

**BHARAT HEAVY ELECTRICALS LTD.  
CENTRAL FOUNDRY FORGE PLANT  
RANIPUR, HARDWAR  
MAINTENANCE & SERVICES DEPARTMENT  
MAINTENANCE-FORGE SHOP**

FF: 15: MFG: RM: MEEE: 08

Dt. 07/10/2015

**TENDER NOTICE – OPEN TENDER**

Two part Tenders in Sealed Envelopes are invited from technically and financially capable parties, having experience in work similar to- and interested in- the under mentioned works. The tender documents are available at website [www.bhel.com/www.bhelhwr.co.in](http://www.bhel.com/www.bhelhwr.co.in) in Tender Notification Section which can be downloaded. The tender should be submitted to the tender box placed in the office of the undersigned on or before **29/10/2015** at **2:30PM**, which will be opened on the same day in the office of under-signed at **3:00 PM** in presence of the bidders who wish to be present.

Bidders are advised to inspect the site before quoting their rates. Bidders are also advised to go through the Special Instructions attached to this notice. (ATTACHMENT-A)

BHEL reserves the right to reject any or all of the tenders without assigning any reason thereto.

<b>Tender No. &amp; Date</b>	<b>Description of Work</b>	<b>Earnest Money</b>	<b>Total Time of completion</b>	<b>Tender Cost</b>
FF: 15: MFG: RM: MEEE:08  Dated:07/10/2015	Assistance to production during operation & Preventive/Breakdown maintenance of 2650T forging press and 25T manipulator of Medium forge shop.	Rs.1,00,000/-  (One Lakh rupees)	12 Months	Nil



(Anil Kumar Maurya)  
Dy.Manager/M&S  
CFFP, BHEL  
Ranipur, Haridwar-  
249403  
(Uttarakhand)

Contact No. 01334-284165

E-mail ID: akmaurya@bhelhwr.co.in

Copy To. :DGM (works) : for deputing finance representative for tender opening.



Signature of Issuing Officer

Signature of Bidder/Tenderer

**SPECIAL INSTRUCTIONS**

1. Kindly read this set of Special Instructions carefully before filling up the tender form.
2. **Pre-Qualification Requirements placed at Annexure D must be fulfilled by the vendor to participate in the tender and submitted along with Techno-Commercial Bid.**
3. The bidders are to submit the tender form along with all Annexures as well as this set of Special Instructions (Attachment-A); all pages duly signed.
4. The tender is to be submitted in two parts, viz.: i) Techno Commercial Bid and ii) Price Bid. Documents related with Pre-Qualification Requirements i.e. Annexure-D must be submitted along with Techno-Commercial Bid.
5. Both the Techno Commercial Bid and Price Bid are to be sealed separately in separate envelopes super-scribed with **“Techno Commercial Bid for Tender no. : “FF: 15: MFG: RM: MEEE: 08”** and **“Price Bid for Tender no. : “FF: 15: MFG: RM: MEEE: 08”** respectively and then placed in a common envelope super-scribed with **“Tender for Tender No.: “FF: 15: MFG: RM: MEEE: 08”**. The Techno Commercial Bid must also contain an un-priced copy of Price Bid.
6. Only the Techno Commercial bid will be opened on the day of tender opening. The Priced Bid will be opened only if Techno Commercial Bid(s) are found Technically Suitable & Acceptable. Date of opening of Price Bid will be intimated to all technically suitable and acceptable bidders at a suitable time.
7. Once Price Bids are opened and accepted by BHEL, the same cannot be withdrawn by the bidder for whatsoever reasons. In case a bidder withdraws his/her/their tender, suitable action may be taken by BHEL as deemed fit. This may include black listing of bidder or legal action.
8. If there is a difference found in the figures & words of the offered price. The price given in the words will be considered.

**(Issuing Officer)**

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Signature of Bidder/Tenderer

**BHARAT HEAVY ELECTRICALS LTD.**  
**CENTRAL FOUNDRY FORGE PLANT**  
**RANIPUR, HARDWAR**  
**MAINTENANCE & SERVICES DEPARTMENT**  
**MAINTENANCE-FORGE SHOP**

**TENDER FORM for "Assistance to production during operation & Preventive/Breakdown maintenance of 2650T forging press and 25T manipulator of Medium forge shop.**

”  
**(PRICE BID)**

**PRICED/UNPRICED**

(PRICED PRICE BID TO BE SEALED IN SEPARATE ENVELOP)

Name & Address of Bidder	:	
Tender Notice No.	:	FF: 15: MFG: RM: MEEE: 08; Dated:07/10/2015
Last Date & Time for receipt of Tender	:	14:30 hrs on 29/10/2015
Date & Time for opening of Tenders	:	15:00 hrs on 29/10/2015
Place for opening of Tenders	:	Office of DGM (M&S)
Nature of Contract	:	Assistance to production during operation & Preventive/Breakdown maintenance of 2650T forging press and 25T manipulator of Medium forge shop.
Period of Contract	:	12 months

**SCOPE OF WORK**

S.NO.	WORK	QUANTITY	ESTIMATED PRICE PER UNIT (Rs.)	Quoted Price
1..	<b>Work Schedule/Item 01 : Breakdown &amp; Preventive Maintenance of high Pressure Pumps:</b> Repair of tandem valve, Stuffing Box, pilot valve, lubrication pump, cleaning and changing of filter unit, checking and making of oil level. Cleaning and repair of heat exchanger, clamps and mountings of suction and discharge lines, bypass valve. Boost pump, valves, motors along with complete assembly	26	10152.00	
2.	<b>Work Schedule/Item 02: Breakdown &amp; Preventive maintenance of Mercury unit and Accumulator station:</b> Dismantling of mercury unit, cleaning and drying of electrical contacts, filling/removing of mercury from unit along with assembly and trial. Charging and transferring of air in different pressure vessels. Regular monitoring and maintaining	26	3642.00	

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	of water and pressure levels in accumulator bottles/high pressure vessels.			
3.	<b>Work Schedule/Item 03: Breakdown &amp; Preventive Maintenance of high pressure line shut off valve and automatic shutoff valve:</b> Cutting, grinding & welding of high pressure lines. Dismantling, cleaning & repair of shut off valve& of automatic shut off valve.	26	7942.0	
4.	<b>Work Schedule/Item 04: Breakdown &amp; Preventive Maintenance of main control block, table block, switch control and step control:</b> Dismantling, cleaning, repair and /or replacement of bushes, lifting rods, valves, pins, valve sheets, packings. Cleaning and Tuning of EMG of main control block. Repair/rectification, cleaning and mounting of pilot & solenoid assembly of cross table & long table control block. Dismantling, cleaning, repair and replacement of Step control valves & Switch control along with adjustment	25	22842.0	
5.	<b>Work Schedule/Item 05: Breakdown &amp; Preventive maintenance of Return Plunger, Main Plunger, die clamping &amp; mounting system, Distributor system &amp; filling valves:</b> Dismantling, replacement and /or repair and assembly of return cylinder packings, copper rings, die clamping plunger & cylinder. Dismantling of flange, removal of old packings, replacement of new packing's and final fixing and tighten of flange of main plungers. Repair/rectification, replacement of packing's, assembly and mounting of filling valve assembly, distributor and and overhead high pressure pipe lines.	26	27141.0	
6.	<b>Work Schedule/Item 06: Breakdown &amp; Preventive maintenance of manipulator rotation and travel Gearboxes, lifting and shifting cylinders:</b> Dismantling, cleaning, repair and/or replacement of packing's, bushes, cylinders, pipe lines, hydro motors, valves, clamps. Repair of cable trolley system and chain.	26	10152.0	
7.	<b>Work Schedule/Item 07:Assistance to production during operation of forging press and manipulator:</b> Opening and closing of various valves, starting and stopping of high pressure pumps, monitoring of water level and air pressure in accumulators various auxiliary systems.	4000	317.00	

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8.	<b>Work Schedule/Item 08: Electrical maintenance of press and manipulator panels, various controls and field devices.</b> Regular checking and cleaning of panels and electrical contacts. Repair/replacement of power contactors, switches, joysticks, relays and other switch gear items. Repair /replacement and modification of old wiring and cables along with arranging, dressing, laying and marking.	52	2538.00	
09	<b>Total Price</b>	(Numbers)		(Words)

## Enclosures:

1. Annexure-A: Undertaking by contactor
2. Annexure-B : Manpower deployment, qualification, experience
3. Annexure-C : Special terms and conditions
4. Annexure-D: Pre-Qualification Requirements



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## ANNEXURE: A

**UNDERTAKING***(By the contractor)*

1	I/We have carefully perused all the terms and conditions of the tender, NIT including special conditions mentioned in the tender before quoting the offer and I/we commit to abide by them in too. I/we have read BHEL General Conditions of Contract and agree to abide by the same.
2	I/We shall abide by and fulfill the requirement of all the statutory obligations in respect of EPF, ESI, labour license and all other provisions of labour laws applicable to me/us and maintain muster roll, payment register and all other registers/ records as applicable and produce the same to BHEL officials or statutory authorities whenever desired.
3	I/we shall abide by the Service Tax Act/ Rules as applicable.
4	I/we shall decide the number of employees to be deployed for execution of the work and give instruction to my/ our employees. BHEL will have nothing to do or be concerned with the employment of my/our employees.
5	I/we shall provide employment card/identity with photograph duly verified and attested by me/ us to my/our employees.
6	I/we shall ensure payment of ESI contribution under ESI Act, 1948 and provide ESI membership card to each of my/our employees.
7	I/we shall pay minimum wages as applicable from time to time including leave with wages to my/our workers as per rules /act.
8	In case of non-compliance of any of the statutory obligations, labour laws by me/us, I/we shall be responsible for all expenses/liabilities occurring /accruing on BHEL because of this including all expenditure on legal proceedings. All such expenses including overheads shall be recoverable from any of my / our running contract with BHEL or any contract entered thereafter.
9	I/we shall maintain valid labour licence throughout the period of contract.
10	I /We agree your Payment terms of E-mode & Mode of payments as per clause No.24 of Special Conditions.
11	I shall be responsible for any accident of my labour in absence of using any safety / Environmental
12	Details of earnest money enclosed with the offer:
(a)	Amount: .....
(b)	(i) Cash Receipt No. .... Date .....
	(ii) Demand draft No. .... Date ..... Bank .....

Signature &amp; Name of Contractor

Date



Signature of Issuing Officer

Signature of Bidder/Tenderer

**Annexure: B****MANPOWER DEPLOYMENT, QUALIFICATION and EXPERIENCE,**

**MANPOWER DEPLOYMENT:** The main responsibility of the deployed work force will be smooth operation of 2650T forging press and manipulator along with its auxiliaries under consideration. For this, the Site Engineer (BHEL Executive) will deploy adequate no. of persons with adequate skill and experience. The desirable manpower and their minimum qualification criteria required to be supplied by the contractor at the site are as listed below:

1. **Shift Supervisors:** The shift supervisors will basically act as team leaders for the workforce deployed on any work. The supervisors must be well qualified and experienced. The minimum qualification for Shift Supervisors will be Diploma (in respective engineering) with minimum 3years experience or ITI (in respective discipline) with minimum 8years experience in maintenance/ reconditioning/retrofitting of machines. The Supervisor for Electronics Maintenance must necessarily be minimum diploma holder.
2. **Fitters:** They should have a qualification of ITI (Mechanical Fitter) and an experience of minimum 5years in mechanical and hydraulic maintenance of machines.
3. **Electricians:** They should have a qualification of ITI (Electrical/Electronics) and an experience of minimum 5years in electrical and electronic maintenance of machines.

The overall team must be experienced and must also be capable of handling maintenance activities and have basic knowledge of electrical, mechanical, hydraulics and electronics.

The deployment of workforce will be in two shifts on regular basis and in the third shift as per the exigencies of the work.



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**SPECIAL TERM AND CONDITIONS**

ANNEXURE: C

1	<p>The contractor shall have to comply with the following during execution of the contract.</p> <p>1.1 Valid labour license issued from Asstt. Labour Commissioner (State) Uttarakhand.  1.2 P.F. code and abide by the relevant laws/rules.  1.3 E.S.I. code and abide by the relevant laws/rules.  1.4 Service Tax registration and abide by the relevant laws/rules.</p>
2	The contractors are advised to see the site, terms & conditions before quoting the rates.
3	The work may need deployment of labours in two or more shifts to complete the work in stipulated time and as per requirement of the job. The contractor shall observe provisions of the Factories Act/ Rules in respect of working hours, holidays, rest intervals, leaves and overtime to his employees. Work in second / third shift, overtime, Sundays or on other declared holidays should be carried out after getting written permission from Engineer In-charge.
4	<p>Contractor shall decide the number of employees to be deployed for execution of the work awarded to him and he or his authorized representative will be solely entitled to dictate such workers about the manner of carrying out the work as per the prescribed specifications and quality plan. However, contractor shall inform BHEL for engaging/ removing the labour for executing the work.</p> <p>If BHEL Engineer feels that the manpower is not sufficient to complete the job(s) within stipulated time or meet the requirement of the work, the contractor shall increase the number of employees suitably. The augmentation of manpower may be suitably decided by mutual discussion between BHEL &amp; contractor.</p>
5	The contractor shall not employ a worker less than 18 years of age on the premises of BHEL or otherwise during execution of his work.
6	Contractor will be responsible for good conduct of his employees. In case of any misconduct / misbehavior by any employee, the contractor will replace such employee(s) immediately.
7	<p>Contractor shall pay minimum wages as applicable from time to time including leave with wages to their workers as per rules /act and any changes made thereafter. The rates of minimum wage effective from 01.02.2015.</p> <p>Supervisor :Rs 763.23 per day  Skilled labour : Rs 494.96 per day</p> <p>The rates are statutory in nature and are subject to change as per govt. regulations.</p>
8	In case of noncompliance of any of the labour laws e.g. payment of minimum wages to his employees or remittance of contribution to the concerned authorities etc., the contractor shall be responsible for all the expenses /liability occurring / accruing on BHEL because of this including all expenditure of legal proceedings. All such expenses including overheads shall be recoverable from the contractor from any of his running contracts/security deposit/other dues with BHEL or from any contract entered with BHEL thereafter.
9	BHEL shall have the probity of the contract with the contractor only and will give instructions to the contractor or his authorized representatives. BHEL will have nothing to do

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	or be concerned with the employment of employees working for the contractor. The relationship between BHEL and the contractor will be that of independent entities and nothing herein contained will amount to joint venture, partnership or an employer-employee relationship.
10	The work shall be governed by scope of work, general terms and conditions of BHEL contract, special conditions, environment-related conditions, safety clause and any other relevant condition mentioned here.
11	<p>Earnest Money deposited by the tenderer will be forfeited if:</p> <p>11.1 After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates.</p> <p>11.2 The tenderer does not commence the work within the period as per LOI / Contract. In case the LOI / contract is silent in this regard then the work shall have to be started within 15 days after award of contract.</p> <p>11.3 EMD given by all unsuccessful tenderers shall be refunded normally within fifteen days of acceptance of award of work by the successful tenderer.</p>
12	Earnest Money deposited shall not carry any interest.
13	Earnest Money in the form of demand draft should be payable at Hardwar. Validity of demand draft should be minimum of 90 days from the date of opening of tender.
14	Security deposit from successful Tenderer shall have to be deposited before start of the work. The rate of security deposit will be as follows: For works upto Rs. 10 lacs :10%, above Rs. 10 lacs. upto Rs. 50 lacs. : 1 lacs+7.5% of the amount exceeding Rs. 10 lacs. and for works above Rs. 50 lacs.: Rs. 4 lacs + 5% of the amount exceeding Rs. 50 lacs.
15	<p>Based on past experiences, minimum 09 Nos. of labours – 3 supervisors and 6 skilled laborers (deployed for all working days) are necessarily required for smooth operation under contract agreement for a period of 12 months.</p> <p>Contractor shall necessarily engage the same in the entire duration of the contract or as otherwise mentioned/communicated to contractor during the period of execution of contract.</p>
16	<p>As worked out items are based on current wages so tenders quoted below BOQ value may hamper quality of work/ completion period. Hence for smooth operations of respective contract quoted below, Additional Security Deposit (if quoted below) is to be deposited which shall be governed as follows:</p> <p>[Additional Security Deposit = (BOQ value- Quoted value- SD as per clause no 14 of tender document)]</p> <p>Additional Security Deposit shall be released only after successful completion of maintenance/contract period. In case of any deviation from contract conditions, BHEL reserves the right to forfeit Additional Security Deposit &amp; complete work for balance contract period on the risk &amp; cost of the contractor.</p>
17	<p>Earnest money / Security deposit / Additional Security Deposit may be furnished in any one of the following forms:</p> <p>17.1 Cash (as permissible under Income Tax Act)</p> <p>17.2 Pay order, Demand Draft in favour of Account Officer ( cash) CFFP/BHEL, Ranipur, Haridwar.</p> <p>17.3 Local cheques of scheduled banks, subject to realization.</p>

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	<p>17.4 One time EMD amounting to Rs. 2 lakhs is acceptable.</p> <p>17.5 Securities available from Post Offices such as National Saving Certificates, Kisan Vikas Patras, etc. (certificates should be held in the name of Contractor furnishing the security and duly pledged in favor of BHEL and discharged on the bank).</p> <p>17.6 Bank Guarantee from Scheduled Banks/ Public Financial Institution as defined in the Companies Act subject to a maximum of 50% of total security deposit value. The balance 50% has to be remitted either by cash or in the form of security. The Bank Guarantee format should have the approval of BHEL.</p> <p>17.7 Fixed Deposit Receipts issued by scheduled Banks/ Public Financial Institution as defined in Companies Act. FDR should be in the name of contractor, A/c BHEL, duly discharged on the back.</p> <p>17.8 Security deposit &amp; Additional Security Deposit can also be recovered at the rate of 10% / balance from the running bills. However, in such cases at least 50% of the security deposit &amp; Additional Security Deposit must be deposited before start of work and balance 50% may be recovered from the running bills. The contractor shall be required to submit a request/no-objection letter for the same.</p> <p>17.9 EMD of the successful tenderer shall be converted and adjusted against security deposit.</p> <p>17.10 The security deposit / Additional Security Deposit shall not carry any interest. NOTE: Acceptance of security deposit / Additional Security Deposit against S.No. (iv) and (vi) above will be subject to hypothecation or endorsement on the document in favor of BHEL. However, BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith.</p>
18	Security deposit / Additional Security Deposit shall be released as follows: 50% shall be released along with the final bill and balance 50% shall be released after satisfactory completion of the maintenance period of the work after clearing of all dues.
19	In case more than one contractor quotes the Lowest rates, L-1 Contractor will be decided through draw of lottery. Lottery shall be drawn between all the Contractors quoting the lowest rates. Contractor who is declared as the winner in draw of lottery shall be considered as L-1 contractor of subsequent processing of the tender. The tenderers shall have no say in the process of lottery and the decision of BHEL in the same shall be final and acceptable to the tenderers.
20	This is a maintenance work. The exact requirement of manpower cannot be anticipated. Thus manpower deployed may vary in accordance with the quantum of work. (4)
21	Service Tax shall be paid extra as per actual.
22	No advance payment shall be paid to the contractor. The payment of final bill will be made only after successful completion of the work. All payments to be made to the contractor under this contract shall be through Electronic transfer (E- Mode) within a reasonable time after the certification by the Engineer In-charge.
23	No bill will be entertained until wages of workers till date are paid, PF and ESI deposited for labour engaged in the work and proof of the same submitted along with the bill.
24	Running bills monthly/bimonthly against work contract depending upon the quantum of work performed item wise shall be submitted to the finance for payment within 15 days from the date of measurement, unless there is some problem which shall be supported by documents in

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	this regard in timely manner. Finance will process such bills for payment within 20 days after receiving the bills in Finance.
258	Final bills against work contracts shall be submitted to finance within two months from date of actual completion of work or within one month from date of measurement whichever is earlier unless there is some problem which shall be supported by a document in this regard in timely manner. Finance will process such bills for payment within one month after receiving the bills in Finance.
26	No excuses like hindrance because of extreme weather conditions, availability of labour and material etc will be entertained for not completing the work.
27	The gate passes/ tokens to be issued by the CISF UNIT shall have to be returned to the pass section of CISF after completion of work, failing which recovery at the rate as applicable shall be made from the contractor.
28	All necessary precautions for safety and environmental aspects shall have to be taken by the contractor for activities performed by his workers.
29	Contractor must ensure that all labour engaged in the work should wear safety personal protective equipment's (PPEs) as directed by Engineer In-charge. In case labours are found working without wearing PPEs as directed, then recovery may be made at the risk and cost of contractor by providing PPEs to labours by BHEL at BHEL purchase cost. In case any accidents of Contractors Labour happens in absence of any safety, Environmental measures etc. contractor will be fully responsible for the same. BHEL is not responsible for the same.
30	Contractor may have to complete the work earlier as advised by Site In charge even before the scheduled period of completion as per the urgency of the work. No excuse for overall completion period will be entertained.
31	<u>Penalty clause:</u> In case of slow progress of work or contractor fails to deploy sufficient workers for timely completion of work as per direction of Engineer In charge and extension is sought beyond the scheduled date of completion then, a penalty of 10% of item value per unit per day subject to a value of maximum 30% of per unit item value shall be imposed. The overall penalty will not exceed 10% of contract value.. The decision of the Engineer in charge of BHEL shall be final in this regard.
32	In case contractor is unable to deploy sufficient manpower for timely completion of the work due to non-availability or any other reason, BHEL will have the right to deploy required manpower from any source at contractor's risk and cost. The decision of the Engineer in charge of BHEL shall be final in this regard.
33	Rate should be quoted on overall percentage basis for items given in the bill of quantity, exclusive of service tax.
34	BHEL reserves the right to sub-divide the work between/among more than one party as per work requirement or award only a fraction of the work given in the bill of quantity.
35	Contractor must sign on all pages and fill up the offer in all respect. Incomplete offer like cutting/ over writing without authentication is liable to be rejected. If undertaking provided in the tender document is not properly filled or signed, offer is liable to be rejected.
36	BHEL reserves the right to cancel the tender at any stage of tendering till signing of agreement without assigning any reasons thereof. Tender cost in that event shall not be refunded.
37	If the rates quoted less than "10% below" and more than "10% above" will stand rejected and will not be considered.
38	Before submitting any bill to this office the contractor must ensure that they have deposited the service tax with Government of India against all payments received by them for work carried out under this department. Contractor shall submit a proof of the same. No bills will be processed unless proof is submitted.
39	Conditional offers will be rejected.

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40	<p>In addition to the clauses 31 &amp; 32, BHEL reserves the right to cancel the contract in case the performance of the contractor is not found satisfactory. The SD/ASD of the contractor shall be forfeited in this case.</p> <p>While suitable and timely communication shall be made to the contractor in this regard, BHEL Engineer in-charge's decision shall be final and binding on the contractor.</p>
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4. **Compliance to Govt. Rules:** The bidder must have proper registration for PF, ESI, Income Tax, Service Tax, Labour license etc. as per Govt. Rule. The bidder shall also have to comply with the Government as well as BHEL rules and regulations. Bidder has to fill & submit the enclosed Performa.
5. Documents supporting the aforementioned qualifying criteria **MUST** be submitted by the bidders along with the Techno-Commercial Bid. **If it is found at any time that the particulars submitted by the contractor are false, suitable action will be taken. This may lead to cancellation of contract/registration from all the BHEL units & forfeiting of Earnest Money Deposit (EMD) /Security Deposit (SD).**
6. Bidder must submit tender cost & Earnest Money Deposit (EMD) along with Techno-Commercial offer. In case the tender cost/EMD is not submitted with techno-commercial offer or less than that specified in NIT, tender will be rejected without any prior notice and any amount deposited will be forfeited.



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