the proposal of any Bidder, if in the opinion of the Company, the data in support of RFQ requirement is incomplete.
- 1.5 The Bidder is expected to examine all instructions, forms, terms & conditions and specifications in the Bid Documents. Failure to furnish all information required in the Bid Documents or submission of a Bid not substantially responsive to the Bid Documents in every respect may result in rejection of the Bid. However, the Company’s decision in regard to the responsiveness and rejection of bids shall be final and binding without any obligation, financial or otherwise, on the Company.
- 1.6 The company reserves the right to split the order among various successful bidders in any manner it chooses without assigning any reason whatsoever

2. SCOPE OF WORK

Detailed specification/scope of work is provided in Section V of this tender document.

3. DISCLAIMER

- 3.1 This NIT is not an agreement and further it is neither an offer nor an invitation by BRPL to bidders or any other person for award of contract. The purpose of this NIT is to provide bidders information that may be useful to them in the preparation and submission of their bids.
- 3.2 This Document includes statements, which reflect various assumptions, which may or may not be correct. Each Bidder should conduct its own estimation and analysis and should check the accuracy, reliability and completeness of the information in this Document and obtain independent advice from appropriate sources in their own interest.

- 3.3 Neither Company nor its employees will have any liability whatsoever to any Bidder or any other person under the law or contract, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage whatsoever which may arise from or be incurred or suffered in connection with anything contained in this Document, any matter deemed to form part of this Document, provision of Services and any other information supplied by or on behalf of Company or its employees, or otherwise arising in any way from the selection process for the Work.
- 3.4 Though adequate care has been taken while issuing the Tender document, the Bidder should satisfy itself that Documents are complete in all respects. Intimation of any discrepancy shall be given to this office immediately.
- 3.5 This Document and the information contained herein are Strictly Confidential and are for the use of only the person(s) to whom it is issued. It may not be copied or distributed by the recipient to third parties (other than in confidence to the recipient 's professional advisors).
- 3.6 It shall be deemed that by submitting a bid, a bidder agrees to release BRPL and its employees, agents and advisors irrevocably unconditionally fully and finally from any and all liability for any claims losses damages costs expenses or liabilities in anyway related to or arising from exercise of any rights and all performance of any obligations under this NIT and or in connection with the bid process to the fullest extent permitted by applicable law and waives any and all rights and all claims it may have in this respect whether actual or contingent whether present or in the future
- 3.7 BRPL and its employees and advisors also accept no liability of any nature whether resulting from negligence or otherwise arising from reliance of any bidder upon the contents of this NIT. BRPL may in its absolute discretion but without being under any obligation to do so, update amend or supplement the information assessment statement or assumptions contained in this NIT.
- 3.8 The issue of this tender document does not imply that BRPL is bound to qualify any bidder or to award the contract to any bidder. BRPL reserves the right to reject all or any of the bids without assigning any reasons whatsoever.

4. COST OF BIDDING

The Bidder shall bear all cost associated with the preparation, submission and processing of its Bid and the company will in no case be responsible or liable for the costs.

5. TENDER DOCUMENT

- 5.1 The Scope of Work, Bidding Procedures and Contract Terms are described in the Bidding Documents. In addition to the covering letter accompanying Bidding Documents, the Bidding Documents include:

“Check List, Sections, Annexure & Formats as elaborated in CONTENT of this NIT.”

- 5.2 The bidder is expected to examine the tender documents, including all Instructions, Forms, Terms and Specifications. Failure to furnish all information required by the tender documents or submission of a bid not substantially responsive to the tender documents in every respect may result in the rejection of the Bid.

6. AMENDMENT OF TENDER DOCUMENT

- 6.1 At any time prior to the deadline for submission of Bids, the Company may for any reason(s), whether at its own initiative or in response to a clarification requested by a prospective Bidder, alter/amend/modify the tender documents by corrigendum /amendment.

The corrigendum / amendment shall be part of tender document, pursuant to Clause 5.1, and it will be notified by way of uploading the corrigendum/amendment on BSES website.

All such corrigendum & amendments will be binding on the bidders.

- 6.2 In order to provide prospective Bidders a reasonable time in which to take the Amendment into account in preparing their Bids, the Company may, at its discretion, extend the deadline for the submission of Bids.

7. PREPARATION OF BIDS & LANGUAGE

- 7.1 The Bid prepared by the Bidder, and all correspondence, documents etc. relating to the Bid exchanged by the Bidder and the Company shall be written in English Language. Any printed literature furnished by the Bidder may be written in another Language, provided that this literature is accompanied by English translation, in which case, for purposes of interpretation of the Bid. In case of ambiguity in the English translation, interpretation of the Company as regards to translation will be final.

8. DOCUMENTS COMPRISING THE BID

- 8.1 The Bid prepared and submitted by the Bidder shall comprise the following components:
- a) Techno-Commercial Bid & Price Bid as elaborated in RFQ. (STRICTLY AS PER FORMAT)
 - b) All the Bids must be accompanied with the required EMD & Tender Fees against each tender.

9. BID FORM

- 9.1 The Bidder shall complete "Original" Bid Form and submit it along with details mentioned in Techno-Commercial bid (without filling price).

10. BID PRICES

- 10.1 Bidders shall quote for the entire Scope of work with prices for individual items. The bidder is required, at his expense, to obtain all the information he may require to enable him to submit his tender including necessary visits to the site to ascertain the local conditions, procurement of necessary materials, labour, etc., requirements of the local/government/public authorities in such matters.

11. BID CURRENCIES

- 11.1 Prices shall be quoted in Indian Rupees Only.

12. PERIOD OF VALIDITY OF BIDS

- 12.1 Bids shall remain valid & open for acceptance for a period of 180 days from the date of opening of the Bid.
- 12.2 Notwithstanding above, the Company may solicit the Bidder's consent to an extension of the Period of Bid Validity and the bidder shall be liable to extend the same at the sole cost and consequences of the bidder and no claim from the company in this regard shall be maintainable.

13. ALTERNATIVE BIDS

- 13.1 Bidders shall submit Bids, which comply with the Tender Documents. Alternative Bids will not be considered. The attention of Bidders is drawn to the provisions regarding the rejection of Bids in the terms and conditions, which are not substantially responsive to the requirements of the Tender Documents.

14. FORMAT AND SIGNING OF BID

- 14.1 The original Bid Form and accompanying documents (as specified in Clause 9.0), clearly marked "Original Bid", must be received by the Company at the date, time and place specified in Section-I, RFQ.
- 14.2 The original copy of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to sign on behalf of the Bidder. Such authorization shall be indicated by written Power-of-Attorney accompanying the Bid. All pages of the bid shall be signed by the signatory accompanied with seal of the Agency.
- 14.3 The Bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be signed by the person or persons signing the Bid.

15. SEALING AND MARKING OF BIDS

- 15.1 Bid submission: One original (hard copies) and one duplicate (total two copies) of all the Bid Documents shall be sealed and submitted to the Company before the closing time for submission of the bid.

- 15.2 The Bidder has the option of sending the Bids in person. Bids submitted by Email/Telex/Telegram /Fax will be rejected. No request from any Bidder to the Company to collect the proposals from Courier/Airlines/Cargo Agents etc. shall be entertained by the Company.

16. DEADLINE FOR SUBMISSION OF BIDS

- 16.1 The Original bid must be timely received by the company at the address specified in Section –I, RFQ.
- 16.2 The Company may, at its discretion extend the deadline for the submission of bids by amending the Tender Documents in accordance with Clause 6.0, in which case all rights and obligations of the Company and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

17. ONE BID PER BIDDER

- 17.1 Each Bidder shall submit only one Bid by itself. A Bidder who submits or participates in more than one Bid will cause all those Bids to be rejected.

18. LATE BIDS

- 18.1 Any Bid received by the Company after the deadline for submission of Bids prescribed by the Company, pursuant to Clause 16.0, will be declared "Late" and rejected and returned unopened to the Bidder.

19. MODIFICATIONS AND WITHDRAWAL OF BIDS

- 19.1 The Bidder is not allowed to modify or withdraw its Bid after the due date of bid submission.

20. EVALUATION OF BID

- 20.1 The bids will be evaluated techno-commercially on compliance to tender terms and Conditions.
- 20.2 BRPL reserves the right to ask the bidders to provide any additional information including breakup of the prices as quoted by them against line items.

21. CLARIFICATION OF BIDS

- 21.1 To assist in the examination, evaluation and comparison of Bids, the Company may, at its discretion, ask the Bidder for a clarification of its Bid. All responses to requests for clarification shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted

22. PRELIMINARY EXAMINATION OF BIDS / RESPONSIVENESS

- 22.1 Company will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bids are generally in order.
- 22.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price per item that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price per item will be corrected. If there is a discrepancy between the Total Amount and the sum of the total price per item, the sum of the total price per item shall prevail and the Total Amount will be corrected.
- 22.3 Company will determine the substantial responsiveness of each Bid to the Tender Documents including execution capability and acceptable quality of the services offered. A substantially responsive Bid is one, which conforms to all the terms and conditions of the Tender Documents without deviation.
- 22.4 Bid determined as not substantially responsive will be rejected by the Company and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

23. EVALUATION AND COMPARISON OF BIDS

- 23.1 The evaluation of Bids shall be done based on the delivered cost competitiveness basis.
- 23.2 The evaluation of the Bids shall be a stage-wise procedure. The following stages are identified for evaluation purposes: In the first stage, the Bids would be subjected to a responsiveness check later on the Techno-Commercial Proposals and the Conditionality of the Bidders would be evaluated.
- Subsequently, the Financial Proposals along with Supplementary Financial Proposals, if any, of Bidders with Techno-commercially Acceptable Bids shall be considered for final evaluation.
- 23.3 The Company's evaluation of a Bid will take into account, in addition to the Bid price, the following factors, in the manner and to the extent indicated in this Clause:
- Contract completion schedule
 - Conformance to Qualifying Criteria
 - Deviations from Tender Documents
 - Conformity and compliance to the conditions/details provided in pre-bid meeting
 - Change in the quantity from mentioned in the tender
- 23.4 The cost of all quantifiable deviations and omissions from the specification, terms and conditions specified in Tender Documents shall be evaluated.

- 23.5 The Company will make its own assessment of the cost of any deviation for the purpose of ensuring fair comparison of Bids.
- 23.6 Adjustments in price, if any, based on the above procedures, shall be made for the purposes of comparative evaluation only to arrive at an “Evaluated Bid Price”. Bid Prices quoted by Bidders shall remain unaltered.

24. CONTACTING THE COMPANY

- 24.1 From the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Company on any matter related to the Bid, it should do so in writing.
- 24.2 Any effort by a Bidder to influence the Company and/or in the Company’s decisions in respect of Bid evaluation, Bid comparison or Contract Award, will result in the rejection of the Bidder’s Bid.

25. THE COMPANY’S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

- 25.1 The Company reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Company’s action.

26. AWARD OF CONTRACT

- 26.1 The Company will award the Contract to the successful Bidder whose Bid has been determined to be the lowest-evaluated responsive Bid, provided the Bidder has been determined to be qualified to satisfactorily perform the Contract. Company reserves the right to award order to other bidders in the tender, provided it is required for need of the work. The full or part of the contract may be awarded to other bidder(s) on differential rates.

27. THE COMPANY’S RIGHT TO VARY QUANTITIES

- 27.1 The Company reserves the right to vary the quantity i.e. increase or decrease the Numbers/ quantities without any change in terms and conditions before the award of Contract. Further BRPL may increase or reduce the area/ scale of operations / increase or decrease the Numbers/ quantities after the start of work execution under the contract and the size of contract / contract value shall be adjusted accordingly. In case of decrease in base resources decided mutually then contract value will be adjusted accordingly.

28. LETTER OF INTENT/ NOTIFICATION OF AWARD

- 28.1 The letter of intent/ Notification of Award shall be issued to the successful Bidder whose bids have been considered successful for award of work/order.

- 28.2 The successful Bidder shall be required to furnish acceptance of LOI / notification of award within 7 days of issue of the letter of intent /Notification of Award by Company.

29. CORRUPT OR FRAUDULENT PRACTICES

- 29.1 The Company requires that the Bidders observe the highest standard of ethics during the entire period of work execution under the Contract. In pursuance of this policy, the Company:

- a) Defines, for the purposes of this provision, the terms set forth below as follows:

"Corrupt practice" means behaviour on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves and/or those close to them, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; and "Fraudulent practice" means a misrepresentation of facts in order to influence an award process or the execution of a contract to the detriment of the Company, and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the Company of the benefits of free and open competition.

- b) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- c) Will declare a firm ineligible either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a contract.
- 29.2 Furthermore, it shall be the responsibility of the Bidders to read and understand & aware of the provision stated in the Terms and Conditions of tender before participating in the tender.

30. PROCESS TO BE CONFIDENTIAL

- 30.1 Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process. Any effort by a Bidder to influence the Company's processing of Bids or award decisions may result in the rejection of the Bidder's Bid.
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**Section – III SPECIAL TERMS AND
CONDITIONS (SCC)**

SECTION – III SPECIAL TERMS AND CONDITIONS (SCC)

These Special Terms and Conditions of Contract (SCC) shall be read in conjunction with the Terms and Conditions of the Contract, General Conditions of Contract (GCC), Scope of Work and other documents forming part of the contract wherever the context so requires. Notwithstanding the subdivision of documents into separate sections and volumes, every part of each such document shall be deemed to be supplementary to and complementary of every other part.

1. DEFINITIONS

1.1 Engineer-in-charge (EIC) / Officer-in-charge (OIC)

The term “Engineer-in-charge (EIC)” / “Officer-in-charge (OIC)” shall mean the Company's nominated representative for the purpose of supervision of the execution of the Contract. The same shall be mentioned in the Contract.

2. SCOPE OF WORK

2.1 The scope includes providing AMC Services for EHV / HT / LT / Street Light, DT Cleaning & surveillance work, etc. as per detailed scope of work as enumerated in Section – V.

3. EFFECTIVE DATE, TIME AND VALIDITY

3.1 The order/agreement shall become effective for all purposes from the date to be specified under the agreement and continue to remain in force for the period of three (3) years. Notwithstanding the continuous/periodic review/assessment of contractor's performance by BRPL, at its discretion, the annual performance of the Contractor will be evaluated /reviewed year on year basis after completion of every year for continuity of validity of the agreement.

3.2 That further Renewal and extension of the agreement shall be the sole prerogative of BRPL. BRPL reserves the right to renew the agreement.

3.3 Illustrative Conditions for Renewal and Extension of Agreement Beyond Agreement Duration:

BRPL may, at its sole discretion, consider renewal and extension of the agreement beyond agreement duration. Such a decision for extension, if envisaged, may be taken 1 month before the expiry of the agreement. However, BRPL may, at its discretion, renew even within One Month of expiry of agreement. BRPL reserves the right not to renew and extend the agreement beyond agreement duration.

3.4 BRPL shall notify the Contractor of any possible extension or request the Contractor to furnish additional information, as may be required, for granting such extension.

4. ORDER VALUE

- 4.1 Value of the Contract will be contracted out on the basis of finalized rates.
- 4.2 The Contractor shall not be entitled to adjustment in the Service Fees during the term of this Agreement for increase due to
- a) Increased labour costs, including due to an increase in minimum wages as under a notification issued under the Minimum Wages Act, 1948 during the Agreement Period,
 - b) changes in insurance premiums, and/or
 - c) changes in legislations or regulations relating to the Service.

5. RATES & ESCALATION

- 5.1 The Rates/Agreement Consideration are firm and fixed for the Agreement period. The Rates shall not be subject to escalation or increases on any account/reason(s) whatsoever.
- 5.2 The rates set out above are also inclusive of reasonable incidental expenses incurred by Contractor on the following:
- I. Cost of Labour, tackles and supervision.
 - II. All taxes and levies, including but not limited to GST, etc. as applicable during the currency of the contract.
 - III. Mobile and Conveyance of the Contractor's employees up to place of work and/or from one place to another place for carrying out the job.
 - IV. Rates shall be valid for all heights and locations.
 - V. All other expenses incidental to the job.
 - VI. The Company shall pay only once against the service provided irrespective of the fact that the Contractor might have to take more than one attempts for providing the service.
 - VII. Compliance with all labour laws including Minimum Wage Act, Bonus Act, The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 etc. in respect of employees engaged by the Contractor for the discharge of services as per this agreement.

6. CONTRACT CUM PERFORMANCE SECURITY BANK GUARANTEE (CPBG)

- 6.1 Contractor shall furnish the CPBG in the prescribed format within 15 days from the date of issue of LOI / Work Order for due performance of the provisions of Work Order/Agreement.

- 6.2 The CPBG shall be of 7.5% of initial average annual contract value inclusive of taxes & duties and shall be valid till agreement period, plus three (3) months or latest RBI guidelines (if any) whichever is higher towards claim period, if not otherwise specified in agreement. This amount shall remain fixed during the currency of the agreement.
- 6.3 CPBG value to be enhanced @7.5% if initial annual contract value increases by more than 5%.
- 6.4 The CPBG shall be issued from any nationalized / scheduled bank as per company format.
- 6.5 The Company shall reserve the right to invoke the CPBG unconditionally and without recourse to the Contractor, if there is failure to perform any part of the Agreement for whatsoever reason. This clause is pertaining to performance of contractual obligations and the decision of Company shall be final in this regard.
- 6.6 In the event of any claim or any other outstanding Contractual obligations remaining unfulfilled, the Contractor shall be required to extend the CPBG till the settlement of all claims and completion of all Contractual obligations at the cost and consequences of contractor.
- 6.7 In the event, in Company's sole judgement, the Contractor has fulfilled all its obligations under this Agreement, The CPBG shall be released without any interest after the expiry of CPBG and its claim period as mentioned above upon compulsory submission of i) No Demand Certificate ii) Indemnity Bond (which shall be supported by a bank guarantee of an amount equivalent to [2% of the contract value] valid for a period of 1 year from the date of expiry or termination of the Contract, and which bank guarantee may at the sole discretion of the Company, be encashed to recover any and all losses (including any damages, liabilities, costs, expenses, interest, fine and/ or penalties) imposed on, sustained, incurred or suffered by, or asserted against Company, upon which encashment the bank guarantee shall be forthwith replenished to the full amount as aforesaid) iii) Work completion certificate issued by BRPL iv) NOC issued by BRPL compliance cell
- 6.8 If the CPBG is or becomes invalid for any reason (other than its expiry), the Contractor shall immediately notify the Company/BRPL and provide within five (5) days a replacement CPBG in the form set out in the Contract/Agreement.
- 6.9 Not later than sixty (60) Business Days before the expiry of the CPBG, the Contractor shall, upon request of the Company/BRPL obtain extension of the validity of such CPBG for the period stated in such request by the Company/BRPL and provide a copy of such renewed CPBG.
- 6.10 It is Contractor's responsibility to incur charges / cost to maintain and for extension of CPBG without claiming reimbursement from the company/BRPL.

7. PAYMENT TERMS

- 7.1 All monitoring, measurement, billing & payment processes shall be on IT enabled platform of BRPL as per Company's guidelines issued from time to time and bidders to ensure adherence.

- 7.2 Contractor shall upload correct monthly running bills along with all supporting documents in online BTS (Bill Tracking Systems) software or any other IT enabled platform of BRPL as per Company's guidelines issued from time to time for certification / approval purpose and bidders to ensure adherence. Further the contractor shall also submit original bill (hard copy) along with supporting documents at Vendor Support Cell of BRPL. The bills shall be made in favour of BSES Rajdhani Power Ltd, BSES Bhawan, Nehru Place, New Delhi - 110019.
- 7.3 Invoices raised for work carried out under this order, in the manner indicated above, will be either returned to the contractor with observations by BRPL within 7 days of its receipt or duly certified by Engineer-in-charge i.e. Circle Head.
- 7.4 Monthly billing will be on 100% monthly AMC cost. Company shall make payments, without any interest/charges and after deduction of taxes, penalties as applicable, against the bills within 30 days from the date of receipt of the bills, duly verified and certified by Engineer-in-Charge.
- 7.5 The Company shall retain 10% (ten per cent) of the monthly invoice value (excluding GST) from each invoice of the Contractor ("Retention Amount"). The Retention Amount shall be appropriated as follows:
- (i) up to 7% (seven per cent) towards payment of bonuses to the Contractor's manpower in accordance with the Payment of Bonus Act, 1965;
 - (ii) up to 2% (two per cent) towards leave encashment under the applicable shops and establishments act of the relevant state; and
 - (iii) 1% (one per cent) towards settlement of any other claims of the Company against the Contractor under this Contract.
- The Retention Amount, or any part thereof, shall be applied only upon the Contractor furnishing supporting documents evidencing the relevant payment liability. Any balance Retention Amount remaining with the Company shall be released to the Contractor within 30 (thirty) days of the completion of the annual contract period.
- 7.6 The billing period shall be till the end of the calendar month for all the bills.
- 7.7 The bill shall consist of the prescribed documents on standard stationary designed by the Company. Contractor shall collect the details of such documents and formats from the Company.
- 7.8 The Contractor shall submit to the Company proof of all taxes paid, PF / ESI deposited & Employee salary paid in previous month along with the bills of the current month.

- 7.9 Notwithstanding anything with the release of payment of bills by the Company to the Contractor, the Contractor shall at all times ensure the due and timely payment of wages to all persons, including workmen, employed by the Contractor pursuant to this Agreement and compliance with other applicable statutory requirements within time limits. Nothing contained herein shall establish any link between release of payment of the bill by the Company to the Contractor and the payment of any salary, wages or any other dues whatsoever by the Contractor to its employees and workmen.
- 7.10 Contractor shall, at no point of time, claim or have the right to claim any additional fees, expenses or charges of any nature whatsoever, other than the Rates set out in the contract.
- 7.11 The company may modify the procedure for the submission of bills. The Contractor shall be obliged to submit its bill as per the procedure stipulated by the company from time to time.

8. INSURANCE

The contractor shall take suitable insurance policy for its men and materials (Term Insurance for life, GPA, Medclaim policy, Workmen Compensation Policy etc.) as listed below for the resources deployed by him:

8.1 Insurance Policies:

a) Term Insurance for life

Before commencing the execution of the work the Contractor shall take Term Insurance Policy for life for the staff engaged/deployed by them for the work under agreement, to insure against any loss of life which may occur during the agreement for the work of the Company. The policy shall have coverage of Rs. 10 Lakh

b) Group Personal Accident Insurance

Before commencing the execution of the work the Contractor shall take Accidental insurance policy for the staff engaged/deployed by him for the work under agreement, to insure against any loss of life which may occur during the agreement for the work of the Company. The policy shall have coverage of Rs. 5 Lakh (Table C- Death + Permanent Total Disability + Partial permanent Disability due to external accidents). Permanent total disability coverage shall be 125% of the basic sum assured of Rs 5 Lakh.

The Contractor shall be responsible for on the spot same day claim settlement with the victim's legal heirs without waiting for settlement by insurance claim and without any liability on BRPL. The premium amount for both the above policies shall be borne by the Contractor. The Contractor shall furnish copy of policy within 15 days of start of work under the contract.

8.2 Medical Insurance Policy:

Contractor shall take a Medclaim policy including family floater of minimum sum assured value Rs. 2.00 lakhs for the resources who are not covered under ESIC.

Contractor shall take at his own cost third party insurance and other suitable insurance policy for his own men and materials. These insurance policies shall be taken in consultation

with the Company and a copy of such insurance policies shall be furnished to Company within 15 days of the date of LOI/Order.

- 8.3 For all the insurance policies (whether taken by the Company or Contractor), the Contractor shall be responsible for settlement of claims with the underwriters without any liability on the company and will arrange replacements / rectification expeditiously without a waiting settlement of insurance claim, at contractor's own cost and this shall not entitle the Contractor for any extension of time.

9. PENALTY

- 9.1 Penalty related to score card shall be levied as mentioned below

- 9.1.1 Penalty as specified below shall be levied on the monthly O&M bills on the basis of scores from respective performance score cards. The format of Scorecard is present in Clause 3 of Section V – Scope of Work.

Reference Range of marks scored in Score Card	Penalty on monthly billing
More than 80%	Nil
>75% to <=80%	0.50%
>70% to <= 75%	1.50%
>65% to <= 70%	2.50%
>60% to <= 65%	3.50%
<=60%	5%
Below 60%	Termination of Contract if continued the same pattern in three successive months
More than 99% & No penalty on Accidents and T&P for last 3 months	Incentive of 1% of billing Value or Rs 1 Lac whichever is lower

- 9.1.2 Penalty on Monthly billing on the basis of Score card shall not be more than 5% of the monthly bill value.
- 9.1.3 However, in case of recurrent low scores, the Company shall have right to terminate the contract.
- 9.1.4 Note – The complete vendor performance shall be reviewed by BRPL at the end of the each completed years.
- 9.1.5 In case of 11 kV O&M, Penalty shall be levied Division – wise on monthly bill based on the scores obtained.

- 9.2 Penalty related to HR issues & ID Cards shall be applicable as defined in below

- 9.2.1 The penalty clause related to employee's ID card shall be as under:

1. It is agreed by the Contractor that within five (5) days from the commencement of agreement/ date of award of work order/ date of renewal of agreement, the Contractor shall be bound to intimate BRPL, the details of manpower deputed by Contractor for the performance of task under this agreement in BRPL specified format.

2. It is agreed by the Contractor that in case of change of manpower deputed by the Contractor under this instant agreement, the Contractor shall, promptly but not later than twenty-four (24) hours of such change, intimate BRPL in writing about the said change and submit the revised details in the BRPL specified format.
3. It is further agreed by the Contractor that it shall, promptly but not later than seven (7) working days from the commencement of agreement/ date of award of work order/ date of renewal of agreement, ensure the issuance of the photo identity cards, issued by BRPL Security, to all the personnel deputed by the Contractor. The ID Cards shall also bear the name of the Company/ Contractor, the contact details of the personnel and the Company and shall ensure that all the personnel, during the performance of task under the agreement, shall wear/ display those ID Cards.
4. In addition to the events of default as specified in the agreement and annexures thereto including as specified above, it has been agreed by the parties to the agreement that the following events shall also be counted as events of default and the Contractor shall ensure not to commit the same:
 - a) of staff found working without valid ID Cards (ID Cards issued by BRPL Security) / Not carrying ID cards to the workplace.
 - b) of staff carrying validity lapsed (expired) ID Cards as against the number of staff billed for
 - c) of staff found carrying Contractor issued ID Cards, instead of through BRPL Security - CONTRACTORS cannot issue ID cards for the manpower deployed on BRPL work.
 - d) That the failure by the Contractor in compliance of the terms stated in section above and/ or the commission of defaults as notified above, i.e. non issuance of ID Cards, non-display of ID Cards by the personnel of the Contractor and/ or the commission of any of the defaults, shall attract an agreed penalty for the sum of Rs. 1000/- per person per day and the same shall be deducted/recovered from the monthly bill of the Contractor, without any advance intimation to Contractor by BRPL.
 - e) Certification of penalty (defaults and sum penalized) shall be through BRPL Security, along with intimation to concerned User Department, C&M, F&A. A notice shall be sent to Contractor/ agency.
 - f) That in addition to the penalty as specified above, in case of any blacklisted manpower/personnel is found working/deputed by the Contractor, with BRPL for the performance of work under agreement, the same shall be termed as breach of terms of agreement and annexures thereto and shall, in addition to other penalties and rights available with Company/BRPL, levy a penalty of 1% of the contract value or Rs Fifty Thousand (50000), whichever is lower, and deduct/recover from the monthly bill of the Contractor.
 - g) In case of second or subsequent default as specified above, within 6 months from the first default, the same, without prejudice to other penalties/ remedies that can be imposed/resorted under the terms of this agreement, BRPL reserves the right to terminate the contract.
 - h) It is further agreed by the Contractor that the imposition of penalty and the quantum thereto shall be the sole discretion of BRPL and no claim/dispute by Contractor, challenging the imposition of penalty and/or the quantum thereto shall be maintainable.
 - i) BRPL may review/revise ID card Policy including penalty during the tenure of agreement. This shall be at the sole discretion of BRPL and Contractor shall be liable to comply in full the revised policy, notified time to time.

- j) The Contractor shall submit resumes of its personnel to be deputed/Supervisors within 2 days of Award of Agreement/Work Order for approval and selection by BRPL. BRPL shall conduct interview and select the personnel to be deputed/Supervisors and provide inputs to Contractor for further action and deployment.
- k) The Contractor shall collect the following documents from the personnel deputed under agreement, within two weeks of mobilization and shall deposit the same with BRPL, as follows:
 - i. Educational Qualification Certificate: Certificate and mark-sheet of all manpower demonstrating the highest educational qualification of all personnel, making them competent for the task assigned.
 - ii. Permanent Address Proof: Supporting document for permanent address proof of all personnel.
 - iii. Identity Proof: Copy of PAN card should be submitted as identity proof, for all personnel.

Contractor shall share the above information on demand from BRPL. BRPL reserves the right to reject deployed manpower, in case the same is not found suitable.

9.2.2 The Contractor shall conduct relevant background checks and prepare Background Reports through an authorized agency of all personnel deployed for the performance of task under agreement in BRPL within one month of deployment.

- 1. Such reports shall be shared with BRPL as requested. Contractor shall submit an Affidavit clearly stating that back-ground check for all personnel is complete and back-ground reports have been prepared to this effect within one month of deployment.
- 2. In case the Contractor does not provide his employees with PIC (Personnel Identity Card), the same shall be provided by the Company and the cost plus 30% overheads shall be recovered from the contractor's bills. This shall be in addition to the right of company to impose/recover penalty over contractor for such default.

9.2.3 Failure by the Contractor's personnel to wear PIC shall attract a penalty of Rs. 1,000/- per incident per day.

9.2.4 In case, any of the manpower has been found not serving his part of duty on any day as per the instructions, Contractor will be fined at the rate of Rs 500/- per person per day.

9.2.5 A separate penalty as per score card shall be levied.

9.2.6 There will not be duplicity of penalty for the same default.

9.3 Penalty for non-compliance of statutory regulations shall be applicable as defined in below

9.3.1 If any non-compliance of any Statutory Obligation is observed then an amount equivalent to 1.5 times of the value of the non-compliance will be retained from outstanding (monthly) payment bill, however; if non-compliance is continued, penalty will be levied as follows:

9.3.2 Retained amount will be converted into penalty if Non-compliances are not closed within 60 days

9.3.3 Termination of agreement in case non-compliances are not cleared after show cause in writing.

9.3.4 The imposition of the penalty is without prejudice to the BRPL's right to terminate the Contract. The closure of the work and final settlement of the contract order shall be effected only after issuance of NOC by BRPL.

9.3.5 If the settlement of any Death / Disability (Permanent & Partial) claim is delayed by the Contractor for more than 6 months, the Company shall be entitled to levy a penalty on the Contractor equivalent to Rs.50,000 per month per incident, provided that no such penalty shall be levied if the delay in settlement is on account of reasons attributable to the Company. If the Company is required to settle any claim, the same shall be at the risk and cost of the Contractor and the company shall be free to deduct the same from his dues if the same is not reimbursed to the Company by the Contractor.

9.4 Penalty for misconduct/failure in performance of task under the agreement shall be applicable as defined below

9.4.1 The Contractor and its manpower shall adhere all code of conduct/ Schedule/ SOP/ Instructions associated with the task to be performed under the agreement.

9.4.2 During the period of validity/execution of task under agreement, the behaviour of manpower deputed by Contractor shall be entirely professional and shall not commit any misconduct.

9.4.3 Misconduct shall refer to the following:

9.4.4 Interaction with the customer in a non-professional way, including any form of verbal/physical abuse to customer or misuse/damage/tempering of premises and/or meter.

9.4.5 Any form of harassment to customer i.e. asking for bribes, reaching customer premises outside the defined working hours, asking the customer for any favours etc.

9.4.6 Additional interaction with customer not under purview of task to be performed under agreement.

9.4.7 Provide other customer services with or without a charge unless directed by BRPL.

9.4.8 Accessing BRPL's IT Infrastructure within data centre or anywhere else, in BRPL premises.

9.4.9 The contractor's deputed manpower does not wear the uniform as per the terms and conditions of the contract during the performance of services under the contract.

9.4.10 BRPL shall conduct audit and quality checks on the activities to be performed by Contractor and/or the personnel deputed by Contractor under Agreement on a periodic basis, to ascertain the overall quality and performance of field activities.

9.4.11 Any complaints received by BRPL either directly from the customer or observations through audit or any other sources shall be reviewed by BRPL. The decision of the committee on the final action on Contractor shall be binding.

9.4.12 PENALTY FOR MISCONDUCT

9.4.13 The penalty to be imposed in case of misconduct shall be as follows:

9.4.14 In case of any misconduct as defined above, a penalty of Rs 5000/- per incident shall be levied.

9.4.15 In case of multiple incidences of Misconduct:

- 1) 4 complaints per annum OR
- 2) more than 1 complaint in a quarter

9.4.16 An additional penalty of Rs 20,000/- shall be levied and possible termination of the contract.

9.4.17 The person responsible for such incidence of misconduct must be immediately removed by Contractor from Company's services under the contract and should also never be deployed for providing any other services to the Company. If needed contractor shall file police FIR against such person

- 9.4.18 The Contractor shall collect the following documents from the manpower deputed under this agreement, within two weeks of mobilization and shall deposit the same with BRPL as & when demanded, as follows:
- (i) Educational Qualification Certificate: Certificate and mark-sheet of all manpower demonstrating the highest educational qualification of all personnel, making them competent for the task assigned.
 - (ii) Permanent Address Proof: Supporting document for permanent address proof of all personnel.
 - (iii) Identity Proof: Copy of PAN/ Adhaar card should be submitted as identity proof for all personnel.
- 9.4.19 Contractor shall deploy the manpower in mutual consultation with BRPL. BRPL reserves the right to reject deployed manpower, in case the same is not found suitable.
- 9.4.20 The Contractor shall conduct relevant background checks and prepare Background Reports through an authorized agency of all manpower deployed for the performance of task under agreement in BRPL within one month of deployment
- 9.4.21 Such reports shall be shared with BRPL as requested. Contractor shall submit an Affidavit clearly stating that back-ground check for all personnel is complete and back-ground reports have been prepared to this effect within one month of deployment.

9.5 Penalty for violation of safety & quality norms shall be applicable as defined in Annexure-III, EHS Conditions of the Contract/below.**Penalty Policy on Safety Violation**

Class	Type of Offense	Penalty Detail	Execution Channel
A	Not Wearing Safety Helmets Safety shoes/ Safety Goggles / Electrical insulating hand gloves/ reflective jacket/Not using electrically safe tools and equipment. (Poor quality or damaged item means noncompliance)	# First Offence - Warning Note & Rs.2000/- # Second Offence - Warning Note & Fine of Rs.5000/- # Third Offence- Note of recommendation of the concerned workmen/ supervisors for removal from deployment with BRPL& Fine of Rs.15000/-	Recommendation by OHS-Representative/ Department Head Approval by Safety Head Deduction by Finance & Account
B	Not wearing Full Body Harness/fall arresters while working at a height more than 1.8 meter or where from a person may fall. Not using Safety Net to arrest falling objects and personnel. Not using Arc Protection Face Shield Not using barricading cone and tape. (Poor quality or damaged item means noncompliance)	# First Offence -Warning Note & Fine of Rs.5000/- # Second Offence - Warning Note for dismissal and a Fine of Rs.10000/- # Third Offense - -Action for the concerned Workmen/ supervisor for removal from deployment with BRPL and a fine of Rs.25000/-	Recommendation by OHS-Representative/Department Head Approval by Safety Head Deduction by Finance & Account
C	Any other unsafe work practices or condition which is considered having potential for fatality or injury to personnel.	# First Offence - Warning Note & Fine of Rs.10000/- # Second Offence - Action for the concerned workmen/ supervisors for removal from deployment with BRPL and fine of Rs.20000/-.	Recommendation by OHS-Representative/Department Head Approval by Safety Head Deduction by Finance & Account

Note 1: Refer clause No. 14 of Annexure -3 (sector –VI) for penalty policy implementation guidelines

Note 2: If there are 03 violations by an individual employee, his removal from deployment with BRPL

Note 3: If there are 10 violations in one quarter, will be recommended for termination of contract order

Penalty Policy on non- submission of EHS related requirements

Following EHS related requirements to be submitted within 4 weeks of agreement of contract		
Requirement	Penalty Detail	Execution Channel
1. Contract specific health & safety plan and HIRA (Hazard Identification & Risk Analysis)		
Safety supervisor training records on EHS (40 hrs training) Submission of sample of PPE's in EHS department for approval (if procured by the contractor) Bills/challan of PPE's along with test certificates (if procured by the contractor) PPE's receipt by worker (as per Annexure - V)	Delay of 15 days- Warning Note & Consolidated Fine of Rs.5000/- on non-submission of proof of any of these mentioned 8 types of documents On every subsequent delay of 15 days- Warning Note & Consolidated Fine of Rs. 10,000/- on non-submission of proof of any of these mentioned 8 types of documents	Recommendation by OHS - Representative Approval by Safety Head Deduction by Finance & Account
6. Medical examination record of workers		
7. ID card of workers		
8. Calibration Certificates of equipment		

In case vendor is unable to supply tools and tackles and PPE kit as per list provided in the contract for more than 7 days a flat penalty rupee 25000/- to be levied to the vendor only monthly basis.

- 9.6 In furtherance of prioritizing safety within the scope of contracted works, it is stipulated that, in the event of any accident attributable to deficiencies in the Vendor's workmanship or execution of the contractual scope, a flat penalty of Rs. 50,000/- (Rupees Fifty Thousand only) shall be imposed for each such reported accident.
- 9.6.1 Similarly, in the event that deficiencies in Personal Protective Equipment (PPE) or Tools and Plants (T&P) are detected during an official audit, a flat penalty of Rs. 5,000/- (Rupees Five Thousand only) per incidence shall be imposed.
- 9.6.2 The imposition and certification of these penalties shall be carried out by the Engineer-in-Charge together with the Head of Safety, or any other Competent Authority duly authorized by BRPL, as notified from time to time.
- 9.6.3 The aforementioned penalties shall be levied in addition to, and without prejudice to, any other penalties specified under the Scorecard system or elsewhere in the contract, and shall not be deemed to substitute or mitigate any other applicable provisions for non-compliance.

Note: All penalty amounts shall be deductible from the Vendor's running bills as per the contract terms, without prejudice to BRPL's rights to take any other action under applicable law or regulations.

9.7 Penalties under Clauses 9.2 to 9.6 shall be over and above those levied under clause 9.1.

BRPL

10. GUIDELINES REGARDING INSPECTION & MAINTENANCE OF PITS/DUG AREA WHILE DOING WORK AT SITE IN BRPL AREA

- 10.1 The contractor shall ensure strict compliance of the following directions:
- a) The sites of all manholes, pits, holes, tanks or any other opening in the ground of any kinds shall be regularly inspected and maintained.
 - b) Schedule and protocols of inspections and maintenance shall be drawn up and notified to BRPL.
 - c) These sites shall be cordoned off to render them inaccessible to the public.
 - d) The existence of these sites shall be clearly & visibly marked by the display of signboards/signage.
 - e) If they are required to be covered, it shall be ensured that the covers are in place.
 - f) If required, as per law, prior permission from authorities shall be secured before the commencement of work.
- 10.2 The Execution contractor shall solely be responsible for all the preventive and protective environmental steps as per guidelines. Any violations from the above guidelines have been viewed very seriously by the authorities. Contractor is liable for the penalties / other action by the authorities; the contractor shall indemnify BRPL its employees/directors/associates from all liabilities/penalties/claims including litigation expenses on this account.

11. DERC GUIDELINES & REGULATIONS

- 11.1 The bidder shall make themselves fully aware & familiarise with prevailing DERC guidelines / regulations
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12. OPERATIONAL GUIDELINES

- 12.1 Vendor Shall Comply all the regulation SLA, guidelines and timeline of authorities such as but not limited to CEA, DERC, GOI and GONCTD etc.
- 12.2 The Company is in the process of adoption of innovation through technologically advanced tools and equipment. The vendor shall support the company and ensures all the guidelines.
- 12.3 The Company is adopting latest technology and several software modules are also developed. Vendor should ensure that the manpower provided is capable of handling mobile applications as may be required.
- 12.4 The vendor shall establish an Analytics cell at each circle. The office space shall be provided by the Company after mutual agreement. The lab shall be manned for 11 kV, LT, HT & EHV. The vendor shall submit the analytics report to Engineer-In charge to plan remedial measures and reduce Breakdowns and No Current Complaints.

- 12.5 Vendor shall provide high quality T&P, PPE and also replace old PPE by the better innovative products as per industrial innovations.
- 12.6 Any new equipment installed in the network in the network shall be the responsibility of vendor, if any deliberate malpractice by the vendor in equipment installation is discovered by the company and communicated to the vendor, the vendor is liable to compensate for any such damage to the equipment.
- 12.7 In case Hon'ble DERC, the Regulator, imposes penalty for non-achievements of targets defined under Delhi Electricity Regulatory Commission (Supply Code and Performance Standards) Regulations, 2017 and its subsequent amendments and such penalties are found to be attributable to the vendor as per scope of work defined in this document, the same shall be levied on the vendor by the company.
- 12.8 Upon occurrence of a shutdown on account of scheduled maintenance of the network, the Contractor shall deploy optimum manpower as per the instructions of the Company and Good Industry Practice.
- 12.9 In the event of a mishap/accident/bodily injury or death involving the manpower deployed by the Contractor, the Contractor shall be solely liable for all legal and financial claims arising therefrom. The Contractor shall ensure that BRPL, its Promoters, Directors, and employees are not impleaded or made parties to any civil, criminal, or other proceedings, and that no claims are raised against them in this regard. In the event any BRPL employee or its Promoters, Directors, is/are arrayed as an accused in a criminal case arising out of such accident (as stated above), the Contractor shall be solely and exclusively responsible for settling the claim (if any), defending the criminal/civil case, and securing the quashing of the FIR before the Hon'ble High Court of Delhi, entirely at its own cost and risk, without any liability upon BRPL or its officials. In respect of settlement of claims, the provisions set out at Clause 9.3.5 above shall apply.
- 12.10 In the event of any mishap, whether fatal or non-fatal, arising out of or attributable to the Contractor's failure to adhere to the safety standards, guidelines, or procedures prescribed by BRPL, BRPL shall have the unequivocal right to initiate and pursue appropriate legal proceedings, civil and/or criminal, against the Contractor, without prejudice to any other rights or remedies available to BRPL under contract, tort, statute or otherwise. The Vendor shall maintain an office within the company's licensee area to maintain prompt communication between vendor and the company.
- 12.11 The Contractor shall be liable to pay a sum of Rs. 3,00,000/- (Rupees Three Lakhs only), over and above the amount received from the insurance company and any ancillary charges, for the purpose of resolving, settling, and securing the quashing of any criminal complaint or FIR before the Hon'ble High Court of Delhi arising out of such accidents, if so required.

BRPL shall have the right to deduct the aforesaid amount from any sums payable to the Contractor, and the Contractor shall not raise any objection thereto. Such deductions may be effected under the AMC contract or any other contract(s) with BRPL, including amounts pending or kept on hold, and shall be utilized for making payments to the victim(s) or their legal heirs, as may be necessary for resolving,

settling, and ultimately quashing the said criminal complaint or FIR before the Hon'ble High Court of Delhi..

- 12.12 Vendor shall provide monthly report of NCC, Breakdowns, Preventive & Predictive maintenance and PSD in the first week of every month pertaining to the last month. Vendor has to also provide any additional report as defined by the Company.
- 12.13 BSES reserves the right to rotate manpower among its divisions and substations considering geographical profile of the area
- 12.14 In case deemed fit, the company may engage an additional contractor on a case-to-case basis for undertaking similar kind of works defined in this contract

13. MANPOWER AND EQUIPMENT ON BOARDING AND CONTINUOUS IMPROVEMENT

- 13.1 Company may conduct a comprehensive written and practical assessment of the personnel being offered by the Contractor
- 13.2 The assessment shall cover technical knowledge and Behavioural conduct of the personnel
- 13.3 The assessment and trainings shall be scheduled with mutual agreement of Company and Contractor.
- 13.4 In case the Contractor wishes, training can be imparted to the offered personnel on periodic basis.
- 13.5 In case a person fails to clear the assessment in two consecutive attempts, the personnel may be debarred for two (2) years from being deployed on any of the BSES work
- 13.6 The Assessment shall be carried out by BSES corporate office in conjunction with the Division where the personnel has been posted.
- 13.7 The Contractor shall replace any such personnel within 10 days from notification of debarment from BSES.
- 13.8 All technical staff must have CEA-approved training certificates as per CEA Safety Guidelines Clause 6.2.
- 13.9 Workers must undergo medical fitness checks every 6 months as per BIS 14489:2018 Clause 4.3.
- 13.10 The Contractor shall depute 1 Nos. dedicated Manager, Circle – Wise, for coordination of activities listed under this tender. This person shall be single point of contract for all issues raised for the concerned Circle by the company.
- 13.11 The Equipment listed in Section V shall have to be produced for inspection to the Engineer in-charge with documentation at designated places by the Contractor within 30 days from award of contract

**SECTION – IV GENERAL TERMS &
CONDITIONS(GCC)**

SECTION – IV GENERAL TERMS & CONDITIONS(GCC)

This GCC shall form an integral part of the Agreement and will be of full force and effect as if they were expressly set out in the body of the Agreement.

Reference to any legislation or law to any provision thereof shall include references to any such law as it may, after the date hereof, from time to time, amended, supplemented or re-enacted, and any reference to a statutory provision, shall include any subordinate legislation made from time to time under that provision.

1. DEFINITION & INTERPRETATION

1.1 Definition

In the Agreement (as defined below) the words and expressions defined below shall have the meanings assigned to them herein except where the context requires otherwise:

- 1.1.1 “Accounting Year” means the financial year commencing from 1 April of any calendar year and ending on 31 March of the next calendar year.
- 1.1.2 “Applicable Laws” means all Law / Laws in force and effect, as of the date hereof and which may be promulgated or brought into force and effect hereinafter in India including any revisions, amendments or re-enactments including without limitation regulations, rules and notifications made there under and judgments, decrees, injunctions, writs and orders of any court or regulators or quasi-judicial body or any appropriate authorities, as may be in force and effect during the subsistence of the Contract. It includes Law/Laws of Country/State legislation, statutes, ordinance, notification, circular, regulations and other Laws, and bye Laws of any legally constituted public authority.
- 1.1.3 “Change in Law” means the occurrence of any of the following after the execution of agreement:
 - (i) The enactment of any new Indian Law;
 - (ii) The repeal, modification or re-enactment of any existing Indian Law;
 - (iii) The commencement of any Indian Law which has not entered into effect until the date of performance the Contract;
 - (iv) Change in the interpretation or application of any Indian Law by a court as compared to such interpretation or application twenty-eight (28) days prior to the last date of submission of Tender;
 - (v) It also includes changes in the tax rates upward or downward.
- 1.1.4 “Change in Service” means any addition to, deletion from, suspension of or other modification, to the Services, or to the quality, function or as delineated in this agreement, including any such addition, deletion, suspension or other modification, which requires a change in one or more of the service specification and the completion schedule.

- 1.1.5 “Communication” means instruction or information or written notice issued on letter head or through electronic mail exchange between Parties and excludes verbal or short messaging services (SMS). The notice shall be served by delivering a copy by electronic mail, or registered post/speed post etc. Unless otherwise stated in the agreement, all communications to be given under the Contract shall be in writing. Communication may be sent to competent authority or authority delegated to such officer/employee. Communication shall be on letter head of Party signed by competent authority/authorized signatory of the Party.
- 1.1.6 “Company/Owner/Purchaser/First Party ” the terms used in this agreement shall refer to BSES RAJDHANI Power Limited (BRPL) having its office at BSES Bhawan, Nehru Place, New Delhi - 110019 and shall include its authorized representatives, agents, successors and assignees.
- 1.1.7 “Contractor/Agency/Vendor” means the successful bidder to whom this Agreement is awarded. It is entity named in the Execution Cover and includes assignees, administrator, executors, successors, associated company/subsidiary/joint venture/firm/representative of the Contractor. It is also termed as ‘Contractor’ or ‘Agency’.
- 1.1.8 Contract” /” Agreement/”Work Order” means the agreement between the Company and the Contractor for the performance of the Services, including the Contract / Agreement/ Work Order duly signed and executed between the Parties, the letter of acceptance, the Conditions of Contract, the schedules, Annexures, the Company/BRPL’s requirements, including but not limited to the tender, other tender documents and such further documents which are listed in the Contract / Agreement/Work Order and includes any amendment thereto made in accordance with the provisions hereof giving binding effect to the terms and conditions agreed by the Parties. This includes Work Order / Letter of Intent(LOI) issued to the Contractor by the Company/BRPL.
- 1.1.9 “Agreement Period” shall mean duration of Services to be performed and includes extension thereof after mutual consent of both Parties.
- 1.1.10 “Agreement Value/Consideration” means the price of the defined Services including taxes payable to the Contractor for the performance of the Services subject to such additions thereto and deductions there from as may be made under the provisions of this Agreement. The Agreement Value is in consideration of providing the Service by the Contractor as per scope of work and as per Service specifications stipulated in the Agreement; the Agreement Value includes all and any fees, charges, local cess, taxes (GST and Income Tax), levies together with all cost and expenses. The Agreement Value may also term as ‘Service Fee(s)’ or ‘Agreement fees’/Consideration elsewhere in the Agreement. Agreement Value is fixed lump sum for the Agreement Period unless mentioned in Agreement elsewhere.
- 1.1.11 “Force Majeure” shall have the meaning as ascribed in this agreement and annexures thereto.
- 1.1.12 “Good Industry Practice” means the exercise of the highest degree of skill, diligence, prudence and foresight in compliance with the obligations under the Contract which would be expected from a skilled and experienced Contractor engaged, being internationally accepted and customized in day to day performance in industry including for the supply of Manpower.
- 1.1.13 “HSE Conditions” shall mean the BRPL’s health, safety and environment conditions containing the requirements and conditions to be met with respect to safety, health and environment.

- 1.1.14 “KPI” shall mean Key Performance Indicator as set out in the Contract/Agreement, its schedules/annexures etc. The performance of the Manpower employed by the Contractor for execution of Services shall be measured through KPI. The payment to Contractor shall be based on Manpower’s performance as measured through KPI. It includes metrics in numerical, frequency and measuring process. Total manpower shall be monitored & calculated skill wise but it will be cumulative on monthly basis
- 1.1.15 “Manpower” means a person/s, labour (including Contractor’s staff / personnel) known, introduced, security personnel employed and deployed by the Contractor in Contractor’s provision of the Services who has skill, efficiency and mannerism to execute, perform Services under this Contract as per Scope of Work of the Contract. The Manpower deployed shall have valid licenses, PAN card details / KYC information.
- 1.1.16 “Contract cum Performance Bank Guarantee (CPBG)” means the bank guarantee to be procured in accordance with terms of agreement for the performance of the Contractor’s obligations under the Contract. The CPBG format is furnished in the Annexure, annexed to agreement.
- 1.1.17 “Service(s)” / “Works” shall mean Company/BRPL’s requirements describing in detail including the nature of the Services and activities to be performed by the Contractor and its Manpower, in accordance with specifications, the duration of such requirement, and Services performed, the expected time of commencement and completion, detailed responsibilities and other relevant particulars. It is ‘scope of work’ which is to be executed, performed successfully and satisfactorily by the Contractor in accordance with the Contract and ancillary services as may be Communicated by the BRPL from time to time under the Contract Period.
- 1.1.18 “Site” means the designated place/office or establishment or construction site, office, branch, including right of way and/or places provided by the BRPL where the Services is to be executed and any other place as may be specifically designated in the Contract/Agreement as forming part of the Site or designated as such by the Company/BRPL.
- 1.1.19 “Sub-Contractor” means a Sub-Contractor whom a part of the Contract is Sub Contracted by the Contractor with the prior written approval of the Company/BRPL, and the permitted legal successors in title to such person, but not any assignee of such person.
- 1.1.20 “Sub-Contract” shall mean obligations under the Contract have been awarded by the Contractor to Sub-Contractor.
- 1.1.21 “Tax Invoice” /” Running Bill” (RA Bill/bill) shall have the meaning ascribed to it under GST Laws.

1.2 Interpretation

In the Contract except where the context requires otherwise:

- 1.2.1 Words indicating one gender include all genders
- 1.2.2 “Written” or “in writing” means hand-written, written, or electronically made and resulting in a permanent record
- 1.2.3 Any reference to any provision of an act of Parliament or of a state legislature shall be construed, at the particular time, as including a reference to any modification, extension or re-enactment thereof, to all instruments, orders or regulations then in force
- 1.2.4 The singular shall include plural and vice versa, and words denoting natural persons shall include partnerships, firms, companies, corporations, joint ventures, trusts, associations, organizations or other entities

- 1.2.5 The headings are inserted for convenience and shall not limit, alter or affect the meaning of the Contract.
- 1.2.6 The terms defined in schedule and the BRPL's Requirements shall have the same meaning ascribed thereto when used elsewhere in the Contract and vice versa;
- 1.2.7 The words “include” and “including” shall be construed without limitation
- 1.2.8 The schedules/annexures shall form an integral part of the Conditions of Contract and shall be in full force and effect as though they were expressly set out in the body of the Conditions of Contract.
- 1.2.9 The word “consent” wherever used, shall mean prior written consent;
- 1.2.10 In the event any portion or all of the Contract is held to be void or unenforceable, the Parties agree to negotiate in good faith to arrive at an amicable understanding which shall accomplish the intent of the Parties as originally set forth in the Contract;
- 1.2.11 No failure on the part of any Party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, and no single or partial exercise of any such right shall preclude any other or further exercise thereof or the exercise of any other right
- 1.2.12 References to recitals, Articles or schedules in the Contract shall, except where the context otherwise requires, be deemed to be references to recitals, Articles and schedules of or to the Contract; and
- 1.2.13 In case the day on or by which any thing is to be done is not a Business Day, that thing must be done on or by the immediately occurring next Business Day

2. PRIORITY OF CONTRACT DOCUMENTS

- 2.1 The several documents forming the Agreement are to be taken as mutually explanatory of one another, but in case of ambiguities or discrepancies, the same shall be explained and adjusted by the company, who shall, accordingly, issue suitable instructions thereon to the Contractor. In such event, unless otherwise provided in the agreement or explained by way of instructions by the company, as mentioned above, the priority of the documents forming the Agreement shall be as follows:
 - (i) Contract Agreement/Work Order.
 - a) Special Conditions of Contract
 - b) General Conditions of Contract
 - (ii) The Letter of Acceptance/ Intent
 - (iii) Agreed Minutes of the Tender Negotiation Meetings
 - (iv) Agreed Minutes of the Tender Technical Meetings
 - (v) The Priced Bill of Quantities
 - (vi) The Technical Specifications / Scope of work
 - (vii) The Tender document, including all Appendices and/or Addenda, Corrigendum the latest taking precedence.

- 2.2 In the event of any conflict between the above-mentioned documents, the more stringent requirement or conditions which shall be favourable to the company shall govern and the decision of company/BRPL shall be final and binding upon the parties.

3. AMENDMENT

- 3.1 Any modification, amendment or other change to the Agreement shall be affected only by a written instrument signed by the authorized representatives of both, the Company and the Contractor.

4. LANGUAGE AND MEASUREMENT

- 4.1 All correspondence and documents relating to this order placed on the Contractor shall be written in English language. Metric System shall be followed for all dimension, units etc.

5. EXAMINATION OF SITE & LOCAL CONDITIONS

- 5.1 The contractor is deemed to have visited all the sites that comes under Company's licensed area under the Contract and therefore, ascertained all site conditions and information pertaining to the services to be provided under this contract. The company shall not accept any claim whatsoever arising out of the difficulties at site/terrain/local conditions, if any.

6. TAXES & DUTIES

- 6.1 Prices shall be inclusive of all taxes and duties including labour cess (except GST). However, Income Tax(TDS) as per applicable rate in accordance with Income Tax Act will be deducted from contractor's bills.
- 6.2 GST at actual shall be paid extra on submission of GST Registration and self-declaration on Contractor's letter head stating that you have deposited/or will deposit the Tax as per the applicable GST laws. Contractor shall furnish its GST registration number.
- 6.3 Any statutory variations i.e. increase/decrease in Taxes / Duties introduced by central Govt. / State Govt. shall be reimbursed/recovered to/from Contractor against documentary evidence and proof.
- 6.4 As Per Notification No. 39/2021 # Central Tax dated 21st December, 2021 w.e.f 01/01/2022 registered person (i.e., Recipient/Purchaser) can avail tax credit on those invoices only which have been reflected in GSTR 2A or GSTR2B (it means 100% matching of invoice is required). Also, GST has to be deposited by Supplier/Contractor by filing of GSTR- 1 and GSTR-3B.

- 6.5 In view of above, if the same is not complied with by the supplier/Contractor and the Recipient/Purchaser is not in position to avail / utilize Input Tax Credit due to non- compliance or non-filing of GSTR-1 and GSTR-3B for the month/quarter (as applicable) in which the supply was made, then Recipient/Purchaser has right to hold 100% GST amount from next payment due of the subsequent month till the time default is not cured.
- 6.6 For releasing of the payment kept on hold on account of non-compliance of GST Act, supplier/Contractor shall submit payment proof i.e. GST Portal screenshot reflecting name of Recipient/Purchaser along with GSTR-1 and GSTR-3B for month/quarter (as applicable) in which the same has been discharged. Payment shall not be released, till the time necessary proof showing the discharge of GST liabilities by the contractors for the period in default are submitted to the Company.
- 6.7 Further, the recipient/purchaser shall also be entitled to recover any financial loss suffered by the Company (including tax, interest, penalty and lapse of input credit) due to non- compliance or non-filing of GSTR-1 and GSTR-3B by the supplier/Contractor.
- 6.8 In case where delivery of goods is being made on FOR site basis, the Supplier/Contractor is responsible to comply with rules applicable for E-way bill. Any violation in provision of E-way Bill will attract penalty and seizure of Transit Material. Any Penalty and Pre-Deposit due to violation of rules/provision shall be paid and borne by Supplier/Contractor. Also, Supplier/Contractor is responsible to get the goods released from the concerned authority. Delay in supply due to seizure of goods shall attract liquidated damages as per Order / Agreement provisions.

7. PAYMENT

- 7.1 Subject to the Contractor fulfilling its obligations under the Contract, the Company shall pay to the Contractor the Contract Value as per the terms of the Contract. The Company shall, notwithstanding any provision to the contrary included in the Contract, be entitled to deduct from and/or set off against any amount due or become due, whether related to this contract or other contracts awarded to contractor. However, any and all amounts which the Contractor is liable to pay to the Company, the contractor shall make payment as per the agreed schedule to avoid any set off / deductions.
- 7.2 Subject to the provisions of the Contract, the Contractor shall submit to the Company, monthly on-account Running Bills on or before the 10th of every month in respect of the services executed by the Contractor in the preceding month. If the Contractor fails to submit any Tax Invoice (Running Bill) by the 10th of any month, then the Company shall have the right to consider such Tax Invoice (Running Bill) only in the immediately succeeding month. The Running Bills shall only be for such Services, as, in the opinion of the Company, the Contractor has executed in accordance with the Contract, based on the certification of Services by the Company in accordance with the Contract. Within 30 days from the receipt of correct Running Bill along with relevant documents, payment shall be released to Contractor's designated bank account through RTGS /online payment as per payment terms under the Contract.

- 7.3 The Running Bills to be submitted by the Contractor shall be in the format approved by the Company. Each Running Bill submitted by the Contractor under the Contract shall be supported with relevant documents as instructed by the Company from time to time. On receipt of the Running Bill by the Company, the Company shall scrutinize the same to check for any errors and to verify that the amount claimed under the Running Bill is in conformity with the Contract. The Running Bill shall be payable only after certification of Service(s) and approval of the Running Bill for payment by the Company.
- 7.4 All monitoring, measurement, billing & payment processes shall be on IT enabled platform of BRPL as per Company's guidelines issued from time to time and bidders to ensure adherence.
- 7.5 Contractor shall upload correct monthly running bills along with all supporting documents in online BTS (Bill Tracking Systems) software or any other IT enabled platform of BRPL as per Company's guidelines issued from time to time for certification / approval purpose and bidders to ensure adherence.
- 7.6 The Contractor shall ensure that their billing documents support cost / expenses booking at Divisional level / Sub Divisional level as required by the Company.

8. TAX INVOICE SUBMISSION PROCEDURE AND CERTIFICATION

- 8.1 Tax Invoice shall be submitted to the Company for certification. Contractor must pay due attention for submission of Tax Invoice in time and along with relevant Documents to Company.
- 8.2 Tax Invoice shall be certified by Company after verifying relevant original Documents submitted by Contractor. If original Document associated with Tax Invoice is misplaced or lost during transit or for any genuine reason(s) attributable to Contractor, the reason(s) should be informed to Company in writing in stipulated period as instructed by Company. A true copy of certified Document with an indemnity bond or Bank Guarantee, as the case may be, must be submitted in the format provided by the Company.
- 8.3 Incomplete Tax Invoice will not be considered for processing of payments in terms of the Contract. Company reserves right to recover payable amount or part of Tax Invoice from available financial security or other dues of the contractor with the Company. Contractor shall be paid in terms of the Contract based on certification of Tax Invoice along with associated relevant Document(s) by the Company only.

9. TIME ESSENCE OF CONTRACT

- 9.1 Time is the essence of the contract and the contractor shall be responsible for performance of his works in accordance with the specified schedule. If at any time, the contractor is falling behind the schedule for reasons attributable to him, he shall take necessary action to make good for such delays by increasing his work force or by working overtime or otherwise to accelerate the progress of the work and to comply with schedule timelines and shall communicate such actions in writing to the company, to the satisfaction of the Company that his action will compensate for the delays. The contractor shall not be allowed any extra compensation for such actions.
- 9.2 Time shall be the essence of the Contractor. Contractor shall complete his work in accordance with the specified time-lines/ Schedules as per the terms of the contract or as may be instructed by the Company from time to time.

10. LIQUIDATED DAMAGES

- 10.1 Contractor shall ensure that the work under the agreement is carried out in accordance with the terms and conditions of the agreement. The decision of the authorized personnel / Engineer – in- charge as regards performance of the contract will be final and binding. If the work under the agreement is not carried out to the satisfaction of the authorized personnel/Engineer – in- charge of BRPL including events of delay for reasons attributable to the Contractor, the Contractor shall be liable to pay and/or reimburse to the Company a sum:
- a) Equivalent to charges for completion /rectification of work plus 30% overhead charges, which will be recovered from the Contractor's invoice/outstanding payment/CPBG;
 - b) Equivalent to the penalties defined in various clauses of tender/contract.
- 10.2 The parties agree that the above amounts, including the amounts set out in the provisions relating to the penalty, are a reasonable estimate of the additional expenses required to be incurred by the Company due to the breach by the Contractor of the terms and conditions of this agreement. The Company shall be entitled to set off the entire amounts due from the Contractor against the amount payable by Company to the Contractor and CPBG.

11. PERIOD OF MOBILISATION

- 11.1 Contractor shall mobilize its resources to carry out the assigned services under this Agreement immediately/in advance so that services are made available from the date of start.

12. OPENING OF SITE OFFICE:

- 12.1 The Contractor shall also open and maintain a site office in the area and depute its authorized representative there.

13. ACCESS TO THE SITE

- 13.1 The Company shall provide to Contractor the right of access to the Site progressively for the Execution of the Works. The Contractor acknowledges that its access to the Site shall not be exclusive to the Contractor but subject to the restrictions as contained in the Contract as well as the following:
- a) Any public passage or right existing over any part of the Site from time to time;
 - b) The rights and obligations of persons or authorities under any Applicable Laws; and
 - c) The rights of the Company's Representative, Consultants or any other representative of the Owner or any statutory authorities to have access to the Site for inspection of the Works
- 13.2 If the Contractor foresees any delay in the Execution of the Works due to failure on the part of the Company to provide right of access to the Site, the Contractor shall immediately give written notice to the Company's Representative substantiating its claim for any delay in the execution of the works due to delay in providing the Site. After receipt of such notice, the Company's Representative shall determine extension of time, if any, to be granted to the Contractor and notify the Contractor accordingly. The Contractor acknowledges and agrees that it shall not be entitled to any monetary claim under any circumstances whatsoever due to any delay in handing over of the Site by the Company.
- 13.3 The Contractor shall not demolish, remove or alter any structures or other facilities on the Site without the prior written approval of the Company's Representative. The Contractor shall further ensure that all garbage resulting from the Execution of the Works is removed or disposed off, in accordance with Applicable Laws.

14. INSPECTION & QUALITY CONTROL

- 14.1 Inspection shall be performed by BRPL or its appointed authorized inspection agency. The contractor at his sole expenses shall correct defective works. Such rectification needs to be done / completed within the timelines specified by BRPL.

15. DEMOBILISATION/ HANDOVER ON CONTRACT COMPLETION

- 15.1 The contractor shall ensure that all the premises/equipment/services are in good working condition and are with full configuration while handing over back to the Company/new Contractor at the end of the contract.
- 15.2 The demobilization/ handover period will be a period of upto 30 days starting from the date of expiry of the contract. The Contractor shall have to complete the demobilization process including closing all pending calls, and handing over all site-related information to the new Contractor/BRPL during this period.
- 15.3 Within 30 days of the expiry of the contract, the Contractor's representative and BRPL's representatives or the new Contractor may carry out a Joint survey/physical inspection to identify the status of the premises/equipment/services at their locations. If any of the premises/equipment/services are found non-working/irreparable/unsatisfactory, it is the responsibility of the contractor to make the same good as part of the existing contract.

- 15.4 No payments shall be admissible for the demobilization period/activities.
- 15.5 In case the Contractor is not able to close the pending work as identified in Joint survey/physical inspection during the demobilization period, BRPL at its sole discretion can get the work done / Services rendered/ equipment restored/ repaired/substituted by new Contractor/the third party at the risk and cost of the Contractor and the same will be deducted/recovered from the bills of the contractor or the security amount , CPBG , retention amount or otherwise as per terms of the contract and no claim from the Contractor's side , of any nature, including the claim citing the award of work to third party and, consequences thereof, shall not be maintainable.
- 15.6 Payments for the last month shall be cleared only after all the pending works have been closed successfully as indicated above.
- 15.7 Ceiling on deductions/penalty stipulated in this contract, if any, shall not be applicable on deductions stipulated herein during demobilization/ handover on contract completion.

16. REPORTS AND INFORMATION

- 16.1 The Contractor shall be obliged to submit or furnish to Company, all or any information as desired by company, in the form of a report or otherwise. The report may be required at regular interval as specified/required by company. The information shall be provided in a format to be specified by the company to the Contractor. However, company, reserves the right to revise this format which would be communicated to the Contractor and it shall be valid and binding obligation on the Contractor to submit the desired information in the revised format.

17. STATUTORY OBLIGATIONS

- 17.1 The Contractor shall ensure the due compliance of all the applicable statutory acts, including but not limited to the following acts, where special attention of the Contractor is required to be drawn towards the compliance of provision (along with the latest amendments/additions) including any statutory approval required from the Central/State Governments, Ministry of Labour.
- 17.1.1 The Child Labour (Prohibition and Regulation) Act, 1986.
- 17.1.2 The Agreement labour (regulation & Abolition) Act 1970
- 17.1.3 The Contract Labour (Regulation and Abolition) Act, 1970.
- 17.1.4 The Employee's Pension Scheme, 1995.
- 17.1.5 The Employee's Provident Funds and miscellaneous provisions Act, 1952.
- 17.1.6 The Employees State Insurance Act, 1948.
- 17.1.7 The Industrial Disputes Act, 1947.
- 17.1.8 The Maternity Benefit Act 1961.
- 17.1.9 The Minimum Wages Act, 1948.

- 17.1.10 The Payment of Bonus Act, 1965.
- 17.1.11 The Payment of Gratuity Act, 1972.
- 17.1.12 The payment of Wages Act, 1936.
- 17.1.13 The Delhi Shops & Establishment Act, 1954.
- 17.1.14 The Workmen's Compensation Act. 1923.
- 17.1.15 The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013
- 17.1.16 The Delhi Preservation of Trees Act 1994
- 17.2 Further the Contractor shall be liable to comply with all the amendment in existing acts / upcoming new comprehensive labour acts/codes related to applicable labour laws.
- 17.3 The Contractor shall, prior to commencement of the jobs under this agreement, furnish to the Company the Registration No and Codes of permanent Provident Fund and ESI of its employees.
- 17.4 Contractor shall bear the entire responsibility, liability and risk relating to coverage of its workforce under different statutory regulations including Workmen's Compensation Act, ESI Act, Factories Act 1948, the Contract Labour (Regulation and Abolition) Act 1970, as amended from time to time, and any other relevant laws/regulations as the case may be. Contractor shall also be solely responsible for the payment of all benefits such as Provident Fund, Bonus, Retrenchment Compensation, leave etc. applicable as per the various statutory laws/regulations and shall keep the Company indemnified in this regard against any claim. The Company shall be entitled to deduct from any money due to or become due to Contractor, any money paid or payable by way of compensation as aforesaid or cost or expenses in connection with any claims thereto and Contractor shall abide by the decision of the Company as regards the sum payable by Contractor under the provisions of this clause
- 17.5 The Contractor shall obtain all registration/permissions licenses etc., which are/may be required under any labour or other legislations for providing the services under this Agreement.
- 17.6 Contractor shall take insurance policy under the Workmen Compensation Act to cover workers, not covered under ESI Act 1948, engaged by it and Accident Liability Insurance for its employees for payment of compensation on account of injury, fatal or otherwise due to accident during service. Copies of these insurance policies will be submitted to company for reference and records and these insurance policies shall be kept valid at all times.
- 17.7 In case it is desired by any Labour authorities to produce the records with respect to salary/ PF/ESI/EDIL/Bonus etc., the said record/register will be made available by the Contractor.
- 17.8 The contractor shall follow all law of the land and prevailing orders issued by various Govt. Departments like Department of Power / DERC/ NGT/ Department of Forest/ Department of Environment / DPCB / CPCB/ Court orders etc.

18. PENALTY FOR NON-COMPLIANCE OF STATUTORY REGULATIONS

- 18.1 If any non-compliance of any Statutory Obligation is observed then an amount equivalent to 1.5 times of the value of the non-compliance will be retained from outstanding (monthly) payment bill, however; if non-compliance is continued, penalty will be levied as follows:
- 18.1.1 Retained amount will be converted into penalty if non-compliances are not closed within 60 days
- 18.1.2 Termination of agreement in case non-compliances are not cleared after show cause in writing.
- 18.1.3 The imposition of the penalty is without prejudice to the BRPL's right to terminate the Contract. The closure of the work and final settlement of the contract order shall be effected only after issuance of NOC by BRPL.

19. PENALTY FOR MISCONDUCT/FAILURE IN PERFORMANCE OF TASK UNDER AGREEMENT

- 19.1 The Contractor and its manpower shall adhere all code of conduct/ Schedule/ SOP/ Instructions associated with the task to be performed under the agreement.
- 19.2 During the period of validity/execution of task under agreement, the behaviour of manpower deputed by Contractor shall be entirely professional and shall not commit any misconduct.
- 19.3 Misconduct shall refer to the following:
- 19.3.1 Interaction with the customer in a non-professional way, including any form of verbal/physical abuse to customer or misuse/damage/tempering of premises and/or meter.
- 19.3.2 Any form of harassment to customer i.e. asking for bribes, reaching customer premises outside the defined working hours, asking the customer for any favours etc.
- 19.3.3 Additional interaction with customer not under purview of task to be performed under agreement.
- 19.3.4 Provide other customer services with or without a charge unless directed by BRPL.
- 19.3.5 Accessing BRPL's IT Infrastructure within data centre or anywhere else, in BRPL premises.
- 19.3.6 The contractor's deputed manpower do not wear the uniform as per the terms and conditions of the contract during the performance of services under the contract.
- 19.4 BRPL shall conduct audit and quality checks on the activities to be performed by Contractor and/or the personnel deputed by Contractor under Agreement on a periodic basis, to ascertain the overall quality and performance of field activities.
- 19.5 Any complaints received by BRPL either directly from the customer or observations through audit or any other sources shall be reviewed by BRPL. The decision of the committee on the final action on Contractor shall be binding.
- 19.6 **PENALTY FOR MISCONDUCT**
- The penalty to be imposed in case of misconduct shall be as follows:

19.6.1 In case of any misconduct as defined above, a penalty of Rs 5000/- per incident shall be levied.

19.6.2 In case of multiple incidences of Misconduct:

1) 4 complaints per annum

OR

2) more than 1 complaint in a quarter

An additional penalty of Rs 20,000/- shall be levied and possible termination of the contract.

19.7 The person responsible for such incidence of misconduct must be immediately removed by Contractor from Company's services under the contract and should also never be deployed for providing any other services to the Company. If needed contractor shall file police FIR against such person

19.8 The Contractor shall collect the following documents from the manpower deputed under this agreement, within two weeks of mobilization and shall deposit the same with BRPL as & when demanded, as follows:

- (i) Educational Qualification Certificate: Certificate and mark-sheet of all manpower demonstrating the highest educational qualification of all personnel, making them competent for the task assigned.
- (ii) Permanent Address Proof: Supporting document for permanent address proof of all personnel.
- (iii) Identity Proof: Copy of PAN/ Adhaar card should be submitted as identity proof for all personnel.

19.9 Contractor shall deploy the manpower in mutual consultation with BRPL. BRPL reserves the right to reject deployed manpower, in case the same is not found suitable.

19.10 The Contractor shall conduct relevant background checks and prepare Background Reports through an authorized agency of all manpower deployed for the performance of task under agreement in BRPL within one month of deployment

Such reports shall be shared with BRPL as requested. Contractor shall submit an Affidavit clearly stating that back-ground check for all personnel is complete and back-ground reports have been prepared to this effect within one month of deployment.

20. STATUTORY PERMISSION/ APPROVALS

20.1 The Contractor shall take all steps as may be necessary to comply with the various applicable laws/rules including the provisions of agreement labour (Regulation & Abolition Act) 1970 as amended, minimum wages Act, 1984, Workmen Compensation Act, ESI Act, PF Act, Bonus Act and all other applicable laws and rules framed there under including any other statutory compliance/approval required from the Central/State Govt., Ministry of Labour.

20.2 The Contractor must also submit the following before award of First Work Order under agreement and these shall be renewed time to time:

- a) Certificate of registration under Contract labour (R & A) Act 1970.

- b) PF Code No. and all employees to have PF A/c No. under PF Act, 1952.
- c) All employees to have a temporary or permanent ESI Card as per ESI Act.
- d) ESI Registration No.
- e) GST registration number
- f) PAN No.
- g) Electrical License as applicable
- h) Labour License under Labour Act (R & A) Act 1970. A copy of Labour License shall be deposited by Contractor with all Engineer-in-charge responsible for execution of the job before start of the work by the contractor, as per guidelines of HR department.)

20.3 The Contractor must follow/adhere/perform the following task:

- a) To take Third Party Insurance Policy before start of work.
- b) To follow Minimum Wages Act prevailing in the state.
- c) Salary / Wages to be distributed not later than 7th of each month.
- d) To maintain Wage- cum - Attendance Register.
- e) To maintain First Aid Box at Site.
- f) To Submit Latest P.F. and E.S.I. challans pertaining to the period in which work was undertaken along with a certificate mentioning that P.F. and E.S.I. applicable to all the employees has been deducted and deposited with the Authorities within the time limits specified under the respective Acts.
- g) To frame and adhere the Workmen Compensation Policy in compliance with the law.
- h) To obtain Labour license before start of work.
- i) Registration of Contractors & Contractual Employees under Building & other Construction Worker Welfare Cess Act 1996 & The Building & \ other Construction Workers (Regulation of Employment & Conditions of services) Act 1996, as applicable
- j) Registration under “The Delhi Building and other Construction Worker (Regulation of Employment and Conditions of Services) Rules 2002(B.O.C.W.)”, as applicable

Before commencing the work, it would be mandatory for the Contractor to furnish the Company the permanent PF code no and ESI of the employees.

20.4 Contractor ensures that Manpower deployed at the site must adhere to terms & conditions as set out in the Contract.

20.5 The Contractor shall give a written declaration / undertaking on or before 15th of the following month that he has complied with the following:

- a) Has paid minimum wages to his manpower along with its proof.
- b) Deduct and deposited ESI/PF contribution. Copy of the same shall be submitted

- 20.6 Contractor shall comply with all the amendments to existing acts, upcoming new comprehensive labour acts related to applicable labour law, wage code etc.

21. PERMITS, LICENSES & APPROVALS

- 21.1 It shall be the Contractor's exclusive responsibility to obtain all requisite approvals, permits or licenses required for the performance of the Services. However, upon the request of the Contractor, the Company may, where it is necessary to do so, provide reasonable assistance to the Contractor, at the risk and cost of the Contractor, in applying for and obtaining such permits, licenses or approvals. Any delay in obtaining any such permits, licenses and approvals shall not relieve the Contractor from any of its obligations under the Contract.
- 21.2 The cost of obtaining the above mentioned permits, approvals and licenses and follow- up of the applications for such permits, approvals and license shall be borne by the Contractor.
- 21.3 It shall also be the Contractor's exclusive responsibility to obtain those requisite approvals, permits or licenses required for the performance of the Services which needs to be obtained by the Company. However, the cost of obtaining such permits, approvals and licenses shall be borne by the Company. Company shall provide reasonable assistance to the Contractor in applying for and obtaining such permits, licenses or approvals. Any delay in obtaining any such permits, licenses and approvals shall not relieve the Contractor from any of its obligations under the Contract.

22. REPRESENTATION, WARRANTIES AND GUARANTEES

The Contractor hereby represents warrants and guarantees that:

- 22.1 It is a legally recognized entity under the laws of India;
- 22.2 The Agreement contains valid and binding obligations and is enforceable in accordance with the terms hereof;
- 22.3 It has studied the technical feasibility, Site conditions and other prevailing conditions and all other operational details and based on these studies carried out, has agreed to provide to the Company the services as contemplated in this Agreement;
- 22.4 It has appraised itself of all applicable rules and regulations, and shall at all times comply with such rules and regulations;
- 22.5 It shall procure vehicles and hire manpower suitable for the purposes of rendering services as contemplated in this agreement;
- 22.6 The Services would be conducted in a safe and efficient manner at the Site and at all times in compliance with Good Industry Practices and requirements of the Company, and in any event, in accordance to this Work Order/agreement;
- 22.7 It shall procure all consents, licenses, permits, approvals and certificates and authorizations as may be required from any governmental authority for the performance of services at the Site;

- 22.8 It shall duly pay the duties, taxes and levies as are set out in this agreement or otherwise, which are to be paid by the Contractor;
- 22.9 There is no action, suit or proceeding, at law or in equity, or to the best of knowledge of Contractor, any official investigation before or by any governmental authority, arbitration tribunal or other body pending or, to the best of its knowledge, threatened against or affecting it or any of its property, rights or assets, which could reasonably be expected to have material adverse effect on its ability to perform its obligations under this Agreement or on the validity or enforceability of this agreement;

23. EVENTS OF DEFAULT

Company may, without prejudice to any of its other rights or remedies under the Contract or in law, terminate the whole or any part of this Contract by giving written notice to the Contractor, if in the opinion of Company, contractor has neglected to proceed with the Contracts with due diligence or commits a breach of any of the provisions of this Contract including but not limited to any of the following cases:

- 23.1 Failing to complete execution of Contract as per the terms and conditions specified in the Contract.
- 23.2 Failing to complete Contracts in accordance with the approved schedule of Contract.
- 23.3 Failing to comply with any reasonable instructions or orders issued by Company in connection with the Contract.
- 23.4 Failing to comply with any of the terms or conditions of this Contract.
- 23.5 In the event Company terminates this Contract, in whole or in part, on the occurrence of any event of default, Company reserves the right to engage any other vendor or agency to complete the Contract or any part thereof, and in addition to any other right Company may have under the Contract or in law including without limitation, including the right to penalize for delay under clause "Liquidated Damage" of this Contract, the contractor shall be liable to Company for any additional costs that may be suffered/borne by Company for the execution of the Contract.
- 23.6 Failure on the part of the Contractor to maintain its confidentiality obligations and or compromising its integrity, which are required to be of highest standards, in so far as the present scope of work is concerned.

24. RISK & COST

- 24.1 If the Contractor fails to execute the work as per specification/Agreement/as per the direction of Engineer-in-charge within the scheduled period and/or even after the extended period, the company shall be having the right to cancel/terminate the agreement and the company reserves the right to get the work executed from any other source at the Risk & Cost of the Contractor. The Extra Expenditure so incurred shall be debited to/recovered from the Contractor.

25. LIMITATION OF LIABILITY

- 25.1 The Contractor's liability (except Third Party Liability; covered under the agreement and addendums thereto) for all damages, losses, acts or omissions, howsoever occasioned, shall not, at any time exceed an amount equivalent to Contract Value.
- 25.2 Notwithstanding anything stated in the agreement, the limitation of Liability shall not be available/applicable in case of wilful default/breach/negligent act/misconduct on the part of the Contractor and/or its employees.

26. TERMINATION

26.1 TERMINATION BY COMPANY FOR NON PERFORMANCE

- 26.1.1 During the course of the execution, if at any time the Company observe and forms an opinion that the work under the order is not being performed satisfactory and the performance of the Contractor not found satisfactory, the Company reserves its right to cancel/ terminate this Agreement giving 30 days' notice without assigning any reason and the Company will recover all damages including losses occurred due to loss of time from the Contractor. On receipt of such notice the Contractor shall immediately stop all activities related to the work terminated. This is without prejudice to other rights under the terms of contract. The Contractor shall hand over the Company all drawing/documents prepared for this contract up to the date of cancellation of order.

26.2 PREMATURE TERMINATION

The order can be terminated by the Company before the expiry of its term under the following conditions:

- 26.2.1 The Contractor repudiates this order or otherwise evidences intention not to be bound by this order;
- 26.2.2 The Contractor assigns, mortgages, or charges or purports to assign, mortgage, or charge any of its obligations or rights in contravention to the provisions of this order; or, transfers or negates any of its obligations in contravention to the provisions of this order.
- 26.2.3 The Contractor breaches the Secrecy/Non-disclosure Clause/Confidentiality obligations.
- 26.2.4 If at any stage during the tenure of the work order, Contractor is found to be involved or indulging or even attempting illegal, unlawful action or activities or some fraudulent or even trying to take or ask bribe from any customer or to give bribe official/staff or misuse or abuse any meter or property of the Company.
- 26.2.5 The Company shall be entitled to deduct from any money due or to becomes due to the Contractor, money paid or payable by way of compensation as aforesaid or cost or expenses in connection with any claims thereto. The Contractor shall abide by the decision of the Company as to the amount payable by the Contractor under the provision of this clause.

26.3 TERMINATION BY COMPANY FOR CONVENIENCE

- 26.3.1 The Company shall, in addition to any other right enabling it to terminate the Contract, have the right to terminate the Contract at any time without assigning any reason, by giving a written notice to the Contractor. The Contract shall stand terminated on receipt of such notice but such termination shall be without prejudice to the rights of the Parties accrued on and before the date of termination.

27. GOVERNING LAW AND ARBITRATION

- 27.1 Governing Law: This Work Order/Agreement shall be governed by the laws of India and each party submits to the exclusive jurisdiction of the courts in New Delhi.
- 27.2 Dispute Resolution Mechanism. All disputes and differences arising out of or in connection with this Agreement shall be resolved amicably by mutual discussion within 30 days. If the dispute cannot be resolved by mutual discussions and agreement, the parties will take such dispute to an arbitral panel comprising Sole Arbitrator jointly appointed by the parties to agreement.
- 27.3 In the event parties fail to appoint the sole arbitrator within 30 days from the date of request made by party, the Sole Arbitrator shall be appointed as per the provisions of The Arbitration and Conciliation Act 1996 as amended upto date. The arbitration shall be conducted in New Delhi in accordance with the provisions of the Arbitration and Conciliation Act 1996. The award of the arbitral panel shall be final and binding on all parties. The arbitration proceedings shall be conducted in English. The venue and seat of Arbitration shall be in Delhi Only. The cost of arbitration shall be shared equally between the parties unless otherwise directed by the Arbitrator.

28. FORCE MAJEURE

28.1 General

An "Event of Force Majeure" shall mean any event or circumstance not within the reasonable control, of the Party affected, but only if and to the extent that:

- 28.1.1 Such event or circumstance, despite the exercise of reasonable diligence, could not have been prevented, avoided or reasonably foreseen by such Party;
- 28.1.2 Such event or circumstance materially and adversely affects the ability of the affected Party to perform its obligations under this agreement, and the affected Party has taken all reasonable precautions, due care and reasonable alternative measures in order to prevent or avoid the effect of such event on the affected party's ability to perform its obligations under this Agreement and to mitigate the consequences thereof. For the avoidance of doubt, if such event or circumstance would not have materially and adversely affected the performance of the affected party had such affected party followed good industry practice, such event or circumstance shall not constitute force majeure.
- 28.1.3 Such event is not the direct or indirect result of the failure of such Party to perform any of its obligations under this Agreement; and
- 28.1.4 Such Party has given the other Party prompt notice describing such events, the effect thereof and the actions being taken in order to comply the relevant clause

28.2 Specific Events of Force Majeure

Subject to the provisions of the agreement, Events of Force Majeure shall include only the following to the extent that they or their consequences satisfy the above requirements:

- 28.2.1 The following events and circumstances:
- a) Effect of any natural element or other acts of God, including but not limited to storm, flood, earthquake, lightning, cyclone, landslides or other natural disasters, and\
 - b) Explosions or fires or flood

- 28.2.2 Public disorder, insurrection, rebellion, sabotage, riots or violent demonstrations of a local character;
- 28.2.3 Declaration of the Site as war zone.
- 28.2.4 Any order, regulation, directive, requirement from any Governmental, legislative, executive or judicial authority.
- 28.3 Notice of Events of Force Majeure
- If a force majeure event prevents a party from performing any obligations under the Agreement in part or in full, that party shall:
- 28.3.1 Immediately notify the other party in writing of the force majeure events within 2 working days of the occurrence of the force majeure event
- 28.3.2 Be entitled to suspend performance of the obligation under the Agreement which is affected by force majeure event for the duration of the force majeure event
- 28.3.3 Use all reasonable efforts to resume full performance of the obligation as soon as practicable
- 28.3.4 Keep the other party informed of all such efforts to resume full performance of the obligation on a regular basis
- 28.3.5 Provide prompt notice of the resumption of full performance or obligation to the other party.
- 28.4 Mitigation of Events of Force Majeure
- The Contractor shall:
- 28.4.1 Make all reasonable efforts to prevent and reduce to a minimum and mitigate the effect of any delay occasioned by an Event of Force Majeure, including applying other ways in which to perform the agreement;
- 28.4.2 Use its best efforts to ensure resumption of normal performance after the termination of any Event of Force Majeure and shall perform its obligations to the maximum extent practicable as agreed between the Parties; and
- 28.4.3 Keep the Company informed at regular intervals of the circumstances concerning the event of Force Majeure, with best estimates as to its likely continuation and what measures or contingency planning it is taking to mitigate and or terminate the Event of Force Majeure.
- 28.5 Burden of Proof
- 28.5.1 In the event that the Parties are unable in good faith to agree that a Force Majeure event has occurred to an affected party, the parties shall resolve their dispute in accordance with the provisions of this agreement. The burden of proof as to whether or not a force majeure event has occurred shall be upon the party claiming that the force majeure event has occurred and that it is the affected party.
- 28.6 Termination for Certain Events of Force Majeure
- 28.6.1 If any obligation of any Party under the Agreement is or is reasonably expected to be delayed or prevented by a Force Majeure event for a continuous period of more than 1 (one) month during the Term of the Agreement, the Agreement shall be terminated at the discretion of the Company and neither Party shall be liable to the other for any consequences arising on account of such termination.
- 28.6.2 The Company reserves the right to demand the Contractor's services on holidays as well as beyond the normal working hours.

- 28.6.3 The Contractor will ensure that none of their person is engaged in any unlawful activities subversive of the Company's interest failing which suitable action may be taken against the Contractor as per the terms and condition of this order.
- 28.6.4 The Contractor shall be liable for payment of all taxes and duties as applicable, to the State/ Central Govt. or any local authority.
- 28.6.5 The Contractor's employees shall not be treated as Company's employees / persons for any purpose whatsoever & facilities/ benefits applicable to the Company's employees shall not be applicable to Contractor's employees. If due to any reasons whatsoever the Company is made liable to meet any obligation under any of the laws & enactment etc., for any reason whatsoever the same shall be recovered from the Contractor either from the present and future amount payable to him or as per law.

29. NOTICE & COMMUNICATION

- 29.1 Any notice or other formal communication to be given under this agreement shall be in writing and signed by or on behalf of the party giving it and shall be sent by registered post, A.D. to the addresses of Contractor or BRPL as mentioned herein above or to any other addresses as agreed by the parties, in writing from time to time. Any notice or other formal communication can also be sent through official e-mail ID of authorized person of Contractor or BRPL.

30. SAFETY CODE

- 30.1 The Contractor shall ensure adequate safety precautions at site, as required under the law of the land to facilitate safe working, during the execution of work under agreement/work order and shall be entirely responsible for the complete safety of their workmen as well as other workers at site and premises during performance of work under agreement.
- 30.2 The Contractor shall observe the safety requirements as laid down in the agreement and in case of sub-contract/assignment (only after written approval of company), it shall be the responsibility of Contractor that all safety requirements are followed by the employees and staff of the sub-contractor.
- 30.3 The Contractor employing two hundred employees or more, including employees deputed under agreement, shall have a safety officer in order to ensure the implementation of safety requirements of the agreement and if the Contractor having lesser number of employees, including agreement workers, shall nominate one of its employees to act as safety coordinator who shall liaise with the safety officer on matters relating to safety and his name shall be displayed on the notice board at a prominent place at the work site.
- 30.4 The Contractor shall be responsible for non-compliance of the safety measures, implications, injuries, fatalities and compensation arising out of such situations or incidents.

- 30.5 In case of any accident, the Contractor shall immediately submit a statement of the same with BRPL and the safety officer, containing the details of the accident, any injury or casualties, extent of properly damage and remedial action taken to prevent recurrence and in addition, the Contractor shall submit a monthly statement of the accidents to BRPL at the end of each month.
- 30.6 The contractor / safety officer shall be responsible for providing training to all staff & workers, safety compliances, testing and fitness of all T&P, PPE, annual safety audit reports etc. in line with CEA norms

31. WORKMEN COMPENSATION

- 31.1 The Contactor shall take insurance policy at his own cost under the Workmen Compensation Act to cover such workers who are not covered under ESI by the Contractor however engaged to undertake the jobs covered under this order and a copy of this insurance policy will be given to Company for reference and records. This insurance policy shall be kept valid at all times. In case there are no workers involve other than those who are covered under ESI by the Contractor, the Contractor shall certify for the same.
- 31.2 The Contractor shall keep the Company indemnified at all times, against all claims of compensation under the provisions of Workmen Compensation Act 1923 as amended from time to time or any compensation payable under any other law for the time being involving workmen engaged by the Contractor in carrying out the job involved and against costs and expenses, if any, incurred by the Company in connection therewith and without prejudice to make any recovery.
- 31.3 The Company shall be entitled to deduct from any money due to or to become due to the Contractor, moneys paid or payable by way of compensation as aforesaid or cost or expenses in connection with any claims thereto and the Contractor shall abide by the decision of the Company as to the amount payable by the Contractor under the provisions of this clause.

32. THIRD PARTY INSURANCE

- 32.1 The Contractor shall, prior to the commencement of work, obtain and maintain at its own cost and expense, a Third-Party Insurance Policy of adequate value. Such insurance shall cover all risks, losses, or damages, including but not limited to human injury, death, loss of animals/birds, and property damage, which may arise in relation to any third party and/or BRPL and/or its employees/associates, as a result of any act, omission, or performance of tasks by the Contractor under this Agreement. The Contractor shall be solely and fully responsible for the final settlement of any claims raised by third parties, and BRPL shall have no liability whatsoever in this regard
- 32.2 It is further agreed by the Contractor that in case of defect/damage to the system because of default on the part of the Contractor, the Contractor shall, at its own cost, be liable to replace/rectify the same at the earliest or make good the loss suffered by BRPL

33. HUMAN RESOURCE ISSUES

- 33.1 The Contractor would execute the works under agreement through its own resources.
- 33.2 The Contractor shall bear all expenses/cost to be incurred towards salary, allowances, perks, travelling allowances, advances, insurance, safety measures, annual increment, security, transportation, conveyance reimbursement, telephone expenses, leave pay and all other misc. expenses etc. of their employees/ workmen during the validity/tenure of the Agreement or any renewed tenure thereto. Also, the Contractor shall be solely responsible for making payment for Hospitalization, Compensation thereof in case of any accident & injury.
- 33.3 The Contractor to deploy its manpower immediately for carrying out the work as specified in the tender document.
- 33.4 The Contractor shall ensure that there are no disputes regarding service, payment etc. of the persons engaged by it, anytime during the tenure/validity of the contract. At no point of time during the tenure/validity of contract, the Contractor's employees shall insist upon the Company for employment, wages, and allowances or any other related matter, payment etc.
- 33.5 The Contractor shall not deploy the manpower below the age of 18 years or above the age of 58.
- 33.6 The Contractor shall not deploy the female manpower between 7 PM to 6 AM.
- 33.7 The Contractor shall be directly responsible for any / all disputes arising between Contractor and its persons and keep the Company indemnified against all losses, damages and claims arising thereof. The Contractor shall resolve all disputes of its manpower. All the legal dues of the manpower of Contractor is to be paid on or before due date as per applicable laws or within 8 days from date of the termination of manpower.
- 33.8 All safety wears required for the Contractor's manpower during the execution of work must be provided by the Contractor at its own cost and the Contractor shall ensure that its employees regularly use such safety gears.
- 33.9 The Contractor shall be responsible for discipline of its manpower and shall ensure that the personnel deputed should adhere to the disciplinary procedure set by the Company. The Contractor shall ensure that none of its associate/personnel is engaged in any unlawful activities or any other activity subversive of the Company's interest, failing which the same shall be termed as breach of the terms of agreement and annexures thereto and suitable action may be taken against the Contractor as per the terms & conditions of the Agreement. The Contractor will ensure that none of the manpower engaged by it will demonstrate before the offices of the Company in any manner whatsoever. In case any of the manpower engaged by Contractor is found indulging in such activities, the same shall be termed as breach of the terms of agreement and annexure thereto and the Contractor will take suitable action against such of their employees and submit the ATR with company.

- 33.10 The Contractor shall ensure compliance with minimum wage requirements of the correct category and shall ensure the following:
- 33.10.1 Timely payment of minimum wages to deployed manpower as per the rate notified from time to time by the Government of National Capital Territory of Delhi.
- 33.10.2 Compliance with all other relevant PF, ESI, Insurance and other laws as applicable per statute.
- 33.10.3 To retain Challans/Receipt issued by Statutory Authorities like Regional Provident Fund Commissioner (RPFC)/including its own Pension Provident Fund Trust for previous month & proof of payment towards compliance of other statutory provisions like E.S.I., GST etc.
- 33.10.4 Contractor will also produce challan/receipt with respect to payment of GST as a proof for such statutory payment.
- 33.11 Contractor shall comply with provisions of the Payment of Wages Act 1936, Minimum wages Act-1948, Employee's Provident Fund & Miscellaneous Provision Act 1952, ESI Act 1948, Company's Liability Act 1936, Industrial Dispute Act 1947, Maternity Benefit Act 1961, Contract Labour (Regulations & abolition) Act 1970, Delhi Shops & Establishment Act or any modification thereof, THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013 or any other Act relating to rules made hereunder from time to time. For the said purpose the Contractor shall get itself covered under the Employee's Provident Fund & Miscellaneous provision Fund 1952 & ESI directly with the appropriate Regional Provident Fund Commissioner, if not done so far and shall intimate to the Company the Code No. allotted by the RPFC & ESI Authorities within one month from the date of commencement of the work under agreement.
- 33.12 Contractor shall organize periodic awareness session on POSH, 2013 and strict compliance to POSH, 2013.
- 33.13 contractor shall have a detailed HR policy for retirement, training, safety, job suitability, health etc. for its employees. Further the Contractor shall have proper grievance redressal process for addressing HR issues raised by its employees.
- 33.14 **ID CARD:**
- 33.14.1 The Contractor will not issue any ID cards to the manpower deputed under agreement, on its own. All ID Cards for the workforce will be issued by BRPL Security ID Card Cell only. The Contractor should maintain the records of Identity Cards of their employees and whenever any employee quits/is removed then his/her Identity card should be collected & submitted to BRPL Security ID Card Cell. Penalty will be imposed on the Contractor in case of violation of the above rule. Contractor shall submit the details/ list of the employees that they are going to be deputed with BRPL Security before the commencement of the work under agreement.
- 33.15 The penalty clause related to employee's ID card shall be as under:
- 33.15.1 It is agreed by the Contractor that within five (5) days from the commencement of agreement/ date of award of work order/ date of renewal of agreement, the Contractor shall be bound to intimate BRPL, the details of manpower deputed by Contractor for the performance of task under this agreement in BRPL specified format.

- 33.15.2 It is agreed by the Contractor that in case of change of manpower deputed by the Contractor under this instant agreement, the Contractor shall, promptly but not later than twenty-four (24) hours of such change, intimate BRPL in writing about the said change and submit the revised details in the BRPL specified format.
- 33.15.3 It is further agreed by the Contractor that it shall, promptly but not later than seven (7) working days from the commencement of agreement/ date of award of work order/ date of renewal of agreement, ensure the issuance of the photo identity cards, issued by BRPL Security, to all the personnel deputed by the Contractor. The ID Cards shall also bear the name of the Company/ Contractor, the contact details of the personnel and the Company and shall ensure that all the personnel, during the performance of task under the agreement, shall wear/ display those ID Cards.
- 33.15.4 In addition to the events of default as specified in the agreement and annexures thereto including as specified above, it has been agreed by the parties to the agreement that the following events shall also be counted as events of default and the Contractor shall ensure not to commit the same:
- a) of staff found working without valid ID Cards (ID Cards issued by BRPL Security) / Not carrying ID cards to the workplace.
 - b) of staff carrying validity lapsed (expired) ID Cards as against the number of staff billed for
 - c) of staff found carrying Contractor issued ID Cards, instead of through BRPL Security - CONTRACTORS cannot issue ID cards for the manpower deployed on BRPL work.
 - d) That the failure by the Contractor in compliance of the terms stated in section above and/ or the commission of defaults as notified above, i.e. non issuance of ID Cards, non-display of ID Cards by the personnel of the Contractor and/ or the commission of any of the defaults, shall attract an agreed penalty for the sum of Rs. 1000/- per person per day and the same shall be deducted/recovered from the monthly bill of the Contractor, without any advance intimation to Contractor by BRPL.
 - e) Certification of penalty (defaults and sum penalized) shall be through BRPL Security, along with intimation to concerned User Department, C&M, F&A. A notice shall be sent to Contractor/ agency.
 - f) That in addition to the penalty as specified above, in case of any blacklisted manpower/personnel is found working/deputed by the Contractor, with BRPL for the performance of work under agreement, the same shall be termed as breach of terms of agreement and annexures thereto and shall, in addition to other penalties and rights available with Company/BRPL, levy a penalty of 1% of the contract value or Rs Fifty Thousand (50000), whichever is lower, and deduct/recover from the monthly bill of the Contractor.
 - g) In case of second or subsequent default as specified above, within 6 months from the first default, the same, without prejudice to other penalties/ remedies that can be imposed/resorted under the terms of this agreement, BRPL reserves the right to terminate the contract.
 - h) It is further agreed by the Contractor that the imposition of penalty and the quantum thereto shall be the sole discretion of BRPL and no claim/dispute by Contractor, challenging the imposition of penalty and/or the quantum thereto shall be maintainable.
 - i) BRPL may review/revise ID card Policy including penalty during the tenure of agreement. This shall be at the sole discretion of BRPL and Contractor shall be liable to comply in full the revised policy, notified time to time.

- j) The Contractor shall submit resumes of its personnel to be deputed/Supervisors within 2 days of Award of Agreement/Work Order for approval and selection by BRPL. BRPL shall conduct interview and select the personnel to be deputed/Supervisors and provide inputs to Contractor for further action and deployment.
 - k) The Contractor shall collect the following documents from the personnel deputed under agreement, within two weeks of mobilization and shall deposit the same with BRPL, as follows:
 - i. Educational Qualification Certificate: Certificate and mark-sheet of all manpower demonstrating the highest educational qualification of all personnel, making them competent for the task assigned.
 - ii. Permanent Address Proof: Supporting document for permanent address proof of all personnel.
 - iii. Identity Proof: Copy of PAN card should be submitted as identity proof, for all personnel.
- 33.15.5 Contractor shall share the above information on demand from BRPL. BRPL reserves the right to reject deployed manpower, in case the same is not found suitable.
- 33.16 The Contractor shall conduct relevant background checks and prepare Background Reports through an authorized agency of all personnel deployed for the performance of task under agreement in BRPL within one month of deployment.
- 33.16.1 Such reports shall be shared with BRPL as requested. Contractor shall submit an Affidavit clearly stating that back-ground check for all personnel is complete and back-ground reports have been prepared to this effect within one month of deployment.
- 33.16.2 In case the Contractor does not provide his employees with PIC (Personnel Identity Card), the same shall be provided by the Company and the cost plus 30% overheads shall be recovered from the contractor's bills. This shall be in addition to the right of company to impose/recover penalty over contractor for such default.
- 33.17 Failure by the Contractor's personnel to wear PIC shall attract a penalty of Rs. 1,000/- per incident per day.
- 33.18 In case, any of the manpower has been found not serving his part of duty on any day as per the instructions, Contractor will be fined at the rate of Rs 500/- per person per day.
- 33.19 A separate penalty as per score card shall be levied.
- 33.20 There will not be duplicity of penalty for the same default.

34. DEPLOYMENT OF RESOURCES

- 34.1 Number of resources to be deployed by the Contractor at all-time shall be specified by the bidder as per the format in Section-V, scope of work.
- 34.2 The contractor shall deploy adequate resources for the smooth execution of work assigned to them. The contractor shall provide complete details including name, address, and Adhaar Card number of resource deployed.

- 34.3 The contractor shall deploy qualified & experienced resources comprising engineers, supervisors, diploma holders, skilled, semi-skilled & unskilled staff in accordance with the requirements of electricity rules, safety laws and other applicable regulatory laws. The contractor shall also ensure to meet the requirements of performance standards as mentioned in this document. If at any stage, the Company/Engineer In-Charge finds the resources not suitable or not up to the mark, the Contractor shall deploy the alternate resources immediately.
- 34.4 Distribution of electricity is an essential service as well as a public utility service. It is imperative to secure the electric network of our license area so that uninterrupted distribution of power supply to essential services like Delhi Metro, Police, hospitals, etc. is maintained. Proper security measures are essential due to the extremely sensitive and critical nature of these services. Therefore, Contractors shall be responsible for maintaining Personal Identification Data of all staff deployed by him at our premises in electronic or any other form as prescribed by the company. In addition to this, the Contractor shall also submit a record of his deployment in various locations to BRPL on a daily basis if required by the Divisional In-charge.
- 34.5 The resource deployed by the contractor shall exercise highest level of integrity at work place and shall not involve in any type of malpractice. In case any resource of the contractor is found involved in any malpractice, the contractor shall indemnify the company for the loss incurred by the company on account of such malpractice/misconduct. Since this scope of work and the assistance contemplated under the present contract or in the nature of statutory assistance towards preventing the theft of electricity under the provisions of the electricity act 2003 the integrity levels of the Contractor and /or the agency which is awarded the contract is expected to be of the highest standards.
- 34.6 In case the Contractor or any resource deployed by it is unable to execute the work assigned to it to the satisfaction of the Company, or the workmen of the Contractor refuse to work, go on strike, or for any other reason, cause a loss of productivity or reduction in working hours, the Company shall have the right to engage another agency to perform the work and/or services, and recover the costs incurred for such work and/or services from the amounts payable to the Contractor or impose penalties on the Contractor, either of which right may be exercised by the Company at its sole discretion. The Contractor shall not be entitled to claim relief from performance of the Contract if the deployed manpower goes on strike, boycotts work, or undertakes similar industrial action.

35. REPLACEMENT OF RESOURCE(S)

- 35.1 Should the Company consider at its sole judgment that the persons deployed by the Contractor are not suitable for the job for whatsoever reason, the Company will have the option either (i) to seek prompt replacement deputing the other person at the cost of Contractor or (ii) to terminate this work order/agreement in part or as a whole.

- 35.2 If the Company finds any employee of the Contractor guilty of any misconduct, incompetence or negligence, the Contractor shall, if so intimated by the Company, withdraw such employee from the work of company and replace him with a qualified and competent manpower. Contractor shall keep the Company informed of all manpower replacements and all such data shall be submitted with the person nominated by Company along with personal & qualification details of such persons deputed as replacement.
- 35.3 If any employee of the Contractor found indulged in unfair practices or causing direct or indirect damage to Company's Image/Property/Revenue, immediate action shall be taken by the Contractor and the Contractor shall suitably compensate the company for all loss incurred by the Company. Contractor shall have retrenchment / removal policy in place to handle such matters.

36. CONTRACTOR'S OBLIGATIONS

General Obligations

- 36.1 The performance of Services as completed by the Contractor shall be wholly in accordance with the Contract and fit for the purposes for which they are intended to and as defined in the Contract. The Services shall include any Service which is necessary to satisfy the Company's requirements and as implied by the Contract.
- 36.2 The Contractor shall execute the Services within the time frame for completion as specified in the order/agreement and Scope of Work. Without prejudice to the provisions of the Contract, before commencing the Services, the Contractor shall satisfy itself regarding the BRPL's requirements. The Contractor shall give notice to BRPL, within forty-eight (48) hours of the receipt of BRPL's requirements, of any error, fault or other defect in the BRPL's requirements or such items of reference.
- 36.3 The Contractor takes full responsibility for the adequacy and stability of Services to be performed at the Site.
- 36.4 The Contractor shall at all times endeavour to adopt best practices as is prevalent in like industry and shall always be required to achieve the desired quality and confirm to the schedule of Service(s) at no additional cost to the company/BRPL.
- 36.5 The Contractor is deemed to have satisfied itself as to the correctness and sufficiency of the BRPL's requirements and other terms of the Contract relating to its risks, liabilities and obligations set out in or implied by the Contract and all matters and things necessary for the proper performance of the Services.
- 36.6 The Contractor acknowledges the responsibility of the following during the performance of the Services:
- 36.6.1 The proper transportation of Manpower and materials upto the Site and back.
- 36.6.2 Availability of skilled Manpower in time.
- 36.6.3 Compliance with the HSE Conditions and adherence to Contractual terms;
- 36.6.4 Protection of the environment and adjacent structures and taking steps for remedying any damage caused to the environment or adjacent structures during the performance of the Services by the Manpower;

- 36.7 The Contractor shall, whenever required by the BRPL, submit details of the arrangement and methods which the Contractor proposes to adopt for the performance of the Services. No alteration to these arrangements or methods shall be made without the approval of BRPL.
- 36.8 Train its Manpower in the manner as reflected in their training manual, requirements of BRPL and as per the best industry practice before the deployment at the Site. Contractor shall maintain training records. Contractor ensures to replace Manpower of same specification in order to relievier / absenteeism of Manpower. In the event of replacement of Manpower, comply with all the pre and post requisite details of deployment, including but not limited to, furnishing of all the required registrations, licenses and medical examinations at the cost of Contractor without reimbursement from Company/BRPL.
- 36.9 Contractor agrees to provide all preliminary information or data as may be required by the Company/BRPL within fifteen days of issuance of the signed LOI/Work order or as per mutually agreed timelines.
- 36.10 In case the Contractor comes across with any ambiguity and/ or discrepancy in the BRPL's requirements, it shall immediately Communicate such ambiguity and/ or discrepancy to BRPL, for seeking appropriate instructions to resolve such ambiguities and discrepancies.
- 36.11 Contractor to maintain sufficient cash flow as working capital to meet daily expenses for the Manpower.
- 36.12 Contractor to coordinate and maintain close liaison with local police and administrators. Contractor to visit Site periodically and as per specific request of Company/BRPL.
- 36.13 Notwithstanding anything contrary in the Contract, Contractor must make judicious and economical use of resources of the company/BRPL at the Site, including, but not limited to resources such as space, water and electricity. In the opinion BRPL discover the misuse of resources by the Manpower, after serving notice to the Contractor if Contractor fails to adhere to this Article, BRPL reserves right to recover a suitable amount as per BRPL discretion. BRPL decision in this regard shall be final & binding.
- 36.14 The Contractor shall not use the name of the company/BRPL in any manner for credit arrangement or otherwise and it is agreed that the company/BRPL shall not in any way be responsible for any debts, liabilities or obligations of the Contractor or its Manpower.
- 36.15 In case, if the company/BRPL is of the opinion, after due consultation with the Contractor, that extra Manpower or material / equipment is/are required for reasons of improving the quality and nature of Services at the Site, the Contractor shall arrange for the same timely at the same price specified in the Contract.

- 36.16 Contractor to ensure that the Manpower deployed should have bank account which their payment must be directly credited to their bank account by the Contractor. The Contractor shall submit the copy of its instructions to the bank to transfer the salary / wages to the account of its Manpower deputed under the contract to the company/BRPL on or before 7th day of every month for the previous month's salary transfer of individual Manpower to their bank.
- 36.17 Contractor to maintain list of Manpower in shifts and attendance muster at the Site entrance for Manpower deployed under the Contract.
- 36.18 The Contractor shall provide such uniforms as approved by the company/BRPL.
- 36.19 Immediately on commencement of the Contract, Contractor shall provide complete bio data of each Manpower employed at Site and shall ensure that the information provided in respect of each Manpower is verified and correct.
- 36.20 Staff working hours will be governed by the Factories Act and Applicable Law as per State where Site is located and Manpower have been deployed.
- 36.21 Contractor must ensure that child labour is not to be deployed at the Site.
- 36.22 A detailed Site specific deployment chart shall be submitted by the Contractor to Company within 5 working days before commencement of Services.
- 36.23 Contractor must ensure to conduct at least bi-weekly surprise checking at Site where their Manpower is deployed and performing Services to ascertain performance as per Contract. Contractor shall provide adequate quick response team and surveillance team for this purpose
- 36.24 Contractor shall develop its own network and arrangements and shall be solely responsible to recruit its own personnel for providing Services.
- 36.25 If required and on specific instructions by the company/BRPL, Contractor shall periodically rotate the Manpower after every 12 months or period as requested by the company/BRPL. BRPL to Communicate the same to the Contractor at least 20 working days before rotation of Manpower is intended.
- 36.26 Manpower so deployed at the Site shall carry out only those Services that are stipulated under the terms of the Contract and shall not do any other job for reward or otherwise, except than those stipulated.
- 36.27 In case of accident of whatsoever nature at the Site where the Manpower is injured or dies, it would be the sole responsibility of the Contractor without any risk and cost of the BRPL and the Contractor further undertakes to indemnify and keep indemnified BRPL, its Directors, and employees against any loss, damage, liability, costs, or claims whatsoever arising out of or in connection with such incidents.
- 36.28 Contractor to submit documents related to Manpower along with Contractor's organisation chart, authorised signatories & etc., before commencement of Services under the Contract.

- 36.29 In case death, injury to any Manpower of the Contractor, Contractor is sole responsible under Workmen Compensation Act and any other Applicable Law. Contractor must not violate any statutory provisions / Applicable Law and shall keep BRPL indemnified, in full, from any claim associated with injury/death to its employee deployed under the agreement. Contractor to compliant with all Applicable Laws. Any breach in statue / Applicable Law, BRPL reserves right to recover reasonable compensation at the discretionary of BRPL.
- 36.30 Contractor to provide master plan for deployment of Manpower and related resourced to the Company/BRPL before commencement of the Services. Along with this Contractor shall provide documentations in details covering Manpower details as requested by BRPL.

Compliance with Applicable Laws by Contractor

- 36.31 The Contractor shall fully familiarize itself and conform in all aspects with all Applicable Laws. The Contractor shall be bound to give all notices, file all returns, etc., required by Applicable Laws, as aforesaid and to pay all fees and charges in respect thereof. Contractor must have experienced manpower with knowledge to handle all statutory compliance related matters
- 36.32 The Contractor shall not be absolved from any of its obligations under Applicable Laws or the Contract or claim any additional amount from the Company/BRPL or seek any extension of time due to its ignorance of any Applicable Law.
- 36.33 The Contractor shall indemnify the company/BRPL against all costs, expenses, penalties and liabilities incurred/ suffered by any of the Company due to non-compliance of any Applicable Law by the Contractor in relation to the performance of the Services.
- 36.34 Contractor is required to obtain requisite license issued by the licensing officer/competent authority in the Government office before commencement of Services.
- 36.35 Contractor shall ensure that it remains in compliance with Applicable Laws at all times and maintained registers and records with all particulars as may be specified in the Applicable Laws.
- 36.36 Payment of gratuity (if any) to Manpower will be sole responsibility of the Contractor.
- 36.37 Contractor to submit details of payments made to PF and ESIC authorities with a list of Manpower deployed at the Site with copy of deposit challans. List of Manpower with PF and ESIC numbers to maintained up to date by Contractor and if required to be shared with BRPL.

Contractor's Other Obligations

- 36.38 The Contractor shall also provide the necessary proof of remittances of EPF, Pension amount and ESIC for the previous month, along with their invoices for the current month to Company. Without such proof, the invoices will not be processed for payment.
- 36.39 The employees deployed by the Contractor shall be employees of the Contractor.

- 36.40 Under no circumstances shall any employee of the Contractor be deemed to be an employee of the Company, irrespective of whether the manpower deployed by the Contractor marks attendance at the Company's office.
- 36.41 The Contractor is committed to recruit and provide qualified, experienced, well-trained, physically & mentally fit personnel in accordance with the Company's standard, duly verified by the local police Station as regards their antecedents and backgrounds.
- 36.42 The Contractor shall ensure that, the Contractor's manpower deployed at the Company shall be in good health, shall have proper eyesight and shall not have any medical problems which may endanger his life and the life of the other Company employees appointed at the said location. The Contractor shall ensure that, the Contractor's personnel deployed at the Company shall be entirely responsible for the stock of the commodities stored at the said location. To ensure such safety, the Contractor shall, before deploying any employee in the premises, shall have him medically examined by a registered medical practitioner at its own cost and expenses and produce a medical certificate certifying that the said employee is medically fit. It is further agreed that without such medical certificate, Company shall not permit any such Contractor's personnel to work in its premises. It is further agreed that Company may, from time to time, call upon the Contractor to have all or any of its Contractor's personnel examined.
- 36.43 The Contractor shall uphold the strictest disciplinary standards for all their personnel and any transgressions are dealt with immediately, and to the fullest extent that the law allows
- 36.44 The Contractor shall provide uniforms to the its manpower and shall provide an authority letter to the its manpower and they shall carry the same when they are on duty at the Company.
- 36.45 Whenever any Contractor's personnel go on leave, the Contractor will arrange for a suitable replacement immediately.
- 36.46 The Contractor shall purchase and install an electronic attendance marking system at each of the Company's Division office(s), through which the man power engaged by the Contactor will mark their attendance on a daily basis. Details of the attendance shall be submitted to the Engineer in charge by the Contractor on a daily basis. Additionally, the electronic attendance marking system and all data forming part thereof shall be made available to the Company for a quarterly and annual audit.

The Contractor shall issue monthly pay slips to their respective employees. Pay-slips shall be issued either electronically (via digital portal) or manually (printed copy), ensuring timely and accurate communication of salary details to each concerned employee. The Contractor shall ensure that the payslip shall display the Monthly EL Balance of the employee.

The Contractor shall establish an employee grievance mechanism. The Contractor shall organize regular camps at site locations to address and resolve employee grievances. These camps should cover issues including but not limited to:

- Wage & Reimbursement payment issues
- ESIC-related concerns

- EPF transfer and withdrawal
- Updating personal details in EPF and Mediclaim records.

The objective of these camps shall be to proactively support the Contractor's employees and prevent the escalation of issues that may lead to industrial action.

- 36.47 The Contractor shall fully guide, supervise and monitor the Contractor's manpower deployed in Company locations by its Supervisors.
- 36.48 Supervisors will inspect every location at least once every 15 days during day/night to check the level of control exercised by Contractor's personnel. The Supervisors will take digital photographs of Contractor's personnel in the location during their inspection. The photographs will contain date and time stamp to identify the date the photographs are taken and send the photographs to Company along with their inspection report on weekly basis.
- 36.49 The Contractor undertakes to provide required resources to maintain desired service level. In case of any failure in services due to paucity of resources, BRPL shall be within its rights to make necessary deductions in addition to such rights as available under contract.
- 36.50 The Contractor shall procure that all manpower deployed under this Contract provides a notarised undertaking on non-judicial stamp paper irrevocably waiving any right to claim employment with the Company and releasing the Company from all claims, whether in tort, contract, statute, or otherwise.
- 36.51 **TIMELY DISBURSEMENT OF WAGES**
- 36.51.1 The Contractor shall ensure that monthly wages/salary disbursed to its manpower timely but not later than 7th of each month. Though the company endeavours to process Contractor's bills on time as per the payment timelines mentioned in agreement (payment terms), under no circumstances delay in disbursement of wages shall be acceptable, it is the Contractor's responsibility to ensure the same, accordingly the bidders are expected to quote their rates to fulfil their obligations towards the timely disbursal of wages and all other benefits including PF/ESI/Bonus/leave pay/allowances etc.
- 36.51.2 It may please be noted that BRPL reserves the right to terminate the agreement in case of second or subsequent repeated instances of delay in disbursal of the wages.

37. THE COMPANY/BRPL'S OBLIGATIONS/RESPONSIBILITIES

- 37.1 BRPL may check the competencies of the manpower for the work for which they are deputed to ensure that requisite skill and competency levels are being met with by the Contractor.
- 37.2 BRPL shall not exercise direct control (including matters of payments, discipline and removal/termination) and supervision over the Contract Manpower and that shall be done by the Contractor. However, BRPL shall have a right to assess the abilities and skills of the Manpower deployed by the Contractor to ensure the quality of Service provided under the Contract, without actually managing or directing such Contract Manpower.
- 37.3 The contractor shall ensure to maintain the registers like muster roll, wage register, etc., and shall share the copy of the same with BRPL as and when demanded,

- 37.4 The Company/BRPL reserves the right to engage other party(ies) to perform similar or identical Services to be performed by Contractor under this Contract / Agreement for which Contractor shall not have any objections.
- 37.5 BRPL reserves right to review the resources requirement for the performance of assigned task, on periodically or preferably on monthly basis for their respective performance. The Contractor, without any objection, shall deploy resources on time accordingly. The Contractor to deploy resources within 2 days (including Central and State holidays) to Site / establishment as notified by BRPL in writing. Failure to do so shall result into delay in deploying resources for the completion of the assigned task, the reasonable compensation shall be applicable in terms of the Contract.
- 37.6 BRPL shall at all times have access to any Site where the Manpower is engaged and performing any of the Services and BRPL shall have the right to inspect performance at Site. Any deviation or gap or discrepancies arises while executing Services shall be communicated to Contractor within 3 working days. The Contractor within next two working days shall provide reasonable feedback with evidence if any to BRPL. If Contractor does not respond to the Communication in time under this sub Article, it tantamount to breach of the Contract and shall attract reasonable compensation in terms of the Contract.

38. INDEMNITY

- 38.1 The Contractor shall indemnify, defend, save and hold harmless all directors, company and its employees against any and all suits, proceedings, actions, demands and third party claims for any loss, damage, cost and expense suffered by company on account of the negligence, act or omission inaction by the Contractor or its employees under this Agreement. Agencies shall also wholly indemnify and compensate company against any theft, misappropriation, fraudulent act or omission, any collusion with customer/s, intentional recording of incorrect reading/DATA, or any other offence under the applicable laws or breach of obligation under the present agreement, and would also render itself liable to appropriate legal action being initiated against it by company.
- 38.2 The Contractor shall also be responsible and liable to company for any loss or damage caused to company for any negligence or inaction, damage to the property of company caused by the Contractor or its employees.

39. SECRECY & CONFIDENTIALITY

- 39.1 The technical information, data and other related documents forming part of order and the information obtained during the course of investigation under this order shall be the Company's exclusive property and shall not be used for any other purpose except for the execution of the order. The technical information drawing, records and other document shall not be copied, transferred, or divulged and/or disclosed to third party in full/part, not misused in any form whatsoever except to the extent for the execution of this order.

- 39.2 These technical information, drawing and other related documents shall be returned to the Company with all approved copies and duplicates including data/drawing/plans as are prepared by the Contractor during the executions of this order, if any, immediately after they have been used for agreed purpose.
- 39.3 In the event of any breach of this provision, the Contractor shall indemnify the Company against any loss, cost or damage or claim by any party in respect of such breach.
- 39.4 The Contractor shall not use the name/logo/emblem of the Company in any manner either for credit arrangement or otherwise and it is agreed that the Company shall not in any way be responsible for the debts, liabilities or obligations of the Contractor and/or his employees.
- 39.5 The Contractor hereby covenant that the Contractor shall be responsible for theft, if any committed, by his staff and the Contractor shall indemnify Company from and against all claims, demands, actions, suits and proceedings, whatsoever that may be brought or made against the Company by or on behalf of any person, body, authority whatsoever and whomsoever and all duties, penalties, levies, taxes, losses, damages, costs, charges and expenses and all other liabilities of whatsoever nature which the Company may be liable to pay, incur or sustain by virtue of or as a result of the performance or non- performance or observance or non- observance by the Contractor of any of the terms and conditions of this agreement. The Company shall have full power and rights at its discretion to pay or defend or compromise any suits, claims or demands brought or made, whether pending or threatened touching upon this agreement as it may consider necessary or desirable and shall be entitled to recover from the Contractor all sums of money including all legal costs, charges and expenses incurred by virtue of any such compromises which shall not be called into question by the Contractor but shall be final and binding on the Contractor.
- 39.6 Contractor shall submit signed NDA as per the format 4.3 attached.

40. NON-EXCLUSIVITY

- 40.1 The award of the work order/agreement to the Contractor shall not preclude the Company from awarding the same order for similar work at the same rates, or on any terms and conditions to other party or parties. The Company at its discretion may place the order on any other party.

41. SEVERABILITY

- 41.1 If any provision of this Agreement is or becomes invalid or unenforceable by the courts of any jurisdiction to which it is subject, such invalidity or unenforceability shall not prejudice the remaining provisions of this Agreement, which shall continue in full force and effect.

42. ASSIGNMENT & SUBLETTING

- 42.1 The Contractor shall not, without company's prior consent in writing assign or sublet or transfer any portion of services awarded to the Contractor as envisaged herein and falling under this contract. Moreover, any such consent shall not relieve the Contractor from any obligation, responsibility, or duty under this Contract.

43. ASSIGNMENT BY THE COMPANY

- 43.1 The rights and obligations of BRPL under the Contract shall be assignable to Affiliates, associate company, joint venture or any other company including change in Management Control and BRPL's lenders without consent of the Contractor. Upon written notice of seven Business Days (07 days) by BRPL, the Contract shall be deemed to have been assigned to the third party under this Article. This Article fulfils its meaning notwithstanding the notice is not accepted by the Contractor and BRPL shall not be obliged to the Contractor after seven days (07) of issue of any further notice.

44. NOT USED**45. NO JOINT VENTURE**

- 45.1 The Contractor shall not constitute a joint venture, consortium or other unincorporated grouping of two or more Persons, following the execution of the Contract, without the prior written approval of the Company.

46. WAIVER OF RIGHTS

- 46.1 No delay or forbearance by company in exercising any right or power under this Agreement shall be construed as a waiver of such right or power, nor shall any single or partial exercise of such right or power preclude any further exercise of such right of power.

47. THE COMPANY'S RIGHT TO VARY QUANTITIES

- 47.1 The Company reserves the right to vary the quantity i.e. increase or decrease the Numbers/ quantities without any change in terms and conditions during the execution of the Order. BRPL may increase or reduce the area/ scale of operations after starting of execution of the contract and the size of contract may be adjusted accordingly.

48. CONTRACTOR'S EQUIPMENT

- 48.1 All Contractor's Equipment and Temporary Works provided by the Contractor or any permitted Subcontractor, shall, when brought on to the Site, be deemed to be exclusively intended for execution of the Works and not be removed without the consent, in writing, of the Company's Representative.

- 48.2 Upon completion of the Works, the Contractor/permitted Subcontractor shall remove from the Site, all its Equipment and Temporary Works and its unused materials.
- 48.3 The Company shall not at any time be liable for the loss or damage to any of the constructional plant, Temporary Works or materials.
- 48.4 The Contractor shall, upon written request by the Company's Representative, produce to the Company's Representative, all documents evidencing title to or the contractual arrangement giving the right to the Contractor to use the Contractor's Equipment. In the event of failure to comply with such request within seven (7) days, then without prejudice to any other rights, the Company shall be entitled to withhold the payments due to the Contractor under the Contract.

49. AVAILABILITY OF TOOL & PLANT (T&P)

- 49.1 The contractor shall provide T&P to their staff as mentioned in Scope of work. The contractor shall provide all tools in the beginning of contract and shall ensure the proper availability of tools and tackles as per that list throughout the contractual period. These tools shall be of make as specified in the Scope of work. It shall be responsibility of contractors to replenish and maintain the existing T&P on regular basis.
- 49.1.1 All the T&P shall be tagged / marked as "BRPL-NMC-Div Name-Serial No." , For e.g. LNR Divn T&P shall be tagged / marked as "BRPL-NMC-LNR-001" The tagging/ marking shall be done wherever possible
- 49.1.2 A certificate from Engineer-In Charge to this effect under point no. I above and that T&P have been provided to all working staff.

50. FREE ISSUE MATERIAL

- 50.1 The Company, may provide free issue materials to Contractor in those cases only where it is specifically mentioned in the Contract. Transportation of free issue materials from site / store or place of availability at site to the work area shall be in scope of the contractor.
- 50.2 Contractor shall submit Reconciliation Statement of these free issue materials along with monthly bill. Reconciliation Statement will show issued quantity of free issue materials/ quantity consumed in work and quantity balance in contractor's stock.
- 50.3 The Contractor shall have to furnish an Indemnity Bond for materials which are free issued by the Purchaser. Further the contractor shall be responsible for the safe custody of materials till the materials are utilized, fabricated, erected and accounted for in all respects.

51. VENDOR CODE OF CONDUCT

- 51.1 Contractor confirms to have gone through the Policy of BRPL on legal and ethical code required to be followed by Vendors encapsulated in the "Vendor Code of Conduct" displayed on the official website of BRPL (www.bsesdelhi.com) also, which shall be treated as a part of the agreement.

- 51.2 Contractor undertakes that he shall adhere to the Vendor code of Conduct and also agrees that any violation of the Vendor Code of Conduct shall be treated as breach of the agreement.
- 51.3 In event of any such breach, irrespective of whether it causes any loss/damage, company (BRPL) shall have the right to recover loss/damage including liquidated damages from Contractor.
- 51.4 The Contractor hereby indemnifies and agrees to keep indemnified the company (BRPL) against any claim/litigation/liability/penalty including litigation cost arising out of any violation of Vendor Code of Conduct by the Contractor or its officers, agents & representatives etc.

51.A ADOPTION OF LABOUR LAW COMPLIANCE POLICY

The Contractor shall, within 7 (seven) days of the execution of the Agreement, cause its Board of Directors (or equivalent management body) to approve and adopt the labour law compliance policy attached as Format 4.6 of the tender document. It is clarified that, in case of any ambiguities, conflicts and/ or discrepancies between this Agreement and such policy (as may be amended from time to time), this Agreement shall prevail.

52. DISCLOSURE OF RELATIONSHIP

- 52.1 The Contractor acknowledges & undertakes that the Contractor or any partner of the Contractor or director of the Contractor is not related to any of the officers of the Company or the Company's Representative, or alternatively, is a close relative of an officer of the Company or the Company's Representative and has no financial interest/stake in the Company's business. The Parties agree that breach of the above provisions shall entitle the Company to terminate the Contract under Clause 23, without payment of any compensation to the Contractor. The Contractor agrees and acknowledges and shall ensure that its employees, directors and partners do not develop any such interest during the Contract Period.

53. MSME

- 53.1 If the Contractor is covered under the definition of supplier/Contractor under the purview of Micro, Small & Medium Enterprises Development Act, 2006, it shall declare so at the time of its registration as vendor with the Company failing which it will be presumed that it is a non-MSME unit.
- 53.2 Contractor shall provide to Company the proof of classification of its enterprise and filing memorandum with the authorities concerned under the Micro, Small & Medium Enterprises Development Act, 2006 (herein referred to as "the MSMED Act") within one week of receipt of the Contract.
- 53.3 The Contractor further declares and undertakes to intimate Company of any change in its status or constitution under this section from time to time under this Contract. The Contractor must provide MSME registration number along with PAN card and GST registration number on Tax Invoice failing which the Contractor shall not claim any benefit under the MSMED Act.

53.4 The Contractor to furnish the undertaking to the Company in this regard.

54. COVID GUIDELINES

54.1 Looking to the prevailing Covid19 situation, Contractor will ensure that the work carried out in the field by their staff shall be as per the guidelines issued by MHA / BRPL/ Engineer-in- charge from time to time. Further Contractor shall be required to provide to their staff masks/ sanitizers/ all PPEs required for working in Covid19 situation. The Contractor shall further ensure to work as per the guidelines issued by BRPL and the instruction of the Engineer in charge.

55. CLEANLINESS & PRECAUTIONS TO BE TAKEN WHILE DOING WORK AT SITE TO PREVENT DUST POLLUTION

55.1 All debris shall be removed and disposed off at assigned areas on daily basis. Surplus excavated earth shall be disposed of in an approved manner. In short, the contractor shall be fully responsible for keeping the work site clean at all times. In case of non- compliance, company shall get the same done at Contractor's risk and costs.

55.2 While carrying out any civil work including road/ pit digging, plinth/ fence making, road restoration etc. contractor shall adhere to below mentioned guidelines.

- a) No construction material/ debris shall be stored on metalled road.
- b) Wind breakers of appropriate height on all sides of ear marked area using CGI sheets shall be raised to ensure that no construction material dust fly outside ear marked area.
- c) The construction material i.e. coarse sand, stone aggregates, excavated earth, cement and any other material to and from the site shall be transported under wet and covered condition to ensure their non-slippage en-route to avoid air contamination.
- d) The contractor shall provide mask and helmet to every worker working on the construction site and involved in loading/unloading and carriage of construction material and construction debris to prevent inhalation of dust particles.
- e) Over loading of vehicles shall be strictly prohibited
- f) The construction material at site shall be stored under wet and covered condition.
- g) The dumping sites for temporarily storing the excavated earth shall be properly levelled, watered and rehabilitated by plantation to avoid flying of dust.
- h) The worker at the site shall be sensitized to adopt / observe the dust controlled measures in true spirit.
- i) If any C&D waste is generated at site, the same will be transported to the C&D waste site only and the record for the same will be maintained by the agency.
- j) Wet jet in grinding and stone cutting is being permitted at site.

- k) The necessary record for dust control is being maintained by the department on day to day basis and being monitored regularly.
- l) Contractor shall ensure that no tree shall be harmed and no tree roots shall be destroyed/cut while performing the task under agreement.
- m) The contractor shall comply the provisions of The Delhi Preservation of Trees Act 1994.

55.3 The Execution contractor shall be responsible for all the preventive and protective environmental steps as per guidelines. Any violations from the above guidelines have been viewed very seriously by the authorities. Contractor shall be liable for the penalties / other action by the authorities, the contractor shall indemnify BRPL from all liabilities on this account.

56. ENVIRONMENTAL, HEALTH &SAFETY

The Contractor will ensure that the Environment, Health & Safety (EHS) requirements are clearly understood and faithfully implemented at all levels at site as per instruction of Company/BRPL. Contractors must comply with the requirements, as follows:

- 56.1 Comply with all of the elements of the EHS Plan and any regulations applicable to the work
- 56.2 Comply with the procedures provided in the interests of Environment, Health and Safety
- 56.3 Ensure that all of their employees designated to work are properly trained and competent
- 56.4 Ensure that all plant and equipment they bring on to site has been inspected and serviced in accordance with legal requirement and manufacturer's or supplier/Contractor s' instructions
- 56.5 Make arrangements to ensure that all employees designated to work on or visit the site present themselves for site induction prior to commencement of work
- 56.6 Provide details of any hazardous substances to be brought onsite
- 56.7 Ensure that a responsible person accompanies any of their visitors to site.

All personnel deputed by Contractor under agreement shall be accountable for the following:

- a) Use the correct tools and equipment for the job and use safety equipment and protective clothing supplied, e.g. helmets, goggles, ear protection, etc. as instructed
- b) Keep tools in good condition
- c) Report to the Supervisor any unsafe or unhealthy condition or any defects in plant or equipment
- d) Develop a concern for safety for themselves and for others
- e) Prohibit horseplay
- f) Not to operate any item of plant unless they have been specifically trained and are authorized to do so.

57. ACCEPTANCE

- 57.1 Acceptance of the CONTRACT implies and includes acceptance of all terms and conditions enumerated in the CONTRACT, in the technical specification and drawings made available to the Contractor consisting of general conditions and complete scope of work.
- 57.2 Contractor's and Company's contractual obligations are strictly limited to the terms set out in the CONTRACT.
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BRPL

SECTION – V SCOPE OF WORK

SECTION – V SCOPE OF WORK

1. 11 KV O&M

1.1 Scope of work

Following broad activities are covered under the Scope of contractor

1. The contractor shall be responsible for managing power supply within the awarded area as per DERC supply code ensuring consumer satisfaction. He shall be responsible to ensure operational parameters of the area are on improving trend compared to previous year.
2. HT Breakdown management and power supply restoration of impacted area/consumers due to HT Breakdown within SLA timelines. This activity includes but not limited to testing of HT Network, identification of faulty section and its isolation, back-feeding of remaining network section and repair/restoration of faults and restoration of power supply. The work shall be carried out under the supervision and direction of COMPANY engineer in-charge. The details of activities but not limited to are listed in clause 1.4 of this section.
3. LT Breakdown management and power supply restoration of impacted area/consumers due to LT Breakdown within SLA timelines. This activity includes but not limited to testing of LT Network comprising of LT ACB, LT U/G cables, LT AB Cables LT O/H Conductors, Poles, Feeder Pillars Distribution Boxes and Service Lines, identification and repair of faults, back feed the affected area if required and restoration of power supply. The work shall be carried out under the supervision and direction of COMPANY engineer in-charge. The details of activities but not limited to are listed in clause 1.4 of this section.
4. No Current Complaint (NCC) management including but not limited to Individual Complaints, Area Complaints, emergency complaints and power supply restoration of impacted area/consumers due to NCC within SLA timelines. Coordinator / TO a complaint centre shall ensure that proper reason is registered in iOMS while closing the complaints. NCC related to specific ESD / HT breakdown or planned shutdown shall be tagged properly during closure. No wrong closure of NCC shall be done. The details of activities but not limited to are listed in clause 1.4 of this section.
5. HT Emergency Shutdown management and power supply restoration of impacted area/consumers due to HT Emergency Shutdown within SLA timelines. This activity includes but not limited to repair/replacement of equipment installed in Sub-station and HVDS Area like Distribution Transformers, Ring Main Units (RMU), LT Air Circuit Breakers, LT Panels, HT O/H Network, HVDS Transformers, HTAB Network, HVDS Network, HVDS Transformer etc. under unscheduled outages. Unscheduled outages should be minimized and planning should be done in such a manner that most of the work is carried out in planned manner. The work shall be carried out under the supervision and direction of COMPANY engineer in-charge.

6. HT Planned Shutdown management and power supply restoration of impacted area/consumers due to HT Planned Shutdown within SLA timelines. This activity includes but not limited to repair/maintenance of equipment installed in Substation and HVDS Area like Distribution Transformers, Ring Main Units (RMU), LT Air Circuit Breakers, LT Panels, HT O/H Network, HTAB Network, HT Poles HVDS Network, HVDS Transformer etc. under scheduled outages. The work shall be carried out under the supervision and direction of COMPANY engineer in-charge.
7. LT Emergency Shutdown management and power supply restoration of impacted area/consumers due to LT Emergency Shutdown within SLA timelines. This activity includes but not limited to repair/replacement of LT Network elements comprising of LT ACB, LT U/G cables, LT AB Cables LT O/H Conductors, Poles, Feeder Pillars Distribution Boxes and Service Lines, identification and repair of faults, back-feed the affected area if required and restoration of power supply under unscheduled outages. The work shall be carried out under the supervision and direction of COMPANY engineer in- charge.
8. LT planned Shutdown management and power supply restoration of impacted area/consumers due to LT Planned Shutdown within SLA timelines. This activity includes but not limited to repair/replacement of LT Network elements comprising of LT ACB, LT U/G cables, LT AB Cables LT O/H Conductors, Poles, Feeder Pillars Distribution Boxes and Service Lines, identification and repair of faults, back feed the affected area if required and restoration of power supply under scheduled outages. The scheduling shall be done by COMPANY engineer in-charge. The work shall be carried out under the supervision and direction of COMPANY engineer in-charge.
9. The details of activities covered but not limited to under HT/LT ESDs and PSDs is given in clause 1.4 of this section.
10. Street Light complaint management including high mast points and power supply restoration of affected street lights within SLA timelines. Street light complaints shared by local RWA / Counsellor / Public Representative shall be entered in system and closed. The details of activities are including but not limited to those covered in clause 1.4 of this section.
11. Periodic inspection of all the network elements including but not limited to substation equipment's like Transformer, RMUs, FRTU, LT ACB/Panel and Package S/STN and LT Network elements like LT U/G Cables, LT AB Cables, LT O/H Conductors, LT Poles, Distribution Boxes, Service Lines, Feeder Pillars etc. and inform all the abnormalities observed during inspection to the respective COMPANY engineer in-charge in a predefined format. The restoration of all such abnormalities shall also be in the scope of contractor. The ATR shall also be submitted to the respective COMPANY engineer in-charge in a predefined format.

12. Preventive maintenance of all the selected network elements including but not limited to substation equipment's like Transformer, RMUs, FRTU, LT ACB/Panel and Package S/STN and LT Network elements like LT U/G Cables, LT AB Cables, LT O/H Conductors, LT Poles, Distribution Boxes, Service Lines, and Feeder Pillars etc. The schedule of preventive maintenance along with list of selected equipment's shall be shared by respective COMPANY engineer in-charge. Selection of substation for preventive maintenance shall be done by COMPANY although any inputs can be shared for inclusion.
13. The equipment – wise checklist and broad tasks for preventive maintenance is tabulated under Annexure VI. BSES maintains an "Online Preventive Maintenance" Application. The vendor shall have to make entries in the application as sampled in Annexure VI.
14. Safeguarding of Company Network elements including but not limited to substation equipment's like Transformer, RMUs, FRTU, LT ACB/Panel and Package substation, HT U/G Network and HVDS Network for prevention of theft/damaged attempt by unauthorized personal or any other excavation agencies. This is the responsibility of contractor to take necessary corrective/preventive action like locking of substation Doors, Feeder Pillar doors, locking of DB, shifting of cables etc. for safeguarding of COMPANY network assets after taking prior approval from COMPANY engineer in-charge.
15. Contractor shall ensure closure of all safety observation raised by safety engineer or else within the time lines stipulated by engineer-in-charge. The Contractor and its employee shall adhere to Safety Manual and O&M Manual of BRPL.
16. Contractor shall be responsible to close all surveillance / enforcement observations within timeline to safeguard network. Perform the DT Cleaning work in accordance and full compliance with the procedures and specifications. Contractor has to completes the work in totality as per the instruction of Engineer in-charge.
17. Regular surveillance of LT Network including but not limited to LT Feeders, LT O/H Network, LT Poles, Distribution Boxes, Feeder Pillar for identification theft prone points and their closure/sealing. The details of activities but not limited to are covered is given in Table No 11.
18. LT APFC Panel Maintenance including but not limited to ensure proper functioning of all LT APFC Panel to ensure desired voltage profile as well as power factor 0.85 or better. The details of activities but not limited to is given in clause 1.4 of this section.
19. Material required for performing the above mentioned functions shall be in the scope of COMPANY, However, transportation of manpower, materials and equipment's from COMPANY main store to divisional store, divisional store to site, and return of excess material from site to division store or elsewhere within COMPANY licensed area, return of scrap / waste material from division/site to COMPANY designated scrap store shall be in the scope of contractor.
20. Maintain a material register for all the free issue materials. The relevant extract of register shall be produced for verification at the discretion of engineer-in-charge.

21. Arrange for proper tools, tackles and associated paraphernalia as maybe required for carrying out the various jobs contemplated under this Contract.
22. Arrangement of proper tools, tackles and testing instruments for performing the above mentioned activities.
23. Contractor shall be responsible for all the data punching related to Loss Reduction Activities in the DTM Module and S/STN Inspection and ATR data in IOMS. Computers and suitable rights for the same shall be provided by COMPANY.
24. Contractor shall be responsible for submit all the work related MIS as and when asked.
25. Contractor shall obtain permission from road owning agency / traffic police etc. required to carry out any work as per scope to ensure swift restoration of supply. Permission required for vehicle movement 24 hours shall also be arranged by contractor.
26. Contractor shall ensure area of scope remains accident free, in case of any accident of his workforce or general public, information should be shared immediately with engineer in-charge. Contractor shall ensure proper coordination is done with all stakeholders including police.
27. Contractor shall be responsible for identifying training needs of his staff and imparting training as per identified need. COMPANY resources in terms of trainer or training facility can be utilized by contractor.
 - Geographical Area for Circles, Grids count and network assets, thereof is appended in Section – V under Clause 5.
 - The list of T&P and PPEs for 11 kV O&M is tabulated in clause 1.5 of Section – V.
 - The trends of above mentioned activities shall be provided separately on request from contractors.

1.2 Resource Requirement

1. The contract is strictly on the basis of scope of work to maintain power supply as per DERC supply code, any penalty imposed by DERC on account of power supply shall be passed on to contractor. Contractor shall ensure sufficient and free to depute manpower based on quantum of work keeping the time schedule for each activity / work. Safety Supervisor & Supervisor at Area level shall be deputed at Circle/Division/Sub Division level as per requirement of work.
2. Since HT breakdown impacts large consumer hence contractor shall ensure round the clock (24x7) team consisting of lineman, fitter and helper along with vehicle.
3. S/STN& Equipment Preventive Maintenance work is generated in the Area allocated to contractor, hence contractor shall ensure minimum manpower comprising of electric fitters, linemen and helpers along with vehicle for Preventive Maintenance. LT Maintenance work is generated at sub-division level hence contractor shall ensure minimum one team consisting of lineman & helper along with vehicle at each sub-division for routine work.
4. Loss reduction work (DT Cleaning) is generated in the Area allocated to contractor hence contractor shall ensure minimum manpower of consisting of lineman & helper. Vehicle may also be required for the same on need basis.

5. Quantum of No current complaints varies during the year as well as in three shifts. Contractor shall analyse anticipated NCC and with focus to HVDS network, and depute team accordingly to ensure all NCC are closed within stipulated time frame. Nevertheless, it is the responsibility of contractor to deploy adequate manpower consisting of lineman & helper etc. for complaint management at all time.
6. Faulty cable restoration is very crucial for COMPANY so contractor must deploy minimum manpower consisting of linemen with every cable fault restoration (FLC) team.
7. Contractor shall maintain sufficient buffer manpower and vehicle at division / circle / office level to ensure emergency work are completed within time period specified.
8. Contractor shall depute manpower along with 02 wheelers to patrol the area for safeguarding the network against theft and damage from external agency. The number shall be decided by the contractor considering geographical profile of the area so that complete area is patrolled round the clock.
9. Quantum of Street Light complaints (PWD, DDA, DUSIB, Municipal Corporation, etc.,) vary during the year. Contractor shall analyse anticipated Street Light complaints and depute team accordingly to ensure all Street Light Complaints are closed within stipulated time frame. Minimum manpower consisting of lineman & helper to be deputed Vehicle may also be required for the same on need basis.
10. Contractor shall depute sufficient manpower in Company's divisional stores for supporting the Store in charge in store management as per requirement of Store in charge.

Circle	Division	Nos of Complaint Centers	BD Team	Safety	Manpower-Touch Point				Manpower Preventive Maintenance-Touch Point				Manpower-BD				Manpower-FLC	Manpower-HVDS Support (HVD Count in Circle >5000		Manpower-Street Light		Manpower-DT Cleaning			Manpower-Patrolling	
				Supervis	ALM	L/M	FITTER	S/V	ALM	L/M	FITTER	S/V	ALM	L/M	FITTER	S/V	L/M	ALM	L/M	ALM	L/M	S/V	ALM	L/M	ALM	L/M
South 1	SVR	4																								
South 1	NFC	3																								
South 1	KPR	5																								
South 1	NHP	4																								
South 1	NZD	5																								
South 1	ALN	4																								
South 2	HKS	4																								
South 2	RKP	3																								
South 2	SKT	3																								
South 2	CHP	4																								
South 2	VKJ (U)	3																								
South 2	VKJ-R	3																								
West-1	DWK	4																								
West-1	JKP	5																								
West-1	PLM	5																								
West-1	MNG	3																								
West-1	UTN	3																								
West-1	VKP	3																								
West 1	PJB	3																								

Circle	Division	Nos of Complaint Centers	BD Team	Safety	Manpower-Touch Point				Manpower Preventive Maintenance-Touch Point				Manpower-BD				Manpower-FLC	Manpower-HVDS Support (HVD Count in Circle >5000)		Manpower-Street Light		Manpower-DT Cleaning			Manpower-Patrolling	
				Supervis	ALM	L/M	FITTER	S/V	ALM	L/M	FITTER	S/V	ALM	L/M	FITTER	S/V	L/M	ALM	L/M	ALM	L/M	S/V	ALM	L/M	ALM	L/M
West 2	NGL	4																								
West 2	TGN	3																								
West 2	MDK	3																								
West 2	JFP	3																								
West 2	MTN	3																								
West 2	NJF	4																								
West 2	CWL	3																								

Bidder shall furnish the details of manpower to be deployed per the format above for 11 kV O&M activities

1.3 Deployment of Vehicle

1. For smooth execution of work, the contractor shall deploy sufficient number of GPS Enabled commercial vehicle not more than 3-year-old at the site/ vehicle odometer reading shall not be more than 30000 km. Vehicle also compatible with odd & even days as per Delhi Govt order if any during the period of contract. Electric Vehicle or CNG vehicle shall be preferred. GPS is compatible with BSES system i.e. MAP MY India only. The vehicle shall be equipped with all the equipment and apparatus for ensuring safe work environment. The contractor will ensure to maintain the log sheets of the vehicle use and produce the records on request/advice of the engineer in- charge.
2. All the permissions required for plying the vehicles on the road for 24x7 as per requirement of work shall be ensured by the contractor.
3. It is mandatory for all the Contractors to procure GPS based Vehicle Trackers (Model No. Map my India VT 12, Specs: IP 67, Dual IP, Flash Memory 16 MB, Accelerometer or prescribed by BSES).
4. The vendor has to register all the vehicles put to use under this tender with the Company
5. The vendor shall be allowed to charge any EV deployed under this tender and registered with the company free of cost on designated spots across the network. List of charging points available for vehicles shall be made available on request. At least 2% of the vehicles to be used shall be EV technology driven.

6. The details of minimum numbers of vehicle required for performing various activities under the scope is as follows:

Vehicles Requirement Detail for 11kV O&M									
Circle	Division	11 kV O&M					StreetLight		LR
		Tempo For 12 Hrs	Tempo For 24 HRs	Tractor For 12 Hrs	Vehicle (Maruti VAN- EECO) For 24 Hrs	Vehicle (Maruti VAN- EECO) For 12 Hrs	Vehicle (Maruti VAN- EECO) For 12 Hrs	Tower Wagon	Vehicle (Maruti VAN- EECO) For 12 Hrs
South1	SVR	0	1	0	2	0			
South1	NFC	0	1	0	1	0			1
South1	ALN	1	0	0	1	1			
South1	KPR	1	1	0	2	0			
South1	NHP	1	0	0	1	0			
South1	NZD	1	0	0	1	2			
	South 1 AMC districts	4	3	0	8	3	2	2	1
South 2	HKS	1	0	0	1	1			
South 2	RKP	0	0	0	1	1			
South 2	SKT	0	1	0	1	0			
South 2	CHP		1		2	1			
South 2	VKJ (U+R)	0	2	0	2	0			1
	South 2 AMC Districts	1	4	0	7	3	1	2	1

Vehicles Requirement Detail for 11kV O&M									
		11 kV O&M					StreetLight		LR
Circle	Division	Tempo For 12 Hrs	Tempo For 24 HRs	Tractor For 12 Hrs	Vehicle (Maruti VAN- EECO) For 24 Hrs	Vehicle (Maruti VAN- EECO) For 12 Hrs	Vehicle (Maruti VAN- EECO) For 12 Hrs	Tower Wagon	Vehicle (Maruti VAN- EECO) For 12 Hrs
West 1	DWK	0	1	0	2	0			
West 1	JKP	1	0	0	1	2			
West 1	MNG		1		2	0			
West 1	UTN		1		1	1			
West 1	VKP	0	1		2	0			
West 1	PJB	1	0	0	1	0			
West 1	PLM	0	1	0	2	1			
	West 1 AMC Districts	2	5	0	11	4	2	2	0
West 2	MDK	0	1	0	1	0			1
West 2	TGN	0	1	0	1	0			
West 2	NGL	0	1	0	2	0			
West 2	NJF+CWL	0	2	3	3	0			7
West 2	JFP+ MTR	0	1	1	3	0			6
	West 2 AMC Districts	0	6	4	10	0	1	3	14
	Grand total	7	18	4	36	10	6	9	16

Note: - All vehicles shall be provided along with drivers.

Vehicles required exclusively (along with operator / driver) for Street Light in BRPL. Out of 06 Nos. vehicle, 2 Nos. shall be deployed for joint Inspection with PWD/DDA.

PD Testing Vehicle to be under the control of Engineer – In – Charge of Switchgear Workshop / Head (OET) and shall ply in entire BRPL area.

Tower Wagons of 15 Mtrs boom Length required.

All vehicles to be deployed as per instruction of Engineer – In - Charge

BRPL

Guaranteed Service Level Agreement

The guaranteed Service Level Agreement with service area is appended below. The Contractor has to maintain the performance standard as per SLA.

Service Area	Outage Category	Timeline Proposed under NMC
(i) Continuous power failure affecting individual consumer and group of consumer up to 100 connected at Low voltage supply, excluding the failure where distribution transformer requires replacement.	No Current Complaint Emergency Shutdown HT Breakdown	Within 01Hours
(ii) Continuous power failure affecting more than 100 consumers connected at Low voltage supply excluding the failure where distribution transformer requires replacement.	Emergency Shutdown HT Breakdown	Within 01 Hours
(iii) Continuous power supply failure requiring replacement of distribution transformer.	Emergency Shutdown HT Breakdown	Within 03 Hours, excluding breakdown time
(iv) Continuous power failure affecting consumers connected through High Voltage Distribution System (HVDS) and not covered under (i) & (ii) above	Emergency Shutdown HT Breakdown	Within 02 Hours
(v) Continuous scheduled power outages	Planned Shutdown	Within 06 Hours and before 4 PM
(vi) Voltage Fluctuation	No Current Complaint	Within 03 hours
(vii) Replacement of Pole impacting power supply of consumer or consumers in unscheduled outage	Emergency Shutdown	3 hours

These conditions are not applied in the event of force majeure and any unforeseen events which are beyond the control of contractor. Decision of BRPL for classification of unforeseen events (which is beyond the control of contractor) shall be final decision. The Performance Criteria and Scorecard for O&M is appended separately. This score card shall be prepared on division level and then circle level score card shall be prepared.

1. Fault response time:
 - 4 hours for minor faults
 - 24 hours for major faults

Note: Above activities are indicative only and contractor shall do all works associated with 11kV O&M Work

1.4 Detailed Activities

1. Electricity network and equipment mounted in the same is back bone of Power distribution business. It is important to ensure good health of the network. With usage, time, accident, over loading etc., one can expect faults in the network which has to be maintained. The process of maintenance involves network survey, analyses the operational parameters, preventive maintenance, to attend break down and faults and help in carrying out improvement network related schemes.

2. Company is looking for well experienced, Class A electrical contractor, who can provide manpower/ resources along with management staff to take responsibility of maintenance and attend fault in network from 11KV grid panel to consumer meter i.e. mainly LT and HT network.
3. Purpose: Performance based on delivery across following deliverables Outage Reduction
4. Maintenance Cost Optimization
5. Reliable and quality power supply to enhance Customer Delight Asset life enhancement by proper operation & maintenance Quality & safety of Equipment, surrounding, Manpower and users.
6. Apart from maintaining the network from electrical supply point of view, the work scope includes ensuring network safety for user/ consumers/ animals/ residents in the area. Needless to say, it also includes aesthetic of network.
7. Vendor shall undertake full responsibility of the Safety and assigned works for carrying out the regular maintenance of HT/LT Distribution System comprising of 11KV Substations, 11KV/440V/230V Distribution Transformers and associated equipment, 11KV O/H lines, 230V O/H line, U/G network and associated equipment, 440V O/H lines, U/G network (as and when required, decision to be taken by Operations Engineer-In-Charge termed as EIC), service cables and associated equipment along with the installation cables, street light installations which includes attending to emergency breakdowns, carrying out preventive maintenance of these equipment in various Divisions of Company. Vendor shall also agree to undertake any work pertaining to above LT Distribution System as may be necessary for the maintenance of equipment as mentioned which may be required to be carried out for the smooth working of the LT Distribution System. Vendor shall conduct the maintenance work of highest quality and safety standards. Company gives highest priority to Safety of working staff and associated groups while working.
8. Vendor shall provide a MIS in prescribed format of fault analysis by incorporating codification of causes of failure of various equipment in the HT/LT distribution system, the data of which is to be submitted in form of monthly report (in both soft and hard copy). The MIS for a particular month is to be submitted to the Sub Divisional Manager/EIC by 10th of next month failing which the contractor will be liable to deduction of marks as indicated in point no 2 of KPI.
9. Vendor shall follow “Performance based measurement System” as mentioned under this contract for handling procedures related to HT/LT Distribution System maintenance. Vendor shall implement Annual and Monthly preventive maintenance schedule of the HT/LT Distribution system equipment in consultation & coordination with respective Engineer in-charge.
10. Vendor to carry out corrective actions on the PD testing report of the equipment. This activity will be centrally monitored by SWG Workshop & OET team. PD testing machine will be provided by BRPL. The activities for predictive maintenance are elaborated in Annexure - VII
11. Vendor to carry out corrective actions on the thermography report on regular basis in the division allocated to them. Vendor to provide trained Manpower for the same. Thermograph Camera will be provided by BRPL. The captured MIS is tabulated in Annexure VIII
12. Vendor to perform online earth resistance measurement of all the assets on regular basis in the division allocated to them. Vendor to provide trained Manpower for the same. Clamp Meter will be provided by BRPL.

1.4.1 HT Breakdown

S. No	Sub Activity
1	RMU Operations as per requirement to attend the breakdown
2	Opening and reinstallation of RMUs cable compartment covers and Transformer cable compartment covers as per requirements
3	Discharging of HT Cable Terminals
4	Isolation of faulty section /suspected faulty portion from both sides and installing LOTO as per requirement
5	Disconnection or connection of HT Cables from RMU as per requirement
6	Disconnection or connection of HT Cables from Transformer as per requirement
7	Disconnection or connection of HT Cables from Pole/Double Pole Structure to O/H Circuit as per requirement
8	Connection of Hi-Pot set and carry out Hi-Pot Testing of Underground HT Cables/RMU/Transformer if required
9	Fuse/Jumper Replacement on transformer/Pole/DP if required
10	Insulation resistance measurement of transformer through Insulation Resistance Tester if required
11	Bypassing of RMU/LT ACB if required for supply restoration post occurrence of HT Breakdown
12	Inform Sub Division Team/LT Breakdown Team about breakdown maintenance work and restore the supply of remaining area.
13	Repair/Replacement/Bypassing of insulators, Lightening Arrester, Surge Arrester, or any hardware installed on transformer/Pole/DP
14	Testing of faulty section/equipment after getting clearance from FLC/maintenance team and energise the same
15	Breakdown Pertaining to HT/LT system shall generally comprise of Installation / replacement / repair of all type hardware fittings in bare conductor network / LTAB as well as HVDS networks including repairing/replacement of line jumper/ shackle jumper / line accessories
16	Sagging of Conductor/ GI Wire of all type LT AB / HT AB Cable
17	Fixing / Re-fixing of spacers in overhead/ Re-sagging of lines
18	Repairing/Replacement of snapped conductor /AB cable or any part/equipment/ accessories of HT/LT network.
19	Fixing / replacement / repair of connection hooks / piercing connectors
20	Repairing of G.O. switch / D. D. unit
21	To assist FLC/NCC team
22	Replacement / repair of stays
23	A vehicle with Driver on 24 x 7 basis.
24	Replacement of broken HT/LT poles
25	Replacements / repair of burnt HT/LT lead/socket
26	Replacement / repairing of HT cable and LT lead between switchgear and transformer including preparation and termination and fabrication of MS Frame / wooden Cleats wherever required.
27	To attend Break Downs including cleaning of bus bar/panels, etc.
28	To assist for repairing of OCB/ VCB / RMU operating mechanism and repairing of tripping system

S. No	Sub Activity
29	Trimming of trees as per site requirement in consultation with Company official.
30	Providing Shutdown of RMU, DT, CABLE, S/STN where ever required
31	Installation/removal of LOTO after providing shutdown
32	Discharging of HT Cable Terminals
33	HI-POT testing of Equipment's after receiving clearance & Energization thereafter
34	Load transfer/rationalization of HT Feeders as per requirement
35	Back-feed the area to the possible extent in case of load shedding from EHV/DTL side

1. All the material required for carrying out this works shall be provided by Company.
2. However, Vehicle with driver for movement of HT Breakdown Teams, Insulation Resistance Tester and FRP Ladder along with vehicle shall be provided by the NMC vendor. T&P as per attached annexure shall also be in the scope of vendor.

1.4.2 HT and LT Cable Faults

S. No	Sub Activity
1	Support FLC teams for testing and localization of HT/LT cable Faults
2	Making arrangement for providing power supply of HT/LT Cable Fault Locating units (FLC)
3	Connection of crocodile clamp of FLC units on faulty HT/LT Cable
4	Support in pin pointing of cable fault
5	Disconnection or connection of HT Cables from RMU as per requirement
6	Support cable fault restoration team in identification of cable and shifting of route of cable as per requirement

1. All the material and testing instrument required for this activity shall be provided by Company. However, T&P as per attached annexure shall also be in the scope of vendor.

1.4.3 No Current Complaints (NCC)

Category	S. No	Complaint Type	Action Required
NCC_AREA	1	LTACB/ RMU Tripping	Check & switch on the LTACB/RMU. In case of supply restoration not possible the same needs to be informed to maintenance/breakdown team for further necessary action. Bypassing of LT ACB if required for supply restoration and inform the same to sub division supply in-charge for rectification
	2	Identification & rectification of fault & restore the power supply High Voltage In Area	In case of supply restoration not possible and same informed to maintenance/breakdown team for further necessary action.
	3	Low Voltage In Area	Identification & rectification of fault & restore the power supply. In case of supply restoration not possible the same needs to be informed to maintenance/breakdown team for further necessary action.

Category	S. No	Complaint Type	Action Required
	4	DD Fuse Blown /HRC Fuse Blown in Feeder Pillar	Replacement of DD fuses.
	5	Cable Hanging at Low Height	Proper anchoring of service cables. Re-sagging of service cables
	6	No Power Supply in Area	Identification & rectification of fault & restore the power supply. In case of supply restoration not possible the same needs to be informed to maintenance/breakdown team for further necessary action.
NCC_METER	7	Meter Sparking	Connection/disconnection of meter. Broken the seal of meter. Informed to GNIIT for resealing of meter. 4.Repairing the s/line meter terminal.
	8	Meter Partially Burnt	Connection/disconnection of meter Broken the seal of meter. Bypass the meter. Informed to GNIIT for replacement of meter & resealing of meter.
	9	Meter Totally Burnt	Connection/disconnection of meter Broken the seal of meter. Bypass the meter. Informed to GNIIT for replacement of meter & resealing of meter.
	10	Meter Box Damaged	Disconnection of meter o/g circuit. Broken the seal of meter. Ensure to make proper fixing of meter box. Informed to GNIIT for resealing of meter & replacement of meter box.
	11	Meter Box Hanging	Disconnection of meter o/g circuit. Broken the seal of meter. Ensure to make proper fixing of meter box with meter. Informed to GNIIT for resealing of meter.
	12	Meter seal Broken	Informed to GNIIT for resealing of meter.
NCC_INDIVIDUAL	13	No Power Supply	Identification & rectification of fault & restore the power supply. In case of supply restoration not possible the same needs to be informed to maintenance/breakdown team for further necessary action. Replacement of Piercing connector. Repairing of Service Line Jumper Replacement of pillar fuse / DT fuse / DD fuses Repairing of main line L.T. Jumper Repair/Replacement of broken/faulty (O/H & U/G) service line Replacement/repair of bus bar boxes
	14	Low Voltage in House	Identification & rectification of fault & restore the power supply.

Category	S. No	Complaint Type	Action Required
	15	Voltage Fluctuation in House	Identification & rectification of fault & restore the power supply.
	16	High Voltage in House	Identification & rectification of fault & restore the power supply.
	17	Current Leakage in Consumer Premise	Disconnection of power supply pertains to BSES network. Identification & rectification of fault & restore the power supply. Attend current leakage complaint Isolation of network in case of leakage
	18	Consumer electrical Equipment Damaged	Check the voltage level of power supply in meter o/g. Connection/disconnection of service cables of all sizes..
	19	Main wire broken and lying on street/road	Connection/disconnection of service cables of all sizes. Removal of cable which is lying on the road. Repair / replacement of LT AB Cable and accessories
	20	Service Line Broken/Snapped	Replacement including re-sagging of service cables all sizes. Repair of service cable. Repair of broken conductor
	21	Theft Related	Connection/disconnection of service cables of all sizes.
	22	Wire Loose from Pole	Proper anchoring of service cables. Re-sagging of service cables
	23	Cable Hanging on Low Height	Proper anchoring of service cables. Re-sagging of service cables
NCC_EMERGENCY	24	Fire on IGMS	Disconnect/isolate the supply of burnt IGMS pole. Bypass the burnt IGMS box/meters. Informed to GNIIT for further necessary action.
	25	Current Leakage on Pole	Check & identify the current leakage path. Disconnect/isolate the supply of leakage section. Isolate the current carrying body from the live parts. Make earthing connection on pole. Restoration of power supply Bypassing of DB if required for supply restoration
	26	Fire in House/Current in Consumer Premise	Connection/disconnection of service cables of all sizes.
	27	Fire on Transformer/Pole	Identification & rectification of fault & restore the power supply. In case of supply restoration not possible the same needs to be informed to maintenance/breakdown team for further necessary action.

- Vendor shall ensure 100% closure of NCC through mobile app only. There should not be any wrong closure of NCC. Restoration of supply of consumer as per SLA timelines in any case. Vendor shall also provide the ATR / proper feedback of each complaint and capture the reason and inform to engineer in charge if there is any delay in supply restoration.

2. And any other consumer complaint not specified herein as per DERC norms shall also be attended by Vendor.
3. All the material required for this activity shall be provided by Company.
4. However, Transportation of men and material shall be in the scope of vendor along with T&P as per attached annexure

Planned and Emergency Shutdown

Following activities are covered under planned and emergency shutdown for S/STN Maintenance and installed equipment like RMU, Transformer, LT ACB, LT Panel, LT Network, HVDS Network and HT O/H Network.

Painting of Poles/Feeder Pillar, Pole No., FL IDS and replacement of old, broken and missing FL boards. This will be on going activity as per direction of engineer in charge. All materials and tools will be in the scope of vendor except paint. Paint shall be provided by the Company.

The Transportation of Poles/ Transformers /RMU/Cables/ACB or any other equipment from any store or any other BRPL Location to the site/divisional store shall be under the scope of the vendor. Also, transportation of removed or dismantle material to the scrap store or any other storing location is in the scope of the vendor

1.4.4 Planned and Emergency Shutdown for Distribution Transformer

1. Following activities are covered under planned and emergency shutdown for distribution Transformer

S. No	Activities
1	Periodic inspection of transformer which includes physical inspection like checking of oil level, oil leakage, breather, silica gel, HT and LT bushing, HT/LT Cable terminations and condition of frames along with thermal scanning of HT and LT terminals
2	Reset the Tap position as per requirement
3	Removal/Replacement of Fuse Removal/Replacement of Jumper and direct connection of HT Cable with Transformer
4	Maintenance of transformer including general cleaning, attending oil leakage, oil top up, Silica Gel and Breather replacement, maintenance/repair of HT/LT Bushings, HT/LT Cable termination to transformer, HT Cable End termination and LT Leads all types including Sockets, Lugs and extended bus bar. Attend Hot Spot identified during thermal scanning by replacing/repairing/tightening of Sockets, Bus Bar/Lugs. Repair/replacement of all the accessories like surge arrester, diaphragm, Buchholz relay, SPR relay etc. as per site requirement
5	Replacement of oil seals, HT/LT bushing, bushing rods, gaskets etc. to prevent oil leakages.
6	Cleaning of louvers and vents for cooling in dry type transformer.
7	Laying/replacement of all types of HT/LT cables in S/STN connected to transformer as per site requirement.
8	Periodic Measurement of earth resistance and provide new earthing in case of poor results Check and set right the earthing connection with transformer neutral and transformer body.
9	Installation/re-fixing of HT/LT Cleats for support of HT cables/LT Leads
10	Repair/replacement of HT/LT Frames

S. No	Activities
11	Provide adequate insulation on HT and LT Termination/Joints of transformer by insulating tapes, insulating sleeves and boots
12	Check and set right MOG/OTI/WTI/Buccholz relay connection with RMU as per site requirement. Integration of MOG, OTI, Buccholz Relay with RMU to Enable RMU Tripping During Abnormal/Faulty Condition in case of replacement of transformer or new transformer installation
13	Safeguarding of drain valve, radiator valves, transformer accessories including bus bar, nut bolts if required
14	Periodic Measurement of Insulation Resistance and Oil Breakdown Voltage of transformer.
15	Support in oil sampling for transformer oil testing by third party
16	Replacement of all rating of transformer (Oil & Dry) including PSS and Micro Sub Station against faulty, oil leakage, poor results, low voltage issue, poor voltage issues or any other issue as per the direction of engineer in charge. The activities include are as under- Disconnection and connection of HT Cables, LT leads and earthing connections as per site requirement for replacement of transformer Lifting of old transformer from plinth/transformer room/ DP structure and installation of new transformer at that location Replacement of Precast plinth if required including its transportation from ware house to site and removal of defective plinth from site to scrap ware house or any other designated place. Transportation of transformer from store to site or site to site including dragging of transformer if required due to site constraint. Trolley required for dragging of transformer should be capable of carrying of upto 2 MVA transformer and should be readily available with the contractor. Load transfer on nearby transformer if required Return to old dismantled transformer to store and inform engineer in charge for updating CMG form.
17	Maintenance of cooling fans installed at S/STN including its control wiring and circuits
18	Periodic measurement of loading on transformer and carry out load balancing activity, load rationalization activity as per requirement
19	Arrangement of crane/Fork lift in case of lifting of transformer for plinth repair, Lifting, installation & Transportation of Pre Cast plinth against damage plinth cases
20	Prior announcement of planned shutdown with loud speakers (Munadi)
21	Tree trimming, removal of shrubs, vegetation and malba, cleaning of S/STN
22	Painting of equipment IDs on Transformer, Naming of incoming/ outgoing cables and sign writing including Naming of 11kV Feeders & LT Feeders on various equipment.

All the material required for this activity shall be in the scope of BSES. However, vehicle for transportation of man and material, vehicle for transportation of transformer and crane for lifting of transformer shall be in the scope of vendor only. All the T&P required for this activity shall also be in the scope of vendor. Testing instrument like Insulation Resistance Tester, Oil Breakdown Voltage Measurement Instrument shall be in the scope of vendor.

1.4.5 Planned/Emergency Shutdown of Ring Main Units (RMU)

- Following activities are covered in the scope of planned/emergency shutdown of RMU

S. No	Activities
1	Periodic inspection of RMU including checking of RMU installation, Gas Level, availability and installation of mechanism and cable compartment covers, condition of cable termination at RMU bushing and its insulation, condition of cable support cleats and cable entry in RMU, checking of RMU earthing and connection of cable end termination earthing braid with RMU earthing bus bar along with checking the functionality of breaker and isolator operating mechanism, functionality of protection circuit including relay, CTs and trip coil
2	Support in PD inspection of RMU
3	Operation of RMUs (On/ /Off/ Earth) as per site requirement
4	<p>Replacement of all types of RMU (Indoor and Outdoor) in case of RMU declared non repairable with BSES RMU workshop or installation of new RMU as per the direction of engineer in charge. The work for RMU replacement/installation includes</p> <p>Operation of breaker/isolator and earth switch of RMU for de-energization and opening of covers.</p> <p>Disconnection of all HT Cables connected to RMU bushings along with disconnection of earthing strips</p> <p>Dismantling of RMU and erection of new RMU including civil work for plinth, fabrication of base frame and grouting of RMU in the plinth</p> <p>Testing and calibration report of RMU and its protection circuit</p> <p>Connection of HT Cables to RMU bushing and earthing strip to RMU body including crimping of sockets Provide insulation to HT cable termination with bushing through insulating tapes and boots</p> <p>Installation of cleats and sealing of cable entry holes. Termination joints, if required, to be performed by the vendor. Periodic measurement of earth resistance and provide new earthing in case of poor result.</p> <p>Installation of covers</p> <p>Transportation of RMU from store to site, site to site and returning of old RMU from site to store, store to store</p> <p>Return to old dismantled RMU to company designated store and inform engineer in charge for updating CMG form.</p> <p>Laying of HT Cables of all sizes if required</p> <p>Painting of equipment ID and circuit details on newly erected RMUs</p>
5	Lifting of RMU if required for level rising. Arrangement of crane for the same
6	Installation of Missing Cable Compartment and Mechanism Covers
7	Set Right of already installed Cable Compartment and Mechanism Covers
8	RMU Maintenance including installation/re-fixing of cleats, tightening of Cable connection with RMU bushing, tightening of earthing connection, boot installation/re-fixing, provide adequate insulation of terminals, bushing maintenance including application of anti-track spray, sealing of cable entry holes, coupling bus bar etc.
9	Periodic testing of RMU and its protection circuit
10	Attending issues observed during PD testing
11	Painting of equipment ID and Circuit details on RMU
12	Installation and repair of FPI and CBCT to ensure functionality
13	Set right the wiring of CT, Relay, FPI and CBCT as per requirement
14	Checking of Functionality and replacement of battery of FPI as per requirement.
15	Set right the alignment of coupling bus bar
15	Periodic measurement of earth resistance and provide new earthing in case of poor results

S. No	Activities
16	Removal of garbage, debris and vegetation from RMU room including cleaning of RMU Dumping of debris and malba at dumping site Pruning of tree branches
17	Prior Announcement of PSD with loud speakers (Munadi)
18	Support in FRTU Testing, its integration with SCADA and troubleshooting
19	Shed Installation/Repair of old shed on Outdoor RMUs

- All the material required for this activity shall be in the scope of BSES. However, vehicle for transportation of man and material, vehicle for transportation of RMU and crane for lifting of RMU shall be in the scope of vendor only. All the T&P required for this activity shall also be in the scope of vendor.

1.4.6 Planned/Emergency Shutdown of LT ACB

- Following activities are covered in the scope of planned/emergency shutdown of LT ACB

S. No	Activities
1	Periodic inspection of LT ACB which includes physical inspection like checking of covers, operating mechanism, bus bar, cable connection and relays functionality along with thermal scanning of HT and LT terminal
2	Attend hot spots identified during thermal scanning by repair/replacement/maintenance of LT cables, LT Leads, Sockets, ferrule, and Bus Bar
3	Attend LT ACB/MCB/MCCB tripping complaints/outages including bypassing of LT ACB if required for supply restoration and inform the same
4	Installation of missing covers on LT ACB or set right of already installed covers
5	Periodic Measurement of earth resistance and provide new earthing in case of poor results Check and set right the earthing connection with LT ACB Body and LT cable
6	Repair/Replacement/Level raising of LT ACB Frames of all ratings.
7	Set right the relay and protection wiring of LT ACB
8	Connection and disconnection of LT Cables and LT Leads of all sizes on LT ACB
9	Installation/replacement of phase separator of LT ACB
10	Making of end termination of LT Cable connected on LT ACB or provide insulating sleeves
11	Cleaning of LT ACB installed in S/STN
12	Painting of equipment IDs along with circuit details of LT ACB
13	Repair/maintenance of LT ACB/MCB/MCCB including repair/maintenance of its operating mechanism, bus bars and contacts
14	Installation/Replacement of LT ACB of all types and ratings including Disconnection/Connection of LT Cables and LT Leads, Transportation of LT ACB from Store to Site, site to site, dismantling of old LT ACB, Installation of new LT ACB. This also includes returning of old dismantled Lt ACB to company designated store and inform engineer in charge for updating CMG form.
15	Prior Announcement of PSD with loud speakers (Munadi)
16	Periodic measurement of loading on LT ACB/and carry out load balancing activity, load rationalization activity on LT Feeder as per requirement

2. All the material required for this activity shall be in the scope of BSES. However, vehicle for transportation of man and material, vehicle for transportation of LT ACB/Panel and crane for lifting of LT Panel shall be in the scope of vendor only. All the T&P required for this activity shall also be in the scope of vendor.

1.4.7 Planned/Emergency Shutdown of LT Panel

1. Following activities are covered in the scope of planned/emergency shutdown of LT Panel

S. No	Activities
1	Periodic inspection of LT Panel which includes physical inspection like checking of covers, operating mechanism, bus bar, cable connection and relays functionality along with thermal scanning of HT and LT terminal
2	Attend hot spots identified during thermal scanning by repair/replacement/maintenance of LT cables, LT Leads, Sockets, ferrule, and Bus Bar
3	Attend LT /MCB/MCCB tripping complaints/outages including bypassing of LT Panel if required for supply restoration and inform the same
4	Installation of missing covers on LT Panel or set right of already installed covers
5	Periodic Measurement of earth resistance and provide new earthing in case of poor results Check and set right the earthing connection with LT Panel Body and LT cable
6	Repair/Replacement/Level raising of LT Panel Frames Dismantling of LT Panel Transport of LT panel / ACB from site to store and vice-versa If LT Panel is replaced through ACBs, then <ul style="list-style-type: none"> • Making and Installation of frame for ACB • Installing of ACB • Making of straight through joint in cable, if required and LT end box termination • Laying / Rerouting the associated LT and HT Cables • All painting work with respect to FL ID.
7	Set right the relay and protection wiring of LT Panel
8	Connection and disconnection of LT Cables and LT Leads of all sizes on LT Panel
9	Installation/replacement of phase separator of LT
10	Making of end termination of LT Cable connected on LT Panel or provide insulating sleeves
11	Cleaning of LT Panel installed in S/STN
12	Painting of equipment IDs along with circuit details of LT Panel
13	Repair/maintenance of LT /MCB/MCCB including repair/maintenance of its operating mechanism, bus bars and contacts
14	Installation/Replacement of LT Panel including Disconnection/Connection of LT Cables and LT Leads, Transportation of LT from Store to Site, site to site, dismantling of old LT , Installation of new LT. This also includes returning of old dismantled LT Panel to company designated store and inform engineer in charge for updating CMG form.
15	Prior Announcement of PSD with loud speakers (Munadi)
16	Periodic measurement of loading on LT Panel and carry out load balancing activity, load rationalization activity on LT Feeder as per requirement

2. All the material required for this activity shall be in the scope of BSES. However, vehicle for transportation of man and material, vehicle for transportation of LT /Panel and crane for lifting of LT Panel shall be in the scope of vendor only. All the T&P required for this activity shall also be in the scope of vendor.

1.4.8 Planned/Emergency Shutdown of LT Network

1. Following activities are covered under maintenance of LT Network

Network Element	S. No.	Activities
LT Network	1	Periodic inspection of LT Feeder including physical inspections of LT Poles and its accessories, Feeder Pillar inspection, LT O/H inspection including thermal scanning and load measurement
	2	Making of cable end termination of Pole
	3	Attend outages in LT Network including faults on LT network, LT Cable Faults, Service Line Faults, Fire on LT Cables/Pole/DB/Service Line etc.
	4	Repair/Replacement of damaged LT AB Cables, LT O/H Conductors, Jumpers
	5	Replacement of LT AB Cables in S/STN with LT Cables
	6	Laying of LT cable and LT Leads of all sizes in S/STN
	7	Laying of LT Cable, LT AB Cable, LT O/H Conductors and Service cable of all size on Pole/Trench as per requirement
	8	Digging on cable route for repair of service cables
	9	Repair/Replacement of Sockets of all sizes as per requirement.
	10	Replacement of LT cable to LT AB Cable connection through socket if earlier connection was made through piercing connector
	11	Load Balancing on LT Feeders
	12	Attend hot spot on LT Feeders identified during thermal scanning
	13	Repair/replacement of DB (All types) including installation/replacement of Bus
		Bar
	14	Repair/replacement of hardware fittings on pole including cross arm, insulator, two line, anchor rod, eye hook suspension etc. as per requirement
	15	Repair/replacement of fuse carrier, fuse base, HRC fuse, bus bar, cable end termination in feeder pillar
	16	Welding and locking of feeder pillar doors including repairing of plinth/raising of plinth
	17	Repair/replacement of jumper, guard wire, guard laces and messenger wire
	18	Trimming of tree branches close to the feeders & vegetation removal as an ongoing activity throughout the tenure. Extensive Trimming of trees, separate teams are to be deployed for this activity before onset of Monsoon season.
	19	Periodic Measurement of earth resistance of pole and provide new earthing in case of poor results Check and set right the earthing

Network Element	S. No.	Activities
		connection of earthing strip with hard ware fittings, DB, messenger wire/guard wire on pole
	20	Ensuring proper locking of Feeder Pillars, Service Pillars, Bus-bars and Distribution Boxes (Lock/ chain will be provided by Company)
	21	Re-sagging of LT Cable/LT AB Circuit/ LT O/H Circuit/ Service Line
	22	Repair/maintenance of messenger wire
	23	Prior Announcement of PSD with loud speakers (Munadi)
	24	Fixing of cleats on LT Cable mounting on Pole and set right the LT Cable mounting
	25	Connection/Disconnection of LT Cable & LT Leads all Sizes Including Crimping of Sockets/Ferrule.
	26	Mounting of LT cables on Poles or Feeder Pillar
	27	Making of End Termination of LT Cable including crimping of Sockets
	28	Dismantling/Installation of Piercing Connector.
	29	Connection/Disconnection of Service Cables of all Sizes Including Crimping of Sockets/Ferrule from DB/Pole
	30	Naming of incoming & Outgoing Cables at LT and LT Panel.
LT Pole	31	<p>Dismantling & Erection of 9M/11M PCC Poles.</p> <p>Dismantling and Installation of Hardware Fittings On LT Poles Including Cross Arm, Insulators, DB Frames, Eye Hook, Suspension Hook Dead End, Egg Insulators Etc. as Per Requirement</p> <p>Laying of Network On the Newly Erected 9 M/11 M PCC Pole.</p> <p>Dismantling/Installation of Hardware Fittings On the Poles 9M/11M PCC Poles.</p> <p>Dismantling/Installation of Stay Wire/Stud as Per Requirement Along with Hardware Fittings</p> <p>Removal of debris from site post completion of work Minor road repairing work post completion of work</p> <p>Transportation of POLE from store to site & removal of pole from site along with its transportation to the designated site. Creating safety zone and road blockade/traffic diversion where ever required Digging and backfilling required for installation/replacement of pole</p> <p>Removal of Bird Nests, ribbon, banners, posters etc. from poles</p> <p>Removal of cable TV wires from poles as per directions of concerned SDE. Strengthening of MS pole with proper angle iron and muffing.</p> <p>To test earthing & wherever result not found OK, to install fresh ground earthing and to install additional earthing if required (at least 3earthing/km). Material to be provided by Company. The earth results for new earthing should be as per Company specifications.</p> <p>Painting of Pole No</p>
Distribution Box (DB)/IGMS	32	<p>1.Connection/Disconnection of LT Cables/ LTAB Cable all Sizes Including Crimping of Sockets/Ferrule.</p> <p>2. Dismantling/Installation of Piercing Connector.</p> <p>3. Laying of LT Cables/LTAB all Sizes.</p>

Network Element	S. No.	Activities
		4. Connection/Disconnection of Service Cables of all Sizes Including Crimping of Sockets. 5. Dismantling of 1Phase DB/3 Phase DB. 6. Installation of 1 Phase DB/3 Phase DB. 7. Re-sagging of Service Cables all Sizes. 8. Repair/Replacement of Straight Through (Branch Joints) 9. Dismantling/Reinstallation of Hardware Fitting Required for DB Installation 10. Bypassing of DB/IGMS if required for supply restoration and inform the same to sub division supply in-charge
Meter Room	33	1. Connection/Disconnection of 1 Phase/3 Phase Energy Meters. 2. Broken of Seals. 3. Connection/Disconnection of Service Cable of all Sizes Including Crimping of Sockets/Ferrule. 4. Laying of Service Cable of all Sizes as Per Site Requirement. 5. Fixing of Service Cable On Wall with The Help of Cleat. 6. Bypassing of Bus Bar Box and Meters all Types as Per Site Requirement.
LT Underground Cable	34	1. Connection/ Disconnection of LT Cables/ LTAB Cables/ Service Cables of all Sizes as Per Site Requirement Including Crimping of Sockets/Ferrule and Back Feeding of Affected Area.
Feeder Pillar	35	1. Connection/ Disconnection of LT Cables/ LTAB Cables/ Service Cables of all Sizes as Per Site Requirement Including Crimping of Sockets/Ferrule and Back Feeding of Affected Area. 2. Laying of LT Cables/ LTAB Cables/ Service Cables of all Sizes as Per Site Requirement 3. Installation/Replacement of Feeder Pillar of all types Including Transportation and Raising of Plinth for all Types Feeder Pillar/ Service Pillar as Per Site Requirement 4. Dismantling of Feeder Pillar / Service Pillar of all Type as Per Requirement. 5. Replacement of Fuses Carrier & Bus Bar as per site requirement 6. Repair/Replacement for HRC Fuse/ Kit Kat Fuse 7. Ensure proper locking of all the gates and enclosure of feeder pillar 8. Dressing of I/C. & O/G. Cables 9. To attend any leakage in Feeder Pillar or Service Pillar 10. To tighten all the I/C and O/G cables terminals/ sockets/ joints. 11. Fixing/ repairing doors and locking arrangement 12. Cable gland earthing of L.T. Cables. Provide new earthing in case of poor result. 13. Painting of Feeder Pillar No on Feeder Pillars. 14. Installation of missing covers and enclosure of feeder pillars

- The concerned Supervisor, shall in advance plan and intimate to the SDE about the preventive maintenance planned by the contractor on monthly basis. Along with it, the Supervisor shall also inform the material required for preventive maintenance on fortnightly basis to the concerned SDE so that the same can be arranged in advance.

3. The supervisor shall maintain record on daily basis the material used in the preventive maintenance work for reconciliation to the satisfaction and checking of SDE.
4. It shall be the responsibility of the contractor to inform the preventive maintenance with the estimated time of planned shutdown in the area so that same may be notified in the press/through any other mode by the concerned DH/SDE well in advance.
5. All the material required for this activity shall be in the scope of BSES. However, vehicle for transportation of man and material, vehicle for transportation of LT Pole/Feeder Pillar and crane for lifting of LT Pole shall be in the scope of vendor only. All the T&P required for this activity shall also be in the scope of vendor.

1.4.9 Planned/Emergency Shutdown of HVDS Network

1. Following activities are covered under the Scope of Planned/Emergency Shutdown of HVDS Network and HT O/H Network

Network Element	S.No	Activities
HVDS Network	1	Periodic inspection of HVDS Network to identify issue on HVDS Network and Transformer including PD Measurement and Thermal Scanning
	2	Periodic inspection of HVDS Transformer including checking of oil leakage, oil top up, checking of DD Fuse Units, Checking of cable end termination and jumpers, earth connections.
	3	Connection/Disconnection of HTAB Cable All Sizes Including Crimping of Sockets
	4	Repair/replacement of HT AB Cables including laying of HTAB Cables of all types
	5	Making of end termination/Joints of HT AB Cables
	6	Re-sagging of HTAB Cable spans
	7	Maintenance of HVDS Transformer including replacement of HT/LT Jumpers, repair of HT/LT Bushing, attend oil leakage and oil top-up
	8	Repair/replacement of DD Fuse Unit and insulators of HVDS Pole and DP Structure
	9	Disconnection/Connection of Messenger wire, HTAB Cable earthing strip and other earth terminals of pole/DP/HVDS Network
	10	Periodic Measurement of earth resistance of HT pole, fencing, DP Structure and provide new earthing in case of poor results Check and set right the earthing connection of earthing strip with hard ware fittings, messenger wire, DT neutral on pole are per standard practice of earthing of HVDS Network
	11	Repair/replacement of distribution box
	12	Repair/replacement of burnt HT/LT Sockets
	13	Service cable repair/replacement of all sizes
	14	Replacement of HVDS Transformer including removal of old transformer, transportation of transformer from store to site, site to site, installation of transformer, make HT and LT connection and returning of old transformer to store.
	15	Repair/replacement of hardware fittings installed on pole for HVDS Transformer and HT AB Cable
	16	Fixing of Hardware Fittings Including Insulator, Suspension Clamp, Anchor Road, Dead End, Eye Hook, Egg Insulator, etc. on Pole/Double Pole Structure
	17	Replacement of DD Fuse/Jumper/Bus bar
	18	Load Balancing on HVDS Network
	19	Replacement of damaged pole including removal of all accessories like HT pole, HVDS transformer, Cable, DBs, Base Frame, Clamps, DD Fuse Units etc. and reinstallation of pole along with hardware fittings Including HVDS cables,

Network Element	S.No	Activities
		transformer, Base Frame, Clamps, DD Fuse Units Etc. on newly erected HT Pole. Transportation of new pole from store to site and site to site and returning of damaged from site to store.
	20	Transportation of HVDS Transformer all types from Company store to site or site to site
	21	Installation, testing and commissioning of HVDS Transformer of all ratings on Pole/DP
	22	Return of faulty HVDS transformer from site to divisional store and divisional store to main stores of Company
	23	Maintenance of CT-PT units of HVDS Network including support energy audit team for installations/replacement of CT-PT Units
	24	Attend outages due to RMU tripping including bypassing of RMU if required for power supply restoration and inform the same to Company representative
	25	Repair/Replacement of hardware fittings like GO Switch, DD Fuses, Bus Bars, Jumpers, Clamps Channels etc. on Double Pole (DP) Structure
	26	Attend outages due to RMU tripping including bypassing of RMU if required for power supply restoration and inform the same to Company representative
	27	Prior Announcement of PSD with loud speakers (Munadi)
HT O/H	28	Periodic inspection of HT O/H Network to identify the healthiness of accessories installed at pole, requirement of tree trimming and thermal scanning
	29	Repair/replacement/maintenance of HT O/H Conductor/ HT AB, Jumpers, guard wire, guard laces, insulators, LA, making Tilli (Guard) and hardware fittings including insulators, cross arm suspension clamps, dead end, stay wire and stud
	30	Periodic Measurement of earth resistance of HT pole and provide new earthing in case of poor results Check and set right the earthing connection of earthing strip with hardware fittings, messenger wire/guard wire on pole
	31	Repair/replacement of sockets and termination of HT Cable, HT O/H and HT AB Cables
	32	Providing insulating sleeves on HT O/H Conductor and jumper along with insulating tapes
	33	Repair/replacement of G.O. Switches and DD Fuse Units
	34	Prior Announcement of PSD with loud speakers (Munadi)
	35	Trimming of tree branches close to the feeders & vegetation removal. Extensive Trimming of trees, separate teams are to be deployed for this activity before Monsoon season
	36	Installation of mid span pole for ensuring statutory clearance
	37	Replacement and Installation of the cable cleats for various size of the cables of the HT network.
	38	Repairing/Replacement of snapped/depilated conductor
	39	Numbering of HT poles by paint as per requirement/DMS/Energy Audit requirement in new/existing poles/ equipment etc. Materials to be supplied by Company.
	40	Replacement of damaged pole including removal of all accessories like HT pole, HVDS transformer, Cable, DBs, Base Frame, Clamps, DD Fuse Units etc. and reinstallation of pole along with hardware fittings Including HVDS cables, transformer, Base Frame, Clamps, DD Fuse Units etc. on newly erected HT Pole. Transportation of new pole from store to site and site to site and returning of damaged from site to store.

- All the material required for this activity shall be in the scope of BSES. However, vehicle for transportation of man and material, vehicle for transportation of HT Pole and crane for lifting of HT Pole shall be in the scope of vendor only. All the T&P required for this activity shall also be in the scope of vendor.

1.4.10 Other Activities

Following activities shall also be in the scope of vendor:

1. Arrange Full Body Truck/ Half Body Truck/ Mini Truck (Chota Hathi) for transportation of material from Company Main Store to Company Divisional Stores.
2. Returning of defective/dismantle equipment/material against any of the activity to Company's store along with transportation of material from site to store and store to store.
3. Surveillance of entire Company Power Distribution Network for its safeguarding and prevention of any theft attempt by miscreants and address all the safety related issues including locking of S/STN Doors, Feeder Pillars.
4. Cable route safeguarding for prevention of cable damages from external agency
5. Support in commercial activity like recovery, enforcement, meter reading, data centre, Service Line Removal etc. and provide shutdown whenever required after taking approval from engineer in charge of Company.
6. Provide support in joint operation with DPCC, MCD, DJB for demolition/ sealing of unauthorized/illegal go down and factories after taking approval from engineer in charge of Company.
7. Supply of miscellaneous items like wooden cleats, nut bolt, MS Angle/Channel, Bakelite Sheets, Metro Sheets for shed installation. The cost of these items shall be borne by Company.
8. Load Back feeding as per the direction of engineer in charge in case of tripping/load disappear from EHV/DTL Side.
9. Ensure proper locking of S/STNs S/STN Doors, Feeder Pillars.
10. Painting of S/STN Wall, fencing, Pole, Feeder Pillar as per direction of engineer in charge.
11. Any other work as required by the company in due course of Operations and Maintenance.
12. Co-ordination with external agencies.
13. Contractor has to maintain the BSES S/STN as per 5S guidelines of BSES

1.4.11 Street Light Maintenance and Troubleshooting

1. Vendor shall be responsible for the maintenance of street light points which are under the Company jurisdiction and ensure 100% of their functionality at any point of time. Rectification of any complaints related to these street light points shall also be in the scope of vendor. The activities covered for street lights maintenance and troubleshooting shall be as under

Complaint type	S. No	Activity
Non functionality of street	1	Replacement of Ballast of 150w, 250w & 400w on 9 mtr, 12 mtr& 16 mtr single overhang and double overhang street light pole
	2	Replacement of Lamp of 150w, 250w & 400w on 9 mtr, 12 mtr& 16 mtr single overhang and double overhang street light pole
	3	Replacement of Ignitor on 9 mtr, 12 mtr& 16 mtr single overhang and double overhang street light pole
	4	Replacement of Street Light Fitting of 150w, 250w & 400w on 9 mtr, 12 mtr& 16 mtr single overhang and double overhang street light pole
	5	SHM/HM Lights faulty ballast replacement, Fused lamps replacement, faulty ignitor replacement, Holder replacement.

Complaint type	S. No	Activity
	6	Repair and replacement of Street Light Pole Wiring
	7	Repair and replacement of Street Light Fitting Wiring
	8	Replacement of MCCB of 63 Amps.
	9	HPSV fitting maintenance, Holder replacement. Etc.
	10	Replacement of Timer
	11	Replacement of Power Contactor of 63 Amps, 80 Amps, 100 Amps & 200 Amps
	12	Repair / replacement of service cables of all sizes
	13	Removal of the tree branches from network and repairing street light network
	14	Repairing Jumper
	15	Repairing Relay Timer
	16	Proper taping of street Light network
	17	Replacement of faulty portion of underground street light network
	18	Replacement of Piercing connector
	19	Tightening of connection
	20	Taking HO TO on time with proper coordination for removing uninformed overloading in street light network
	21	Replacement of faulty street light pole
	22	Repairing of Earthing of street light network
	23	Replacement of junction box cover
	24	Manual Switching Off/On of Street Light Points
	25	Damage /rusted & accidental pole removed by BSES team (the shifting of removed pole shall be under PWD scope.
	26	Earth testing of High Mast, Semi High Mast and Street Light Poles.
	27	Street Light Panel (Feeder Pillar) maintenance. In case of burnt/ fault- Replacement of MCCB , Contactor , Timer, Panel wiring repairing , Panel terminal Lead repairing & replacement, Panel Earthing testing and providing new earthing if required
	28	Street Light Under Ground Cable Maintenance: - In case of cable burnt & faulty. Replacement of Street light burnt cable, Detection of underground cable fault. Jointing & restoration of faulty cables.
	29	Routine maintenance of street light poles, fittings, street light feeder/controller panels, underground cables, taking earthing values of poles and feeder/controller panels.
Leakage Current	30	Identify the leakage portion of LT network after that repair it.
Survey of street light	31	Survey carried out by street light in charge along with street light maintenance team during evening hours

2. All the material will be provided by the company. Tower wagon required for this activity
3. However, Transportation of men and material shall be in the scope of vendor along with T&P as per attached annexure.

1.4.12 PROVISION OF MOBILE PHONES

- The contractor will also depute staff (Supervisor, Fitter & Lineman) with a mobile handset device. Mobile Cost included in your cost, if replacement required due to any reason (technology change, Compatibility with Software or damage or any reason as required at site), it should be replaced. The monthly plan (max. Rs 299/- p.m) will be decided by Company and cost shall be borne by the bidder.

Min specification for Mobile phone:

(1) NETWORK

Technology: GSM HSP/LTE LTE

(2) DISPLAY

Type: PLSIPS

Size: 6.5inches,102.0cm2(~81.8%screen-to-bodyratio)

Resolution: 720 x 1600 pixels, 20:9 ratios (~270 ppi density)

(3) PLATFORM

OS: Android10

(4) MEMORY

Card slot microSD XC (dedicated slot)

Internal 32GB 3GB RAM, 64GB 4GRAM eMMC5.1

(5) COMMS

WLAN Wi-Fi802.11b/g/n, Wi-Fi/ Direct, hotspot

Bluetooth: Yes

1.4.13 DT Cleaning

S.NO.	ACTIVITY	SUB ACTIVITY
1	SINGLE/THREE PHASE METER RELATED WORKS – RELOCATION & REVAMPING	Meter replacement/shifting/relocation(Static, Group/smart)
		Installation / Replacement /Relocation / Revamping/Repl. &
		relocation of bus bar
		Meter gland fixing
		Meter earthing connection
		Proper fixing of hanging meter
		Meter / Meter Box / Bus Bar re-sealing
		Installation / Replacement of damaged meter box
		M-seal fixing in absence of gland
		Fixing up of meter reading chord
2	SERVICE CABLE	Laying / Replacement/Relocation of Service Line (SL)
		Re-sagging of service cable with pole/wall mounting clamps
		Repair / covering of exposed joints
3	SINGLE/THREE PHASE POLE DB	DB closing/locking
		Installation/Replacement/revamping of distribution box (DB)
		Crimping of lugs/sockets of all sizes with proper crimping tools

S.NO.	ACTIVITY	SUB ACTIVITY
		Load Balancing in DB
		Proper fixing of hanging DB
		Compound filling or welding inside DB to avoid theft pilferage
		DB earthing connection
		Fixing of Shearing Nut/Bolt for Closure of DBs
		Application of Straight through joints / Kit jointing
		Installation/replacement of piercing/satellite connector
4	BRANCH JOINT	Making of damaged& New branch joint
		Energization of new connection from pole where branch joint exist
5	ILLEGAL WIRE REMOVAL	Removal of illegal wire
		Plugging of theft /pilferage points
		Application of Armour cast taping at open points, accessible to consumer to avoid theft
6	SUB-STATION, FEEDER PILLAR LOCKING	Locking of substation door, locking of feeder pillar
7	STREET LIGHT	Reporting of un-billed Street Light (if any) Street light ON during day time
8	MISCELLANEOUS WORK	Replacement of LTAB cable with armoured cables
		MCR punching in system and material reconciliation
		IGMS box installation
		Transportation of materials from store to site and return of scrap from site to store.
		Attending and closing Surveillance leads

1.4.14 LT APFC Panel Maintenance. The activities covered for LT APFC panel Maintenance are as under: -

S. No	Activities
1	Cleaning of all the terminals and capacitors installed in LT APFC Panel.
2	Replacement/Maintenance of capacitor unit as per requirement.
3	Replacement/Maintenance of controller and related accessories as per requirement.
4	Carry out visual inspection on site.
5	Take required permit for maintenance of APFC.
6	Check the power factor on the meter installed on APFC panel and also on the energy audit meter installed in substation. The 02 values should match.
7	Do the visual inspection of capacitors and check for any faulty capacitor or components. If any capacitor or components found faulty then keep the capacitor MCCB off.
8	Check the healthiness of all the capacitors. Check the current reading for the capacitors in service and check capacitance for MCCB tripped cases. Measure and note down Capacitor current. Kindly ensure if the capacitor is discharged properly before checking the capacitance. Capacitor can be discharge by suitable discharge rod.

S. No	Activities
9	Check the status of cooling fans and ensure functionality
10	Downloading of parameters from the controller relay and sharing with engineer in charge on monthly basis.
11	Replace the faulty parts or capacitors with the available spares and also check connections of all the components.
12	Check whether the power data logger (PDL), automatic power factor controller and the ammeter are working properly.
13	Make a list of faulty components / capacitors which can be replaced whenever the spares are available
14	Ensure proper locking of all the Lt APFC panel to avoid any theft using SS Strip.
15	Any other activity required to ensure the functionality of 99% or above.
16	Relocation/replacement of LT APFC panel as per instruction of engineer in charge.

All the Spares required for maintenance of LT APFC Panel shall be provided by the Company. However, T&P required shall be provided by contractor along with the transportation and manpower for the material

1.4.15 RESPONSIBILITY OF CONTRACTOR

- a. The Contractor shall be solely liable and responsible for any loss of or damage to any Goods; to be read in conjunction with penalty. Failure to follow any reasonable instructions of the Company of which the Contractor has to notice.
- b. Maintain a material register for all the free issue materials. The relevant extract of register shall be produced for verification at the discretion of engineer-in-charge.
- c. Arrange for proper tools, tackles and associated paraphernalia as maybe required for carrying out the various jobs contemplated under this Contract. The contractor will also depute staff with a mobile handset device
- d. Be responsible for transportation of his tools and tackles / employees from one location to another.
- e. Provide all safety appliances, including but not limited to, safety belts, ladders, safety shoes, Safety Gloves, Helmet, Goggles, first aid box with required medicine and rain wears to its personnel.
- f. Contractor shall submit Meter Change Report (book wise) along with summary of meter change report, old meter return docket and old materials to respective circle office on next day
- g. Carry out any other job, which is not listed above but which falls within the general purview of work, as may be instructed by the Engineer-In-Charge.
- h. Return /deposit the old meters, meter box & other dismantled /Scraped material from Customer premises to our stores & fix a prescribed white sticker duly filled on old meter.
- i. Rectify defects immediately noticed during verification & inspection and rectify the data if it found incorrect.
- j. Deploy adequate number of staff /workmen/ employees (manpower) fully trained and equipped for the purpose of providing Services.

- k. Appoint engineers & supervisor to supervise the work to ensure uninterrupted Services rendered and for proper co-ordination with BSES. Such engineer shall submit a daily report to Officer-in-Charge regarding daily activity undertaken by Contractor and progress made by Contractor.
- l. Contractor shall submit details of employees engaged in the work. Contractor employees shall not represent them as BSES employee in any manner.
- m. Contractor shall submit identity cards of his employees engaged in the work to Company as per the format provided by the Company. The Identity cards have to be submitted to the company within seven days of placement of order for necessary certification by the company. All identity card will be certified by the company circle manager or designated official.
- n. Pay the taxes & duties payable to the Government or any other local authority in connection with all the work provided for in this contract.
- o. Make all payments and contributions if any which may have to be made in regard to the workmen employed by the contractor in relation to wages or other emoluments of such workmen under any statute or rules or regulations or otherwise howsoever and indemnify BSES against such payments.
- p. The Contractor shall provide necessary first aid and reasonable hygiene facilities for all his employees, representatives and workmen working at the site. Enough number of Contractors personnel shall be trained in administering the first aid
- q. The Contractor shall keep the Employer informed in advance regarding his field activity plans and schedules for carrying out each part of the works. Any review of such plan or schedule or method of work by the Employer shall not relieve the Contractor of any of his responsibilities towards field activities. Such reviews shall not be considered as an assumption of any risk or liability by the Employer or any of his representatives and no claim of the Contractor will be entertained because of failure or inefficiency of any such plan or schedule or method of work reviewed. The Contractor shall be solely responsible for the safety, adequacy and efficiency of tools and plants and his erection methods.
- r. All the free issue material stored in open or dusty location must be covered with suitable weatherproof and flameproof covering material as applicable abiding all the govt. norms.
- s. The Contractor shall be responsible for making indoor storage facilities to store all items/ materials that require indoor storage at district stores.
- t. The O&M store Management should be in line with the attached guideline & contractor has to keep one no. of computer with required no. of accessories to keep the record of incoming & outgoing materials.
- u. Store Location & Watch and Ward:
 - i. Contractor shall inform the details store address within 07 days from date of issue of work Order. The contractor shall provide adequate security at store and will be responsible for materials issued to him.
 - ii. Contractor will give authorization letter to their designated persons for issuing & returning of materials.

1.4.16 CONTRACTOR SCOPE OF WORK

- a. At all times perform fully and properly all functions required to be performed for DT cleaning & meter replacement work where ever required, as the Company may direct at the premises of the Company/consumers.

- b. Perform the replacement/shifting of Electronic Meters in accordance and full compliance with the procedures and specifications. Contractor has to complete the work in totality as per the instruction of Engineer in Charge and payment will be made on the basis of actual execution.
- c. Perform the DT Cleaning & meter replacement work in accordance and full compliance with the procedures and specifications. Contractor has to complete the work in totality as per the instruction of Engineer in Charge and payment will be made on the basis of actual execution.
- d. All the services related to complete the work will be provided by you as per the instruction of engineer -in-charge.
- e. Loading, unloading & transporting of all free issue materials up to contractors Store/Site will be done by contractor from circle store.
- f. Loading, unloading & transporting of all surplus and old materials from Contractors Store to BSES circle store will be taken care by contractor.
- g. Perform functions required for the Fixing, Wiring, installation and Commissioning of New meters/ replacing of Old Existing Electro Mechanical/Electronic Meters at the premises of the Company consumers at the Site always in accordance and full compliance with the procedures, standards and specifications.
- h. Perform functions required for DT Cleaning & meter replacement/shifting work at the premises of the Company consumers at the Site always in accordance and full compliance with the procedures, standards and specifications.
- i. O/H Service Cable sagging process & material dimension and related drawing shall be provided by Engineer in charge.
- j. Contractor to provide photograph (Before & After) of individual meter in DT cleaning. Photograph should clearly depict meter no and, incoming and outgoing cables. Contractor shall provide photograph for Meter Replacement / shifting work also. Photographs must be provided in Pen drive/CD. Photograph must be renamed with CA/ Service Order in requisite format.
- k. Gap in Gland and Cable will be filled with M-Seal in incoming/outgoing of Meter Terminal Gland.
- l. Fixing of Shearing Nut/Bolt for Closure of DBs
- m. DT Cleaning Process and Activity/Responsibility of contractor and Company will be as per document.
- n. The Contractor shall give the confirmation of having provided personal protective equipment (PPE) to all its personnel in the format as per annexure 4.
- o. Repairing & making of a straight through Joint.
- p. Removal of illegal wires.
- q. In addition to NMC staff, DT cleaning team will ensure the locking of s/stn, D.B, etc. after LR work.
- r. In addition to all above, DT cleaning team will act as internal surveillance team and will ensure to safeguard all the network element to avoid any theft of electricity 24x7 throughout the year.

1.4.17 COMPANY'S OBLIGATIONS:

- a. Company shall provide in advance or on daily basis the list of consumers containing for the meters to be replaced on daily basis.
- b. Company shall provide in advance the list of DT/ Sites on daily basis.

- c. Accept old meters, meters boxes & other materials in the respective circle stores between 0900 Hrs to 1900 Hrs on daily basis. However, the timings can be extended as per the requirement of work.
- d. Company shall issue following material free of cost to be used in scope of work;
 - i. Meter with terminal cover
 - ii. Meter box
 - iii. Cable
 - iv. Seals
 - v. Holograms
 - vi. Junction boxes
 - vii. Distribution boxes (Bus bar chambers)
 - viii. Copper flexible wire
 - ix. PVC steel reinforced conduit
 - x. Sealing wire
 - xi. Cable Jointing kit
 - xii. GI wire
 - xiii. MCR books
 - xiv. Cable glands
 - xv. Earth Bus Bar & any other material required to complete the job.
 - xvi. The contractor can approach the company for authorization letter, if required for installation of meter at site & the company shall issue the same

1.4.18 EXECUTION PROGRAM AND CO-ORDINATION PROCEDURE

The Contractor hereby confirms and undertakes the full responsibility of the assigned works for carrying out the METER REPLACEMENT / METER SHIFTING / DT CLEANING covered under the area in BSES.

The detail of works to be carried out by the Contractor is as mentioned in the scope of work.

However; work allocation shall be communicated by the respective DGM / officer concern of the areas. The Contractor also agrees to undertake any METER REPLACEMENT / METER SHIFTING / DT CLEANING WORK issued by the Company which may be required to be carried out over and above the work highlighted in the scope of work for the smooth working of the system.

- a. Contractor shall deploy adequate number of skilled and efficient workmen, supervisors and engineers so as to ensure that the various jobs are completed in time.
- b. Contractor shall submit to the Company written detailed execution plan and manpower deployment plan on weekly basis, which shall match with the weekly meter replacement & DT Cleaning activity plan of the company provided to the contractor.
- c. Company Representative may accompany the Contractors personnel during installation for ensuring access to Site, sealing of Meters and Metering Box and for taking over.

- d. The Contractor shall submit to the Company's representative at Site a report that sets out in detail the jobs carried out. The Company's representative at Site shall, after being satisfied that the jobs under this Work Order have been properly and successfully completed by the Contractor, certify the same. In case the Company's representative is of the view that modifications/corrections need to be carried out then Contractor shall immediately carry out the said modifications/ corrections without being compensated for expenses incurred, if any, by Contractor for such modifications / corrections. The Engineer -in Charge shall certify the report within 24 Hours after its submission.
- e. On satisfactory completion of above the Company's representative shall inspect the site and certify the completion on measurement sheet

PROPER AVAILABILITY OF T&P:

- a. Contractor shall provide Manpower as mentioned in each division with adequate tools & tackles in their allotted division for carrying out work of "DT Cleaning" for the given period.
- b. The contractor shall provide adequate T&P to their staff. The contractor shall provide all tools in the beginning of contract and shall ensure the proper availability of tools and tackles. These tools shall be of standard make only. It shall be responsibility of contractors to replenish and maintain the existing T&P on regular basis.

1.4.19 PPE's and their uses

- a. All safety wears required for the Contractor's manpower during the execution of work such as safety shoes, safety helmets, hand gloves, safety belt, dust mask, goggles etc. must be provided by the Contractor at his own cost and he shall ensure that his employees regularly use such safety gears while executing COMPANY's work.
 - b. Contractor must provide PPEs of BSES approved specifications / make only.
 - c. Contractor has to ensure the quantity and quality of PPEs and continuous uses of following PPE's by his staff.
 - d. User and safety department should ensure to compliance of PPEs as above in field by contractor & his employees.
1. All the breakdown activities shall be carried out as per the requirement of works & practices including compliance to CEA benchmarking document 2024 or as modified time to time. (Section 1.7 of CEA benchmarking document)

1.5 List of PPE

1. Following T&P is required to be available with Contractor for 11 kV O&M

(A) Division Level Tools				
S. No.	Description	Unit	Quantity	Life Cycle
Article A				
1	Company Labelled Florescent Reflective Safety Jacket Front – Name, Designation, BSES Helpline No – 19123 Back – “Vendor Name” for” BRPL”		For all NMC Manpower	01 Year
Article B				
1	TRANSFORMER OIL TESTING MACHINE (BDV)	Nos.	1	03 Years
2	WELDING SET	Nos.	1	03 Years
3	CHAIN PULLEY BLOCK (2 TONNES)	Nos.	1	03 Years
4	IMPACT DRILL M/c 24"	Nos	1	03 Years
5	DANGI FOR REMOVAL OF SMALL BRANCHES OF TREES	Nos	1	03 Years
6	PNEUMATIC JACK HAMMER	No.	1	03 Years
7	EARTH RESISTANCE TESTER (DIGITAL) - CLAMP TYPE	Nos	1	03 Years
8	GI WIRE CUTTER	Nos	1	03 Years
9	Anvil	Nos	1	03 Years
10	BED DRILL MACHINE WITH DRILL BITS SIZE 05 & 075"	Nos	1	03 Years
11	BENCH VICE	Nos	1	03 Years
12	G I BUCKET	Nos	1	03 Years
13	HAND PUMP FOR TRANSFORMER OIL	Nos	1	03 Years
14	BRUSH CUTTER WITH ATTACHMENTS (BRUSH CUTTER, WEEDER ATTACHMENT, CROP COLLECTOR, 2 ARRI ATTACHMENT)	Nos	1	03 Years
15	WELDING SET	Nos	1	03 Years
16	HOOOK CHOOK MACHINE	Nos	1	03 Years
17	ELECTRICAL PUMP FOR WATER – TO PUMP OUT WATER	Nos	1	03 Years
18	BATTERY OPERATED CORD LESS TREE BRANCH CUTTING TOOL WITH EXTRA RECHARGEABLE BATTERY & CUTTING BLADE, PREFERABLE MAKE - VRUTA, IBELL, LOCKET, DEWALT	Nos	1	03 Years

(B) SUB-DIVISION LEVEL TOOLS & Equipment (For SD Maintenance Teams)						
S. No.	Description	Unit	Quantity	Suggestion	Life Cycle	Remarks
Article A						
1	Safety SHOES (RUBBER SOLE WITH 1" THICKNESS)	Pair	1	Per NMC employee	01 Year	

(B) SUB-DIVISION LEVEL TOOLS & Equipment (For SD Maintenance Teams)

S. No.	Description	Unit	Quantity	Suggestion	Life Cycle	Remarks
2	Rain Coat	Nos	1	Per NMC employee	03 Years	
3	Gum Boot	Nos	1	Per NMC employee	03 Years	On Need basis subject to approval
4	Anti-Cut Gloves	Set	1	Per Line Man	Yearly/On damaged	
5	Safety Goggles	Nos	1	Per NMC employee	01 Year	
6	Safety Helmet	Nos	1	Per NMC employee	3 years or damaged / after impact	
7	RUBBER HAND GLOVES (15 KV tested)	Pair	1	Per Line Man	06 Months/ On damages	
8	Safety Cone (PVC)	Nos	10		03 Years	
9	Safety/Caution Tape	Mtrs	50		03 Years	
10	Battery Operated Cord less Impact Wrench with Extra rechargeable Battery & Impact socket of M8 to M20 size, Preferable make - Bosch, Hioki, Dewalt, iBell	Nos	2		03 Years	
Article B						
1	SAFETY ROPE & BELT (Nylon grade)	Nos	1	Per Line Man	03 Year or damage	
2	TOOL BAG	Nos	1	Per Line Man	02 Year	
3	ALLEN KEY SET (COMPLETE)	Nos	1		03 Year	
4	MANUAL CRIMPING TOOL (10 SQ MM TO 50 SQ MM)	Nos	1	Per Line Man	03 Year	
5	FULL ROUND FILE 12"	Nos	1	Per Lineman	03 Year	
6	FLAT FILE 12"	Nos	1	Per Lineman	03 Year	
7	KNIFE	Nos	1	Per Lineman	03 Year	
8	SCREW DRIVER (Both ways of size 6")	Nos	1	Per Lineman	03 Year	
9	INSULATED CUTTING PLIER 6"	Nos	1	Per Lineman	03 Year	

(B) SUB-DIVISION LEVEL TOOLS & Equipment (For SD Maintenance Teams)

S. No.	Description	Unit	Quantity	Suggestion	Life Cycle	Remarks
10	NOSE PLIER 6"	Nos	1	Per Lineman	03 Year	
11	CABLE SEMICON SCREEN REMOVAL TOOLS	Nos	1	Per Line Man	03 Year	Applicable for HVDS Area Only
12	LTAB CORE SEPARATOR TOOL	Nos	1	Per Line Man	03 Year	
13	TORCH (RECHARGABLE BATTERY OPERATED)	Nos	1	Per Line Man	03 Year	Need Discussion
14	LINE TESTER FOR LT	Nos	1	Per Line Man	03 Year	
15	ONLINE TESTER FOR HT	Nos	1	Per Line Man	03 Year	
16	HACKSAW FRAME	Nos	1	Per Line Man	02 Year	
17	TEST LAMP	Nos	1	Per Line Man	01 Year	
Article C						
1	Digital/Motorised Insulation Resistance Tester (5000 V) with facility of testing voltage selection from 1000V to 5000V	Nos	1	Should be of reputed make	03 Years	Sub Division/Division
2	TOOL BOX (MS)	Nos	1		03 Years	
3	Hydraulic CRIMPING TOOL (95 SQ MM TO 300 SQ MM)	Nos	1		03 Years	
4	Hydraulic Crimping Tools (300 SQ MM TO 630 SQ MM)	Nos	1		03 Years	
5	BOX SPANNER SET with All size Sockets	SET	1		03 Years	
6	RING SPANNER SET	SET	1		03 Years	
7	D. E. SPANNER Set	SET	1		03 Years	
8	Torque Wrench (40 to 100 N-m)	Nos	1		03 Years	
9	INSULATED CUTTING PLIER 8"	Nos	1		03 Years	
10	SCREW DRIVER SET (Insulated, 06 to 18 inch)	SET	1		03 Years	
11	PIPE WRENCH 18"	Nos	1		03 Years	
12	Extension Board with 15 meter wire	Nos	1		03 Years	
13	FRP Foldable Ladder 30'	Nos	2		03 Years	

(B) SUB-DIVISION LEVEL TOOLS & Equipment (For SD Maintenance Teams)

S. No.	Description	Unit	Quantity	Suggestion	Life Cycle	Remarks
14	ROPE FOR POLE SUPPORTING - Nylon grade	Nos	1		03 Years	
15	Rollers for Pulling of LTAB/HTAB Cables	Nos	4		03 Years	
16	HAMMER 10 KGS (CULTCH HAMMER)	Nos	1		03 Years	
17	HAMMER 8 LBS	Nos	1		03 Years	
18	CHIESEL 8"	Nos	1		03 Years	
19	MULTIMETER (Clamp On Type meter)	Nos	1	Reputed Make only	02 Year	
20	BLOW LAMP WITH CYLINDER	Nos	1		03 Years	
21	HOT AIR BLOWER	Nos	1		03 Year	
22	WINCH MACHINE (0.5 T)	Nos	1		03 Years	
23	WINCH MACHINE (2 T)	Nos	1		03 Years	For HVDS Area Only
24	Cutter/Grinder (A.C.) 4.5"	Nos	1		03 Years	
25	SET OF FLEXIBLE WIRES OF SUITABLE CURRENT RATING AND CONNECTOR CLIPS	Set	1		03 Years	
26	SPADE	Nos	1		03 Years	
27	PICKAXE	Nos	1		03 Years	
28	GULLA	Nos	1		03 Years	
29	CROW BAR	Nos	1		03 Years	
30	HAND PUMP FOR TX OIL	Nos.	1		03 Years	
31	ALCO METER (BREATHE ANALYZER)	Nos	1		03 Years	
32	DANGI FOR REMOVAL OF SMALL TREE BRANCHES	Nos	2		03 Years	
33	DRAW VICE	Nos	2		03 Years	
34	EARTH TESTER	Nos	2		03 Years	
35	HAND DRILL MACHINE	Nos	1		03 Years	
36	RICKSHAW	Nos	1		03 Years	
37	T HANDLE SOCKET WRENCH (NO 10 TO 14)	Nos	1		03 Years	
38	WOOD CUTTER (AXE/DAO)	Nos	1		03 Years	
39	LED TRAFFIC BATON TORCH	Nos	1		03 Years	

(C) TOOLS FOR BREAK-DOWN TEAM						
S. No.	Description	Unit	Available Quantity	Suggestion	Life Cycle	Remarks
Article A						
1	Safety SHOES (RUBBER SOLE WITH 1" THICKNESS)	Pair	1	Per NMC employee	01 Year	
2	Gum Boot	Nos	1	Per NMC employee	03 Years	On Need basis subject to approval
3	Anti Cut Gloves	Set	1	Per Line Man	03 Years	
4	Safety Goggles	Nos	1	Per ALM	Yearly/On damaged	
5	Safety Helmet with Torch and Face vice	Nos	1	Per Fitter/Lineman	01 Year	
6	Safety Helmet	Nos	1	Per ALM	3 years or damaged / after impact	
7	RUBBER HAND GLOVES (15 KV tested)	Pair	1	Per Line Man	06 Months/ On damages	
8	Safety Cone	Nos	10		03 Years	On Need basis subject to approval
9	Safety Tape	Mtrs	50		03 Years	On Need basis subject to approval
10	SAFETY CHAIN (BRASS) – SPECIFICATION	Nos	1			
11	BARRICADE	Nos	2			
12	REFLECTIVE SAFETY JACKETS	Nos	1			
13	LED TRAFFIC BATON TORCH	Nos	1			
Article B						
1	Digital/Motorised Insulation Resistance Tester (5000 V) with facility of testing voltage selection from 500V to 5000V	Nos	1			
2	TOOL BOX	Nos	1		03 Years	
3	D. E. SPANNER	SET	1		03 Years	
4	ALLEN KEY SET (COMPLETE)	Nos	1		03 Years	
5	BOX SPANNER SET WITH ALL SOCKET	SET	1		03 Years	
6	Ring SPANNER SET	SET	1		03 Years	

(C) TOOLS FOR BREAK-DOWN TEAM						
S. No.	Description	Unit	Available Quantity	Suggestion	Life Cycle	Remarks
7	TORQUE WRENCH (40 to 100 N-m)	Nos	1		03 Years	
9	HYDRAULIC CRIMPING TOOL (95 SQ MM TO 300 SQ MM)	Nos	1		03 Years	
10	ADJUSTABLE WRENCH 18"	Nos	1		03 Years	
11	PIPE WRENCH 18" and 12"	Nos	1		03 Years	
12	SCREW DRIVER - 2 NOS(OF SIZES 10' AND 18")	SET	1		03 Years	
13	INSULATED CUTTING PLIER 8"	Nos	1		03 Years	
14	RECHARGABLE BATTERY OPERATED TORCH	Nos	2		03 Years	
15	ON LINE TESTER HT	Nos	1		03 Years	
16	LINE TESTER LT	Nos	1		03 Years	
17	HACKSAW FRAME	Nos	1		02 Year	
18	KNIFE	Nos	1		03 Years	
19	SET OF FLEXIBLE WIRES OF SUITABLE CURRENT RATING AND CONNECTOR CLIPS	SET	1		03 Years	
20	TEST LAMP	Nos	1		01 Year	
21	HAMMER 8 LBS	Nos	1		03 Years	
22	CHIESEL 8"	Nos	1		03 Years	
23	FRP Foldable Ladder 30'	Nos	1	Mounted on vehicle	03 Years	
24	SAFTEY ROPE & BELT	Nos	2		03 Year or damage	
25	ROPE FOR POLE SUPPORTING -1 NO. WITH B/D EECO	Nos	1		03 Year or damage	
26	CAUTION BOARD (FLOURESCENT)	Nos	3		03 Years	
27	DISCHARGE ROD 11KV	Nos	1		03 Years	
28	HEAD LAMP	Nos	1		03 Years	
29	HALF ROUND FILE 12"	Nos	1		03 Years	
30	MANUAL CRIMPING TOOL (25 SQMM TO 50 SQ MM)	Nos	1		03 Years	
31	NOSE PLIER 6"	Nos	1		03 Years	
32	POLLUTION MASK	Nos	1		03 Years	

(D) TOOLS FOR FLC						
S. No.	Description	Unit	Quantity	Suggestion	Life Cycle	Remarks
Article A						
1	SHOES (RUBBER SOLE WITH 1" THICKNESS)	Pair	1	Per NMC Manpower	01 Year	
2	Safety Helmet	Nos	1	Per NMC Manpower	3 years or damaged / after impact	
3	Safety Goggles	Nos	1	Per NMC employee	Yearly/On damaged	
4	RUBBER HAND GLOVES (15 KV tested)	Pair	1	Per Line Man	06 Months/ On damages	
Article B						
1	TOOL BAG	Nos	1		02 Years	
2	TORCH (RECHARGABLE BATTERY OPERATED)	Nos	1		03 Years	
3	ONLINE TESTER FOR HT	Nos	1		03 Years	
4	LINE TESTER LT	Nos	1		03 Years	
5	SCREW DRIVER - 2 NOS (OF SIZES 10' AND 18")	SET	1		03 Years	
6	D. E. SPANNER SET	SET	1		03 Years	
7	ALLEN KEY SET (COMPLETE)	Nos	1		03 Years	
8	ADJUSTABLE WRENCH 18"	Nos	1		03 Years	
9	INSULATED CUTTING PLIER 8"	Nos	1		03 Years	
10	HACKSAW FRAME	Nos	1		03 Years	
12	TEST LAMP	Nos	1		03 Years	
13	KNIFE	Nos	1		03 Years	
14	SET OF FLEXIBLE WIRES OF SUITABLE CURRENT RATING AND CONNECTOR CLIPS	SET	1		03 Years	

(E) TOOLS FOR LINEMAN/FITTER IN SUB STATION MAINTENANCE TEAM						
S. No.	Description	Unit	Quantity	Suggestion	Life Cycle	Remarks
Article A						
1	Safety SHOES (RUBBER SOLE WITH 1" THICKNESS)	Pair	1	Per NMC employee	01 Years	
2	Gum Boot	Nos	1		03 Years	On Need basis subject to

(E) TOOLS FOR LINEMAN/FITTER IN SUB STATION MAINTENANCE TEAM

S. No.	Description	Unit	Quantity	Suggestion	Life Cycle	Remarks
						approval of Divisional Head
3	Anti Cut Gloves	Set	1	Per Line Man	Yearly/On damaged	
4	Safety Goggles	Nos	1	Per NMC employee	01 Years	
5	Safety Helmet	Nos	1	Per NMC employee	3 years or damaged / after impact	
6	RUBBER HAND GLOVES (15 KV tested)	Pair	1	Per Line Man	Half Yearly/On damage	
7	Safety Cone	Nos	10	Per Team	03 Years	
8	Safety Tape	Mtrs	50	Per Team	03 Years	
9	SAFETY CHAIN (BRASS) – SPECIFICATION	Nos	1			
10	SAFETY BELT/FULL BODY HARNESS	Nos	1			
11	REFLECTIVE SAFETY JACKETS	Nos	1			
12	LED TRAFFIC BATON TORCH	Nos	1			
13	DISPLAY BOARD INDICATING “MAINTENANCE TEAM WORKING” ALONG WITH NAME OF VENDOR COMPANY & PHONE NO.	Nos	2			
Article B						
1	NYLON SAFETY ROPE & Safety Belt	Nos	1	Per Lineman	03 Year or damage	
2	TOOL BAG	Nos	1	Per Lineman	02 Year	
3	ADJUSTABLE WRENCH 18"	Nos	1	Per Line Man	03 Years	
4	MANUAL CRIMPING TOOL (10 SQ MM TO 50 SQ MM)	Nos	1	Per Line Man	03 Years	
5	SCREW DRIVER SET (Insulated from 06 to 18 inch)	Nos	1	Per Lineman	03 Years	
6	INSULATED CUTTING PLIER 6"	Nos	1	Per Lineman	03 Years	
7	HALF ROUND FILE 12"	Nos	1	Per Lineman	03 Years	
8	FLAT FILE 12"	Nos	1	Per Lineman	03 Years	
9	KNIFE	Nos	1	Per Lineman	03 Years	

(E) TOOLS FOR LINEMAN/FITTER IN SUB STATION MAINTENANCE TEAM

S. No.	Description	Unit	Quantity	Suggestion	Life Cycle	Remarks
10	HACKSAW FRAME	Nos	1	Per Lineman	03 Years	
11	LINE TESTER FOR LT	Nos	1	Per Lineman	03 Years	
12	ONLINE TESTER FOR HT	Nos	1	Per Lineman	03 Years	
13	TEST LAMP	Nos	1	Per Lineman	01 Years	
Article C						
1	TOOL BOX (MS)	Nos	1	Per Maintenance Team	03 Years	
2	HYDRAULIC CRIMPING TOOL (95 SQ MM TO 300 SQ MM)	Nos	1	Per Maintenance Team	03 Years	
3	HYDRAULIC CRIMPING TOOL (300 SQ MM TO 630 SQ MM)	Nos	1	Per Maintenance Team	03 Years	
4	ALLEN KEY SET (COMPLETE)	Nos	1	Per Maintenance Team	03 Years	
5	STAR ALLEN KEY SET (COMPLETE)	Set	1	Per Maintenance Team	03 Years	
6	BOX SPANNER SET WITH ALL SIZE SOCKETS	SET	1	Per Maintenance Team	03 Years	
7	RING SPANNER SET	SET	1	Per Maintenance Team	03 Years	
8	D. E. SPANNER Set	SET	1	Per Maintenance Team	03 Years	
9	TORQUE WRENCH (40 to 100 N-m)	Nos	1	Per Maintenance Team	03 Years	
10	PIPE WRENCH 18"	Nos	1	Per Maintenance Team	03 Years	
11	INSULATED CUTTING PLIER 8"	Nos	1	Per Maintenance Team	03 Years	
12	EXTENSION BOARD WITH 15 MTR WIRE	Nos	1	Per Maintenance Team	03 Years	
13	MULTIMETER (Clamp On Type meter)	Nos	1	Per Maintenance Team	02 Year	

(E) TOOLS FOR LINEMAN/FITTER IN SUB STATION MAINTENANCE TEAM

S. No.	Description	Unit	Quantity	Suggestion	Life Cycle	Remarks
14	BLOW LAMP WITH CYLINDER	Nos	1	Per Maintenance Team	03 Years	
15	HOT AIR BLOWER	Nos	1	Per Maintenance Team	03 Years	
16	CUTTER/GRINDER (AC) 4.5"	Nos	1	Per Maintenance Team	03 Years	
17	SET OF FLEXIBLE WIRES OF SUITABLE CURRENT RATING AND CONNECTOR CLIPS	Set	1	Per Maintenance Team	03 Years	
18	FRP FOLDABLE LADDER 30'	Nos	1	Per Maintenance Team	03 Years	
19	HAMMER 8 LBS	Nos	1	Per Maintenance Team	03 Years	
20	CHIESEL 8"	Nos	1	Per Maintenance Team	03 Years	
21	DANGI FOR REMOVAL OF SMALL BRANCHES OF TREES	Nos	1	Per Maintenance Team	03 Years	
22	SPADE	Nos	1	Per Maintenance Team	03 Years	
23	PICKAXE	Nos	1	Per Maintenance Team	03 Years	
24	CAUTION PLATE (FLOURESCENT)	Nos	3	Per Maintenance Team	03 Years	
25	DISCHARGE ROD 11KV	Nos	1	Per Maintenance Team	03 Years	
26	HEAD LAMP	Nos	1	Per Maintenance Team	03 Years	
27	NOSE PLIER 6"	Nos	1	Per Maintenance Team	03 Years	
28	POLLUTION MASK	Nos	1	Per NMC employee	03 Years	

(E) TOOLS FOR LINEMAN/FITTER IN SUB STATION MAINTENANCE TEAM

S. No.	Description	Unit	Quantity	Suggestion	Life Cycle	Remarks
29	RECHARGEABLE LED TORCH — 5W	Nos	1	Per Maintenance Team	03 Years	

(F) TOOLS FOR LINEMAN IN COMPLAINT CENTER

S. No.	Description	Unit	Available Quantity	Eligibility	Life Cycle	Remarks
Article A						
1	Safety SHOES (RUBBER SOLE WITH 1" THICKNESS)	Pair	1	Per NMC employee	01 Years	
2	Rain Coat	Nos	1	Per NMC employee	03 Years	
3	Gum Boot	Nos	1	Per NMC employee	03 Years	As per need after approval
4	Anti Cut Gloves	Set	1	Per Line Man	Yearly/On damaged	
5	Safety Goggles	Nos	1	Per NMC employee	01 Years	
6	Safety Helmet with torch	Nos	1	Per NMC employee	3 years or damaged / after impact	
7	RUBBER HAND GLOVES (15 KV tested)	Pair	1	Per Line Man	Half Yearly/On damage	
8	Safety Cone	Nos	10	Per Team	03 Years	
9	Safety Tape	Mtrs	10	Per Team	03 Years	
10	SAFETY BELT/FULL BODY HARNESS	Nos	1			
11	LED TRAFFIC BATON TORCH	Nos	1			
12	DISPLAY BOARD INDICATING "MAINTENANCE TEAM WORKING" ALONG WITH NAME OF VENDOR COMPANY & PHONE NO.	Nos	2			
Article B						
1	TOOL BAG	Nos	1	Per Team	02 Year	
2	D. E. SPANNER	SET	1	Per Team	03 Years	
3	RING SPANNER SET	Nos	1	Per Team	03 Years	

(F) TOOLS FOR LINEMAN IN COMPLAINT CENTER						
S. No.	Description	Unit	Available Quantity	Eligibility	Life Cycle	Remarks
4	SCREW DRIVER SET	Nos	1	Per Team	03 Years	
5	ALLEN KEY SET (COMPLETE)	Nos	1	Per Team	03 Years	
6	ADJUSTABLE WRENCH 18"	Nos	1	Per Team	03 Years	
7	PIPE WRENCH 18"	Nos	1	Per Team	03 Years	
8	INSULATED CUTTING PLIER 8"	Nos	1	Per Team	03 Years	
9	MANUAL CRIMPING TOOL (10 sq.mm to 50 sq. mm)	Nos	1	Per Team	03 Years	
10	ON LINE TESTER HT	Nos	1	Per Team	03 Years	
11	LINE TESTER LT	Nos	1	Per Team	03 Years	
12	KNIFE	Nos	1	Per Team	03 Years	
13	NOSE PLIER 6"	Nos	1	Per Team	03 Years	
14	HACKSAW FRAME	Nos	1	Per Team	03 Years	
15	TORCH (RECHARGABLE BATTERY OPERATED)	Nos	1	Per Team	03 Years	
16	TEST LAMP	Nos	1	Per Team	01 Years	
17	Multi Meter (Clamp Meter)	Nos	1	Per Team	02 Year	
18	FRP LADDER 21'	Nos	1	Per Team	03 Years	
19	LTAB Core Separator Tools	Nos	1	Per Team	03 Years	
20	SAFTEY ROPE with Belt	Nos	1	Per Team	03 Year or damage	
21	SAFTEY CHAIN (BRASS)	Nos	1	Per Team	03 Years	
22	FULL ROUND FILE 12"	Nos	1	Per Lineman	03 Years	
23	FLAT FILE 12"	Nos	1	Per Lineman	03 Years	
24	CAUTION PLATE (FLOURESCENT)	Nos	2	Per Team	03 Years	
25	CHIESEL 8"	Nos	1	Per Lineman	03 Years	
26	DISCHARGE ROD FOR LT	Nos	1	Per Lineman	03 Years	
27	HAMMER 8 LBS	Nos	1	Per Team	03 Years	
28	HEAD LAMP	Nos	1	Per Team	03 Years	
29	POLLUTION MASK	Nos	1	Per NMC Manpower		

List of Tools required to be of specified Make:

S. No	Tools	Make
1	TRANSFORMER OIL TESTING KIT(BDV)	KRINO's/NDLPPOWERLTD.
2	HAND HELD HYDRAULIC CRIMPING TOOL (25SQMMto95SQMM)	SIGMA/3D/RAYCHEM/JAINSON/DOWELL
3	INSULATION RESISTANCE TESTER(MEGGERHV—2.5/5KV)	FLUKE/MEGGERRISHABH/WACCO
4	INSULATION RESISTANCE TESTER(MEGGERLV—SOOV)	FLUKE/MEGGERRISHABH/WACCO
5	HANDDRILL Machine	BOSCH
6	HYDRAULIC CRIMPING MACHINE (150,300&630) SQMM	SIGMA/3D/RAYCHEM/JAINSON/DOWELL
7	CLIP-ON METER	MECO/MOTWANI/ RISHABH
8	LINE TESTER (HT & LT)	TAPARIA/STANLEY

Calibration Test Certificate of all the testing instruments shall be submitted as and when required from an NABL certified Laboratory.

NOTE: Any other Tools & Tackles required to carry out the work shall be available with the Contractor and the same shall be provided. The required T&P shall be of duly ISI marked or as per specified make of specifically mentioned tools.

List of Instruments with calibration certificate lab to be submitted and the same shall be re-calibrated before expiry of validity.

S. No	List of Instrument
1	Insulation Resistance Tester
2	Hi-POT Set (PC Set)
3	Chain Pulley Block
4	Tree Pruner
5	Earth Tester
6	Welding Sets
7	Hot Air Blower
8	MULTIMETER
9	CRIMPING TOOL
10	TRANSFORMER OIL TESTING KIT (BDV)
11	HAND HELD HYDRAULIC CRIMPING TOOL (25 SQMM to 95 SQMM)
12	INSULATION RESISTANCE TESTER (MEGGER HV — 2.5/5KV)
13	INSULATION RESISTANCE TESTER (MEGGER LV — 500V)
14	HAND DRILL MACHINE
15	HYDRAULIC CRIMPING MACHINE — (150, 300 & 630) SQMM
16	CLIP ON METER
17	LINE TESTER (LT)
18	LINE TESTER (HT)

Vendor has to submit duly filled format (enclosed as Annexure –A) for mentioned instrument

Annexure – A						Tender Enquiry No. -		
Testing/Measuring Instrument								
Name of vendor								
Sr. No.	Description of Instruments	Instrument Make	Serial No. Of Instrument	Qty	Year of Manufacturing	Calibrated (Y/N)	Calibration Validity Date	Working Status
1								
2								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								

2. EHV GRID & TRANSMISSION LINES – O&M

- 2.1 Following broad activities are covered under the Scope of contractor. The contractor shall be responsible for managing power supply within the awarded area as per DERC supply code ensuring consumer satisfaction. The Contractor shall be responsible to ensure operational parameters of the area are on improving trend compared to previous year
- 2.1.1 The contractor shall be responsible for managing power supply within the awarded area as per DERC supply code ensuring consumer satisfaction. He shall be responsible to ensure operational parameters of the area are on improving trend compared to previous year.
- 2.1.2 Cleaning of C&R panels and Switch Gear Panels room with vacuum Cleaners if required, as per Instruction of officer (EHV-O&M/TRL)
- 2.1.3 Ensuring proper lighting in the Yard as well as Switchgear and Control room's internal

- 2.1.4 Wiring including indication lighting of C&R Panels and control, protection & indication wiring of C&R panels, CT, TK box and PTR.
- 2.1.5 In order to strengthen the grounding system contractor shall carry out maximum 50 Nos of grounding / earthing in routine maintenance work per annum per circle without any extra charges (Material to be provided by BRPL).
- 2.1.6 Contractor must arrange skilled manpower to plug in and plug out cables connected to GIS system
- 2.1.7 Staking of material, like oil drum/wooden cable drum, cables, and other requisite accessories, including fire extinguishing equipment in proper manner, as per site condition or guidelines of the shift in charge of the grid station.
- 2.1.8 Checking & Filling of fire Buckets sand regularly in the Grid Station.
- 2.1.9 Painting of right nomenclature of the feeder as per the instructions of Engineer - in- charge.
- 2.1.10 Proper house-keeping of Yard, CR Room, SWG Room & cleaning of cable trenches in Grid.
- 2.1.11 Cleaning of offices, toilet block by using of detergent, soap & Phenyl. & cleaning of safety tank & sewage line.
- 2.1.12 Removing of vegetation/grass/malba/debris in the grid s/stn.& disposal from Grid to outside.
- 2.1.13 Welding work, as and when required by the engineer in charge
- 2.1.14 All material required for attending to Maintenance/Breakdowns, shall be transported from Store to Site or site to site, by the Contractor, besides providing regular vehicle with Driver, as and when required by field staff for attending to any emergent breakdowns.

Sr. No	Area of Work	Description of Activities
1	EHV Breakdown	EHV Breakdown management and power supply restoration of impacted area/consumers due to EHV Breakdown within SLA timelines. This activity includes but not limited to testing of EHV Network comprising of 66,33 and 11 kV network of Grid and Line and associated equipment, identification of faulty section and its isolation, back-feeding of remaining network section and repair/restoration of faults and restoration of power supply. The work shall be carried out under the supervision and direction of Company engineer in-charge. Since EHV breakdown impacts large consumers hence contractor shall ensure round the clock team and each team consisting of minimum one lineman, and two assistant linemen along with vehicle with driver.
2	EHV Emergency Shutdown	EHV Emergency Shutdown management and power supply restoration of impacted area/consumers due to EHV Emergency Shutdown within SLA timelines. This activity includes but not limited to repair/replacement of equipment installed in EHV Grid/Sub-station and EHV OH & Underground networks of 66,33 & 11 KV like Power Transformers, SF6 Circuit Breakers, Vacuum Circuit Breakers, Oil Circuit Breakers (if any), Lightning Arrestors, Surge Arrestors, Current Transformers, Capacitive Voltage Transformers, Potential Transformers, Isolators, Terminal Kiosks, Marshalling Box, Cable Termination, Control Cable Laying and Termination, Capacitor Bank, Battery Bank and Chargers, ACDB, DCDB, Yard and Building Lighting, Clamp and Connectors, Disc and Pin Insulators, Conductor Jointing and Replacement, Oil Top-Up and Oil Removal, Arresting oil leakage, Bird, Kite and other foreign/unwanted object removal and associated works described above under unscheduled outages. Unscheduled outages should be minimized and planning should be done in such a manner that most of the work is carried out in planned manner. The work shall be carried out under the supervision and direction of Company engineer in-charge. Contractor shall maintain sufficient buffer manpower at division / circle / office level along with required vehicle and driver to ensure emergency work are completed within time period specified

Sr. No	Area of Work	Description of Activities
3	EHV Planned Shutdown	<p>EHV Planned Shutdown management and power supply restoration of impacted area/consumers due to EHV Emergency Shutdown within SLA timelines. This activity includes but not limited to repair/replacement of equipment installed in EHV Grid/Sub-station and EHV OH & Underground networks of 66,33 & 11 KV like Power Transformers, SF6 Circuit Breakers, Vacuum Circuit Breakers, Oil Circuit Breakers (if any), Lightning Arrestors, Surge Arrestors, Current Transformers, Capacitive Voltage Transformers, Potential Transformers, Isolators, Terminal Kiosks, Marshalling Box, Cable Termination, Control Cable Laying and Termination, Capacitor Bank, Battery Bank and Chargers, ACDB, DCDB, Yard and Building Lighting, Clamp and Connectors, Disc and Pin Insulators, Conductor Jointing and Replacement, Oil Top-Up and Oil Removal, Arresting oil leakage, Bird, Kite and other foreign/unwanted object removal and associated works described above under unscheduled outages. Unscheduled outages should be minimized and planning should be done in such a manner that most of the work is carried out in planned manner. The work shall be carried out under the supervision and direction of Company engineer in-charge. Contractor shall maintain sufficient buffer manpower at division / circle / office level along with required vehicle and driver to ensure emergency work are completed within time period specified Grid Maintenance work is done at grid level comprising a group of 3 to 5 Grids (depending upon installed MVA capacity) hence contractor shall depute minimum one team against group of grids consisting of one supervisor, one electric fitter, two linemen and two assistant line man at each division for routine and planned maintenance work along with vehicle and driver, Transmission Line Maintenance work is done at Line level comprising of OH lines and Under-ground cable network at circle level hence contractor shall depute minimum one team against maintenance of transmission line consisting of one supervisor, six linemen and three assistant linemen for routine and planned maintenance work along with vehicle and driver.</p>
4	EHV Routine Works	<p>Routine Maintenance Jobs Cleaning of C&R panels and Switch Gear Panels room with vacuum Cleaners if required, as per Instruction of officer (EHV-O&M/TRL), Ensuring proper lighting in the Yard as well as Switchgear and Control room's internal, wiring including indication lighting of C&R Panels and control, protection & indication wiring of C&R panels, CT, TK box and PTR. Routine maintenance of battery bank including supply of electrolyte/distilled water as per the order of Engineer in-charge.</p> <p>In regards to Battery operations, complete testing, defect finding, trouble shooting of the defects of entire Grid DC System including various makes of Chargers & batteries installed at different sub stations to maintain the DC system in healthy condition 24x7 through OEM supplier only.</p> <p>In order to strengthen the grounding system contractor shall carry out maximum 50 Nos of grounding / earthing in routine maintenance work per annum per circle without any extra charges. Contractor must arrange skilled manpower to plug in and plug out cables connected to GIS system. Staking of material, like oil drum/wooden cable drum, cables, and other requisite accessories, including fire extinguishing equipment in proper manner, as per site condition or guidelines of the shift in charge of the grid station. Checking & Filling of fire Buckets sand regularly in the Grid Station. Painting of right nomenclature of the feeder as per the instructions of Engineer - in- charge. Proper house-keeping of Yard, CR Room, SWG Room & cleaning of cable trenches in Grid. Cleaning of offices, toilet block by using of detergent, soap & Phenyl. & cleaning of safety tank & sewage line. Removing of vegetation/grass/malba/debris in the grid s/stn.& disposal from Grid to outside. Welding work, as and when required by the engineer in charge. All material required for attending to Maintenance/Breakdowns, shall be transported from Store to Site or site to site, by the Contractor, besides providing regular vehicle with Driver, as and when required by field staff for attending to any emergent breakdowns.</p> <p>Separate vehicle to be provided for the Company EHV operation staff to each operation team. Also separate vehicle to be provided for EHV protection team each for three circle and one common for night shift</p>

Sr. No	Area of Work	Description of Activities
		<p>Vendor to perform detailed testing of Circuit Breakers also that will include CRM test, TIM test, Meggar test. Vendor to provide CRM kit, TIM kit also for each circle.</p> <p>Vendor to share EHV Breakdowns analysis reports bimonthly for each circle and also show reduction plan as per Business plan of BSES.</p> <p>CT & PT testing and analysis - Checking of partial discharge, UHF, RFI & TEV signals, Turn ratio test.</p> <p>Including supply of necessary test kits , its calibration & maintenance, Vendor to provide one set of kit for each circle</p>
5	Asset Safeguarding	Contractor shall depute manpower to patrol the area for safeguarding the network against theft and damage from external agency. The number shall be decided by the contractor considering geographical profile of the area so that complete area is patrolled round the clock.

Note * These all activities shall be performed on the basis of CEA Guidelines for Benchmarking of Operation & Maintenance (O&M) Norms for Distribution Utilities, Central Electricity Authority 2024.

Any future amendments to CEA Guidelines are also to be covered.

Contractor should make provision for accommodation of manpower in the close vicinity of working area.

2.2 Deployment of Resources

- 2.2.1 In order to perform these works, the VENDOR shall deploy resources as per requirement. The supervisor shall be Diploma holder with mobile phones.
- 2.2.2 Whenever required, the resources shall be also deployed during evening and night hours and also on Sundays/notified holidays for maintenance purpose as per the requirement.
- 2.2.3 The contractor shall deploy adequate resources for the smooth execution of work assigned to him. The minimum resources shall be agreed upon in the beginning of this contract and the contractor shall provide complete details including name, address, and Adhaar Card number of manpower deployed.
- 2.2.4 The contractor shall deploy qualified & experienced resources comprising engineers, supervisors, diploma holders, skilled, semi-skilled & unskilled staff in accordance with the requirements of electricity rules, safety laws and other applicable regulatory laws. The contractor shall also ensure to meet the requirements of performance standards as mentioned in this document. If at any stage, the Engineer In-Charge finds the resources not suitable or not up to the mark, the contractor shall deploy the alternate resources immediately
- 2.2.5 Distribution of electricity is an essential service as well as a public utility service. It is imperative to secure the electric network of our license area so that uninterrupted distribution of power supply to essential services like Delhi Metro, Police, hospitals, etc. is maintained. Proper security measures are essential due to the extremely sensitive and critical nature of these services. Therefore, Contractors shall be responsible for maintaining Personal Identification Data of all staff deployed by him at our premises in electronic or any other form as prescribed by the company. In addition to this, the Contractor shall also submit a record of his deployment in various locations to BSES on a daily basis to the Divisional In-charge.

- 2.2.6 The manpower deployed by the contractor shall exercise highest level of integrity at work place and shall not involve in any type of malpractice. In case any resource of the contractor is found involved in any malpractice, the contractor shall indemnify the company for the loss incurred by the company on account of such malpractice/misconduct.
- 2.2.7 In case the contractor or the manpower deployed by him unable to execute the work assigned to it as per satisfaction of the company or the workmen of the contractor refuses to work, going on strike or for any other reason likely to lead to loss of productivity, the company shall have right of engaging any other agency or resorting to any other suitable means without giving any reason and to recover the cost incurred out of the amount payable to contractor.
- 2.2.8 Safety norms to be observed as per BSES QHSE policy / LOTO practice norms to be followed
- 2.2.9 The contract is strictly on the basis of scope of work to maintain power supply as per DERC supply code, any penalty imposed by DERC on account of power supply shall be passed on to contractor. Contractor shall ensure sufficient and free to depute manpower based on quantum of work keeping the time schedule for each activity / work.
- 2.2.10 Supervisor shall be deputed at Circle/Grid/Transmission Line level as per requirement of work.
- 2.2.11 Since EHV breakdown impacts large consumers hence contractor shall ensure round the clock team and each team consisting of minimum one lineman, and two assistant linemen.
- 2.2.12 Grid Maintenance work is done at grid level comprising a group of 5 Grids hence contractor shall depute minimum one team against group of grids consisting of one supervisor, one electric fitter, two linemen and two assistant line man at each division for routine and planned maintenance work.
- 2.2.13 Transmission Line Maintenance work is done at Line level comprising of OH lines and Under-ground cable network at circle level hence contractor shall depute minimum one team against maintenance of transmission line consisting of one supervisor, two electric fitter, four lineman, and three assistant lineman for routine and planned maintenance work.
- 2.2.14 Contractor shall maintain sufficient buffer manpower at division / circle / office level to ensure emergency work are completed within time period specified.
- 2.2.15 Contractor shall depute manpower to patrol the area for safeguarding the network against theft and damage from external agency. The number shall be decided by the contractor considering geographical profile of the area so that complete area is patrolled round the clock.
- 2.2.16 Contractor should make provision for accommodation of manpower in the close vicinity of working area.

Bidder shall furnish the details of manpower to be deployed per the format below for EHV network.

Breakdown Maintenance Manpower for 3 Shifts

Sr no.	Circle	Lineman/fitter – skilled	ALM-Un skilled	Reliever	Total Manpower
1	TRL South 1				
2	TRL South 2				
3	TRL West 1				

Sr no.	Circle	Lineman/fitter – skilled	ALM-Un skilled	Reliever	Total Manpower
4	TRL West 2				
TOTAL BRPL					

Grid Maintenance Manpower

Sr no.	Circle	Grid s	Sup	Electric Fitter - skilled	Lineman-skilled	ALM-Un skilled	Total Manpower
1	Grid South 1						
2	Grid South 2						
3	Grid West 1						
4	Grid West 2						
5	Grid Cleaning staff, Grid South1						
6	Grid Cleaning staff, Grid South2						
7	Grid Cleaning staff, Grid West1						
8	Grid Cleaning staff, Grid West2						
9	PTN South 1						
10	PTN South 2						
11	PTN West 1						
12	PTN West 2						
TOTAL BRPL							

Line Maintenance Manpower

Sr no.	Circle	Sup	Electric Fitter –skilled	Lineman-skilled	ALM-Un skilled	Total Manpower
1	TRL South 1					
2	TRL South 2					
3	TRL West 1					
4	TRL West 2					
TOTAL BRPL						

FLC Maintenance Manpower

Sr no.	Circle	Sup	Electric Fitter - skilled	Lineman-skilled	ALM-Un skilled	Total Manpower
1	TRL South					
2	TRL West					
TOTAL BRPL						

Total Manpower

S. No.	Circle	Breakdown Maintenance	Grid Maintenance	Line Maintenance	FLC	Total
1	South 1					
2	South 2					
3	West 1					
4	West 2					
5	PTN South 1					
6	PTN South 2					
7	PTN West 1					
8	PTN West 2					
9	Grid Cleaning staff, Grid South1					
10	Grid Cleaning staff, Grid South2					
11	Grid Cleaning staff, Grid West1					
12	Grid Cleaning staff, Grid West2					
	BRPL					

Total EHV Manpower

Sl. No.	Labour Component	South - I	South - II	West - I	West - II	Total
i	Skilled					
ii	Semi- Skilled					
iii	Unskilled					
iv	Supervisors					
v	Engineer					
	Total Manpower					

Bidder shall furnish the details of manpower to be deployed per the format above for EHV O&M activities

2.3 Vehicle Requirement

- 2.3.1 For smooth execution of work, the contractor shall deploy sufficient number of GPS Enabled commercial vehicle not more than 3-year-old at the site/ vehicle odometer reading shall not be more than 30000 km. Vehicle also compatible with odd & even days as per Delhi Govt order if any during the period of contract. Electric Vehicle or CNG vehicle shall be preferred. GPS is compatible with BSES system i.e. MAP MY India only. The vehicle shall be equipped with all the equipment and apparatus for ensuring safe work environment. The contractor will ensure to maintain the log sheets of the vehicle use and produce the records on request/advice of the engineer in- charge.

- 2.3.2 All the permissions required for plying the vehicles on the road for 24x7 as per requirement of work shall be ensured by the contractor.
- 2.3.3 It is mandatory for all the Contractors to procure GPS based Vehicle Trackers (Model No. Map my India VT 12, Specs: IP 67, Dual IP, Flash Memory 16 MB, Accelerometer or prescribed by BSES.
- 2.3.4 The vendor has to register all the vehicles put to use under this tender use with the Company
- 2.3.5 The vendor shall be allowed to charge any EV deployed under this tender and registered with the company free of cost on designated spots across the network. List of charging points available for vehicles shall be made available on request. At least 2% of the vehicles to be used shall be EV driven
- 2.3.6 The details of minimum numbers of vehicle required for performing various activities under the scope are as follows:

Vehicle details for EHV						
		South-I	South-II	West-I	West-II	Total
Sl. No.	Vehicle Type	Qty	Qty	Qty	Qty	
i	Vehicle (Maruti VAN -EECO for 24 Hrs	1	1			2
ii	Vehicle (Maruti VAN -EECO for 12 Hrs	2	2	1	1	6
iii	Tempo for 24 Hrs	2	1	0	0	3
iv	Tempo for 12 Hrs	5	4	5	4	18
v	TATA SUMO for 12 hrs			1		1
vi	TATA SUMO for 8 hrs	1				1
vii	Vehicle (Maruti VAN - EECO for 8 Hrs			1		1
	Total Vehicle	11	8	8	5	32

2.4 Performance

- 2.4.1 The performance of the contractor shall be reviewed by the company for the work done by the contractor as per terms mentioned Score Card.

2.5 Score Card

- 2.5.1 The performance of the contractor shall be evaluated monthly. Accordingly, monthly score card shall be prepared. The Score card is part of Clause 3 of Section V – Scope of Work.

2.6 Service Level Agreement

- 2.6.1 Following guaranteed service level needs to be adhered by the Contractor.

S.No.	Service Area	Time-Line (Days)**	Penalty
1	Replacement of Power Transformer of all rating	15	Penalty shall be Rs 10000/- per day on from 16th day onwards till the

S.No.	Service Area	Time-Line (Days)**	Penalty
			completion of Power Transformer replacement work.
2	Replacement of Circuit Breakers – 11 KV	1	Shall reflect poor rating in score card
3	Replacement of Circuit Breakers – 33 KV	2	Shall reflect poor rating in score card
4	Replacement of Circuit Breakers – 66 KV	2	Shall reflect poor rating in score card
5	Replacement of CT/PT – 11 KV	1	Shall reflect poor rating in score card
6	Replacement of CT/PT – 33 KV	1	Shall reflect poor rating in score card
7	Replacement of CT/PT – 66 KV	1	Shall reflect poor rating in score card
8	Replacement of LA – 11 KV	1	Shall reflect poor rating in score card
9	Replacement of LA – 33 KV	1	Shall reflect poor rating in score card
10	Replacement of LA – 66 KV	1	Shall reflect poor rating in score card
11	Replacement of ISO – 33 KV	2	Shall reflect poor rating in score card
12	Replacement of ISO – 66 KV	2	Shall reflect poor rating in score card
13	Replacement of Cap Bank 11/33/66	7	Shall reflect poor rating in score card
14	Replacement of Broken Conductor 33/66 KV	1	Shall reflect poor rating in score card
15	Replacement of Disc Insulator	1	Shall reflect poor rating in score card

** Timeline starts from the date of issue of Equipment to the contractor by Company

- 2.6.2 In case the contractor failed to ensure the minimum SLA, then penalty shall be imposed on the contractor for the month against the activity for which SLA could not be adhered. The penalty shall be imposed as per table attached.
- 2.6.3 These conditions shall not be applicable in the event of force majeure and any unforeseen events which are beyond the control of contractor. Decision of Circle Heads for classification of events (which is beyond the control of contractor) shall be final decision.
- 2.6.4 Note: Above activities are indicative only and contractor shall do all works associated with EHV O&M Works.
- 2.7 Detailed Activities for Rectification & Maintenance of 66/33 KV O/HEAD and U/GROUND system and grid S/STNS:

S. No.	Description of Activities EHV Lines & Grids
1	Patrolling of over-headlines with respect to any loose guard wires or disconnected /non Functioning of earthing of the line /cable up to the Grid -end including or trees/kite. Threads any foreign object in the right of way of Overhead lines.
2	Repairing/replacement of jumpers.
3	Replacement of Disc Insulators.
4	Stringing of Conductor.
5	Stringing of Aerial Earth Wire of Tower Line.
6	Repairing of Damaged conductor and its re-sagging.
7	Re-sagging of Conductors

S. No.	Description of Activities EHV Lines & Grids
8	Providing manpower for conducting FLC of Faulty cables to revive any faulty cable laying pending.
9	Replacement of clamps of various sizes/replacement of ACSR Zebra/Wolf
10	Trimming of tress.
11	Replacement of Pin Insulator.
12	Stringing of Earth Wire.
13	Providing of Broken Stays.
14	Mounting/un-mounting of 66 & 33 kv cable end boxes.
15	Checking of SVL on 66 kv cable by removing treanch covers with the help of crane
16	Replacement of Broken Stays.
17	Repairing of Damaged conductor and its re-sagging.
18	Mounting/un-mounting of cable and boxes.
19	Cable laying and Back Filling
20	Replacement of clamps of various sizes/replacement of ACSR Zebra/Wolf Conductor jumpers
21	Mounting/connecting of revived 33 & 66 kv cables
22	Laying/Dismantling of Control Cables.
23	Installation /replacement/ strengthening of existing tower angle iron members found missing/stolen.
24	Fabrication of wooden cleats for cables
25	Replacement/erection of broken rail poles/stud poles of 33kv line
26	Fabrication of MS plate for installation of LA
27	Cleaning of cable and terminations 66/33kv
28	Strengthening of earthing of cables and tower footings by providing additional angle iron member
29	Replacement of damaged/broken clamps of various sizes
30	Maintenance & testing of sub-station equipment like Switchgears, LAs, CVTs, CTs and PTs insulators, battery bank and battery charger, capacitor bank and other petty work
31	Replacement & testing of sub-station equipment like Switchgears, LAs, CVTs, CTs and PTs insulators, battery bank and battery charger, capacitor bank and other petty work
32	Maintenance & Testing of Pr.Tr.
33	Maintenance & Testing of Local Tr.
34	Assistance for replacement/testing of all type relays, WTI/OTI/TPI & Repeaters.
35	Replacement of Silica Gel, Top-up of oil in the Conservator & OLTC main tank.
36	Replacement of gasket of all sizes for stoppage of leakage of oil in transformer /switch gear, CT's and other equipment etc. Material shall be supplied by COMPANY.
37	Replacement/Maintenance/testing of 66/33/11kv Outdoor/Indoor SWGs. Other than schemes.
38	Checking/filling of Gas pressure of 66/33kv breakers,
39	Maintenance/Replacement of Isolators, Earth switches, TK Boxes, Feeder pillar, ACDB, DCDB, Marshalling boxes & Isolator Boxes
40	Maintenance /Replacement of conductor of 66/33kv O/D Bus bars & removing of Bird's Nest.

S. No.	Description of Activities EHV Lines & Grids
41	Maintenance/Testing of 33/11kv I/D Bus bars by cleaning with Petrol/CRC etc.
42	Testing of Earth resistance of equipment installed in the grid s/stn.
43	Cleaning of Solar PV panels during early morning hours or after sunset
44	Dewatering of Grids in case of heavy rain.
45	Painting of Yard Structure and yard equipment as per site requirement
46	Providing Hydra (Crane) or JCB as per site requirement. The contractor has to supply JCB for cleaning larger area of open yard as per site engineer requirement for removing vegetation/ grass
47	Cleaning of choked sewer lines of Grid by arranging vacuum pump machine will be in the scope of contractor
48	Spread of gravel / sand (including supply by vendor) as per requirement & instruction of Engineer in Charge (rates as per BSES schedule to be provided to the vendor for gravel cost)
49	Cleaning of C.R. panels and Switch Gear Panels with vacuum Cleaners if required,
50	Maintenance/Replacement of lightings in the Yard as well as Switchgear and Control room's internal
51	wiring including indication lighting of C&R Panels and control, protection & indication wiring of C&R panels, CT,TK box and PTR.
52	Staking of material, like oil drum/wooden cable drum, cables, and other requisite accessories, including fire extinguishing equipment in proper manner, as per site condition
53	Checking & Filling of fire Buckets sand regularly in the Grid Station
54	Regular Checking of Fire-extinguishing equipment for their efficient operation
55	Painting of right nomenclature of the feeder
56	Proper house-keeping of Yard, CR Room, SWG Room & cleaning of cable trenches in the
57	Grid
58	Cleaning of offices, toilet block by using of detergent, soap & Phenyl. & cleaning of safety
59	Tank & sewage line
60	Providing sufficient manpower for handling of protection team instruments such as Tan delta kit, Winding resistance kits, TTR kit, Primary Injection Kits, secondary injection etc. and its accessories.
61	Arresting Oil leakage from power transformers/Current Transformers, Potential Transformers
62	Replacement/Augmentation of Power Transformers (PTR) of all ratings including dismantling of Old PTR, Transportation of new PTR from Store to Site and returning of Old PTR from site to Store.

2.8 List of PPE

Minimum Requirement of T & P in EHV in South Circle

S.No.	Item Description	Existing Quantity	Proposed Quantity
1	Metal Tool Box	5 Nos	8 Nos
2	Ratchet Set	5 Nos	8 Nos
3	Carpenter chisel 8 IN	5 Nos	8 Nos
4	Screw driver 150 MM	5 Nos	8 Nos
5	Screw driver 250 MM	5 Nos	8 Nos

S.No.	Item Description	Existing Quantity	Proposed Quantity
6	File flat Rough 8 IN	5 Nos	8 Nos
7	File flat smooth 10 IN	5 Nos	8 Nos
8	File half round smooth 8 IN	5 Nos	8 Nos
9	File Round	5 Nos	8 Nos
10	Allen key set 3-12 MM (Set)	5 Nos	8 Nos
11	Drill bit set 3-12 MM (Set)	5 Nos	8 Nos
12	Hacksaw blade 12x1/2 IN (Pkt)	5 Nos	8 Nos
13	Hacksaw frame 12 IN	5 Nos	8 Nos
14	Hammer ball 1000 GM	5 Nos	8 Nos
15	Hammer with handle 500 GM	5 Nos	8 Nos
16	Plier general 160 MM	5 Nos	8 Nos
17	Plier nose 160 MM	5 Nos	8 Nos
18	Plier monkey 6 IN	5 Nos	8 Nos
19	Screw driver 8 IN	5 Nos	8 Nos
20	Screw driver 12 IN	5 Nos	8 Nos
21	Screw driver 10 IN	5 Nos	8 Nos
22	Screw driver 6 IN	5 Nos	8 Nos
23	Spanner adjustable 8 IN	5 Nos	8 Nos
24	Spanner adjustable 12 IN	5 Nos	8 Nos
25	Spanner Ring 6-32 MM	5 Nos	8 Nos
26	Spanner D type (Set)	5 Nos	8 Nos
27	Pipe Wrench 8 IN	5 Nos	8 Nos
28	Pipe Wrench 12 IN	5 Nos	8 Nos
29	Pipe Wrench 15 IN	5 Nos	8 Nos
30	Pipe Wrench 24 IN	5 Nos	8 Nos
31	Socket set hex 8-32 MM	5 Nos	8 Nos
32	hand Drill machine	5 Nos	8 Nos
33	Vacuum cleaner	5 Nos	8 Nos
34	Heat blower	5 Nos	8 Nos
35	Multi meter	5 Nos	8 Nos
36	Shorting chain (Brass)	24 Nos	28 Nos

S.No.	Item Description	Existing Quantity	Proposed Quantity
37	Torch (Chargeable)	5 Nos	8 Nos
38	Rope 15 MM	6 Nos	8 Nos
39	Chain Pulley Block (Complete set including Wooden Log of suitable length)	2 Nos	2 Nos
40	Drainage water pump single phase complete with Inlet/outlet pipes & Foot valve	1 Nos	1 Nos
41	Tarpaulin 20ft x 20ft to cover PTR for emergency work	5 Nos	5 Nos
42	Extension cord with roll able drum type with 100 m flexible cable	5 Nos	5 Nos
43	Welding Set	2 Nos	2 Nos
44	Drill Machine Fixed type	2Nos	2Nos
45	Rope pulley with Rope of 100mtr length	2 Nos	2 Nos
46	METAL SHEET CUTTERT	5 Nos	5 Nos
47	Crane / Hydra as and when required in case of Major work as per site requirement as per site requirement	SOS	SOS
48	Motorized grass/tree pruning machine	5 Nos	5 Nos
49	Gas Cutter	2 Nos	2 Nos
50	Hydraulic/Hand Crimping Machine/Tools with complete sets of dies.	SOS	SOS
51	Chain Pulley Blocks up to 5 tons. Rope and Pulleys. Come-along clamps " T&P for stringin and sagging of conductor.	SOS	SOS
52	All the equipment for digging of Kachha / Pacca, Bitumen roads 2 Nos for attending faults including providing of JCBs/Compressor Machine, as per site requirement.	SOS	SOS
53	HT IR Testing Kit	2 Nos	4 Nos
54	Portable Generating Set including Supply of Diesel/ Petrol of required capacity as per Site condition.	2 Nos	2 Nos
55	High Pot Set.	2 Nos	4 Nos
56	Crane of adequate capacity for handling of material and Transportation of the same from site to Store/site to Site, as and when required by field staff (It shall be the responsibility of	SOS	SOS

S.No.	Item Description	Existing Quantity	Proposed Quantity
	contractor to arrange the other Vehicle for transportation of material from Stores to Site or site to site).		
57	Temporary lighting arrangement like extension boards and hand lamps etc. Millimeter & Clamp meter.	SOS	SOS
58	Gas filling kit	2 Nos	2 Set
59	Earth Tester Set	2 Nos	3 Nos
60	Discharge Rods	10 Nos	10 Nos
61	Voltage Indicator/ Sensor with Assembly (Up to 66 KV)	10 Nos	10 Nos

Note: Above list of tools are indicative only contractor must arrange other tools and instrument as and when required based on nature of work Minimum Requirement of PPEs in EHV in Each Circle Contractor must comply with all PPEs items of standard make to all its employee deputed at site at all time.

Minimum List of PPE Items for all AMC staff (Indicative Only)

1	Helmet
2	Safety Shoes
3	Safety goggles
4	Reflector jackets (It is proposed to provide cotton jackets)
5	Safety Harness
6	Gloves (Up to 66 KV)
7	Full Body Harness

Minimum Requirement of T & P in EHV in West Circle

S.No.	Item Description	Existing Quantity	Proposed Quantity
1	Metal Tool Box	5 Nos	7 Nos
2	Ratchet Set	5 Nos	7 Nos
3	Carpenter chisel 8 IN	5 Nos	7 Nos
4	Screw driver 150 MM	5 Nos	7 Nos
5	Screw driver 250 MM	5 Nos	7 Nos
6	File flat Rough 8 IN	5 Nos	7 Nos
7	File flat smooth 10 IN	5 Nos	7 Nos
8	File half round smooth 8 IN	5 Nos	7 Nos

S.No.	Item Description	Existing Quantity	Proposed Quantity
9	File Round	5 Nos	7 Nos
10	Allen key set 3-12 MM (Set)	5 Nos	7 Nos
11	Drill bit set 3-12 MM (Set)	5 Nos	7 Nos
12	Hacksaw blade 12x1/2 IN (Pkt)	5 Nos	7 Nos
13	Hacksaw frame 12 IN	5 Nos	7 Nos
14	Hammer ball 1000 GM	5 Nos	7 Nos
15	Hammer with handle 500 GM	5 Nos	7 Nos
16	Plier general 160 MM	5 Nos	7 Nos
17	Plier nose 160 MM	5 Nos	7 Nos
18	Plier monkey 6 IN	5 Nos	7 Nos
19	Screw driver 8 IN	5 Nos	7 Nos
20	Screw driver 12 IN	5 Nos	7 Nos
21	Screw driver 10 IN	5 Nos	7 Nos
22	Screw driver 6 IN	5 Nos	7 Nos
23	Spanner adjustable 8 IN	5 Nos	7 Nos
24	Spanner adjustable 12 IN	5 Nos	7 Nos
25	Spanner Ring 6-32 MM	5 Nos	7 Nos
26	Spanner D type (Set)	5 Nos	7 Nos
27	Pipe Wrench 8 IN	5 Nos	7 Nos
28	Pipe Wrench 12 IN	5 Nos	7 Nos
29	Pipe Wrench 15 IN	5 Nos	7 Nos
30	Pipe Wrench 24 IN	5 Nos	7 Nos
31	Socket set hex 8-32 MM	5 Nos	7 Nos
32	hand Drill machine	5 Nos	7 Nos
33	Vacuum cleaner	5 Nos	7 Nos
34	Heat blower	5 Nos	7 Nos
35	Multi meter	5 Nos	7 Nos
36	Shorting chain (Brass)	24 Nos	25 Nos
37	Torch (Chargeable)	5 Nos	7 Nos
38	Rope 15 MM	6 Nos	7 Nos

S.No.	Item Description	Existing Quantity	Proposed Quantity
39	Chain Pulley Block (Complete set including Wooden Log of suitable length)	2 Nos	2 Nos
40	Drainage water pump single phase complete with Inlet/outlet pipes & Foot valve	1 Nos	1 Nos
41	Tarpaulin 20ft x 20ft to cover PTR for emergency work	5 Nos	5 Nos
42	lamp	5 Nos	5 Nos
43	Welding Set	2 Nos	2 Nos
44	Drill Machine Fixed type	2Nos	2Nos
45	Rope pulley with Rope of 100mtr length	2 Nos	2 Nos
46	METAL SHEET CUTTERT	5 Nos	5 Nos
47	Crane / Hydra as and when required in case of Major work as per site requirement as per site requirement	SOS	SOS
48	Motorized grass/tree pruning machine	5 Nos	5 Nos
49	Gas Cutter	2 Nos	2 Nos
50	Hydraulic/Hand Crimping Machine/Tools with complete sets of dies.	SOS	SOS
51	Chain Pulley Blocks up to 5 tons. Rope and Pulleys. Come-along clamps " T&P for stringin and sagging of conductor.	SOS	3 Nos
52	All the equipment for digging of Kachha / Pacca, Bitumen roads 2 Nos for attending faults including providing of JCBs/Compressor Machine, as per site requirement.	SOS	SOS
53	HT IR Testing Kit	2 Nos	4 Nos
54	Portable Generating Set (Minimum 2 Nos.) including Supply of Diesel/ Petrol of required capacity as per Site condition.	2 Nos	2 Nos

S.No.	Item Description	Existing Quantity	Proposed Quantity
55	High Pot Set.	2 Nos	4 Nos
56	Crane of adequate capacity for handling of material and Transportation of the same from site to Store/site to Site, as and when required by field staff (It shall be the responsibility of contractor to arrange the other Vehicle for transportation of material form Stores to Site or site to site).	SOS	SOS
57	Temporary lighting arrangement like extension boards and hand lamps etc. Millimeter & Clamp meter.	SOS	SOS
58	Gas filling kit	2 Set	2 Set
59	Earth Tester Set	2 Nos	3 Nos
60	Discharge Rods	10 Nos	10 Nos
61	Voltage Indicator/ Sensor with Assembly (Up to 66 KV)	10 Nos	10 Nos

Note: Above list of tools are indicative only contractor must arrange other tools and instrument as and when required based on nature of work Minimum Requirement of PPEs in EHV in Each Circle Contractor must comply with all PPEs items of standard make to all its employee deputed at site at all time.

Minimum List of PPE Items for all AMC staff (Indicative Only)

1	Helmet
2	Safety Shoes
3	Safety goggles
4	Reflector jackets (It is proposed to provide cotton jackets)
5	Safety Harness
6	Gloves (Up to 66 KV)
7	Full Body Harness

Note: Above list of tools are indicative only contractor must arrange other tools and instrument as and when required based on nature of work

Minimum Requirement of PPEs in EHV in Each Circle

Contractor must comply with all PPEs items of standard make to all its employee deputed at site at all time.

Minimum List of PPE Items (Indicative Only)

1. Helmet
2. Safety Shoes
3. Safety goggles
4. Safety Harness
5. Gloves (Up to 66 KV)
6. Full Body Harness
7. Reflective Safety Jacket with the following labelling
 - a. Front – Name, Designation and BSES Helpline No. - 19123
 - b. Back – “Vendor Name” for “BSES”

Additionally, the vendor has to provide the following PPE equipment for teams deployed in EHV Protection.

S.No.	Item Description	Unit	Proposed Quantity
1	Plier	Nos	4
2	Screw Driver set along with Alley Key set	Set	4
3	Clamp on Meter Kyoritsu	Set	1
4	Multimeter	Set	1
5	Crimping Tool suitable for 10 sq.mm	Set	1
6	Crimping tool for combi-flex lugs	Set	1
7	Computer Table foldable with chair – 2 Nos	Set	1
8	Rechargeable Torch (Eveready)	Set	1
9	Drilling machine	Set	1
10	Cutter Machine for CRP	Set	1
11	Foldable Ladder (2 Meter Height)	Set	1
12	Vacuum Cleaner	Nos	1

1. Make of all Tools shall be Taparia, Bosch, Godrej.
2. One Team Consists of 3 members. In case of more than 4 members, separate sets of tools to be provided to other team members.
3. Above is the minimum requirement, any other tools required during execution of contract shall be deemed to be included in the scope of AMC vendor.

3. PERFORMANCE EVALUATION AND SCORECARD (11KV AND EHV)

Penalty on Monthly billing on the basis of Score card under clause 9.1 shall not be more than 5% of the monthly bill value. However, in case of recurrent low scores, the Company shall have right to terminate the contract. The score card will be prepared division wise for 11 KV O&M and LR & penalty will be calculated and levied in division wise only.

The Division wise weightage is as follows:

Sl. No.	Circle	Division	Weightage
1	South 1	SVR	18%
2	South 1	NFC	15%
3	South 1	KPR	21%
4	South 1	NHP	12%
5	South 1	NZD	17%
6	South 1	ALN	17%
			100%
7	South 2	HKS	15%
8	South 2	RKP	13%
9	South 2	SKT	14%
10	South 2	CHP	29%
11	South 2	VKJ (R + U)	30%
			100%
12	West-1	DWK	20%
13	West-1	JKP	19%
14	West-1	PLM	20%
15	West-1	MNG	9%
16	West-1	UTN	7%
17	West-1	PJB	12%
18	West-1	VKP	12%
			100%
19	West 2	TGN	19%
20	West 2	MDK	14%
21	West 2	JFP + MTN	19%
22	West 2	NJF + CWL	28%
23	West-2	NGL	20%
			100%

A monthly scorecard shall be prepared for the O&M and EHV works.

SCORECARD

S.No.	Parameters	Evaluation Criteria	Score Weightage	Information source	SCORE ASSIGNMENT				
		Total	100		100%	90%	80%	70%	0%
A	Operational Performance (O&M)		86						
1	No Current complaints	Closure of NCC with in 01 Hrs. from the occurrence of complaint excluding force majeure and complaint due to PSD, & Outages	15	IOMS (O&M)	Closure is > 95%	Closure between 90% to 95%	Closure between 85% to 90%	Closure between 80% to 85%	Closure is <=80%
2		Reduction in NCC compared to LY on YTM basis excluding force majeure and complaint due to PSD, & Outages	5	IOMS (O&M)	Reduction >=5%	Reduction between 3% to 5%	Reduction between 1% to 3%	Reduction between 1% to (-)1%	Increase >1%
3		% of Wrong closures (Reopened Complaints)	5	IOMS (O&M)	<=1%	>1% and <=1.3%	>1.3% and <=1.7%	>1.7% and <=2%	>2%
4		Use of Lineman App(Closure of complaints %)	5	IOMS (O&M)	Closure is > 95%	Closure between 90% to 95%	Closure between 85% to 90%	Closure between 80% to 85%	Closure is <=80%
5		% Street light complaints attended within 24 Hrs	2	IOMS (O&M)	Closure is > 95%	Closure between 90% to 95%	Closure between 85% to 90%	Closure between 80% to 85%	Closure is <=80%
6	HT Breakdown	Attending HT BD (Tripping+Load Reduced +Load Disappear) with in 1 Hr excluding force majeure outages	10	IOMS (O&M)	Closure is > 95%	Closure between 90% to 95%	Closure between 85% to 90%	Closure between 80% to 85%	Closure is <=80%
7		Reduction in HT breakdown compared to LY on YTM basis excluding force majeure outages	5	IOMS (O&M)	Reduction >=5%	Reduction between 3% to 5%	Reduction between 1% to 3%	Reduction between 1% to (-)1%	Increase >1%
8		Underground HT feeder Repetitive Breakdown of feeder (More than 2 nos) in % of total population (Excluding cable joint failure/running fault and including external agency damage)	5	IOMS (O&M)	No feeder	0.50%	1.00%	1.50%	>1.5%
9		Overhead HT feeder including HVDS Repetitive Breakdown of feeder (More than 2 nos) in % of total population (Excluding cable joint failure/running fault and including external agency damage) having >70% overhead network		IOMS (O&M)	No feeder	1.00%	1.50%	2.00%	>2%
10	EHV Breakdown	Customer Hour/MU Loss reduction wrt Last year (by 10% in YTM)	10	EMS (O&M)	Reduction >=10%	Reduction between 7% and 10%	Reduction between 4% and 7%	Reduction between 0% and 4%	No reduction
11		Repair/Replacement of faulty equipment in EHV Breakdown excluding Power Transformer	5	System Opr	<=3 Days	3-5 Days	5-7 Days	7-10 Days	>10 Days

S.No.	Parameters	Evaluation Criteria	Score Weightage	Information source	SCORE ASSIGNMENT				
		Total	100		100%	90%	80%	70%	0%
12		%YTM breakdown reduction wrt last year(by 5% in YTM)	2	EMS (O&M)	Reduction2>=5%	Reduction between 4% to 5%	Reduction between 2% to 4%	Reduction between 0% to 2%	No reduction
13		Repetitive Breakdown (More than 2 nos on monthly basis) in nos (Excluding cable joint failure/running fault and including external agency damage)	3	EMS (O&M)	No feeder	2	3	4	>4
14	Equipment Performance (PM done)	DT & RMU failure in a Month, attributable to Vendor (% failure of total population 400kVA & above)	8	IOMS (O&M)	No Failure				>1
15	Resolution of DT Cleaning leads (Non-Conformities)	Timely resolution of leads (Non-Conformities) reported by various agencies	2	LR Web Portal Surveillance Team	<=5 days	5-7 Days	7-10 Days	10-15 Days	>15 Days
16	Team Productivity	No. of Activity per team per day	2	LR Web Portal Surveillance Team	>=4 Activities	3 -4 Activities	2 -3 Activities	1 -2 Activities	< 1 Activity
17	Reconciliation of Executed activities	No of activities uploaded in DTM	2	LR Web Portal Surveillance Team	>80%	70-80%	60-70%	50-60%	<50%
B	Safety Performance and HR Compliance		14						
18	Use of safety PPEs (gloves, helmets and safety belts) & safety zone creation and tools & tackles (11kV O&M, EHV, STLT)	Safety gears and availability of suitable Tools/tackles to be checked (Based on random sample verification)	5	Inspection Report of Safety Deptt	100% of safety gears and creation of safety zone	>95% of safety gears and creation of safety zone	>90% of safety gears and creation of safety zone	>85% of safety gears and creation of safety zone	<85% of safety gears or creation of safety zone
19	Asset Locking: Grid, Panels, Sub-station, Feeder Pillar Locking, Vegetation & Oil Leakage	100% Locked (Based on random sample verification)	4	Inspection Report of Safety Deptt	All inspected found locked	More than 90%	More than 80%	More than 70%	Less than 70%
20	HR: Conduct of team (11kV O&M, EHV, STLT and MMG)	Manpower Punctuality/ Consumer interaction / Discipline/ Up Keep of office / I Card Validation	5	Consolidation by HR	Feedback from DH/CH/EHV				

Performance Review Mechanism

The frequency of the review may be revised from time to time depending upon the situation. The procedure for reviewing the performance shall be as follows:

- 3.1 A high-level committee comprising of senior level officers of O&M, Quality, Safety and HR will review performance of each contractor individually.
- 3.2 First review of the performance shall be held in Third month after the start of the contract. Among other performance parameters, the review will particularly focus on deployment of competent manpower, provision of tools and tackles, timely payment of salary through ECS and statutory compliances.
- 3.3 Score for the preceding month shall be deliberated in every review meeting and the contractor will be guided about the ways to improve its performance scorecard.
- 3.4 From second review meeting onwards, the company will initiate the following corrective action if the Score of the contractor is below the stipulated performance standards:
 - 3.4.1 First instance of the Score falling in the Penalty zone (below 60 points in any of the score card) during the contract period: Contract shall be verbally warned and this fact will be recorded in the Minutes of the Meeting.
 - 3.4.2 Second instance of the Score falling in the Penalty zone (below 60 points in any of the score card) during the contract period: Contractor shall be issued first warning letter indicating that the company may terminate the contractor if the performance of the contractor does not improve the stipulated benchmark.
 - 3.4.3 Third instance of the Score falling in the Penalty zone (below 60 points in any of the score card) during the contract period: Contractor shall be issued second warning letter indicating that the company will initiate proceedings to terminate the contractor if the performance of the contractor falls below the stipulated benchmark once again.
 - 3.4.4 Fourth instance of the Score falling in the Penalty zone (below 60 points in any of the score card) during the contract period: A Notice for Termination of Contract shall be issued to the contractor while giving the stipulated notice period as mention in contract. After suitable notice period, Company reserves the right to terminate the Contract and it shall be binding to the contractor.
- 3.5 The process specified in previous para will be applied for a period of 12 months from start of contract, thereafter it will be repeated for the subsequent period.
- 3.6 The criteria for evaluation of contractor performance shall be sole discretion of the Company. Company shall reserve all the rights to change the performance evaluation criteria at any point of time during the contract tenure.

4. CYBERSECURITY & SCADA COMPLIANCE

- 4.1 Firewall protection & encrypted communication must be implemented for SCADA systems as per IEC 62443-3-3.
- 4.2 Mandatory cybersecurity audits every 6 months as per CEA Cybersecurity Guidelines.

5. DETAILS OF ASSETS

5.1 11 kV Assets

5.1.1 BRPL Area

Circle	Division	Sub Division	Complaint Centres	Area (Sq Km)	Grids
South 1	6	24	24	105.3	29
South 2	6	20	20	219.98	35
West 1	7	25	25	88.19	25
West 2	7	23	23	299.33	16

5.1.2 11 kV subdivision information

Circle	DIVISION	Area (Sq Km)	SUBDIVISION
South 1	ALAKNANDA	15.9	DDA FLATS KALKAJI
			G BLOCK KALKAJI
			GK 2
			OKHLA PHASE I
	KHANPUR	22.84	A-BLOCK DURGA VIHAR
			D-BLOCK SANGAM VIHAR
			KHANPUR
			PUL PRAHLADPUR
	NEHRU PLACE	10.27	GK 1
			LAJPAT NAGAR IV
			OKHLA IND AREA PH-2 & PH-3
	NEW FRIENDS COLONY	13.82	ABUL FAZAL
			KALINDI COLONY
			OKHLA
	NIZAMUDDIN	18.76	DEFENCE COLONY
			JANGPURA
			KILOKRI
			LAJPAT NAGAR II

SECTION – V SCOPE OF WORK

Circle	DIVISION	Area (Sq Km)	SUBDIVISION
	SARITA VIHAR	23.7	LODHI ROAD
			BADARPUR
			KANCHAN KUNJ
			SARITA VIHAR
			SAURABH VIHAR
South 2	HAUZ KHAS	18.41	ANDREWS GANJ POLICE COLONY
			GREEN PARK
			KATWARIA SARAI
			RBI HAUZ KHAS
	R K PURAM	15.8	MOTI BAGH
			R.K. PURAM
			VASANT VIHAR
	SAKET(U+R)	114.01	AYA NAGAR
			CHHATARPUR
			FATEHPUR BERI
			JAUNAPUR
	VASANT KUNJ (U+R)	71.76	MALVIYA NAGAR
			MIG DDA FLAT SAKET
			MMTC
			B-1 VKJ
			BIJWASAN
			C-9 VASANT KUNJ
West 1	DWARKA	21.5	D-4 VKJ
			KAPASHERA
			MAHIPALPUR
			MADHU VIHAR
	PALAM	16.54	MATIYALA
			SECTOR-13
			SECTOR-4
			DABRI
			KAILASH PURI
			MANGLA PURI
			SECTOR-9 DWARKA

SECTION – V SCOPE OF WORK

Circle	DIVISION	Area (Sq Km)	SUBDIVISION
	PUNJABI BAGH	13.58	B BLOCK KARAM PURA
			B-3 PASCHIM VIHAR
			ROAD NO-41
	UTTAM NAGAR	3.86	BINDAPUR
			CHANAKYA PLACE
			MILAP NAGAR
	VIKASPURI	10.78	C BLOCK VIKASPURI
			LIG HASTSAL
			SHIV VIHAR
	JANAKPURI	16	4/1 SUBHASH NAGAR
			B1 COMPLAINT CENTRE JKP
			B-32 MAYAPURI
			C-3 COMPLAINT CENTRE
	MOHAN GARDEN	5.94	D-2 JANAKPURI
			ANAND VIHAR
			SAINIK ENCLAVE
West 2	MUNDKA	41.75	SEWAK PARK
			DSIDC
			SWARN PARK
	NAJAFGARH+ Chawla	114.67	TIKRI KALAN
			ANAJ MANDI
			BHARTHAL
			CHHAWLA
			DAULATPUR
			DELHI GATE
			JHATIKRA MORE
	NANGLOI	18.75	SHYAM VIHAR
			BAPROLLA
			GH-9 PASCHIM VIHAR
			NANGLOI
	JAFFARPUR+ Mitrao	116.18	UDYOG NAGAR
			CRPF
			DHANSA
			GHUMMANHERA
			MITRAON
			MUNDHELA
			UJWA

SECTION – V SCOPE OF WORK

Circle	DIVISION	Area (Sq Km)	SUBDIVISION
	TAGORE GARDEN	7.98	A BLOCK TAGORE GARDEN
			MUKHARJEE PARK
			TILAK NAGAR

5.1.3 Network Assets

Particulars	South 1	South2	West 1	West 2	BRPL
11KV Feeders (No's)	520	461	542	326	1849
HT Cable Length(in KM)	2154	2202	2473	2533	9362
RMU (No's)	2857	2518	3403	2157	10935
S/STN (No's)	2366	3404	3129	4049	12948
Distribution Transformer (No's)	2239	2715	3043	2711	10708
HVDS DT (No's)	10087	1712	9821	7863	29483
LT ACB (No's)	17224	16250	19824	11700	64998
LT Feeders (No's)	10256	9109	12754	8828	40947
LT Cable Length(in KM)	3571	3367	3861	4369	15168
Total Consumers	859184	538579	1066753	724495	3189011

SECTION – V SCOPE OF WORK

5.1.4 BRPL Streetlight Network

Sr No	Circle	BSES	HPSV					LED	North-MCD	South - MCD	DUSIB	Total Points
		Division	70W	150W CDMT	150 W	250W	400W					
1	South-I	ALN,NHP, NZD,SVR, NFC, KHP	0	0	307	1026	1193	7108	0	0	3400	13034
2	South-II	RKP,HKS,SKT,CHP,VKJ(U+R)	0	0	769	2805	2494	5291	0	0	1695	13054
3	West-I	JKP,DWK,PLM,PJB, VKP, MGN, UTN	0	232	318	3733	1957	13224	0	0	758	20222
4	West-II	NGL, MDKTGN, NJF+CHL&JFP+ MRN	0	479	246	2233	2975	2892	13183	0	573	22581
Total			0	711	1640	9797	8619	28515	13183	0	6426	68891

SECTION – V SCOPE OF WORK

5.2 EHV Assets

5.2.1 Area of Work

Area of Work	Circle	No. of Feeders	O/H Line in KM	U/G Cable in KM	Total in KM
Line	South 1	92	41.24	287.53	328.77
	South 2	85	67.65	266.848	334.498
	West 1	56	57.72	170.788	228.508
	West 2	58	100.77	231.34	332.11

Area of Work	Circle	33 KV	66 KV	Total
Grid	South 1	27	8	35
	South 2	21	17	38
	West 1	13	11	24
	West 2	4	21	25

5.2.2 Assets - Line

S.No.	Line Assets	UoM	South 1	South 2	West 1	West 2	BRPL
1	33 KV Feeders	Nos.	70	46	40	0	156
2	33 KV O/H Circuit	KM	12.66	14.85	19.42	0	46.93
3	33 KV U/G Circuit	KM	217.599	142.051	116.128	0	475.778
4	Total 33 KV Circuit	KM	230.259	156.901	135.548	0	522.708
5	66 KV Feeders	Nos.	22	39	16	58	135
6	66 KV O/H Circuit	KM	28.58	52.8	38.3	100.77	220.45
7	66 KV U/G Circuit	KM	69.931	124.797	54.66	231.34	480.728
8	Total 66 KV Circuit	KM	98.511	177.597	92.96	332.11	701.178
9	Total 33 KV and 66 KV Circuit	Nos.	92	85	56	58	291
10	Total 33 KV and 66 KV Circuit	KM	328.77	334.498	218.24	278.00	1223.886

5.2.3 Assets – Grids

S.No.	Assets	UOM	South 1	South 2	West 1	West 2	BRPL
1	Power Transformers	Nos.	67	91	59	70	287
2	Local Transformers	Nos.	24	36	18	18	96
3	66 KV Breakers	Nos.	85	106	88	134	413
4	33 KV Breakers	Nos.	150	227	111	19	507

SECTION – V SCOPE OF WORK

S.No.	Assets	UOM	South 1	South 2	West 1	West 2	BRPL
5	11 KV Breakers	Nos.	587	698	530	644	2459
6	Shunt capacitors	Nos.	58	79	54	65	256

Note: Any inclusion or exclusion of assets (Grids or lines) during the contract period will be part of the contract.

5.2.4 List of Grids in South Circle

EHV Grid Address detail – South Grids				
Sr.No.	Circle	Division	Name of Grid	Address of Grid
1	South-1	Sarita Vihar	M.C.I.E	66 KV GRID STN Mohan Co-operative Industrial Estate, Badarpur , Mathura Road, New Delhi-110044
2	South-1	Sarita Vihar	Sarita Vihar	66 KV GRID STN M. Block Sarita Vihar, New Delhi-110076
3	South-1	Sarita Vihar	Mathura Road	66 KV GRID STN Pocket-B,Sarita Vihar,Mathura Road, New Delhi-110076
4	South-1	NFC	Jasola	66 KV GRID STN Jasola Sports Complex Jasola New Delhi-110025
5	South-1	Nizamudin	Nizammudin	33 KV GRID STN Near Petrol Pump Nizamuddin West New Delhi-110013
6	South-1	Nizamudin	Defence colony	33 KV GRID STN near D-Block Defence Colony New Delhi-110024
7	South-1	Nizamudin	Exhibition -II	33 KV GRID STN near Gate No.1 Pragati Maidan New Delhi-110001
8	South-1	Nizamudin	J.N.S	33 KV GRID STN JNS CGO Complex Lodhi Road New Delhi -110003
9	South-1	Nizamudin	India Habitate Center	33 KV GRID STN IHC CGO Complex Lodhi Road New Delhi -110003
10	South-1	Nizamudin	CBI Building	33 KV GRID STN CBI Head Quarter CGO Complex Lodhi Road New Delhi-110003
11	South-1	Nizamudin	East of Kailash	33 KV GRID STN East of Kailash Near ISCON Temple New Delhi-110065
12	South-1	Nizamudin	Kilokri	33 KV GRID STN Jeevan Nagar,near Jeevan Hospital, New Delhi-110014
13	South-1	Nizamudin	Lajpat Nagar	33 KV GRID STN behind Alankar Cinema, Lajpat Nagar-III, New Delhi-110024
14	South-1	NFC	Jamia	33 KV GRID STN,near Jamia Milia Islamia University,New Delhi-110025
15	South-1	NFC	Sarai Jullena	33 KV GRID STN near Escorts Hospital Sarai Julena Village,New Delhi-110025

SECTION – V SCOPE OF WORK

EHV Grid Address detail – South Grids				
Sr.No.	Circle	Division	Name of Grid	Address of Grid
16	South-2	R K Puram	Ridge Valley	66 KV SUB STATION, opp. Dhaaula Kuan Police Station, New Delhi-110010
17	South-2	Vasant Kunj (R)	Bijwasan	66 KV BSES SUBSTATION, IOC Depot, Bijwasan, New Delhi-110061
18	South-2	Vasant Kunj (R)	Palam-33	33KV SUB STATION, behind T1 Terminal Parking, New Delhi-110045
19	South-2	Vasant Kunj (R)	Palam-66	66 KV SUB STATION, near Aerocity Metro Station, New Delhi-110045
20	South-2	Vasant Kunj (R)	Aerocity	66 KV SUB STATION , Utility Area, GMR, ,New Delhi-110037
21	South-2	Vasant Kunj (U)	J.N.U	66 KV SUB STATION, JNU New Campus, Backside Munirka Enclave, New Delhi-110067
22	South-2	R K Puram	I.I.T	33 KV SUBSTATION, IIT Campus, Hauz Khas, ,New Delhi-110018
23	South-2	Saket (U)	Adhchini	33 KV SUB STATION, Adchini Village, Aurobindo Marg, New Delhi-110017
24	South-2	Saket (U)	Ambience Mall	33 KV SUB STATION, Ambience Mall Vasant Kunj , New Delhi-110070
25	South-2	R K Puram	R.K.Puram-1	33 KV SUB STATION, Sector-1, West Block, RK Puram,Near Sewa Bhawan, New Delhi-110022
26	South-2	R K Puram	R.K.Puram-2	33 KV SUB STATION, Sector-1, West Block, RK Puram,Near Sewa Bhawan, New Delhi-110022
27	South-2	R K Puram	Vasnat Vihar	33 KV SUB STATION, OPP. DDA Senior Citizen Flats, Vasant Enclave, New Delhi-110057
28	South-2	R K Puram	Bhikaji Cama Place	33 KV SUB STATION, near August Kranti Bhawan,Bhikaji Cama Place Complex, New Delhi-110066
29	South-2	Hauz Khas	N.D.S.E-2	33 KV SUB STATION, South Extn. Part - II Market, New Delhi-110049.
30	South-2	Vasant Kunj (U)	Vasant kunj -B	66 KV SUB STATION, near Kendriya Vidyalaya, B-5, Vasant Kunj, New Delhi-110070
31	South-2	Vasant Kunj (U)	Vasant kunj -C Block	66 KV SUB STATION, Vasant Kunj Thana, C Block, Vasant Kunj, New Delhi-110070
32	South-2	Vasant Kunj (U)	Vasant kunj -D	66 KV SUB STATION, BLOCK D-7, Vasant Kunj, New Delhi-110070
33	South-2	Vasant Kunj (U)	Andheria Bagh	33 KV SUB STATION, NEAR SECTOR-B1, Vasant Kunj, New Delhi-110034
34	South-2	Saket (R)	C-Dot	66 KV SUB STATION, Mandi Road, Sultanpur, New Delhi-110030

SECTION – V SCOPE OF WORK

EHV Grid Address detail – South Grids				
Sr.No.	Circle	Division	Name of Grid	Address of Grid
35	South-2	Vasant Kunj (U)	I.L.B.S.(Consumer Grid)	SECTOR-B1, Vasant Kunj, New Delhi-110070
36	South-2	Vasant Kunj (U)	VKJ Institutional Area	66 KV SUB STATION ,VKJ Institutional Area, New Delhi-110070
37	South-2	Saket (U)	D.C Saket	33 KV S/STN near Saket Court Complex New Delhi-110017
38	South-2	Saket (U)	Malviya Nagar	66 KV S/STN MB Road Near SBI Bank Saket New Delhi-110017
39	South-2	Saket (R)	IGNOU	66 KV GRID IGNOU Campus Maidan Garhi New Delhi-110068
40	South-2	Saket (U)	Pushp Vihar	33 KV GRID S/STN Behind Metro Enclave, Push Vihar, New Delhi-110017
41	South-2	Saket (U)	Select City Walk	33 KV GRID S/STN Select City Walk Mall, Near U/G Parking Gate-B, New Delhi-110017
42	South-2	Hauz Khas	Siri Fort	33 KV GRID S/STN Shahpur Jatt Village, New Delhi-110017
43	South-2	Saket (U)	Shivalik	33 KV GRID S/STN near Derc Office, New Delhi-110017
44	South-2	Hauz Khas	Masjid Moth	33 KV GRID S/STN near Chirag Delhi DTC Bus Stand New Delhi-110017
45	South-2	Hauz Khas	Hudco	33 KV GRID S/STN Building Hudco Place, Andrews Ganj, Near Ansal Plaza ,New Delhi-110049
46	South-1	Khanpur	Batra	66 KV GRID /STN Tugalakabad Institutional Area, Near Batra Hospital, New Delhi-110080
47	South-1	Khanpur	Tuglakabad	33 KV GRID S/STN Air Force MES Colony, Tugalakabad New Delhi-110019
48	South-1	Alaknanda	Balaji	33 KV S/STN Building Balaji Estate ,Kalkaji, New Delhi-110019
49	South-1	Alaknanda	Alaknanda	33 KV GRID S/STN, CR Park, Near Chandralok Cinema, Kalkaji, New Delhi-110019
50	South-1	Nehru Place	Nehru Place	33 KV S/STN Bses Bhawan, Nehru Place, New Delhi-110019
51	South-1	Alaknanda	Okhala Phase-I	66 KV GRID S/STN, near ESI Hospital, New Delhi-110020
52	South-1	Nehru Place	Okhala Phase-II	33 KV GRID S/STN, near DESU Colony, Okhla Phase-2 Industrial Area, New Delhi-110020
53	South-1	Nehru Place	V.S.N.L-2	33 KV GRID S/STN, VSNL Office , near Savitri Cinema Masjid Moth, New Delhi-110017

SECTION – V SCOPE OF WORK

EHV Grid Address detail – South Grids				
Sr.No.	Circle	Division	Name of Grid	Address of Grid
54	South-1	Nehru Place	V.S.N.L	33 KV GRID S/STN,VSNL Office , near Savitri Cinema Masjid Moth,New Delhi-110017
55	South-1	Nehru Place	NSIC	33 KV SUB STATION, NSIC Okhla , New Delhi-110020
56	South-1	Nehru Place	TCIL	33 KV SUB STATION, TCIL Bhawan GK Block E, New Delhi-110048
57	South-1	Sarita Vihar	Mitha Pur	66 KV GIS SUB STATION, Mitha Pur , New Delhi-110044
58	South-2	Saket (R)	Fatehpur Beri	66KV Fatehpur Beri,CHHATARPUR
59	South-1	Khanpur	Sangam Vihar	66KV Sangam Vihar 110062
60	South-2	Saket (R)	South Asian university	66KV SAU Grid, Satbari, Gausala Road, New delhi-110068
61	South-2	Vasant Kunj (U)	NAT	33KV NAT Grid Andheria Mod Mehrauli near Chhatarpur
62	South-1	Nizamudin	ITPO	33KV ITPO Pragati Maidan 110001
63	South-2	Hauz Khas	AIIMS(new)	66 KV GIS SUB STATION AIIMS, Gautam Budh nagar Southes part 2 near AIIMS hostel
64	South-2	Saket (R)	CAPFIMS	66 KV GIS SUB STATION, near Asola Wildlife sanctuary,Maidangarhi, New delhi - 110068
65	South-1	Alaknanda	STP OKHLA 33KV	33KV GIS Sub Station DJB STP Okhla-110025
66	South-1	Sarita Vihar	DTC SUKHDEV VIHAR 33KV	33KV Switching Sub- Station DTC Depot Sukhdev Vihar New Delhi 110025
67	South-1	Nizamudin	DTC KUSHAK NALLA 33KV	33KV Switching Sub Station Cluster Bus Depot , Kushak Nala, New Delhi 110003
68	South-1	Alaknanda	DTC KALKA JI DEPOT 33KV	33KV DTC Kalka Ji Depot Grid, Maa Annandmayee Marg , Bal Mukund Khand, Giri Nagar New Delhi-110019
69	South-1	Alaknanda	DTC Okhla W/S 66KV	33KV Grid DTC Depot Kalka Ji Govind Puri New Delhi 110019
70	South-1	NHP	DTC Srinivasपुरी 33KV	33KV Station DTC Srinivas Puri, Near Okhal Mandi New Delhi-110065
71	South-2	Khanpur	DTC Ambedker Nagar 33KV	33KV Station DTC Ambedkar Nagar, Near BRT T-Point, New Delhi-110062
72	South-1	Hauz Khas	DTC Kashturba Nagar	33/11KV Grid Sub Station Kasturba Nagar, Kotla Mubrakpur , New Delhi-110003
73	South-2	Vasant Kunj	Arjan Garh 66KV	66/11 KV Grid Sub Station Arjangarh ,Mehrauli, Gurugram Road Near Ayanaagar , New Delhi-110030

5.2.5 List of Grids in West Circle

SECTION – V SCOPE OF WORK

EHV Grid Address detail – West Grids				
Sr. No.	Circle	Division	Name of Grid	Address of Grid
1	West 1	Nangloi	Nangloi	66KV Grid ,Jwalapuri, in front of DTC Depot Nangloi
2	West 1	Mundka	Nangloi water works	66 kv grid, Kamruddin Nagar, Delhi Jal Board plant, Nangloi
3	West 1	Mundka	Mundka	66 kv grid, Mundka West, Nangloi
4	West 1	Punjabi bagh	Madipur	33 kV grid ,near Water Tank Madipur Village
5	West 1	Nangloi	Udyog nagar	33 KV Grid, Udyog Nagar, Nagloi near Honda City Showroom
6	West 1	Vikaspuri	Bodella 2	66 KV Grid ,Block-H, Vikaspuri, Opp Ujwal Appt. Near Mamta Model School
7	West 1	Nangloi	Paschim Vihar	66 KV Grid, GH-5 & 7,LIG Flat Near Syed Nagloi village, Pashim Vihar
8	West 1	Punjabi Bagh	Paschim Puri	33 kv grid Outer Ring Road, opp Hero Honda Showroom, Paschim Puri
9	West 1	Tagore Garden	Guru govind singh hospital	66 kv grid ,Guru Gobind Singh hospital, Raghuveer Nagar
10	West 1	Vikaspuri	Hastal	66KV Grid ,Kalibasti. Hasthal (Guard from BSES Colony)
11	West 1	Nangloi	DJBNilothi	66KV Grid, Inside Nilothi Sewage Treatment, near Karan Vatika Nangloi Najafgarh Road, Nangloi
12	West 1	Tagore Garden	Muharjee park	33KV Grid ,Mukherjee Park, Behind Pacific mall Tagore Garden
13	West 1	Tagore Garden	Choukhandi	33 kv grid ,Near Fruit & Vegetables Market, Keshopur
14	West 1	Tagore Garden	WWDC Vishal	33 kV grid ,Vishal, Near Shivaji College Vishal Enclave Raja Garden
15	West 1	Punjabi Bagh	DLF tower	33KV Grid, Inside DLF Tower, Najafgarh road , near S.B. Mill Grid
16	West 1	Punjabi Bagh	S B Mill	33kv grid , SBM-Swatanta Bharat Mill Grid
17	West 1	Punjabi Bagh	DLF capital gree	Near DLF tower, Najafgarh road , near S.B. Mill Grid
18	West 1	Punjabi Bagh	A-4 Paschim Vihar	33 KV Grid ,A-4 Paschim Vihar,Near Metro Station east & Bhartiya Vidya Peeth
19	West 1	Tagore Garden	Pacific mall	33 KV grid , pacific mall tagore garden
20	West 1	Vikaspuri	Bodella1	66 KV grid,Outer Ring Road,Near Vikas Kunj Society, Vikarpuri
21	West 1	Nangloi	DTC Nangloi	Inside DTC Nangloi Bus Depot, Rohtak Rd, Delhi State Industrial And Infrastructure Development, Nangloi, Delhi, 110041

SECTION – V SCOPE OF WORK

EHV Grid Address detail – West Grids				
Sr. No.	Circle	Division	Name of Grid	Address of Grid
22	West 1	Punjabi Bagh	DTC Peeragrahi	Inside DTC Peeragarhi Bus Depot, Outer Ring Road, Peera Garhi, Delhi - 110087
23	West 1	Mundka	Bakkerwala	66/11 kv BAKKARWALA GRID SUBSTATION, Urban extension Road II (UER-II), Pocket D, Lok Nayak Puram, Bakkarwala, Delhi, 110041
24	West 1	Mohan Garden	Nawada	66/11 kv NAWADA GRID SUBSTATION, A BLOCK, Laxmi Vihar, Near Vipin Garden, Nawada, Delhi - 110059
25	West 2	Palam	G-2	66kv grid ,Mahavir Enclave, Near Dushrathpuri Stand, Nasirpur Village
26	West 2	Dwarka	G-5	66 kv grid ,g-5 Matiyala Grid Sec-3 Dwarka, Opposite Dps School Dwraka
27	West 2	Dwarka	G15	66kv grid near Metro Station Sec-12, Dwarka
28	West 2	Palam	G-6	66kv grid near Petrol Pump, Sec-9, Dwarka
29	West 2	Jaffarpur	Jaffarpur	66kv grid ,Jaferpur, Near P.S Jafferpur
30	West 2	Jaffarpur	Mitroan	66KV Grid, Kair Road, Mitroan Bani (Forest Park), Mitroan, New Delhi-43
31	West 2	Dwarka	G-1	66KV GIS Grid, Sector-14, Dwarka, near Shaheed Bhagat Singh Apartment, gate no. 1
32	West 2	Janakpuri	Pankha road	66 kv grid, c-1, beind Mata Chanandevi Hospital
33	West 2	Janakpuri	DC Janakpuri	33 kv grid, Near Transport Authority (West), Janakpuri West
34	West 2	Dwarka	220 KV PPK-2	66 KV Dwarka Sector-16B, In front of Presidium School)
35	West 2	Najafgarh	DJB NJF	66 kv grid ,Delhi Jal Board, Najafgarh, opposite Sai Baba Mandir
36	West 2	Dwarka	G-4	66 kv g-4, Sector 16-D, Dwarka
37	West 2	Chawla	DMICDC-RSS 1	BSES 66KV Grid Substation, RSS-1 and 2, IICC, Sector 25 Dwarka, Near Pochanpur Village, Delhi.
38	West 2	Chawla	DMICDC-RSS 2	BSES 66KV Grid Substation, RSS-1 and 2, IICC, Sector 25 Dwarka, Near Pochanpur Village, Delhi.
39	West 2	Palam	G-7	66 kv grid ,sector-8 Dwarka, Opposite Queens Valley School
40	West 2	Janakpuri	Hari nagar	66kv grid, distt. Office Hari Nagar, Near Deen Dayal Hospital
41	West 2	UttamNagar	Bindapur	66 kv grid ,DDA flat Pocket-3, Bindapur
42	West 2	Janakpuri	Mayapuri	33 kv grid , Div. Office Janakpuri, Near Maya enclave
43	West 2	Janakpuri	Metal forging	33 kv grid Metal Forging Factory, Mayapuri

SECTION – V SCOPE OF WORK

EHV Grid Address detail – West Grids				
Sr. No.	Circle	Division	Name of Grid	Address of Grid
44	West 2	Janakpuri	Sagarpur	66 KV Grid ,Sagarpur, opposite DESU Colony Janakpuri
45	West 2	Janakpuri	A-43 Mayapuri	33kv GIS grid,A Block No.43 Mayapuri.
46	West 2	Palam	IGH	66kv grid, Indra Gandhi Hospital , Dwarka Sec-9
47	West 2	Najafgarh	DTL NJF	220KV DTL Grid, Near Saibaba Mandir, Najafgarh
48	West 2	Chawla	GoylaKurd	Qutub Vihar phase 1 ,block a ,Goyla Dairy, Qutub Vihar.
49	West 2	Palam	Manglapuri	66/11kv Manglapuri Grid, Opposite Palam PHC, Palam, Delhi110045.

6. JOB DESCRIPTION

Position Name	Job Description
Circle Mentor (Supervisor – I)	<p>Broad Scope</p> <ul style="list-style-type: none"> Single point of contact between BSES and Contractor at Circle Level Attend review meetings, present status reports, and address grievances or escalations. Ensure timely resolution of operational issues within the stipulated SLA as part of contract Supervise and manage day-to-day activities of deployed technical staff (e.g., engineers, technicians, operators) Ensure all statutory and contract-specific compliances (ESIC, PF, insurance, safety training) Maintain accurate records: joining reports, ID cards, gate passes, police verification, etc. Submit periodic reports – deployment status, attendance, manpower summary, etc. Track KPIs and SLAs agreed with the client and ensure adherence Ensure proper documentation and qualification verification of all personnel. Maintain attendance, shift rosters, leave tracking, and replacement planning. Optimize deployment to control costs while meeting service quality Minimum One (1) No. Manpower shall be placed at each Circle and report to Engineer in-charge
Division Coach (Supervisor - II)	<p>Broad Scope</p> <ul style="list-style-type: none"> Single point of contact between BSES and Contractor Attend review meetings, present status reports, and address grievances or escalations. Ensure timely resolution of operational issues within the stipulated SLA as part of contract Supervise and manage day-to-day activities of deployed technical staff (e.g., engineers, technicians, operators) Ensure all statutory and contract-specific compliances (ESIC, PF, insurance, safety training) Maintain accurate records: joining reports, ID cards, gate passes, police verification, etc. Submit periodic reports – deployment status, attendance, manpower summary, etc. Track KPIs and SLAs agreed with the client and ensure adherence Ensure proper documentation and qualification verification of all personnel.

SECTION – V SCOPE OF WORK

Position Name	Job Description
	<ul style="list-style-type: none"> Maintain attendance, shift rosters, leave tracking, and replacement planning. Optimize deployment to control costs while meeting service quality Minimum One (1) No. Manpower shall be placed at each sub division and report to Engineer in-charge <p>Detailed Scope</p> <ol style="list-style-type: none"> Field Supervision <ul style="list-style-type: none"> Supervision of field team- lineman, Assistant lineman during site work like Pole erection, LT Feeder laying, transformer installation Repair and Maintenance of faulty lines and equipment HT/LT cable laying and jointing work at site Repair and maintenance of faulty lines and equipment Work Planning & Allocation <ul style="list-style-type: none"> Distribute daily tasks based on fault calls, scheduled work, or maintenance plans Ensure workforce availability, tools, materials, and safety gear Safety Monitoring <ul style="list-style-type: none"> Ensure proper use of PPE and adherence to safety during line work Enforce safe isolation procedures before maintenance Conduct toolbox talks and hazard identification on-site Complaint Resolution <ul style="list-style-type: none"> Visit sites for public complaints (power outages, low voltage, street light faults) Supervise and report back on fault resolution and turnaround time Coordination with SDE and SDE Support <ul style="list-style-type: none"> Report work progress, outage causes, material usage, and workforce issues to concerned SDE and SDE Support Implement instructions from SDE during breakdowns or shutdowns to execute work at site Material Handling & Record-Keeping <ul style="list-style-type: none"> Track issue and usage of OH conductors, cables, poles, fuse wire, PRC, & Tapes etc. Maintain work completion reports, attendance sheets, and fault registers Work Environment: <ul style="list-style-type: none"> Primarily field-based; regular visits to fault locations, line installations, substations Occasional desk work for reporting and planning Works in all weather conditions and emergency situations
Fitter	<p>Broad Scope</p> <p>To perform mechanical and basic electrical fitting work for installation, assembly, dismantling, and maintenance of electrical equipment like transformers, RMU, ACB, and related accessories.</p> <ol style="list-style-type: none"> Installation & Assembly <ul style="list-style-type: none"> Fit and install components - Distribution transformers (mounting, clamping, earthing) HT/LT panels and switchgear accessories Circuit breakers (VCB/SF6), isolators, bus bars Bolt and fasten structures like channel supports and insulator brackets

SECTION – V SCOPE OF WORK

Position Name	Job Description
	<ol style="list-style-type: none"> 2. Preventive and Breakdown Maintenance <ul style="list-style-type: none"> • Assist in dismantling and repairing -Transformer parts (radiator, bushing, conservator tank) • Faulty switchgear or LT panels • Perform cleaning, greasing, and alignment of moving parts 3. Substation & Switchyard Maintenance <ul style="list-style-type: none"> • Fit clamps, Aluminum lugs, and grounding materials • Install and align earthing strips, clamps, and GI wires • Support in installation of fencing, clamps, and structures 4. Tool and Safety Compliance <ul style="list-style-type: none"> • Use hand tools (spanner set, hammer, drill, file, hacksaw) and power tools safely • Ensure proper PPE use and lockout-tagout during work 5. Support to Linemen <ul style="list-style-type: none"> • Work under the guidance of SDE/SDE Support during: Cable laying, panel fitting, or transformer erection • Streetlight pole fitting or feeder pillar box installation 6. Work Environment <ul style="list-style-type: none"> • Field and workshop-based • Substations, transformer repair yards, and construction sites • Involves physical labor, working at height, or in confined spaces 7. Challenges <ul style="list-style-type: none"> • Exposure to outdoor weather and physically demanding tasks • Handling heavy components like transformer parts or iron structures • Need for accuracy during fitting work to avoid breakdowns 8. Fitter should be Tech Savy and Computer literate with hands on experience on having OPM App & IOMS. 9. To perform miscellaneous job for company and other work assigned by the company.
Lineman	<p>Broad Scope</p> <ul style="list-style-type: none"> • O&M and erection of line and damage and unauthorized use and Disconnections. • Attending of NCC of LT consumers, Taking permit for maintenance. • Preparation of summary of disconnection(s) in the prescribed format and submission of reports. • To assist and guide during the maintenance of HT/ LT Lines an in maintenance of DTRs. • To assist in HT Maintenance work. • To perform miscellaneous jobs for Company and other work assigned by the Company • BSES reserves the right to rotate manpower among divisions considering geographical profile of the area • Must use all safety measures and equipment at all times <ol style="list-style-type: none"> 1. Installation and Maintenance <ul style="list-style-type: none"> • Erection of poles HT/LT as per site requirements • Installation of ACB, RMU, Transformers, etc.

SECTION – V SCOPE OF WORK

Position Name	Job Description
	<ul style="list-style-type: none"> • Lying of OH conductors and LT AB Cables. • Termination and jointing of underground cables (LT) • Maintenance of street lights. <ol style="list-style-type: none"> 2. Routine Checks and Maintenance <ul style="list-style-type: none"> • Inspecting HT/LT lines and equipment to avoid fault and for functionality and safety. • Regular maintenance of ACB, Transformers and Feeder pillars. 3. Fault Detection and Rectification <ul style="list-style-type: none"> • Locating faults in overhead/underground lines. • Restoring power supply during outages or after breakdowns. • Replacing damaged components such as insulators, conductors, fuses, PRC. 4. Safety and Emergency Work <ul style="list-style-type: none"> • Working during storms, natural disasters, or emergencies to restore supply. • Ensuring all personal and public safety norms are followed during live work • Using PPE (Personal Protective Equipment) and insulated tools. • Physical capable of climbing poles and carried out manual work. • All safety guidelines as per Annexure III and V to be followed 5. Tools and Equipment Used <ul style="list-style-type: none"> • Safety belt, helmet, gloves, Shoes and insulated tools like Pliers, Screw driver • Line tester- HT/LT, tong tester, clamp meter and Helmet voltages sensor • Ladder, Crimping tools • PD Tester, Thermography Camera, Online Earth Tester & Ground Penetrating Radar, Cable Route Tracer. 6. Working Conditions <ul style="list-style-type: none"> • Outdoor field work under varying weather conditions • High-risk environment involving heights and live lines • Shift-based work; often includes night and emergency duties 7. Reporting and Documentation <ul style="list-style-type: none"> • Report to SDE and Support for SDE • Provide details of material usage, and daily work done • Follow work orders and maintenance schedules issued by the SDE and SDE Support 8. Required Skills <ul style="list-style-type: none"> • Knowledge of electrical line equipment and HT/LT Network • Ability to read basic electrical nomenclature • Safety awareness • Driving License Holder (LMV or Equivalent) 9. Line man should be Tech Savy and Computer literate with hands on experience on having Lineman Application, Online Preventive Maintenance & IOMS.
Assistant Lineman	Broad Scope

SECTION – V SCOPE OF WORK

Position Name	Job Description
	<ul style="list-style-type: none"> • To assist in disconnection work – If required, to assist line man in operating duly signed disconnection list by Engineer in- charge • To carry ladder, lineman's tool bag, etc. and necessary information of consumer enlisted and submission of reports on zone in prescribed format as per schedule. • To assist during Maintenance of LT line, providing assistance to the lineman, in keeping the rope tightly held and carrying tools and material from Stores to site and back, as per instruction of Engineer in-charge. • To assist in DTR Circuit Maintenance, HT Maintenance and in attending of NCC of LT consumers, as per instruction of Engineer in-charge. • To assist in other works like construction, etc. • To perform miscellaneous jobs for Company and other work assigned by the Company • BSES reserves the right to rotate manpower among divisions considering geographical profile of the area • Must use all safety measures and equipment at all times <p>1. Support in Line Works</p> <ul style="list-style-type: none"> • Help in erecting electrical poles and fitting cross-arms and insulators • Assist in Laying and sagging of OH conductors, LT AB Cable and Service cables • Provide tools and material to the lineman during line work • Hold and pass wires, insulators, and other line materials <p>2. Maintenance and Repair</p> <ul style="list-style-type: none"> • Assist in dismantling damaged poles, wires, and transformers • Help during repair of service lines and streetlights • Clean electrical fittings as needed. <p>3. Fault Restoration Support</p> <ul style="list-style-type: none"> • Provide support during outage restoration (especially during storms or faults). • Assist in tracing faults by physically inspecting lines and poles. • Ensure timely arrangement of tools and manpower during emergencies. <p>4. Safety and Equipment Handling</p> <ul style="list-style-type: none"> • Maintain safety while working on ladders or heights. • Use of personal protective equipment (PPE) like helmet, safety belt, gloves. • Help in erecting safety barricades around work areas. • Physically capable of climbing poles and carried out manual work. • All safety guidelines as per Annexure III and V to be followed <p>5. Logistics and Material Handling</p> <ul style="list-style-type: none"> • Carry materials like poles, conductors, and cables to the site. • Maintain cleanliness and basic upkeep of tools and vehicles. <p>6. Tools & Equipment Used</p> <ul style="list-style-type: none"> • Pliers, spanners, tester, rope pulley • Ladder, helmet, safety belt and Shoes <p>7. Work Environment</p>

SECTION – V SCOPE OF WORK

Position Name	Job Description	
	<ul style="list-style-type: none"> Outdoor field work, often in difficult weather Under the supervision of Lineman and SDE Support To perform miscellaneous job for company and other work assigned by the company. 	
Lineman for Loss Reduction	ACTIVITY	SUB ACTIVITY
	SINGLE/THREE PHASE METER	Meter gland fixing
		Meter earthing connection
		Proper fixing of hanging meter
		Meter re-sealing
		Replacement of damaged meter box including returning of old meter box to store and MCR punching
		M-seal fixing in absence of gland
		Fixing up of meter reading chord
		Meter installation/replacement/shifting/relocation(Static, Group/smart) including resealing and MCR punching
		Installation / Replacement /Relocation / Revamping/Repl. & relocation of bus bar
	SERVICE CABLE	Laying / Replacement/Relocation of SL
		Laying / Replacement/Relocation of SL
		Re-sagging of service cable with pole/wall mounting clamps
		Repair of exposed joints
	SINGLE/THREE PHASE DB	Db closing/locking
		Installation/Replacement/revamping of distribution box (DB)
		Crimping of lugs/sockets of all sizes with proper crimping tools
		Load Balancing in DB
		Proper fixing of hanging DB
		Compound filling or welding inside DB to avoid theft pilferage
		Installation/Replacement of DB if required
		DB earthing connection
		Fixing of Shearing Nut/Bolt for Closure of DBs
		Application of Straight through / Kit jointing
		Installation/replacement of piercing/satellite connector
	BRANCH JOINT	Making of damaged & New branch joint
		Energization of new connection from pole where branch joint exist

SECTION – V SCOPE OF WORK

Position Name	Job Description	
	ILLEGAL WIRE REMOVAL	Removal of illegal wire
		Plugging of theft /pilferage points
		Armour cast taping at open points, accessible to consumer to avoid theft
	SURVEY	Single phase meter position (outside/inside) of the premise
		Identification of theft location for enforcement actions.
		Overloaded DB (single/three) phase
		Sagging of LT network where ever required
		Construction site inspection without temporary meter.
		Locking of substation door locking of feeder pillar
	SUB-STATION, FEEDER PILLAR LOCKING	Reporting of un-billed Street Light (if any)
	STREET LIGHT	Replacement of LTAB cable with armoured cables
	MISCELLANEOUS WORK	Replacement/relocations of meter including returning of old scrap meters and MCR punching
		Transportation of materials from store to site and return of scrap from site to store.
		Revamping of single phase meter as per requirement
		Replacement of burnt bus-bar box
		Attending and closing of all Surveillance leads
		To perform miscellaneous job for company and other work assigned by the company.

The vendor shall follow all safety protocols as per Annexure III.

7. CHECKLIST

7.1 Checklist for Equipment as part of preventive maintenance

S.No	Equipment	BRIEF DESCRIPTION OF WORK	FREQUENCY
1.	Distribution Transformer (Oil Type)	Oil level in transformer	Yearly
2.	Distribution Transformer (Oil Type)	Check that the colour of the silica gel in the breather is blue	Yearly
3.	Distribution Transformer (Oil Type)	Check the breather for any cracks , holes , transparency and oil in the oil	Yearly
4.	Distribution Transformer (Oil Type)	Cup	
5.	Distribution Transformer (Oil Type)	Check for any signs of arcing/pitting marks on the busbar and palm connector	Yearly

SECTION – V SCOPE OF WORK

S.No	Equipment	BRIEF DESCRIPTION OF WORK	FREQUENCY
6.	Distribution Transformer (Oil Type)	Ensure that there is no leakage of oil from gaskets, flanges valves, radiators, bushings etc.. Ensure oil level of conservator & cleaning of glass of conservator	Yearly
7.	Distribution Transformer (Oil Type)	Check the health and proper connections of the L A	Yearly
8.	Distribution Transformer (Dry Type)	Check for any crack/flash mark on H V-L V bushings if any	Yearly
9.	Distribution Transformer (Dry Type)	Check for dust on H V-L V bushing .	
10.	Distribution Transformer (Dry Type)	Check for dust & rust on enclosure & H V-L V Cable box .	Yearly
11.	Distribution Transformer (Dry Type)	Check for doors are properly closed or not .	Yearly
12.	Distribution Transformer (Dry Type)	There should not be any open space at cable (H V & L V) inlet & earthing strip .	
13.	Distribution Transformer (Dry Type)	Check for Winding/Setting for Thermostat	Yearly
14.	Distribution Transformer (Dry Type)	Check for working for lamp	
15.	Distribution Transformer (Dry Type)	Check for dust deposit over the core and coil assembly	Quarterly
16.	Distribution Transformer (Dry Type)	Of transformer .	
17.	Distribution Transformer (Dry Type)	Enclosure should be earthed at two placed	Yearly
18.	Distribution Transformer (Dry Type)	With separate earthing point .	
19.	Distribution Transformer (Dry Type)	Neutral should be earthed at two placed with separate	Yearly
20.	Distribution Transformer (Dry Type)	Earthing point .	
21.	Distribution Transformer (Dry Type)	Check the core looseness , Loose connection of live parts & vibration due to improper grouting of D T's in Foundation	Yearly
22.	Distribution Transformer (Dry Type)	Check the rusting in enclosure & other part (Inside)	Yearly
23.	Distribution Transformer (Dry Type)	Water accumulation in close proximity of Transformer Installation , it may be either by rainwater , pipe leakage & toilet area	Yearly

SECTION – V SCOPE OF WORK

S.No	Equipment	BRIEF DESCRIPTION OF WORK	FREQUENCY
24.	Distribution Transformer (Dry Type)	I.R. value & Earth resistance	Yearly
25.	Distribution Transformer (Dry Type)	Check temperature rise of winding temperature	Monthly
26.	Distribution Transformer (Dry Type)	Check the cable opening. It should be completely Sealed so no reptile should go inside the D T	Yearly
27.	Distribution Transformer (Dry Type)	Tightness for all conductor joints	Yearly
28.	Distribution Transformer (Dry Type)	Over all painting of body	As Required
29.	RMU	Check any damages are visible and rusting on RMU body .	HALF YEARLY
30.	RMU	Physical damage to any parts and accessories of RMU .	HALF YEARLY
31.	RMU	Accessories as per checklist provided by manufacturer	HALF YEARLY
32.	RMU	Inspection of SF6 gas pressure level in the RMU	YEARLY
33.	RMU	Check operation of each isolator & circuit breaker for main switch on/off and earth switch on/off manually	YEARLY
34.	RMU	Check operation of all interlocks e.g., front door should not open unless cable is earthed .	YEARLY
35.	RMU	Check healthiness of F PI in test mode for each isolator .	YEARLY
36.	RMU	Cable & R MU Insulation Resistance Check by Megger .	YEARLY
37.	RMU	H I-P OT test of R MU to ensure healthiness of interrupter unit .	YEARLY
38.	RMU	H I-P OT test of R MU to ensure healthiness of bushings/insulators .	YEARLY
39.	RMU	Working of V PIs (L EDs).	MONTHLY
40.	RMU	Current transformer testing .	As and when required as the status of C T may be monitored through remote monitoring
41.	RMU	Insulation resistance	
42.	RMU	Polarity check	
43.	RMU	Winding healthiness check–Lead resistance of current transformer	
44.	RMU	Primary injection	
45.	RMU	Insulation resistance test	
46.	RMU	F PI Testing	YEARLY

SECTION – V SCOPE OF WORK

S.No	Equipment	BRIEF DESCRIPTION OF WORK	FREQUENCY
47.	RMU	Check operations of isolator & breaker .	
48.	RMU	Check control wiring connections. There should be no loose connection	
49.	RMU	Check electrical operations .	
50.	RMU	Check all mechanical interlocks with respect to doors .	YEARLY
51.	RMU	Relay setting should be checked .	
52.	RMU	The cable should be tightened in the cleat provided at the lower side of the cable box in such a manner that there is no stress on the cable itself & it should be held tightly .	
53.	RMU	Cable boots condition should be checked	YEARLY
54.	RMU	Cleaning the surfaces of the bushings .	
55.	RMU	Cleaning the copper part of bushings .	
56.	RMU	Clean the surfaces of the cable plugs .	
57.	RMU	Check the nomenclature/sign writing on RMU .	YEARLY
58.	RMU	Check the Plinth Condition of RMU	YEARLY
59.	RMU	Earth switch contact resistance measured .	YEARLY
60.	RMU	Check Partial Discharge Analyzer .	YEARLY
61.	RMU	Check connection of CBCT	YEARLY
62.	RMU	Check sealing of all the holes/gaps .	YEARLY
63.	FRTU	Monitoring the FRTU-produced internal error messages Monitoring and checking the FRTU configuration and the status of all connected process signals Checking the current version of the configuration file	YEARLY
64.	FRTU	Downloading or uploading the FRTU configuration file	
65.	FRTU	Checking and downloading revised software files for the FRTU CPU modules	
66.	FRTU	Uploading the archive files	
67.	FRTU	Communication of FRTU with master	
68.	FRTU	Lighting system of FRTU Control Panels .	
69.	FRTU	Communication of DI/DO .	
70.	FRTU	Door locks alarm integration with FRTU .	
71.	FRTU	Closing of unused TCP/IP ports and services	

SECTION – V SCOPE OF WORK

S.No	Equipment	BRIEF DESCRIPTION OF WORK	FREQUENCY
72.	FRTU	Battery and battery charger should capable for all FRTU required operation and Aux. supply to Modem & M FM and D C transducers etc. .	YEARLY
73.	FRTU	Check the protection of FRTU against reversed polarity , over current , and under voltage conditions to prevent the FRTU internal logic from being damaged .	YEARLY
74.	FRTU	M CB for each A C and D C supply. All intra panel wiring and cable to connect the Batteries .	
75.	FRTU	FRTU panel should be earthed to the existing system earthing	
76.	FRTU	FRTU Panel to R MU Panel wiring .	
77.	FRTU	Checking of FRTU panels , it shall be dust-proof with rodent protection .	HALF YEARLY
78.	FRTU	Checking the healthiness of D C Voltage to FRTU .	YEARLY
79.	FRTU	Checking the healthiness of transducers for monitoring D C battery Voltage for RMU and FRTU Battery	
80.	FRTU	Check the healthiness of FRTU Modem	
81.	FRTU	Ensure the wiring shall be neatly secured in position and adequately supported	YEARLY
82.	FRTU	Check the Earthing of the frame of the system . Earth terminals should be connected to the earth bus .	YEARLY
83.	FRTU	Check the healthiness of Alarms in FRTU	YEARLY
84.	ACB	Visual Inspection	YEARLY
85.	ACB	Record operations counters	
86.	ACB	Check circuit breaker panels and insulation material for cracks and cleanliness .	
87.	ACB	Check the condition of enclosing cabinets , including hinges , latches , locks , and door gaskets .	
88.	ACB	Check for loose or broken frame ground connections .	
89.	ACB	Check that all power and control circuit switches are closed and fuses are in place .	
90.	ACB	Inspect wiring for damaged insulation .	
91.	ACB	Checking and provide Missing A CB front cover	
92.	ACB	Checking the usage of proper size Al Socket .	

SECTION – V SCOPE OF WORK

S.No	Equipment	BRIEF DESCRIPTION OF WORK	FREQUENCY
93.	ACB	Checking and providing Proper cleat & Clamp , if required .	
94.	ACB	Checking Proper earthing of L T A CB Frame	
95.	ACB	Checking the Crimping Work .	
96.		Not in Use	YEARLY
97.	ACB	Check the frame, panel, and cabinet condition of the paint and repaint as necessary. Tighten bolts to recommend specifications . Clean the exterior of the cabinet .	
98.	ACB	Clean porcelain of bushings or insulators with water or a suitable cleaner . Repair chipped spots . Tighten bolts to recommended specifications .	
99.	ACB	Perform bushing inspection for any carbon tracking , leaks , and cracks .	
100.	ACB	Clean and repair chipped spots , remove and clean inter phase barriers .	
101.	ACB	Check main connections for loose or over heating terminals .	
102.	ACB	Remove arc chutes so that the contacts can be inspected. Dress contacts, if rough , with a fine file . It is necessary to carefully remove only the projecting beads. Pits on a flat , smooth surface are not objectionable .	
103.	ACB	Check contact springs for loss of temper , breaks , or rust deterioration .	
104.	ACB	Check flexible shunts at contact hinges for overheating and fraying. Tighten connections to recommended specifications .	
105.	ACB	Verify breaker fit and racking mechanism operation .	
106.	ACB	Check operating rods, shafts , and bell cranks for loose locknuts , set screws , keys , bearings , bent rods , or twisted shafts , etc . Clean moving parts of rust, dirt , and accumulated grease and oil . Washout bearings, pivots , and gears with a suitable cleaner . Lubricate with new grease or oil with the type required by the application being used. In cold climates, it is important to use a lubricant that will not stiffen with cold . Wipe off excess lube. Enclosed dust-tight bearings should require less servicing .	
107.	ACB	Observe the closing solenoid motor or spring during several closing operations to see that	YEARLY

SECTION – V SCOPE OF WORK

S.No	Equipment	BRIEF DESCRIPTION OF WORK	FREQUENCY
		everything is in proper working order. Check the solenoid plunger for sticking in guides .	
108.	ACB	Check close coil resistance with an ohmmeter and insulation resistance with an appropriate insulation tester .	
109.	ACB	Observe the latch and trip mechanism during several tripping operations to see that everything is in working order .	
110.	ACB	Check latch and trip assembly pins , bearings , and latches for wear , binding , and misalignment .	
111.	ACB	Clean and lubricate latch and trip assembly. Check the latch carefully to see that it is not becoming worn so that it would unlatch from vibration or stick and fail to trip. Tighten bolts and screws to recommended specifications .	
112.	ACB	Observe tripping operation during electrical operation. Ensure that the full energy action of the plunger is obtained. Check the plunger for sticking in guides .	
113.	ACB	Inspect digital or electronic trip mechanisms for the power light and any possible error codes .	
114.	ACB	Check the condition of auxiliary contacts and refinish them with a burnishing tool if burned or corroded .	
115.	ACB	Check auxiliary contact springs, operating rods, and levers . Check the closing and opening position with respect to main contacts while the breaker is being slowly closed and opened manually. Certain auxiliary contacts used for special purposes may require adjustment for the closed position. See that the position indicator or semaphore is properly indicating the breaker position. Check operating rods or levers for loose parts .	
116.	ACB	Manually operate the indoor and outdoor low voltage draw-out air circuit breaker , ‘C LO SE’ and ‘O PE N’ three times .	YEARLY
117.	ACB	Complete timing tests for both indoor and outdoor circuit breakers. Test all trip functions available. This may include long-time pickup and delay , short-time pickup and delay , instantaneous , and ground-fault pickups .	YEARLY
118.	ACB	Contact resistance test for both indoor and outdoor low-voltage draw-out air circuit breakers .	YEARLY

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BRPL

SECTION – VI

PRICE BID

PRICE BID

PRICE BID					
Sr No	Item Description	Unit	Qty	Unit Rate (Rs)	Total Amount (Rs)
A)	NMC Charges				
1)	O&M monthly charges for South - I Circle				
1a	Monthly O&M Charges of 11 KV Network in South - I Circle of BRPL as per Scope of Work, Section-V-Clause 1	LS / Month	36		
1b	Monthly Street Light Charges in South - I Circle of BRPL as per Scope of Work asper Section- V, Clause 1	LS / Month	36		
1c	Monthly O&M Charges of EHV Grids & Transmission Lines in South - I Circle of BRPL as per Scope of Work asper Section- V, Clause 2	LS / Month	36		
	Total for South - I Circle (1a + 1b + 1c)				
	GST @ 18%				
	TOTAL (1)				
2)	O&M monthly charges for South - II Circle				
2a	Monthly O&M Charges of 11 KV Network in South - II Circle of BRPL as per Scope of Work, Section-V- Clause 1	LS / Month	36		
2b	Monthly Street Light Charges in South - II Circle of BRPL as per Scope of Work asper Section- V, Clause 1	LS / Month	36		
2c	Monthly O&M Charges of EHV Grids & Transmission Lines in South - II Circle of BRPL as per Scope of Work asper Section-V, Clause 2	LS / Month	36		
	Total for South - II Circle (2a + 2b + 2c)				
	GST @ 18%				
	TOTAL (2)				
3)	O&M monthly charges for West - I Circle				
3a	Monthly O&M Charges of 11 KV Network in West - I Circle of BRPL as per Scope of Work, Section-V- Clause 1	LS / Month	36		
3b	Monthly Street Light Charges in West – I Circle of BRPL as per Scope of Work asper Section- V, Clause 1	LS / Month	36		
3c	Monthly O&M Charges of EHV Grids & Transmission Lines in West - I Circle of BRPL as per Scope of Work asper Section- V, Clause 2	LS / Month	36		

PRICE BID

PRICE BID					
Sr No	Item Description	Unit	Qty	Unit Rate (Rs)	Total Amount (Rs)
	Total for West - I Circle (3a + 3b + 3c)				
	GST @ 18%				
	TOTAL (3)				
4)	O&M monthly charges for West - II Circle				
4a	Monthly O&M Charges of 11 KV Network in West - II Circle of BRPL as per Scope of Work, Section-V- Clause 1	LS / Month	36		
4b	Monthly Street Light Charges in West - II Circle of BRPL as per Scope of Work as per Section- V, Clause 1	LS / Month	36		
4c	Monthly O&M Charges of EHV Grids & Transmission Lines in West - II Circle of BRPL as per Scope of Work as per Section- V, Clause 2	LS / Month	36		
	Total for West - II Circle (4a + 4b + 4c)				
	GST @ 18%				
	TOTAL (4)				
	SUB TOTAL A = (1 + 2 + 3 + 4)				
B	Charges for additional manpower required to maintain in any additional work apart from this tender/addition of Grid/QRT etc. (charges should be inclusive of wages, T&P, PPE's, Insurance etc as per the requirement of this tender) PI note: Vendor will be informed 7 days prior to deploy such manpower and that manpower should be over and above the manpower already deployed by the vendor for NMC work as per the Scope of this tender.				
Sr No	Item Description	Unit	Qty	Unit Rate (Rs)	Total Amount (Rs)
1	Supervisor (As per Minimum Wage of Graduate)	LS/ month	Rate only		
2	Fitter (As per Minimum Wage of Graduate)	LS/ month	Rate only		
3	Lineman (As per Minimum Wage of Skilled)	LS/ month	Rate only		
4	Asst Lineman (As per Minimum Wage of Unskilled)	LS/ month	Rate only		

1.1.1 NOTE:

PRICE BID

1. Price quoted above shall remain firm for entire duration of the contract including extension period, if any, except the changes necessitated by a notification under the Minimum Wages Act, 1948 during the contract tenure.
2. Monthly billing will be on 100% monthly AMC cost. Company shall make payments, without any interest/charges and after deduction of taxes, penalties as applicable, against the bills within 30 days from the date of receipt of the bills, duly verified and certified by Engineer-in-Charge.
3. The Company shall retain 10% (ten per cent) of the monthly invoice value (excluding GST) from each invoice of the Contractor ("Retention Amount"). The Retention Amount shall be appropriated as follows:
 - (i) up to 7% (seven per cent) towards payment of bonuses to the Contractor's manpower in accordance with the Payment of Bonus Act, 1965;
 - (ii) up to 2% (two per cent) towards leave encashment under the applicable shops and establishments act of the relevant state; and
 - (iii) 1% (one per cent) towards settlement of any other claims of the Company against the Contractor under this Contract.

The Retention Amount, or any part thereof, shall be applied only upon the Contractor furnishing supporting documents evidencing the relevant payment liability. Any balance Retention Amount remaining with the Company shall be released to the Contractor within 30 (thirty) days of the completion of the annual contract period.

4. Penalty shall be levied on the monthly payment of contractor on the basis of its performance on Key performance indicators mentioned in the Master Score Card and will be deducted from successive month's bill.
5. The bids will be evaluated commercially based on the total all-inclusive price quoted for 3 years period
6. The bidder shall quote the prices strictly in the above format / item description / content. The bid shall be liable for rejection, if contractor fail to do so. If at any stage, the content is found to be changed from the given price format, the content as per the given price format will prevail and binding on the contractor
7. The bidder needs to quote for all the line items as mentioned above; failing which the bids are liable for rejection.
8. The unit price to be indicated should be exclusive of taxes & duties which are to be indicated in separate rows meant for the purpose.
9. RA will be conducted on Part A of Price bid (SUB TOTAL A = (1 + 2 + 3 + 4) above) and will be communicated separately to the techno – commercially qualified bidders.

ANNEXURE – I BID FORM

To,
Head of Department Contracts & Material Deptt.
BSES RAJDHANI Power Ltd
1st Floor, C Block
BSES Bhawan,
Nehru Place
New Delhi 110019.

Dear Sir,

1. We understand that BRPL is desirous of awarding the contract for (Name of the Work) work in its licensed distribution network area in Delhi.
 2. Having examined the Tender Documents for the above named works, we the undersigned, offer to deliver the goods/services in full conformity with the Terms and Conditions, technical specifications & Scope of Work as may be determined in accordance with the terms and conditions of the contract. The quoted amounts for this work are in accordance with the Price Schedules attached herewith and are made part of this bid.
 3. If our Bid is accepted, we undertake to deliver the entire goods/services as per delivery/ completion schedule mentioned in Section III from the date of award of order/letter of intent.
 4. If our Bid is accepted, we will furnish a Contract Cum Performance Bank Guarantee (CPBG) for due performance of the Contract in accordance with the Terms and Conditions of the NIT.
 5. We agree to abide by this Bid for a period of 180 days from the due date of bid submission and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
 6. We declare that we are aware of the provision of all Laws associated with the supply of equipments/materials or Services and the prices have been quoted accordingly.
 7. Unless and until Letter of Intent is issued, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
 8. We understand that BRPL is not bound to accept the lowest, or any bid BRPL may receive.
 9. There is provision for Resolution of Disputes under this Contract, in accordance with the Laws and Jurisdiction of Contract.
 10. We do hereby agree and shall abide the terms of tender documents/agreement, in full
- Dated this..... day of..... 2025

PRICE BID

Signature..... In the capacity of

.....duly authorized to sign for and on
behalf of

(IN BLOCK CAPITALS).....

BRPL

ANNEXURE – II BIDDER's DETAILS

S.No.	Item	Description
1	Company Name	
2	BRPL Vendor Code (If Registered)	
3	Area of Specialization	
4	Company Founded Year	
5	Type of Company	
6	Constitution(Company Registration number)	
7	Name of Director / Mobile Number	
8	Name of other main person / Mobile Number	
9	Vendor Address	
10	Vendor Contact no	
11	Vendor Email ID	-
12	No. of Manpower on payroll (Executive/Skilled/Semi-Skilled/Un-skilled)	-
13	No. of Contractual Manpower (Executive/Skilled/Semi-Skilled/Un-skilled)	-
14	Other Office / Factory Address	
15	ISO certification	
16	PAN	
17	PF/ESI	
18	Shop Establishment Certificate (If Applicable)	
19	Electrical License Detail (If Applicable)	
20	GST	
21	GST Registration Date	
22	SSI	
23	MSME Registration Number (If Applicable)	
24	Turn Over FY 2021-22 (Rs. Cr.)	
25	Turn Over FY 2022-23 (Rs. Cr.)	
26	Turn Over FY 2023-24 (Rs. Cr.)	
27	Turn Over FY 2024-25 (Rs. Cr.)	
28	Profit after Tax FY 2021-22 (Rs. Cr.)	
29	Profit after Tax FY 2022-23 (Rs. Cr.)	

S.No.	Item	Description
30	Profit after Tax FY 2023-24 (Rs. Cr.)	
31	Profit after Tax FY 2024-25 (Rs. Cr.)	
32	Networth (Rs Cr.)	
33	Bank Guarantee Limit (in Cr.)	
34	Over Draft/Cash Credit Limit (in Cr.)	
35	Present Order Booking (Rs Cr.)	
36	Order executed with Reliance ADA (Rs Cr.)	
37	Name & Detail of relative working in BRPL	
38	Main Customer	
39	Details of orders executed / Under Execution	Please submit the details in Attachment - A

ATTACHMENT – A

Reference List of Order Executed / under Execution by the Vendor (M/s)

A) Major Orders Executed

SN	Name of Project	Client name & addresses	Client contact Detail (Person name, e-mail ID, Mobile & landline number)	Vendor's Scope of Work	Date Of Award	Value of Work (Rs in Lakhs)	Completion date as per Order	Actual Completion Date	LD / Penalty imposed, if any (Rs in Lakhs)	Litigation / Arbitration (Y/N) (If Yes, furnish details)	Remarks
1.											
2.											
3.											
4.											
5.											

B) Orders Under Execution

PRICE BID

SN	Name of Project	Client name & addresses	Client contact Detail (Person name, e-mail ID, Mobile & landline number)	Vendo's Scope of Work	Date Of Award	Value of Work (Rs in Lakhs)	Completion date as per Order	Actual Completion Date	LD / Penalty imposed, if any (Rs in Lakhs)	Litigation / Arbitration (Y/N) (If Yes, furnish details)	Remarks
1.											
2.											
3.											
4.											
5.											

ANNEXURE – III ENVIRONMENTAL, OCCUPATIONAL HEALTH & SAFETY CONDITIONS OF CONTRACT

1. GENERAL REQUIREMENTS

- 1.1 The contractor shall ensure that safety of all the workers, materials, Installation and equipment's belonging to him or to others and working at the site is ensured through effective and practicable safety management systems.
- 1.2 The contractor shall be responsible for compliance to provisions of all safety requirements under various notices, acts, rules and relevant applicable legislations.
- 1.3 The contractors shall comply with all health & safety requirements as deemed necessary by BRPL from time to time.
- 1.4 Works shall be carried out by the contractor after taking necessary "Permit to work". Also the work shall not be carried out without use of Protective equipment's like shoes, safety belts, helmets etc. adhering to safety compliance. PTW (Permit to Work) procedures must strictly follow CEA safety guidelines.
- 1.5 All the equipment's being used shall be calibrated at an NABL certified lab every six months and a copy of the same shall be submitted to Safety Department within 4 weeks of the acceptance of contract and thereafter on every renewal.
- 1.6 Compliance with CEA 2023 Regulations
 - 1.6.1 Ensure compliance with CEA (Measures Relating to Safety and Electric Supply) Regulations, 2023.
 - 1.6.2 Conduct mandatory safety audits every 6 months.
 - 1.6.3 Implement a training schedule for all electrical maintenance staff.

2. EHS POLICY

- 2.1 The contractor as per requirement of CEA Measures Relating to Safety and Electric Supply Regulations, 2010 shall follow the Environment, Health & Safety policy of BRPL. The contractor shall implement quality, health & safety management systems in accordance to BRPL EHS policy and ensure that intentions of such policy are met.

3. HEALTH & SAFETY PLAN

- 3.1 Within 4 weeks of the notification of acceptance of the tender, the contractor shall submit detailed and comprehensive Contract specific health & safety plan incorporating HIRA (Hazard Identification & Risk Analysis) to BRPL. This plan shall necessarily include detailed policies, procedures, method statement for each activity to be performed and regulations which, when implemented, will ensure compliance of the contract provisions stated herewith.
- 3.2 The contractor shall submit health & safety plan for such activities required to be carried out under the awarded contract as deemed necessary by BRPL.
- 3.3 Health & safety plans, procedures, method statements, etc. developed & submitted by contractors shall be reviewed and approved by designated authorities of BRPL (Head Safety). First cut of the plan shall be submitted to Safety Department within 2 weeks of agreement of contract. After suggested rectification, the final plan shall be submitted to Head Safety not later than 4 weeks of the agreement of contract. A copy of the same shall be given to the engineer in charge also. The document shall carry the signatures of the authorized signatory (the person who has signed the agreement document of contract).
- 3.4 The health & safety plans, procedures, method statements, etc. shall not be changed without prior review and approval by designated authorities of BRPL.

4. OHS ORGANIZATION & RESPONSIBILITY

- 4.1 The contractor supervisor will play the role of safety supervisor. The safety supervisor shall hold a diploma degree from a recognized institute or university as per CEA Regulations, 2010. Also simultaneously contractor has to ensure their competency in safety or EHS with 40 hours training from reputed agency (like RLI/Allied Boston/ National Safety Council) or trainer, which should be verified earlier by BRPL safety department accordingly. The copy of training certificate shall be submitted to Safety Department within 4 weeks of agreement of contract. Time extension may be given in extraordinary situation subjected to submission of any convincing document carrying valid proof of near future plan of the training.
- 4.2 The training certificate should not be more than one-year-old.
- 4.3 Apart from above, as an owner of the company the contractor & their other key persons are also responsible for safety compliance and related issues.
- 4.4 First Day at Work –Induction Training and Issuance of ID-Card
- 4.5 The contractor shall ensure that all his workers have undergone the safety induction and have been issued with a valid ID card prior to start work at BRPL site. The proof of the same shall be submitted to Safety Department within 4 weeks of agreement of contract.

- 4.6 All contractor workers shall undergo above as per the BRPL site specific procedure issued from time to time.
- 4.7 The contractor shall ensure that no worker is in any O&M activities until the valid ID card is issued and the same is available by each worker at site including that of sub- contractor(s).
- 4.8 In case any worker lost the ID card issued to him, the contractor shall ensure that such incidences are promptly reported to BRPL and duplicate or new ID card is issued immediately after completing formalities as deemed necessary by BRPL.
- 4.9 Provision of Safe Working Conditions
- 4.10 Proper barricading shall be created during height work, cable laying work, working on pole, etc. Dimensions of barricading while cable laying work- Height- 2 mtr, Length-1.5 mtr. There shall not be any gap in between two barricades. LED Bacon light shall be placed at 1st and every 4th barricade. However, while working on pole during supply maintenance work there should be a barricading cone and caution tape. In narrow lanes, where proper barricading as per rules is not possible, use barricading as per the approval of respective safety circle head in writing and copy forwarded to safety and uploading in QMS.

5. PPE' REQUIREMENT

- 5.1 The contractor shall ensure availability and use of all the required PPEs given in in this NIT across the respective categories and shall allow their workers to start work at site only after proper verification of adequacy of safety gears/PPE required for the specific job at site by the Safety personnel/Site Engineer of BRPL.
- 5.2 Contractor has to ensure the quantity and quality of PPEs during procurement and continuous usage of following PPE's by his staff.

S.NO.	NAME OF THE PPEs	LINEMAN / FITTER/SKILLED	HELPER/UNSKILLED	SUPERVISOR
1	SAFETY HELMET	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	FULL BODY HARNESS (POSITIONING BELT)	<input type="checkbox"/>	X	X
3	ELECTRICAL HAND GLOVES	<input type="checkbox"/>	<input type="checkbox"/>	X
4	SAFETY SHOES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	SAFETY GOGGLES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Reflective Safety Jacket with the following labelling Front – Name, Designation and BSES Helpline No. - 19123 Back – “Vendor Name” for “BSES”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- 5.3 Contractor has to ensure for proper procurement and distribution of required PPE's among their workers with receiving in attached format (Appendix-3) which will be verified by the safety department during inspection. The entire issuance format duly signed by individual worker and to be verified/ certified by Department Head and the same need to be submitted to Safety Department along with mentioned certificates within 4 weeks of agreement of contract. The sample of the PPE's being procured by the contractor shall be submitted and approved from the Safety Department beforehand.
- 5.4 The contractor has to provide 3 arc protection face shields in each zone (2 for complaint team and 1 for maintenance team) as per specifications mentioned in clause 5.6.15.
- 5.5 If any of the contractor staff found without PPEs, the said PPE's will be issued to them from BRPL store with immediate effect. And the 20% extra amount with procurement cost will be recovered from their next monthly bill cycle.

Note: PPEs shall strictly be as per the brand mentioned in this chapter

5.6 Technical Specification of the PPEs

- 5.6.1 **Safety Shoes** – With Composite / Fiber toes (CE approved / IS 15298) – Mandatory for all personnel working at BRPL O&M. The safety shoes shall meet the following features:
- 5.6.2 Electric Shock Resistant Sole
- 5.6.3 Impact Resistant
- 5.6.4 Scrap/Heat Resistant
- 5.6.5 Slip Resistant
- 5.6.6 Oil and Acid Resistant
- 5.6.7 Rubber PU Sole
- 5.6.8 Anti-puncture
- 5.6.9 Lead MAKE: BATA/HONEYWELL/KARAM
- 5.6.10 **Safety Helmets:** (IS 2925 - 1984 or DGMS) with chin strap – Mandatory for all personnel working at BRPL O&M. The specification of safety helmet shall be as given below:
- 5.6.11 V-GARD HDPE Yellow With 4 Point FasTrac Ratchet Suspension

Shell Material	UV stabilized HDPE, Non vented
Suspension	With 4 Point Fas Trac Ratchet Suspension sewn headband Textile straps made from polyester Suspension point fixing: good positioning, ...stability, better air circulation due to ...limited contact areas with the head Easy clean sweatband
Size	52-62 cm

Accessory slot	Standard 30 mm with removable HDPE dead plugs suitable to leak proof fitting
Approvals	ANSI/ IEC Z89.1 Class E (electrical)
Additional	Low temperature -10°C (acc. to GB2811), High temperature +50°C
Colours	Yellow
weight	360 g

5.6.12 Lead MAKE: 3M / KARAM / UFS

5.6.13 Full Body Positioning Harness: (CE approved / IS 3521 / EN 361 / EN 355) – Shall be used while work is in progress at height more than 1.8 meter or where from a person may fall and get injured. The specification of the Full body harness shall be as given below:

Anchorage	Adjustable two chest attachment D-rings and A dorsal attachment D-ring
Adaptability	Adjustable shoulder and thigh straps
Convenience	Shoulder and thigh straps differentiated by a dual color scheme.
Ergonomics	Ideally. Positioned sit strap for extended comfort.
Size	Standard
weight	1200GMS
ENERGY ABSORBING FORKED LANYARDS :	
Spec.	44mm wide polyamide webbing.
Length	1.5 Meter

5.6.14 There should not be any metallic part in the full body harness. Lead MAKE: KARAM /LIFEGEAR/UFS/HONEYWELL

5.6.15 **Flex Chem Full View Safety Goggles** – Shall be used to protect workers eyes from foreign materials and flying particles. Mandatory for all personnel working at BRPL O&M. Safety goggles shall meet the following feature:

5.6.16 Acetate lens for special applications requiring superior chemical resistance.

5.6.17 Industrial version of tough and popular first responder goggles.

5.6.18 SoftFlex low profile frosted frame for increased comfort.

5.6.19 Comfortable headband with length adjustment.

5.6.20 Indirect venting for comfortable, long lasting wear can be worn with safety helmets and over prescription spectacles.

5.6.21 Sightgard + premium anti-fog coating (EN 166 “N”) with good anti- scratch properties.

1. Technical Specification:

Weight	95g.
Lens thickness	1.0mm
Overall width	173mm

Overall length	90mm
Bridge	47.6mm
Lens base	5.5 curve
Lens size	86.1mm verticle, 174mm diagonal
Headband	Adjustable length at max.440mm(long enough to fit together with helmets)
Material & colors	
Lens	Acetate clear, coating, Sightgard + anti-fog according to EN 166 "N" & anti scratch.
Body	PVC smoke
Headband holder	Nylon
Headband	Adjustable grey elastic fixed on frame side parts
Marking / Approvals	
Standard number	EN 166
Frame marking	MSA EN 166 34-FT CE
Lens marking	2C-1.2 MSA 1 FT N CE
Filter class	2C (Ultra violet radiation with enhanced color recognition)
Scale number	1.2: luminous trasmittance-89%
Optical class	1 (best class, for permanent wear)
Mechanical resistance	F (low energy impact 45m/s) T (at extreme temperature -5 to +55° C)
Resistance to	N(distorted vision due to lens fogging)
UV filter	99.9%
Ordering information	10145578-FlexiChem Sightgard + clear , 6x

5.6.22 Lead MAKE: MSA / UVEX/ UFS/3M/KARAM

5.6.23 **Electrical Insulating Hand Gloves** – Shall be used to prevent electric shock based upon the hazards/risks involved in a particular activity. Safety goggles shall meet the following features:

5.6.24 Breakthrough manufacturing process for exception dry grip.

5.6.25 Soft and flexible for enhanced tactility, high dexterity and wearer comfort.

5.6.26 Ergonomic design featuring tapered fingers to reduce hand fatigue.

5.6.27 Relaxed wrist for easy on/off.

Particulars	For LT work	For HT work
Length	360mm	360mm
Class	2	0

Particulars	For LT work	For HT work
Thickness	3.6mm	1mm
Proof test voltage	20000	5000
Maximum use voltage	11000	1000
Tensile strength	>16mpa[Mega Pascal]	
Puncture resistance	>18N/mm [Newton per mili meter]	
Elongation at break	>600% [Stretching length]	
Tension set	<15%	

- 5.6.28 It should be resistant to oil, acid, ultra violet rays and very low temperature.
- 5.6.29 Each pair of glove should be marked with class, category, month & year of manufacturing, CE logo, batch no. and certified laboratory no.
- 5.6.30 EN certified to electrical and thermal hazards,
- 5.6.31 EN certified to thermal & electrical hazards to confirm EN 60-903,
- 5.6.32 EN certified to mechanical hazard to EN-388 Lead MAKE: Honeywell / ANSELL/CATU
- 5.6.33 Arc Protection Face Shield
- 5.6.34 ATPV value is 10 cal/cm²
- 5.6.35 It shall have a slotted hard hat and chin guard
- 5.6.36 Visible light transmission (VLT) shall be 70%
- 5.6.37 It should have anti fog lens
- 5.6.38 It should have a provision for replacement of lens and brackets.
- 5.6.39 It should cover the complete face and the complete neck region.
- 5.6.40 It must not hinder the work. Must be comfortable for the height jobs as well as in the ground.
- 5.6.41 Carry bag for the kit.
- 5.6.42 Lead MAKE: Oberon/Honeywell
- 5.6.43 Ladder
- 5.6.44 Only FRP ladders must be used as per IS Standard
- 5.6.45 Ladders must be inspected before each use and replaced if damaged.
- 5.6.46 Workers must maintain a three-point contact rule while using ladders.
- 5.6.47 Certificates required for all PPEs:
- 5.6.48 Manufacturer Certificate
- 5.6.49 Test Certificate from an NABL accredited Lab
- 5.6.50 Authorization of Dealership/Distribution ship

- 5.6.51 The copy of all the certificates shall be submitted to safety department within 4 weeks of agreement of contract.

6. INTEGRATED MANAGEMENT SYSTEM & AUDITS

- 6.1 The Contractor shall work in the framework of Integrated Management System (IMS) and shall maintain documentation as prescribed in the IMS Manual of BRPL. IMS Manual can be obtained directly from Site Engineer/Division Head/Respective Head.
- 6.2 All contractors during their currency of contract shall strive to continuously improve and demonstrate strict compliance to ISO 9001, 14001 & 45001 standards of BRPL.
- 6.3 To verify compliance and to continually improve the management system, all contractors shall be subjected to both internal & external audits.

7. MEDICAL EXAMINATION

- 7.1 The contractor shall arrange a medical examination of all his employees including his sub-contractor employees like Lineman, ALM, Supervisor, Fitter, Welders, Gas Cutters, Drivers and all the workers supposed to work at height (and any other trade specified deemed necessary by BRPL at the time of deployment then annually) before employing, after illness or injury, if it appears that the illness or injury might have affected his fitness and, thereafter, once in every year as per the provisions of applicable laws or as prescribed by BRPL with proper record.
- 7.2 Records of medical examination as described above shall be maintained at the contractor premises and a copy of the same shall be submitted to Safety Department within 4 weeks of agreement of contract.
- 7.3 No person about whom the Contractor knows or has reason to believe that he is a deaf or he has a defective vision or he has a tendency to giddiness shall be required or allowed to work in any O&M operation or other construction work which is likely to involve a risk of any accident either to the worker himself or to any other person.

8. WORKING AT HEIGHT

- 8.1 The Contractor shall ensure that all works carried out at a height of 2 Meter or more shall only be started after obtaining a permit to work at height, which shall be issued as per the procedure of BRPL by authorized personnel.
- 8.2 The contractor shall ensure that all control measures mentioned and agreed through above work permit or as deemed necessary by BRPL are enforced and complied all the time during activities carried out at height.
- 8.3 Full body harness and ladder along with the required PPEs shall be used during height work.

- 8.4 Barricading cone and tape shall be used along with creation of proper safety zone.

9. REPORTING OF NEAR MISS/ INCIDENTS / DANGEROUS OCCURRENCES

- 9.1 In case of any incident/ accident occurs during the O&M activities undertaken by the Contractor thereby causing a dangerous occurrence or near miss or any minor or major or fatal injury to his employees due to any reason, whatsoever, it shall be sole responsibility of the Contractor to promptly inform the same to Department Head in prescribed form and also to all authorities envisaged under the applicable laws.
- 9.2 Reporting of Incidents in writing with details of cause.
- 9.2.1 Near Miss reports must be reviewed within 24 hours.
- 9.2.2 Quarterly mock drills for electrical fault management must be conducted.
- 9.3 Emergency Preparedness
- 9.3.1 24x7 emergency helpline for fault reporting must be established.
- 9.3.2 A predefined fault escalation matrix must be implemented.

10. SUSPENSION OF WORK

- 10.1 BRPL shall have the right at its sole discretion to suspend the work till compliance of safety norms, if in its opinion the work is being carried out in such a way that it may cause accidents and endanger the safety of the persons and / or property, and / or equipment.
- 10.2 In such cases, the contractor shall be informed in writing about the nature of hazards and possible injury /accident and he shall comply to remove all shortcomings promptly. Decision of BRPL shall be conclusive and binding on the Contractor in such aspects.
- 10.3 The contractor shall not be entitled to damages / compensation for suspending of work due to safety reasons and the period of such stoppage of work will not be taken as an extension of time for completion of the facilities as per the work order and will not be the ground for waiver of levy of liquidated damages.
- 10.4 The contractor shall follow and comply with all safety Rules of BRPL, relevant provisions of applicable laws pertaining to the safety of workmen, employees plant and equipment as may be prescribed from time to time without any demur, protest or contest or reservation. In case of any nonconformity between statutory requirement and safety rules of the BRPL referred above, the latter shall be binding on the contractor unless the statutory provisions are more stringent.

11. OHS APPRECIATION POLICY

- 11.1 If the contractor observes all the safety rules and codes, statutory laws and rules during the period of the contract awarded by the BRPL and no accident occurs then BRPL may consider the performance of the contractor and safety score card will be prepared. The best contractor will be appreciated by suitable "SAFETY AWARD" as per scheme as may be announced separately from time to time.

12. SAFETY MOTIVATIONAL SCHEME FOR CONTRACTOR EMPLOYEE

- 12.1 All contractors must reward their employee monthly for best worker in term of complying safety norms. They should honour with a gift of Rs. 500/- (five Hundred) with commendation certificate to motivate others towards safety compliance. The record with photograph should be kept with them & also to be submitted to BRPL safety department. Contractor may ask to BRPL safety people for their presence during awarding time.
- 12.2 All contractors have to observe safety day/ week on 4th March to 10th march every year with proper planning and record to create safety awareness inside their organization. A detailed report of observing the same to be forwarded to safety department every year.

13. GUIDELINES FOR PENALTY POLICY IMPLEMENTATION

- 13.1 Total penalty shall be calculated by multiplying the number of safety violations and the penalty amount specified for such violations in **Appendix - 1. (Example – If at first offence persons are found working without safety helmet at 3 locations, the penalty would be $3 \times 2000 = \text{Rs.}6000/-$)**
- 13.2 The amount of penalty can be increased or decreased based upon the seriousness of safety violations. The decision of recommending authority shall be final one.
- 13.3 Recommending authority shall send his factual observations to Department Head and Safety Head who in turn shall either reject or approve it. If approved, he shall send it to Finance & Accounts for execution. Finance Accounts shall execute the penalty and confirm the same & shall send it back to Department Head and Safety Head.
- 13.4 Recommending Authority means the Department Head, HODs, Site Safety officer / Supervisor, representatives from OHS and other personnel authorized jointly by O&M.
- 13.5 Penalties will be imposed for delay in submission of EHS related requirements/documents mentioned in the contract. Once the contract is accepted, the requirements as mentioned in **clause 9.5 of SCC to be submitted within 4 weeks.**
- 13.6 Safety Head may impose penalty for serious violations directly.

- 13.7 All penalties shall be imposed directly on the concerned contractors. No penalty shall be imposed on individuals.

14. GUIDELINES FOR SAFETY APPRECIATION POLICY IMPLEMENTATION

- 14.1 Recommending Authority shall write comments of his Appreciation in case he observes that there are no any safety violations.
- 14.2 Recommending Authority shall send his Safety Appreciation to Safety Head who in turn shall either approve or reject it and shall send it to Site Safety Officer for keeping in records.
- 14.3 Management will appreciate the Safe Contractors for their best performance towards safety norms based upon number of safety appreciation notes.
- 14.4 Every year best Safe Contractor shall be suitably awarded. The contractor shall be selected based upon the maximum numbers of approved safety appreciation notes.
- 14.5 Any contractor who has received any penalty for a particular year shall not be entitled for Safe Contractor's Award irrespective of number of safety appreciation notes he has received.
- 14.6 Site Safety Officer will maintain the contractor wise record of penalty & safety appreciation notes and declare the results latest by 28th February of every year for the performance of previous year.
- 14.7 BRPL Management shall present a Trophy with commendation certificate of safety excellence every year on the occasion of 4th to 10th March (National Safety Day) to the contractor, who qualified the safety standard criteria.

15. PREVENTIVE MAINTENANCE SCHEDULE

- 15.1 Monthly: Inspection of cables, RMUs, transformers as per IS 2675:1983.
- 15.2 Quarterly: IR testing and oil testing of transformers as per IS 1866:2000.
- 15.3 Yearly: Thermographic scanning of switchgear as per CEA 2023 Safety Guidelines.

16. SAFE TREE PRUNING PRACTICES

- 16.1 The use of traditional daav and rassa is strictly prohibited.
- 16.2 Workers must use fiberglass telescopic pruning saws with insulated handles.
- 16.3 Pruning must be conducted from the ground using extendable tools (14-18 ft. reach).

17. INSPECTION & MAINTENANCE OF PRUNING TOOLS

- 17.1 Tools must comply with BIS 17012:2018 for insulated hand tools.

17.2 Pruning tools must be inspected before each use and checked biannually.

BRPL

ANNEXURE – IV ACCEPTANCE FORM FOR PARTICIPATION IN REVERSE AUCTION EVENT

(To be signed and stamped by the bidder prior to participation in the auction event)

1. BRPL intends to use the reverse auction through SAP-SRM tool as an integral part of the entire tendering process. All the bidders who are found as techno commercially qualified based on the tender requirements shall be eligible to participate in the reverse auction event.
2. The following terms and conditions are deemed as accepted by the bidder on participation in the bid event:
3. BRPL shall provide the user id and password to the authorized representative of the bidder. (Authorization letter in lieu of the same be submitted along with the signed and stamped acceptance form)
4. BRPL will make every effort to make the bid process transparent. However, the award decision by BRPL would be final and binding on the supplier/Contractor.
5. The bidder agrees to non-disclosure of trade information regarding the purchase, identity of BRPL, bid process, bid technology, bid documentation and bid details.
6. The bidder is advised to understand the auto bid process to safeguard themselves against any possibility of non-participation in the auction event.
7. In case of bidding through internet medium, bidders are further advised to ensure availability of the entire infrastructure as required at their end to participate in the auction event. Inability to bid due to telephone line glitch, internet response issues, software or hardware hangs; power failure or any other reason shall not be the responsibility of BRPL.
8. In case of intranet medium, BRPL shall provide the infrastructure to bidders, further, BRPL has sole discretion to extend or restart the auction event in case of any glitches in infrastructure observed which has restricted the bidders to submit the bids to ensure fair & transparent competitive bidding. In case of an auction event is restarted, the best bid as already available in the system shall become the start price for the new auction.
9. In case the bidder fails to participate in the auction event due any reason whatsoever, it shall be presumed that the bidder has no further discounts to offer and the initial bid as submitted by the bidder as a part of the tender shall be considered as the bidder's final no regret offer. Any offline price bids received from a bidder in lieu of non- participation in the auction event shall be out rightly rejected by BRPL.
10. The bidder shall be prepared with competitive price quotes on the day of the bidding event.
11. The prices as quoted by the bidder during the auction event shall be inclusive of all the applicable taxes, duties and levies and shall be FOR at BRPL site.
12. The prices submitted by a bidder during the auction event shall be binding on the bidder. No further communication will be there.

13. No requests for time extension of the auction event shall be considered by BRPL.
14. The original price bids of the bidders shall be reduced on pro-data basis against each line item based on the final all-inclusive prices offered during conclusion of the auction event for arriving at contract amount.

For.....

Signature:

Name:

BRPL

ANNEXURE – V SAFETY GUIDELINE FOR LINEMAN

1. SAFETY GUIDELINES FOR LINEMEN DURING MAINTENANCE AND BREAKDOWN WORK

All maintenance and breakdown activities must be carried out under proper supervision. Linemen must strictly follow the safety steps outlined below:

1. Personal Protective Equipment (PPE):

- Reach the site wearing **safety shoes** and **helmet**.
- Ensure full PPE is worn before starting any task.
- Always ensure to switch on the Helmet mounted voltage sensor before starting of work.

• Use of Proper Tools:

- Always use **insulated tools certified by BIS**.
- **Inspect tools** before every use to confirm they are in good condition.

• Establish a Safety Zone:

- Before beginning work, **switch off, isolate, discharge, and properly earth/short** the equipment or circuit.
- Apply **shorting chains on both ends** when working on lines.
- Ensure **LOTO (Lockout-Tagout)** is in place to prevent accidental energizing.

• Precaution for Double Supply Lines:

- If the pole or circuit has a double supply, ensure that a person is **stationed at the source end** to avoid unintentional power flow.

• Work Area Safety:

- **Barricade the work area** properly, especially when working on **roads, footpaths, or public spaces**, to keep unauthorized people away.

• General Safety Practice:

- Maintain communication with the supervisor and follow all instructions carefully.
- Stay alert and work responsibly throughout the task.

ANNEXURE – VI SAMPLE ENTRIES TO OPM APPLICATION

1. DEFAULT ENTRIES IN ONLINE PREVENTIVE MAINTENANCE APPLICATION

1. FRTU

Sr No	Full Description	Drop Down Values
1	Plinth size as per type of SP/FP	Yes/No
2	Level of FP/SP	Yes/No
3	Locks installed functional and doors/lids in working order	Yes/No
4	Crimping of AI Sockets	Yes/No
5	Tightening of Connections	Yes/No
6	2 Nos Separate Earthing provided	Yes/No
7	Service connections properly connected with thimbles	Yes/No
8	Site is Clean & Mulba removed	Yes/No
9	Location and orientation within Easement	Yes/No
10	Signage of Bone Skull danger plate provided	Yes/No
11	Equipment ID & Nomenclature of O/G Ckts painted	Yes/No
12	Neutral/Earth connections	Yes/No
13	LV Circuits identified clearly	Yes/No
14	Vermin proofing (Gland plates installed)	Yes/No
15	Fuses/links as per standard	Yes/No
16	Cable entry sealed	Yes/No

2. Distribution Transformer

Sr No	Full Description	Drop Down Values
1	Condition of GO installed	Damaged, Missing, intact, NA
2	LT bare part insulated	Yes, No
3	HT-E(in Mohms) at 600 sec	
4	LT-E(in Mohms) at 60 sec	
5	LT-E(in Mohms) at 600 sec	
6	HT-LT(in Mohms)at 60 sec	
7	HT-LT(in Mohms)at 600 sec	
8	Tap Position	1, 2, 3, 4, 5, 6, 7, 8, 9, 10
9	DD Fuse installed	Yes, No
10	Transformer HT Bushing (in deg.C) rise R Phase	
11	Transformer HT Bushing (in deg.C) rise Y Phase	
12	Transformer HT Bushing (in deg.C) rise B Phase	
13	Transformer LT Bushing (in deg.C) rise R Phase	
14	Transformer LT Bushing (in deg.C) rise Y Phase	
15	Transformer LT Bushing (in deg.C) rise B Phase	
16	Transformer LT Bushing (in deg.C) rise Neutral Phase	
17	Transformer LT Brass Lug (in deg.C) rise R Phase	

Sr No	Full Description	Drop Down Values
18	Transformer LT Brass Lug (in deg.C) rise Y Phase	
19	Transformer LT Brass Lug (in deg.C) rise B Phase	
20	Transformer LT Brass Lug (in deg.C) rise Neutral Phase	
21	Condition of Breather	Ok, Not Ok, Missing
22	Oil Level	Low, Ok, Not Visible, No gauge, NA
23	Condition of Silica Gel	Pink, Blue, NA
24	Oil leakage	Yes, No, NA
25	Neutral Earthing	Double, Single
26	Body earthing	Ok, Missing
27	Nomenclature Painted	Yes, No
28	HT/LT Frame	Ok, Not Ok, NA
29	HT/LT Frame Earthing	Ok, Not Ok, NA
30	HT/LT Cable Cleats	Ok, Not Ok, NA
31	HT/LT Bushing condition	Ok, Not Ok
32	Condition of HT End box / Socket	Ok, Not Ok, NA
33	Condition of LT Brass Lugs along with Bus Bar	Ok, Not Ok, NA
34	Condition of LT Sockets	Ok, Not Ok, NA
35	Replacement of any LT leads reqd.	Yes, No
36	OTI Temperature	
37	Condition of OTI	Damaged, Intact, NA
38	Drain Valve Safeguarding	Required, Not Required
39	DT Meter Functionality	Working, Not Working, NA
40	MOG installed	Yes, NA
41	MOG commissioned	Yes, No
42	HT-E(in Mohms) at 15 sec	
43	HT-LT(in Mohms)at 15 sec	
44	LT-E(in Mohms) at 15 sec	
45	BDV value(kV)	
46	Neutral	
47	Body	
48	Plinth condition	Ok, Not Ok
49	HT bare part insulated	Yes, No
50	HT-E(in Mohms) at 60 sec	

3. HT Feeder

Sr No	Full Description	Drop Down Values
1	Position of Cable	UG, OH, MIXED
2	Tree Trimming	Required, Not Required, Not Applicable
3	Removal of any foreign unwanted material e.g. Kites, Manjha, Dori etc.	Required, Not Required, Not Applicable
4	Removal of extra cable bends , if any	Required, Not Required, Not Applicable

Sr No	Full Description	Drop Down Values
5	Proper fixing/ cleating of cable.	Required, Not Required, Not Applicable
6	Clamps/connectors tightened	Required, Not Required, Not Applicable
7	Replacement of worn out cable/ jumpers.	Required, Not Required, Not Applicable
8	Jumper connections tightened	Required, Not Required, Not Applicable
9	Binding of O/H Conductor	Required, Not Required, Not Applicable
10	Jumper Clearance with ground and nearby Premises as per regulations	Required, Not Required, Not Applicable
11	Sagging/Stringing of Cable/Overhead line	Required, Not Required, Not Applicable
12	Check all poles for proper inclination.	Required, Not Required, Not Applicable
13	Two parallel earthing with Guarding provided in HT lines	Required, Not Required, Not Applicable
14	Carry out load balancing of LT circuits.	Required, Not Required, Not Applicable
15	Stay Set Ok	Required, Not Required, Not Applicable
16	Earthing Of Poles & Earth Wire sag(Earthing to every 5th pole on HT and at every 10th pole on LT)	Required, Not Required, Not Applicable
17	Earth Wire Guarding	Required, Not Required, Not Applicable
18	Replacement of damaged/faulty insulators (Pin/Shackle)	Required, Not Required, Not Applicable
19	Check DD Fuse/ GO Switch ,if any	Required, Not Required, Not Applicable
20	Check all service line connections in case of LT System	Required, Not Required, Not Applicable
21	Provide spacers wherever missing in case of LT System	Required, Not Required, Not Applicable
22	Anti climbing clamo on HT Poles	Required, Not Required, Not Applicable
23	Bird Spike on HT Pin insulator	Required, Not Required, Not Applicable
24	Check Danger board on HT DP	Required, Not Required, Not Applicable
25	Replacement of damaged Cross Arms	Required, Not Required, Not Applicable
26	Any other abnormality	Required, Not Required, Not Applicable
27	Remarks	

4. LT ACB

Sr No	Full Description	Drop Down Values
1	Stand Earthing	Ok, Not Ok
2	LT ACB Bus Bar	Intact, Damage
3	General cleaning & Greasing of operating mechanism parts	Yes, No

Sr No	Full Description	Drop Down Values
4	LT ACB Front Cover	Intact, Missing
5	LT ACB Top Cover	Intact, Missing
6	LT ACB Condition	Working, Not Working, Bypassed
7	LT termination condition	Ok, Not Ok
8	Cable cleat installed	Yes, No
9	LT bare part insulated	Yes, No
10	Earth resistance value(in ohms)	
11	Neutral	
12	B Phase	
13	Y Phase	
14	R Phase	
15	Relay condition	Working, Not Working
16	Load balanced	Yes, No
17	LT outdoor termination	Yes, No
18	LT Cable Condition	Ok, Not Ok
19	LT ACB Stand	Intact, Damage

5. LT Feeder

Sr No	Full Description	Drop Down Values
1	Check all service line connections in case of LT System	Required, Not Required, Not Applicable
2	Provide spacers wherever missing in case of LT System	Required, Not Required, Not Applicable
3	Anti climbing clamo on HT Poles	Required, Not Required, Not Applicable
4	Bird Spike on HT Pin insulator	Required, Not Required, Not Applicable
5	Check Danger board on HT DP	Required, Not Required, Not Applicable
6	Replacement of damaged Cross Arms	Required, Not Required, Not Applicable
7	Any other abnormality	Required, Not Required, Not Applicable
8	Check DD Fuse/ GO Switch ,if any	Required, Not Required, Not Applicable
9	Replacement of damaged/faulty insulators (Pin/Shackle)	Required, Not Required, Not Applicable
10	Earth Wire Guarding	Required, Not Required, Not Applicable
11	Earthing Of Poles & Earth Wire sag(Earthing to every 5th pole on HT and at every 10th pole on LT)	Required, Not Required, Not Applicable
12	Stay Set Ok	Required, Not Required, Not Applicable
13	Carry out load balancing of LT circuits.	Required, Not Required, Not Applicable
14	Two parallel earthing with Guarding provided in HT lines	Required, Not Required, Not Applicable

Sr No	Full Description	Drop Down Values
15	Check all poles for proper inclination.	Required, Not Required, Not Applicable
16	Sagging/Stringing of Cable/Overhead line	Required, Not Required, Not Applicable
17	Jumper Clearance with ground and nearby Premises as per regulations	Required, Not Required, Not Applicable
18	Binding of O/H Conductor	Required, Not Required, Not Applicable
19	Jumper connections tightened	Required, Not Required, Not Applicable
20	Replacement of worn out cable/ jumpers.	Required, Not Required, Not Applicable
21	Clamps/connectors tightened	Required, Not Required, Not Applicable
22	Proper fixing/ cleating of cable.	Required, Not Required, Not Applicable
23	Remarks	
24	Removal of any foreign unwanted material e.g. Kites, Manjha, Dori etc.	Required, Not Required, Not Applicable
25	Tree Trimming	Required, Not Required, Not Applicable
26	Position of Cable	UG, OH, MIXED
27	Removal of extra cable bends , if any	Required, Not Required, Not Applicable

6. RMU

Sr No	Full Description	Drop Down Values
1	RMU Working Condition	Working, Bypassed
2	Relay working condition	Working, Bypassed
3	Switchgear Cover	Intact, Missing
4	Switchgear Earthing	OK, Not Ok
5	VPI Indicator and voltage (to be 57V to 110V)	Ok, Not Ok, NA
6	HT Cable Cleating	Ok, Not Ok, NA, Not Visible
7	Nomenclature Painted	Yes, No
8	FPI Working (Placement of CBCT)	Ok, Not Ok, NA
9	Tightness of bushing	Ok, Not Ok
10	Boot condition	Ok, Not Ok
11	Termination condition	Ok, Not Ok
12	Cable entry sealed	Yes, No, Not Visible
13	Cable both earthing connected	Yes, No
14	Bimetallic washer	Yes, No
15	HT bare parts insulated	Yes, No
16	Relay setting	Ok, Not Ok
17	Mechanism and interlock	Ok, Not Ok
18	Earth value (in ohms)	
19	Plinth condition	Ok, Not Ok
20	Relay operated for MOG	Yes, No

Sr No	Full Description	Drop Down Values
21	SF6 Gas Pr Normal	Normal, Low, No

7. Sub-Station

Sr No	Full Description	Drop Down Values
1	Locking Arrangement	Available, Not Available
2	Pole Condition	Ok, Not Ok
3	Sub Station Earthing	Individual, Mesh
4	Condition of Fencing	Ok, Not Ok, Missing, NA
5	Condition of Gate/Shutter for I/D/ Kiosk	Ok, Not Ok
6	Fencing Earthing	Ok, Not Ok, Missing
7	Danger Plate	Yes, No
8	Requires Plastering/ Kiosk Repairing at Ceiling/ Wall/Floor/Trench/Plith Repairing	Yes, No, NA
9	Removal of Sundry Material/ herbs & bushes/tree trimming required	Yes, No
10	bushes/ garbage on roof	Yes, No
11	Cable entry hole plugging required	Ok, Not Ok
12	Substation Name Plate installed	Yes, No
13	Requires Painting	Yes, No

The above entries are subject to change based on future development in the Application

ANNEXURE – VII PD Testing

1. DATA ENTRY PARAMETERS

Parameters	Details
Function location	
Description of functional location	
Equipment I. D.	
Make	
Serial No.	
Manufacturing Year	
Material Description	
Type of RMU	
I/D or O/D	I/D, O/D
DB value	
Status (FOUND OK, Found NC)	FOUND OK, Found NC,
Remarks	

2. PROBLEM DETAILS

Problem Detected	Corona Fault	Mechanical Looseness	Tracking	Arching
CB1 LHS	Yes/No	Yes/No	Yes/No	Yes/No
CB2 RHS	Yes/No	Yes/No	Yes/No	Yes/No
ISO LHS 1	Yes/No	Yes/No	Yes/No	Yes/No
ISO RHS 2	Yes/No	Yes/No	Yes/No	Yes/No

3. SAMPLE REMEDIAL ACTIONS

Fault Type	Steps
Corona Fault	<ul style="list-style-type: none"> • CLEANING OF BI-METALLIC WASHERS & NUT-BOLTS BY ANTI-RUST SPRAY. • CLEANING OF RUST AND POWDER COATING. • APPLIED H.T TAPE UNIFORMLY. • PROPER CLEANING OF BUSHINGS.
MECHANICAL LOOSENESS	<ul style="list-style-type: none"> • BI-METALLIC WASHERS & NUT-BOLTS TIGHTENED. • SOCKETS REPLACED. • CLEANING OF BUSHINGS AND SLEEVES WITH ANTI MOISTURE SPRAY.

Fault Type	Steps
	<ul style="list-style-type: none"> • ALNOX APPLIED AT JOINTS.
Tracking	<ul style="list-style-type: none"> • BUSHING & CABLE CLEANED WITH ANTI MOISTURE SPRAY. • ANTI-TRACKING PAINT APPLIED. • HT TAPE APPLIED. • PROPER CLEANING OF BUSHINGS AND BUS-BARS. • APPLYING OF PUTTY AT THE ENTRY POINT OF CABLE FROM TRENCH.
Arcing	<ul style="list-style-type: none"> • CT GAP FROM CABLE PROPERLY MAINTAINED • HT TAPING DONE PROPERLY AFTER REMOVING MOISTURE • CHANGE OF SOCKETS, WASHERS AND NUT-BOLTS. • PROPER CLEANING OF BUSHINGS AND BUS-BARS. • APPLIED HT TAPE.

ANNEXURE – VIII MIS FOR THERMO SCANNING ACTIVITIES & PROCEDURE

FL wise MIS on Capturing Loose Connection/Hots Pot in O&M Distribution							
SL No	Type of Asset/Network	Total No of particular type Asset/Network under the FL (In Nos)	Total No surveyed (In Nos)	Hotspot/Loose Connection Identified (In Nos)	Total Attended (In Nos)	Pending to be attended (In Nos)	Photo Captured of Before & After (In Nos)
1	For LT Pole Section (Pole No ABC.. to Pole No XYZ..)						
a	Thermo scanning done on no of LT Pole for improper termination of services/cables						
b	Thermo scanning done on no of Distribution Box for improper termination at the Bus bar						
c	Thermo scanning done on no of Feeder Pillar for improper termination at the Bus bar						
d	Thermo scanning done on no of Service Pillar for improper termination at the Bus bar						
e	Thermo scanning done on no of PRC						
f	Thermo scanning done on no of Jumper						
2	For 11kV S/stn						
a	Thermo scanning done at the LT Bushing termination leads /Metal Part of the DT (No of DT)						
b	Thermo scanning done at the HT Bushing termination leads /Metal Part of the DT (No of DT)						

FL wise MIS on Capturing Loose Connection/Hots Pot in O&M Distribution							
SL No	Type of Asset/Network	Total No of particular type Asset/Network under the FL (In Nos)	Total No surveyed (In Nos)	Hotspot/Loose Connection Identified (In Nos)	Total Attended (In Nos)	Pending to be attended (In Nos)	Photo Captured of Before & After (In Nos)
c	I/c cable on the Termination point of Bus bar of LT ACB(No of ACBs)						
d	O/G cable on the Termination point of Bus bar of LT ACB (No of ACBs)						
e	Inter-looping cable termination points from LT ACB to LT ACB (In Nos)						
3	For HVDS System						
a	Thermo scanning done at the HT Bushing termination /Metal Part of the HVDS DT (No of HVDS DT)						
b	Thermo scanning done at the LT Bushing termination /Metal Part of the HVDS DT (No of HVDS DT)						
c	Thermo scanning done at jumper termination on LV (No of HVDS DT)						
d	Thermo scanning done at jumper termination on LV side (Neutral) (No of HVDS DT)						
e	Thermo scanning done on HT AB cable at each termination point towards HT cylindrical lining (i.e. LA point, DD Fuse point, Earthing connections) (No of HVDS DT)						

ANNEXURE – IX INDICATIVE MANPOWER

The manpower depicted below for 11 kV O&M and EHV network is indicative in nature only. The same may vary as per the site requirement. Vendor has to assess the manpower strength to meet the SLA as mentioned in this tender.

<i>EHV Manpower - Existing</i>						
<i>Sl. No.</i>	<i>Labour Component</i>	<i>South - I</i>	<i>South - II</i>	<i>West - I</i>	<i>West - II</i>	<i>Total</i>
<i>1</i>	<i>Skilled</i>	<i>32</i>	<i>32</i>	<i>30</i>	<i>31</i>	<i>125</i>
<i>2</i>	<i>Semi- Skilled</i>	<i>36</i>	<i>35</i>	<i>31</i>	<i>31</i>	<i>133</i>
<i>3</i>	<i>Unskilled</i>	<i>11</i>	<i>10</i>	<i>9</i>	<i>11</i>	<i>41</i>
<i>4</i>	<i>Supervisors</i>	<i>5</i>	<i>5</i>	<i>4</i>	<i>5</i>	<i>19</i>
<i>5</i>	<i>Engineer</i>	<i>1</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>2</i>
	<i>Total</i>	<i>85</i>	<i>82</i>	<i>75</i>	<i>78</i>	<i>320</i>

Circle	Div	Div AMC manpower				Div AMC Strt Light		Recovery L/M	Enforcement L/M	NDMC street light AMC		DT Cleaning			PWD Street Light			Total Manpower Proposed
		L/M	ALM	FITTER	S/V	LM	ALM	L/M	L/M	No of L/M	No of ALM	L/M	ALM	SV	L/M	ALM	SV	
South 1	ALN	48	53	4	4	2	2	2	1			2	2		8	8	1	137
South 1	KHP	60	64	8	4	3	3	2	1			2	2					149
South 1	NHP	40	45	4	4	2	2	2										99
South 1	NZD	60	63	4	5	2	2	2	1			2	2					143
South 1	SVR	56	62	5	4	2	2	2				3	3					137
South 1	NFC	40	38	4	3	2	2	2	2			3	3					97
South-2	HKS	45	45	4	4	2	2	2							7	7	1	119
South-2	RKP	38	40	4	3	2	2	2										91
South-2	SKT	45	52	4	3	3	3	2	1									113
South-2	CHP	54	52	5	4			2				3	3					123
South-2	VKJ	68	72	8	6	3	3	3	2			3	3					171
West-1	DWK	54	55	4	4	2	2	2	1						10	10	1	145
West-1	JKP	51	55	4	5	3	3	2	1									124
West-1	PJB	33	39	4	3	1	1	2										83
West-1	PLM	62	57	8	4	3	3	2	1									140
West-1	MGN	38	36	4	3	2	2	2	1									88

Circle	Div	Div AMC manpower				Div AMC Strt Light		Recovery L/M	Enforcement L/M	NDMC street light AMC		DT Cleaning			PWD Street Light			Total Manpower Proposed
		L/M	ALM	FITTER	S/V	LM	ALM	L/M	L/M	No of L/M	No of ALM	L/M	ALM	SV	L/M	ALM	SV	
West-1	UTN	35	38	5	3	1	1	2										85
West-1	VKP	40	39	3	3	2	2	2	1									92
West-2	JFP	57	58	4	6	2	2	4	1			13	13	2	9	9	1	181
West-2	MDK	37	43	4	4	1	1	1	1	2	2	4	4					104
West-2	NGL	58	59	4	4	1	1	2	1	4	4							138
West-2	NJF	80	81	8	7	3	3	2	2			15	15	1				217
West-2	TGN	38	37	4	3	2	2	1	2			2	2					93
Total		1136	1182	110	93	45	45	47	20	6	6	52	52	3	34	34	4	2869

SECTION – VII – FORMATS

PPE RECIEPT - FORMAT FOR PPE RECEIPT BY WORKERS

Name of Site

Division

Name of Contractor

S. N O.	NAME	DESI.	Safety Helmet	Electrical Insulating Hand gloves	Full Body Harness	Safety Shoes	Safety Goggle	Reflective Jacket as defined in respective section	SIGNA TURE

Signature of Contractor / Date.....

EMD – FORMAT 4.1 - EMD BANK GUARANTEE

(To be issued in a Non Judicial Stamp Paper of Rs.100/-purchased in the name of the bank) Whereas [name of the Bidder] (herein after called the “Bidder”) has submitted its bid dated[date of submission of bid] for the supply/services of [name and/or description of the goods/services] (here after called the “Bid”). KNOW ALL PEOPLE by these presents that WE [name of bank] at [Branch Name and address],having our registered office at[address of the registered office of the bank](herein after called the “Bank”),are bound unto BSES RAJDHANI Power Ltd., with its Corporate Office at BSES Bhawan, Nehru Place, New Delhi - 110019 ,(herein after called —the “Purchaser”)in the sum of (Rupees

... only) for which payment well and truly to be made to the said

Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this____day of 2025. The Conditions of this obligation are:

If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form;

or

If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:

Fails or refuses to execute the contract form, if required: or

Fails or refuses to furnish the performance security, In accordance with the instructions to Bidders/Terms and Conditions.

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that is its demand the purchaser will note that amount claimed by it is due to it, owing to the occurrence of one or both of the two condition(s), specifying the occurred condition or condition(s). This guarantee will remain in force up to and including 180 days after the due date of submission bid, and any demand in respect thereof should reach the Bank not later than the above date.

(Stamp & signature of the bank) Signature of the witness(s)

CPBG – FORMAT 4.2 - PROFORMA OF CONTRACT CUM**PERFORMANCE BANK GUARANTEE****(TO BE ISSUED ON RS 100/- STAMP PAPER)**

This Guarantee made at this [] day of [] 2025

1. WHEREAS M/s BSES Rajdhani Power Limited, a Company incorporated under the provisions of Companies Act, 1956 having its Registered Office at BSES Bhawan, Nehru Place, New Delhi - 110019, India hereinafter referred to as the "Company", (which expression shall unless repugnant to the context or meaning thereof include its successors, administrators, executors and assigns).

2. AND WHEREAS the Company has entered into a contract for (Please specify the nature of contract here) vide Contract No. dated (hereinafter referred to as the "Contract") with M/s. , (hereinafter referred to as "Contractor", which expression shall unless repugnant to the context or meaning thereof be deemed to mean and include each of their respective successors and assigns) for providing services on the terms and conditions as more particularly detailed therein.

3. AND WHEREAS as per clause of General Conditions of Contract, the Contractor is obliged to provide to the Company an unconditional bank guarantee for an amount equivalent to seven and a half percent (7.5%) of the total Contract Value for the timely completion and faithful and successful execution of the Contract from [] pl. specify the name of Bank) having its head/registered office at [] through its branch in (pl. specify the name of Branch through which B.G is issued) hereinafter referred to as "the Bank", (which expression shall unless it be repugnant to the context or meaning thereof be deemed to include its successors and permitted assigns).

4. NOW THEREFORE, in consideration inter alia of the Company granting the Contractor the Contract, the Bank hereby unconditionally and irrevocably guarantees and undertakes, on a written demand, to immediately pay to the Company any amount so demanded (by way of one or more claims) not exceeding in the aggregate [Rs.].....(in words) without any demur, reservation, contest or protest and/or without reference to the Contractor and without the Company needing to provide or show to the Bank ,grounds or reasons or give any justification for such demand for the sum/s demanded.

5. The decision of the Company to invoke this Guarantee and as to whether the Contractor has not performed its obligations under the Contract shall be binding on the Bank. The Bank acknowledges that any such demand by the Company of the amounts payable by the Bank to the Company shall be final, binding and conclusive evidence in respect of the amounts payable by the Supplier to the Owner. Any such demand made by the Owner on the Bank shall be conclusive and binding, notwithstanding any difference between the Owner and the Contractor or any dispute raised, invoked, threatened or pending before any court, tribunal, arbitrator or any other authority.

6. The Bank also agrees that the Company at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor without proceeding against the Contractor notwithstanding any other security or other guarantee that the Company may have in relation to the Contractor's liabilities.

7. The Bank hereby waives the necessity for the Company first demanding the aforesaid amounts or any part thereof from the Contractor before making payment to the Company and further also waives any right the Bank may have of first requiring the Company to use its legal remedies against the Contractor, before presenting any written demand to the Bank for payment under this Guarantee.

8. The Bank's obligations under this Guarantee shall not be reduced by reason of any partial performance of the Contract. The Bank's obligations shall not be reduced by any failure by the Company to timely pay or perform any of its obligations under the Contract.

9. The Bank further unconditionally and unequivocally agrees with the Company that the Company shall be at liberty, without the Bank's consent and without affecting in any manner its rights and the Bank's obligation under this Guarantee, from time to time, to:

- (i) Vary and/or modify any of the terms and conditions of the Contract;
- (ii) Forebear or enforce any of the rights exercisable by the Company against the Contractor under the terms and conditions of the Contract; or
- (iii) Extend and/or postpone the time for performance of the obligations of the Contractor under the Contract;

and the Bank shall not be relieved from its liability by reason of any such act or omission on the part of the Company or any indulgence shown by the Company to the Contractor or any other reason whatsoever which under the law relating to sureties would, but for this provision, have the effect of relieving the Bank of its obligations under this Guarantee.

10. This Guarantee shall be a continuing bank guarantee and shall not be discharged by any change in the constitution or composition of the Contractor, and this Guarantee shall not be affected or discharged by the liquidation, winding-up, bankruptcy, reorganization, dissolution or insolvency of the Contractor or any of them or any other circumstances whatsoever.

11. This Guarantee shall be in addition to and not in substitution or in derogation of any other security held by the Company to secure the performance of the obligations of the Contractor under the Contract.

12. NOTWITHSTANDING anything herein above contained, the liability of the BANK under this Guarantee shall be restricted to (insert an amount equal to ten percent (10%) of the Contract Value) and this Guarantee shall be valid and enforceable and expire on (pl. specify date) or unless a suit or action to enforce a claim under this Guarantee is filed against the Bank on or before the date of expiry.

13. On termination of this Guarantee, all rights under the said Guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities hereunder.

14. The Bank undertakes not to revoke this Guarantee during its validity except with the prior written consent of the Company and agrees that any change in the constitution of the Bank or the Contractor shall not discharge our liability hereunder.

15. Company may assign this Guarantee to any Person or body whether natural, incorporated or otherwise under intimation to the Bank. The Bank shall be discharged of its obligations hereunder by performance in accordance with the terms hereof to such assignee without verifying the validity / legality / enforceability of the assignment.

16. This Guarantee shall be governed by the laws of India. Any suit, action, or other proceeding arising out of, connected with, or related to this Guarantee or the subject matter hereof shall be subject to the exclusive jurisdiction of the courts of Delhi, India. Dated this day of 2025 at

(Signature)

.....

(Name)

.....

(Designation with Bank Stamp) Attorney as per

Power of Attorney No..... Date.....

Beneficiary's bank detail with IFSC Code:

Beneficiary Name : BSES Rajdhani Power Limited Bank Name : State Bank of India

A/c No. 40214783615

IFSC Code : SBIN0009601

Vendor has to fill this form & submit along with the PERFORMANCE BANK GUARANTEE

1. Bank Email ID Bank Phone No
2. Where to Dispatched the BG -Local Address of bank -----
3. Where to Dispatched the BG Head Office Address -----

NDA – FORMAT 4.3 – NON-DISCLOSURE AGREEMENT

THIS NON-DISCLOSURE AGREEMENT ("Agreement") is made and entered into at Delhi on the day of , 2025

By And Between

M/s BSES Rajdhani Power Limited, a company registered under the Companies Act, 1956 and having its registered office at BSES Bhawan, Nehru Place, New Delhi - 110019 (hereinafter referred to as the "Disclosing Party" which expression shall unless repugnant to the meaning and context mean and include its successors and permitted assigns) of the FIRST PART

And

, a company incorporated under the Companies Act, 1956 and having its registered office at , (hereinafter referred to as the "Receiving Party" which expression shall unless repugnant to the meaning and context mean and include its successors and permitted assigns) of the OTHER PART

Disclosing Party and Receiving Party are hereinafter individually referred to as the "Party" and collectively as the "Parties".

WHEREAS the Disclosing Party is in discussions with the Receiving Party for Security Management Services ("Project") and the Disclosing Party may in conjunction with the aforesaid disclose to the Receiving Party information relating to their businesses which is confidential and sensitive in nature and the Receiving Party is willing to undertake to restrict the use and further disclosure of the information in accordance with the terms and conditions set out herein:

1. The "Receiving Party" acknowledges and confirms the confidential and sensitive nature of all information, documents and material relating to Persons and entities which may be accused of or related to the theft of electricity which is a penal offense under the provisions of the electricity act 2003As well as the various data and tools which may be available by way of documents as well as other modes of proof("Project") (i) that may be disclosed or made available to the Receiving Party by the Disclosing Party or its employees/ representatives/ advisors/ consultants; (ii)Receiving Party may gain or gather from any source; (iii) Receiving Party may process or arrive at during the course of the Project; (iv) Receiving Party may have come across during its discussions with any person in the course

of the Project; and (v) all negotiations and discussions between the Parties relating to the Project (all the information referred to above is hereinafter referred to as the "Confidential Information").

2. Confidential Information is understood to include but is not limited to information made available in written, machine recognizable, graphic or sample form including, without limitation, drawings, photographs, models, design or performance specifications, its analysis, compilations, studies, notes and all other information and data disclosed orally or visually which has been developed / is exclusive to the Disclosing Party and includes information provided in various meetings.

Provided, however, that Confidential Information shall not include information which (a) is, or becomes, publicly known, otherwise than through a wrongful act of the Receiving Party or its representatives; (b) is in the possession of the Receiving Party prior to receipt from the Disclosing Party or its representatives without an obligation of confidentiality; (c) is independently developed by the Receiving Party, provided that it was not derived from the Confidential Information; (d) is furnished to others by the Disclosing Party without restrictions, similar to those herein on the rights of such others to use or disclose; or (e) is approved in writing by the Disclosing Party for disclosure.

3. The Receiving Party shall not disclose the Confidential Information to any other person save and except with the express consent in writing given by the Disclosing Party. The Receiving Party, however, may disclose such part of the Confidential Information where (i) such disclosure is in response to a valid order of a court or any other governmental body having jurisdiction over this Agreement or (ii) such disclosure is otherwise required by law, provided that Receiving Party has given prior written notice to the Disclosing Party forthwith it came to learn about such disclosure requirement or the demand for such for disclosure and made all reasonable efforts to protect the Confidential Information in connection with such disclosure.

4. The Receiving Party shall with reference to the Confidential Information take all actions as may be necessary to (i) maintain the confidentiality thereof; (ii) limit its use of such Confidential Information solely for the purpose of the Project; (iii) avoid disclosure even to any of its employees that are not associated with the Project; (iv) avoid any dissemination or publication by any of its employees/ representatives associated with the Project; (v) avoid writing about sensitive information which is disclosed verbally and is sensitive to the operations; and (vi) safeguard the Confidential Information from being accessed by any unauthorized person. Such actions shall include but not be limited to obtaining appropriate non-disclosure undertakings from its employees directly or indirectly engaged in the Project.

5. The Receiving Party hereby agrees to indemnify and hold harmless the Disclosing Party and its directors and employees from and against any damage, loss, cost or liability (including all expenses and costs of enforcing rights under the Agreement) arising out of or resulting from (i) any use or disclosure by the Receiving Party of Confidential Information in violation of the Agreement; (ii) any leakage of the Confidential Information at the end of the Receiving Party or its employees/ representatives; and (iii) breach or violation of any of the other covenants herein.

6. The Receiving Party will, promptly upon the request of the Disclosing Party, deliver to the Disclosing Party, the documents comprising the Confidential Information or any part thereof and will destroy any copies, notes, or extracts thereof, without retaining any copy thereof, except that any portion of the Confidential Information that consists of analysis and any written Confidential Information not so requested and returned, shall be retained and kept subject to the terms of this Agreement, or upon the Disclosing Party's request destroyed (such destruction to be confirmed in writing).
7. The term of this Agreement is 3 years from the date of execution of this Agreement. However, the obligation to maintain confidentiality of the Disclosing Party's information shall survive the termination of this Agreement. Any violation of this agreement may lead to termination of all the relations with the Receiving party and black listing/ debarring of the Agency for future engagements.
8. This Agreement shall be governed by the laws of India. Any dispute, difference or claim related to or arising under, out of or in connection with this Agreement shall be resolved subject to the jurisdiction of Delhi Courts.

For the Disclosing Party

Authorized Signatory Name:

Designation:

For the Receiving party

Authorized Signatory Name:

Designation:

NDD – FORMAT 4.4 – NO DEVIATION DECLARATION**NO DEVIATION –A(Technical)**NIT NO & DATE:DUE DATE OF TENDER:

We hereby accept all terms and conditions of the technical scope of work as mandated in the tender documents subject to the following deviations as mentioned against the applicable technical qualifying requirement:

S.NO.	SL.NO OF TECHNICAL SPECIFICATION/SCOPE OF WORK	DEVIATIONS, IF ANY

SIGNATURE & SEAL OF BIDDER

NAME OF BIDDER

Note-The above template is indicative only, May vary depending on the nature of procurement/value.

NO DEVIATION –B (Commercial)NIT NO & DATE:DUE DATE OF TENDER:

We hereby accept all terms and conditions of the commercial requirement as mandated in tender document subject to the following deviations as mentioned against the applicable commercial qualifying requirement:

S.NO.	SL.NO OF TECHNICAL SPECIFICATION/SCOPE OF WORK	DEVIATIONS, IF ANY

SIGNATURE & SEAL OF BIDDER

NAME OF BIDDER

Note:-It is important to explicitly include all such terms and conditions which are considered absolutely necessary to be accepted by bidder without any deviation. Tender document shall have a stipulation that deviation to such criteria shall make the bid liable for rejection

BRPL

COMMUNICATION – FORMAT 4.5 – BIDDER'S COMMUNICATION**DETAILS**

Bidder should furnish the below details for future communication: -

GENERAL INFORMATION	
NAME OF Company	
POSTAL ADDRESS	

FOR TECHNICAL QUERY:		
CONTACT PERSON & DESIGNATION	NAME	DESIGNATION
E-MAIL	MOBILE NO	TELEPHONE NO

FOR COMMERCIAL QUERY:		
CONTACT PERSON & DESIGNATION	NAME	DESIGNATION
E-MAIL	MOBILE NO	TELEPHONE NO

Note: No communication shall be entertained from any other email id, except as mentioned above. Bidder needs to inform the company if any changes in the email id on their letter head duly signed by the authorized signatory

LABOUR LAW – FORMAT 4.6 – LABOUR LAW COMPLIANCE**POLICY**

We at _____ {insert name of bidder} (the '**Entity**') value our human resources and are committed to ensuring scrupulous and timely compliance with all applicable laws in relation to the wages, working hours, leave, benefits, social security payments, and other conditions of employment (the '**Applicable Laws**') of all persons howsoever engaged, employed or whose services are otherwise retained by us (or our sub-contractors), in whatever capacity (the '**Employees**').

2. Accordingly, this policy (the '**Policy**') set outs the binding principles underpinning and norms governing the Entity's obligations toward compliance with Applicable Laws in relation to the Employees.
3. The Entity shall at all times comply with Applicable Laws (as may be amended, re-enacted and/ or consolidated from time to time), including but not limited to the following legislations and rules enacted thereunder:
 - (i) Contract Labour (Regulation and Abolition) Act, 1970;
 - (ii) Delhi Shops and Establishments Act, 1954
 - (iii) Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959
 - (iv) Rights of Person with Disabilities Act, 2016
 - (v) Sales Promotion Employees (Conditions of Service) Act, 1976
 - (vi) Child and Adolescent Labour (Prohibition and Regulation) Act, 1986
 - (vii) Employees Compensation Act, 1923
 - (viii) Employees Provident Fund & Miscellaneous Provisions Act, 1952;
 - (ix) Employees' State Insurance Act, 1948;
 - (x) Payment of Bonus Act, 1965;
 - (xi) Payment of Wages Act, 1936;
 - (xii) Minimum Wages Act, 1948;
 - (xiii) Payment of Gratuity Act, 1972;
 - (xiv) Industrial Disputes Act, 1947;
 - (xv) Maternity Benefits Act, 1961;
 - (xvi) Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013;
 - (xvii) Apprentices Act, 1961;
 - (xviii) Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996;

- (xix) Equal Remuneration Act, 1976; and
 - (xx) Factories Act, 1948.
4. Such compliance shall include, but not be limited to: (i) timely filing of returns; (ii) obtainment of all permits, permissions, licences, approvals, consents, clearances, waivers, no objection certificates, exemptions, registrations, or other authorizations of whatever nature and by whatever name required under any Applicable Law, and (iii) compliance, at all times, with the terms and conditions of the such approvals.
 5. The Entity shall forthwith indemnify, defend and hold harmless any third party/ies (and its directors, officers, employees and agents) on demand, from, against and in respect of any and all losses (including any damages, liabilities, costs, expenses, interest, fine and/ or penalties) imposed on, sustained, incurred or suffered by, or asserted against, such third party/ies (whether in respect of third party claims or otherwise), at any time and from time to time, relating to or arising out of breach by the Entity of this Policy.
 6. In the interpretation of any provisions of this Policy, the decision of the [*Board of Directors/ equivalent management body*] of the Entity shall be final and binding.
 7. This Policy shall supersede and override any and all policies, manuals, handbooks, and memorandums that may have been issued from time to time on subjects covered in this Policy.
 8. This Policy shall, from time to time (but, in any case, not less than once each year), be reviewed and revised (as the case may be) to ensure adherence to Applicable Law. Any such revisions shall be duly approved and adopted by the [*Board of Directors/ equivalent management body*] of the Entity.