



**BHARAT HEAVY ELECTRICALS LIMITED**  
**RAMACHANDRAPURAM::HYDERABAD::32**  
**FACTORY CIVIL ENGINEERING DEPARTMENT**

SCHEDULE- A

Tender Notice No:

HY/FCD/OT-03/2012-13, Dt: 18.05.2012

PRICE BID

Item no.: 2

**Name of work:** Outsourcing of job works for Purchase, HE & Fab department section for dak distribution, customer Hospitality, Documents collection, Housekeeping etc.

S. No.	Description of the item	Qty	Unit	Rate (₹)	Amount (₹)
1	<b>DAK DISTRIBUTION:</b> Distribution of Computer printer reports, files paper documentation etc. from one dept. to another dept. (within the factory and Admn. Building).	302.00	opera.	542.44	1,63,816.88
a	Between 100 to 1000 mts. Radius.				
b	More than 1500 mts radius (within the unit, factory admn. Buildings etc.)				
c	Xeroxing & Scanning				
2	<b>House Keeping &amp; 5-S activities:</b>				
a	Filling Activities				
b	Dusting & cleaning of all furniture, chairs & other equipments like personnel computers and accessories etc.				
3	<b>Customer Hospitality:</b>				
a	(Preparation of tea to the customers internal & external) Material will be supplied by the departments.				
b	Tea & Snacks, Distribution (includes tea to be collected from canteen & served).				
c	Serving drinking water				
d	Cleaning of utensils & Cups. <b>(BHEL assess that one operation requires - 1 U.S.W. per day to carry out the above work)</b>				
	<b>Total value of work</b>			₹	<b>1,63,816.88</b>
<b>Total : ₹ One lakh sixty three thousand six hundred sixteen and eighty eight paise only</b>					

**Note:**

1	A penalty of 0.5% of the gross value of work will be levied for every week's delay of work subject to a maximum penalty of 10% of the gross value of work.
2	Service tax is extra as applicable, which will be reimbursable to the agency on production of paid proof documents and VAT not applicable.
3	The rates are inclusive of all taxes and duties.

**Note :** The bidders are required to quote the tender value on percentage (%) basis at excess or less or on par with estimate value in figures and words.

Tender %	In figure	In words
Excess		
Less		
Estimated value		

Name of the Contractor :

Signature of the Contractor