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**INTERNATIONAL CENTRE FOR THEORETICAL SCIENCES**

**TATA INSTITUTE OF FUNDAMENTAL RESEARCH**

**ITEM RATE TENDER & CONTRACT FOR WORKS**

i)	Name of work	Testing and Calibration of Transformers and Electrical Meters at ICTS-TIFR Campus, Bangalore.
ii)	Pre bid meeting	As per CPPP
iii)	Date & Time of submission	As per CPPP
iv)	Date & Time of opening of technical bid	As per CPPP
v)	Venue for Pre-bid Meeting	ICTS-TIFR Campus, Survey No. 151, Shivakote Bengaluru - 560 089.

TENDER DOCUMENTS ISSUED TO M/S. ....  
.....

Engineer - Electrical  
Date of issue: .....

**TENDER**

I / we have read and examined the Notice Inviting Tender, Salient Governing Features of the Tender / Work including Schedules A, B, C, D, E & F , **Specification Books** \* Drawings and Designs, General Rules and Directions, General Clauses of Contract, Special Clauses of Contract & other documents and rules referred to in the **Conditions and Clauses of Contract** and all other contents in the tender documents for the work.

(\* **Note:** *The “Specifications / Conditions and Clauses of Contract books” are enclosed*)

These books, as required / specified in this “Salient Governing Feature of the Tender / Work” herein below, shall remain part of the tender documents / Contract / agreement to be executed, and signed by both the parties after acceptance of the Tender.

I / we, hereby tender for the execution of the work specified for the President of India within the time specified in

Schedule “F”, viz., Schedule of Quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule 1 of General Rules and Directions and in Clause - 10 of the General Clauses of Contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender open for **one hundred eighty (180) days** from the last date of its submission and not to make any modifications in its terms and conditions.

I / we hereby declare that in lieu of EMD, we will submit a Bid Securing Declaration in the format provided in Form “F”. I / we hereby declare that I / we shall treat the tender documents, drawings and other records connected with the work as secret / confidential documents and shall not communicate information derived there-from to any person other than a person to whom I / We am / are authorised to communicate the same or use the information in any manner prejudicial to the safety of the State.

**Signature of  
Contractor**

**Dated**

**Witness**

**Address**

**Occupation**

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### A C C E P T A N C E

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the CENTRE DIRECTOR, ICTS for a sum of Rs...../-  
(Rupees.....

The letters referred to below shall form part of this contract Agreement.

i)

ii)

Signature:

Designation:

Dated .....

## Salient Governing Features of the Tender / Work

### Proforma of Schedules

SCHEDULE 'A' Reference to NIT & Tender Documents			
SN	TITLE	PARTICULARS	PAGE
1	Changes in conditions of contract	Correction Slip: CDN / C1, C2 & C3	12-26
2	Notice Inviting Tender (NIT) No.	<b>NIT NO: ICTS/TIFR/ELE/06/10/2025-26</b> Dated: 07th Nov 2025	
3	Notice Inviting Tender details	i) NIT as uploaded on ICTS Website	Yes
		ii) NIT as published in CPP portal.	Yes
		iii) NIT as circulated to pre-qualified Agencies	Yes
4	Scope and location of the work:	Enclosed	17
5	List of drawings	Execution time will submit	-
6	Time Schedule for the work:	Enclosed	17
7	List of changes if any in specifications:		
	a) Specifications for Electrical Works – 2024:	-NA-	
8	Schedule of Quantities (Enclosed) -	<b>Please refer Financial Bid</b>	
9	Tender Submission	<b>Online submission through CPP portal within the due date.</b>	

SCHEDULE 'B'				
Schedule of materials to be issued to the contractor				
S. No	Description of item	Quantity	Rates at which the Materials will be charged to the contractor	Place of issue
1	2	3	4	5
1.	Spanners Set, Micrological testing kit, Current Injection Set, all necessary tools & tackles etc.,		Contractor's own supply.	NA
3.	Electricity for construction purposes		Departmental supply – Free supply. Extension cable - Contractors must make their own arrangement.	NA
4	All specified materials		Contractor's own supply	NA

SCHEDULE 'C'			
Land earmarked for temp. infrastructures and Tools & plants to be hired to the contractor			
S.No	Description	Hire charges	Place of issue
1	2	3	4
1.	Area for storage (SCC-10)	As per Clause SCC-10	11KV substation
2.	Temporary Buildings (SCC-12)	As per Clause SCC-12	Contractors must make their own arrangement. There is no space available inside the campus.
3.	Labour hutments (SCC-12)	No labor hutment permitted at site/campus.	
SCHEDULE 'D'			
Extra schedule for specific requirements / documents for the work, if any Particularly for Security guidelines, Gate pass, lift, tower crane etc.,			Yes.

SCHEDULE 'E'	Reference to the Book of "Conditions & Clauses of Contract" to be followed for this work	As enclosed
<b>Name of Work:</b> Testing and Calibration of Transformers and Electrical Meters at ICTS-TIFR Campus, Bangalore.		As per NIT
Estimated cost of work:	Rs.1.77Lakhs	As per NIT
i) Earnest money	2% of tendered value	As per NIT
ii) Performance Guarantee	5% of tendered value	As per NIT
iii) Security Deposit	5 % of tendered value	As per NIT

SCHEDULE 'F'	
General Rules & Directions :	
Tender inviting authority	Center Director, ICTS
Quantity of Items of work to be executed with any price variation.	As per conditions of contract.

DEFINITIONS: (CCC-2008, P. 10)		
(v)	Engineer-in-charge	Engineer- Electrical, ICTS
2(viii)	Accepting Authority	Center Director, ICTS
2(x)	Percentage on cost of materials and labour to cover all overheads & profits	15% (Fifteen percent)
2(xii)	Department	ICTS-TIFR, Grant-in Aid institute under Department of Atomic Energy
9(ii)	Standard Contract Form of Dept.	Item Rate Tender

<b>CLAUSE – 1 (CCC-2008, P.13)</b>	
i) Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance / WO.	15 days
ii) Maximum allowable extension beyond the period (provided in (i) above.)	7 days with an interest of 0.5% per week of delay computed on a per day basis.

<b>CLAUSE – 2 (CCC-2008, P.14)</b>	
Authority for fixing compensation under relevant clauses.	Center Director, ICTS

<b>CLAUSE – 5 (CCC-2008, P.15)</b>			
Number of days from the date of issue of letter of acceptance / WO for reckoning date of start.			<b>immediate</b>
Milestone(s) as per table given below:			
<b>TABLE OF MILESTONE(S)</b>			
Sl. No.	Description of Milestone (Physical)	Time Allowed in days. (From date of start)	Amount to be with-held in case of non-achievement of milestone
1.	Material procurement, erection, and commission.	90 days	-

Time allowed for execution of work	03 Months
Authority to decide: i) Extension of time ii) Re-scheduling of Milestone	Center Director, ICTS.

<b>Clause applicable – (6 or 6A)</b>	Clause 6 for Manual Billing / Clause 6A for Computerized Billing	<b>6A</b>
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<b>Clause - 10A (CCC-2008, P. 19)</b>	List of testing equipment to be provided by the contractor at site.		
Earth tester meter	Multi metres and current injection kit	Mechanical Tool kit.	Micro logical testing kit
Additional tools and plants required for completion of work.	Required for execution of various trades of work shall be arranged as per the work requirement.		

<b>Clause - 11</b>	
Specifications to be followed for execution of this work	<i>As described by CPWD</i>

<b>Clause - 12</b>		
<b>12.2 &amp; 12.3</b>	Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for building work	<i>As per CPWD GCC 2023</i>
<b>12.5</b>	Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for all the items	<b>100%</b>
<b>12.5</b>	Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for maintenance work	<b>No limit</b>

<b>Clause - 16</b>	
Competent Authority for deciding reduced rates.	<i>The Director / ICTS</i>

<b>Clause - 18</b>	<b>As necessitated for the work.</b>
List of mandatory machinery, tools & plants to be deployed by the contractor at site:	
List Indicated in the scope of work	

Clause – 36(i) Requirement of Technical Representative(s) and recovery Rate						
Sl. No.	Minimum Qualification of Technical Representative	Discipline	Designation (Principal Technical / Technical representative)	Min. Exp. In yrs.	No.	Rate per month at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36(i).
1.	Site supervisor	Electrical – ITI trade	Site in charge having experience in Similar works.	5	1	Rs.22,000.00

**Note:**

- i) Assistant Engineers / Scientific Officer- “C” & above, retired from Govt. services that are holding Diploma, will be treated at par with Graduate Engineers.
- ii) The contractor deploys adequate Nos. of technicians, site supervisors, accounts & office staff, till completion of works.

Engineer- ICTS,

**Notes:**

1. In the case of any discrepancy between these “Salient Governing Features of the Tender/Work” & the book “Conditions and Clauses of Contract, stipulations given in these “Salient Governing Features of the Tender/Work” shall take precedence.
2. It will be the responsibility of the Contractor to get the character & antecedents of the regular staff & Supervisors, engaged by them, for carrying out the work being awarded to him, verified from the Police authorities and produce the report of the verification to the Security at the gate under intimation to Engineer-in-Charge of the work

## CDN/C-1: LIST OF CHANGES / MODIFICATION IN THE CCC - 2008

SN	Existing Provision	Modified Provision
<b>1</b>	<b>NOTICE INVITING TENDERS</b>	
1.1	<p><b>Schedule -E Page 6:</b>  <b>Earnest Money Deposit (E.M.D.):3,540.00</b> in the form of Department's receipt / Demand Draft / Pay Order / Banker's cheque / Deposit at call receipt / Fixed Deposit Receipt (FDR), issued by a Scheduled Bank, drawn in favour of "ICTS" Bangalore.</p>	
<b>2</b>	<b>ITEM RATE TENDER &amp; CONTRACT FOR WORKS</b>	
2.1	<p>I / We undertake and confirm that the eligible similar work(s) have not been executed through another contractor on a back-to-back basis. Further, in the event such a violation comes to the notice of the Department, I / We shall be debarred from tendering in ICTS in future, permanently. In addition, if such a violation comes to the notice of the Department before the commencement of work, the Engineer-in-Charge shall have the right to forfeit the entire amount of Earnest Money Deposit (EMD) and/or Performance Guarantee.</p>	
<b>3</b>	<b>CONDITION OF CONTRACT</b>	
3.1	<p>The date of commencement of work shall be as specified in the Schedule and shall be deemed to start immediately from the date of issue of the Work Order</p>	
<b>4</b>	<b>GENERAL CLAUSES OF CONTRACT (GCC)</b>	
4.1	<p>In the event of the contract being determined or rescinded under the provisions of any clause/condition of the agreement, the Performance Guarantee shall stand forfeited in full and shall be placed absolutely at the disposal of the Director, ICTS</p>	
4.2	<p><b>Clause 1A, Para 1 – Security Deposit Deduction</b>            The person(s) whose tender may be accepted (hereinafter referred to as the Contractor) shall permit the Government, at the time of making any payment for work done under the contract, to deduct a sum at the rate of 10% of the gross amount of each running bill.            Such deductions shall continue until the total amount deducted equals the Security Deposit, which shall be 5% of the tendered value of the work.</p>	
4.3	<p><b>Deviation, Extra Items, and Pricing</b>            In the case of extra item(s)—i.e., items that are entirely new and in addition to the items already included in the contract—the following shall apply:</p> <ol style="list-style-type: none"> <li>1. The Contractor may, within fifteen (15) days of receiving the order or of the occurrence of the extra item(s), submit a claim for rates. Such a claim must be supported by a proper analysis of the rates for the work.</li> <li>2. The Engineer-in-Charge shall, within one (1) month of receiving the claim along with the rate analysis, consider the Contractor's submitted analysis and determine the rates based on prevailing market rates.</li> <li>3. The Contractor shall be paid in accordance with the rates so determined by the Engineer-in-Charge.</li> </ol>	

4.9.2	<p><b>In the case of substituted items</b> (i.e., items executed with partial substitution or taken up in lieu of the original items of work in the contract), the rates for both the agreement item (to be substituted) and the substituted item shall be determined in the manner specified in the following paragraph.</p>
4.10	<p><b>Carrying out Part Work at Risk &amp; Cost of Contractor</b>              If the Contractor:</p> <ul style="list-style-type: none"> <li>i) At any time makes default during the currency of the work, or does not execute any part of the work with due diligence, and continues to do so even after receiving a 7-day written notice from the Engineer-in-Charge; or</li> <li>ii) Commits default in complying with any of the terms and conditions of the contract and does not remedy it, or take effective steps to remedy it, within 7 days of a written notice by the Engineer-in-Charge; or</li> <li>iii) Fails to complete the work(s) or items of work within the stipulated completion date(s), and does not complete them even within the period specified in a written notice from the Engineer-in-Charge;</li> </ul> <p>Then, without invoking action under Clause 3, the Engineer-in-Charge shall, without prejudice to any other rights or remedies available to Government, issue a written notice and take the part work/part-incomplete work of any item(s) out of the Contractor’s hands. The Engineer-in-Charge shall have powers to:</p> <ul style="list-style-type: none"> <li>a) Take possession of the site and any materials, constructional plant, implements, stores, etc., lying thereon; and/or</li> <li>b) Carry out the part work/part-incomplete work of any item(s) by any means, at the risk and cost of the Contractor.</li> </ul>
4.11	<p>The contractor shall also abide by the provision of the Child labour (Prohibition &amp; Regulation) Act - 1986.</p>
4.12	<p>No labour under 14 years: No labour under the age of 14 (fourteen) years shall be employed on the work.</p>
4.13	<p><b>LEVY/ TAXES PAYABLE BY CONTRACTOR:</b></p> <ul style="list-style-type: none"> <li>i) GST, Building and other Construction Workers Welfare Cess or any other applicable tax or cess in respect of this contract shall be paid by the contractor and the Government shall not entertain any claim whatsoever in this respect.</li> </ul>

**ICTS reserves the right to short close / extend the contract due to special circumstances**

\*\*\*\*\*

### **General Conditions:**

1. All works to be carried out in accordance with relevant Indian Standards and as per Indian Electricity rule as amended.
2. For carrying out the above job the contractor must make his own arrangements for tools, tackles and safety and protective devices for carrying out the work.
3. The quoted rates shall be inclusive of all materials, labor, equipment, tools, transportation, insurance, statutory compliance, applicable taxes including **GST**.
4. The participating vendor must have a registered office in Karnataka.
5. Vendor shall produce valid testing/ calibration report of the test equipment/s being used for calibration and/or testing of the measuring instruments before job initiation
6. Measuring instruments offered for testing/ calibration shall be handled by the testing agency with utmost care at all times. The testing agency shall be responsible for any damage, defect etc. caused due to mishandling of the instruments. In case of any existing damage/ defect, same shall be notified to the Engineer (Electrical) before job initiation.

## **NOTICE FOR INVITATION OF TENDER**

Administrative Officer, ICTS-TIFR Campus, Survey No. 151, Shivakote Bengaluru - 560 089, on behalf of the CENTRE DIRECTOR, ICTS, invites bids (in two bid format), from eligible contractors for the work and details as given below:

**NAME OF WORK:** - Testing and Calibration of Transformers and Electrical Meters at ICTS-TIFR Campus, Bangalore.

**Estimated Cost:** Rs.1.77 Lakhs

**E.M.D:** Rs. 3540/-

Performance guarantee @ 5% + Security Deposit @ 5% of value of tender.

Defect liability period: 12 months.

Completion Period- 03 (three) Months.

**1. ELIGIBILITY/ QUALIFICATION:** As per NIT stipulation the bidders shall furnish all the requested documents. GST registration certificate; PAN (Permanent Account Number) for reference.

The estimated cost for the work is projected to be Rs. **1.77** Lakhs (approx.). The time of completion is 03 months. The interested agencies are required to furnish the following documents along with the Tender Document. (Joint ventures are not accepted).

- a) Proof of registration with Government or Semi-Government organizations such as Railways, PWD, CPWD, MES, or reputed private firms in the appropriate class, or evidence of experience in carrying out electrical testing and calibration works on electrical equipment
- b) Annual turnover as per ITCC or Profit & Loss statement for the last 3 years.
- c) PAN reference,
- d) Bank Solvency Certificate of at least Rs. 70,800/- dated on after 01.11.2024
- e) GST registration certificate,
- f) Performance Certificates
- g) List of works in hand and Works carried out by them for the last five years indicating the Agency for whom executed, Value of work, Completion time: Stipulated & Actual or present position of the work.

Agencies fulfilling the following criteria shall be eligible to participate:

- (a) Experience of having successfully completed any of the similar works during the last three years:
  - (i) 3 similar works completed costing not less than Rs.70,800.00 each.  
or
  - (ii) 2 similar works completed costing not less than Rs.1,06,200.00 each.  
or
  - (iii) 1 similar work completed costing not less than Rs.1,41,600.00.

- (iv) The agency has experience in carrying out electrical testing and calibration works on electrical equipment including the Transformer.
- (v) Bank Solvency Certificate of at least Rs. 70,800/- dated on after 01.11.2024
- (vi) Average Annual Turnover
  - The Contractor's average annual turnover during the last three (3) financial years ending 31.03.2025 shall be at least Rs. 1.80 lakhs.
  - The value of the turnover figures shall be adjusted to current value by enhancing the actual turnover at a simple rate of 7% per annum.
- (vi) Not having incurred any loss in more than 2 years during the last 5 consecutive immediate financial years ending 31-03-2025.
- (vii) The participating vendor must have a Head Quarter or a registered branch office in Karnataka.
- (viii) The authorized technical representative of bidders shall visit the site compulsorily to understand the scope of work before submission of tender documents. (Site visit endorsement obtained from ICTS shall be submitted along with the tender documents)
- (ix) Bidders should submit the copies of valid registration details under the electrical works category and class-1 electrical certificate from electrical inspector of govt organization /semi-government organization of state or central government or public sector undertaking or autonomous bodies of state or central government.

## 2. Tender Documents

The tender documents can be downloaded from the following websites:

- Departmental Website: [www.icts.res.in](http://www.icts.res.in)
- Central Public Procurement (CPP) Portal

PROSPECTIVE AGENCIES TO SATISFY THEMSELVES by fulfilling all the NIT criteria before submission of the tender.

**3. PRE-BID MEETING** shall be held as per the date mentioned in CPPP at ICTS-TIFR, Survey No.151, Shivakote Hessarghatta, Hobli, North Bangalore.

**4. SUBMISSION OF TENDER:** The due date for submission as mentioned in the CPPP document.

**A. TECHNICAL BID**

- 1) Eligibility Credentials as stipulated under point no. 1 above.
- 2) Technical Bid of the Tender Document

**B. FINANCIAL BID**

***Note:***

1. The tender is to be submitted online (e-tendering process). The Technical Bids shall be opened first, and the bids shall be evaluated. The date of opening of financial bid shall be informed separately.
2. In case the last date of submission of tender is declared as holiday, the respective dates shall be treated as postponed to the next working day accordingly.
3. THE DEPARTMENT RESERVES THE RIGHT TO verify the particulars furnished by the applicant independently and accept/ reject the tender without assigning any reason thereof. Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of works carried out by them, through a Technical Evaluation Committee of experts, constituted by ICTS.
4. IF ANY INFORMATION FURNISHED by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering / taking up works in ICTS.

***(Please contact on (080) 4653 6027/ 4653 6205/46536206 for more details)***

**TECHNICAL BID**

**SCOPE AND LOCATION OF WORK**

LOCATION: ICTS project site at Survey No. 151, Shivakote village, Hesaraghatta Hobli, North Bangalore.

**Scope of Work with technical specifications:**

Institute has a variety of Acidity testing of transformer oil and Calibration of Electrical measuring devices. BoQs for the above works at ICTS, Bangalore are described and enclosed. These works have to be executed as and when required.

**A. Calibration of meters and Relays:**

- 1) Testing, calibration and certification of the Electrical measuring instruments as per the BoQ 'C' at ICTS Bangalore - 560089. List of the measuring instruments is attached as BoQ.
- 2) Submission of duly signed/ certified with legible stamp test/ calibration report of each instrument shall be submitted to M/s. ICTS, Bangalore within 30 days of performing

the test in soft format (preferably .pdf file). Hard copy of the same shall be sent to the Engineer (Electrical), M/s.ICTS, Bangalore – 560 0089 within 45 days after de-mobilization from the site of the testing team. Test/ Calibration certificate shall mention the validity of test/ calibration.

- 3) The testing agency shall submit duly signed/ certified with legible stamp hard copy (1 copy) of the test/ calibration certificate for each instrument area wise in a separate box file for:
  - HT Panel Room
  - LT Panel Room
  - DG yards
  - Electrical Panel room in Main Building and campus premises.
- 4) The testing agency shall provide a calibration/ testing sticker on each instrument after completion of test/ calibration which shall invariably mention following details:
  - Name of the testing agency
  - Name of the instrument
  - Instrument serial number
  - Instrument model number
  - Test/ Calibration certificate number
  - Instrument fit for use (OK/ Not OK)
  - Date of testing/ calibration along with its period of validity
- 5) Test/ Calibration certificate submitted by testing agency shall mention the relevant/ standard specification used while performing the test on instrument.
- 6) Test/ Calibration certificate of each instrument should mention the details of test equipment and certificate against which the test equipment has been tested/ calibrated.
- 7) Testing/ Calibration of the measuring instruments along with the uncertainty calculations shall be done as per relevant National/ ISO standards and same should be mentioned in the test/ calibration certificate.
- 8) The test/ calibration report should contain the information on accuracy, deviation, error, traceability of test equipment with valid test/ calibration certificate in accordance with National/ ISO standards.

#### **A (1) Responsibilities of the Bidder:**

- 1) Testing and/or calibration of measuring instruments shall be done with a standard instrument of higher accuracy to detect, correlate, adjust, rectify and document the accuracy of the instrument.

Note:

- Accuracy of the test equipment used shall be as per Annexure-I of the OISD STD-153.
  - For Electrical parameters- Accuracy of the calibrators must be 4 times the accuracy of equipment under test.
  - For Temperature parameters- Accuracy of the calibrators must be as per available “Special sensors”.
- 2) The testing agency shall ensure that all the measuring instruments offered for calibration are tested for all the “Measurement Functions” available in the measuring instrument as per relevant National/ ISO standards. Note: Instrument “Make” and “Model no” for all the instruments should be produced at any point of time.

- 3) All the test equipment used for testing and/or calibration of measuring instruments should have the traceability to the National Accreditation Board for Testing and Calibration Laboratories (NABL) accredited test lab.
- 4) Vendor shall produce valid testing/ calibration report of the test equipment/s being used for calibration and/or testing of the measuring instruments before job initiation.
- 5) The testing agency shall possess a valid “Certificate of Accreditation” issued by NABL at all times during the contract period. Note: M/s ICTS, Bangalore shall reserve the right to terminate the contract at any point of time during the contract period if “Certificate of Accreditation” issued by NABL to the testing agency is either ‘Withdrawn’ or ‘Suspended’ by the issuing authority.
- 6) Measuring instruments offered for testing/ calibration shall be handled by the testing agency with utmost care at all times. The testing agency shall be responsible for any damage, defect etc. caused due to mishandling of the instruments. In case of any existing damage/ defect, same shall be notified to the Engineer (Electrical) before job initiation.

Note: M/s ICTS, Bangalore reserves the right to recover the cost incurred due to damage/ defect caused to any of the measuring instruments involving theft. Recovery cost shall be as per sole discretion of the institute.

- 7) All the test equipment required to test/ calibrate each and every instrument as per BoQ ‘C’ shall be under bidder’s scope.
- 8) M/s ICTS, Bangalore shall offer all the instruments as per BoQ ‘C’ for testing/ calibration on yearly basis. The testing agency shall perform test on all the instruments in each area in a single visit. If test/ calibration of some of the instruments as per BoQ ‘C’ is not carried out due to:
  - Unavailability of the test kit
  - Partial/ Non-functional test kit
  - Unavailability of required manpower, tools/ tackles etc. The testing agency shall arrange for multiple visit to M/s. ICTS – 560 089 site for completing the testing/ calibration of all the instruments as per BoQ ‘C’ without any additional cost.
- 9) Necessary tools and tackles along with the consumable items required for job execution shall be under bidder’s scope.
- 10) Appropriate PPE’s shall be under bidder’s scope. SCOPE OF WORK for Calibration of Measuring Instruments of Electrical department at ICTS, Bangalore.
- 11) Lodging/ Boarding, Transportation as well as food arrangements for the manpower coming to site for testing/ calibration of instruments shall be under bidder’s scope.
- 12) Due to any valid Technical constraint / limitation, calibration of any particular measuring equipment is not possible at site, then collection of that particular equipment, calibration of equipment at their work site, delivery of equipment at M/s.ICTS, Bangalore – 560 089 after calibration shall be in scope of the contractor only. In case of any damage in measuring equipment during transport/ handling, contractor shall arrange to supply the same model, make equipment to M/s. ICTS, Bangalore – 560 0089.

**General Terms and Conditions:**

**A. Award of Work**

Those who meet the eligibility criteria as above will only be considered for opening of financial bids. In this regard the decision of the Institute shall be final and not open to dispute/challenge. The agency quoting the lowest rate for the work shall be considered for award of work. However, ICTS, Bangalore does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.

**B. Payment Terms**

Payment shall be released within 15 days of raising the bill, after completion of the work and formal submission of the reports in both soft and hard copies. Payment will be made through online mode only. The bidder is advised to furnish a copy of a cancelled cheque and fund transfer details as required by the Institute.

**C. Period of work completed**

3 Months from the Date of Purchased Order.

**D. Subletting of Contract**

The Contractor shall not sublet, transfer or assign the contract fully or any part thereof, to any other party is not permitted.

**E. Qualification of Participants:**

Electrical Grade License holder with previous experience in accomplishing Electrical related/similar works.

**F. Safety Codes:**

Kindly adhere to safety code for works as mentioned here under:

IS 3016	Code of practice for Fire Precautions in Welding Cutting Operations.
IS 818	Code of practices for Safety and Health Requirements in Electrical & Gas Welding and cutting operations.
IS 5216-1982 (Part-I) (Reaffirmed (1990)	Guide for safety procedure and Practices in Electrical Works.
IS 3696	Safety Code for Scaffolds and Ladders.
IS3764:1992	Excavation Work – Code of safety

## LETTER OF TRANSMITTAL

**To,**  
The Centre Director  
ICTS-TIFR Campus,  
Shivakote,  
Bengaluru.

**Subject:** Testing and Calibration of Transformers and Electrical Meters at ICTS-TIFR Campus, Bangalore.

**NIT NO:** ICTS/TIFR/ELE/06/10/2025-26

**Sir / Madam,**

Having examined the details given in tender notice and tender document for the above project, I/we hereby submit the relevant information,

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms 'A' to 'F', Annexure 1 to 4 and other accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for tender and have no further pertinent information to supply.
3. I/We submit the requisite certified solvency certificate and authorize a person of ICTS-TIFR, Bengaluru to approach the bank issuing the solvency certificate to confirm the correctness there of individuals, employers, firms and corporations to verify our competence and general reputation.
4. I/We undertake that, in competing for and if the award is made to us, in executing the above contract, we shall strictly observe the laws: 'Prevention of Corruption Act 1988' against fraud and corruption.
5. I/We agree that we will associate with specialized agencies for design of specialized works and our quoted rates are all inclusive of charges payable to such Associate Specialized agencies and we will not be paid anything extra for engaging these specialized agencies.
6. I/We submit the following performance certificates in support of our suitability, technical know-how and capability for having successfully completed the following projects in the prescribed format:

Sl. No.	Name of work	Certified by/from
1		

- Enclosures:**
- 1) Forms A to F,
  - 2) Annexures 1 to 4
  - 3) Company Profile

**Signature & Seal of the Bidder**

**FORM – ‘A’**  
**FINANCIAL INFORMATION**

**I. Financial Analysis** – Details to be furnished duly supported by figures in balance sheet/profit and loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (copies to be attached).

Particulars	Financial Year				
	20 – 21	21 – 22	22 – 23	23-24	24-25
i. Gross Annual turnover on construction work. (In Lakh)					
ii. Profit / Loss					
iii. Certified by					
iv. Average Annual Turnover					

**II The following certificates are enclosed:**

- (a) Current Income Tax Clearance Certificate / Profit & Loss account as submitted to income tax officer.
- (b) Solvency Certificate dated on after 01.11.2024 for at least Rs. 70800/- from bankers of Applicant.
- (c) Copy of the PAN card to be submitted
- (d) GST registration certificate.

Signature of Chartered accountant with seal

## FORM -B

### DETAILS OF SIMILAR WORKS COMPLETED DURING THE LAST FIVE YEARS

Sl. No	Name of the work /project and location	Owner of sponsoring organization	Cost of work	Date of commencement as per the contract	Stipulated date of completion	Actual date of completion	Litigation arbitration pending / progress in detail	Name & Address / Phone no of officers to whom reference may be made.	Remarks
1									
2									
3									
4									
5									
6									
7									

\*Indicate gross amount claimed and amount awarded by the Arbitrator

**Note :** Applicants may submit a separate form for giving details of work ( Completed ) for each year to fill up the details as above. Separate sheets if any shall be numbered.

**Signature & Seal of the Bidder**

**FORM –C**  
**DETAILS OF THE PROJECTS UNDER EXECUTION**

Sl No	Name of the work /project and location	owner of sponsoring organization	Cost of work	Date of commencement as per the contract	Stipulated date of completion	Actual date of completion	Litigation arbitration pending / progress in detail	Name & Address / Phone no of officers to whom reference may be made.	Remarks
1									
2									
3									
4									
5									
6									
7									
8									

Note : Applicants may submit a separate form for giving details of work ( Completed ) for each year to fill up the details as above . Separate sheets if any shall be numbered

**Signature & Seal of the Bidder**

**FORM -D**  
**PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM 'B' & 'C'**

1.Name of work/Project & Location	
2.Agreement No.	
3.Estimated Cost	
4.Tendered Cost	
5. Stipulated contract period	
6. Date of start	
(i) Stipulated date of start	
(ii)Actual date of start	
7.Date of completion	
(i) Stipulated date of completion	
(ii)Actual date of completion	
8.Amount of compensation levied for delayed completion, if any.	
9.Amount of reduced rate items, if any.	
10. Performance Report.	
(a) Quality of work	Very Good / Good / Fair /Poor
(b) Financial soundness	Very Good / Good / Fair /Poor
(c) Technical Proficiency	Very Good / Good / Fair /Poor
(d) Resourcefulness	Very Good / Good / Fair /Poor
(e) General behaviour	Very Good / Good / Fair /Poor

Dated :

Executive Engineer or equivalent  
Signature & seal

**Note :** The same shall be accompanied by a copy of work order and completion certificate issued by the client. The bidders are free to submit the performance report in any format issued by the clients. The above form is purely for reference purpose

## Form –E

### STRUCTURE & ORGANISATION

1	Name & Address of the applicant with Telephone No./Fax No./ Email ID	
2	A. Year of Establishment B. Date & Year of commencement of business	
3	Legal status of the applicant (attach copies of original document defining the legal status).	
	Status	
	a) Individual	
	b) Proprietary firm	
	c) Partnership firm	
	d) A limited company or Corporation / Joint venture / Consortia	
4	Names of Directors & other executives with designation	
5	Designation of individuals authorized to act for the organization.	
6	Total No. of professional staff (In house) :	
	a) Civil Engineers	
	b) Structural Engineers & Quantity Surveyors	
	c) PHE Engineers & Fire Fighting	
	d) Electrical Engineers	
	e) IT Engineers	
	f) Mechanical Engineer / HVAC	
	g) Construction supervision staff (including Safety Engineer)	
h) Project Managers and Quality Assurance Engineers		
7	Was the applicant ever required to suspend the project for a period of more than six months continuously after you commenced the planning? If so, give the name of the project and reasons for suspension of project.	
8	Has the applicant or any partner in case of partnership firm, ever abandoned the awarded project before its completion? If so, give the name of the project and reasons for abandonment.	
9	Has the applicant or any constituent partner in case of partnership firm, ever been debarred/black listed for competing in any organization at any time? If so, give details.	
10	Has the applicant or any constituent partner in case of partnership firm, ever been	

	convicted by a court of law? If so, give details.	
11	In which field of Civil Engineering & MEP works the applicant has specialization & interest	
12	Enlistment with Government / Private bodies	
13	Department & Place of registration & Registration No 1 2 3 4	
14	Names and Titles of Director & Officers with designation proposed to be deputed on this work	
15	Designation of individuals authorized to act for the organization	

**Signature & Seal of the Bidder**

## **Form - F**

### **Bid Security Declaration (to be submitted on company's letter head)**

I/We the undersigned hereby declare that if we withdraw or modify the bids during the period of its validity, or if we are awarded the contract and fail to sign the contract, or to submit a performance security before the deadline defined in the request for bid document or fail to execute the contract, we will be suspended for the period of time specified in the request for bids document from being eligible to submit bids for contracts with the entity that invited the bids and our EMD shall be forfeited.

**Name, Seal and Signature of Authorized Signatory**

## FINANCIAL BID

**NAME OF WORK:** Testing and Calibration of Transformers and Electrical Meters at ICTS-TIFR Campus, Bangalore.

### Schedule of Quantities

S No.	Description	Quantity	Unit
	<p style="text-align: center;"><b>Meter Calibration and Relay Testing.</b></p> <p><b>Scope of Work – Testing, Calibration &amp; Certification of Electrical Measuring Instruments</b></p> <ol style="list-style-type: none"> <li>1. Testing, calibration, and certification of electrical measuring instruments as per the attached BOQ at ICTS, Bangalore.</li> <li>2. Submission of calibration reports: <ul style="list-style-type: none"> <li>○ Soft copy (PDF) to ICTS, Bangalore within 30 days of testing.</li> <li>○ Hard copy to ICTS–TIFR, Bangalore within 45 days after demobilization.</li> <li>○ Certificates must mention validity of calibration.</li> </ul> </li> <li>3. One certified hard copy (area-wise) to be submitted in separate box files for: <ul style="list-style-type: none"> <li>○ HT Panel Room</li> <li>○ LT Panel Room</li> <li>○ DG Yards</li> <li>○ Electrical Panels in Main Building &amp; Campus.</li> <li>○ Transformer testing reports.</li> </ul> </li> <li>4. Calibration stickers to be affixed on each instrument with: <ul style="list-style-type: none"> <li>○ Agency name</li> <li>○ Instrument details (name, model, serial no.)</li> <li>○ Calibration certificate no.</li> <li>○ Fit for use status (OK/Not OK)</li> <li>○ Date &amp; validity of calibration.</li> </ul> </li> <li>5. Certificates must include standards/specifications followed during testing.</li> </ol>		

	<p>6. Certificates must mention reference test equipment details with valid calibration certificates.</p> <p>7. Calibration to be performed as per National/ISO standards including uncertainty calculations.</p> <p>8. Reports shall cover accuracy, deviation, error, and traceability of the test equipment.</p>		
<b>1.</b>	<b>Calibration of Ammeter of the following types</b>		
a	Make:AE/Conserv/Rishabh, CTR:60/5,10/5,20/5 etc, Class:1.0,1.5 etc, Range:0-20A,60A,150A etc.	85	Nos.
<b>2.</b>	<b>Calibration of Voltmeter of the following type</b>		
a	Make:AE/Conserv/Rishabh, Range:0-500V, Class:1.5	36	Nos.
<b>3.</b>	<b>Calibration of Multi-function meter of the following type</b>		
a	Make:Conserv	70	Nos
<b>4.</b>	<b>Calibration of Current Transformer of the following type</b>		
a	Make:AE/Conserv/Rishabh, CTR:60/5,10/5,20/5 etc, Class:1.0,1.5 etc, Range:0-20A,60A,150A etc.	210	Nos.
<b>5.</b>	<b>Master Trip Relay</b>	12	Nos.
<b>6.</b>	<b>Calibration of Trip Circuit Supervision Relay of the following types:</b>		
a	Make: alstom, model: vax, Volts:125dc volts	11	Nos.
<b>7.</b>	<b>Calibration of Auxiliary Relay of the following types:</b>		
a.	Make: alstom, model: vaa, Volts:125dc volts	5	Nos.
<b>8.</b>	<b>Feeder Protection Relay</b>	2	Nos.
<b>9.</b>	<b>Transformer Protection Relay</b>	2	Nos.
<b>10.</b>	<b>Transformer Fault Relay</b>	6	Nos.
<b>11.</b>	<b>KWH Meter</b>	29	Nos.

12.	Earth Fault Relay/IDMT Relay	2	Nos.
13	Calibration of power factor relay of the following type:		
a	Microcontroller- based APFC Relay with 8 stage, make-EPCOS power quality solution.	2	Nos
14	<b>Testing of Transformer including Winding Resistance Test, Polarity Test, Voltage Ratio Test, Vector Group Test, and Insulation Resistance with Dielectric Absorption Ratio Test, complete in all respects with individual test reports for each test, carried out using calibrated instruments and as per relevant IS standards.</b>	2	<b>Nos</b>

The bidders are to submit their price bids on the CPP Portal only. BOQ document of Financial bid to be filled up and uploaded.

**Note: Bidders are to ensure that the price bid or any related document is not uploaded along with the technical bid documents. Doing so shall render the bid to be non compliant and eligible for disqualification. No later representations in this regard will be entertained.**

## ANNEXURE-1

### PRE-QUALIFICATION OF CONTRACTORS – PROFILE – DETAILS OF ORGANISATION

**NOTE:** Please enclose separate sheets, photographs, documents etc., wherever necessary.

1	Name of the Firm/Company	
2	Address	
3	3a) Telephone Nos. 3b) Mobile No. 3c) Fax No.	
4	Email ID	
5	Legal status of the application (Attach copies of original document defining the legal status) (Individual / partnership / incorporated company etc)	
6	Year of Establishment and place of establishment.	
7	Name of Partner/Directors and key Personnel in charge of construction site with designations.	
8	Bio-Data of Partners/Directors / Key personnel Details may be given in the enclosed format (Form A1)	
9	Particulars of registration with various Govt. bodies (attach attested photocopy)	
10	List of Technical Personnel Employed	
11	List of other Personnel Employed	
12	List of consultant engaged by the firm	
13	Banker's Name	
14	List of Sub-Contractors along with their details	
15	Address of Bangalore office if any	
16	Any other details not covered above regarding organizational structure / profile of contractors.	
17	Details of ISO Certification	

**Signature & Seal of the Bidder**

## ANNEXURE-2

### LITIGATION HISTORY

**Name of applicant or partner in specialized agencies: -----**

Applicants, including each of the partners of a /specialized agencies, shall provide information on any history of litigation or arbitration resulting from contracts executed in the last ten years or currently under execution, as required in this Pre-Qualification document.

A separate sheet shall be used for each partner of a specialized agency.

<b>LITIGATION HISTORY</b>					
<b>Year</b>	<b>Name of client</b>	<b>Cause of Litigation</b>	<b>Matter under dispute</b>	<b>Award for or Against the Applicant</b>	<b>Disputed Amount</b>
1					
2					
3					
4					
5					

Has the applicant ever defaulted or been declared in default on a contract?

Has the applicant ever been debarred, suspended, or otherwise prohibited from contracting with any Federal, State, or other government agency of entity?

Within the last ten years, has the applicant (including individual persons thereof) including any partner, been charged with, or convicted of, any serious crime of felony or for corrupt practice?

**Signature & Seal of the Bidder**

## ANNEXURE-3

### SITE INSPECTION REPORT

Name of the Agency:

Address:

Contact No.

Email Id:

**Name of work:** Testing and Calibration of Transformers and Electrical Meters at ICTS-TIFR Campus, Bangalore.

**Ref: NIT NO:** ICTS/TIFR/ELE/06/10/2025-26

dated 07 Nov, 2025

We have visited the site and understand the scope of the work to participate in the tender and quote the rate accordingly as per the schedule (BOQ) of the above-mentioned work

Signature of the contractor

Certified that the above agency has visited the site.

Engineer -In- Charge.

