



भारत हेवी इलेक्ट्रिकल्स लिमिटेड

Bharat Heavy Electricals Limited

(भारत सरकार का उपक्रम / A Government of India Undertaking)

CIN: L74899DL1964GOI004281

पावर सेक्टर पूर्वी क्षेत्र / Power Sector Eastern Region

भेल भवन, प्लॉट सं. - डी जे - 9/1, साल्ट लेक सेक्टर- II, कोलकाता - 700091, फोन 03323398000

BHEL Bhawan, Plot No. DJ- 9/1, Salt Lake Sector- II, Kolkata - 700091 Phone: 033-23398000

WBPDCL, Sagardighi Thermal Power Project STAGE III (1X660 MW, Unit. 5) P.O.: Monigram, Dist.; Murshidabad, W.B.PIN: 742237

Ref No. PSER:SOX(SGD): CIVIL:NIT: HOUSEKEEPING CONTRACT-8

Date: 16-03-2026

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To,

Sub.: Notice Inviting Tender (NIT) for "Housekeeping Contract-8: Carrying out Housekeeping and Cleaning job in 1X660 MW Unit-5 Sagardighi Extension Project, BHEL-Sagardighi Site."

Dear Sir,

Sealed offers are invited in two parts bid system by Hand/Courier/Post from reputed & experienced bidders for the subject job by the undersigned on behalf of BHARAT HEAVY ELECTRICALS LIMITED, Sagardighi site as per tender document. The work is to be executed at 1X660 MW Unit-5 Sagardighi Extension Project, BHEL-Sagardighi Site, Murshidabad (West Bengal).

Bidders to note specifically that all pages of tender document including NIT pages of this particular tender, shall be submitted by them, duly signed & stamped on each page, as part of the offer. Rates/Price including discounts/rebates, if any, mentioned anywhere/in any form in the offer other than the Price Bid (BOQ), shall not be entertained. The bidders are requested to depute their representative during opening of the tenders.

Thanking you,

Yours sincerely,
For & on behalf of BHEL

Encl.

- NIT (Vol-I & II)
- Price Bid (Vol-III)
- No Deviation Certificate (ANNEXURE -I)

पंजीकृत कार्यालय : बीएचईएल हाउस, सिरी फोर्ट, नई दिल्ली - 110049 | फोन: 011-66337598 | ईमेल : contactus@bhel.in

Registered Office: BHEL HOUSE, Siri Fort, New Delhi - 110049 | Phone: 011-66337598 | E-mail: contactus@bhel.in

www.bhel.com BHELOfficial BHEL_India BHEL_India bhel.india company/bhel

VOLUME-I
GENERAL INSTRUCTIONS TO TENDERERS

- 1.0 Tender specification as a whole, duly furnishing the following details, shall be duly signed and sent in a sealed cover super scribing "**Housekeeping Contract-8: Carrying out Housekeeping and Cleaning job in 1X660 MW Unit-5 Sagardighi Extension Project, BHEL-Sagardighi Site.**".

SALIENT DETAILS OF NIT		
SL	ISSUE	DESCRIPTION
1.0	TENDER SPECIFICATION NO.	<i>PSER:SOX(SGD): CIVIL:NIT: HOUSEKEEPING CONTRACT-8 Date: 16-03-2026</i>
2.0	DUE DATE OF SUBMISSION	18-03-2026 at 13:00 hrs IST
3.0	DUE DATE OF SEAKING CLARIFICATION	17-03-2026 at 13:00 hrs IST
4.0	DUE DATE OF TENDER OPENING COVER NO. I (Techno-Commercial Bid) of tender	18-03-2026 at 15:00 hrs IST
5.0	DUE DATE OF TENDER OPENING COVER NO. II (Price Bid) of tender	18-03-2026 . Will be opened after processing techno-commercial bid.
6.0	VENUE OF TENDER OPENING	Bharat Heavy Electricals Limited, 1x660 MW Sagardighi Thermal Power Project, Unit-5, WBPDC, P.O.- Manigram, Dist.: Murshidabad, West Bengal- 742237
7.0	EMD AMOUNT	NIL

- 2.0 The offer shall be submitted as per instruction of tender document. One set of tender documents signed and stamped on each page by authorized representative of bidder shall be submitted as detailed further as a part of their offer. "**Price shall not be mentioned by them anywhere in the techno-commercial offer, it shall be mentioned in the relevant price schedule only and submitted in separate sealed envelope.**" In case of any clarification, bidder may contact this office.

- 2.1 The offer shall be sent as per following:

COVER NO	SHALL CONTAIN FOLLOWING
<u>COVER-I</u> (TECHNO-COMMERCIAL BID)	One original copy of each of following should be submitted by the bidder: a) Covering letter of offer (in bidder's letterhead) b) Techno-Commercial Bid (signed copy of NIT/ Enquiry) c) Price schedule / Rate schedule – Unpriced but mentioning only quoted / unquoted against each item of price bid/Schedule format (Volume-III) d) No deviation certificate in bidder's letterhead as per format given at annexure - I . e) PAN No. A photocopy of PAN card (Self attested) is to be submitted f) GST registration number. A photocopy of GST certificate (Self attested) is to be submitted g) PF registration details
Cover –II (PRICE BID/SCHEDULE)	a) Covering letter as given in Cover-I

	b) Complete price offer in line with prescribed price schedule [Volume-III] duly filled in all respect.
Note: Above two separately sealed covers shall together be enclosed in a third cover (Cover No -III).	
All the three sealed covers shall clearly be super scribed with COVER NO., NAME OF THE JOB, TENDER NOTICE NO. AND DUE DATE OF SUBMISSION	

The Tenderer should be addressed to:

HOD (CIVIL)
Bharat Heavy Electricals Limited,
1x660 MW Sagardighi Thermal Power Project, Unit-5,
WBPDCL, P.O.- Manigram,
Dist.: Murshidabad, West Bengal-742237

- 3.0 Tender to be submitted through "REGISTERED POST WITH ACKNOWLEDGEMENT" or by hand at BHEL site office. Tenders received after due date is liable to be rejected.
- 4.0 Price bids of techno commercially qualified bidders shall be opened by the authorized officials(s) of BHEL at their office at the time and date mentioned in this document or shall be intimated by BHEL, in the presence of bidders or their authorized representative(s) who wishes to be present.
- 5.0 The Tenderer should thoroughly go through all the clauses/ specifications, terms and conditions stipulated in the tender documents. In case the tenderers have any doubt about the meaning of any portion of the tender specifications or the tender documents issued are incomplete or shall require clarification on any of the technical aspect, scope of work etc. they should at once contact the authority inviting the tender for clarification before submission of the tender.
- 6.0 The tenderers must furnish all the required information as per the instructions given in various sections of the tender specifications. Each and every page of the tender specification must be signed and submitted along with the offers by the tenderers as a token of complete acceptance thereof. The information furnished shall be completed by itself.
- 7.0 The tenderers should quote the rates in English language and international numerals. The rates shall be in whole rupees. The rates shall be entered in figures as well as in words.
- 8.0 All entries in the tender shall either be typed or be in written form. Erasures and overwriting are not permitted and may render such tenders liable to be summarily rejected. All cancellations, insertions, overwriting etc. shall be duly attested by the bidders.

VOLUME-II
TECHNICAL CONDITIONS OF CONTRACT,SCOPE ETC

1.0	SCOPE OF WORK:
1.1	Housekeeping and Cleaning Services
1.1.1	The Contractor shall carry out housekeeping and cleaning activities across designated areas within the plant premises.
1.1.2	Manpower, tools, and tackles necessary for the execution of such activities shall be provided.
1.1.3	The standard duty period shall be eight (8) hours per day, applicable to any shift as per operational requirements.
1.1.4	Any duties performed beyond the standard eight (8) hour shift shall be considered overtime.
1.1.5	Overtime shall be chargeable at the agreed rates specified in the contract.
1.2	Provision of JCB Services
1.2.1	The Contractor shall provide 01 (One) Number JCB with the facility to attach various sizes of buckets, as and when required for the job
1.2.2	Hiring charges for the JCB shall be on an hourly basis. The charges shall be inclusive of fuel, operator, and maintenance costs
1.3	Provision of Tractor with Trolley Services
1.3.1	The Contractor shall provide 02 (Two) Number tractor with a standard-sized trolley attachment
1.3.2	Hiring charges for the tractor shall be on a monthly basis . The charges shall be inclusive of fuel, operator, and maintenance costs
2.0	VALIDITY OF OFFER/COMPLETION PERIOD
2.1	The rates in the tender shall be kept valid for acceptance for the entire period of work till completion from the date of submission of offer. Completion period of work will be Sixty (60) days from the date of receiving of Work Order.
2.2	No PVC is applicable in the contract
3.0	GUARANTEE PERIOD: Not applicable
4.0	REJECTION OF TENDER
4.1	The acceptance of tender will rest with BHEL which does not bind itself to accept the lowest tender or any tender and reserves to itself full rights for rejection of tender without assigning any reasons whatsoever. No deviation from the tender specification shall be acceptable to BHEL.
5.0	MOBILIZATION PERIOD
5.1	The Contractor shall mobilize all necessary resources, personnel, equipment, and materials required for the commencement of the works within three (3) working days from the date of receipt of the Work Order . Failure to mobilize within the stipulated period may result in penalties, termination of the contract, or other actions as deemed appropriate by the Employer.
6.0	PENALTY CLAUSE FOR NON-PROVISION OF JCB & TRACTOR
6.1	The Contractor shall ensure that the JCB and Tractor are made available at the site as per the agreed schedule.
6.2	In case of failure to provide the JCB and/or Tractor on any scheduled day, a penalty of Rs1700 per day per Tractor and Rs. 950 per Hour per JCB shall be deducted from the Contractor's payment.
6.3	If the Contractor fails to provide the equipment for more than 03 (Three) consecutive days, the Employer reserves the right to terminate the contract and engage another service provider at the risk and cost of the Contractor. Any additional costs incurred by the Employer due to such non-provision shall be recoverable from the Contractor
7.0	TERMS OF PAYMENT:
7.1	Successful bidder shall submit their running bill once in a month at the end of each month. The R.A. bill complete in all respects accompanied by BHEL engineers certified / measurement sheet, jointly signed and EPF compliance certificate from EPF authority, will be paid within 30 days of submission of the bill. The measurement will be taken as specified in terms and conditions of contract and certified by the BHEL engineer of actual work. However, no extra payment shall be made in the event of delay in release of payment.
7.2	Measurement will be taken as specified in terms & conditions of the contract and certified by BHEL engineer of actual work.

7.3	For all the items of Rate schedule, progressive payment shall be limited to 95 % of the gross value of interim bill, as per billing break-up. Balance 5% shall be retained as "retention amount" from each RA bill. Refund of retention amount shall be as per Cl. 2.22.2 of General Conditions of Contract (GCC) available at BHEL site office.
8.0 TAXES, DUTIES ETC	
8.1	All taxes excluding GST (as specified elsewhere in this clause) & BOCW Cess (as specified elsewhere in the tender) but including, Charges, Royalties, any State or Central Levy and other taxes for materials if any obtained for the work and for execution of the contract shall be borne by you and shall not be payable extra by BHEL. Any increase of above at any stage during execution of contract, including extension of the contract, shall have to be borne by you. Your accepted rates/ price shall be inclusive of all such requirements.
8.2	GST along with Cess (as applicable) legally leviable & payable by you as per GST Law shall be paid by BHEL, extra. Hence, you shall not include GST along with Cess (as applicable) in your accepted rates/ price.
8.3	Any Interest if levied thereon for reasons elaborated in taxes, duties clause of the tender, which is not attributable to BHEL, will be recovered from final payment / retention / securities.
9.0 GENERAL CONDITIONS	
9.1	Labour license and group insurance of the workmen employed by the contractor and other statutory requirements shall be complied, as applicable, by the contractor.
9.2	Arranging gate passes is in the contractor's scope, however BHEL shall provide necessary supports if required.
9.3	All material, T&Ps required to execute the job, manpower, supervision etc. required for timely execution of work under this contract shall be provided by the contractor at his own cost.
9.4	The Contractor shall be responsible for safety of his workmen, materials and equipment deployed at site
9.5	Bidders to note that the price shall be quoted in figures and in words in the schedule of works (BOQ) attached.
9.6	This contract shall also be governed by the standard General Condition of Contract (GCC) of BHEL, a copy of which is available in BHEL office for familiarization of the contractor and the Contractor is supposed to go through the same, failing which it will be presumed that the contractor accepts all the conditions.
9.7	Tenderers are advised to visit the site and get acquainted personally with the work. General information given above are to briefly guide the vendor to quote the most competitive rate and shall not relieve the contractor in assessing the actual quantum of work involved in the scope of work. The tenderer shall submit their offer in sealed envelope.
9.8	All labour rules, factories act, statutory requirements to be strictly adhered by the contractor.
9.9	BHEL may terminate this contract at any time by informing the vendor by giving notice for a period of one month and without assigning any reasons whatsoever. In such case no payment will be given for the balance period of contract including period of unsatisfactory services, if any
9.10	Prevailing BHEL HSE norms shall be strictly adhered by the contractor.

*****END*****

**NO DEVIATION CERTIFICATE
(To be submitted in Letter Head)**

**To
HOD (CIVIL)
Bharat Heavy Electricals Limited,
1x660 MW Sagardighi Thermal Power Project, Unit-5,
WBPDC, P.O.- Manigram,
Dist.: Murshidabad, West Bengal-742237**

Sub: No Deviation Certificate.

Job: Housekeeping Contract-8: Carrying out Housekeeping and Cleaning job in 1X660 MW Unit-5 Sagardighi Extension Project, BHEL-Sagardighi Site

Ref:1. BHEL's Tender Notice No. PSER:SOX(SGD): CIVIL:NIT: HOUSEKEEPING CONTRACT-8 Dated **16-03-2025**.

2. All other pertinent issues till date.

Dear Sir,

With reference to above, this is to confirm that as per tender conditions, we have visited site before submission of our offer and noted the job content & site conditions etc. We also confirm that we have not changed/ modified the tender documents as appeared in the website/ issued by you and in case of such observance at any stage, it shall be treated as null and void.

We hereby confirm that we have not taken any deviation from tender clauses together with other references as enumerated in the above referred tender notice. We hereby confirm our unqualified acceptance to all terms & conditions, unqualified compliance to technical specification, integrity pact (if applicable).

In the event of observance of any deviation in any part of our offer at a later date whether implicit or explicit, the deviations shall stand null & void.

We confirm to have submitted/uploaded offer/documents in accordance with tender instructions with acceptance of the terms & conditions of the tender by us and as per aforesaid references.

Thanking you,

Yours faithfully,

(Signature, date & seal of
authorized representative of the
bidder)

PRICE BID

Name of the Job:Housekeeping Contract-8: Carrying out Housekeeping and Cleaning job in 1X660 MW Unit-5 Sagardighi Extension Project, BHEL-Sagardighi Site.

NIT Ref No. PSER:SOX(SGD): CIVIL:NIT: HOUSEKEEPING CONTRACT-8 **Dated** 16-03-2026

SI No.	Description	UOM	Quantity	Rate (In Rs.)	Amount (In Rs.)
1	Supply of manpower for housekeeping and cleaning work throughout Power Plant area Unit-5 as per instruction BHEL Engineer-in-Charge.				
	a) Unskilled (8 hrs at any shift)	Man-days	600		
	b) Unskilled Over Time (Beyond 8hrs duty after the shift)	Hours	1200		
2	Hire charges of JCB including diesel and operator for miscellaneous work in desired location within plant premises round the clock as per instruction BHEL Engineer-in charge	per Hours per equipment	480		
3	Hire charges of Tractor including diesel and operator for miscellaneous work in desire location within plant premises round the clock as per instruction BHEL Engineer-in-Charge	per months per equipment	4		
				TOTAL AMOUNT (In Rs.)	
(In Words Rupees				Only)	

PRICE BID-UNPRICED

Name of the Job:Housekeeping Contract-8: Carrying out Housekeeping and Cleaning job in 1X660 MW Unit-5 Sagardighi Extension Project, BHEL-Sagardighi Site.

NIT Ref No. PSER:SOX(SGD): CIVIL:NIT: HOUSEKEEPING CONTRACT-8 **Dated** 16-03-2026

SI No.	Description	UOM	Quantity	Rate (In Rs.)	Amount (In Rs.)
1	Supply of manpower for housekeeping and cleaning work throughout Power Plant area Unit-5 as per instruction BHEL Engineer-in-Charge.				
	a) Unskilled (8 hrs at any shift)	Man-days	600	quoted / unquoted	quoted / unquoted
	b) Unskilled Over Time (Beyond 8hrs duty after the shift)	Hours	1200	quoted / unquoted	quoted / unquoted
2	Hire charges of JCB including diesel and operator for miscellaneous work in desired location within plant premises round the clock as per instruction BHEL Engineer-in charge	per Hours per equipment	480	quoted / unquoted	quoted / unquoted
3	Hire charges of Tractor including diesel and operator for miscellaneous work in desire location within plant premises round the clock as per instruction BHEL Engineer-in-Charge	per months per equipment	4	quoted / unquoted	quoted / unquoted
			TOTAL AMOUNT (In Rs.)		quoted / unquoted
(In Words Rupees		quoted / unquoted		Only)	