

**WORKS ENGINEERING AND CENTRAL SERVICES  
CMX (Machine Shop)**

Enquiry no: WEX/CMX-MS/MO/1920/ENQ/01

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**Scope of work**

**Name of the work: - To carry out various machining operations in CMX machine shop on works contract basis for the period of one year.**

**1. SCOPE OF WORK**

CMX Machine Shop is catering the need of various maintenance groups in BHEL BHOPAL unit by manufacturing spare parts of machines. These spare parts includes various machine elements such as all types of gears, shafts, plates, brackets, cover and other typical components. These spare parts require machining operation on lathe, milling, hobbing and drilling machines. There are 6 H22 Lathe machines, 3 M3 Milling machines, 1 Slotter machine and 1 Shaper machine in CMX machine shop which will be operated by deployed contract workers. In addition to this we are in process of transfer of one more M3 Milling machine from HRDC workshop.

In the view of above, skilled and devoted manpower required to be deployed for machining operation on works contract basis. The manpower to be deployed for carrying out various operations in WEX/machine shop shall be well qualified and experienced in various machine operations. The firm has to engage technical operators for machine operation on regular day-to-day basis and to the satisfaction of Engineer in-charge. If performance of any deployed worker is not found satisfactory, contractor shall provide alternate worker with immediate effect to the satisfaction of Engineer in-charge.

Following works are to be performed by the deployed manpower:

1. The main work involves carrying out various turning and milling operations on different machines in CMX machine shop in both the shifts i.e. day shift (07:00 AM to 04:00 PM) and night shift (04:00 PM to 01:00 AM) as per requirement. Drawing, raw materials and tools will be provided by BHEL.
  2. Material handling work in machine shop.
  3. Cleaning of machines because of dust, coolant and chips.
  4. Refilling of coolant, lubrication oil, hydraulic oil etc.
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2. **Working Hours:** Party has to work in 1<sup>st</sup> Shift **(7.00 am to 4.00 pm)** and 2<sup>nd</sup> shift **(4.00 pm to 1.00 am)** during all working days of BHEL Bhopal.
  3. **Duration of Contract:** 1 Year only. Manpower deployment shall be for one year from the date of starting of WO.

Sign & Seal of contractor

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4. Payment to the contractor on monthly basis (limited to the pro-rata work order value) shall be made on the basis of actual manpower deployed, which will be verified as per attendance record of CMX-Machine shop.
5. The person deployed shall wear shoes, uniform and helmet as per General Terms & Conditions and Safety Regulations. Contractor shall provide helmet, safety shoes and uniform to workers as per following schedule:
  - a) One industrial safety helmet at starting of WO.
  - b) One set of ISI standard Safety Shoes in every one year.
  - c) One set of uniform to workers in every six month. Uniform shall include T-shirt/Shirt and Trouser. Stitching charges will be paid by contractor to workers.

**6. MANPOWER DEPLOYMENT REQUIREMENT:**

Sr. no.	Description of manpower	No. of workers	Educational Qualification & Experience
1	Turner (Skilled)	5	ITI in Turner grade with 1 year working experience
2	Machinist (Skilled)	2	ITI in Machinist grade with 1 year working experience
3	Helper (Unskilled)	2	Min. 8th pass & 1 year work experience

**7. Price Variation Clause**

The price shall be firm/ fixed throughout the contract period.

**8. PAYMENT TERMS**

- a. Payment shall be made against the submitted bill as per BHEL specified format on monthly basis after verification by engineer in charge along with all necessary supporting documents as per the requirements. Payment shall be released within 60 days, after submission of the bills (Measurement book), with meeting all formalities in advance. In case of MSME vendor, Payment shall be released within 45 days, after submission of the bills (Measurement book), with meeting all formalities in advance.
- b. Payment will be made to contractor on the basis of actual attendance of manpower.
- c. Penalty, if any, shall be deducted from the running bill payments as per clause no. 9.
- d. GST and any other new taxes introduced by GOI shall be applicable during the contract period with applicable rate notified by the authority.

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**9. Penalty**

Payment to the contractor will be on the basis of actual attendance of manpower. Contractor can provide substitute in place of absent worker. In case, contractor fails to deploy required manpower as per agreed terms and conditions, the maintenance work in CMX machine shop will suffer. Therefore, penalty shall be deducted from running bills on the basis of following rates:

Penalty shall be deducted, if total man days supplied by the contractor are less than 85% of actual man days to be deployed as per contract agreement as per following rates:

- i) Rs. 140 for each man day of skilled worker
- ii) Rs. 90 for each man day of un-skilled worker
- iii) The maximum cumulative penalty shall be limited to 10% of the work order value.

The man days for penalty (if attendance is less than 85%) shall be calculated as difference between 85% of man days as per contract agreement and actual man days deployed.

All the above deductions shall be calculated after every 3 months of the contract period and shall be deducted from the current RA bill.

Illustrative example for better understanding is as follows:-

<b>Case- 1</b>	April		May		June		Total	
	Skilled	Unskilled	Skilled	Unskilled	Skilled	Unskilled	Skilled	Unskilled
Required Man days as per contract agreement	26	26	27	27	26	26	79	79
Actual man days deployed (A)	24	25	22	23	22	24	68	72
				85% of required man days as per contract agreement (after rounding off) (B)			67	67
				Total man days for penalty (If A ≥ B, it will be 0)			0	0
				<b>Penalty Deduction</b>			Nil	Nil
<b>Case- 2</b>	April		May		June		Total	
	Skilled	Unskilled	Skilled	Unskilled	Skilled	Unskilled	Skilled	Unskilled
Required Man days as per contract agreement	26	26	27	27	26	26	79	79

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Actual man days deployed (A)	22	20	21	24	20	20.5	63	64.5
	85% of required man days as per contract agreement (after rounding off) (B)						67	67
	Total man days for penalty (C) (If A<B, then B-A)						4	2.5
	Rate of deduction per man days (In Rs.) (D)						140	90
	<b>Penalty Deduction= C x D</b>						560	225
	<b>Total Penalty Deducted (In Rs.)</b>						785	

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