

S. No.	Details of Materials / Equipments	Manufacturer's Name
1	G.I./M.S pipes.	Jindal Hissar, Tata or equivalent
2	G.I. pipes fittings.	Unik or equivalent
3	G.M. / Forged brass valves	Zoloto / Leader or equivalent
4	Sluice Valves, Non return valve	Kirloskar , Micon, Weir BDK, Advanced or equivalent
5	Valves	Kartar/Zoloto/Leader /C& R/Advance or equivalent
6	'Y' strainer	Emerald Enterprises / Zoloto or equivalent
7	Level Controller & Indicator (Water)	Technika / Minilec or equivalent
8	Paints	Asian Paints
9	Pressure Gauge	H Guru. Gauges Bourdon, GIC or equivalent
10	Flexible Rubber Expansion Joint	Kanwal Easyflex, Resistoflex or equivalent
11	Pumps	Kirloskar, Sam Turbo, KSB, Kishor, Grundfos, Johnson or equivalent
12	Fire Fighting Equipments	Minimax, Newage or equivalent
13	Welding Rods	Advani/Victor or equivalent
14	GI Hangers	Chilly/GMGR or equivalent
15	Rubber hose pipe	Deep Jyoti or equivalent
16	Underground Pipe Protection	IWC or equivalent
17	UPVC/ PVC Pipes	Supreme, Jindal, Jain Pipes, Ori Plast or as Approved or equivalent
18	HDPE Pipe	Supreme, Jain Pipe, Apollo or equivalent
19	RCC Pipes	Hindusthan Hume Pipe or equivalent
20	Ball Valves	Audco, Zoloto or equivalent
21	Ball Cocks	Audco, Zoloto or equivalent
22	CI Manhole Cover	Necco or equivalent
23	PVC Tanks	Sintex or equivalent
24	Air Valve	Indian, Amatic or equivalent
25	Ductile Iron Pipes	Electrosteel or equivalent
26	CPVC Pipes & fittings	Astral, Fowguard, George Fischer or equivalent

** equivalent makes to be approved by Client/Engineer-in-charge prior to installation*

SL. NO.	ITEM	MAKE
15	FLOAT GLASS	MODI GUARD, SAINT GOBAIN, ASAHI, ATUL
16	CERAMIC TILES	NITCO, KAJARIA, SOMANY, JOHNSON, SUNHEART, VARMORA
17	VITRIFIED PORCELAIN TILES	NAVEEN DIAMOND TILES, NITCO, JOHNSON, MARBITO BRAND, RAK, KAJARIA, VARMORA, CT TILES
18	INTERLOCK TILES/GRASS PAVER BLOCKS/ KERB STONE	DALAL TILES, UNISTONE, MODERN OR EQUIVALENT
19	TERRAZZO TILES	NITCO, MODERN, A-1, NTC, DALAL TILES OR EQUIVALENT AS PER ISI SPECIFICATION
20	CEMENT CONCRETE TILES	UNISTONE, ULTRA, DALAL TILES OR EQUIVALENT
a)		
b)	HANDMADE CERAMIC TILES	RAJA, ARIHANT, JAIN
21	ROOF WATER PROOFING	NINA CONCRETE SYSTEM PVT. LTD, C R S ASSOCIATES AND ENGINEERS PVT.LTD, CREATIONS,PIDILITE
22	PAINT	NEROLAC, JOHNSON & NICHOLSON, BERGER, ASIAN PAINTS, SHALIMAR
23	TEXTURED COATING	UNITILE, SPECTRUM, HERITAGE OR EQUIVALENT
24	DOOR FITTINGS	GODREJ, DOORSET, OZONE, INDOBRASS
25	LOCKS AND HANDLES	EVERITE, GODREJ, HARRISON, INDOBRASS
26	NON METALLIC HARDENER COMPOUND	FOSROC, S TP, PIDILITE, CICO
27	ROLLING SHUTTER	RAMA, PRAKASH, SANJEEV OR EQUIVALENT AS PER CPWD SPECIFICATIONS.
28	DOOR CLOSER	DOORSET, EVERITE, GARNISH, INDOBRASS
29	FLOOR DOOR SPRING	D-LINE,OZONE,DOORSET,EVERITE,INDOBRASS
30	HDF LAMINATED BOARD	ARMSTRONG, BVG, EGO FLOORS, SQUARE FOOT, ACTION TESA
31	EXPANSION FASTENERS	HILTI, FIHSE, GW, AXEL
32	FASTENERS	HILTI, FIHSE, GW, AXEL
33	GYPSUM CEILING	INDIA GYPSUM, LAFARGE
34	CALCIUM SILICATE BOARD FALSE CEILING	AEROLITE, HYLUX
35	PATCH FITTING	DORMA, GEZE, OZONE OR AS APPROVED
36	WORK STATION AND MODULAR FURNITURE	GODREJ, BP ERGO, FEATHERLIGHT, WIPRO
37	BLINDS	VISTA, MAX, ARMSTRONG
38	ADHESIVE	FEVICOL, VEMICOL OR EQUIVALENT
39	FURNITURE HARDWARE	UNIQUE, HATTICH INDIA, EBCO, EARL BEHARI.
40	LACQUERED GLASS	SAINT GOBIN, ASAHI, ATUL
41	MELAMINE POLISH	ASIAN PAINT, BERGER, SHALIMAR

ELECTRICAL WORKS LIST OF APPROVED MAKES		
1	Switch Fuse Unit (HRC Type)	Schnider/GE/L&T/Siemens/C&S/Havells/MDS
2	MCB's, MCCBs, RCCBs, ELCB's & MCB DBs	Legrand / ABB / L&T /Siemens / Havells / C&S / Schneider / GE / Hagger / Anchor / Standard / Action
3	LT XLPE Aluminium Armoured cables upto 1100v	Plaza/Skytone/ National/Ralison/PYTEX/Paragon/KEI
4	HT XLPE Aluminium Armoured cables upto 11000V	Skytone/ National/INCAB/ Nicco
5	Air Circuit Breakers	Schneider/ GE /L & T/Siemens
6	Terminals	Elmex /Technoplast
7	Lugs	Dowells/ Ismal
8	Glands	Gripwell/ Comet
9	Indicating lamps	L &T/ Siemens/Technique
10	Power factor correction relay	Syntron/ Avomec/Sigma
11	Indicating Instruments	Automatic Electric/ Rishab
12	KWH Meters	L&T/HPL SOCOMEC
13	Current Transformers	Automatic Electric/ Kappa
14	Selector Switches	Salzer-L&T/ Kaycee
15	Change over switches	HH Elecon/HPL
16	11 KV VCB/RMU Panel	Crompton/ABB/Siemens/Areva
17	Power Transformers	Crompton/ Kirloskar/ABB/Siemens
18	HT Jointing Kits	Raychem/ Mahindra/Denson/Cabseal
19	DG Sets- Engine.	Kirloskar/Cummins/Caterpillar/Mitsubishi
20	Alternator	Kirloskar /Stamford./Crompton/Mitsubishi
21	LT Panels, Fidler Pillars etc.	Ambit, Trikolite/KEPL/Madhu elect./SPC/ Amptech/ USHA Power/Precision System Control
22	Power Capacitors	Crompton/Siemens Apcos/Khatou
23	HRC Fuse Base & HRC Fuses	L&T/GE/Schneider/HPL
24	Sound Proof Acoustic Enclosures	DG suppliers
25	Lighting Fittings & Luminaries	Crompton/Philips/Wipro/BAJAJ/Havell's
26	PVC insulated 1.1KV grade copper wires	Plaza/Pytex/National/Ralison/RKG/Finolex/Polycb / Batra-Henlay/Havells
27	Piano/Modular Type Sockets & Switches	Roma(Anchor)/Legrand/MK/Crabtree/ Philips/ Clipsal/North West
28	Steel/PVC Conduit	BEC/AKG/ATUL/STEEL KRAFT/RKG
29	Ceiling/Wall/Exhaust fans	Crompton /Almonard /Bajaj/Usha/Orient
30	External lights	Bajaj/ Philips/ Decon/K-Lite/Metal Coat

QAP for Civil Works, Check Lists & Formats

Pre- Concrete Check List

Structure No.
Location
Source of Concrete

Date & Time of Concrete
Grade of Concrete
Brand of Cement

Sr. No	Description	Approved		Observations & Remarks
		Yes	No	
1	ALIGNMENT / LEVEL CHECK			
2	GENERAL CLEANLINESS			
3	FORM WORK			
	a) Shutters- Smooth & Cleaned Surface			
	b) Application of Mould Oil			
	c) The roads, Supports / Props provided			
4	REINFORCEMENT CHECKING			
	a) Size (as per drawing)			
	b) Spacing (As per drawing)			
	c) Starter Bar			
	d) Lapping of bars			
5	CEMENT			
	a) Weight of cement per cum			
	b) Theoretical cement consumption			
	c) Actual cement consumption			
6	REINFORCEMENT COVER			
7	WEEP HOLES PROVIDED			
	a) Not Required			
	b) Not Provided			
8	CONSTRUCTION JOINT REQUIRED			
9	EQUIPMENT VERIFICATION			
	a) No of needle vibrators deployed			
10	CONCRETE PLACEMENT ARRANGEMENT			
	A) Using Pump			
	a) Joint / Fixing Checked			
	B) Direct			
	a) Platform placed			
	b) clean chute provided			
	c) proper gradient provided			
11	CONCRETE VOLUME REQUIRED			
12	NO. OF CUBES CASTED			
13	RFI SUBMITTED TO QA/ QC			
14	PROPER ACCESS ROAD PROVIDED			
15	LIGHTING ARRANGEMENT FOR NIGHT WORKING			
	a) No of spot lights provided			
16	CURING ARRANGEMENT			
17	SAFETY REQUIREMENTS			

	a) Proper Barricading done			
	b) Cautionary sign boards provided			
	c) Lights & Genset Arrangement for night works			
	d) First Aid Box			
18	MISC			
	a) Supervisors			
	b) Labours			

Contractor Representative

Consultant Representative

NAME OF PROJECT _____

CONTRACTOR _____		CHECK LIST FOR CONCRETING					
CONTRACT NO. _____		REF DRAWING NO _____					
		LOCATION BLOCK _____ FLOOR _____ AREA _____					
LAYOUT	☐ Alignment ☐ Checked	☐ Level of base ☐ Checked	☐ Dimensional Check (edges & diagonals)	☐ Starters	☐ Location of cu-outs & services		
STAGING/ SCAFFOLDING	☐ Adequacy & rigidity of Props, stays, bracings, ☐ Conformity to scheme drawings	☐	☐				
FORMWORK	☐ Qty of forms and support ☐ Props adequate	☐ Vertical form surface in alignment & plumb	☐ Even surface ☐ Oil sprayed	☐ Gaps between shuttering are ☐ Properly closed.	☐ No space for sagging of Form work		
REINFORCEMENT	☐ Cutting & bending as per Bar bending schedule (schedules attached)	☐ Adequate laps Welds	☐ Chair/coover blocks Placed as per scheme	☐ Binding wire not Touching shuttering	☐ Fixtures, inserts Conduits in position		
	☐ Dowels & positioning Provided as per drg.	☐ Walkway for Labour provided					
PRE-CONCRETING	☐ Concreting Arrangements	☐ Approval of Construction joint	☐ Mixer/vibrator Condition & mixing	☐ Top level of Concrete marked	☐ Transporting & Placeing arrangement		
POST-CONCRETING	☐ Compaction Checked	☐ Removal of laitance	☐ Post concreting Level/dimensions.	☐ Nos of cubes cast			
DESHUTTERING & CLEARING	☐ Curing days----- ☐ Water/compound	☐ Surface finish OK	☐ Concrete Test Results OK				
				W.O. Item	UNIT	QTY.	
SIGNATURE: _____		DATE _____	SITE ENGR _____	DATE _____	SITE INCHARGE _____	DATE _____	CONSULTANT _____
CONTRACTOR	DATE	SITE ENGR	DATE	SITE INCHARGE	DATE	CONSULTANT	DATE

NAME OF PROJECT _____

CONTRACTOR		CHECK LIST FOR MASONRY WORK					
CONTRACT NO.		REF DRAWING _____ LOCATION BLOCK _____ FLOOR _____ AREA _____					
LAYOUT	☐ Alignment & wall Thickness checked	☐ Brick on edge (top course)					
SCAFFOLDING	☐ Adequacy of props, Stays, platform	☐ Rigidity of base	☐ Movement space	☐ Approach to height			
PRE-LAYING	☐ Working arrangements & service provisions checked	☐ Bricks as specification	per ☐ Mortar grade & mix As specified	☐ Bricks moistened			
LAYING	☐ Joint thickness & course Ht. As specified	☐ Joint alignment Checked	☐ Vertical joints Properly mortar filled from top				
	☐ Raking of joints Done (if applicable)	☐ Bearing plaster for Concrete					
CURING AND CLEARING	☐ Proper curing of const. Joint.	☐ Scaffolding removed (if required)					
						W.O. Item	UNIT
							QTY.
SIGNATURE:							
CONTRACTOR	DATE	SITE ENGR	DATE	SITE INCHARGE	DATE	CONSULTANT	DATE

NAME OF PROJECT _____

CONTRACTOR		CHECK LIST FOR PLASTERING WORK					
CONTRACT NO.		LOCATION BLOCK _____ FLOOR _____ AREA _____					
SCAFFOLDING	☐ Platform	☐ Stability	☐ Movement space	☐ Approach to Height			
SERVICE	☐ All chasing work Complete	☐ Fixing in position Using clamps etc.	☐ Patching Work complete	☐ All door/window frames Fixed in position	☐ Skirting to floors marked		
					CLEARANCE FROM AE (E)		
SURFACE PREPARATION	☐ Clearing & raking of Surface	☐ Roughening Hacking done	☐ Fixing metal/lathe Chicken mesh	☐ Mortar level Guides made	☐ Surface moistened/ Cement slurry		
PLASTERING	☐ Mix & w/p compound Checked as per specification	☐ Coating/thickness As specified	☐ Groove at joints Provided	☐ Corners & edges sharp & at right Angles lines & levels maintained	☐ Surface leveled with At straight edge		
FINISHING	☐ Texture	☐ Curing Days-----	☐ Site cleared	☐	☐		
						W.O. Item	UNIT
							QTY.
SIGNATURE:							
CONTRACTOR	DATE	SITE ENGR	DATE	SITE INCHARGE	DATE	CONSULTANT	DATE

NAME OF PROJECT _____

CONTRACTOR		CHECK LIST FOR LAYING OF EXTERNA			
CONTRACT NO.		SEWER			
		REF DRAWING NO _____			
		LOCATION			
Excavation	☐ Layout	☐ Slope/cutting as per Specifications	☐ Level		
Laying /RCC pipes	☐ Bed concrete as per Specifications	☐ RCC pipes as per Requirement	☐ Jointing of pipes		
	☐ Boxing	☐ Strata bore Dewatering (wherever required)			
Manholes	☐ Bricks as per specifications	☐ Mortar as per specifications	☐ Plastering		
	☐ End of pipes plugged				
Back fillings	☐ In layers				
				W.O. Item	UNIT
					QTY.
SIGNATURE:					
CONTRACTOR	DATE	SITE ENGR	DATE	SITE INCHARGE	DATE
				CONSULTANT	DATE

NAME OF PROJECT _____

CONTRACTOR		CHECK LIST FOR SUB GRADE			
CONTRACT NO.		LOCATION			
		FLOOR NO. _____			
LAYOUT	☐ Alignment of center line as drawings	☐ Marking of carriage way edges as per drawing			
SUB GRADE PREPARATION	☐ Initial cross sectional levels recorded	☐ Cleaning & grubbing of vegetation and top soil as specified	☐ Watering & rolling as specified	☐ Cross section levels recorded after rolling	
FORMATION LEVEL (FILLING)	☐ Depth of filling upto formation Level _____mtr.	☐ No of layers upto _____	☐ Fill material	☐ Spreading, watering & rolling of layers on layer no.	
	☐ % compaction of soil (Proctor test)	☐ Camber/slope Provided as drawing	☐ Formation cross sectional levels recorded		
				W.O. Item	UNIT
					QTY.
SIGNATURE:					
CONTRACTOR	DATE	SITE ENGR	DATE	SITE INCHARGE	DATE
				CONSULTANT	DATE

LIST OF MANDATORY TESTS

S. No.	Description of Material	Test	Reference of IS Code / Specification for testing	Field / Laboratory test	Frequency of testing
1	Cement	Physical & chemical properties	IS : 4031	Lab	Initial Test-01 test for each brand of cement. Subsequently, 01 test for 200 MT or part thereof for each brand. Cement should be of approved brand and each lot should be accompanied by manufacturer's test certificates
2	Reinforcement steel	Physical & chemical properties	IS :1786	Lab	Initial Test-01 test for each brand and each dia of reinforcement steel , Subsequently - One test for every 35 MT or part thereof. Reinforcement Steel should be of approved brand and each lot should be accompanied by manufacturer's test certificates
3	Water	PH value, chlorides, sulphates, alkalinity test, acidity test, suspended matter, organic matter and inorganic matter	IS:3025	Lab	Initial Test- Source approval at commencement of work and Subsequently- every Eight Months or change of source.
4	Coarse Aggregate - Building works	Gradation	IS 2386 – I	Field / Lab	Minimum one test for every 50 cum or part thereof.
		Deleterious material	IS 2386 - II	Field / Lab	
		Specific Gravity	IS 2386 - III	Field / Lab	
		Crushing value	IS 2386 - IV	Field / Lab	
		impact value	IS 2386 - IV	Field / Lab	
		10% fine value	IS 2386 - IV	Field / Lab	
5	Fine Aggregate- Building works	Organic impurities	Appendix 'A 'of chapter 3 ,CPWD Specifications	Field	Minimum one test for every 50 cum or part thereof.
		Silt content	Appendix ' C 'of chapter 3 ,CPWD Specifications	Field	
		Bulking of Sand	Appendix 'D 'of chapter 3 ,CPWD Specifications	Field	
		Gradation	Appendix 'B 'of chapter 3 ,CPWD Specifications	Field / Lab	

6	Coarse Aggregate - Road , Pavement works	Gradation	IS 2386 – I	Field / Lab	One test for everyday's work.
		Flakiness and Elongation Index	IS 2386 – I	Field / Lab	Once for each source of supply and subsequently on monthly basis.
		Deleterious material	IS 2386 - II	Lab	One test for everyday's work.
		Water Absorption	IS 2386 - III	Lab	Regularly as required subject to a minimum one test a day. This data shall be used for correcting the water demand of mix on a daily basis
		Los Angeles Abrasion Value/Aggregate Impact value	IS 2386 - IV	Lab	Once for each source of supply and subsequently on monthly basis
		Soundness	IS 2386 - V	Lab	Before approving the aggregates and every month subsequently.
		Alkali aggregate reactivity	IS 2386 - VII, IS:456	Lab	Before approving the aggregates and every month subsequently.
7	Fine Aggregate - Road , Pavement works	Gradation	IS 2386 – I	Field / Lab	One test for everyday's work.
		Deleterious material	IS 2386 - II	Lab	One test for everyday's work.
		Water Absorption	IS 2386 - III	Lab	Regularly as required subject to minimum two test per day. This data shall be used for correcting the water demand of mix on a daily basis.
		Silt Content	Appendix 'C' of chapter 3 ,CPWD Specifications	Field	Minimum one test for everyday's work.
8	Slump Test - Building Works		Appendix 'D' of Chapter 4, CPWD Specifications	Field	Minimum one test for every 20 cum of concrete or part thereof
9	Slump Test - Pavement Works		IS 1199	Field	One test per each dumper load at both Batching plant site and paving site initially when work starts. Subsequently, sampling may be done from alternate dumper.
10	Cube Test				
(i)	Reinforced Cement Concrete - Building works	7 days and 28 days Compressive strength	IS 516	Lab	One sample of six cubes for every 50 cum or part thereof
(ii)	Dry Lean Concrete (DLC) - Pavement Work	7 days compressive strength	IS 516	Lab	One sample of five cubes for every 150 cum or part thereof
(iii)	Pavement Quality Concrete (PQC) - Pavement Work	Compressive strength, flexure strength	IS 516	Lab	2 cube set samples and 2 beam set samples per 150 cum or part thereof for each day production.
11	Earthwork				
		Gradation/clay & sand content	IS 2720 -IV	Lab	2 tests per 3000 cum or part thereof for each source.
		Atterberg's limit	IS: 2720-V	Lab	
		California Bearing Ratio	IS 2720-XVI	Lab	

		Maximum dry density / OMC	IS 2720-VIII	Lab	
		Deleterious content	IS: 2720-XXVII	Lab	
		Free swelling Index	IS: 2720-XXXX	Lab	As and when required by Engineer
		Field density	IS: 2720-XXVIII	Field	(a) One set of 10 measurements for each layer per 3000 sqm of compacted area for embankment (b) One set of 10 measurements for each layer per 2000 sqm of compacted area of shoulder and sub-grade.
		Moisture content	IS: 2720-II	Field	2 tests per 1000 cum
12	Granular Sub base				
		Gradation	IS 2386- I	Field / Lab	Minimum 01 test per source and additional test after every 1000 cum
		Water absorption	IS 2386- III	Lab	Minimum 01 test per source and additional test as required by Engineer
		Wet Aggregate Impact Value test (if WA >2.0%)	IS 5640	Lab	As required by Engineer
		Aggregate Impact Value	IS 2386- IV	Lab	Minimum 01 test per source and additional test after every 2000 cum
		Atterberg's limit	IS 2720-V	Lab	Minimum 01 test per source and additional test after every 1000 cum
		Maximum dry density /OMC	IS 2720-VIII	Lab	Minimum 01 test per source and additional test as required by Engineer
		Moisture content prior to compaction	IS 2720-II	Field	Minimum 01 test every 400 cum
		Field Density	IS 2720-XXVIII	Field	one test per 2000 Sqm or part thereof
		Deleterious material	IS: 2720-XXVII	Lab	Minimum 01 test per source and additional test as required by Engineer
		CBR	IS 2720-XVI	Lab	Minimum 01 test per source and additional test as required by Engineer
13	Water Bound Macadam				
		Gradation	IS 2386- I	Field / Lab	Minimum 01 test per source and additional test after every 500 cum
		Aggregate Impact Value	IS 2386- IV or IS5640	Lab	Minimum 01 test per source and additional test after every 500 cum
		Combined Flakiness and Elongation Indices	IS 2386- I	Lab	Minimum 01 test per source and additional test after every 500 cum
		Atterberg's Limit (Screening, Binding Material)	IS 2720-V	Lab	Minimum 01 test per source and additional test after every 500 cum or part thereof
		Water absorption	IS 2386-III	Lab	Minimum 01 test per source and additional test as required by Engineer
		Sulphur Content, Water Absorption, Chemical Stability, Density for Crushed Slag (if used)	To comply with requirements of Appendix of BS : 1047	Lab	As required by Engineer
		Soundness test (if WA >2.0%)	IS 2386-V	Lab	As required by Engineer
14	Wet Mix	Gradation	IS 2386 – I	Field / Lab	Minimum 01 test per source and

	Macadam				additional test after every 500 cum
		Water Absorption	IS 2386-III	Lab	Minimum 01 test per source and additional test as required by Engineer
		Soundness (if WA > 2.0%)	IS 2386-V	Lab	As required by Engineer
		Atterberg's limit of portion of aggregate passing 425 micron sieve	IS 2720 - V	Lab	Minimum 01 test per source and additional test after every 500 cum or part thereof
		Aggregate Impact value	IS 2386- IV or IS 5640	Lab	Minimum 01 test per source and additional test after every 500 cum
		Maximum Dry Density / OMC	IS 2720 - VIII	Lab	Minimum 01 test per source and additional test as required by Engineer
		Combined Flakiness and Elongation Indices	IS 2386 – I	Lab	Minimum 01 test per source and additional test after every 500 cum
		Moisture content	IS 2720-II	Field	Minimum 03 tests per day
		Field Density	IS 2720 – XXVIII	Field	One set of three test per 2000 sqm or part thereof
15	Prime /Tack Coat				
		Quality of Binder	IS 73, IS 217, IS 8887	Lab	No. of samples per lot and tests as per IS 73, IS 217, IS 8887as applicable
		Binder Temperature for Application	As per MORTH specifications	Field	At regular close interval
		Rate of Spread of Binder	As per MORTH specifications	Field	Minimum 03 tests per day
16	Dense Bituminous Macadam / Bituminous Concrete				
		Mix grading	IS 2386- I	Lab	One set for individual constituent and mixed aggregates from dryer for each 400 tonnes of mix subject to a minimum of two tests per day per plant
		Plasticity Index	IS 2720-V	Lab	One test for each source and whenever there is change in the quality of aggregate.
		water absorption	IS 2386-III	Lab	One test for each source and whenever there is change in the quality of aggregate.
		Soundness (if WA>2%)	IS 2386-V	Lab	One test for each source and whenever there is change in the quality of aggregate
		Impact value / Abrasion value	IS 2386-IV	Lab	One test per 350 cum of aggregates for each source and whenever there is change in the quality of aggregates
		Combined flakiness and elongation Indices	IS 2386- I	Lab	One test per 350 cum of aggregates for each source and whenever there is change in the quality of aggregates
		Stripping value	IS 6241	Lab	Initially one set of 3 aggregate representative specimen and then for each change in quality of aggregate
		Stability and Void Analysis of Mix	ASTM: D-1559	Lab	Three tests for stability, flow value, density and void contents for each 400 tonnes of mix subject to minimum of two tests per day per plant

		Retained Tensile test (if retained Coating <95%) / Moisture Susceptibility Mix	AASHTO T283	Lab	one test for each mix type whenever there is change in quality or source of coarse or fine aggregate
		Binder Content	IRC: SP 11 Appendix 5	Field	Minimum 2 tests per day
		Field Density	IRC: SP 11 Appendix 5	Field	One test per 700 sqm
		Quality of Binder	IS 1201 to IS 1220	Lab	number of samples per lot (as in IS 73) and tests as per IS 73
		Temp Control at the time of laying and compaction		Field	At regular interval
17	Brick work / brick tiles / sewer brick/Burnt clay perforated building Bricks				
		Dimension	Appendix A, B, C & D of Chapter 6 of CPWD Specifications	Lab	Minimum one test for every 50000 bricks or part thereof
		Compressive strength		Lab	
		Water Absorption		Lab	
		Efflorescence		Lab	
18	Stone work				
		Water absorption	IS 1124	Lab	Minimum one test for every 200 sqm / 100 cum or part thereof
		Transverse Strength	IS 1121 - II		
		Resistance to wear	IS 1706		
		Durability	IS 1126		
19	Marble				
		Moisture absorption	IS 1124	Lab	Minimum one test for every 100 sqm or part thereof
		Hardness test	Mho's Scale		
		Specific Gravity	IS 1122		
20	Granite				
		Moisture	IS 1124	Lab	Minimum one test for every 100 sqm or part thereof
		Specific Gravity	IS 1122		
21	Structural Steel (other than PEB)				
		Tensile strength	IS 1599	Lab	Minimum one test for every 20 tonnes or part thereof per source and also manufacturer's test certificates for each consignment should be accompanied.
		Bend Test			
22	Steel Tubular pipes				
		Tensile test	IS 1608	Lab	Minimum one test for every 8 tonne or

		Bend Test	IS 2329		part thereof per source and also manufacturer's test certificates for each consignment should be accompanied.
		Flattening Test	IS 2328		
23	M 50 Grade Cement Concrete Paver Blocks				
(i)	M-50 Grade Pre-Cast Concrete Paving Blocks	Compressive Strength	As per Technical Specifications	Field / Lab	a) 16 paving blocks for everyday production. If, however, the average strength of the first 04 blocks tested is not less than 54 N/sqm, the sample shall be deemed to comply and the remaining 12 blocks from the sample need not be tested. b) If blocks are procured from outside and not manufactured at project site 01(one) test of 16 blocks per 10,000 nos. paving blocks or part thereof
		Dimensions	As per Technical Specifications	Field / Lab	a)16 paving blocks for everyday production b) If blocks are procured from outside and not manufactured at project site 01(one) test of 16 paving blocks per 10,000 nos. paving blocks or part thereof
(ii)	Sand for Bedding Layer				
		Percentage of Deleterious material	IS 2386	Lab	Minimum one test for every 50 cum or part thereof
		Particle Size Distribution	As per Technical specification	Field / Lab	
		Silt Content	As per Appendix 'C' of Chapter 3 of CPWD Specifications	Field	
		Moisture Content	IS 2720	Field	
(iii)	Sand for Joint Filling	Particle Size Distribution	As per Technical specification	Field / Lab	Minimum one test for every 50 cum or part thereof
Note:-	For items not covered above may be dealt with as per the technical specifications in the contract.				

1. Site Order Book				
Date	Instructions issued on the Inspection of work with Signature and designation	Contractor / contractor's representative acknowledgement with Signature, Name & Date	Compliance report by contractor / contractor's representative with Signature, Name & date	Final remarks Engineer with Signature and designation
2	3	4	5	6

2. Hindrance Register

Sl. No.	Nature of Hindrance	Date of Occurrence	Date of clearance	Period	Overlapping period if any	Weight age of hindrance	Net effective days of hindrance	Remarks and references	Sign. of Site Engineer with date	Contractor / contractor's representative Signature with Name & date
1	2	3	4	5	6	7	8	9	10	11

3. Drawing Register

Sl. No	Drg. No. and revision no. if any	Date of receipt	Details of DRG	Date of Issue to Contractor	Acknowledgement of contractor	Signature of Site Engineer with date
1	2	3	4	5	6	7

4 Cement Register

Sl. N o.	Date of Receipt	Source of Receipt	Bill/ Challa n no.	Manufactu re Test Certificate reference	Quanti ty Receiv ed (bags)	Progressive Total of Receipts (Bags)	Date of Issue	Qty. Issued (Bags)	Qty. Returned at the end of the Day (Bags)	Net Qty issued (Bags)	Progressiv e Total of issue (Bags)

5 Steel Register

Sl. No	Date of Receipt	Source of Receipt & Ch. No. /Bill No.	Qty Received (MT)	Cum Qty Received (MT)	Date of Issue	Qty issued (MT)	Cumulative qty issued (MT)	Balance at the end of the Day (MT)	Item work wh con

6. Sieve Analysis of Stone Aggregate Nominal Size

[illegible]

Note: Size of Sieve should be as per CPWD manual/BIS specification

7. Silt Contents of Fine Sand/Coarse Sand

[illegible]

8. Slump Test

[illegible]

9. Cube Test

Sl. No.		Date of Collection		Grade of Mix		Mark of Specimen		7 days Test Result				28 days Test Result				Required specified strength		Approx. qty represented by		Item of work from where the specimen is collected		Sign. Of Site Engineer with date		Contractor / contractor's representative Signature with Name & date	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17									

10. Density Test by Core Cutter Method

MDD as per lab test W5.....

SL. No	Location (C.H.) / Area Represented by the Test	Core Cutter Nos.	Weight of Core Cutter + Weight of Soil (in gram) (W1)	Weight of Empty Core cutter (in gram) (W2)	Weight of Wet Soil (in gram) W = W1 - W2	Volume of Core Cutter (in CC) V	Bulk Density (gram/cc) W3= W/V	Moisture Content of compaction layers (M)	Dry Density gram/cc W4 = W3/ (1+M)	Degree of compaction W4/W5	Acceptability limit	Sign. of Site Engineer with date	Contractor / contractor's representative Signature with Name & date
1	2	3	4	5	6	7	8	9	10	11	12	13	14

11. Test for Thickness and Density of the Compacted Layer (By Sand Replacement Method)
for Asphalt Concrete / Bitumen Macadam / CC Pavement
Lab Test Density in gm/CC

Sl. No	Date of Test	Qty. represented by the test	Location of holes	Thickness of Layer		Weight of materials removed from the carpet Hole	Initial weight of sand taken in Cylinder	Weight of sand filling in cone of cylinder	Weight of sand remaining in cylinder	Predetermined bulk density of sand	Density = $\frac{A.d.}{(W1+W2)}$ W-	Remarks / Acceptability	Sign. Of Site Engineer	Contractor / contractor's representative Signature with Name & date	Action Taken
				Individual (mm)	Average (mm)	A gm	W gm	WI gm	W2 gm	d gm/CC	gm/CC				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

12. Density Test Register for Soil ---- By Sand Replacement Method

Unit Wt. of Standard Sand in grams/CC (W6) =

Lab Test MDD in gms/CC (W10) =

[illegible]

13. Test of the Brick / Brick Tiles for Compressive Strength

Sl. No	Date of collection of sample	Date of testing	Wt. (in Kg)	No. of Specimen	Size in cm/Area in cm ²	Compressive Strength obtained for individual bricks in Kg. per Cm ²	Average Strength in Kg/Cm ²	Specified Compressive Strength in Kg/Cm ²	Acceptability	Sign. Of Site Engineer with date	Contractor / contractor's representative Signature with Name & date	Action Taken / Remark
1	2	3	4	5	6	7	8	9	10	11	12	13

14 Inspection Register

Sl. No	Date and time	Officer's Name and designation	Items inspected and specific defects noticed & action to be taken	Signature	Defects taken to Site Order Book/letter written			Final action / result
					Site Order Book Page no. / letter no.	Date	Sign. of Site Engineer / PMC	

Bill Performa

Name of work :

LOI No.

Name of Contractor :

Date of Start :

Date of Preparation of Bill :

S N	Item No.	Descript ion of Items	Unit	Qty as per Agt.	Rate as per Agt.	Qty as per Pre. Bill	Qty as per this Bill	Cumul ative Qty.	Amt. as per Previou s Bill	Amt. as per this Bill	Cumulat ive Amount
1											
2											
3											
4											
5											
						Total of Schedule A					
						Add Enhancement or Rebate @					
						Grand Total of Schedule A					

Quality Assurance Plan				
S.N.	Material	Test to be carried out	Contractor Role	SMFPIL Role
1	100 mm thick Poly urethane foam(PUF) or as per any thickness designed by bidder conforming to industrial standards	Physical & Lab Test	• To be procured from approved make • Submission of OEM's Test Certificate for each Lot • One Lab Test for every 2000 Sq. Mtr • The tests to be conducted are enlisted in Annexure A	• Review of OEM's Test Certificate • Review of Lab Test Report
2	100mm Bare PUF Slabs or as per any thickness designed by bidder conforming to industrial standards	Physical & Lab Test	• To be procured from approved make • Submission of OEM's Test Certificate for each Lot • One Lab Test for every 2000 Sq. Mtr • The tests to be conducted are enlisted in Annexure A	• Review of OEM's Test Certificate • Review of Lab Test Report
3	All other PUF panels of varied thickness as applicable and design considerations conforming to industrial standards	Physical & Lab Test	• To be procured from approved make • Submission of OEM's Test Certificate for each Lot • One Lab Test for every 2000 Sq. Mtr • The tests to be conducted are enlisted in Annexure A	• Review of OEM's Test Certificate • Review of Lab Test Report
4	PUF doors	Physical Inspection at site OEM's Test Report	• To be procured from approved make • Submission of OEM's Test Certificate and technical compliance sheet to the tender technical specifications	• Review of OEM's Test Certificate
5	Overhead sectional door	Physical Inspection at site OEM's Test Report	• To be procured from approved make • Submission of OEM's Test Certificate and technical compliance sheet to the tender technical specifications	• Review of OEM's Test Certificate

6	Dock leveler	Physical Inspection at site OEM's Test Report	• To be procured from approved make • Submission of OEM's Test Certificate and technical compliance sheet to the tender technical specifications • Load testing at site during commissioning confirming to loads as per tender technical specifications.	• Review of OEM's Test Certificate • Review of site test report
7	Dock seals retractable type	Physical Inspection at site OEM's Test Report	• To be procured from approved make • Submission of OEM's Test Certificate and technical compliance sheet to the tender technical specifications	• Review of OEM's Test Certificate
8	Racking and material handling equipment and pallets and storage bins/crates etc.	Physical Inspection at site OEM's Test Report	• To be procured from approved make • Submission of OEM's Test Certificate • The Reach truck/stackers and racking storage system should be tested for load carrying capacity at the highest level of loading confirming to the loading parameters as per tender specifications during commissioning. • The battery accessories (as applicable) for all material handling equipments and all standbys should be tested as on then in the commissioning.	• Review of OEM's Test Certificate • Review of site test report
9	Sorting Grading Machinery and All Refrigeration equipment's, Accessories & Controls	Physical Inspection at site OEM's Test Report	• To be procured from approved make • Submission of OEM's Test Certificate • Commissioning certificate to be submitted as given in Annexure-B	• Review of OEM's Test Certificate • Review of Commissioning Certificate

10	Electrical Panel & Accessories	Physical Inspection at site OEM's Test Report	• To be procured from approved make • Submission of OEM's Test Certificate	• Review of OEM's Test Certificate
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Annexure A-

As per tender documents all mentioned below parameters for OEM Test certificate and Lab test are required to confirm all parameters in line for PUF panels:

- 1-Density Test
- 2-Thickness of GI Sheet
- 3-Thickness of PUF
- 4-Epoxy Primer on both sides (thickness)
- 5- Polyester Top Coat (thickness)
- 6- Zinc Coating
- 7- Thermal Conductivity
- 8- Yield Strength of GI sheet
- 9- Tensile Strength of GI sheet

Annexure B-

All refrigeration machinery and equipments shall be tested for COP (Coefficient of performance) at the time of commissioning for 3 times as per the pull down time of chambers or on a shift basis as applicable. These tests shall cover for all compressors, evaporator (all indoor units), condenser, Water chillers etc including all accessories.

FORMATS

SCHEDULE – 1

ELIGIBILITY CRITERIA DOCUMENT

1.	Name of Company/Firm	
	Registered Address	
	Website & Email Address	
	Telephone Number	
	Fax Number	
2.	Description of the company giving detail of activities	
3.	Number of years of experience as a General Contractor	
4.	Number of years of experience as a Sub-Contractor	
5.	Names of members of Board of Directors	
6.	Names of principals who sign documents on behalf of the company	
7.	Attach a Company organization chart	
8.	Previous names of the company with the dates of changes (if any)	
9.	Previous partners with dates of changes(if any)	
10.	State if a member of any contractor's association/organization.	
11.	In which field of SITC/Engineering do you claim specialization & Interest.	

Encl.:

1) Attach attested copies of original documents:

a) Applicant's legal status.

b) Principal place of business.

c) The place of Incorporation (for applicants who are Corporation), the place of registration and nationality of the owners (for applicants who are partnerships or individually owned firms).

2) Power of attorney or authority to sign duly attested by Magistrate 1st Class.

3) Latest brochures and technical literatures.

Authorized Signatory with official seal

SCHEDULE – 2
ELIGIBILITY CRITERIA DOCUMENT

FINACIAL CAPABILITY

- a) Summary of assets and liabilities on basis of the audited financial statements of the last three financial years.

ITEM	DESCRIPTION	2016-2017	2017-2018	2018-2020
1.	Total Assets			
2.	Current Assets			
3.	Total Liabilities			
4.	Current liabilities			
5.	Net worth (1-3)			
6.	Working Capital (2-4)			
7.	Annual Turn over			
8.	Services related turn over			
9.	Profit before taxes			
10.	Profit after Taxes			

Note:

- a) Attach attested copies of the audited financial statements of the last three financial years.
b) Details of services related turnover

Name and Address of the Bank providing Credit line

- c) Specify proposed sources of financing to meet the cash flow demands of the project, net of current commitments:

SOURCE OF FINANCING	AMOUNT
1.	
2.	
3.	
4.	

Firms owned by individuals, partnerships, may submit their balance sheets certified by the registered Chartered Accountant, and supported by copies of tax returns, if audits are not required by the laws of their countries of origin.

NOTE: (The following information is mandatory)

- i) The average annual financial turnover during the last 3 years ending 31st March of previous financial year should clearly be indicated.
- ii) The applicant should have positive net worth. This will be judged from audited balance sheet of the last financial year ending on a date not prior to 24 months from the due date of submission of this document.

Authorized Signatory with official seal

SCHEDULE - 3
ELIGIBILITY CRITERIA DOCUMENT

Assessed Available Bid capacity

The applicant must fulfil the criteria of...

Working Bid Capacity > Total estimated **cost of work(s) at the time of bidding**. Contractors should calculate the bid capacity as per given formula.

$$\text{WBC} = 2AN - B$$

A=	Average Annual Turnover of the bidder for last three financial years from similar nature of projects
B=	Value of the existing commitments and ongoing works of the bidder (lead member of the Consortium) to be completed during next 8 Months (period of completion of works as per bid)
N=	No. of years prescribed for completion of works for which bids are invited i.e. 0.5 in this case.

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SECHUDLE – 4
ELIGIBILITY CRITERIA DOCUMENT

WORK EXPERIENCE

LIST OF RELEVANT PROJECTS OF VALUE OF PACKAGE (FOR WHICH PREQUALIFICATION IS SOUGHT), COMPLETED/STILL CONTINUING, DURING THE LAST TEN YEARS

Name of Employer / Client	Name, Location, Nature & Description of Work	Contract Price in Indian Rs.	% of Participation of the Company	Contractual Date of Commencement	Contractual Date of completion of Work	Actual Date of Start of Work	Actual Date of Completion of work	Reasons for Delay in Completion, if any	Value of work completed till the last date of submission of bid supported with certificate from employer/client

Note :-

1. Certificates from the employers are to be attached in respect of the information furnished.
2. Attach photographs of completed Projects.
3. Attach additional photo copied pages, if required.
4. Works to be listed separately as per the similarity.
5. Attach performance certificates as per the value of work as defined in this document. There should not be an unsatisfactory performance of the applicant.

Authorized Signatory with official seal

SCHEDULE – 5
ELIGIBILITY CRITERIA DOCUMENT

LIST OF CURRENT PROJECTS

PROJECT TITLE	WORKS INVOLVED	HAFED	CONTRACT VALUE	DATE OF COMMENCEMENT OF WORKS	DUE DATE OF COMPLETION	%AGEWISE COMPLETION	EXPECTEDDATE OF COMPLETION

Note :- Works to be listed separately as per the similarity.

Authorized Signatory with official seal

SCHEDULE – 6

ELIGIBILITY CRITERIA DOCUMENT

INFORMATION REGARDING CURRENT LITIGATION OR ABANDONMENT OF WORK BY APPLICANT

i)	a) Is the applicant currently involved in any arbitration/litigation to the contract works.	Yes / No
	b) If yes, give details	
ii)	a) Has the applicant or any of its constituent partners been debarred/expelled by any agency in India during the last 5 years due to any reason	Yes / No
	b) If yes, give details	
iii)	a) Has the applicant or any of its constituent partners failed to complete any contract work in India during the last 5 years due to any reason.	Yes / No
	b) If yes, give details	
iv)	Applicant shall submit an affidavit with an undertaking that the applicant / associates have not been blacklisted by any Govt. Agency / State Government/ Central Government offices if any of the State in India.	

Note:- If any information in this schedule is found to be incorrect or concealed, participation of applicant will be summarily rejected at any time. The applicant is supposed to fill-up the correct details of arbitration/litigation during last five years with their outcome.

Details of dispute	Year	Award for or against applicant	Name of HAFED, cause of litigation and matter of dispute	Current value of disputed amount	Actual awarded amount

Signature with Seal of the Company
(Name of the Authorized Signatory)
Title / Designation

SCHEDULE – 7
ELIGIBILITY CRITERIA DOCUMENT
AFFIDAVIT

1. I, the undersigned duly authorized on behalf of company/firm/do hereby certify that all the statements made in the required attachments are true and correct to the best of my knowledge.
2. The undersigned hereby authorize(s) and request(s) any bank, person, firm or Corporation to furnish pertinent information deemed necessary and requested by the HAFED to verify this statement or regarding my(our) competence and general reputation.
3. The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the HAFED.

(Signed by an Authorized Officer of the Firm)

Name and Title of Officer

Name of the Firm

Date

Encl.: Requisite Power of Attorney duly attested by Magistrate – 1st Class.

SCHEDULE – 8
ELIGIBILITY CRITERIA DOCUMENT

ADDITIONAL INFORMATION

Following additional information supported with attested copies, may be supplied along with your application:

1. Registration of company, partnership deed, Article of Association, Registration under Labour Law, Registration under GST etc
2. EPF No., PAN No. etc.
3. Details of available site testing equipments.
4. Details of possession of Electrical License from Chief Electrical Inspector of the State for execution of High Tension line network.

Please add any further information, which you consider to be relevant to the evaluation of your application. If you wish to attach other documents please list below, otherwise state “not applicable”.

Authorized Signatory with official seal

Format of Bank Guarantee for Bid Security
(BANK GUARANTEE ON NON-JUDICIAL STAMP PAPER OF Rs.100)

BID SECURITY (BANK GUARANTEE)

WHEREAS, _____ [name of Bidder] (hereinafter called "the Bidder") has submitted his Bid dated _____ [date] for the **(insert the name of the works)** (hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that We _____ [name of bank] of having our registered office at _____ (hereinafter called "the Bank") are _____ bound _____ unto _____ (hereinafter called "the Employer") in the sum of Rs. _____¹(Rupees _____) for which payment well and truly to be made to the said Employer the Bank binds itself, his successors and assigns by these presents.

SEALED with the Common Seal of the said Bank this _____ day of _____ 2018.
THE CONDITIONS of this obligation are:

(1) If after Bid opening the Bidder withdraws his bid during the period of Bid validity specified in the Form of Bid;
or

(2) If the Bidder having been notified of the acceptance of his bid by the Employer during the period of Bid validity:

(a) fails or refuses to execute the Form of Agreement in accordance with the Instructions to Bidders, if required; or

(b) fails or refuses to furnish the Performance Security, in accordance with the Instruction to Bidders; or

(c) does not accept the correction of the Bid Price pursuant;

we undertake to pay to the Employer up to the above amount upon receipt of his first written demand, without any protest or demur or any objection, whatsoever on our part and without any first claim or reference to the Contractor, without the Employer having to substantiate his demand, provided that in his demand the Employer will note that the amount claimed by him is due to him owing to the occurrence of one or any of the three conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date _____ days after the deadline for submission of Bids as such deadline is stated in the Instructions to Bidders or as it may be extended by the Employer, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this guarantee should reach the Bank not later than the above date.

DATE _____ SIGNATURE OF THE BANK _____

WITNESS _____ SEAL _____

[signature, name, and address]

The Bidder should insert the amount of the guarantee in words and figures denominated in Indian Rupees. This figure should be the same as shown in Section 1 (II).

Instruction for furnishing Bank Guarantee

- ☐ The Bank Guarantee by Bidders will be given on non-judicial stamp paper as per stamp duty applicable at the place where the tender has emanated. The non-judicial stamp paper should be in name of the issuing bank.
- ☐ This bank guarantee/ all further communication relating to the bank guarantee should be forwarded to HAFED Office, Panchkula only.
- ☐ The full address along with the Telex/Fax No. and email address of the issuing bank to be mentioned.

PERFORMANCE BANK GUARANTEE

To

_____ [name of Employer]
_____ [address of Employer]

WHEREAS _____ [name and address of Contractor]
(hereafter called "the contractor") has undertaken, in pursuance of Contract No.
_____ dated _____ to execute _____ [name
of Contract and brief description of Works] (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall
furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security
for compliance with his obligation in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you on behalf
of the Contractor, up to a total of _____ [amount of guarantee]*
_____ (in words), such sum being payable in the types and proportions of
currencies in which the Contract Price is Payable, and we undertake to pay you, upon your first
written demand and without cavil or argument, any sum or sums within the limits of
_____ [amount of guarantee] as aforesaid without your needing
to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the contractor before
presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or
of the Works to be performed there under or of any of the Contract documents which may be made
between you and the Contractor shall in any way release us from any liability under this guarantee,
and we waive notice of any such change, addition or modification.

The Bank guarantee for performance security shall remain in force as given in the Bid Document
shall be valid up to 3 months beyond the expiry of the Defects Liability Period.

Signature and Seal of the guarantor _____
Name of Bank _____
Address _____
Date _____

* An amount shall be inserted by the Guarantor, representing the percentage of the Contract
Price specified in the Contract including additional security for unbalanced Bids, if any and
denominated in Indian Rupees.

BANK GUARANTEE FOR ADVANCE PAYMENT

To

_____ [name of Employer]
_____ [address of Employer]
_____ [name of Contractor]
_____ [name of Contract]

Gentlemen:

In accordance with the provisions of the Conditions of Contract, sub-clause 51.1 ("Advance Payment") of the above mentioned Contract, _____

[Name and address of Contractor] (Hereinafter called "the Contractor") shall deposit with _____ [name of Employer] a bank guarantee to guarantee his proper and faithful performance under the said Clause of the Contract in an amount of _____ [amount of Guarantee]* _____ [in words].

We, the _____ [bank of financial institution], as instructed by the Contractor, agree unconditionally and irrevocably to guarantee as primary obligator and not as Surety merely, the payment to _____ [name of Employer] on his first demand without whatsoever right of obligation on our part and without his first claim to the Contractor, in the amount not exceeding _____ [amount of guarantee]* _____ [in words].

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed there under or of any of the Contract documents which may be made between _____ [name of Employer] and the contractor, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

The guarantee shall remain valid and in full effect from the date of the advance payment under the Contract until _____ [name of Employer] receives full repayment of the same amount from the Contractor.

Yours truly,

Signature and Seal: _____
Name of Bank/Financial Institution: _____
Address: _____
Date: _____

* An amount shall be inserted by the Bank of Financial Institution the amount of the Advance Payment, and denominated in Indian Rupees.

**INDENTURE FOR SECURED ADVANCES
FORM 31**

(for use in cases in which the contract is for finished work and the contractor has entered into an agreement for the execution of a certain specified quantity of work in a given time)

This indenture made the _____ day of _____, 20____ BETWEEN _____ (hereinafter called the contractor which expression shall where the context so admits or implies be deemed to include his executors, administrators and assigns) or the one part and the Employer of the other part.

Whereas by an agreement dated _____ (hereinafter called the said agreement) the contractor has agreed.

AND WHEREAS the contractor has applied to the Employer that he may be allowed advanced on the security of materials absolutely belonging to him and brought by him to the site of the works the subject of the said agreement for use in the construction of such of the works as he has undertaken to executive at rates fixed for the finished work (inclusive of the cost of materials and labour and other charges.)

AND WHEREAS the Employer has agreed to advance to the Contractor the sum of Rupees _____ on the security of materials the quantities and other particulars of which are detailed in Accounts of Secured Advances attached to the Running Account bill for the said works signed by the Contractor on _____ and the Employer has reserved to himself the option of making any further advance or advances on the security of other materials brought by the Contractor to the site of the said works.

Now THIS INDENTURE WITNESSETH that in pursuance of the said agreement and in consideration of the sum of Rupees _____ on or before the execution of these presents paid to the Contractor by the Employer (the receipt where of the Contractor doth hereby acknowledge) and of such further advances (if any) as may be made to him as a for said the Contractor doth hereby covenant and agree with the President and declare as follows:

- (1) That the said sum of Rupees _____ - so advanced by the Employer to the Contractor as aforesaid and all or any further sum of sums advanced as aforesaid shall be employed by the Contractor in or towards expending the execution of the said works and for no other purpose whatsoever.
- (2) That the materials details in the said Account of Secured Advances which have been offered to and accepted by the Employer as security are absolutely the Contractor's own propriety and free from encumbrances of any kind and the contractor will not make any application for or receive a further advance on the security of materials which are not absolutely his own property and free from encumbrances of any kind and the Contractor indemnified the Employer against all claims to any materials in respect of which an advance has be made to him as aforesaid.
- (3) That the materials detailed in the said account of Secured Advances and all other materials on the security of which any further advance or advances may hereafter be made as aforesaid (Hereafter called the said materials) shall be used by the Contractor solely in the execution of the said works in accordance with the directions of the Engineer.

- (4) That the Contractor shall make at his own cost all necessary and adequate arrangements for the proper watch, safe custody and protection against all risks of the said materials and that until used in construction as aforesaid the said materials shall remain at the site of the said works in the Contractor's custody and on his own officer authorized by him. In the event of the said materials or any part thereof being stolen, being stolen, destroyed or damaged or becoming deteriorated in a greater degree than is due to reasonable use and wear thereof the Contractor will forthwith replace the same with other materials of like quality of repair and make good the same required by the Engineer.
- (5) That the said materials shall not be any account be removed from the site of the said works except with the written permission of the Engineer or an officer authorized by him on that behalf.
- (6) That the advances shall be repayable in full when or before the Contractor receives payment from the Employer of the price payable to him for the said works under the terms and provisions of the said agreement. Provided that if any intermediate payments are made to the Contractor on account of work done than on the occasion of each such payment the Employer will be at liberty to make a recovery from the contractor's bill for such payment by deducting there from the value of the said materials than actually used in the construction and in respect of which recovery has not been made previously, the value of this purpose being determined in respect of each description of materials at the rates at which the amounts if the advances made under these presents were calculated.
- (7) That if the Contractor shall at any time make any default in the performance or observance in any respect of any of the terms and provisions of the said agreement or of these presents the total amount of the advance or advances that may still be owing of the Employer shall immediately on the happening of such default be repayable by the Contractor to the Employer together with interest thereon at twelve percent per annum from the date of repayment and with all costs, charges, damages and expenses incurred by the **Employer** in or for the recovery thereof or the enforcement of this security or otherwise by reason of the default of the Contractor and the Contractor hereby covenants and agrees with the **Employer** to reply and pay the same respectively to him accordingly.
- (8) That the Contractor hereby charges all the said materials with the repayment to the Employer of the said sum of Rupees _____ and any further sum of sums advanced as aforesaid and all costs, charges, damages and payable under these presents

PROVIDED ALWAYS and it is hereby agreed and declared that notwithstanding anything in the said agreement and without prejudice to the power contained therein if and whenever the covenant and the money owing shall not be paid in accordance there with the **Employer** may at any time thereafter adopt all of any of the following courses as he may deem best:

- (a) Seize and utilize the said materials or any thereof in the completion of the said works on behalf of the contractor in accordance with the provisions in that behalf contained in the said agreement and the amount due to the contractor with the value of work done as if he had carried it out in accordance with the said agreement and at the rates thereby provided. If the balance is against the contractor, he is to pay same to the **Employer** on demand.
- (b) Remove and sell by public auction the sized materials or any part thereof and out of the moneys arising from the sale retain all the sums aforesaid repayable or payable to the **Employer** under these presents and pay over the surplus (if any) to the Contractor.

- (9) That except in the event of such default on the part of the contractor as aforesaid interest on the said advance shall not be payable.
- (10) That in the event of any conflict between the provisions of these presents and the said agreement the provisions of these presents shall prevail and in the event of any dispute of difference arising over the construction of effect of these presents the settlement of which has not been here-in-before expressly provided for the same shall be referred to the Employer whose decision shall be final and the provision of the Indian Arbitration Act for the time being in force shall apply to any such reference.