

Part-3

Additional Instructions to Tenderers

Name of Work: Renovation of Old Office Building at Survey No. 3523/3524

Tender No: 1

TENDER DOCUMENTS

- | | | |
|------|---|-------------------|
| (1) | Estimated Cost Rs. | Rs. 44, 98,750.00 |
| (2) | Earnest Money Rs. | Rs. 45,000.00 |
| (3) | Security Deposit Rs. (A) Small Saving at 2.5% | Rs.1, 12,469.00 |
| | (B) From R.A.Bill at 2.5% | Rs.1, 12,469.00 |
| (4) | Performance Bond of Schedule Bank.at 5 %..... | Rs.2, 24,938.00 |
| (5) | Time Limits | 6 Months |
| (6) | Tender FeeRs. 1500.00 | |
| (7) | Blank Tenders will be issued on before the blank tender copy can be downloaded at free of cost. However the tender fee shall have to furnish to the specified office on schedule day. | |
| (8) | Completed tenders will be received up to 18:00 hrs. on 29.06.2026by online through E-Tendering only. | |
| (9) | Validity period of 120 Days from the Opening of the Price Bid tender offered | |
| (10) | Tenders will be opened if possible on 06-07-2026.at 12.00 hrs. If Possible | |

Additional Instructions to persons tendering component competency of tenders:**1. DETAILS OF WORK:**

The tenderer shall state in his tender the name of the contractor in case of agency shall be other than himself from when the proposes to obtain the centering & Scaffolding. He shall also state by what method he proposes to erect the same. The design of centering & scaffolding with its type shall be got approved by the Engineer-in-charge before its erection.

2. EXAMINATION OF PLANS AND THE LOCATION:

Statement as to the conditions under which the work to be performed including plans, surveys, measurements, dimensions calculation, estimates, original etc. shall be made solely on a basis for commission of tenders and the government do not guarantee or represent that, they are even approximately correct. The contractor shall satisfy himself by his own inquiry, investigation and search regarding all conditions affecting work to be done and labour and material needed and shall make his bid in reliance thereon.

3. The work including in this contract shall be carried out in accordance with the specifications rules and regulation as laid down in the tender papers. In the absence of provision in tender's papers the provisions and standards laid down in the books mentioned below in order of priority shall be followed.

- (1) P.W.D. Hand Book Volume-I & II latest edition
- (2) General Specifications current to R & B department
- (3) M.O.S.T. book of specification for road and bridge. Second Revision 1988 edition.

- (4) For Drum Mix Plant and accessories M.O.S.T. Specification Appendix "A" attached with tender papers.
- (5) Gujarat P.W.D Hand book Vol. I and II latest edition and relevant I.R.C. code of practice.

4. PROGRAMME

The Engineer in Charge may at any time give directions as to the order and manner in which the several parts of the tendered work shall be carried out. The contractor shall strictly observe such directions.

5. Temporary Power and Water Supply

All cost, both power supply and temporary installations and power and water required for construction and labour shall be borne by the contractor. In case, if contractor uses power supply of APMC, they shall have to pay the charges for the same as decided by the APMC.

6. The contractor shall at all time be responsible for any damage and trespass committed by his agent and working people in carrying out the work unless such trespass is authorized by the Engineer-in-charge in writing.

7. POLICE PROTECTION:

If a special protection of the camp of work of people is asked for by the contractor, the APMC. Shall arrange for such protection if possible with the authorities concerned and the full cost of the same shall be debited to the contractor and recovered from his bill.

8. PERMIT & LICENSES:

The contractor shall procure at his sole expenses all permits and license and pay all charges and fees for law full execution of the work.

9. TEMPORARY QUARTERS:

The contractor shall maintain at his own expenses all permits and licensee and pay charges and fees for lawful execution of the work.

The contractor shall maintain at his own expenses efficient staff as may be required by the Engineer-in-charge.

Suitable fire preventive measure to the satisfaction of the Engineer in Charge shall be taken by the contractor.

10. All unused materials and all plants and equipments not removed by the contractor within two months of the completion date of the works or any extension granted thereof by the Engineer in Charge shall become the property of the Tribal Development Department and the contractor shall not be entitled to any payment or compensation whatsoever in respect thereof.

10. Condition regarding medical and sanitary arrangements to be provided for labour employed in the construction by the contractor.

(B) The contractor shall make arrangements for all anti malaria measures to be provided for the labour employed on the work. Anti-malaria measures shall be directed by the Assistant Director of public Health.

11. CORDINATION OF SPECIFICATIONS, PLANS & SPECIAL PROVISIONS:

The standard specifications, the plans, the special provision and all supplementary documents are essential parts of the contract and requirement occurring in one shall be as binding as though occurring in all. They shall be intended to be co-operative to described and provided for a complete work. In case of disagreement, the plans shall have precedence over the standard specifications. Figures dimensions shall govern over scale dimension. In any case, such variation shall be decided by the Employer/ Engineer in Charge.

13. The contractor shall obtain from APMC. A statement of the place or places where it is permitted for him to deposit the materials excavated. The contractor shall accept the entire site as he finds it and any work there may be necessary to carry out. The contractor shall be provided for in his contract price.
14. All petty items accruing in the work and as found necessary in actual execution shall be carried out in general as per P.W.D. Hand Book Volume-I & II latest edition and as per General Specifications current to R & B department and as per orders of the Engineer in Charge/ The Employer from time to time.
15. It shall be distinctly and clearly understood that, the commodity of the contract and specifications on the ground of custom prevailing is not to be allowed.
16. The contractor shall provide all labour and pegs, strings and other materials, as required for lining and measuring all the work without any payment from Employer.
17. The contractor shall provide suitable stone flat top for temporary bench mark pegs, required for lining out and fixing the necessary levels without any extra cost. If required such stones may be built in masonry at such places and in such manner as the Engineer in Charge or his assistant in charge or the work determines.
18. All the materials to be used in the work may be from time to time subject to tests as per relevant I.S.S. as decided by the Engineer in Charge at the expenses of the contractor.
19. Notwithstanding that all proper precautions, may have been taken by the contractor at all times during the progress of the work. The contractor shall be held responsible for the damages, whether to the work under execution or to any other property or lives or persons during the progress of work and the period of maintenance.
20. The site of the work after completion of the work shall be given to the Employer/ Engineer in Charge in neat and clean conditions after removing all the rubbish and extra materials and machineries of the contractor.
21. The contractor shall as far as possible employ the labour on works giving priority to the labours residing locally affected due to the acquisition of land of capital town.
22. The board stating the detailed specifications and details of work as per Government Circular should be erected as directed on the site of work by the contractor without claiming extra for the same.

CONTRACTOR MAY READ CAREFULLY

1. The unit rates of controlled cement concrete items for RCC work of mix M-15, M-20, M-25, M-30 and M-35 included in tender are taken considering cement consumption as shown below in Table-A.

TABLE-A

Sr. No.	Grade of Controlled Cement Concrete	Cement Consumption as per SOR in Kg/Cmt.	Compressive strength of 15 cms. Cubes in kg. /cut. At 28 days, conducted in accordance with I.S. 516-1959. Preliminary test min.	Work test min.
1	M-150	320	200	150
2	M-200	400	260	200
3	M-250	450	320	250
4	M-300	475	380	300
5	M-350	500	440	350

Clause to be read in conjunction of Gen specification item 5.8.1

As per government resolution dated 27/11/2008 Special condition all grade of controlled concrete mix to be executed on approved mix design.

In view of above directives, contractors are instructed to get mix designs for different cement concrete grades at his own cost before execution through government laboratories and get it approved from APMC Himatnagar before commencement of concrete items. Reduction in rates particular RCC items put into the tenders by the contractor shall be given according to the cement consumption of the approved mix design of cement concrete for that item. If the cement consumption of the mix design is less than as prescribed in Table-A the recovery shall be carried out as per the input rate of cement mentioned District SOR. In any case cement consumption more than prescribed as in table-A shall be not paid. The condition is also applicable to the (i) excess quantity for RCC items and (ii) extra item rate lists. This condition is to be followed in addition to Clause-14.

2. Client in his discretion may apply relevant G.R. as and when required for the work and contractor shall be abide by the same
3. All architectural and Structural drawings for execution shall be issued to contractor as and when approved by the competent authorities and as per progress of the work
4. For all purpose connected with the work, the contractor is required to make his own arrangement for sufficient supply of Water in such quantity and Electric Power and at such

places on the work it may be necessary. The rate quoted in the Tender for completed items of works and shall cover of Water and Electric Power as directed.

5. As per government resolution dated 27/11/2008 Special condition all grade of controlled concrete mix to be executed on approved mix design.

In view of above directives, contractors are instructed to get all mix designs through government laboratories and get it approved from APMC Himatnagar before execution of concrete items.

6. In pursuance of clause 1 A Additional security to be withheld by client, for unbalanced rates as per the directives of the R&B D GR no. PARCH/102008/61-(C) dated 03-05-2013

7. Going by the data available from the soil investigation report and experience of the last work at this site, strata met with varies from hard murrum to soft rock to hard rock. Details of BOQ items, its detail specifications under the excavation group items may please be perused before deciding your quote

8. Contractor must submit Royalty certificate as per Govt. G.R.

9. The Contractor shall not indulge in harmful or exploitative forms of forced labour or child labour.

10. The contractor shall not use banned chemicals and unbounded asbestos during the course of construction.

11. The Contractor shall comply with all applicable conditions stated in the Consent to Establish obtained from State Pollution Control Board.

12. The Contractor shall dispose construction spoil / debris at locations designated by the local authority.

13. The Contractor shall implement measures to reduce fugitive dust emission.

14. The Contractor shall provide amenities and follow health and safety standards for construction labour and staff at all times as per Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 and industry best practice.

15. The Contractor shall furnish to ICDI immediate notice of any incident or accident relating to the Project and likely to have a highly adverse effect on the environment or worker health and safety.

16. The construction work does not obstruct emergency evacuation of the industrial area

17. Contractor shall restrict use of hazardous chemicals. In case the work necessitates the use of hazardous chemicals, the Contractor shall seek prior permission from ICDI and obtain relevant approvals under MSIHC (Manufacture, Storage, and Import of Hazardous Chemicals) Rules 1989 based on threshold quantities.

18. In case the work involves use of gas cylinders, the Contractor shall obtain license under Gas Cylinders' Rule 2004 if threshold quantities are exceeded.

19. Excavation in layer of Hard Rock to be refereed as Excavation which is not possible

manually and requires mechanical breaker or Blasting.

20. For RCC Work, Form Work item is included in RCC items hence, No extra or additional rate shall be paid separately for form work item.

21. As per Tender provision additional rate is to be paid for the following items above floor two level-Referring general technical specifications

- Section-6 Masonry work
- Section-5 Plain & RCC work
- Section-17 Plaster & Painting work –

The interpretation of the term above floor two level is clarified in the sketch enclosed and the tender quantities of the relevant items are worked out & considered accordingly.

Contractors may quote the rates considering the meaning of floor two level as explained for all such items appearing in this tender

Signature of the Contractor

Chairman/Secretary
APMC Himatnagar

CHAPTER - 1

Tender documents consist of plans, specifications, Schedule (s) of quantities of the various classes of works to be done, the conditions of contract etc. New Conditions / Para ; The Contractor shall not be permitted to tender for the work in which his near relative is working in that Department on the day on which the tender is submitted.

(1) By the term "Near Relative" it is meant wife. Husband, parents, grandparent's children, brothers, sisters, uncles, aunts and cousins.

To,
The Chairman / Secretary,
APMC.HIMATNAGAR
HIMATNAGAR

Details regarding my/our/partners Directors of our Company (in the case of limited company)
Names address (es) Telephone number(s), Income - Tax office etc. are as under:

Sr No	Name(s) of person / partner/ company	Full address of the place of business with pin code	Telephone No. (s) Office	Residential address(es)	Telephone No. (s) Residence	Full address of income tax office / ward where income tax returns are filed
1	2	3	4	5	6	7

(2) We hereby agree to intimate to you about changes. If any in the above mentioned address areas (es) and Telephone Nos. (s) Within fifteen days of its occurrence till my/our deposit for the said work paid by me/us is not refunded to me/us.

Signature of Contractor with stamp

For and on behalf of APMC.

Place:

Date:

Signature

Designation

CHAPTER - 2

DECLARATIONS

- (1) I have visited the site and fully acquainted myself with the local situation regarding Materials, Labour and other factors pertaining the work before submitting this tender.
- (2) I have carefully studied the conditions of the Contract, Specifications and other documents of this work and I agree to execute the same accordingly.
- (3) I, solemnly pledge that I shall be sincere in my duties as discharging reasonable contractors and complete the work within the prescribed time limit. I shall submit detailed construction programme with target dates for various items and stages of work keeping in view the time limit and shall accordingly arrange for labourers, materials and equipments etc. punctually. In case there are deviations from the construction programme. I shall abide by the decision of the Engineer In-Charge for revision of the programme and shall arrange for labour, materials equipments etc. accordingly

Signature of the Contractor

Chairman/Secretary
APMC Himatnagar

CHAPTER - 3

- 3.1 All petty items occurring in the, work and as found necessary in actual execution shall be carried out as per general specification in P.W.D. Hand-Book Volume No. I & II (Latest) Edition.
- 3.2 The contractor shall construct temporary shed for storing cement properly and also temporary building with a covered area 20' X 12' with necessary camp, furniture for the use of the Government Officers as directed by the Engineer in charge for which no payment will be made.
- 3.3 The contractor shall provide all labour and pegs, strings and other materials as required for lining and marking all the work and measurements without any payment from Government
- 3.4 The contractor shall give to the municipal, police and other authority notices etc. that may be required as per rules. He will also construct enclosures and fences for the protection and convenience of the working people, and the public during the progress of the work and permanent residence and adjoining ground property etc. And clear the site on completion of work.
- 3.5 Whenever shoring may be deemed necessary by the Engineer In-Charge, the contractor shall perform the same in the best possible manner with the best possible materials and to the satisfaction of the Engineer In-Charge. The contractor shall provide such kind of shoring as Engineer In-Charge may consider necessary.
- 3.6 If the trenches near houses or other buildings are required involving shoring and strutting the contractor shall carry out the same at his own cost. Such precautions to safe guard existing structures with utmost care as necessary shall be taken. After the work is completed near such building the contractor may remove shores and make good cutting or holes or any other damage done to the private properties.
- 3.7 All water pipes, gas pipes existing drains or any other works which may be met within or about the excavation shall if Engineer In-Charge deem it practicable, be properly maintained by the contractor by means of shoring, strutting and planking over otherwise as the Engineer In-Charge may direct. They shall be protected by the contractors from damage during the progress of work or if damaged shall be made good by him at his own cost. If however, Engineer In-Charge consider that the contractor should maintain any such pipe drains or works and that the existing work, is necessary by breaking down or removal of such obstructions as the Engineer In-Charge may direct the same shall be done by contractor.
- 3.8 Non-withstanding that all proper precautions may have been taken by the contractor at all times during the progress of the work the contractor shall be held responsible for all damages whether to the work under execution or to any other property or to We persons during the progress of work and the period of maintenance.

- 3.9 The site of the work after the completion of the work shall be given in charge to the Department in a neat and clear: condition after removing all the rubbish and filling all pits and hollows and leveling the ground in good conditions.

3.10 Explosives and Inflammable Materials:

If explosives or inflammable materials are to be used for the execution of works, the contractor shall at his own expense, obtain such licenses as may be required for storing and using explosive and/or inflammable materials and locate, construct and maintain magazines if such are required for storage in accordance with the requirements of the appropriate Government Rules in force.

Such magazines shall be clearly marked "Vadodraerous Explosives" in the care of competent watchman all the time. The contractor shall exercise utmost care while using explosive and/or inflammable materials so as not to en Vadodraer life or property and shall be solely responsible for any and all damages resulting from their storage and use and shall identify absolutely Govt. and its officers and employees against any claim, liability arising out of any accident or violation to any law, rules, orders etc.

3.11 Damage by Flood, Rains or Accidents:

The contractor shall take all precautions against damage by flood, rains, or from accidents. No compensation be allowed to the contractor for his plant or materials lost in/ or damaged by flood or rains or from other causes. The contractor shall be liable to make good any plant or materials of every description belonging to Government which is in charge of the contractor or earth work or C.D. works lost or damaged by floods or rains or from any other cause.

3.12 Compliance of Laws:

The contractor shall keep himself fully informed of all acts and laws of the Central & State Governments, all local by laws, ordinances rules and regulations and all orders and direction of bodies or tribunals having any jurisdiction or authority, which in any manner affect the conduct of the workers. He shall at all times observe and comply with all such laws, ordinances, rules and regulations. Orders and direction and shall give all notices and pay fee or charges to which he may be liable. He shall protect and indemnify the Government and its officers and employees against any claim or liability arising from or based on the violation of any such law, ordinance, regulations orders or direction whether by himself or by his employees.

3.13 Treasure Trove:

In the event of the discovery by the contractor or his employees during the progress of the work any treasure, coins, antiques, precious minerals or other articles or things of value or interest, whether geological. archaeological or any other such treasure, this shall be deemed to be absolute property of Governments between Government and the Contractor.

3.14 Convenience of Traffic:

The contractor shall notify in writing to the Engineer in charge of the starting of any construction or other operations that may in any way cause inconvenience or Ukai traffic at the earliest possible time and sufficiently in advance to enable the Engineer-in-charge to take action as per rules. Under no circumstances, the contractor shall close any road to traffic without the written permission of the Engineer-in-charge. Whenever necessary, temporary detours or diversions shall be made and maintained for traffic. Such diversions shall have a width of not less than 20'-0" through out and shall be provided with necessary road signs clearly visible from a distance by day or night. These shall be preliminary warning by red flags by day and red lamps by night at a distance of 500 ft. from the diversion. All diversions shall be clearly marked by white washed stones or other such means.

All operations necessary for the execution of works and for the construction of any temporary works shall so far as concerned with the requirements of the contract permits be carried out so as not interfere and unnecessarily or improperly cause public inconvenience and with the occupation of public or private road and foot-paths and the least possible obstruction shall be caused to the traffic.

3.15 Change in Price: Wages etc. subsequent to Acceptance of Tender:

The contractor shall not be entitled to claim any compensation on the grounds that subsequent to the acceptance of the tender there was -

- (a) Increase in the price of materials or goods whether controlled by Government or not
-- OR --
- (b) An increase in the wages, allowances, or amenities to labour, whether on account of any legislation or law passed by Government or for any other reasons.
--- OR ---
- (c) An increase in the traffic freight charges and fare or any other charges or railway, road sea or air.
--- OR ---
- (d) Increase in the rates or quarry fees. Sales Tax, Octroi, Royalties or any other taxes, Fees or charges.
--- OR ---
- (e) An increase of any similar nature. Exception will be to the extent of Price Adjustment clause.

3.16 Residential accommodation and sanitary and medical arrangements to be provided to the labour employed by the contractor.

- (a) Before opening of labour camp, the contractor shall obtain and follow the advice of concerned Assistant Director of Public Health regarding the camp, site accommodation, water and food supply, sanitary arrangements etc.
- (b) The contractor shall build sufficient number of the huts for the labourers on a suitable plot of land according to the following specifications.
- (1) A good site shall be selected. High ground removed from jungle, but well provided with trees shall be chosen wherever it is available. The neighborhood of rank jungle grass or weeds should be particularly avoided. Camps should not be established close to large cuttings or earth work. When a good natural site cannot be procured attention should be given to drainage.

- (2) The lines of huts shall have open space of at least 10 meters between rows.
 - (3) Huts of Bamboos and grass may be constructed.
 - (4) There should be no overcrowding. Floor space on a scale of 2.8 sq.mt. Per head should be provided.
 - (5) The contractor must find his own land. If no Govt. waste land is available, he should apply for it and pay assessment for it.
- (c) The contractor shall provide an adequate supply of pure and potable water for the labourers at a rate of not less than ten gallons per head per day. No provision need be made if there is a suitable nalla, river well or adequate tap water arrangements within 0.4 km, of the camp.
- (d) The contractor shall construct trench or semi permanent latrines for the labourers on scale of not less than five for every 100 persons or part there of. Separate latrines shall be provided for men and women. The labourers may at three options be allowed to use either the trench system or the latrines systems.
- (e) The contractor shall construct.
- (1) Screened bathing placing on a scale of not less than one for every 20 persons or part Thereof
- Separate bathing place shall be provided for men and women.
- (2) Washing place for washing clothes on a scale of not less than one for every 30 persons of part thereof.
- (3) An efficient drainage arrangement for removing sewage water from bathing and washing places and for its disposal without causing nuisance.
- (f) The contractor shall provide the necessary staff for effecting conservancy, Sanitations and cleanliness to the satisfaction of the Engineer-in-charge. Sweepers shall be employed on scale of not less than one sweeper for every 200 persons or part thereof.
- (g) If there is no Government or satisfactory private dispensary within 1.6 K.M. of a labour camp containing 500 persons or more, the contractor shall engage a registered medical practitioner with a traveling dispensary within 8 Kilometers of labour camp.
- (h) The contractor shall arrange for all anti malarial measures for the laborer employed on the work as directed by the Assistant Director of Public Health.
- (i) The contractor shall take suitable measures for fire prevention and control to the satisfaction of Engineer-in-charge.

3.17 PREVENTION OF NUISANCE AND POLLUTION:

The contractor shall take all necessary prevention of any nuisance or inconvenience to nearby owners, tenants or occupiers of adjacent properties and to the public generally and to prevent any damage to such properties by any pollution of steam and water ways. He shall make good at his own expenses and to the satisfaction of the Engineer In-Charge and damage to roads, paths, cross drainage works of public or private properties whatsoever caused by the execution of the work of by traffic brought thereon by the contractor. All waste or superfluous materials shall be cleaned away by the contractor.

3.18 TRESS PASS:

The contractor shall at all times be responsible for any damages or trespass committed by his agents and working people in carrying out the work unless such damages or

trespass is authorized by the Engineer-in-charge.

3.19 INDEMNIFY:

The contractor shall indemnify and save the Government officers and employees against all action suits, claims, demands of any character in respect of any matter or things done or omitted to be done by the contractor in the execution of or in connection with the works of this contract and against and loss or damage to Government in consequence for any action or suit being brought against the contractor for any thing or omitted to be consequence for any action or suit being brought against the contractor for any thing or omitted to be done in the execution of the contract. The government shall not be liable to the contractor for damages or delay resulting from work by third parties or by injunctions or other restraining orders obtained by third parties.

3.20 NO WAVING OF LEGAL RIGHTS AND POWERS:

The Employer shall not be precluded or stopped by any measurements, estimates or certificates made either before or after the completion and acceptance of the work and payment there of from showing the true amount and character of the work performed and materials furnished by the contractor and from showing that any such measurement, estimates or certificates. If not in a true or incorrect APMC. Shall not be precluded or stopped from recovering from the contractor such damages as it may sustain by reasons of his failure to comply with terms of the contract. Neither the acceptance by the APMC. or any representative of the APMC., nor any consent for acceptance of the whole or any part of the work nor any extension of time .-for any possession taken by the Employer shall operate as a waiver any portion of the contract or any power herein reserved or of any right to damages.

A waiver of any breach of the contract shall not be held waiver of any other or subsequent breach.

3.21 POLICE PROTECTION:

If police is called for by the contractor for special protection of his camp or work the APMC. Will arrange for such protection so far as possible with authorities concerned and full cost of such protection shall be debited to the contractor and recovered from his bills.

3.22 Excess use of Materials Supplied by the Department.

If in case, the contractor uses materials supplied by the Department. in excess of what is required as per the critical calculation of the Engineer In-Charge of the work of refuse to return in good condition such materials issued in excess of the requirements so worked for any reasons whatsoever the contractor shall be required to pay the cost of such extra materials at the penal rates which shall be at double the issue rates as charged to the contractor as per schedule "A" of the contract agreements.

3.23 The contractor shall comply with the following regulations as regards the hoisting appliances to be used by him.

- (a) Hoisting machine and tackle including their attachment anchorages, supports shall
- (1) Be of good mechanical construction sound materials and of adequate strength and free

patient defect and.

- (2) Be kept in good repair and in good working order.
- (b) Every rope used in hoisting or lowering materials or as a means of suspension shall be of suitable quality and adequate strength and free from patent defect.
- (c) Hoisting machines and tackles shall be examined adequately tested after erection of the site and before the use and be re-examined in position at intervals to be prescribed by Government.
- (d) Every chain, ring, hook chuckle, shovel and pulley used in hoisting or lowering material as mean of suspension shall be periodically examined.
- (e) Every crane driver or hoisting appliance operator shall be properly qualified.
- (f) No person who is below the age 14 years shall be in control of any hoisting machine including any scaffolds which may give signals to the operator.
- (g) Hook shackle, shival and pulley block used in hoisting or lowering or as mean of suspension the safe working load shall be ascertained by adequate means.
- (h) Every hoisting machine and all gears referred to in the proceeding regulations shall be plainly marked with the safe working load.
- (i) In the case of hoisting machine having a verbal safe working load each safe working load and the condition under which it is applicable shall be -clearly indicated.
- (j) No part of hoisting machine or gear referred to in regulation in regulation "g" above, shall be loaded beyond the safe working load except for the purpose of testing.
- (k) Motors, gearing, Transmission, electric wiring and other dangerous parts of hoisting appliances shall be covered with efficient safe guards.
- (l) Hoisting appliances shall be provided with such means as will reduce to minimum the risk of the accidental decent of the load.
- (m) Adequate precautions shall be taken to reduce to minimum the risk of any part of a suspended load becoming accidentally displaced.

3.24 The contractor as far as possible contains his requirements of labour skilled or unskilled through the nearest Employment Exchange.

3.25 All the rates quoted by the contractor are inclusive of Sales-Tax and the contractor will pay the same himself. **Except GST All Taxiess Are Included GST Shall Be Paid Extra As per New 2024-25 Sor**

CHAPTER – 4

- 4.1 The contractor shall have to attach Income Tax clearance certificate obtained from the Income Tax Officer with his tender.
- 4.2 The contractor shall have to construct their store for controlled and valuable materials of work site having double locking arrangements. The materials shall be taken out for the use in the presences of the departmental person. No materials shall be allowed to be removed from the site of work
- 4.3 The contractor shall also give a list of machinery in his possession which he proposes to use on the works.
- 4.4 The percentage of tender premium / discount quoted by the contractors in schedule "B" shall be given in words and figures. The grand total of the amount shall be given by the tenderer.
- 4.5 If the tender is taken in favour of company power of attorney in favour of person, who may have been authorized by the company shall accompany the tender.
- 4.6 Copies of certificates are regards the previous experience, if any, shall be enclosed with the tender.
- 4.7 Declaration showing that all work in hand with the contractor and value of work that remains to be executed in each case shall be enclosed with the tender.
- 4.8 While receiving the tenders availability of sufficient machinery in possession with the contractor will be point for consideration.

CHAPTER - 5

SPECIFICATION FOR COLLECTION OF MATERIALS REQUIRED FOR ROAD WORK ROAD MATERIALS

- 5.0 The materials required for road work are mainly as under:
- (a) Road materials
 - (b) Cement
 - (c) Aggregates
 - (d) Coarse Aggregate
 - (e) Fine Aggregate
- 5.1 The contractor shall make his own arrangements to obtain the materials from an existing or a new quarry in Government waste land, private land, or ;and belonging to other state or taluka dars etc. after opening out the quarry and before starting collection the quarry shall be got approved by the Engineer-in-charge. The contractor or worker shall pay all royalty charges, compensation etc. as per rules in force from time to total. No claim or responsibility on account of any obstructions caused to the prosecution of the work by difficulties arising out of the private owner of land will be entertained.
- 5.2 The rate in the tender includes all incidental charges such as opening out a new quarry, opening out a new portion in an existing quarry, removing the soil and other unsuitable materials, dewatering quarry, cost of blasting powder and fuse, road repairs to exiting cart track making new cart tracks, Octroi charges, Central Government, State or municipality taxes, local boards dues etc.
- 5.3 The rate in the tender are for the delivery of approved materials on road side property stacked at the places specified by the Engineer-in-charge and are inclusive of conveyance charges irrespective of the lead. No claim on account of charges in any land will be entertained.
- 5.4 Materials delivered to the works shall be equal to the approved samples and delivered sufficiently in advance of constructional requirements to enable further samples to be selected and tested by the Engineer-in-charge before using materials in the work.
- 5.5 **LAYOUT OF MATERIALS STACKS:**
The contractor shall deposit materials for the purpose of the works on such parts only of the site as may be approved by the Engineer-in-charge
The contractors shall submit before starting a work, details sites survey clearly indicating position and areas where the materials for the work shall be stacked and sheds, submits to the Engineer-in-charge for approval. The contractor shall deposit materials only on the approved parts of the site.
- 5.6 Cement: The cement will not be supplied by the APMC.
- 5.7 Adequate care shall be taken to prevent deterioration of cement in storage. The cement shall not be kept in the open. it shall be stored in whether proof shed with

water tight walls and roofing. The windows and doors shall be minimum in number and sides shall be kept tightly closed except when materials are being actually put in or taken out. The floor shall be well above the ground level preferably the plinth should be above 3'-0" high to permit direct unloading and loading of cement bags from trucks. The site shall be well drained away from the building. If the building is newly constructed sufficient time shall be allowed after construction for the interior to dry thoroughly.

5.8 Space of not less than 3 feet all-round shall be kept between the walls and the piles of bags. Similarly the bags shall not rest directly on the floor but shall be stacked as closed to each other as practical to reduce the circulation subject to a limit of about 15 bags from topping. They shall be arranged header and stretchers fashion when the height exceeds seven bags.

5.9 Each consignment of cement as it arrived should be stacked separately and a suitable board placed and kept near the stack for other arrangements made to show the date of receipt. At the time of removal the oldest cement shall be removed first for use.

5.10 **Aggregate:**

General : Aggregates shall be obtained when possible from a source which normally produce aggregate satisfactorily for concrete, if so, directed by the Engineer-in-charge.

5.11 **Storage:** It is essential to prevent the aggregate from getting unclear by dust or mixing with soil, vegetable matter or unnecessary re-handling. Therefore the aggregates shall be:

- (1) Stacked adjacent to mixer site and so disposed around as to require minimum re-handling and labour when being moved to mixer.
- (2) The aggregate shall be placed on a dry hard patch of ground as available, otherwise a platform of G.I. sheet or alternatively on floor of dry bricks of a thin layer of lean concrete facilitating shoveling and prevent earth and dirt from being shoveled up with aggregates. Space of not less than 3 feet all-round shall be kept between the walls and the pipes.
- (3) The stacks piles shall be as large in area as possible but low and fairly uniform in height preferably 4 to 5.
- (4) Piles of different sizes of aggregate shall be kept carefully separate from each other to prevent premature mixing.

5.12 **Course aggregate:**

5.12.1 Coarse aggregate shall normally consist of crushed stone materials, gravel or a combination of any of those three and shall be chemically inert, hard, strong, durable or limited porosity free from adhered coating and clean and without grass or powder surface. In the case of crushed rock substantially all faces shall have resulted from crushing operation. Gravel shall not be used for the wearing coat.

5.12.2 The amount of deleterious substances shall not exceed the standard of maximum percentage by weight when tested according to the relevant Indian Standard method of test.

5.12.3 **Size and Grading:**

The maximum size of coarse aggregate to be used for a particular item of work shall be as stated in the detailed specification of the item concerned. The grading may be such as to produce dense concrete of the specified properties and consistency that will work readily into position without segregation without adding excessive water.

5.12.4 The coarse aggregate shall be delivered to the site in specified size unless otherwise authorised by the Engineer in charge.

5.13 **Fine Aggregate:**

5.13.1 The fine aggregate shall be of natural sand or sand produced from crushing

- suitable hard or natural gravel. It shall contain only hard strong dense durable uncoated particles.
- 5.13.2 The amount of deleterious substances shall not exceed the standard as mentioned on page No.5 of revised manual regarding standard specification for bridges. Maximum percentages, by weight when tested according to the relevant Indian Standard Methods of test to fulfill or conform to the requirements as specified in details above.
- 5.13.3 Grading: No more than 5 % shall exceed 3/16 inch in size and not more than 3 % shall pass 1. S. sieve No. 15 of B.S.A.S.T.M. sieve No. 100.
- 5.14.1 All items in schedule 'B' are for complete jobs and shall include all labour, materials, construction plant and temporary works unless stated to contrary.
- 5.14.2 All items in schedule 'B' shall include all lifts and leads unless stated to the contrary.
- 5.14.3 Before starting the work the site shall be cleared as necessary as per items 2 on page 2 of P.W.D.H.B. after completion of the work but before its acceptance the site shall be cleared of all scaffolding surplus materials rubbish etc. as per clause 7 of the printed tender form. No extra payment shall be made for site clearance required at any stage.
- 5.14.4 Whenever any mention is made of I.R.C. Code, it shall refer to the Indian Road Congress publication, Standard Specification & Code of Practice for Road Bridges
- Section I General features 1960
- Section II Roads & stresses 1968
- Draft Sect. III Reinforced concrete Spt. 1980
- 5.15 Any Reference to the Public Work Department Hand Book in the specifications shall be to the ninth edition.
- 5.16 Materials - General:
- 5.16.1 The materials used in the work shall be of the best qualities and kinds specified and no materials shall be used in the work until approved.
- 5.16.2 Samples of coarse and fine aggregate and of such other materials as may be specified or directed shall be deposited free of cost with the Engineer in charge as soon as possible after issue of orders to start the work and get approved sufficiently in time before the delivery of the materials represented there by.
- 5.16.3 If during the course of work the source and type of any material is changed further samples shall be deposited. If any materials are unauthorized obtained the contractor will have to make good the damage and pay such compensation in addition as may be directed by the Engineer In-Charge.
- 5.16.4 Any materials that falls on any P.W.D. Road from the carts etc. during conveyance shall be immediately picked up and removed by the contractor failing which it will be got removed departmentally at his cost. The contractor shall be liable for any claim of road use on account of such negligence etc.
- 5.16.5 The materials causing obstruction to the traffic will be got removed by the Department at his cost and no claim for any loss or damage shall be entertained. The contractor shall be responsible for any damage to track in charge of the APMC. And shall attend to any complaints which may be raised.
- 5.16.6 The materials shall not be stacked in a place where it is liable to be damaged or lost due to traffic passing over it, to be washed away by rain or floods, to be buried under and lands side etc. or to slip down at embankment or bank side etc. No claim for any loss due to these or any similar cause will be entertained.
- 5.16.7 Before stacking, the materials shall be free from all earth rubbish vegetable matter

and other extraneous substances and in the case of metal screened to gauge if so directed. when ready it shall be stacked entirely near of the roadway on ground which has been cleared of vegetation and leveled on the banks of roads etc. when it may be practicable to stack it entirely clear of the roadways. It may be stacked with the permission of the Engineer in charge on borrow area in such away as to cause minimum Ukai and obstruction to the traffic.

- 5.16.8 The materials other than rubble shall be measured by box measurements as per detailed specification and shall be stacked in a double hectometer and shall be of the same uniform size. The stacks (at the end) of each double hectometer may be different size from the rest in order to adjust the quantity to be required. No materials in excess of the requirement shall be collected. If so done, it shall be removed at the expense of the contractor.
- 5.16.9 In stacking materials the depositions shall commence at the end of the kilometer towards the other end unless otherwise directed by the Engineer In-Charge. Measurement of the materials stacked in a double hectometer will not be recorded until the full quantity has been stacked for 2 km. length. Collecting and spreading shall not be carried out at the same time in one and same kilometer in two adjoining kilometers except with the written permission of the Engineer In-Charge.
- 5.16.10 Unless otherwise directed, the materials shall be collected in the following orders, if approved in the tender (1) Rubble (2) Metal (3) Soft Murrum (4) Hard Murrum.
- 5.16.11 Metal collected for petty repairs shall be stacked on the side opposite to where material for resurfacing is stacked. Where metal for two layers collected it shall be stacked as in the case of new road metal for each layer shall be stacked on the opposite of side of the road. All road materials shall be examined and measured before it is spread. The labour for measurement (and check measurements whatever necessary to be carried out) shall be supplied by the contractor immediately after the measurements are recorded. The stacks shall be marked by the contractor by white wash or otherwise as may be directed by the Engineer In-Charge to prevent any possibility of the same materials being measured and recorded over again and to prevent unauthorized tempering with the stacks. If the contractor fails to attend the measurements of materials after receiving due notice from the sub-Divisional officer or his sub-ordinate stating the date and time of the measurement the same shall be recorded ex-party and will be binding to the contractor.
- 5.16.12 The work shall be measured nevertheless if the labour or materials required at the time of measurements or check measurements after the notice have been given to him are not supplied by the contractor, the expense incurred on account of employing any departmental labour or materials etc shall be charged against his account.
- 5.16.13 No deduction shall be made for voids for rolling and metalling.
- 5.16.14 The contractor will be allowed to use approved rubble and metal available from the cutting materials on payment of charges that may be fixed by the department provided the same are considered surplus by the department.

CHAPTER - 6

6.1 **Acceptance:**

Intimation of acceptance of tender shall be given by registered post to the address given below the signature of the tenderer in the tender.

6.2 **Details of works:**

The tenderer shall state in his tender the name of the contractor in case the agency shall be other than him self from whomever he purposes to obtain the centering. He shall also state by what method he purposes to effect the same. The designs of centering with type shall be got approved by the Engineer In-Charge before its erection.

6.3 **Examination of plants and Locations:**

Statements as the condition under which work is to be performed includes plants surveys, relevant dimensions calculations estimates bearing etc. are made to furnish a basis for comparison of tenders and the Government do not guarantee or represent that they are even very approximately correct. The contractor shall satisfy himself by all conditions affecting the work to be and done and labour materials needed and shall make his bid in sole reliance thereon.

- 6.4 The work included in this contract shall be carried out in accordance with the specification rules and regulation as laid down in the books mentioned below in order of the priority (1) P.W.D. Hand Book vol. 1 & 2 1949 edition if the reference quoted above fall short for the items in schedule Of contract, reference shall be made to Indian specifications for the latest edition. If any of the items of this contract are not covered by the reference books quoted above, details and specification as directed by the Engineer, APMC. Shall be final. This shall depend upon the standard specifications allowed in different countries of the work for the items concerned Programme ; The Engineer In-Charge may at any time give direction as to the order and manner in which the several part of the work shall be carried out and the contractor shall strictly, observe such direction.

6.5 **Method of carrying out the work:**

The contractor shall furnish for the approval of the Engineer In-Charge schedule giving the programme of the work giving details of the method of execution proposed to be adapted. No work shall be carried out by other method except the one approved by the Engineer In-Charge. The Engineer In-Charge suggests suitable modification in the programme and method prepared by the contractor. Adoption of any such changes shall not entitle the contractor for claiming any extra rates.

6.6 **Relation with public Authorities:**

The contractor shall comply with all powers and legal orders and directions given from time to time by any local or public authorities and shall pay out of his own money, the fees or charges to which he shall be liable.

- 6.7 The contractor shall at his own expense obtain such license as may be necessary for storing and using explosives. The APMC. shall incur no responsibility whatsoever in connection with the storage of explosive on the site or any accident or occurrence whatsoever in connection there with. All operations of the contractor on which explosives are employed being at the risk of the contractor and upon his sole. responsibility and the contractor hereby given to the APMC. An absolute indemnity in respect thereof.

6.8 RETURNS:

The contractor shall furnish the Engineer In-Charge every day during the progress of the works classified weekly return of the number of people employed on the work during the week the report of skilled and unskilled labour shall be given in prescribed form. The contractor if directed by the Engineer In-Charge shall increase or decrease the strength of the labour both skilled and unskilled. The contractor shall also furnish the following returns:

A weekly medical report showing the health of the contractor's camp and the number of persons ill.

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6.8. A Report of any accident which may have occurred within 24 hours of its occurrence**6.9 OCCUPATION OF ADDITIONAL LANDS:**

In case when it becomes necessary for the fulfillment of the contract for the contractor to occupy land outside the APMC. Limits, the contractor shall make his own arrangement with the land owners and pay such rents as may be mutually agreed between them.

The APMC. Shall afford to the contractor all possible assistances to enable him to obtain land for such purpose

6.10 CONTROLLED MATERIALS:

As regards controlled materials, APMC. Will help to arrange for the permits as far as possible and help the contractor himself, though the APMC. will help to arrange for the permits as far as possible in obtaining the materials it shall not accept any responsibility for any delay or loss on account of delay caused. Contractor shall submit the monthly return in the prescribed forms for the receipts and actual use of the controlled materials during the month to the Engineer In-Charge on close of every calendar month.

The contractor shall permit the Engineer In-Charge or his representatives to inspect the stock of the controlled materials stored by him at any time whenever engineer or his representative desires.

6.11 Permit and Licenses:

The contractor shall procure at his sole expenses all permits and licenses and pay all charges and fees for lawful execution of the work.

6.12 Permit devices Materials and processes

Whenever the contractor desires to use any design devices materials or process covered by the letters patent or copy right permission for such use shall be secured by suitable legal agreement with the patentee or owner and copy of agreement shall be filed with Chairman / Secretary, APMC. TDD.

6.13 Temporary Quarters:

The contractor will be required to make his own arrangement for housing of all his staff and working people during the execution of the work. The contractor shall maintain at his own expenses efficient staff as may be required by the Chairman / Secretary, APMC. Suitable fire preventive measures to the satisfaction of the Engineer In-Charge shall be taken by the contractor.

6.14 Plant: Deleted**6.15 Subletting of work**

The contractor will not be permitted to sublet any of the works without permission of the Engineer-in-charge. If he gives permission for any part of the work to sublet, the main contractor shall take full responsibility for the quality of work. Before ordering subletting of the work the contractor shall submit the names of the subcontractors proposed for the approval for Engineer-in-charge and shall afterward send the two copies of the order of the work proposed to be sublet.

When submitting the names of the sub contractors for the approval it must be stated as to whether the firms proposed are the actual manufacturers of makes, if not the names of the makes shall also be submitted. The sublet orders shall contain all necessary information given in the specification to enable the sub contractor or supplier to work in accordance therewith. The sublet order shall also contain the time in which the delivery of the materials will be given for the completion of the work. The contractor shall be held responsible for non delivery or non completion in stipulated time given in his tender for the completion of the whole contract.

6.16 Foreman, Watchman and workers:

Competent foreman and watchman shall be employed by the contractor. The APMC Himatnagar shall be at all times have the right to remove from the work any foreman, watchman or man who gives irresponsible response of misbehaves or misconducts.

- 6.17 Co-ordination of specifications, plant and special provisions the standard specifications the plans and all supplementary documents are essential parts of the contract and requirement occurring in one shall be as binding as though occurring in all the various documents. Specification and special provisions shall over side both the plans and the standard specifications. Figured dimensions shall prevail over scaled dimensions if any. Other variations shall be decided by the Superintending Engineer.

6.18 Inspection of work and materials:

1. For Resident Engineer, Agent and Employees on the work, the contractor shall provide safe and proper facilities for inspection.
2. The inspection of the work shall not relieve the contractor of his obligations to fulfill the terms of the contract as herein prescribed by the plans and specifications.
3. The contractor shall furnish written information to the Executive stating the original sources of supply and dates of manufacturing of all materials brought or manufactured away from the actual site of the work.
4. The contractor shall furnish the Engineer In-Charge every facility and assistance for ascertaining whether or not the work performed is in accordance with the requirements and instructions of the plans and estimates and the specifications. If so, directed the contractor at any time shall comply and after acceptance of the work remove or uncover any portions of the finished work considered necessary for fresh inspection at his own cost.
5. In order to ensure a proper time sequence for required inspection and approval, the information shall be furnished at least two weeks or (otherwise) as directed by the Engineer In-Charge in advance of the use or incorporation in the

work of any such materials and this shall be given in writing by the contractor.

6. The contractor shall obtain from APMC Himatnagar. A statement of the places where it is permitted for him to deposit the materials excavated. The contractor shall accept the entire site as he finds it and any work that may be necessary to carry out contract shall be provided for in his contract price.

6.19 Setting out:

The contractor shall be responsible for the true and proper setting out of the works and for the correctness of the position levels, dimensions and alignment of all parts of the works and for the provisions of all necessary instruments applicable and labour in connection there with. If at any time during the progress of the works any error shall appear or arise in the positions, levels, dimensions or alignments or any part of the works, the contractor is required to discuss with the Engineer and rectify such errors to the satisfaction of the Engineer In-Charge. Unless such error is based on incorrect data supplied in writing by the Engineer In-Charge in which case the expenses of rectifying the same shall be borne by the Govt. Otherwise the rectification shall be done at the cost of the contractor. The checking of any setting out or of any line or level by the Engineer In-Charge or his representative shall not relieve to the contractor of responsibilities for the correctness thereof.

- 6.20 No quarrying or blasting operations shall be permitted in the river bed in the proximity of the bridge for the purpose of taking out materials required for the work except where the sites are demarcated by the Engineer In-Charge or this purpose. The contractor shall be personally responsible for any damage or accident caused by such operations.
- 6.21 An order book shall be provided and maintained by the contractor on the work and the contractor shall sign the order given by the Department and shall carry out them. Work Order Book is the property of the Govt. Supervisory staff on site. The compliance shall be carried out promptly and approved by the Engineer In-Charge in short time so that works can be checked.
- 6.22 No materials should be stacked any where on the entire formation width of the road while carrying out the work. These materials should be stacked on the open ground area of the land width on both sides of the road. Only in exceptional circumstances, with only written permission of the Engineer In-Charge such materials can be stacked on shoulders of the road surface.
- 6.23 During the working period, day and night all weather diversion shall have to be provided by the contractor without extra cost of Govt. The diversion shall be maintained in good conditions as directed by the Engineer-in-charge until completion of work. During the - night time for the safety of traffic, red lamps, boards, etc. shall be provided without any extra cost.

Dated Signature of
Contractor

Chairman / Secretary, APMC Himatnagar

Name of Work: Renovation of Old Office Building at Survey No. 3523/3524

WORK PROGRAMME

Time limit:

Sr. No.	Time Portion	Work Portion
1.	2.	3.
1	¼ Portion of Time limit	10% of Work
2	½ Portion of Time limit	40% of Work
3	¾ Portion of Time limit	80% of Work
4	Full Time limit	100% of Work

Signature of Contractor

**Chairman / Secretary,
APMC Himatnagar**