GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED
गार्डन रीच शिपबिल्डर्स एण्ड इंजीनियर्स लिमिटेड
(A GOVERNMENT OF INDIA UNDERTAKING)
(भारत सरकार का प्रतिष्ठान)
Registered & Corporate Office Address: GRSE Bhavan, 61, Garden Reach Road, Kolkata – 700 024
Web site वेब: www.grse.in, CIN सी आई एन: L35111WB1934GOI007891

NOTICE INVITING TENDER (NIT)
निविदा आमंत्रण सूचना

To,
M/s. Indian Institute of Technology Kharagpur

Garden Reach Shipbuilders & Engineers Limited is a **leading Warship Builders and Engineering Product Company**, invites offer from **M/s. Indian Institute of Technology Kharagpur** to submit **single stage two part (Part I- Techno-Commercial & Part II- Price) bid** for the work package as per following bid document:

NIT No निविदा संख्या:	**SCC/AKD/ST/DAMODAR SLIPWAY/MT-094 Dated: 14/07/2026**
Job Title कार्य का नाम:	**CONSULTANCY SERVICES FOR PROJECT REPORT – BROWNFIELD CAPACITY EXPANSION OF DAMODAR SLIPWAY, KPDD, KHIDIRPUR**
Tender issuing Dept. बिभाग द्वारा जारी:	**Contract Cell (संविदाबिभाग), GRSE (61 Park)**

Bids are to be submitted in 02 separate envelopes each for Part-I & Part-II duly sealed and super scribing the NIT no. and Job Title.

All the 02 envelops, thereafter to be duly sealed and put in a third envelop and duly sealed, super scribing "CONSULTANCY SERVICES FOR PROJECT REPORT – BROWNFIELD CAPACITY EXPANSION OF DAMODAR SLIPWAY, KPDD, KHIDIRPUR"

i) Techno Commercial Offer (duly signed and stamped) - **PART-I**
ii) Price Bid - In Original only. (Rate to be quoted as per Price Format enclosed) **(ANNEXURE – 6A & 6B) - PART- II.**

The Bid has to be submitted in physical form to:
Mr. Ashim Kumar Dey
Senior Manager (Contract), Contract Cell
Garden Reach Shipbuilders & Engineers Limited
61 Park Unit, 61, Garden Reach Road, Kolkata – 700 024
Mobile: +91 75960 23717
Mail Id: Dey.Ashimkumar@grse.co.in

ARTICLE 1 अनुछेद-1: SCHEDULE OF CALENDAR DATES समायावली की अनुसूची:

SCHEDULE सारणी		
Pre-Bid Meeting	**17/07/2026 Time: 11:00 hrs.**	
Tender Due Date निविदा जमा की अंतिम तिथी	**24/07/2026**	**14:00 hrs.**
*Tender Opening Date (Part I) निविदा खुलने की तिथी (तकनीकी- वाणिज्यिकबोली भाग-I)	**25/07/2026**	**12:00 hrs.**

Offer Validity Period minimum ऑफर की नियुन्तम वैधता अवधी	**90 days** from date of opening of Tender (Part – I)

***Note: However, actual date of opening of bid document will be communicated to the participated bidder. The Bidder intending to witness the opening, may depute their authorized representative during opening of bids as per schedule.**

ARTICLE 2 अनुछेद-2: COMMERCIAL REQUIREMENT FOR THE NIT निविदा की ब्यवसायिक आवश्यकता:

FEES / DEPOSITS	
Tender Fee निविदा प्रपत्र मुल्य (स्टैक के परिछेद 03 मे उदधृत)	**Rs. 500/-**
Bid Security Declaration	To be submitted as per format at **Annexure-7**
Security Deposit (SD) प्रतिभूति	5% of Work Order Value (inclusive of GST)
Liquidated Damages परिनिर्धारित नुकसान	0.5 % per week, Max 5% of unexecuted job
Billing Frequency बिल करने की अवधी	On Completion of job

Note: - If any vendor other than **M/s. Indian Institute of Technology Kharagpur** participates in this tender, then their offer will be **Rejected** outright.

ARTICLE 3 अनुछेद-3: ANNEXURES ENCLOSED FORMING PART OF THIS e-TENDER ई-निविदा अंतर्गत संलगित परिछेद:

ANNEXURES	DOCUMENT DESCRIPTION
Annexure 1 संलग्नक-**1**	Statement of Technical Requirement (SOTR) **(attached with NIT)**
Annexure 2 संलग्नक-2	Acceptance format (matrix) of SOTR **(attached with NIT)**
Annexure 3 संलग्नक-3	Technical offer **(attached with NIT)**
Annexure 4 संलग्नक-4	Acceptance format (matrix) of NIT / STAC **(attached with NIT)**
Annexure 5 संलग्नक-5	Commercial offer **(attached with NIT)**
Annexure 6A & 6B संलग्नक-6A & 6B	Price bid **(attached with NIT)**
Annexure 7 संलग्नक-7	Format for Bid Security Declaration **(attached with NIT)**
Annexure 8 संलग्नक-8	GRSE Standard Terms and Conditions (STAC) (please refer www.grse.in→Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 9 संलग्नक-9	Fire & Safety Guidelines (please refer www.grse.in→Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 10 संलग्नक-10	Special condition of contract (please refer www.grse.in→Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 11 संलग्नक-11	Contractors Responsibility (please refer www.grse.in→Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 12 संलग्नक-12	General Requirement (please refer www.grse.in→Tender→Enclosures Related to tenders of Sub-Contracting Activities)

Annexure 13 संलग्नक-13	PF, ESI declaration form (please refer **www.grse.in**→Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 14 संलग्नक-14	Format for – Bank Guarantee Format for SD (please refer **www.grse.in**→Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 15 संलग्नक-15	Format for - Insurance Surety Bond for Security Deposit **(attached with NIT)**
Annexure 16 संलग्नक-16	Check List of Statutory Responsibility of Contractor and Principal employer **(attached with NIT)**

ARTICLE 4 अनुछेद-4: DOCUMENTS TO BE SUBMITTED WITH TECHNICAL BID:

Self-Attested documents are to be submitted with Part I of bid	
1	Valid MSE/NSIC certificate (if any)
2	Bid Security Declaration as per format at **Annexure 7**
3	Tender Fee
4	Technical Acceptance Format as attached with NIT
5	Commercial Acceptance Format as attached with NIT
6	Signed and Stamped NIT document

Note: In case of non-submission of documents as mentioned above, the bidder may liable to be considered as disqualified.

ARTICLE 5 अनुछेद-5: DOCUMENTS IN PHYSICAL FORM TO SUBMIT वास्तविक प्रपत्र जो जमा करने हैं:

PHYSICAL SUBMISSION		
1	**Tender Fee Instrument**	Within 03 days from opening of Part I bid
NOTE:	If instruments submitted through demand draft, the same to be drawn in favour of:	GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED
	The demand drafts should be payable at	Kolkata

ARTICLE 6 अनुछेद-6: JOB EXECUTION SCHEDULE कार्य निष्पादन सूची

(A)Mobilisation Period लामबंदी अवधी- 07 days from the date of placement of LOA/Purchase Order will be given for commencement of work**.**

(B)Job Starting Date कार्य आरम्भ तिथी - The job has to be commenced immediately after mobilisation as per instruction of YM dept.

(C)Job Completion date कार्य समाप्ती तिथी– The job completion schedule is tabulated below:

Sl. No.	Activity	Schedule
1	Team mobilisation by consultant	D + 1 week
2	Study, Survey & Field Investigations, Health Audit	D + 3 weeks
3	Submission of DPR to GRSE	D + 2.5 months
4	Approval of DPR by GRSE	D + 3 months
5	Submission of Detailed Design & Drawing, SOTR, BOQ	D+ 6 months

Note: "D" means the day of placement of purchase order/LOA/LOI, whichever is earlier.

(D) Place of Work - Damodar Slipway, KPDD, Khidirpur.

ARTICLE 7 अनुछेद-7: JOB EXECUTION कार्य निष्पादन -
Job is to be carried out strictly as per **SOTR** (SOTR No: **YM/DN/DSW-KPDD/CON/2/2026 Dated Nil)** at **Annexure 1**, Drawings, GRSE requirement and in case of doubt, instructions of HOD of YM dept. / AGM (YM) / their nominated representative are to be followed.

ARTICLE 8 अनुछेद-8: GUARANTEE & WARRANTY गारंटी एवं वारंटी – Not Applicable.

ARTICLE 9 अनुछेद-9: PRICE मूल्य –

Price quoted will be firm and fixed for the entire contract period till completion of work awarded during valid contract period. Price is to be quoted considering all Taxes & duties except GST. GST is to be indicated separately in the Price Bid and will be paid extra as per ruling rate. No escalation whatsoever will be considered under any circumstances within the valid tenure of contract.

ARTICLE 10 अनुछेद - 10: ESCALATION मूल्य वृद्धी: Not Applicable.

ARTICLE 11 अनुछेद- 11: UNREASONABLE QUOTES अतर्कसंगत भाव: Not Applicable.

ARTICLE 12 अनुछेद -12: OFFER VALIDITY प्रस्ताव की वैध्यता-
Offer should be valid for **90 days** from the date of opening of Part-I bid i.e. Techno-commercial bid. Under exceptional circumstances GRSE may request for extension of price validity, beyond **90 days** against valid reason.

ARTICLE 13 अनुछेद-13**: CONDITIONAL OFFER सशर्त प्रस्ताव -**
Conditional offers w.r.t. this tender shall not be accepted.

ARTICLE 14 अनुछेद-14: DETERMINATION OF L1 एल-1 का चयन -
Not Applicable as the job will be awarded to **M/s. Indian Institute of Technology Kharagpur** only.

ARTICLE 15 अनुछेद-15: BOQ बी ओ क्यु -

BOQ as part of SOTR given in the tender is tentative. It may vary according to actual requirement of job during the period of contract. The Bidder has to execute the required quantity at same Rate, Terms & Conditions. However, the Contractor will be paid based on actual quantity executed as per GRSE certification. Details as per SOTR Clause No. 20 at Annexure -1.
BOQ as per SOTR is given below:

Sl. No.	Description	UOM	Qty
A. Detail Project Report			
1	Detail Project Report (DPR) including Health Audit of the existing Slipway, covered shed & EOT Crane, old buildings & shed etc. as mentioned in SOTR Cl. No. 5/d and related NDT	LS	1
B. Field Investigation, Survey and other Study Reports			
1	Site &Topography survey	Sqm	4100
2	Marine boreholes up to 30 m CD	No	03
3	Landside boreholes up to – 30 m CD	No	03
4	Bathymetric site survey of river (adjacent to project site) including current data/ river flow data & related hydrographical data.	LS	1
5	Numerical and mathematical model studies	LS	1
6	Environmental Impact assessment (EIA), Environmental Management Plan (EMP) and all supporting studies/documents required for obtaining environmental clearance	LS	1
C. Detailed Design & Drawings, SOTR & Project Execution Plan			
1	Submission of all Detailed Design & Drawings, SOTR & Project Execution Plan	LS	1

Sl. No.	Description	UOM	Qty
SITE SUPERVISION SERVICES (Optional)			
1	Consultant's Engineer	Day	30

NB: i) UOM = Unit of Measurement, ii) LS = Lum Sum, iii) Sqm = Square Meter, iv) No = Number. Details as per SOTR.

ARTICLE 16 अनुछेद-16: OPENING OF BIDS निविदा खुलना-
Part I (Techno-commercial) bid will be opened on the date declared in NIT. Part II bid will be opened post techno-commercial evaluation by GRSE. Opening date of Price Bid will be intimated accordingly.

ARTICLE 17 अनुछेद-17: MICRO& SMALL ENTERPRISES सूख्ष्म एवं छोटे उद्योग - Not Applicable.

ARTICLE 18 अनुछेद-18: ASSESSMENT OF VENDORS AND DISTRIBUTION OF JOBS TO MULTIPLE BIDDER विक्रेताओं का आंकलन एवं विविध बोली लगाने वालों में कार्य वितरण - Not Applicable as the job will be awarded to **M/s. Indian Institute of Technology Kharagpur.**

ARTICLE 19 अनुछेद-19: ELIGIBILITY CRITERIA पात्रता के मापदंड – Not Applicable.

ARTICLE 20 अनुछेद-20: INSTRUCTION TO THE BIDDERS बिडर हेतु अनुदेश -

1. Before submitting a bid, **M/s. Indian Institute of Technology Kharagpur** expected to examine the Bid Documents carefully, if they desire, may visit the work front, fully inform themselves of existing conditions and limitations including all items described in the Bid Documents. NO consideration will be granted for any alleged misunderstanding or the materials to be furnished, work to be performed or actual considerations to complete all work and comply with conditions specified in the Bid Document.

2. Any qualified deficiency, errors, discrepancies, omissions, ambiguities or conflicts in the Bid Documents, or there be any doubts as to the meaning of a provision or requirement, the same shall immediately brought to notice of GRSE Tendering Dept.in writing, not less than 02 days prior to bid closing date.

3. It is understood that in receiving this bid, GRSE assumes no obligation to enter into a contract for the WORK covered by this bid request. GRSE reserves the right to reject any and all unqualified proposals or waive irregularities therein. GRSE reserves the right to evaluate each and every proposal and accept the whole or any part of the tender and the Tenderer shall be bound to perform the same at the rates quoted.

4. GRSE also reserves the right to reject any or, all bids and accept the bid, which in its opinion, appears to be most advantageous to GRSE. Receipt and review of this Bid Request constitutes an agreement of confidentiality between GRSE and each of the contracting Firms preparing its Bid. GRSE reserves the right to change the form of this request to Bids, or make clarifications thereto, within a reasonable time before date of submission of Bids.

5. Generally, Contractor will assume all safety related responsibility for the site and will furnish and maintain its own safety program for itself and its subcontractors. Contractor are bound to comply with all applicable Environmental, Occupational Health & Safety rules, regulations, procedures and guidelines when performing work in the facility or site.

6. Bidders objecting on any grounds to any bid specification or legal requirements imposed by these bidding documents shall provide written notice to GRSE within 02 calendar days from the day bid document was made available to public. Failure of a bidder to object in the manner set forth in this paragraph shall constitute and irrevocable waiver of any such objection.

7. Job is to be carried out as per SOTR and instruction of the Engineer in-charge /his nominated representative.

8. Any Drawings or technical information attached / provided with this NIT is the Intellectual Property of the Company and will be governed by the specific Acts applicable thereto.

9. Post submission of Tender, such drawings and technical information are to be physically returned. Also, all soft copies are to be destroyed and a self-certification to be submitted during TNC, failing which the processing of bid will not be taken further.

10. Contractors are responsible to clean up the area of work w.r.t. all sort of debris generated on daily basis. If they fail to do so GRSE reserves the right to perform the cleaning activity and charge the contractor with penalty of up to 25%. As a part of National Mission of Swachh Bharat, GRSE has adopted Swachh GRSE and maintaining cleanliness of work area is an essential pre-requisite.

11. Bidder has to declare, in what capacity he is participating in the tender viz PSU, Limited Co, Pvt. Ltd. Co., Sole Proprietorship Organization, Partnership firm, Joint Venture etc. Supporting documents (scanned copy) confirming such status to be attachment to Part I bid.

12. A Bidder is allowed to submit only one Bid under any capacity / status.

13. Difficulty in submitting the bid:
    a. Any query/difficulty in understanding of SOTR or other technical Terms may be got clarified from **Mr. Tanay Saha, AGM (YM)/ Main Unit, Mobile No. +91 76030 39445, e-mail:** Saha.Tanay@grse.co.in

    b. Any query/difficulty in understanding of Commercial Terms may be got clarified from and **Mr. Ashim Kumar Dey, SM (Contract)/ 61 Park Unit, Mobile No. 75960 23717, e-mail:** Dey.Ashimkumar@grse.co.in prior to submission of offer.

14. **E-mail Address for communicationसंचार हेतू ई. मेल पता:** Vendor to provide e-mail address to enable faster communication.

15. AMENDMENT OF TENDER DOCUMENT

    i. Before the deadline for submission of the tender, the Tender Document may be modified by GRSE Ltd. by issue of addendum/corrigendum.

    ii. Addendum/corrigendum, if any, shall become a part of the tender document.

    iii. To give **M/s. Indian Institute of Technology, Kharagpur** reasonable time to consider the addendum/ corrigendum into account in preparing their tenders, extension of the deadline for submission of tenders may be given as considered necessary by GRSE.

ARTICLE 21 अनुछेद-21: BID REJECTION CRITERIA बिड अस्वीकृति के मापदंड –

Following bid rejection criteria may render the bids liable for rejection:

1. **M/s. Indian Institute of Technology Kharagpur** failure to furnish sufficient or complete details for evaluation of the bids within the given period which may range in between two to three weeks depending on the deficiencies noticed in the drawings / technical data which shall not however conflict with validity period.

2. Incomplete / misleading / ambiguous bid in the considered opinion of the Technical Negotiation Committee (TNC)/ Commercial Negotiation Committee (CNC) of GRSE.

3. Bid with technical requirements and/or terms not acceptable to GRSE / Customers / External agency nominated, as applicable.

4. Bid received without qualification documents, where required as per the Tender.

5. Bid not meeting the pre-qualification parameters / criteria stipulated in the Tender Enquiry.

6. Bid with validity expiry date shorter than that specified in the Tender Enquiry.

7. **M/s. Indian Institute of Technology Kharagpur** not agreed for the fixed price till the validity of the tender or have quoted the variable price.

8. **M/s. Indian Institute of Technology Kharagpur** not agreeing for furnishing of the required Security Deposit (SD).

9. **M/s. Indian Institute of Technology Kharagpur** submitted false/incorrect documents etc.

10. **M/s. Indian Institute of Technology Kharagpur** submitted **PRICE** along with Techno-Commercial Bid (Part-I).

ARTICLE 22 अनुछेद-22: POST AWARD APLLICABLE CLAUSES ठेका जारी करनेके पश्चात लागू उपधारा -

A. Security Depositप्रतिभूति जमा -

Interest free refundable security deposit of **5%** of individual work order value (inclusive of GST) is to be deposited in the form of Pay Orders/D.Ds/Insurance Surety Bond/Bank Guarantee. Details as per GRSE STAC.

B. Work Done Certificate (W.D.C.) कार्य पूर्ति प्रमाण-पत्र (डबल्यू.डी.सी)-

Work done certificate to be submitted through OBPS portal. WDC to be certified by AGM(YM)/other nominated Officers from YM Dept. based on the acceptance report as applicable. W.D.C. is to include whether work has been completed as per delivery schedule or with delay [in days/weeks specified therein]. Any recovery towards usage of GRSE resources is also to be indicated. WDC will be issued as per the stages indicated in payment terms

C. Payment Terms भुगतान की शर्तें:

i. The Stage wise certified bill amount (with full GST) against actual work done will be paid on completion of job within 30 days of receipt of bill duly certified by Bill Certifying Authority supported with certified Work Done Certificate (WDC). Recoverable from contractor, if any, is to be adjusted from the payment as per certification of Bill Certifying Authority. Moreover, release of payment is subject to clearance of ESI / P.F and other labour oriented mandatory liabilities of the Contractor if work is undertaken inside GRSE premises and if the job is undertaken outside GRSE premises clearance of ESI / P.F and other labour oriented mandatory liabilities of the Contractor is not applicable for release of payment.

ii. Stages of payment are tabulated below:

Stage 1

A. Submission of DPR including all respective Technical Data

Sl. No.	Job Description	Percentage (%)
1	Submission of DPR	40%
2	Approval of DPR	60%

B. Field Investigation, Survey and other Study Reports

100% bill amount with full GST will be paid on actual executed quantity basis within 30 days of receipt of bill duly certified by bill certifying authority & supported with satisfactory Work Done Certificate duly certified by WDC certifying Authority. Moreover, release of payment is subject to clearance of ESI / P.F and other labour oriented mandatory liabilities of the Contractor if work is undertaken inside GRSE premises and if the job is undertaken outside GRSE premises clearance of ESI / P.F and other labour oriented mandatory liabilities of the Contractor is not applicable for release of payment.

Stage 2

C. Submission of all Detailed Design & Drawings, SOTR, BOQ & Project Execution Plan

Sl. No.	Job Description	Percentage (%)
1	Submission of Detailed Designs and Drawings	40%
2	Approval of Detailed Designs and Drawings	40%
3	Submission & approval of Detailed SOTR & PEP	20%

Stage 3

D. Site Supervision Services

The 100% bill amount with full GST will be paid on actual Man-Day basis within 30 days of receipt of bill duly certified by bill certifying authority & supported with satisfactory Work Done Certificate duly certified by WDC certifying Authority. Moreover, release of payment is subject to clearance of ESI / P.F and other labour oriented mandatory liabilities of the Contractor if work is undertaken inside GRSE premises and if the job is undertaken outside GRSE premises clearance of ESI / P.F and other labour oriented mandatory liabilities of the Contractor is not applicable for release of payment.

iii. Payment will be made on actual certification basis.

iv. Bill Certifying Authority: AGM (YM) or his nominated Officer.

v. Bill Submission: Payment to be made as per payment terms as stated above through ECS/NEFT within 30 days against online submission of GST e-invoice through OBPS portal with work done / completion certificate or training completion certificate duly certified by GRSE/WOT/SS (whichever is applicable) for the respective services and subject to compliance of labour laws and statutory dues where ever applicable

Note:

(i) All Vendors having turnover above Rs. 5 Crore have to mandatorily submit Invoice.

(ii) All Vendors having turnover below Rs. 5 Crore are also to submit E-Invoice/digitally signed invoice. (Vendors having turnover under Rs. 5 Crore have option to created E-Invoice).

(iii) Invoice in hard copy is not desirable.

(iv) Gate in entry date will be treated as gate stamped date.

(v) Work Done/Completion certifying authority must be at least at the level of Dy. Manager.

D. Liquidated Damages निर्णीत हर्जाना **-** The vendor will be liable to pay minimum Liquidated Damages @ ½ % per week or part thereof on the undelivered work subject to a maximum of 5 % of the value of the order for delayed part. The amount of L.D. may be adjusted or set-off against any sum payable to the Contractor under this Contract.

E. Risk Purchase: - जोखिम खरीद -

In case the progress of work is not satisfactory and the contractor fails to maintain the schedule, GRSE reserves the right to get the work done by alternative source at the risk and cost of sub-contractor.

GRSE shall be at liberty to purchase/obtain the service from the alternative source as it deems fit, to make good such default and or in the event of the contract being terminated, the balance of the remaining service to be delivered there under. Any excess over the job price / service rates, paid and incurred by GRSE, as the case may be, over the contract price shall be recoverable from the firm. To make good the recoverable excess amount paid, GRSE shall be at liberty to invoke Bank Guarantee and/or with other available dues of the firm.

F. Damage of Materials/ Equipment: - The Subcontractor will ensure that **NO Damage** is caused to the Materials, Equipment's or any other property of GRSE during execution of the work due to negligence and/ or any reason whatsoever by the subcontractor. The cost of damage will be suitably recovered from Subcontractor's Bill.

G. Fire & Safety Precautions (for working inside GRSE): -

The Vendor/Contractor shall abide by the Safety regulations/rules of the GRSE as detailed in Fire & Safety Guidelines (please refer www.grse.in). The Vendor/Contractor should take all safety precautions and provide adequate supervision & control for their workmen in order to carry out the job safely. In case of any violation of safety precaution and non-usage of safety equipment, Contractor shall be liable for a penalty which is detailed in Fire and Safety Guidelines (please refer www.grse.in). Penalty amount depends on the type and frequency of violation mentioned in the safety guideline and the same will be deducted from the defaulter's bill.

H. Mandatory use of ISI marked PPE by Contractor Employees (for working inside GRSE): - The Contractor shall ensure the use of ISI marked PPE by their engaged Employees. An indicative list of ISI marked Personal Protective Equipment, is appended below for mandatory compliance by the vendors without any deviation:

LIST OF PPES

Sl. No.	Name of PPE	Standard
(a)	Safety Helmet	IS: 2925 / EN 397.
(b)	Safety Footwear	IS 15298 / EN ISO 20345
(c)	Safety Goggles	ANSI Z87.1 / EN166.
(d)	Ear Plug	IS: 9167/ EN 352
(e)	Hand Gloves	(i) IS 4770 for electrical work (ii) EN 420 for general requirement (iii) EN 388 for mechanical hazard (iv) IS:6994 / EN 407 for heat applications (gas cutting / welding).
(f)	Welding Fume Respirator & Dust mask	IS: 9473 / EN: 149
(g)	Double lanyard Safety Belt & harness, automatic fall arrestor	IS: 3521
(h)	Cotton Boiler Suit Cloth	IS: 177 - 1989 (Amended up to date), Variety 3

Note: Apart from the above-mentioned PPE, vendors may consider any other type of standardized PPE as per job requirement, in consultation with GRSE Safety Department.

I. **Contractor's Safety Personnel (संविदाकार के बचाव कर्मचारी) (for working inside GRSE)**: -
One fully specialist and certified Safety Personnel has to be posted at the site during progress of work. The responsibility of the safety personnel is to supervise and monitor the site safety obligations of all work places and to comply all laid down Fire & Safety Rules of GRSE. He also ensures all workmen working under the sub-contractor at site are made aware of and comply with all the safety norms.

ARTICLE 23 अनुछेद 23: PRE-BID MEETING बोलीपूर्व बैठक -

A pre-bid meeting will be held on **17.07.2026** at **11:00 Hrs.** to discuss the detail scope of work of the tender. Venue / Meeting Link (in case of VC) for participating in the meeting will be sent subsequently. Bidder should share their pre-bid queries through mail and inform the following contact person 48 hours prior to the pre bid meeting:

(i) Mr. Tanay Saha, AGM (YM)/ Main Unit, Mobile No. +91 76030 39445, e-mail: Saha.Tanay@grse.co.in
(ii) Ms Snigdha Aich, AM (YM)/ Main Unit, Mobile No. +91 95648 89456, email: Aich.Snigdha@grse.co.in

ARTICLE 24 अनुछेद 24: STATUTORY RESPONSIBILITY OF CONTRACTOR DEPLOYING THEIR WORKMEN INSIDE GRSE PREMISES – AS PER ANNEXURE- 17.

ARTICLE 25 अनुछेद 25: SUBMISSION OF BIDबिड की पेशी –

1. Bids are to be submitted in two separate sealed envelopes
(i) Technical commercial offer (Part-I Bid) in duplicate
(ii) Price Offer only in original (Part-II Bid).

Both the sealed envelopes should be put in the third envelope and the third envelope should be sealed. Enquiry No./ Date, Due Date and Title should be superscripted on all the envelopes and to be submitted to:

Mr. Ashim Kumar Dey
SM (Contract), Contract Cell
Garden Reach Shipbuilders & Engineers Limited
61 Park Unit, 61, Garden Reach Road, Kolkata – 700 024
Mobile: +91 75960 23717
Mail Id: Dey.Ashimkumar@grse.co.in

2. Last date of submission of Bid / Date of opening of bid is indicated in Tender Document. Tender is liable to be rejected if all the requisite documents are not enclosed with the Part I, Techno-Commercial offer.

3. Date of opening of Part II offer i.e. Price Bid will be notified in due course after conclusion of TNC/CNC meetings and acceptance of Techno-Commercial offer. **M/s. Indian Institute of Technology Kharagpur** is requested to depute their authorized representative during opening of Price bids as per schedule promulgated.

4. GRSE reserves the right to accept / reject any Tender in full or in part without assigning any reason.

Ashim Kumar Dey
SM (Contract), Contract Cell
Garden Reach Shipbuilders & Engineers Limited
61 Park Unit, 61, Garden Reach Road, Kolkata – 700 024
Mobile: +91 75960 23717
Mail Id: Dey.Ashimkumar@grse.co.in

GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED

Kolkata-700024

Annexure-1

CONSULTANCY SERVICES FOR PROJECT REPORT – BROWNFIELD CAPACITY EXPANSION OF DAMODAR SLIPWAY, KPDD, KHIDIRPUR

STATEMENT OF TECHNICAL REQUIREMENTS (SOTR)

Garden Reach Shipbuilders & Engineers Ltd
Main Yard
43/46 Garden Reach Road
Kolkata - 700024, INDIA

	CONSULTANCY SERVICES FOR PROJECT REPORT – BROWNFIELD CAPACITY EXPANSION OF DAMODAR SLIPWAY, KPDD	SOTR No. ***YM/DN/DSW-KPDD/CON/2 / 2026*** Sheet: 2 of 11
Yard No.: NA Group : YM		Rev: 01
Inspection: GRSE YM Dept	Prepared by: Debojit Nandi	Checked by: Tanay Saha, AGM(YM) Concurred by:

STATEMENT OF TECHNICAL REQUIREMENT (SOTR) AND SPECIAL TERMS & CONDITIONS

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ANNEXURE- A. 11

1 BACKGROUND INFORMATION.

(a) Garden Reach Shipbuilders and Engineers Ltd (GRSE) is a Defence Public Sector Undertakings (DPSU) under the administrative control of the Department of Defence Production (DDP), Ministry of Defence (MoD), Government of India and a Schedule "A" and Mini-Ratna Category-I company with the considerable experience and expertise in Shipbuilding/Ship Repair/ Bailey Bridge in commercial, defence and offshore segments in India and abroad.

(b) The company has operations in two major divisions – a) Shipbuilding and Ship repair and b) Engineering. The key products include Frigates, ASW Corvettes, Missile Corvettes, Fleet Replenishment Tankers, Landing Ship-Tanks, Landing Craft-Utility, Survey Vessels, Offshore Patrol Vessels, Fast Attack Crafts, Inshore Patrol Vessels, Fast Patrol Vessel, Hovercrafts and Pre-Fabricated Bailey type & Modular Steel Bridges. GRSE has various manufacturing units in & around Kolkata and primarily shipbuilding activity is undertaken at Main, FOJ & RBD Units of GRSE having Dry Dock, Building Berth, Slipway, Jetties along with other production support facilities.

(c) **Address/ Telephone/ Fax No. of GRSE Registered Office:**
Garden Reach Shipbuilders and Engineers Ltd.
GRSE Bhavan, 61, Garden Reach Road, Kolkata-700024, India
Website: www.grse.in

(d) **Metrological & Tidal data:**
Metrological data can be referred from the website https://mausam.imd.gov.in and tidal data relevant data of River will be available from SMPK.

2 PRIMARY OBJECTIVES FOR CONSULTANCY SERVICE .

(a) An open land of about 1 acre along with an old covered Slipway, old workshop/building and waterfront of approx. 25m at Damodar Slipway, KPDD has been acquired from SMPK (Syama Prasad Mookerjee Port, Kolkata) for brownfield capacity expansion of GRSE. The above well-formed land, abutting Hooghly River is accessible by road. Site address: GRSE Damodar Slipway, Watgunj Kolkata-700023.

(b) As a part of brownfield capacity expansion of GRSE for undertaking shipbuilding & ship repair of medium to smaller vessels, developing the aforesaid acquired land & old facilities at Damodar Slipway, KPDD is planned by GRSE.

(c) GRSE therefore seeks consultancy services for preparation of Project Report (DPR) in order to have a techno-commercially feasible & effective scheme for proposed upgradation/capacity expansion.

(d) GRSE primarily plans to rejuvenate cum restore the existing Slipway, existing structural shed & EOT crane covering the Slipway, restoration of old workshop/building including dismantling of dilapidated building, protection of shoreline for better utility,

besides development of other allied facilities for effective utilisation of the land, which will be finalised in DPR.

(e) The DPR with detailed scheme of proposed facilities will facilitate GRSE for implementing the proposed upgradation.

3 DRAWINGS & DOCUMENTS.

Plot plan & layout of the existing old facilities is attached at **Annexure-A** for reference**.**

4 GENERAL REQUIREMENTS & DESCRIPTION OF WORKS.

(a) This set of technical requirement provides a general guideline for successful implementation of the job under the scope of this tender.

(b) The selected consultant shall engage appropriate Expert/Specialist for carrying out the job as per the requirement under this tender.

(c) Keeping in view of the above primary objectives, scope of consultancy services shall be in the following stages: -

(i) **Stage-1:**
   A. Study and Project Report (DPR)
   B. Field Investigation, Survey and other Study Reports
(ii) **Stage-2: Preparation of Detailed Design & Drawing, SOTR, BOQ etc.**
(iii) **Stage-3: Site Supervision Services** (PO will be issued separately later)

5 SCOPE OF SERVICES: Broad scope of consultancy services includes following**:**

Satge-1: Study and Project Report (DPR)

a) Interaction with the key officials of GRSE to deliberate more elaborately about their views/ preferences about the project plan in achieving the objectives of GRSE.

b) Consultant shall visit the site (Damodar Slipway, KPDD) for assess/ examine site conditions, old existing facilities, related features/parameters, river, adjacent areas of the site etc. and analyse the data for preparing DPR. Consultant shall also collect necessary data about infrastructure, services, utilities and other details as necessary for preparing DPR. If necessary, the Consultant to carry out detail survey/topography, geotechnical investigations etc.

c) Study & review the proposed facilities/upgradation given below as preliminarily contemplated by GRSE. Consultant may provide alternatives or modify the above to arrive at the effective techno-commercial feasible scheme and detailing the same in DPR accordingly.

(i) Rejuvenate/ restore/ upgradation of existing Slipway (~ 76m long by 15 m wide)
(ii) Positioning of new lock gate for existing Slipway as feasible.

(iv) Retrofitting/strengthening of existing covered shed of slipway
(iv) Feasibility assessment for refurbishment & augmentation of existing EOT crane to 20-ton capacity
(v) Concrete Hardstand & Roads
(vi) Refurbishment/restoration of old Building/Shed for uncovered areas (based on health Assessment)
(vii) Demolition of old dilapidated building/unsafe buildings.
(viii) Protection & development of shoreline for better utility
(ix) Utilities & Services for shipbuilding/ship repair.
(x) Other allied facilities as evolved in DPR

d) Study, survey & Health Audit of the existing Slipway, covered shed & EOT Crane, old buildings & shed etc. Detail structural analysis of the above facilities identifying the deficiencies including improvements, recommending type of repair/retrofit/strengthening/demolition work with technical analysis/justifications, estimated cost, Cost-benefit analysis, expected service life etc primarily for the purpose of following: -

(i) Fitness & restoration of Slipway to facilitate construction & launching of vessel including extension of slipway as per feasibility. Slipway floor loading may be considered as 10 ton/sqm.

(ii) Refurbishment & augmentation of existing EOT crane to 20 Ton capacity

(iii) Retrofitting/strengthening of Structural Shed for safe operation of augmented EOT crane of 20 Ton capacity

(iv) Study for new Lock Gate arrangement of the Slipway (gate not existing) to prevent inundation of water during high tide.

(v) Protection & development of shoreline for utilising as berthing facility for smaller vessel

(vi) Retrofitting cum restoration of old building/shed including dismantling of dilapidated/unsafe (repair beyond economy) building.

e) Necessary drawings/scheme for the recommended upgradation/refurbishment/restoration work and also for the proposed new facilities. Sequence and methodology of upgradation/retrofitting/strengthening, safety plan, technical aspects and other improvements/upgradation for satisfactory operation of brownfield capacity expansion.

f) Studying maximum capacity of EOT crane to be augmented with feasibility of lifting the proposed new lock gate.

g) In addition to EOT crane, material handling arrangement by mobile crane will be necessary for ship construction and DPR shall suitably address the same.

h) Taking into consideration of the above study/survey/review & finalised emerged data, structural diagnosis of Slipway, covered shed with EOT crane, old building/shed etc and other related factors, submission of Detailed Project Report (DPR) encompassing necessary technical details along with recommended final techno-commercial feasible scheme.

i) DPR shall include comprehensive layout/GA, basic design & drawings, design criteria/basis, technical parameters/specification of the facilities, improvement/upgradation recommended by the Consultant, detail block cost estimate, IRR, methodology/sequence for project execution, project schedule, other project details for finalisation of development scheme of the land to meet the aforesaid primary objectives of GRSE.

j) DPR shall include Environmental Impact assessment (EIA) and all supporting studies/documents required for obtaining environmental clearance.

k) DPR shall be prepared in accordance with Annexure-I of "Guidelines for Brownfield Capacity Expansion under Shipbuilding Development Scheme (SbDS)" dated 26 Dec 25 issued by the Govt. of India for availing capital assistance from the Govt. by GRSE. GRSE would be submitting the DPR to the "Implementing Agency (IA)" for shipbuilding Development Scheme. Any comments of the IA upon scrutiny of the DPR would have to suitably addressed by the Consultant

l) Discussions on DPR issues including presentation to higher authority of GRSE and incorporate the modifications emerging out of the discussions and finalise the DPR.

m) Consultant shall submit 3 hard copies of Final DPR in addition to soft copies.

n) All costs towards visit to GRSE by the Consultants team for site visit/meeting shall be borne by the Consultant.

Satge-2: Preparation of Detailed Design & Drawing, SOTR, BOQ etc.

o) On acceptance of the final DPR by GRSE, the Consultant shall commence Detail Design & Engineering as per the finalised development scheme for implementation of the project.

p) Detail Design & Drawings in accordance with applicable latest BIS and best engineering practices, taking into consideration of all applicable loads, tidal factors & environmental factors. All necessary structural, civil & electro-mechanical drawings with due detailing shall be prepared for smooth execution of work. Design & drawing shall also take care of site requirements. Preparation of modified drawings after discussion with GRSE if necessary. Finally, detail construction/working drawings duly marked as "Good for Construction" pertaining to the entire work shall be issued by the Consultant.

q) Preparation of detail Cost Estimate (item wise Cost Estimate) for the entire work, which should be comprehensive and cover all necessary items for satisfactory execution. The same should be based on standard Schedule of Rates of local bodies like Central Public Works Department (CPWD), MORTH (Ministry of Roads Transport & Highways Specification), Public Works Department (PWD) as applicable.

r) Preparation of SOTR (statement of technical requirements) for execution of the project in accordance with applicable BIS and best engineering practices, which will be finalised in consultation with GRSE. SOTR shall cover detail scope of entire work including allied jobs, technical parameters & specifications, recommend makes for major bought out items, QAP, time schedule, applicable relevant Standards, Safety, BOQ, working/construction drawings & other relevant terms.

s) Consultant shall submit all drawings, design & documents in soft copies (both pdf & editable version) and also 02 hard copies after finalisation.

t) The Consultant shall ensure that the specification, design and documentation relating to procurement of goods and services for the project are prepared impartially.

u) The Consultant will provide the list of recommended capable/ experienced firms for execution of the work.

v) After tendering, GRSE will seek technical clarification (as queried by the bidders during pre-bid & TNC meetings) from the Consultant, which shall be responded in time bound manner.

w) During construction stage, the Consultant shall provide clarification on design/ drawing and provide modification drawing, if required

x) The Consultant shall fully cooperate/assist by providing technical clarification/sharing project data with GRSE or any agency (authorized by GRSE) as necessary during execution stage without claiming any extra cost.

STAGE-3: Site Supervision Services. (PO will be issued separately later)

y) During execution of work, the Consultants will deploy their experts/competent experienced engineers at the Site as per work requirements, which will be communicated by GRSE in advance.

z) The services of Consultant's Engineer at site will be required about 30 (thirty) site visits i.e. 30 man-days with variation up to 50% as per site requirements. The deployment of experts/ competent experienced engineers at site will be primarily for technical & safety guidance, resolving technical dispute at site, certification of specific construction work, additional drawings/details to the Contractor for smooth execution of work etc.

aa) The Consultant shall ensure deployment of appropriate expert/capable experienced engineer as per site requirement to facilitate work execution. Site visit to GRSE means, that the deployed person shall be available in GRSE for full day as per normal working hours of GRSE and shall coordinate with the GRSE Engineer for accomplishment of the assigned job.

6 OTHER GENERAL REQUIREMENTS.

a) The consultant shall abide by prevailing rules & regulations for entry of their engineer, supervisor etc., working inside GRSE premises including working in extended hours/holidays and also entry/exit of their equipment & tools.

b) GRSE being a secure defence establishment, Consultant personnel are allowed to enter GRSE with due permission as per prevailing procedures.

c) The consultant shall adopt all precautionary safety measures adhering to prevailing safety rules & regulations & in consultation with GRSE Safety Dept. while working at GRSE. The consultant shall take all necessary work permit from concern Departments of GRSE (i.e. Safety, Fire etc.) as applicable in line with prevailing rules in GRSE. (Refer Clause No -7 Health and Safety of this SOTR for detail safety requirement). The consultant shall provide & ensure use of ISI marked Industrial Safety Shoes, Safety Helmets & other necessary Personal Protective Equipment (PPEs) depending upon the nature of job while at work.

d) Before quoting, the Tenderer shall carry out site visits to know the site conditions / situations and full implications of the assignment. This will also help him in proper assessment of the work. Failure to do so will not absolve the consultant of his responsibility to carry out the work as specified in the Tender Documents. The cost of visiting the site shall be borne by the Tenderer and shall be at his own responsibility and risk.

e) Being a consultancy job and the major portion of the work, including structural analysis and assessment, will be carried out outside the GRSE premises by highly qualified technical experts and professors of IIT , hence considering the limited manpower deployment within the GRSE premises and the predominantly off-site nature of the work, the ESI/PF documents may be waived for this job.

7 DOCUMENTS PREPARED BY THE CONSULTANT TO BE THE PROPERTY OF GRSE.

All plans, drawings, specifications, designs, reports and other documents prepared by the consultants in performing the services shall become and remain the exclusive property of GRSE, and the consultants shall, not later than upon termination or expiration of this contract, deliver all such documents to GRSE, together with a detailed inventory thereof. The consultants shall not use the said documents for purposes unrelated to this contract in any manner whatsoever.

8 CONFIDENTIALITY OF INFORMATION.

All information disclosed by GRSE to the bidders and/or all deliberations so held with the bidders and the project reports etc that may be prepared by the successful bidder post award of contract shall be treated as confidential information of GRSE and shall not be disclosed or divulged or used by the bidders to/for any third party.

9 STANDARD OF PERFORMANCE BY THE CONSULTANT.

The Consultant shall carry out consulting engineering services in conformity with generally accepted norms and sound engineering standards with due diligence, efficiency and economy, in accordance with accepted design standards (BIS etc) and practices used in the construction industry. The Consultant shall always act, in respect of any matter relating to this to the services, as faithful advisers to GRSE, and shall at all times support and safeguard GRSE’s legitimate interests in any dealings with or third parties.

10 CONSULTANT TO COMMENCE WORK.

The Consultant shall mobilize and commence the work on site on the Commencement Date stated in the LOA/PO. The Consultant shall then proceed with the work expeditiously adhering to the agreed contractual time schedule.

11 SITE CONSULTATIONS.

The work shall be carried out in consultation with the Yard Modernisation Department of GRSE headed by Addl. General Manager (YM) or other officers as nominated by him.

12 LIST OF BOQ ITEMS.

List of BOQ items considered under the scope of this tender (Stage-1 & 2) is attached in **Appendix-1** and BOQ item for Stage -3 is attached in **Appendix-2.** However, tenderer may point out any discrepancy or inclusion of any new BOQ item in the Pre-bid queries.

13 AWARD OF WORK.

Work is awarded to the bidder for Stage-1 & 2 with established rate as per the BOQ items in Appendix-1 . Rate quoted for Site Supervision Services (Stage-3) is indicative for PMC service (As per the Attached format in Appendix-2) and the PO will be issued separately.

14 COMPLETION PERIOD.

The completion period [from Start Date (D) i.e. Date of LoI / PO whichever is earlier] of the job under this tender shall be as under: -

(a)	Team mobilisation by Consultant:	D + 1 week
(b)	Study, Survey & Field Investigations, Health Audit	D + 3 weeks
(c)	Submission of DPR to GRSE	D + 2.5 months
(d)	Approval of DPR by GRSE	D + 3 months
(e)	Submission of Detailed Design & Drawing, SOTR, BOQ	D + 6 months

15 PAYMENT SCHEDULE.

SL	Payment schedule	% Payable	Cumulative %
STAGE 1			
A. Submission of DPR including all respective Technical Data			
1.	Submission of DPR	40	40
2.	Approval of DPR	60	100
B. Field Investigation, Survey and other Study Reports			
Payment against Sl.B(Field Investigation, Survey and other Study Reports) of BOQ will be made on each individual activity as per actual executed quantity			
STAGE 2			

C. Submission of all Detailed Design & Drawings, SOTR, BOQ & Project Execution Plan			
1.	Submission of Detailed Designs and Drawings	40	40
2.	Approval of Detailed Designs and Drawings	40	80
3.	Submission & approval of Detailed SOTR & PEP	20	100
STAGE 3			
1	Payment shall be made on the actual Man-Day basis. Consultant shall take prior approval for deputing the officers for Site Supervision/Visit during construction stage.	Consultant to indicate the man-day rate (Price format enclosed in Appendix-2)	

16 WDC & BILL CERTIFYING AUTHORITY.

Yard Modernisation Department of GRSE headed by Addl. General Manager (YM), with other officers as nominated by him.

17 GUARANTEE & WARRANTY.

Not applicable

18 CONTRACT CLOSURE TIME.

The Contract Closure Time will be 24 Months from the date of issuance of LOA/PO whichever is earlier.

19 APPLICABILITY OF LD.

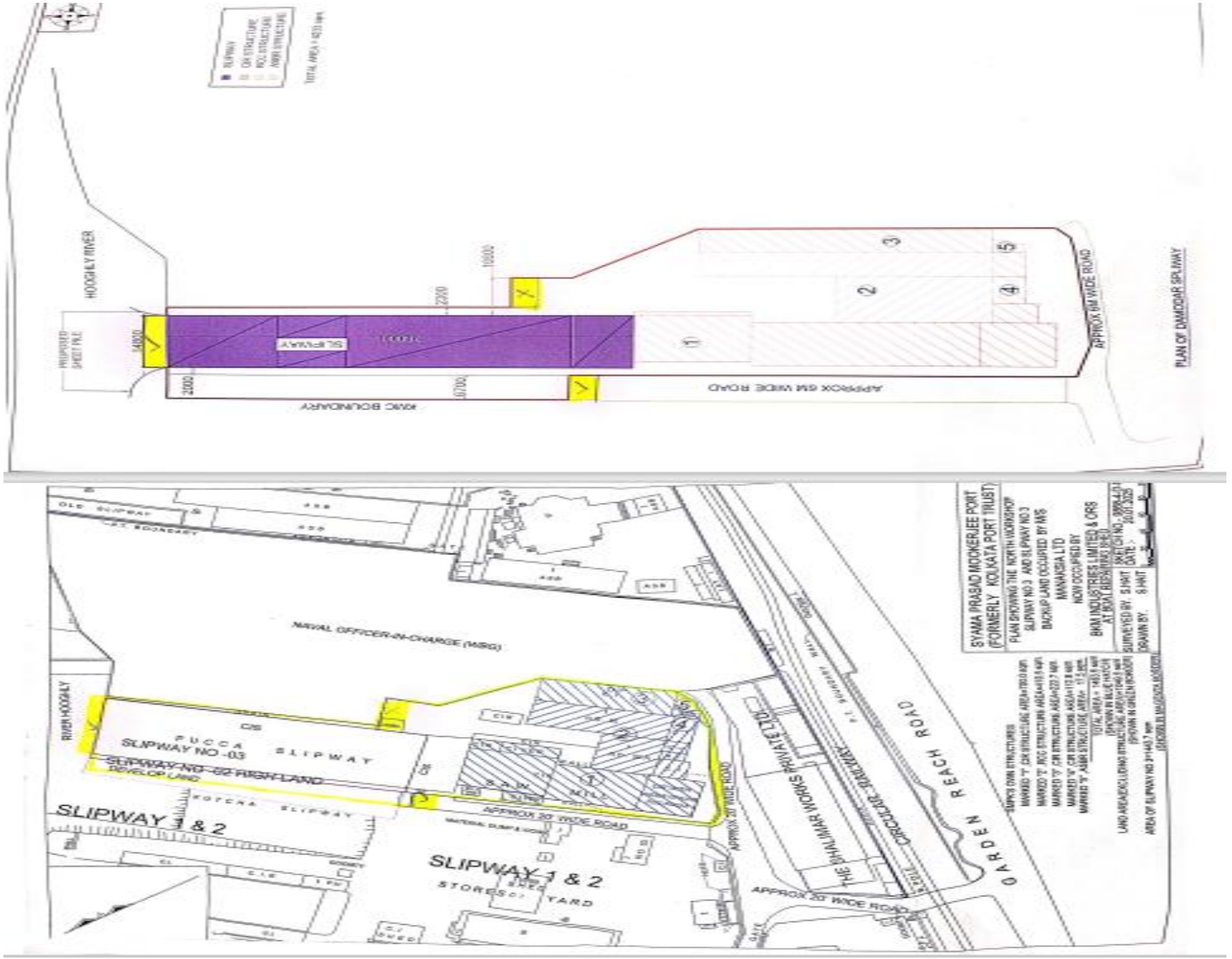
Applicability of LD will be evaluated on the basis of total project duration (06 Months) under this tender not with the contract closer.

20 QUANTITIES IN PRICE SCHEDULE ARE ESTIMATED.

Quantity of various items mentioned in BOQ as part of SOTR given in the tender is tentative. The detail BOQ is attached with the SOTR. Individual item quantity may vary according to actual requirement of job during the tenure of the work/contract at any extent. The Consultant shall assess actual quantity of work based on requirements of GRSE and shall submit updated BOQ incorporating quantity variation to GRSE for review/approval. Variation (upward/downward) in quantity (without any limit) and value shall no way vitiate or invalidate the Contract or be treated as revocation of the Contract, but the value (if any) of all such variations evaluated shall be considered and the Contract Price shall be varied accordingly without any change in agreed rates of Price Schedule/BOQ on account of variation. Due to above quantity variation in individual items, the total Purchase Order Value may vary for successful completion of the job. Necessary amendment of PO will be issued accordingly. Limit on Cost of Variation & Value of contract may vary up to a maximum of 25% of the total Contract Value. This is to be a cumulative total for all variations. The consultant shall give reasonable prior notice to GRSE for any variation which may cause this cumulative limit to be exceeded.

**********END**********

Annexure-A


HOOGHLY RIVER
SLIPWAY
APPROX 6M WIDE ROAD
PLAN OF DAMODAR SPLWAY
NAVAL OFFICER-IN-CHARGE (MBG)
RIVER HOOGHLY
PUCCA SLIPWAY NO -03
SLIPWAY NO -02 HIGH LAND
SLIPWAY 1 & 2
APPROX 30' WIDE ROAD
THE HALDIAR WORKS PRIVATE LTD.
GARDEN REACH ROAD
SYAMA PRASAD MOOKERJEE PORT
(FORMERLY KOLKATA PORT TRUST)
PLAN SHOWING THE NORTH WORKSHOP
SLIPWAY NO 3 AND SLIPWAY NO 3
BACK UP LAND OCCUPIED BY M/S
MANAKSIA LTD
NOW OCCUPIED BY
BKM INDUSTRIES LIMITED & ORS
AT BOAT BRIDGE (R-E-D)

BILL OF QUANTITY

A. Stage-1: Study and Project Report (DPR)

Sl.	Activity	Qty	Unit	Unit Rate	Amount
1	Detail Project Report (DPR) Report including Health Audit of the existing Slipway, covered shed & EOT Crane, old buildings & shed etc. as mentioned in SOTR Cl. No. 5/d and related NDT	1	LS		
Total for **A** in INR					

B. Stage-1: Field Investigation, Survey and other Study Reports

Sl.	Activity	Qty	Unit	Unit Rate	Amount
1	Site &Topography survey	4100	Sqm		
2	Marine boreholes up to 30 m CD	03	No		
3	Landside boreholes up to – 30 m CD	03	No		
4	Bathymetric site survey of river (adjacent to project site) including current data/ river flow data & related hydrographical data.	1	LS		
5	Numerical and mathematical model studies	1	LS		
6	Environmental Impact assessment (EIA), Environmental Management Plan (EMP) and all supporting studies/documents required for obtaining environmental clearance.	1	LS		
Total for **B** ((1) +(2) + (3) +(4) +(5) +(6)) in INR					

C. Stage-2: Detailed Design & Drawings, SOTR & Project Execution Plan

Sl.	Activity	Qty	Unit	Unit Rate	Amount
1	Submission of all Detailed Design & Drawings, SOTR & Project Execution Plan	1	LS		
Total for **C** in INR					
GRAND TOTAL (Without Taxes) for Sl. A, B & C in INR					

GST 18 %	
GST Amount	
Total Amount with Taxes	

APPENDIX-2

PRICE BID FORMATE FOR STAGE -3

STAGE-3					
SITE SUPERVISION SERVICES					
Sl.No.	**Description of Services**	**No. of Day consider (Actual man -day may vary)**	**Unit**	**Rate (Rs.) without GST**	**Amount (Rs.) without GST**
1	Consultant's Engineer	30	Day		
				GRAND TOTAL (without GST)	

Note: All rates are excluding GST

ANNEXURE-7

Form for Bid Security Declaration

Date: DD/MM/YYYY

Bidder's Ref: _____

GeM Tender Ref: _____

To
M/s. Garden Reach Shipbuilders & Engineers Ltd.
61 Park, 61, Garden Reach Road,
Kolkata – 700 024

Kind Attn: (*Name & Designation of tender issuing officer*)

Dear Sir / Madam,

We the undersigned declare that:

We understand that, according to tender conditions, bids must be supported by a bid Security Declaration along with valid MSE/NSIC document.

We accept that we will automatically be suspended from being eligible for bidding in any contract with M/s. GRSE Ltd. for the period of 03 Years starting from date of opening of price bid, if we are in breach of our obligation(s) under the bid conditions, because we:

(a) Have withdrawn our bid after opening of price bid and within the bid validity specified in the tender; or

(b) Having been notified of the acceptance of our bid by M/s. GRSE Ltd. during the period of bid validity, (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the security deposit, in accordance with Article 22 (A) of tender.

We understand this bid security declaration shall expire if we are not the successful bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful bidder; or (ii) twenty-eight days after the expiration of our bid.

[*Insert signature of authorized representative*]

_____

[*Insert legal capacity of the person signing the declaration*]
[*Insert complete name of person signing the declaration*]
Duly authorized to sign the bid for and on behalf of [*insert complete name of bidder*]

Date: DD/MM/YYYY

[*Put corporate seal as appropriate*]

ANNEXURE-15

PROFORMA OF UNCONDTAIONALAND IRREVOCABLE INSURANCE SURETY BOND TOR PERORMANCE SECURITY

(ILLUSTRATTVE FORMAT)

(On Non-Judicial stamp paper of value Rs. 500/-. However, the value of stamp paper to be confirmed from Legal Department, GRSE.)

1. . IN CONSIDERATION OF GARDEN REACH SHIPBUILDERS AND ENGINEERES LIMITED, a Government company within the meaning of the Company Act 2013 and having its registered office at "GRSE BHAVAN", 61, Garden Reach Road, Kolkata-700024 ..... (hereinafter referred to as the " the Purchaser " which expression shall , unless it be repugnant or contrary to the subject or context thereof, be deemed to mean and include its successors and assigns) having placed an order or Messers .....a partnership firm/sole proprietor ship concern a company registered under the Companies Act,2013 which expression shall, unless it be repugnant or contrary to the subject or context thereof, be deemed to mean and include its successors and assigns) vide order No..... dated.. ..... (hereinafter called "the order" which expression shall include any amendments/alterations to "the order" issued by "the Purchaser") for the supply , delivery at site, installation and commissioning of certain equipment, item/services/civil works etc. as stated in the said Order and the purchaser having agreed with the Contractor/Supplier !o accept an unconditional and irrevocable Insurance Surety Bond in lieu of Performance Security payable under the said order for the fulfillment and performance of the said order, We, ...Surety Insurer having office at ..... (hereinafter referred to as 'the Surety" which expression shall includes its successors and assigns) hereby agree to pay to the Purchaser without any demur on First demand an amount not exceeding Rs-..... (Rupees.....only) being 5% of the order value against any loss or damage, costs, charges and expenses caused to or suffered by the Purchaser by reason of non-performance and non-fulfillment or for any breach on the part of the Contractor / Supplier of any of the terms and conditions of the said order.

2. We, ... the Surety further agree that the Purchaser shall be sole judge whether the said Contractor / Supplier has failed to perform or fulfil the said order in terms thereof or committed breach of any terms and conditions of the order and the extent of loss, damage, cost, charges and expenses suffered or incurred or would be suffered or incurred by the Purchaser on account thereof and we waive in the favour of the Purchaser all the rights and defences to which we as surety may be entitled to.

3. We, ... the Surety further agree that the amount demanded by the Purchaser as such shall be final and binding on the Surety as lo the Surety's liability to pay and the amount demanded and the Surety undertake to a the Purchaser the amount so demanded on first demand and without any demur and within .....days from receipt of demand, notwithstanding any dispute raised by the Contractor/Supplier or any suit or other legal proceedings including ;arbitration pending before any court, tribunal or arbitrator relating thereto, our liability under this Bond being absolute and unconditional.

4. We,..... the Surety further agree with the Purchaser that the Purchaser shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said order/or to extend time of performance by the Supplier from time to time or to postpone for any time to time any of the powers exercisable by the Purchaser against the Contractor/ Supplier and to forbear to enforce any of the terms and conditions

relating to the order and we shall not be relieved from our liability by reason of any such variation or extension being granted to the Contractor/ Supplier or for any forbearance, act or omission on the pan of the Purchaser or any indulgence by the Purchaser to the Contractor/Supplier or by any such matter or things whatsoever which under the law relating to sureties would have the effect of relieving us.

5. We, ... the Surety further undertake not to revoke this Bond during its currency except with the previous consent of the Purchaser in writing.

6. We, ... the Surety also agree that the Surety's liability under this Bond shall not be affected by any change in the constitution of the Contractor / Supplier or dissolution or winding up of the business of the contractor/ supplier.

7. Notwithstanding anything contained herein above:
   (i) Our liability under this Bond shall not exceed Rs.....
   (ii) This Surety Bond shall be valid upto and including.....; and
   (iii) We are liable to pay the Bond amount or any part thereof under this Surety Bond only and only if you serve upon us a written claim or demand on or before ..... (validity + 4 weeks from the date of expiry of this Bond).

8. This Bond shall be governed by Indian laws and the Courts at Kolkata, India shall have the exclusive jurisdiction.

IN WITNESS WHEREOF the Surety has executed this document on this..... day of .....

For..... Surety

(by its constituted attorney)

(Signature of a person authorized to sign on behalf of "the Surety")

(GUIDELINES OF ISB)

The ISB must be issued by Indian insurance company (insurer) as defined in section 2(7A) of the insurance act, 1938 and the insurer should also be registered under insurance ACT,1938 to transact the business of general insurance.

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ANNEXURE-16

APPENDIX-A

STATUTORY RESPONSIBILITIES OF THE CONTRACTORS UNDER THE OCCUPATIONAL SAFETY, HEALTH & WORKING CONDITIONS CODE, 2020 AND THE OCCUPATIONAL SAFETY, HEALTH & WORKING CONDITIONS (CENTRAL) RULES, 2026

SL. NO.	NATURE OF STATUTORY REQUIREMENTS	FORM NO.	RESPONSIBILITY	REMARKS
01	Labour Licence	**FORM – XXI** under Rule 88 & **Form – XXII** under Rule 89 of the OSH & WC (Central) Rules, 2026	Contractor	The Contractor engaging 50 or more contract labours on any day shall apply in Online through Shram Suvidha Portal for obtaining labour licence from the ALC (C), Kolkata. A copy of the Labour Licence should be submitted to concerned Unit HR Department. The Licence issued under this rule shall be valid for five (05) years. **Note**: The Contractor cannot deploy more than the number of workmen mentioned in the licence on any day.
02	Renewal of Labour Licence	**FORM – XXI** under Rule 88 of the OSH & WC (Central) Rules, 2026	Contractor	The contractor shall apply in Online through Shram Suvidha Portal to the ALC (C), Kolkata for renewal of licence at least 30 days prior to its expiry. A copy of the acknowledgement / renewed licence should be submitted to concerned Unit HR Department.
03	Intimation of Work Order and time limit for Intimation	Online through **Shram Suvidha Portal**	Contractor	The contractor shall within fifteen (15) days of the receipt of a contract work shall intimate about the contract work containing the details through the Shram Suvidha Portal. (Commencement & Duration)

				• The copy of the same should be submitted to concerned Unit HR Department.
MAINTENANCE OF REGISTERS UNDER THE OSH & WC (CENTRAL) RULES, 2026				
SL. NO.	**NATURE OF STATUTORY REQUIREMENTS**	**FORM NO.**	**RESPONSIBILITY**	**REMARKS**
04	Employee Register	**FORM – XIII**	Contractor	Comprising of personal details like name, father's name, DOB, Address etc. of the contract labour engaged by the contractor.
05	Register of Wages, Overtime and deduction	**FORM – XV**	Contractor	Comprising of current rate of Central Rate of minimum wages as notified by the Govt. of India, employees PF & ESI contribution, record of loans, fines and advances given to contract labours, if any and monthly record of recoveries and other allowances, if any.
06	Attendance Register-cum-Muster Roll	**Form – XIV**	Contractor	Data of daily attendance of each contract labour engaged by the contractor indicating their in and out time.
07	Experience Certificate of Contract Labour	**Form – XXIII**	Contractor	Every concerned Contractor shall issue on demand, experience certificate to the Contract Labour giving details of the period, worked performed, experience gained in various fields performed by such contract labour.
08	Wage-slip	**Form – XVI**	Contractor	Every Contractor shall issue wage-slip to its employees on or before the day of Payment of wages to its employee.

APPENDIX-A

09	Register of Leave with Wages	**Form- XX**	Contractor	Every Contractor shall maintain record of leave with wages electronically or otherwise in Form-XX and share the leave records with its respective employee, on demand.
10	Half-yearly Return	**FORM- XVIII**	Contractor	Every Contractor shall send half-yearly return electronically to the Deputy Chief Labour Commissioner (Central) concerned not later than thirty (30) days from the close of the half - year, that is to say January to June, July to December. Copy of the same should be submitted to the respective HR department.

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STATUTORY RESPONSIBILITY OF CONTRACTORS UNDER VARIOUS LABOUR CODES & CENTRAL RULES

Sl. No.	Relevant Statues	Responsibility	Compliances to be ensured as per the Statute
11	The Occupational Safety, Health and Working Conditions Code, 2020	Contractor	(i) Annual Leave with Wages: Every worker who has worked for a period of 180 days or more is entitled to get leave with wages to be calculated one day for every 20 days of work performed by him. (ii) Payment of Overtime: Where a worker has worked for more than 08 hours in any day or for more than 48 hours in a week, he shall, in respect of overtime work, be entitled to wages twice the hourly rate. (iii) Hours of Works: The total nos. of hours of work in a week, shall not exceed forty-eight (48).

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Sl. No.	Relevant Statues	Responsibility	Compliances to be ensured as per the Statute
			(iv) Hours of Overtime: The total hours of overtime shall not exceed one hundred forty-four (144) in any quarter of a year. (v) Letter of Appointment to Employee: Every Contractor shall issue an appointment letter in the format given in Rule - 6 of the OSH & WC (Central) Rules, 2026. **[Annexure-I]**
12	Payment of Wages under The Code on Wages, 2019	Contractor	(i) Payment of Wages: Contractors have to pay wages before expiry of the 7th day after the last day of the wage period. The wages shall be disbursed through Bank transfer or electronically only. (ii) Full-N-Final Settlement: When a contact labour has been removed or retrenched due to completion of contract work or has been resigned from service, the statutory payments payable to him shall be paid within two (02) working days of his removal, retrenchment, or resignation, as the case may be.
13	Minimum Wages under The Code on Wages, 2019	Contractor	Every Contractor shall pay minimum wages to its worker as per the Central rates circulated/notified by the Govt. of India from time to time.
14	Employees' Provident Fund under The Code on Social Security, 2020)	Contractor	(i) Every contractor shall obtain the following before commencement of work: (a) PF Code No. of the firm. (b) PF UAN i.r.o of the workmen engaged by the Firm. (c) Ensure submission of e-nomination details while applying for UAN of workmen and update the same from time to time. • Above documents shall be submitted at the time of Gate pass processing.
		Contractor	(ii) Every contractor shall contribute towards PF @ 13% of the monthly wages of each workman as employer's share incl. EDLI & Admin charges and recover 12% of monthly wages from each employee or any rate of contributions (Both for Employer & Employee) as prescribed by the EPFO from time to time, as employees share on maximum wage ceiling of Rs. 15,000/- and

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Sl. No.	Relevant Statues	Responsibility	Compliances to be ensured as per the Statute
			thereafter remit the entire amount to EPFO i.r.o every workman engaged by him. (iii) The contribution for the preceding month should be remitted prior to expiry of the 15th day of the following month. Contractors (Employers) are also required to bear the administrative charges as applicable.
15	Employees' State Insurance under The Code on Social Security, 2020)	Contractor	(i) Every contractor shall obtain the following: (a) ESI Establishment Code No. for the firm. (b) ESI Sub-code no. for the firm. (c) Ensure submission of nominee and dependent details while applying for ESI TIC (E-Pehchan Card) and update the same, from time to time.
		Contractor	(ii) Every contractor shall remit ESI contribution (employees' share @ 0.75% and employers' share @ 3.25% or any contribution rate as prescribed by the ESIC from time to time) i.r.o every workman engaged by him for the preceding month prior to the expiry of the 15th day of the following month.
16	Payment of Bonus under The Code on Wages, 2019	Contractor	The Contractor shall pay annual bonus to their workmen drawing wages not exceeding such amount per month, as notified by the Govt. of India from time to time. The Bonus will be payable at the rate of minimum @ 8.33% and maximum @ 20% of the annual wages. Such Payment details should be submitted to concerned Unit HR Department.
17	Employees' Compensation under The Code on Social Security, 2020	Contractor	In the absence of ESI Coverage (due to crossing the prescribed Wage Ceiling as per the guidelines of ESIC), every Contractor shall obtain an **"Employees Compensation Insurance Policy"** (In line with Employees' Compensation provisions under The Code on Social Security, 2020), along with **Medi-claim** coverage for hospitalization benefits for the manpower deployed at various GRSE Sites/ Units.

Contd.

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Annexure-I

Letter of appointment to employee under clause (f) of sub-section (1) of Section 6 of Occupational Safety, Health and Working Conditions (OSH &WC) Code, 2020

(To be issued in English or Hindi and in local language)

Format for Appointment Letter

i. Name of employee:
ii. Date of birth:
iii. Father's / Mother's name:
iv. Aadhaar number (after obtaining consent):
v. Labour Identification Number (LIN) of the establishment:
vi. Universal Account Number (UAN) and / or Insurance Number (ESIC) (if available):
vii. Designation:
viii. Type of Employment (Regular/Fixed-term-employment/Contractual):
ix. Category of skill:
x. Date of joining:
xi. Wages/Basic/Pay and Dearness Allowance:
xii. Other allowance including accommodation whichever is/are applicable:
xiii. Applicability of social security [Employees' Provident Fund Organization (EPFO) and Employees' State Insurance Corporation (ESIC)] benefits:
xiv. Broad Nature of duties to be performed:
xv. Benefits available under chapter VI (Maternity Benefit) of Code on Social Security, 2020 (in case of women employee):
xvi. Any other information:

Signature / Digital Signature
Employer