

BHARAT HEAVY ELECTRICALS LIMITED
TOWNSHIP ADMINISTRATION DEPARTMENT
SCHEDULE - A (PRICE BID)

Tender Notice Number: HY/TA/OT-07/2020-21, DATE. 17.10.2020

Description of Work: Engaging Security Services in BHEL Township Area

S.No	Description	No. of Days	Units	Unit Cost	Amount
A	Deployment of Security Guard in Township Area in Three Shifts as per the prescribed schedule mentioned in the NIT, Deployment of Security Guards is as per the locations given below. (per day means 24 Hrs - 1st Shift - 6.00 a.m. to 2.00 p.m.; 2nd shift - 2.00 p.m to 10.00 p.m.; 3rd shift - 10.00 p.m. to 6.00 a.m. (next day).	365	per day	23687.52	8645945.44
1	Main Check Post at Lingampally				
2	Patrolling				
3	Township Admin office				
4	General Hospital				
5	Guest House				
6	HRD Centre				
7	Hostel-I & II				
8	SBI 'X' Road				
9	MIG 'X' Road				
10	Srinivas Theater				
11	LIG Gate				
12	NH-I area				
	NH-II area				
13	NH-III & IV & Town Centre				
14	NH-V Area				
15	HIG to Township Entrance at Sundaravananam Park				
16	MIG to Township Entrance at CISF quarters				
17	MIG to Township Entrance, from Wednesday market to MIG				
18	At Rock Garden				
19	un-identified location - as decided by BHEL Security Officer In-charge				
B	Deployment of Supervisors in Township Area in Three Shifts	365	per day	1587.36	579387.90
				Total Amount Rs.	9225333.34

Tender %	In words	Figures
Excess		
Less		
Estimate		

The Details of Requisite Manpower required per day as as below:

S.No	Category	Shift-A 6.00 a.m. to 2.00 p.m	shift -B 02.00 a.m. to 10.00 p.m	shift-c 10.00 p.m. to 6.00 a.m
1	Shift in-charge (Ex-serviceman)	1	1	1
2	Security Guards (Ex-servicemen)	4	4	4
3	Security Guards (Civilian Male)	14	14	14
Total Requirement per shift		19	19	19

Security Supervisor (Ex-Serviceman): (Number of duties should be six days per week and the one day must be provided as weekly off and the dayoff weekly off should be intimated to BHEL Security Officer In-charge.

Essential Conditions:

1	Security Guards Should be given physical exercises and training for at least 15 minutes daily to maintain the physical fitness and security activities.
2	The security personal should be deployed in three shifts per day (8 hours per shift) and no person should be forced to work continuously for more than 8 hours per day in any situations. Continuous deployment / overtime for more than 8 hours / double duties are not allowed.
3	No person should be forced to work for more than six duties continuously and the contracting agency should recruit sufficient number of security personnel in connection with the provision of weekly off for all security personnel. The contractor should provide the security guards/shift in-charge on all days that include saturday, sunday and public holidays.
4	BHEL reserves the right to increase or decrease the number of security guards and supervisor as per the realistic requirement before the date of issue of contract and during the execution of contract.
5	BHEL reserves the right to go for multiple contracts for providing contract security services if a single agency is unable to work as per the prescribed schedule and deployment of required security forces either at the beginning or in between the contract period. The successful bidder is found to be satisfactory during the

Special Notes:

	Responsibility of Security Guards
1	controlling of traffic at all junctions

2	look after the surrounding areas where the security guards are deployed.
3	Round the clock Patrolling in Township and along the periphery of the boundary
4	frequent checking / patrolling at vacant lands behind STDP plant and at STDP plant.
5	Security arrangements and traffic control system to be implemented in the market areas wherever necessary.
6	Security arrangements during public functions
7	monitoring CCTV cameras.
Responsibility of Security Supervisor:	
1	Overall in-charge of the shift. Single Point of Contact (SPOC) during the shift
2	To ensure security guards are posted in their respective posts in the presence of BHEL officer in-charge and record to be submitted daily.
3	To ensure all the communication given by BHEL officer is to be passed to the security guards promptly.
4	To ensure required guidance, training etc. is provided to the guards at their respective posts beside the regular briefing etc.
5	Custodian of the daily attendance.
6	Supervisor stay at the post until he is relieved and proper handing over and taking over is done and ensures the same for the guards too.
7	All incidents inside Township area has to be register and bring it to the notice of the BHEL officer in-charge and if necessary depends on the situation report has to be submitted to the police station.
8	Monitor the performance of the guards and their quality of service.
9	Report and check intentions of the suspicious looking men and belongings.
10	Guard to alert and inform his superiors about any suspicious movement of men /material / within the Township Premises.
11	Supervisor has to check each post, gates, stadium, parks, etc., and alert the security guards who are working at their respective place to perform their works. Any unauthorised persons or any persons who are staying inside the parks has to be vacated from the parks and give instructions to them come within the permission hours only. If any arguments / incidents occurred, they have to handover it to the police station with the information of Township Authorities.
12	Supervisor has to follow the following instructions given by the BHEL Officer In-charge:
a	Supervisor along with security guards has to report to BHEL Officer in-charge and they have to follow the instructions given by the BHEL Officer in-charge.
b	During any public functions / festivals / sports events / school events / BHEL Management events / any VIP visits / any elections etc., Security supervisor has to follow the guidelines given by the BHEL Officer In-charge for organisation the security situations during and after the events.
c	All group gathering / eve teasing / drunk & drive / accidents / group fighting / rash driving etc., has to be taken monitor by the security supervisor.
d	Wednesday and Saturday Market inside monitoring and traffic control has to be taken care and ensure not to be use Single Use Plastic by the vendors.
e	Employees who are staying in Township area and given information about their long tour (LOCKED QUARTER Details) has to be monitored frequently with their signature at the location, visiting report has to be submitted to the officer.
f	Monitoring of traffic control in all required places and report to be submitted to officer.
g	Patrolling has to be done frequently to check all the lands of BHEL with boundaries. Restriction of the surrounding debris dumping by adjacent residents has to be arrested along with their vehicles and need to be reported to office, depends on the situation same situation has to be handed over to police station.
h	As per the time to time instructions given by the BHEL management, supervisor along with their security persons has to work with the given instructions.
Penalty:	
1	If the agency is failed to deployed required number of security guards at respective places as mentioned by the BHEL Security Officer Engineer-in-charge, penalty of Rs. 438/- per security guard shall be implemented and shall be deducted from the running bills.
2	If the agency failed to deployed required number of supervisors, penalty of Rs. 528/- per supervisor shall be implemented and shall be deducted from the running bills.
3	The Four wheeler and two wheeler being out of order for more than one day will attract penalty of Rs. 500/- per shift.
4	Penalty as per the clause 2.1.36 shall be applicable.
5	Date of commencement of work shall be within 30 days from the date of issue of Letter of Intent. A penalty of 10% per weeks delay shall be implemented and shall be recovered from the running bills.