

### **Special instructions to the tenderer for the works tenders/contracts.**

The following instructions shall be incorporated into all future tenders (w.e.f. 10.04.2026) to streamline the tendering & variation procedure:

1. The rates quoted by bidder abnormally above or below over advertised rate in the tender will be examined by the tender committee. The rate reasonability of such rates will be assessed and deliberated based on the latest Average LARs (preferably 3 LARs) and the abnormal rates lower/higher side declared by Tender committee shall be banned for comparison in future tenders in isolation.
2. The agreement quantity of items banned on lower side by the tender committee shall not be reduced during execution of work. If reduction proposed, a recovery shall be made for the reduced quantity equal to the difference between the updated LAR used for comparison of rates by the tender committee in finalization of tender and the rate quoted by the bidder in the tender.
3. The agreement quantity of items banned on higher side by the tender committee, positive variation in quantity shall not be allowed during execution of work. If the quantity of such items increases beyond the agreement quantity, payment shall be restricted to the updated average LAR (used in LAR tabulation sheet for comparison of rates in the tender).
4. Introduction of any new SOR/NS item will be introduced with prior approval of the Tender Accepting Authority (TAA). The variation in such approved new SOR/NS items will be exceptional and minimal after approval of the competent authority. Hence, the proposed SOR/NS items will be quantified after proper assessment of scope of work.
5. The rate %age quoted by the bidder (lower side only) in the respective tender schedule will be applicable on the new SOR/DSR items proposed during execution of the work.
6. The new NS item other than SOR/DSR items & and no LAR available will be proposed in contract after latest Analysis of Rates (AOR) duly vetted by Finance. In such cases banning of items in contract and quoted %age rate over the tender schedules will not be applicable.
7. The rate reasonability & comparison of rates will be on items/Chapter wise with correct WPI index & sufficient number of LARs (preferably 3 or more LARs) so that each Chapter should have been sufficiently represented and compared one-to-one.
8. Item banned higher/lower, updated LAR rates used for comparison in TC Minutes to be mentioned in LOAs. Recovery statement to be enclosed IRWCMS.

### **SPECIAL INSTRUCTIONS TO THE TENDERER FOR THE WORKS TENDERS/CONTRACTS.**

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2. The agreement quantity of items banned on lower side by the tender committee shall not be reduced during execution of work. If reduction proposed, a recovery shall be made for the reduced quantity equal to the difference between the updated LAR used for comparison of rates by the tender committee in finalization of tender and the rate quoted by the bidder in the tender.
3. The agreement quantity of items banned on higher side by the tender committee, positive variation in quantity shall not be allowed during execution of work. If the quantity of such items increases beyond the agreement quantity, payment shall be restricted to the updated average LAR (used in LAR tabulation sheet for comparison of rates in the tender).
4. Introduction of any new SOR/NS item will be introduced with prior approval of the Tender Accepting Authority (TAA). The variation in such approved new SOR/NS items will be exceptional and minimal after approval of the competent authority. Hence, the proposed SOR/NS items will be quantified after proper assessment of scope of work.
5. The rate %age quoted by the bidder (lower side only) in the respective tender schedule will be applicable on the new SOR/DSR items proposed during execution of the work.
6. The new NS item other than SOR/DR items & and no LAR available will be proposed in contract after latest Analysis of Rates (AOR) duly vetted by Finance or Budgetary Quotation (Minimum three quotations). In such cases banning of items in contract and quoted %age rate over the tender schedules will not be applicable.
7. The rate reasonability & comparison of rates will be on items/Chapter wise with correct WPI index & sufficient number of LARs (preferably 3 or more LARs) so that each Chapter should have been sufficiently represented and compared one-

The above special conditions shall be part of all future works tender/Contracts floated in Delhi Division after 31.03.2026.