

**Scope of work (Work Schedule)**

<b>SL</b>	<b>Description of work</b>	<b>Unit</b>
1	<p>Job contract for providing assistance/help in electrical maintenance works in BHEL R&amp;D lab complex and township” which includes the following operations, for a period of two years.</p> <ul style="list-style-type: none"><li>• Electrical maintenance work at Lab complex which includes all the electrical installation of offices, labs, test setup, backup power UPS etc.</li><li>• Recording the meter readings of telephone tower and other utilities at lab complex.</li><li>• Maintenance of internal street lights, high mast lamps and lighting around the periphery of R&amp;D for security department.</li><li>• Electrical connection arrangement during the visits of guests, functions at R&amp;D and national festivals, HRD programs etc.</li><li>• Electrical repair and maintenance work at township (which includes BHEL quarters, medical centre, crèche, BHEL club etc.) for all the electrical installation.</li><li>• Maintenance of township substation and electrical distribution network.</li><li>• Maintenance of street lights, its timers, water pumps of overhead and underground tank and other essential electrical installations in township.</li><li>• Recording of electrical meter reading of all the quarters on monthly basis, verification of any discrepancy in meter, processing of electricity bills for all the quarters of township. (Meter readings of A type quarters and for the quarters occupied by other unit’s staff).</li><li>• Movement of electrical items like panels, switches etc.</li><li>• Electrical maintenance work at township which involves attending the power supply fault and other emergency works on 24x7 basis.</li><li>• Maintenance of earth pits of different labs</li><li>• For above works contractor is expected to supply (02) two Skilled manpower.</li><li>• Contractor has to ensure that the contract labors are equipped with following necessary tools and tackles Electrical taster, plyers, cutters, spanner, screw driver, hammer, and personal protection kits required for performing their day to day works.</li></ul>	1208