

Note # 56**PROPOSAL FOR ADMINISTRATIVE APPROVAL AND APPROVAL FOR NIT
TERMS & CONDITIONS**

A. Brief of proposed contract;

1. <i>Name of the Contract</i>	Miscellaneous Electrical Maintenance works at NALCO township for sector-I,II,III, Surakhya Vihar, rehabilitation colony and other Associated Areas, Nalco, Damanjodi .
2. <i>Department with dept code</i>	Electrical (1200-083)
3. <i>Nature of job</i>	Repetitive-Continuous / Repetitive-intermittent / New but would be repetitive/ One-Time
4. <i>Nature of Expenditure</i>	Capital / Revenue ; Budget Code:
5. <i>Type of job</i>	Works / Service
6. <i>Mode of tendering</i>	CPMP / GeM

B. Details of existing/previous contract(s) for the job: Ref Note#01 & [P/1-43](#))

1. <i>Name of the contractor (s)</i>	M/s Rajkishore Mishra
2. <i>Contract reference no(s) with date</i>	T&C/eR-2490/W-2484 Dtd. 29-03-2023
3. <i>SAP PO no(s)</i>	5300007544
4. <i>Period of contract (s)</i>	24 Months i.e 01-04-2023 to 31-03-2025
5. <i>Value of contract(s)</i>	Rs. 1,30,96,618/- excl. GST
6. <i>Approved estimate</i>	Rs. 1,54,54,009/- excl. GST
7. <i>Type of Tendering</i>	Open/Two Part
8. <i>Similar work definition of last tender</i>	i) Maintenance of external or internal LT electrical installation of residential area. OR ii) Maintenance of LT installation of plant and non-plant buildings/ establishments

	<p style="text-align: center;">OR</p> <p>iii)Maintenance of residential area / shopping complex / plant and non-plant buildings, fans, internal wirings, external wiring.</p> <p style="text-align: center;">OR</p> <p>iv)Combination of all activities mentioned at I,ii and iii of above.</p>
i. No of Vendors (Participated)	07
ii. No of Vendors qualified in Part-I bid	05
iii. Contract (s) finalized at (+/-) % of approved estimated value/rate	(+) 7.00%
iv. Contract amendment till date if any	Value enhancement vide Amendment-1 dtd. 02-09-2024
v. Value of work executed	Rs. 1,32,13,731/- upto 31-09-2024
vi. Expiry date of the contract	31-03-2025
vii. Performance of existing Contractor	Satisfactory

C. Details of proposed contract:

Details for present proposal :	
1. Contract period	24 Months (Ref SI No. A.6 of CPIF at P/206 of ToC)
2. Location of the job	Township premises / Contractor's premises / Outside Plant Premises / (Ref SI No. A.5 of CPIF at P/206 of ToC)
3. Justification for the proposed contract	For smooth maintenance of Township Electrical system and other Associated areas. (Ref SI No. A.7 of CPIF at P/206 of ToC)
4. Estimated Basic Value proposed by user department (excluding GST) in Rs.	Rs. 1,56,16,490/-
5. GST @ 18% in Rs.	Rs. 28,10,968/-
6. Estimated value of FIM	Rs. Nil

[P/177-187](#) for SAP PR, [P/162-173](#) for Schedule of items and [Note#46](#) for finance vetting.

7. Total Estimated cost including GST & cost of FIM	Rs. 1,84,27,458/-
8. Basis of estimate	As LPO plus labour escalation (Ref SI No. D.2a of CPIF at P/208 of ToC and Note#46)
9. Minimum Workable offer value wrt estimate, if applicable, as per cl no: 6.17 of contract manual	Rs. 1,82,43,183/- incl. GST (Ref SI No. D.2b of CPIF at P/208 of ToC)
10. Estimate, manpower and mandays reviewed & recommended by Industrial Engineering dept.	Yes, Ref Note#16
11. Estimate reviewed & recommended by Finance dept.	Yes, Ref Note#46
12. Vetting by law and HRD	Yes, Note#17 and Note#19
13. BG value for equipment/material taken outside plant	N.A (Ref SI. No. D.4a of CPIF at P/208 of ToC)
14. BG / IB value against FIM for the works executed at Township/Plant premises in Rs.	BG: Rs NA ; IB: Rs NA (Ref SI. No. D.4b of CPIF at P/208 of ToC)
15. Mobilization advance incorporated in SCC, if applicable	N.A (Ref SI. No. D.5 of CPIF at P/208 of ToC)
16. Applicability of Labour charge escalation clause (on actual payment basis)	Applicable (Ref SI. No. D.6 of CPIF at P/208 of ToC)
17. Applicability of POL/Material variation (as per cl no:4.4 of contract manual)	N.A (Ref SI. No. D.8 of CPIF at P/208 of ToC)
18. POL/Material component (%)	0(Zero)
19. Defect Liability Period	12 Months (Ref SI. No. D.9 of CPIF at P/208 & Clause no. 11 of SCC at P/97-103 of ToC)
20. Payment terms	Monthly RA Bill (Ref SI No. D.10 of CPIF at P/208 of ToC & Clause no. 10 SCC at P/97-103 of ToC)
21. Compensation for delay/ Any other Penalty Provision	As per Cl no. 24 of GCC (Ref SI No. D.11 of CPIF at P/209 of ToC)

22. <i>Mode of tendering</i>	OPEN (Ref SI. No. E.1 of CPIF at P/209 of ToC)
23. <i>Type of tendering</i>	ONE PART /TWO PART (Ref SI No. E.2 of CPIF at P/209 of ToC)
24. <i>Approval copy of GM for single nominated/ proprietary case enclosed.</i>	Not Applicable
25. <i>No. of Vendors</i>	Not Applicable
26. <i>Basis of selection of Vendors for LTE</i>	Not Applicable
27. <i>Pre-Qualifying Techno-commercial (Acceptance/ Rejection) criteria of part-I bid</i>	Yes, enclosed at P/175-176
28. <i>Pre-Qualification Criteria-Technical endorsed by GGMS</i>	Yes, enclosed at P/175-176
29. <i>Declaration on generic nature of PQC given by proposer/technical committee</i>	Yes, enclosed at P/175-176
30. <i>Joint venture/Consortium bidding, if applicable</i>	Not Applicable (Ref SI No E.4d of CPIF at P/209 of ToC)
31. <i>Applicability of pre-bid meeting/conference</i>	Not Applicable (Ref SI No E.4e of CPIF at P/209 of ToC)
32. <i>Applicability of integrity pact.</i>	Applicable
33. <i>No of agencies required for award of work</i>	01 (Ref SI. No. E.5 of CPIF at P/209 of ToC)
34. <i>Ratio/ modality of splitting of the work if the job is to be awarded on more than one agency</i>	Not Applicable
35. <i>EMD amount</i>	Rs. 1,75,000/-
36. <i>Tender Fees</i>	Not Applicable on GeM
37. <i>Validity period of offers</i>	120 days
38. <i>SOW & Job Specifications</i>	Attached at P/52
39. <i>Special Conditions of Contract</i>	Attached at P/97-103

40. Additional Conditions	GCC of NALCO & GTC of GeM
41. <i>Schedule of Items</i>	Attached at P/162-173
42. <i>Format for Quotation</i>	As per GeM Custom bid process
43. <i>Applicability of 4.7 clause of Contract Manual for tendering</i>	Applicable as per GeM's provisions
44. <i>SAP PR no / GL Descr. / Cost Center Descr.</i>	9300005141 (Ref P/177-187)
45. <i>Status of In-principle approval, if applicable</i>	Not applicable (Ref Sl. No. D.14 of CPIF at P/209 of ToC)
46. <i>Manager-in-Charge of the contract</i>	GM (Elect)
47. <i>Applicability of GST</i>	Applicable
48. <i>Applicability of ITC on GST</i>	Not Applicable
49. <i>Service Accounting Code(SAC) of the contract</i>	995469
50. <i>Applicability of Income Tax Deduction at source</i>	Applicable
51. <i>Tax code/s for preparation of SAP PO</i>	I7
52. <i>Applicable DoP clause no.</i>	3.11.1 & 3.A.1.d
53. <i>Approving authority</i>	ED(M&R)

- D. Security Deposit will be applicable as per GCC.
- E. All relevant guidelines issued by Govt. of India will be incorporated in the tender document.
- F. Since the present job is not splittable, hence order shall be awarded on L1 bidder who may MSE or non MSE.
- G. Ref Pt no. 1 of Note#5, User has stated that w.r.t last contract, eR-2490/W-2484: **(i)** In SOW- No change **(iii)** In SCC- No Change **(iv)** In PQC- No Change **(iv)** In SOI- One new item is added (Ref Pt no. 2 of Note#45 & [P/53](#))
- H. Ref Pt no. 4(i) of [Note#1](#) , User has proposed the mode of tendering Open/Two part through GeM. Hence, Bidding shall be done through Government e-marketplace portal (GeM portal) & offers shall be invited

through GeM portal. Also, User has enclosed the GEMARPTS for the subject service at [P/104](#) , indicating that required service category is not available in GeM. Hence, Tendering and award of contract shall be done as per GeM Bid procedure.

- I. User's specific SOW/SCC/Schedule of items/PQC is applicable to this contract. In addition, Nalco's GCC and GeM's Terms and conditions are also applicable for this contract.
- J. Offer Evaluation: The evaluation of offer shall be done on overall L-1 basis (incl GST) considering all the items of schedule of items.
- K. Ref [P/175-176](#) of ToC, User dept. has confirmed that PQC criteria is generic in nature and not unduly restrictive.
- L. In GeM Custom Bidding, there is no provision of quoting rates against individual items of schedule of items, the bidder can quote only lumpsum price (incl. GST) for the tender. Hence unit rate of individual items without quantity and NALCO's estimate (incl. GST) will be mentioned in the schedule of rates document. L1 Bidder's submitted overall quote (incl. GST) in (+/-) percentage of Nalco's estimate (incl. GST) will be uniformly applied to each item of schedule of rates while awarding the contract.
- M. The technical specifications approval for the proposed contract has been accorded by CA at [Note#54](#) .
- N. A draft NIT is attached to ToC at [P/211-388](#) .
- O. With the above details and all other contractual aspects as proposed by the user and subsequently recommended IE, LAW, HR & Finance departments as recorded at pre-pages, administrative approval may be accorded to float the tender for the job of " **Miscellaneous Electrical Maintenance works at NALCO township for sector-I, II, III, Surakhya Vihar, rehabilitation colony and other Associated Areas, Nalco, Damanjodi** " at a total estimated cost of **Rs. 1,84,27,458/-** (incl. GST & FIM, FIM is Nil) for a period of 24 months on **OPEN/TWO PART** basis. Tender shall be floated through GeM portal.

*Total financial implication for administrative approval will be **Rs. 1,84,27,458/-** (incl. GST) being non-ITC job.*

Submitted for Financial Concurrence, administrative approval and approval of NIT terms and conditions.

ED(M&R) is the CA for approving above proposal as per clause no. 3.11.1 read with clause no. 3.A.1.d of DoP.

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07/12/2024 9:18 AM

सुनील कुमार | SUNIL KUMAR
(प्रबंधक (रसायन) | MGR(CHEM.))

Note # 57

1. Proposal for administrative approval for tendering and approval of NIT terms and conditions at Note# [56](#) may be considered for f.c. & approval by C.A.

2. GGM(O&M) has endorsed the proposed PQC at P/ [175-176](#) . The PQC at P/ [175-176](#) may be endorsed by GGM(Fin) & GGM(AR) before forwarding for approval by C.A.
3. ED(M&R) is the CA for approving the above proposal as per clause no. 3.11.1 read with clause no. 3.A.1.d of DoP.
HOD(T&C) - Not in position

07/12/2024 12:40 PM

साईबल गांगुली | SAIBAL GANGULI
(उप महाप्रबंधक (यांत्रिक) | DGM(MECH.))

Note # 58

07/12/2024 2:38 PM

संजय कुमार साहू | SANJAYA KUMAR SAHOO
(महाप्रबंधक (वित्त) | GM(FIN.))

Note # 59

<u>Financial concurrence for Administrative approval</u>		
Sl. No.	Description	Detail observations
1	Name of the Work	Miscellaneous Electrical Maintenance works at NALCO township for sector-I,II,III, Surakhya Vihar, rehabilitated colony and other Associated Areas, Nalco, Damanjodi
a	Nature of contract	Repetitive-Continuous
b	Type of contract	Service
2	Name of the Department	Electrical (1200-083)
3	Type of Expenditure.	Revenue
4	Existing W.O Value	Rs. 1,30,96,618/- (excluding taxes)
5	Existing W.O No	T&C/AR/03/eR-2490/W-2484 Dtd. 29-03-2023
6	Expiry date of existing order	31/03/2025
7	Proposed Contract period.	24 months
8	Financial implication of the proposal.	
	i) Works cost	Rs. 15,616,490/-
	iv) GST @18%	Rs. 2,810,968/-
	Cost for Administrative Approval	Rs. 18,427,458/-
	Total Value with GST	Rs. 18,427,458/-
9	Fund booking Indent No.	WK7391 (Rs. 92,13,729/-) & WK7392 (Rs. 92,13,729/-) dated 12.12.2024
10	Basis of estimate	LPO + Escalation (11.52% on labour component and 6% on material component)
11	Payment terms	Monthly RA Bill

12	Defect liability period	12 Month
13	Splitting of work	Not Applicable
14	Proposed Mode of Tendering.	GeM
	Type of Tendering	OPEN - Two Part
	Format of Quotation	As per GeM Custom bid process
	Proprietary certificate	Not Applicable
15	PQC - Financial	YES (P/244-245)
16	Labour charge Escalation Clause.	APPLICABLE
17	Applicability of GST RCM	NOT APPLICABLE
18	ITC	NO
19	PR Number	9300005141 (Ref. P/177-187)
20	SAC	995469
21	GST Tax Code for RFQ/PO	I7 (GST-18%-Non ITC)
22	ITC Rate and Category	Not Applicable
23	GL Code	561017
24	Cost Center	1283602
25	NIT & changes over GCC,SCC & Contract manual.	Not Applicable
26	Whether this service is available in GeM Portal.	No. User has attached the GeMARPTS (P/104)
27	Technical Specification Approval	Technical Specification approved by C.A under Note#54

Recommendation:

Proposal to accord administrative approval and NIT terms & Conditions (Draft NIT attached at P/211-388 to Miscellaneous Electrical Maintenance works at NALCO township for sector-I,II,III, Surakhya Vihar, rehabilitation colony and other Associated Areas, Nalco, Damanjodi with total financial implication of Rs.1,84,27,458/-.

Competent Authority

ED(M&R)

DoP Clause

Clause no. 3.11.1 read with clause no. 3.A.1.d of DoP.

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13/12/2024 9:53 AM

दिबाकर सेनापति | **DIBAKAR SENAPATI**
(उप प्रबंधक (वित्त) | **DM(FIN.)**)

Note # 60

As proposed at note # 56 , administrative approval and approval for draft NIT terms and conditions placed at ToC P/211-388 for floating tender through GeM for the work " Miscellaneous Electrical Maintenance works at NALCO township for sector-I,II,III, Surakhya Vihar, rehabilitation colony and other Associated Areas, Nalco, Damanjodi" with a total financial implication of Rs.1,84,27,458/- (Net

of GST Non-ITC) may be considered for approval of CA. Necessary fund booking for the estimated cost of the work has been done.

PQC attached at ToC P/ [175-176](#) is found to be in order.

Submitted for CCFA and approval of ED(M&R) as per DoP Clause No.3.11.1 read with Clause No.3.A.1.d please.

17/12/2024 8:26 PM

जतिन कुमार प्रधान|**JATIN KUMAR PRADHAN**
(सहायक महाप्रबंधक (वित्त)|**AGM(FIN.)**)

Note # 61

(a) PQC placed at Page# [175-176](#) may be endorsed by GGM(AR)/ GGM(Fin) while recommending/ concurring the proposal.

(b) May be recommended for Administrative approval & NIT approval of ED(M&R), under DoP clauses No. 3.5.1 and 3.A.1.d respectively, as per details of the proposal at [Note#56](#) , relating to finalization of 2 years contract for ' Miscellaneous Electrical Maintenance works at NALCO township for sector-I,II,III, Surakhya Vihar, rehabilitation colony and other Associated Areas, Nalco, Damanjodi ' through GeM Open tender, having basic estimate of Rs 1, 56,16,490/- and with total FI of Rs 1,84,27,458 /- (incl GST @ 18%).

18/12/2024 9:32 AM

संजय कुमार साहु|**SANJAYA KUMAR SAHOO**
(महाप्रबंधक (वित्त)|**GM(FIN.)**)

Note # 62

Recommended for:

- (i) endorsement of of PQC at Pg 175-176 by GGM (AR)
- (ii) Administrative approval of ED (M&R) .

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18/12/2024 4:00 PM

आशीष सेनापति|**ASHISH SENAPATI**
(समूह महाप्रबंधक (परिचालन व अनुरक्षण)|**GGM(O&M)**)

Note # 63

PQC placed at Page#175-176 , is endorsed .

18/12/2024 5:05 PM

संजय गुप्ता|**SANJAY GUPTA**
(समूह महाप्रबंधक (वित्त)|**GGM(FIN.)**)

Note # 64

- PQC at Pg 175-176 is endorsed.
- Recommended for Administrative & NIT Approval of ED(M&R).

19/12/2024 12:18 PM

For निरंजन सामल|**NIRANJAN SAMAL**
(समूह महाप्रबंधक (एल्यूमिना परिशोधन)|**GGM(AR)**)
वाई.के. बास्कर|**YESUDIAN KALAIMANI BASKER**

Note # 65

Approved.

22/12/2024 4:48 AM

निरंजन सामल|NIRANJAN SAMAL
(ईपीओ-ईडी (एम एंड आर)|EPO-ED(M&R))

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Note # 66

1. PQC placed at P/ [175-176](#) has been endorsed by GGM(F) & GGM(AR) at Notes# [63](#) & [64](#) respectively.
2. But Financial concurrence for the administrative approval proposal and approval of NIT terms and conditions is yet to be done.
3. Hence, the proposal for administrative approval for tendering and approval of NIT terms and conditions at Note#56, as recommended by GM(F) at Note# [61](#) and GGM(O&M) at Note# [62](#) , may be considered for financial concurrence by GGM(F) and approval by C.A. i.e. ED(M&R) as per clause no. 3.11.1 read with clause no. 3.A.1.d of DoP.

Suggested Routing: GGM(F)→ED(M&R)

HOD(T&C) - Not in position

22/12/2024 6:21 PM

साईबल गांगुली|SAIBAL GANGULI
(उप महाप्रबंधक (यांत्रिक)|DGM(MECH.))

Note # 67

A) In the context and consideration of the proposal placed at Note # 56 , in order to float the tender for the job of “ Miscellaneous Electrical Maintenance works at NALCO township for sector-I, II, III, Surakhya Vihar, rehabilitation colony and other Associated Areas, Nalco, Damanjodi ” at a total estimated cost of Rs. 1,84,27,458/- (incl. GST & FIM, FIM is Nil) for a period of twenty four months on OPEN/TWO PART basis. Tender shall be floated through GeM portal.Total financial implication for administrative approval will be Rs. 1,84,27,458/- (incl. GST) being non-ITC job , is for an administrative approval of ED(M&R) as per clause no. 3.11.1(Horticulture, townships, office & guest house maintenance) read along with DoP clause no. 3.5.1 (Operation, Maintenance, repair, modification of revenue nature).

B) After an accord of an administrative approval , it is for an approval of ED (M&R) in respect of NIT terms & Conditions (Draft NIT attached at P/211-388) to Miscellaneous Electrical Maintenance works at NALCO township for sector-I,II,III, Surakhya Vihar, rehabilitation colony and other Associated Areas, Nalco, Damanjodi with total financial implication of Rs.1,84,27,458/-.

Submitted for kind consideration and approval please.

23/12/2024 11:26 AM

संजय गुप्ता|SANJAY GUPTA
(समूह महाप्रबंधक (वित्त)|GGM(FIN.))

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Note # 68

Approved.

24/12/2024 12:01 AM

निरंजन सामल|NIRANJAN SAMAL
(ईपीओ-ईडी (एम एंड आर)|EPO-ED(M&R))