



**TENDER DOCUMENT**

Name of work	ANNUAL MAINTENANCE CONTRACT FOR OPERATION AND MAINTENANCE OF 300 KLD CAPACITY SEWAGE TREATMENT PLANT & ALLIED WORKS AT BHEL / EDN, MYSORE ROAD, BANGALORE-560026, KARNATAKA
Tender Reference	BHEL/EDN/FS/STP/AMC/2015-17
Tender to be addressed to	Manager / Factory services, Bharat Heavy Electricals limited, Electronics Division, Mysore Road, Bangalore -560026. Karnataka
Date & Time for Tender opening (Techno-Commercial Bid)	15 / 06 / 2015 Time: 1.30 PM
	This Tender document consists of 26 page including the following
Part I	Techno Commercial bid details from page 1 to 25
Part II	Price Bid / Price schedule Page no.26



**PART – I**

**I. Techno-Commercial Bid :**

	Title of the information	Page no. From	To
A.	Notice Inviting Tender	3	
B.	Part I – Techno-Commercial bid	4	
C.	Essential Criteria for Acceptance of Techno-Commercial bid.	5	
D.	Other Conditions	6	
E.	Annexure - I -Instruction to tenderers	6	7
F.	EMD & Certificate for MSME	8	9
G.	Security Deposit	10	
H.	Evaluation criteria for price bid , Arbitration and Indemnity	11	
I.	Terms of payment and wage structure	12	13
J.	Annexure - II -Scope of Work	14	19
K.	Electronic Funds Transfer (EFT) OR Pay link Direct Credit Form	20	21
L.	Annexure - III - Health Safety and Environment policy	22	
M.	Human Resources (Welfare Department ) formats	23	25

**PART –II**

**II. Price Bid / Price schedule :**

**Page No 26**



### **A) NOTICE INVITING TENDER**

Sl No.	Description	Information
1	Tender Reference	BHEL / EDN / FS / STP / AMC /2015-17 ,
2	Organisation / Division / Department	Bharat Heavy Electricals Limited / Electronics Division / Factory Services
3	Type of Tender	OPEN TENDER TWO part Bid : Part I : Techno Commercial , Part II: Price Bid
4	No. of covers	2
5	Name of the work	Annual Maintenance Contract for Operation and Maintenance of 300 KLD capacity Sewage Treatment Plant & Allied works at BHEL / EDN, Mysore Road, Bangalore-560026 KARNATAKA.
6	Period of contract	2 Year, (TWO year)
7	Estimated Cost	Rs.20.0 lakh for TWO year including taxes.
8	Earnest Money Deposit EMD Payable to EMD Payable at	Rs.60,000/- (Rs. Sixty Thousand only) BHEL-EDN Bangalore
9	Last Date & Time for the receipt of Sealed Tender.	Date 15 / 06 / 2015 Time: 1.00 PM
10	Date & Time for Tender opening (Techno-Commercial Bid)	Date 15 / 06 / 2015 Time: 1.30 PM
11	Tender Inviting Authority	Manager, Factory Services, BHEL / EDN, Mysore Road, Bangalore-560026, Karnataka. Ph:-080-26998902
12	Place of submission of sealed Tender	Sealed Tender document shall be dropped at : Tender box kept at Reception : FS & T – BOX NO.7 BHEL, ELECTRONICS DIVISION, MYSORE ROAD, BANGALORE -560026 KARNATAKA
13	Bid Opening Place	BHEL-EDN, Mysore Road, Bangalore-560026
14	Bid Validity ( Days )	90 days from date of bid opening.



**B) Part 1-TECHNO-COMMERCIAL BID**

(To be furnished by the Bidder)

**Name of work** : Annual Maintenance Contract for Operation and Maintenance of 300 KLD capacity Sewage Treatment Plant & Allied works at BHEL / EDN, Mysore road, Bangalore-560026, Karnataka.

**Tender Ref** : BHEL / EDN / FS / STP / AMC / 2015-17

**Contract period** : Two Years (2 years)

**Information Part :**

Sl.No.	Particulars	To be filled by Bidder	Encl. sheet no.
1.0	Name of the Contractor		
2.0	Local Address (Office)		
3.0	Telephone Number		
	Office		
	Mobile No.		
4.0	Email id.		
5.0	Service Tax Registration No. (Enclose copy)	Furnished / Not Furnished	
6.0	PAN NO. (Enclose copy)	Furnished / Not Furnished	
7.0	Whether registered with ESI Authority. If yes attach copy of reg. no.	Yes / No	
8.0	Whether registered with PF Authority. If yes attach copy of reg. no.	Yes / No	



**C): Essential Criteria for Techno-Commercial Acceptance of Bid.**

S.N.	Particulars	To be Filled by Bidder
1.0	Experience Certificate for having successfully completed similar works during immediate last 7 years as mentioned below : One work not less than 80% of the estimated cost of this NIT or Two works of not less than 50% of the estimated cost of this NIT or Three works of not less than 40% of the estimated cost of this NIT  Note: copy of completion certificates from the organization where the work is executed is to be enclosed mentioning the completed value of each single work executed and performance certificate issued by the client. (submission of work order copy is not adequate). Note: Similar works means , O&M of Sewage Treatment plant / Effluent Treatment Plant / Water treatment plant.	
2.0	Average Turn Over of the last three financial years (not less than 30% of the estimated cost of the NIT) 2013-14, 2012-13, 2011-12.	
3.0	Solvency : Not less than 30% of the estimated cost of the NIT, Certificate from the Bank (not older than one year to be furnished - ref date: tender opening date).	Furnished / Not Furnished.
4.0	Security Deposit	Acceptable / Not Acceptable
5.0	Execution of the work fully as per scope of work & all terms and conditions	Acceptable / Not acceptable

Note: If any of the above mentioned criteria is not met the bid will liable to be rejected.  
Only the Technically qualified offers will be considered for price bid opening. The technically qualified bidders shall be informed about the date of price bid opening.



S.N.	Particulars	To be Filled by Bidder
1.0	Form of EMD furnished (Cheque is not acceptable)	DD / Pay Order / DD No.                      date: Bank: Branch
2.0	Electronic Funds Transfer(EFT) form Duly Filled and certified through bank may be enclosed	Enclosed / Not Enclosed
3.0	Payment Terms defined in NIT	Acceptable / Not Acceptable
4.0	Contract Period	Acceptable / Not Acceptable
5.0	Whether the tenderer has understood the scope of work and agrees to deploy manpower as indicated in the tender. (If there is any clarification required, the same may be got cleared from the Executive in charge, before submitting the offer.)	Acceptable / Not Acceptable
6.0	Whether the tenderer has enclosed the list of clients with addresses & contact person.	Enclosed / Not enclose

## E ) INSTRUCTIONS TO TENDERERS

Cover 1 should contain Part I - Techno commercial bid and EMD DD / Pay order ,  
Cover 2 should contain only Part II- Price bid.  
The following should be written on each cover :



Tender reference : BHEL / EDN / FS / STP / AMC / 2015-17

Name of work : Annual Maintenance Contract for Operation and Maintenance of 300 KLD capacity Sewage Treatment Plant and allied works at BHEL / EDN, Mysore road, Bangalore-560026, Karnataka.

Tender opening date and time : 15 / 06 /2015 1-30 PM

Name of Tenderer and address of bidder should be written on each cover.

1. Tenders should be addressed to :  
Manager (Factory Services),  
Bharat Heavy Electricals Limited, Electronics Division,  
Mysore Road,  
Bangalore – 560 026.  
KARNATAKA
2. Sealed tenders to be dropped in :  
Tender Box no.7-FS & T,  
Reception area,  
BHEL –EDN, Mysore road,  
Bangalore -560026.
3. All entries in the tender documents should be in the same ink. Erasures and over writing are not permitted. The tenderer concerned with proper indication of the name, designation and address of the person signing should duly sign all cancellations and insertions.
4. In case the rate quoted in figures differ from those quoted in words, the lower of the rates will be taken as the tendered rate and shall be binding on the tenderers.
5. (a) The rates quoted in the tender shall remain valid for a period of 'THREE MONTHS' from the date of opening of tender.  
  
(b) Tenderer shall not increase their quoted rates, once the tenderer has submitted his quotation and during execution of the contract in case his tender is accepted.
6. Before tendering, the tenderers are advised to inspect the site of work and its environments and be well acquainted with the actual working and other prevailing conditions and labour.
7. BHARAT HEAVY ELECTRICALS LIMITED reserves the right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason thereof. In the case of acceptance of a part of tender, the time for completion may also be reduced to the extent considered appropriate by the accepting authority.



**F) EARNEST MONEY DEPOSIT (EMD):**

A sum of Rs.60,000/- (Rupees Sixty Thousand only) shall be deposited as Earnest Money Deposit along with the tender (Technical Bid only), payable in the form of Crossed Demand Draft in favor of BHEL payable at Bangalore. DD for EMD should not be enclosed along with price bid.

The DD should be enclosed with Technical bid only. The Tenders without EMD are liable to be rejected. EMD by the tenderer will be forfeited if;

i) After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates.

ii) The tenderer does not commence the work within the period as per LOI / Contract.

Earnest money deposit will be refunded to unsuccessful bidders after acceptance of award of work by the successful tenderers.

Earnest money Deposit shall not carry any interest.

EMD will be adjusted against Security Deposit in case of Successful Tenderers.

MSE suppliers can avail the intended benefits only if they submit along with the offer, attested copies of either EM II certificate having deemed validity (five years from the date of issue of acknowledgement in EM II) or valid NSIC certificate or EM II certificate along with attested copy of a CA certificate (Format enclosed at Annexure-D where deemed validity of EM II certificate of five years has expired) applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed validity will be the date of bid opening (Part – 1 in case of two part bid). Non submission of such documents will lead to consideration of their bid at par with other bidders. No benefit shall be applicable for this enquiry if any deficiency in the above required documents are not submitted before price bid opening. If the tender is to be submitted through e-procurement portal, then the above required documents are to be uploaded on the portal. Documents should be notarized or attested by a Gazette officer.





**Certificate by Chartered Accountant on letter head**

This is to Certify that M/s. ....  
(hereinafter referred to as 'company') having its registered office at ..... is  
registered under MSMED Act 2006, (Entrepreneur Memorandum No (Part-  
II)..... Dtd: ..... , Category: ..... (Micro/Small).  
(Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as per the latest audited  
financial year ..... as per MSMED Act 2006 is as follows:

1. For Manufacturing Enterprises: Investment in plant and machinery (i.e. original cost excluding land and building  
and the items specified by the Ministry of Small Scale Industries vide its notification No. S.O.1722(E) dated October 5, 2006 :  
Rs ..... Lacs
2. For Service Enterprises: Investment in equipment (i.e. original cost excluding land and building and furniture, fittings  
and other items not directly allied to the service rendered or as may be notified under the MSMED Act, 2006 :  
Rs ..... Lacs

**(Strike off whichever is not applicable)**

The above investment of Rs. .... Lacs is within permissible limit of Rs. .... Lacs for  
..... Micro / Small (**strike off which is not applicable**) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro / Small) (**strike off which is not applicable**) and the  
date of graduation of such enterprise from its original category is ..... (dd/mm/yyyy) which is within the  
period of 3 years from the date of graduation of such enterprise from its original category as notified vide S.O. No.  
3322(E) dated 01.11.2013 published in the gazette notification dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name –

Membership number –  
Seal of Chartered Accountant



### **G) SECURITY DEPOSIT**

- a. The successful tenderer shall deposit the Security deposit before start of the work.  
The rate of Security deposit will be as below.

Upto Rs. 10 Lakhs	10 %
Above Rs. 10 Lakhs upto Rs. 50 Lakhs	Rs. 1 Lakh + 7.5% of the amount exceeding Rs. 10 Lakhs
Above Rs. 50 Lakhs	Rs. 4 Lakhs + 5 % of the amount exceeding Rs. 50 Lakhs

Security deposit may be furnished in any one of the following forms

- i) Cash (as permissible under the Income Tax Act)
  - ii) Pay Order, Demand Draft in favour of BHEL
  - iii) Local Cheques of scheduled banks, subject to realization.
  - iv) Securities available from Post Offices such as National Savings Certificates, Kisan Vikas Patras etc. (Certificates should be held in the name of Contractor furnishing the security and duly pledged in favour of BHEL and discharged on the back)
  - v) Bank Guarantee from scheduled Banks / Public Financial Institutions as defined in the Companies Act subject to a maximum of 50% of the total security deposit value. The balance 50% has to be remitted either by cash or in the other form of security. The Bank Guarantee format should have the approval of BHEL.
  - vi) Fixed Deposit Receipt issued by Scheduled Banks / Public Financial Institutions as defined in the Companies Act. The FDR should be in the name of the contractor, A/C. BHEL, duly discharged on the back.
  - vii) Security Deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of Security Deposit shall be deposited before start of the work and the balance 50% may be recovered from the running bills.
- EMD of the successful tenderer shall be converted and adjusted against the security deposit. The Security deposit shall not carry any interest.

NOTE: Acceptance of Security Deposit against Sl. No. (IV) and (VI) above will subject to hypothecation or endorsement on the document in favour of BHEL-EDN. However, BHEL will not be liable or responsible in any matter for the collection of interest or renewal of the documents or in any other matter connected therewith.)



**H) EVALUATION CRITERIA FOR PRICE BID :**

Technically qualified bidders will be considered for placement of order on the basis of overall L1 value which is arrived as follow. However BHEL reserves the right to negotiate with the L1 vendor.

Sl. no.	Brief Description of the work	Reference : Price Bid (page no. 26 of )
01	Value quoted for AMC of Sewage Treatment Plant-in shifts (Round the clock operation )	Price quoted for Sl. No.1
02	Value quoted for Maintenance and allied works	Price quoted for Sl. No.2
03	Value quoted for Cleaning of Collection tank , Settling tank, Final treated tank, Cascade tower and applying one coat of distemper	Price quoted for Sl. No.3
04	Value quoted for Cleaning and filling of fresh filter media and activated carbon and painting of Pressure Sand Filter Tank	Price quoted for Sl. No.4
05	Value quoted for Shifting of dried sludge from BHEL / EDN to KSPCB designated Place	Price quoted for sl. No.5

**Overall Value = sum of price quoted in sl. No,( 1 + 2 + 3 + 4 + 5 )**

**ARBITRATION & GOVERNING LAW:**

Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement arises between the parties hereto or their respective representatives, at any time, in connection with construction, meaning, operation, effect, interpretation or out of the NIT, contract or breach thereof, the same shall be referred to Arbitration of a Sole Arbitrator appointed by BHEL, from BHEL panel of Arbitrators.

Subject to as aforesaid, the provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactment in lieu thereof and the rules made thereunder shall apply to the arbitration proceedings under this clause. The award shall be a speaking and reasoned one and shall be final and binding on the parties. The venue of arbitration in all cases shall be at Bangalore.

In case, there are different wordings/expressions of a same/identical clause at different places of this Tender Document, a stricter meaning of such clause which is in favor of BHEL will apply and binding on the bidder/Contractor.

**INDEMNITY BOND:**

An Indemnity Bond shall be executed by the contractor if the work is awarded to him as per the proforma provided by BHEL while placing order.



- i) **TERMS OF PAYMENT & WAGE STRUCTURE:** The Terms of payment for the following works covered under this AMC is as follows and the detailed scope of work is separately indicated under reference heading .

Sl. no.	Description of the work	Reference heading	Payment basis
01	AMC of 300 K L D Sewage Treatment Plant	“A”	Monthly
02	Cleaning of Collection tank , Settling tank, Final treated tank, Cascade tower and applying one coat of distemper.	“B”	Yearly once after completion of job.
03	Cleaning and filling of fresh filter media and activated carbon and painting of Pressure Sand Filter Tank	“C”	Once in Two year after completion of job.
04	Shifting of dried sludge from BHEL / EDN to KSPCB designated Place	“D”	Once in three months after completion of job .

**“A” Payment terms for AMC of sewage treatment plant.**

Payment shall be made on monthly basis. The procedure is as follows:

On submission of monthly bill which shall consist of

- Invoice in duplicate,
- Salary paid certificate ( Form XVII ) with individual aquittance and with breakup of earnings like basic wage, attendance bonus, transport allowance, washing allowance etc. and deductions like Absent, ESI, PF etc.
- ESI remittance challan with ECR copy
- PF remittance challan, with ECR copy
- Attendance copy,
- Duly filled HR department formats,
- Delivery Challan for having supplied and issued Uniform and Saftety Shoe, socks items.
- Proof for submitting the Security Deposit (For the first bill only)
- Covering letter with a check list indicating the status of the above said documents whether enclosed or not enclosed and also stating the month for which the bill is claimed. The clean bills shall be processed and forwarded thro’ HR department certification to Finance department. In case of any discrepancies noticed by either HR or Finance department , Contractor has to clarify and submit the relevant papers so as make that particular invoice clear in all respect. The passed bill shall be sent to Cash section for payment which shall be made through ELECTRONIC FUND TRANSFER system to the account as indicated in the EFT declaration form which is duly endorsed by the concerned bank with sign and seal. The payment shall normally done in 15 days of time.



The minimum wages of BHEL (Basic+VDA) may get revised periodically at least once in a six month or a year. Therefore, the contractor may please quote their rate taking into account future changes in rate during the contract period.

The Wages shall be paid to their employees as per BHEL Minimum Wages and other allowances as indicated below.

The trends of changes of Basic+VDA as per the Minimum wages of BHEL at an interval of six months during the previous years is given below:

#### WAGES / DAY

Category of Employee	01-04-13 to 30-09-13	1-10-13 to 31-03-14	01-04-14 to 30-09-14	From -1-04-2015
USW	Rs.299.37	Rs.310.00	Rs.331.91	397.68
SSW	Rs.313.34	Rs.323.97	Rs.345.88	419.35

Other allowances which is payable to each operator and to be considered while quoting the price bid is follows :

Sl. No.	Description of the allowance	Rate	Remarks
01	Attendance Bonus	Rs.10 / day	To each attended day
02	Transport Allowance	Rs.30 / day	To each attended day
03	Washing allowance	Rs.75 / Month	
04	Annual Bonus @ 8.33 % Considering Minimum total wage of Rs.45,000 / annum / operator	Rs.3,500 / Year	
05	Holiday wages	10 days / year	
06	Earned leave wages	12 days / year	

Any increase in DA notified will be made applicable in BHEL, hence such increase should be paid over & above the rates of wages shown above under USW Rs.397.68 and SSW Rs.419.35 . Therefore, the Tenderer shall anticipate the variation in DA and take that into account for quoting the rate. No reimbursement is allowed to Contractor due to variation of DA.

Further if any additional benefits / allowances over and above indicated in the table (apart from above mentioned) to be given to your employees as per BHEL instructions, the same will be communicated and such further benefits / allowances will be reimbursed by BHEL to you along with service charge on proof of payment to them.



Other Provisions to be given to the operator during the contract period is as follows:

Sl. No.	Description of the item	Quantity	Remarks
01	Uniform ( Pant + Shirt )	2 pair / operator / year	Reimbursable
02	1 pair Safety Shoe with 2 pair of socks	per operator / once in 2 year	Reimbursable
03	Lifebuoy soap	1 no./ operator / month	Contractor scope

ANNEXURE –II

J) SCOPE OF WORK

The Scope of work covered under this contract is as follows :

Sl. no.	Description of the work	Reference heading
01	AMC of 300 K L D Sewage Treatment Plant	Scope “A”
02	Cleaning of Collection tank , Settling tank, Final treated tank, Cascade tower and applying one coat of distemper	Scope “B”
03	Cleaning and filling of fresh filter media and activated carbon and painting of Pressure Sand Filter Tank	Scope “C”
04	Shifting of dried sludge from BHEL / EDN to KSPCB designated Place	Scope “D”

**Scope “A”**

Name of Work: Annual Maintenance Contract for Operation and Maintenance contract of 300 KLD Sewage Treatment Plant at BHEL / EDN, Mysore road, Bangalore-560026, KARNATAKA.

The scope of work includes the Annual Maintenance Contract of 300 KLD Sewage Treatment Plant at BHEL / EDN, Mysore road, Bangalore-560026, KARNATAKA by deploying the technically experienced personnel.



Brief description of the Sewage Treatment Plant installed in BHEL-EDN premises: The Sewage Treatment Plant is having a capacity of 300 KLD and receives waste output from Canteen and Various other buildings located inside the premises collects in Equalization Chamber and from this collection tank the Raw sewage is transferred to Surface aeration tank and from aeration the sewage is passed through secondary clarifier and the clarified sewage passes to Pre filter Collection tank.

From this tank the clarified water is pumped to Pressure sand filter tank and passes through the cascade aeration tower and collects in the Final treated tank. This treated sewage is pumped to make use for gardening and excess shall be discharged to BWSSB sewers. In order to carry out this operation uninterrupted way the following manpower is required.

Sl no.	Grade of Man power to be deployed	Required Man power	Required Man days in year	Total man days for two year	Remarks
1	Unskilled (USW)	3	1095	2193 (Leap year in 2016)	In shifts-I, II, III I shift 6.00 am to 2.00 pm II shift 2.00 pm to 10.00 pm III shift 10.00 pm to 6.00 am
2	Semi skilled (SSW)	1	300	600	In General Shift (on all working days) General shift time : 7.30 am to 16.36 pm from Monday to Friday 7.30 am to 12.30 pm on Saturday

The shift operators shall. (USW Category)

01. Attend duty in the stipulated time and allotted shift and Operate , Maintain the Plant equipment's (STP) by following the Work Instructions and Safety Guide lines .
02. Check the Raw Sewage Pumps, Sludge Recirculation Pumps, Surface Aerators, Pre Final Treated Water pumps, Final Treated Water Pumps, Air blower and Electrical panel, Pressure sand filter tank for healthiness and record in the daily log book. Record the Flow meter readings.
03. Periodic cleaning of Bar Screen Chamber from accumulation of solid debris flowing towards Equalization tank.
04. Periodically Collect the Sample of Sewage from the Surface aerator tank and shall be transferred to IMHOFF cone for measuring MLSS content and based on the result necessary adjustment shall be carried out for healthy operation of the plant.
05. Prepare Sodium Hypochlorite solution as per the instruction and adjust the flow for disinfecting the treated sewage.
06. Keep the Plant surroundings neat and clean by way of cleaning the spillages, overflows, clogging etc.



The General Shift operator shall (SSW Category)

01. The general shift operator should extend sufficient support to I shift operator and II shift operator till the completion of general shift working hours in maintaining the operation of the plant.
02. Assist BHEL technicians in attending to any breakdown both electrical & mechanical like a) Fuse Replacement b) bearing replacement c) shaft seal replacement, d) Star Bush replacement, e) Gland packing replacement etc.

**Note : The operator shift allocation shall be made by contractor on rotation basis. In case of absence of any operator the contractor shall make alternative arrangement for suitable operator for subsequent shift without hampering the operation of plant and also considering the statutory regulations.**

The Contractor Shall

01. Visit the STP **"ONCE IN A WEEK"** and shall observe and report the healthiness of the plant to the BHEL Engineer. He shall put his signature in the attendance register maintained at the plant during each visit to the plant and report to the concerned engineer.
02. He shall be responsible for the general administration works for the operators deputed for the work.
03. He shall be responsible for preparing and submitting the monthly invoices, entry pass of operators, Sunday and holiday entry passes, Attendance upkeep, coordination with HR department and liaison during visit of state government officials for verification of documents.
04. He shall be responsible for providing necessary guidelines for the operator regarding safety, health and environmental matters and create general awareness about company disciplines.
05. He shall be responsible for all official correspondences with BHEL.
06. He shall be responsible for any failure of the operators in following the company disciplines and standing orders.

The contractor shall follow the labour laws in engaging the man power and ensure that the operators are given weekly off also to depute Operator if the Shift Operator / General shift operator is on leave / absent / compensatory off.

**NOTE : PENALTY SHALL BE IMPOSED FOR NON DEPUTATION OF SHIFT OPERATOR / GENERAL SHIFT OPERATOR ON THE FOLLOWING RATE .**

1. NON DEPUTATION OF SHIFT OPERATOR – Rs.900/- per shift
2. NON DEPUTATION OF GENERAL SHIFT OPERATOR – Rs.1000 /- per shift.





### **Scope "B"**

Name of the work : Cleaning of collection tank, Secondary clarifier, Settling tank, Final treated tank, Cascade aeration tower and applying one coat of distemper.

Scope of work : As mentioned below. The scope covers the supply of required man power, supervision of the job, supply of required material.

Periodicity : Once in a year ( 2 time during contract period)

Sl.no.	Description of work
1	Cleaning of equalization tank, shifting the wet sludge to sludge drying bed. 8.5 Mtr x 5 Mtr x 3Mtr depth
2	Cleaning of Pre final tank (Settling tank) and final treated tank, Shifting the wet sludge to sludge drying bed. Scrubbing the inner walls to remove organic growths, Applying one coat of Sky blue distemper to inner surface and one coat of snowcem to outer walls. 8.0 Mtr X 8. 0 Mtr X 2.5 Mtr depth – 2nos.
3	Cleaning of Secondary clarifier tank, shifting the wet sludge to sludge drying bed, scrubbing the inner surface to remove organic growths and applying one coat of sky blue distemper to inner surface and one coat of snowcem to outer walls. 5.0 Mtr dia X 2.5 Mtr depth
4	Cleaning of Cascade aeration tower and scrubbing the water contact surfaces to remove organic growths and applying one coat of snowcem to the Cascade aeration tower. 3.0 Mtr dia RCC cascade tray – 3.0 Mtr height
5	Cleaning of flow channel and applying once coat of distemper to inner walls and snowcem to outer walls. 5.0 Mtr X 0.8 m X 0.6 mtr depth

Payment terms :

1. On Completion of job as per scope of work and submission of invoice along with supporting documents .
2. Sufficient man power shall be deployed to complete the work to minimize the downtime.
3. The cleaning work shall be carried out during holidays.

## Scope "C"

Name of the work : Cleaning and filling of fresh filter media and activated carbon and painting of Pressure Sand Filter Tank.

### STP-PRESSURE SAND FILTER TANK



REMOVAL OF FILTER MEDIA FROM PRESSURE SAND FILTER TANK AND SHIFTING TO DRYING BED

TECHNICAL DATA OF P S F TANK  
 FILTER DIA – 3000MM  
 HEIGHT -2600 MM  
 MATERIAL OF CONSTRUCTION – MS  
 PIPING –MS  
 PLANT NORMAL FLOW – 40 CU.M/H  
 PLANT MAX FLOW -50 CU. M/H

The 6 layer Filter Media details and approximate requirement are as follows

Sl.no.	Description	unit	qnty	Approximate weight in kg
01	1 ½ X 1" Pebbles	Bags	40	1000 (25 kg /bag)
02	1 X ¾" Pebbles	Bags	30	750
03	¾ X ½" Pebbles -	Bags	20	500
04	1/2X1/4" pebbles	Bags	20	500
05	6/14 Mesh Coarse Sand -48 bag	Bags	50	1250
06	Activated Carbon	Bag	16	800 kg ( 50 kg bag )

1. The scope of work covers removal of old filter media from the Pressure Sand Filter Tank by removing the top lid which is of bolted type and shifting the removed filter media to the sludge drying bed located nearly 30 Mtrs from the PSF tank.
2. Applying one coat of primer paint inside surface of the tank.
3. Filling the fresh filter media in the Pressure Sand Filter Tank and putting the lid and tightening the fasteners.
4. Applying one coat of enamel paint out side the surface of the tank.

**PERIODICITY: ONCE IN 2 YEAR**

**Payment terms :**

1. After Completion of job as per scope of work and submission of invoice along with supporting documents like man power deployment list, material delivery challan etc.



### **Scope "D"**

Name of the work : Shifting of dried sludge from BHEL / EDN to KSPCB designated Place.

Scope of work : Removal of dried sludge from the sludge drying bed and shifting the dried sludge from BHEL / EDN premises to designated place as identified by Karnataka State Pollution Control Board

The Sewage Treatment Plant consist of 6 No. of Sludge drying bed and each having dimension 15 Feet X 15 Feet X 1 Feet depth and approximately 225 cubic feet of sludge collects in each drying bed and approximately 5000 cft of sludge in two year period to be shifted from BHEL /EDN.

Periodicity : Once in 3 months subject to sludge drying condition.

Payment : After shifting the dried sludge from BHEL /EDN premises to designated place as identified by Karnataka State Pollution Control Board and submission of invoice with relevant documents for actual quantity.



**κ) Electronic Fund Transfer (EFT) OR Pay link Direct Credit Form.**

Please fill up the form in CAPITAL LETTERS only.

Sl. No.	Information required on	Required Information provided by bidder
1	Type of Request (Tick one)	Create Change
2	BHEL Vendor / Supplier Code	
3	Company name and address	
	City	Pin code State:
5	Contact Persons Name	
	Telephone No	
	Fax No.	
	E mail ID	
6	Bank name	
	Branch Name	
	Address	
7	Bank Telephone Number	
8	Bank Account Number	
9	Account type	
10	MICR code as appearing in the cheque	
11	Swift code	
12	Bank IFSC code	
13	Bank RTGS code	



I hereby certify that the particulars given above are true, correct and complete and that I, as a representative for the above named company, hereby authorize BHEL, EDN, Bangalore to electronically deposit payments to the designated bank account.

If the transaction is delayed or not effected at all for reasons of incomplete or incorrect. Information, I would not hold BHEL / transferring bank responsible. This authority remains in full force until BHEL, EDN, Bangalore receives written notification requesting a change or cancellation.

I have read the contents of the covering letter and agree to discharge the responsibility expected of me as a participant under ECS / EFT

Date:

Authorized signatory:

Telephone No. with STD Code

Designation:

Company Seal

**Bank certificate**

We certify that \_\_\_\_\_ has an Account No \_\_\_\_\_ with us and  
We confirm that the bank details given above are correct as per records.

Date:

(.....)

Place:

Signature

---

Please return completed form along with a bank cancelled cheque or photocopy thereof to:  
Bharat Heavy Electricals Ltd,  
Attn:  
Electronics Division, Mysore road,  
BANAGLORE-560026



**L) Annexure - III**  
**HEALTH, SAFETY & ENVIRONMENTAL POLICY**

The Management is committed to be an environmentally sound company in its activities, products, services and to provide safe and healthy working environment covering its employees, Contractors, Contract Labours, Trainees, Suppliers, Customers and all Interested Parties, as an integral part of business performance through:

- ★ Compliance with applicable Legal and other requirements allied to Occupational Health, Safety and Environment.
- ★ Setting objectives and targets to eliminate / control / minimize environmental pollution, risks due to Occupational Health and Safety Hazards for preventing injury & ill health and reviewing the objectives and targets to have continual improvement in HSE Performance.
- ★ Promotion of activities for conservation of resources by environmental management with focus on electrical energy and chemicals.
- ★ Communication of HSE Policy to employees, customers, suppliers, contractors and all interested parties and enhancement of Environmental, Safety and Occupational Health Management Systems, by pro-active measures.
- ★ Appropriate training of employees, customers, suppliers, contractors and all interested parties on Health, Safety & Environmental (HSE) aspects.
- ★ Formulation and maintenance of HSE Management Programs for continual improvement.
- ★ Periodic review & audit of HSE Management System to ensure its continuing suitability, adequacy and effectiveness.
- ★ Commitment for regular evaluation and pro-active measures for prevention & Control of environmental pollution / risks due to incidents & occupational diseases.
- ★ Co-operation with concerned agencies / regulatory bodies engaged in HSE activities.

**EXECUTIVE DIRECTOR**  
**BHEL (EDN) BANGALORE**



**M) HR FORMAT**

**Declaration from the Contractor**

I hereby declare that I have engaged following persons on the job awarded to me by BHEL on the month of \_\_\_\_\_20\_\_ and I had remitted the employees, as well as employers contribution correctly to the authority concerned for the month of \_\_\_\_\_20\_\_ . Further I indemnify against losses to BHEL if any due to short payment or discrepancies observed by the authorities during inspection at any point of time.

Sl. No.	Name of labour engaged	category	ESI NO.	ESI contribution	PF No.	PF Contribution
1						
2						
3						
4						
5						
6						
7						

Dated:

Signature of Contractor with Seal

Note: The above format is for information and need not be filled at present. However the above information shall be provided if order is placed.



HR FORMAT

NAME OF WORK:

NAME OF CONTRACTOR:

CONTRACT EXECUTION DEPARTMENT:

PERIOD OF CONTRACT:

Documents submitted for the month of \_\_\_\_\_

Sl. no.	Documents	Status submitted / Not Submitted
1	SALARY REGISTER COPY	
2	ATTENDANCE REGISTER COPY	
3	OT REGISTER COPY	
4	LEAVE REGISTER COPY	
5	ACK. FOR ISSUE OF WAGE SLIP	
6	ACK. FOR ISSUE OF SOAPS	
7	ACK FOR ISSUE OF ENTRY PASS	
8	ESI CHALLAN COPY WITH NAME LIST INDICATING INSURANCE NOS.	
9	PF CHALLAN COPY WITH NAME LIST INDICATING PF ACCOUNT NOS.	
10	PF FORM NO. 5 AND 10	
11	PF FORM 12 A	

SIGNATURE OF CONTRACTOR WITH SEAL

Note: The above format is for information and need not be filled at present. However the above information shall be provided if order is placed.





HR FORMAT

Summary sheet for the month of \_\_\_\_\_

NAME OF THE CONTRACTOR:

ESI CODE:

PF CODE:

LICENCE NO. AND VALIDITY

PF amount of previous month:

ESI amount of previous month:

PF amount of current month:

ESI amount of current month:

**CONTRACT LABOUR ENGAGED**

SL	BILL NO	DEPT	NATURE OF WORK	CATEGORY	NO.OF PERSONS	NO. OF MD	PH	EL	TOTAL	@ PER DAY	TOTAL WAGE	OT	WAGE INCLUDING OT	OTHER EXPENSES	BILL AMOUNT	SIGN OF EXECUTIVE
				USW												
				SSW												
				HSW												
				USW												
				SSW												
				HSW												
				USW												
				SSW												
				HSW												
				USW												
				SSW												
				HSW												
				USW												
				SSW												
				HSW												

SIGNATURE OF CONTRACTOR WITH SEAL

Note: The above format is for information and need not be filled at present. However the above information shall be provided if order is placed.



Tender Reference : BHEL/EDN/FS/STP/AMC/2015-17

Name of the work: ANNUAL MAINTENANCE CONTRACT FOR OPERATION AND MAINTENANCE OF 300 KLD CAPACITY SEWAGE TREATMENT PLANT & ALLIED WORKS AT BHEL-EDN, MYSORE ROAD, BANGALORE-560026, KARNATAKA

**PART-II**  
**PRICE SCHEDULE**

Sl. No.	Description	Rate in Rs. Excluding taxes (A)	Quantity (for 2 year) (B)	Total Amount ( for 2 Year ) ( A x B)
01.	Monthly Charges for Round the clock Operation & Maintenance of Sewage Treatment Plant as per scope of work. Scope of work reference heading Scope " A"(page No. 14 to 16 ) of NIT		24 (months)	
02	Monthly Charges for Maintenance and allied works in general shift as per scope of work on all factory Working days. ( 300 days in a year ) (page No.14 to 16 ) of NIT . Scope of work reference heading Scope " A"		24 (months)	
03	Charges for Cleaning of STP tanks & painting as per scope of work mentioned under reference heading Scope "B" (page no.17 ) of NIT		2 (times)	
04	Charges for removal of filter media and supply and filling of new filter media and painting work as per scope of work mentioned under reference heading Scope "C" (Page no.18 ) of NIT		1 (time)	
05	Charges for removal of dried sludge and shifting from BHEL /EDN premises to KSPCB designated places as per scope of work indicated in reference heading Scope "D" (page no.19 ) of NIT		5000 (Cubic feet)	
	Total			
	Taxes			
	Total Value in Rs.			

Total Amount in words Rupees: