



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

NOTICE INVITING TENDERS

1. TENDER NUMBER : BHE/ESD/FS/15-16/210, Date: 12/02/2016
2. NAME OF WORK : JOB CONTRACT FOR HOUSEKEEPING & MAINTENANCE OF BUILDINGS AND ROADS AT BHEL – ESD
3. COMPLETION TIME : 24 MONTHS
4. ESTIMATED COST : APPROX. Rs. 121.04 Lakhs (excluding the cost of reimbursable items)
5. EARNEST MONEY DEPOSIT : Rs. 2,00,000.00/-
6. LAST DATE AND TIME FOR THE SUBMISSION OF DULY FILLED INTENDER DOCUMENT : BEFORE 1:30 PM ON 04/03/2016
7. PLACE OF SUBMISSION OF TENDER DOCUMENT : To be dropped in **FS&T Tender Box.** kept in the reception area at BHEL / ELECTRONICS DIVISION MYSORE ROAD, BANGALORE - 560 026.
8. DATE AND TIME FOR TENDER OPENING : AT 2:00 PM ON 04/03/2016

I. Technical Bid : Pages from 1- 27 (Part-1)

- (a) Information part & Essential Criteria for Techno-Commercial Acceptance of Bid (Page 2-4)
- (b) Instructions to tenderers (Page No. 5-23)
- (c) Scope of work (Page No. 24 - 27)

II. Price Bid : Pages from 28 - 34 (Part-2)

Note:

1. The tenderer shall read the tender documents carefully and fill all the columns neatly. Incomplete tenders will be rejected.
2. Photo copy of documents required for Essential criteria is compulsory for evaluating of technical bids and acceptance of Technical bids.
3. The tenderer shall return the duly filled in tender document after affixing signature on all pages.
4. Prices has to be quoted items wise separately as per Price bid (Part –2) format.
5. Part –1 (Page No. 2 to 4) to be filled and submit without blank.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

PART-1
TECHNICAL-CUM-COMMERCIAL BID
(To be furnished by the Bidders)

A) Information part:

01. NAME OF THE CONTRACTOR :
02. ADDRESS :
(A) OFFICE :
TELEPHONE NO. :
(B) RESIDENCE :
TELEPHONE NO. :
03. E - Mail ID :
04. STAFF STRENGTH :
(A) TECHNICAL :
(B) GENERAL :
05. PLANT / EQUIPMENTS :
06. A) SCOPE OF WORK : UNDERSTOOD / NOT UNDERSTOOD
(As per schedule of items)
- B) ACCEPT TO EXECUTE IN TOTAL : YES / NO
07. Details of contractor executed with PSU/
Pvt. Sector with contract value & nature
of work handled & duration and period. :

Sl.No	Name of PSU/ Private Organization	Nature of work	Contract value (Rs)	Duration (No. of years)	Period (from –to)

(Attach separate sheet if necessary)

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

B) Essential Criteria for Techno-Commercial acceptance of Bid:

01. Average Financial Turn Over during the :
last 3 years (Not less than 30% of estimated
Cost of Rs. 121.04 Lakhs of NIT)
(i) Turnover for previous year :
(ii) Turnover for one year before previous year :
(iii) Turnover for two years before previous year :
(Copy of the above documents to be enclosed)
02. Solvency Certificate (Not less than 30% of the :
Estimated Cost of NIT, Certificate from Bank
not older than 1 Year to be furnished)
03. Experience certificate
Successfully completed similar
works during last 7 years
(Copy of completion certificate to be enclosed) :
(A) Three similar completed works
(Each not less Than equal to 40%
of the estimated cost) :
OR
(B) Two similar completed works
(Each not less than equal to 50%
of the estimated cost) :
OR
(C) One similar completed works (each not less
Than Equal to 80% of Estimated cost) :
04. Form of EMD furnished (**Cheque is not acceptable**) : Cash / DD/ Pay Order
(A) CASH (Receipt No. & Date) :
(B) DEMAND DRAFT / PAY ORDER Particular :
05. Security Deposit Clause as per clause no. 2.3, : ACCEPTABLE / NOT ACCEPTABLE
page 10 of NIT
06. Whether registered with Karnataka Shops & : YES /NO
Commercial Establishment Act, 1961.
(Regn. No. & Copies of Regn. Certificate to be enclosed)
07. BHEL'S PAYMENT TERMS : WHETHER ACCEPTABLE / NOT
(Cl. No. 2.4 of Page No. 11 of NIT)

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

08. a) Whether registered with ESI / PF authority : YES / NO
b) ESI Register No. (If yes indicate no.) :
c) PF Register No. (If yes indicate no.) :
d) Service Tax Registration : YES / NO
(Copy to be enclosed)
e) Whether income Tax payee : YES / NO
PAN NO (if yes) :
f) Whether agreeable to make necessary : YES / NO
Statutory payments as per BHEL
EDN terms.
09. GENERAL CONDITIONS OF CONTRACT & NIT : ACCEPTABLE / NOT ACCEPTABLE

I / we will fulfill all the obligations as the contractor and abide by the terms and conditions mentioned in the documents and has signed this after understanding fully well all such obligations, terms and conditions.

I / we declare that, there was never / is no case or charge under investigation / enquiry / trail nor conviction in court of law against me / us, or we are not suspended or black listed by any organization on any grounds.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

**NAME OF THE WORK : JOB CONTRACT FOR HOUSEKEEPING & MAINTENANCE OF
BUILDINGS AND ROADS AT BHEL - ESD.**

Tender Reference No.: BHE/ESD/FS/15-16/210 dtd. 12.02.2016

1. Instructions to Tenderers

- 1.1 Sealed Tenders for the above work are hereby invited from the Contractors experienced in works of similar kind and magnitude.
- 1.2 Tender shall be submitted in two parts, i.e. (i) Techno-Commercial bid (Part-1) and (ii) Price Bid (Part-2).

Techno-Commercial bid (Part-1) shall be submitted by filling page No. 2 to 4 of Part-1 and sign each and every page (i.e. Page No. 1-27) of the Tender document including the Work Instructions attached thereto, confirming acceptance to all the clauses indicated in this Tender along with EMD and enclosures as required by the Tender and any other which the Tenderer wish to submit. Deviations / variations, if any, to the clauses of the Tender shall be indicated clearly. These are to be put in one sealed envelope and super scribed with Tender reference and 'Techno-Commercial Bid'.

Price Bid (Part-2) i.e. Page no. 28 to 34 duly filled & signed with seal, must be submitted in another separate sealed envelope super scribed with Tender reference and 'Price Bid'. Price bid envelope must contain only the rates. i.e. Part I, II(A), II(B) & II(C) of Price bid (PART-2) which are enclosed hereto.

The Tenderer shall ensure and put "Technical cum Commercial bid (Part-1) "in one cover and "Price Bid (Part -2)" in a separate cover. BOTH THESE COVERS SHALL BE SEPERATELY SEALED AND THEN PUT TOGETHER IN A SINGLE COVER AND SEALED. All the sealed covers shall be properly identified with necessary information such as Tender reference, type of document as "OFFER FOR HOUSEKEEPING & MAINTENANCE OF BUILDINGS AND ROADS AT BHEL-ESD)" on all the envelope, Date of tender opening etc. to enable opening of the correct document cover only.

In this regard, if any clarification is required, the Tenderers may contact the officer mentioned here below.

Tenders should be addressed to:

Senior Deputy General Manager / FS (ESD)
BHEL – Electronics Systems Division,
Plot No. 98, Electronics City, Hosur Road,
Bangalore – 560100.

The full name and address of the Tenderer and the name of the work with Tender reference should be indicated on the sealed Cover.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

- 1.3 Address of the Tenderer, the name of the person to whom all the correspondences are to be addressed should be indicated, with telephone number / mobile number (both Office & Residence), e-mail address and fax numbers.
- 1.4 All the entries in the Tender Documents should be in one ink. Eraser and over writings are not permitted. Cancellations and insertions if any, shall be authenticated by the tenderer by signing and affixing his seal.
- 1.5 Tenderer shall fill in all the required particulars in the blank spaces provided in the Tender documents and also sign at the bottom of each and every page of the Tender document before submitting the Tender.
- 1.6 Unit rate should be quoted in figures as well as in words in Indian Currency only, i.e. Rupees and Paise with reference to each and for all the items shown in the attached Tender Schedule. These rates shall be for the finished work at site. The rates shall include all taxes and duties payable on account of Octroi, Sales tax, Service tax and expenditure incurred on transportation or payment of any additional incentive to the workmen deployed on Works Contract etc. and also expenses towards PF & ESI contributions. For the purpose of ascertaining the total cost under PART-I, unit rate only will be considered and the same only will be multiplied by the number of units to arrive at total.
- 1.7 As a welfare measure towards his workers who may be deployed under this contract the Tenderer must consider Rs. 30/- per day per person for Transport Allowance and Rs. 10/- per day per person towards Attendance Bonus and take it into account for the purpose of Estimate and the quoted rate shall be inclusive of the above incentives as well. Further, the Tenderer can include Washing Allowance @ Rs.75 per month per person payable to his Workers deployed under this contract in the estimation and quote unit rate inclusive of such allowance.
- 1.8 Contractor shall ensure payment of prescribed minimum wages of BHEL as may be notified and applicable from time to time which shall be obtained by him from the concerned officials of BHEL or statutory minimum wages, whichever is higher. Further, the Contractor shall ensure timely disbursement of wages as per Payment of Wages Act and shall maintain proper records of such disbursements.
- 1.9 The minimum wages of BHEL (Basic + VDA) may get revised at an interval of one year. Therefore, The Contractor may please quote their rate taking into account the future changes in rate during the contract period.
- 1.10 The trends of changes of Basic + VDA as per the minimum wages of BHEL at an

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

Interval of one year for the last 2 years is given below.

Category	Wages per day	
	01.04.2014 to 31.03.2015	01.04.2015 to 31.03.2016
USW	Rs. 331.91	Rs. 397.68
SSW	Rs. 345.88	Rs. 419.35
SW	Rs. 362.03	Rs. 443.19

Any increase in DA applicable in BHEL should be paid over & above the rates of wages shown above under USW, SSW & SSW i.e. Rs. 397.68, 419.35 & 443.19 respectively. Therefore, the Tenderer shall anticipate the increase in DA and take that into account for quoting the rate.

- 1.11 *Further if any benefits to be given to your worker as per BHEL instructions, the same will be communicated and such further benefits will be reimbursed to you on proof of payment to them.*
- 1.12 *All the allowances qualify for ESI. Allowances excluding transport allowance shall be accounted for PF deductions.*
- 1.13 *The tenderer shall take notice that workmen engaged under this contract shall provide Uniforms, Safety materials, Consumable materials (refer Part II – A,B,C of Price bid), as per BHEL norms & terms, which will be reimbursed by BHEL against proof of issue in line with BHEL instruction in this regard, which will be communicated in writing separately. This shall be excluded in the unit rates. The approximate total cost towards the above items is shown in Price bid Part II – A, B & C of this NIT.*
- 1.14 In case the rates quoted in figures differ from those quoted in words, the lower will be taken as the Tendered rate and shall be binding on the Tenderers. The lowest price bid (L1) shall be arrived based on the total amount for all the activities under the “Schedule “i.e. Part I of Price bid (PART 2).
- 1.15 In quoting their rates, the Tenderers are advised to take into account all factors including any fluctuations in the market rates in the future. No claim for the enhanced rates on account of increase of DA etc. will be entertained after acceptance of the Tender or during the contract period of 2 years.
- 1.16 The rates to be quoted by the Tenderer shall be firm and shall cover and include all statutory levies and contribution such as ESI, PF, bonus @8.33% etc. payable by the contractor for the workers he may deploy to carry out the job. [Under various

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

enactments passed by Parliament or by the State legislature and Rules framed there under]. The rates shall further be deemed to include statutory levies arising from such acts, central or state, which may come into force, subsequent to submission of Tender. The Tenderer shall note that no claim for enhancement of rates on the ground that existing statutory levies have been increased or those new statutory levies have come into effect after submission of Tender, or on any other ground, will be entertained.

- 1.17 The rates quoted in the Tender shall remain valid for a period of three months from the date of opening of the Tender.
- 1.18 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.
- 1.19 Before submission of Tender, the Tenderers are necessarily advised to inspect the site of work and its environment and be well acquainted with the actual working and other prevailing conditions including various best practices adopted by BHEL with respect to position of the materials and labour. Pre bid meeting deliberating aspects involved in Job contract can be arranged on request to ensure proper understanding by the Tenderers who wish to participate. They should be well versed with BHEL General Conditions of Contract, Instructions to Tenderers, specifications and all other documents, which form part of the Agreement to be entered into subsequent to award of work. The Tenderer shall specifically note that it is Tenderer's responsibility to provide any item, which is not specifically mentioned in this specification but which is necessary to complete the work.
- 1.20 Details and quantities of each item of work are shown in the Tender schedule attached hereto. They are given as a guideline for the purpose of Tendering and are liable to variations. The work under each item as executed shall be measured and paid at the corresponding rates to be quoted by the Tenderer in the Tender Schedule Part I (A) attached hereto. It shall not be based on number of persons deployed or on any other criteria.
- 1.21 Please note that our normal working hours are from 07.30 A.M. to 04.36 P.M. from Monday to Friday & 07.30 A.M. to 12.30 P.M. on Saturdays. However, depending upon work load, the factory may operate in staggered shift also and the Tenderer will be required to deploy their labour accordingly if so directed.
- 1.22 Only Technical bid will be opened on due date and the Price bid will be opened later after Technical Scrutiny. The Time and date of the Price bid opening will be intimated separately to technically qualified bidders' only.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

- 1.23 The Contractor has to fulfill all the criteria stated in “Essential Criteria for Techno - Commercial acceptance of bid” and furnish the document for the same so as to qualify the Techno-commercial Bid since technical evaluation will be done on the basis of “Essential Criteria for Techno - Commercial acceptance of bid” shown in Part 1 (B) of Technical cum Commercial bid, page 3 & 4 of NIT.
- 1.24 The Price bid evaluation will be done on the basis of the total amount quoted for Part-I – (HOUSEKEEPING WORKS) of Price Bid, and acceptance of financial implication indicated for each of Part-II : A, B & C (Reimbursable items) of Price bid in NIT by the Contractor.

2. Terms and Conditions

- 2.1 This Tender is for “JOB CONTRACT FOR HOUSEKEEPING AND MAINTENANCE OF BUILDINGS AND ROADS AT BHEL-ESD”, for a period of TWO YEARS.
- 2.2 The Tenderer shall deposit Earnest Money Deposit (EMD) for the value as indicated in ‘NOTICE INVITING TENDER’ along with the Tender document. When the work is awarded to the lowest Tenderer the amount of EMD will be adjusted against the security deposit payable by the contractor. The EMD shall be in the form of demand draft from any nationalized bank or from a scheduled bank drawn in favour of “Bharat Heavy Electricals Ltd, Electronics Division, Bangalore”.
- 2.2.1 EMD by the Tenderer will be forfeited as per Tender Documents 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. In case the LOI / contract is silent regarding such period then within 15 days after award of contract.
 - iii) EMD given by all unsuccessful Tenderers shall be refunded normally within fifteen days of acceptance of award of work by the successful Tenderer.
- 2.2.2 EMD shall not carry any interest.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

2.3 Security Deposit :

2.3.1 Security Deposit should be collected from the successful tenderer. The rate of Security Deposit will be as below:

- | | | |
|---|---|---|
| (a) Upto Rs. 10 lakhs | : | 10% |
| (b) Above Rs. 10 lakhs up to Rs. 50 lakhs | : | Rs. 1 lakh + 7.5% of the amount exceeding Rs. 10 lakhs. |
| (c) Above Rs. 50 lakhs | : | Rs. 4 lakhs + 5% of the amount exceeding Rs. 50 lakhs. |

The security Deposit should be collected before start of the work by the contractors.

2.3.2 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 Cheque of Scheduled Banks, subject to realization
- iv) Securities available from post Officers such National Savings Certificates, Kisan Vikas Patras etc.
(Certificates should be held in the name of contractors 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 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 the security Deposit should be collected before start of the work and the balance 50% may be recovered from the running bills
- viii) EMD of the successful tenderer shall be converted and adjusted against the Security Deposit.
- ix) The Security Deposit shall not carry any interest.

NOTE:

Acceptance of Security Deposit against Sl. No . (iv) and (vi) above will be subject to hypothecation or endorsement on the documents in favour of BHEL. However,

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith.

- x) Security Deposit shall not be refunded to the contractors except in accordance with the terms of contract.
- xi) The Head of unit may waive the Security Deposit in respect of Public Sector Undertakings particularly on reciprocal basis.

2.4 **Terms of Payment:** The payment will be made on the basis of Quantum of work done, based on Unit rate and within 30 days from the date of submission of bills, duly certified by BHEL Engineer-In-charge. Bills should be submitted along with all necessary documents, Challans for ESI /PF and returns etc. as applicable under contractor's statutory liability and this contract.

2.5 The Payment will be made to the Contractor on the basis of work carried out, keeping in view the Unit of measurement. In case, the same persons deployed by the contractor, are permitted by him to continue to work beyond normal working hours, for any reasons whatsoever, contractor in such cases shall pay them the wage rates applicable under the Factories Act at contractors cost. In other words no overtime (OT) payment will be made by BHEL, as the payment is on "Unit Rate Basis".

3 Contractor's Obligations:

Contractor shall deploy the required nos. of workmen for execution of the work awarded to him and he or his authorized representative will be solely entitled to instruct such workers about the manner in which the awarded work is to be carried out as per the prescribed specifications and as directed by Engineer-In-charge. The Contractor shall be fully responsible for the work awarded to him and fulfill following obligations.

3.1 **Contractor shall depute a supervisor to supervise and oversee the works to be carried out by his workmen.** The work shall be executed as per work instructions and to the satisfaction of Engineer-In-charge.

3.2 Contractor shall ensure that the job is executed through his employees on his rolls having completed the age of 18 years and less than 58 years on any day of this contract and under no circumstances the contractor will deploy any other employees to carry out the job nor shall sub-contract the job without prior written permission from BHEL. Contractor shall also ensure that the employees deployed in the premises of BHEL are physically and mentally fit possessing requisite skill, proficiency, experience etc. and do not have any criminal records.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

- 3.3 Contractor shall maintain appropriate records of his employees deployed to carry out the job(s).
- 3.4 Contractor shall provide employment card / identity card with photograph duly verified and attested by the contractor, to his employees. Contractor shall indicate the name of his proprietary, place of work, contact number and duration of validity in such cards.
- 3.5 Contractor will be fully responsible for the good conduct of his employees deployed to execute the work. In case of any misconduct/ misbehavior by any employee, the contractor will replace such employee(s) immediately.
- 3.6 Contractor will ensure that the job is executed through his employees on his rolls only and under no circumstances the contractor will deploy any casual employees to carry out the job; nor shall sub-contract the job without prior written permission from BHEL.
- 3.7 Contractor will keep watch on his employees and he will be liable for any pilferage / loss to BHEL due to acts of omission and commission by his employees. Similarly, liability for any compensation to outsiders & his employees on account of any act of omission and commission by the employees deployed by the contractor shall lie exclusively with contractor.
- 3.8 The Contractor shall ensure that all precautions are taken for safety of his employees. The contractor shall be responsible for enforcing all safety regulations as applicable inside the factory, while undertaking the work Tendered. The contractor shall be responsible for enforcing all safety regulations as applicable on his workmen and shall strictly ensure wearing of safety equipments by them inside the factory. Notwithstanding that BHEL may provide hand gloves & consumable materials, handling equipment etc. wherever required, the contractor shall be responsible for their wearing of the safety equipments/gadgets.
- 3.9 The contractor has to provide a distinct uniform different from BHEL employees. The uniform should have logo of the contractors firm / company. The uniform shall be in neat, tidy and wearable condition.
- 3.10 In the event of termination of contract for any reason whatsoever, the contractor shall withdraw all his employees and his equipment's, if any, from the establishment of BHEL.
- 3.11 Contractor shall take necessary insurance policy for his workmen to cover workmen's compensation and accidental cover as may be applicable.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

- 3.12 BHEL will provide consumables, material handling equipment's etc. where ever applicable.
- 3.13 Contractor shall be responsible for the good conduct of his employees. He shall organize police verification of all his employees deputed under this work, such that no person with any criminal background shall be deployed under this contract. Further, in case of any misconduct/ misbehavior by any employee, the contractor shall replace such employee(s) immediately.

4 Contractor's statutory liability:

- 4.1 All statutory requirements under Minimum Wages Act 1948, Payment of Wages Act 1936, Workmen Compensation Act 1923, EPF & MP Act 1952, Payment of Gratuity Act 1972, ESI Act 1948, the Contract Labour (R&A) Act 1970, Payment of Bonus Act 1965, Income Tax Act 1961, Maternity Benefit Act 1961, Service Tax rules and all other applicable Acts and rules shall be complied with by the contractor.
- 4.2 Contractor shall comply with all statutory requirements, Rules, Regulations, and Notifications issued from time to time by the concerned authorities in relation to employment of his employees.
- 4.3 Contractor shall provide PF pass book to his employees and ensure payment of PF, EDLI, pension dues under EPF & MP Act 1952 to the RPFC.
- 4.4 Contractor shall ensure payment of ESI contribution under ESI Act 1948 and provide ESI membership No. card of each employee.
- 4.5 Contractor shall maintain proper records of PF, EDLI, Pension, ESI contribution, administrative charges etc., wherever applicable and shall produce proof of deductions as well as remittances. Contractor shall issue wage slips to his employees.
- 4.6 Contractor shall furnish proper Returns to the concerned statutory authorities and provide a copy of the same to BHEL.
- 4.7 Contractor shall be solely responsible for nonpayment / delayed payment of wages / DA, contributions under EPF & MP Act, ESI Act etc.
- 4.8 In case, the contractor fails to make payment of wages to his employees or remittance of contribution to the concerned authorities & a claim is made against BHEL for what so

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

ever reason, the security deposit /other dues/ running bills under the contract can be utilized by BHEL to discharge the liability of the contractor.

- 4.9 Contractor shall indemnify BHEL against all claims and losses if it suffers under various labour laws, statutes or any civil or criminal law in connection with employees deployed by him.
- 4.10 The Contractor shall furnish to the Engineer – in - charge at the intervals specified by him, a distribution return of the number and description, by trades of the work, people employed on the works. The Contractor shall also submit on the 4th and 19th of every month to the Engineer-in-charge a true statement showing in respect of the second half of the preceding month and the first half the current month
- (i) The accidents that occurred during the said fortnight showing the circumstances under which they happened and the extent of damage and injury caused by them and
 - (ii) (ii) The number of female workers who have been allowed maternity benefits as provided in the maternity benefits as provided in the Maternity Benefit Act, 1961 or Rules made there under and the amount paid to them.
- 4.11 The liability for any compensation on account of injury sustained by an employee of the contractor will be exclusively that of the contractor, as BHEL is not the employer for him.
- 4.12 The Engineer- in-charge shall, on a report having been made by an Inspecting Officer as defined in the Contractor's Labour Regulations, have the power to deduct from the moneys due to the Contractor, any sum required or estimated to be required for making good the loss suffered by a worker or workers by reason of non-fulfillment of the conditions of the contract for the benefit of workers, non-payment of wages or of deductions made from his or their wages which are not justified by the terms of the Contract or for non-observance of the said Contract Labour Regulations.
- 4.13 Contractor shall obtain necessary insurance cover at his own cost to mitigate any risk of accidents, losses, damages etc. BHEL shall not be responsible for any losses, damages to the contractor or to his employees.
- 4.14 Contractor should ensure that the employees allowed entering BHEL premises shall be covered under independent code numbers / exemptions under EPF & MP Act 1952 and ESI Act 1948.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

- 4.15 Payment of bonus under the Payment of Bonus Act, payment of gratuity under the Gratuity Act, and retrenchment compensation under ID Act will be the sole responsibility of the contractors.
- 4.16 Over and above the daily wages rate, the contractor shall make payment to his employees deployed under this contract towards leave with wages also.
- 4.17 Contractor shall observe provisions of Factories Act in respect of working hours, holidays, rest intervals, leave and overtime to his employees who may be deployed in BHEL premises. No work shall be done on second / third shift, overtime, Sundays or on other declared holidays without written permission from BHEL.
- 4.18 Contractor shall be responsible for making payment of wages before expiry of 7 (seven) days from the last day of wage period and to ensure disbursement of wages in the presence of the representative from BHEL.
- 4.19 Contractor shall obtain license under CL (R&A) Act, 1970.
- 4.20 All the Contractors will have to produce documentary evidence of being a Income Tax Assesse. Income Tax Permanent Account No (IT PAN No) and Tax Deduction Account No (TAN) or Income Tax Clearance Certificate (ITCC) shall be produced.

5. **MODEL RULES FOR LABOUR WELFARE**

The Contractor shall at his own expense comply with or cause to be complied with model Rules for Labour Welfare as appended to these conditions or rules framed by Government from time to time for the protection of health and for making sanitary arrangements for workers employed directly or indirectly on the works. In case the Contractor fails to make arrangements as aforesaid, the Engineer-in-charge shall be entitled to do so and recover the cost thereof from the contractor.

6. **SAFETY CODE :**

RESPONSIBILITIES OF THE CONTRACTOR IN RESPECT OF SAFETY OF MEN,
EQUIPMENT, MATERIAL AND ENVIRONMENT

- 6.1 Before commencing the work, contractors submit a “SAFETY PLAN” to the authorized BHEL Official. The ‘Safety Plan’ shall indicate in detail the measure that would be taken by the contractor to ensure safety of men, equipment, material and environment during execution of the work. The plan shall take care to satisfy all requirements specified hereunder. The contractor shall submit Safety Plan along with his offer. During negotiations before placing of work order and during execution of the contract BHEL shall

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

have right to review and suggest modification in the Safety Plan. Contractor shall abide by BHEL decision in this respect.

6.2 The contractor shall take all necessary safety precautions and arrange for appropriate applications as per direction of BHEL or its authorized officials to prevent loss of human lives, injuries to personnel engaged, and damage to property and environment.

6.3 The contractor shall provide to its work force and ensure the use of the following personal protective equipment as found necessary and as directed by the authorised BHEL officials :

- i) Safety Shoes conforming to IS-1989:1978
- ii) Eye and Face Protection devices conforming to IS-8520: 1977 and IS-8940: 1978.
- iii) Hand and body protection devices conforming to :
 - IS-2573: 1975
 - IS-6994: 1973
 - IS-8807: 1978
 - IS-8519: 1977

All tools, tackles, scaffolds, cradles, safety nets, ladders, equipment etc. used by the contractor shall be of safe design and construction. These shall be tested and certificate and fitness obtained before putting them to use and from time to time as instructed by authorized BHEL official who shall have the right to ban the use of any item.

The Contractor shall not use any hand-lamp energized by electric power with supply voltage of more than 24 volts. For work in confined spaces, lighting shall be arranged with power source of 'not more than 24 volts.'

The contractor shall adopt all fire safety measures as laid down in the "Code for fire Safety at Constructions Sites" issued by the Safety Department of the Construction Management (HQ) of BHEL and as per directions of the authorized BHEL official. A copy of the above referred "Code of Fire Safety at Construction sites" shall be made available by BHEL to the contractor for reference, on demand by the contractor, during tendering stage itself.

Where it becomes necessary to provide and/or store petroleum Products, explosives, chemicals, and liquid or gaseous fuel or any other substance that may cause fire or explosion, the contractor shall be responsible for carrying out such provisions and or storage in accordance with the rules and regulations laid down in the relevant government acts, such as Petroleum Act, Explosives Act, Petroleum and Carbides of Calcium Manual of the Chief Controller of Explosives, Govt. of India., etc., Prior approval for the authorized BHEL official at the site shall also be taken by the contractor in all such matters.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

The contractor shall arrange at his cost (wherever not specified) appropriate illumination at all work spots for safe working natural daylight may not be adequate for clear visibility.

The contractor shall be held responsible for any violation of statutory regulations local, state or central) and BHEL instructions, that may endanger safety of men, equipment, material and environment in his scope of work or another contractor's or agencies. Cost of damages if any, to life and property arising out of such violation of statutory regulations and BHEL instructions shall be borne by the contractor.

In case of a fatal or disabling injury accident to any person at the premises due to lapses by the contractor, the victim and/or his/her dependents shall be compensated by the contractor as per statutory requirements. However, if considered necessary, BHEL shall have the right to impose appropriate financial penalty on the contractor and recover the same from payments due to the contractor for suitably compensating the victim and/or his/her dependents. Before imposing any such penalty, appropriate enquiry shall be held by BHEL giving opportunity to the contractor to present his case.

In case of any damage to property due to lapses by the contractor, BHEL shall have the right to recover cost of such damages from payments due to the contractor after holding an appropriate enquiry.

In the case of delay in the completion of a jobs due to mishaps to lapses by the contractors, BHEL shall have right to recover cost of such delay from payments due to the contractors, after notifying the contractor suitably and giving an opportunity to present his case.

If the contractor fails to improve the standards of safety in its operation to the satisfaction of BHEL after being given a reasonable opportunity to do so; and / or if the contractor fails to take appropriate safety precautions or to provide necessary safety devices and equipment or to carry out instructions regarding safety issued by the authorized BHEL official, BHEL shall have the right to take corrective steps at the risk and cost of the contractor after giving a notice of not less than seven days indicating the steps that would be taken by BHEL.

The contractor shall submit report of all accidents, fires and property damage, dangerous occurrence to the authorized BHEL official immediately after such occurrence, but, in any case not later than twelve hours of the occurrence. Such reports shall be furnished in the manner prescribed by BHEL. In addition, periodic reports on safety shall also be submitted by the contractor to the authorized BHEL official from time to time as prescribed.

Before commencing the security work, the contractor shall appoint/nominate a responsible officer to supervise implementation of all safety measures and liaison with his counterpart of BHEL.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

If Safety records' of the contractor in execution of the awarded job is to the satisfaction of Safety Department of BHEL, issue of an appropriate certificate to recognize the safety performance of the contractor may be considered by BHEL after completion of the job.

GENERAL TERMS & CONDITONS:

- 7 Engineer-In-charge shall give overall instruction to the contractor or his authorized representative for the jobs to be carried out. BHEL will have nothing to do or be concerned with the employment of employees working for the contractor. The relationship between BHEL and the contractor will be that of independent entities and nothing herein contained will amount to joint venture, partnership or on employer-employee relationship. Supervision of work shall be done by the contractor / his authorized Supervisor exclusive for this work only.
- 7.1 The contractor shall maintain regular contact with the designated Engineer – In – Charge of BHEL and will interact on matters relating to the work awarded under this contract.
- 7.2 In case the contractor does not carry out the contractual / statutory obligations or the services rendered by him are found to be unsatisfactory, BHEL shall bring the same to his notice and he will be obliged to discharge the obligations and rectify the deficiency / anomaly within three day time failing which, BHEL reserves the right to terminate the contract without assigning any reason what so ever. In such an event, no damages will be payable for short closure of the contract.
- 7.3 The decision of BHEL regarding interpretation of any terms and conditions set forth in this agreement shall be final and binding on the contractor.
- 7.4 Notwithstanding anything contained in this agreement, the contract may be terminated by BHEL without assigning any reason thereof by giving a notice of 30 days to the contractor.
- 7.5 The contractor shall commence the work immediately on receipt of the order and the contract shall remain valid for a period of ONE YEAR from the date of issue of Job contract. The parties reserve the right to extend the contract on mutually agreed terms and conditions.
- 7.6 Tenderer shall furnish a solvency certificate not less than 30% of the estimated cost of NIT and a Certificate from Bank not older than 1 year.
- 7.7 Penalty at the rate of 0.5 % per week will be levied, up to a maximum of 10% of the unexecuted portion of contract value; for the delay in execution of work.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

7.8 MSE suppliers can avail the intended benefits only if they submit along with offer, attested copies of either EM II certificate having deemed validity (Two years from the date of issue of acknowledgement in EM II) or valid NSIC certificate or EM II certificate along with CA certificate applicable for the year, certifying quantum of investment in plant and machinery within the permissible limit as per the act for relevant status (Micro or small) where the deemed validity of EM II is over. Date to be reckoned for determining the deemed validity will be the last date of technical bid submission. Non submission of such documents will lead to consideration of their bids at par with other bidders and MSE status of such supplier shall be shifted to Non MSE supplier till the supplier submits these documents.

7.9 REVERSE AUCTION

- BHEL reserves the right to go for reverse auction at any point of time before opening of Price Bid
- Bids with non-acceptance of reverse auction will be liable for rejection.
- Opening of Price Bid at discretion of BHEL.
- BHEL shall be at liberty to cancel the tender at any time, before ordering, without assigning any reason.

8. CLAUSE 58 OF GENERAL CONDITIONS OF CONTRACT

ARBITRATION(s):

Except where otherwise provided for in the contract all questions and disputes relating to the meaning of the specifications and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment there of shall be referred to the sole arbitration of the Executive Director/General Manager of BHEL and if the Executive Director/General Manager is unable or unwilling to act as the sole Arbitrator, some other person appointed by the Executive Director / General Manager willing to act as such Arbitrator. The Contractor will have no objection if the arbitrator so appointed is an employee of BHEL or an employee of any other unit of BHEL and that he had to deal with the matters to which the contract relates and that in the course of his duties as such he had expressed views on all or any of the matters in dispute or difference. The Arbitrator to whom the matter is originally referred to being transferred or vacating his office or being unable to act for any reason, such Executive Director / General Manager as aforesaid at the time of such transfer, vacation of office or inability to act, shall appoint another person to act as arbitrator in accordance with the terms of the contract. Such person shall

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

be entitled to proceed with the reference from the stage at which it was left by his predecessor. It is also a term of this contract that no person other than a person appointed by such Executive Director/General Manager as arbitrator as aforesaid should act as an arbitrator.

Subject as aforesaid, the provisions of the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceeding under this clause.

It is a term of a contract that the party invoking arbitration shall specify the dispute or disputes to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each such dispute.

The arbitrator(s) may from time to time with consent of the parties extend the time, for making /publishing the award.

The work under the contract shall, if reasonably possible, continue during the arbitration proceeding and no payment due or payable to the contractor shall be withheld on account of such proceedings.

The arbitrator shall be deemed to have entered on the reference on the date he issued notice to both the parties fixing the date of the hearing.

The arbitrator shall give a separate speaking award in respect of each dispute(s) or difference(s) referred to him.

The venue of arbitration shall be such place as may be fixed by the arbitrator in his sole discretion.

The award of the arbitrator shall be final, conclusive and binding on all parties to this contract.

9. Signature of the Parties

A contract agreement needs to be executed as per BHEL format on non-judicial stamp paper of Rs 100/- to be purchased by the contractor. It should be signed with seal of the firm / company and witnessed.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

ANNEXURE – I

GUIDELINES FOR REVERSE AUCTION PROCEDURE

Against this enquiry for the subject items/system with detailed scope of supply as per enquiry specifications, BHEL proposes to resort to “REVERSE AUCTION PROCEDURE” i.e., ONLINE BIDDING ON NETWORK, before finalizing the purchase order on technically competent bidders as per the guidelines given below:

1. Reverse auction procedure shall be applicable for 2 part bid tenders only.
2. For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate, BHEL will engage the services of a service provider, having network all over the world. The online bidding can be done from the vendor's respective offices on their computers with internet facility or at any of the cyber café, for which services provider's representative will provide all necessary training and assistance before commencement of on line bidding. Training is free of cost.
3. Vendors have to fax the compliance form in the prescribed format (provided by Service provider) before start of reverse auction. Without this, Reverse Auction will not be started. Delay in fixing the above will lead to disqualification.
4. BHEL will send the Auto formulated EXCEL sheet which will help to arrive at “Total Cost to BHEL” like Basic Materials Cost, Packing & forwarding charges, Excise duty, Sales tax/VAT, Freight charges, Insurance (by BHEL), Service Tax for Service,(-) ED disclaimer if any, loading factors (for non-compliance to BHEL standard Commercial terms & conditions) for each of the vendor to enable them to fill-in the price and keep it ready for keying in during the auction.
5. Reverse Auction will be conducted on mutually agreed schedule and time.
6. After Reverse Auction is conducted, successful bidder has to FAX the filled- in Excel sheet showing the final value accepted in Reverse Auction with breakup of each element as indicated in SI No.4 above to the service provider within 48 hours of auction without fail.

Note: No Charges are allowed in rate of excise Duty, Sales Tax, Freight, Insurance, Service Tax and Loading factors after auction is completed.

7. After the reverse auction is conducted, the bidder whose price is lowest (total cost to BHEL, after considering all factors as per enquiry including loading factors for deviations to

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

BHEL standard Commercial Terms & conditions), BHEL will process the tender as per BHEL purchase norms. Purchase order will be issued without loading factors for deviations.

Note: BHEL will also reserve the right to open the sealed price offer submitted by the vendors for comparison purpose, if deemed necessary, without any intimation to the technically and commercially accepted bidders.

8. In case BHEL decides not to go for Reverse Auction procedure for this tender enquiry, the Price Bids and Price impacts (if any) already Submitted and available with BHEL shall only be opened as per BHEL's standard practice without seeking anymore price impacts on account of BHEL not going for Reverse Auction. Hence please quote your best lowest price in first instant itself.
9. Training by service provider will be given only for the subsequent reverse auction. Training will not be given for a company which has already taken training for the FIRST REVERSE AUCTION conducted by BHEL-EDN, Bangalore.
10. **Activities involved in Reverse Auction:**
 - a) BHEL will inform the vendor in writing, the Service provider's information to enable them to contact & get trained. Along with above information Business rules/policy also will be sent.
 - b) Vendors have to contact Service provider and send Compliance form for having understood Reverse Auction procedure and ready for auction.
 - c) BHEL will sent the Auto formulated Excel sheet (blank format without prices) as mentioned in SI No.4 above to the respective vendors.
 - d) Vendors have to fill-in the Excel sheet (provided by BHEL) including loading factors and get ready for reverse auction.
 - e) Date & Time of reverse Auction and Website address will be intimated by Service provider.
 - f) Bid decrement will be indicated in the website after the Sealed bid is over and before start of Reverse auction.
 - g) Vendors will be have to key-in the "Total cost to BHEL" (as worked out in the Excel sheet mentioned in SI No.4 above) in the "Sealed Bid" of the Reverse Auction within specified time duration of 20 to 30 minutes. After "Sealed Bid" auction, the lowest bidders value or BHEL's start bid price will be the starting bid value for the commencement of Reverse auction(English Reverse).
 - h) At the end of Reverse auction time (English Reverse), the lowest bidder will be known on the network.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

- i) Successful bidder has to fax filled-in EXCEL sheet showing the final value accepted in the Reverse auction with breakup of each component within 48 hours of completion of the Reverse Auction without altering any of the terms to the service provider. Any alterations will be taken as sabotaging the tender process and will invite disqualification of vendor to conduct business with BHEL for the period of 2 Years.
 - j) The loading factors for non-conformance to BHEL standard commercial terms are only for arriving at lowest bidder. In the event of purchase order, same will be issued without Loading factor values indicated in EXCEL sheet. We repeat PO, will be issued for scope of Supply + Packing & Forwarding charges if any, Excise duty, Sales tax, Service tax for service and Freight Insurance. Insurance will be to BHEL account.
11. This tender BHEL-ESD Proposes to resort to (Reverse Auction Procedure) that is online bidding on network to finalize the tender on technically and commercially Competent Vendor.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

SCOPE OF WORK FOR HOUSE KEEPING SERVICES

1. a) All roads have to be swept with proper brooms fixed with Bamboo Stick. Collect all the road sweeps in dustbin, Shift all the roads Sweep/dry leaves to the dumping yard with wheel borrow / Trolley.
(b) All the concrete roads to be swept before coffee time in morning hours. All the bitumen roads have to be swept in the afternoon . The total area of Roads to be swept is 11100 SQM per day.
- 2 Sweeping floor of Office areas including Stair case / Toilets, Lobby etc. in all the buildings once in a day before coffee time. The floor swept has to be collected from all office areas. The total area of floor to be swept is 9100 Sqm per day, and it has to be completed before Coffee time.
- 3 The swept floors in all the buildings has to be wet mopped once in a day with clean water mixed with disinfectant /anti bacterial chemicals. The contractor has to take sufficient care for the PPE's (Personal Protective Equipments) to be used by the workmen working on this job. The dirty water after wet mopping has to be disposed off systematically.
The total area of wet mopping per day is about 7470 Sqm per day.
4. The well swept floor in SPD/SBD building (Battery and Welding area) has to be wet mopped four times in a day to keep the particle counts in controlled as required by the Production needs. Wet mopping of the floor has to be done with good mopping cloth and use clean water added with disinfectant has to take sufficient care in issuing PPE's to their workmen working in this area. The dirty cloth and water has to be disposed off systematically.

The total area for wet mopping is about 630Sqm per day, and has to wet mopped four times in a day.
5. a) Cleaning of all Toilets with acid and brushing the closets, urinals, wash basins etc. with toilet brush twice a day (i) Harpic has to be applied / sprayed in all the closets Urinals /wash basins gently and allow it for 10 minutes. (ii) Clean all the closets/ Urinals /wash basins with proper toilet brushes daily.

b) Apply diluted acid water on all the skirting's and floors, leave for some time and then clean the stains on the floor/skirting with a proper brush and then wash the area with clean water. The acid cleaning of floors has to be done once in two days for all the toilets.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

6. Cleaning of plastic tanks of various size from 2000 Ltrs. to 5000 Ltrs. Capacity.

- a) Temporary arrangements to be made for water in all the toilets by collecting/
Storing water in plastic bucket.
- b) Provide caution board in the toilets regarding progress of work.
- c) Drain off all the water in the plastic overhead tanks
- d) Clean all the slush / mud particles in the tank.
- e) Wash the tank with clean water.

The total no. of 8 Plastic tanks has to be cleaned once in three months.

7. Attending of all Carpentry work, Masonry work, Plumbing work has to be done by a Semi Skilled worker.

The works will involve any one of the above complaints in a week.

a. Masonry work :

1. Plastering patch work
2. Concrete filling.
3. Small brick work etc.

b. Carpentry work :

1. Opening of packing boxes.
2. Replacement of locks.
3. Repair of tables/nailing /screwing

c. Plumbing work :

1. Changing of taps
2. Changing of wheel valves
3. Change of ball valves
4. Providing additional water connection
5. Repair of water leakage.

8. The Responsibility of the house keeping is inclusive of

- a) Collecting of all floor sweeps / garbage dumped dust bins and transporting to
dumping Yard/ scrap yard.
- b) Segregation of different scrap / waste and storing in their respective Bins.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

9. Loading and unloading of finished product and unfinished product to the lorry, If necessary.
- a) The heavy boxes have to be loaded/ unloaded from the lorry with the help of forklift and transported to relevant shops by Platform truck.
 - b) The contractor has to engage licensed forklift operator only.
 - c) The fork lift/platform truck has to be maintained by the contractor for its daily check such as check of battery with distilled water, charging of battery, greasing of wheel, checking of breaks etc.

The operation work will be twice a month but daily test of fork lift / platform truck has to be carried out by driving the vehicle for at least 2 Kilometers.

10. Cleaning of overhead Tanks and Underground sump

- I. For the overhead tank capacity of 3 lakhs ltrs. with a staging of 30.00 m.
 - a) The overhead tank has to be emptied by draining out all the water and the drained water to be diverted for gardening.
 - b) The inner surface of the overhead tank, which consists of 2 compartments, has to be cleaned with wire brushes and the fungus Formation has to be removed.
 - c) The left out slush/ muddy water has to be removed fully and the same has to be disposed off systematically
 - d) The inner surface of tank has to be cleaned with fresh water

The above has to be attended once in every three months.

- II. For underground sump capacity 5 lakhs ltrs
 - a) Pump all the water collected in the sump to overhead tank
 - b) The inner surface of the underground sump which consist of 2 Compartments has to be cleaned with wire brushes and the fungus formation to be removed.
 - c) The left out slush/muddy water has to be removed fully and the same has to be disposed off systematically.
 - d) The inner surface of U.G. sump has to be cleaned with fresh water.

The above exercise has to be done once in every three month and report to the Engineer in charge.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

11. Dining hall works: Cleaning of Dining hall, serving food, cleaning of plates and Cutleries.

a) The area of dining hall is 220 Sqm. and it comprises of :

1. Dining hall
2. Wash area
3. Servicing area
4. Two toilets etc.

b) The Dining hall item includes 34 nos. of Dining table, 136 nos. of Chair, Tube light (39no.), Fans(15No.), Meals plates, Tumblers, Steel cup.

c) Cleaning / wiping of tables by using soap oil twice a day.

d) Cleaning of Meal plates, Cutleries, Tumblers, Steel cups should be washed first with Clean water, then with vim soap twice a day.

e) Wipe all the plates with smooth cotton clothes and dry it.

14. Maintaining of water line distribution inside factory premises.

a) Record the reading of water meter fixed near the underground sump before 9:00 AM.

b) Daily switch *On* and *Off* the underground sump pump to fill the Overhead tank.

c) Daily switch *On* and *Off* the submersible pump installed in the bore well as and when required.

d) Operate the Gate/ Wheel valves accordingly to fill all the Plastic Overhead tanks installed at terrace of the buildings.

e) Maintaining and controlling of valves to gravity flow of water to all buildings and gardening.

15. To carry out the above Works, Daily minimum labours required are:

1) Skilled worker	- 1 No.
2) Semiskilled workers	- 5 Nos.
3) Unskilled workers	- <u>19 Nos.</u>
Total	<u>25 Nos.</u>

Yours faithfully,
For Bharat Heavy Electricals Ltd

(MOWLEESWARAN NATESAN)
SR. ENGINEER / FS (ESD)

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

PART 2 (PRICE BID)

Name of the work: JOB CONTRACT FOR HOUSEKEEPING AND MAINTENANCE
BUILDINGS AND ROADS AT BHEL /ESD.

Sl. No.	Description	Qty.	Unit	Rate (in figure) Rs - ps	Amount (in figure) Rs - Ps
<u>PART - I</u>	<u>HOUSEKEEPING WORKS:</u>				
	<u>A. HOUSE KEEPING</u>				
01.	Sweeping of all roads and disposal of garbage.	66,82,200.00	100Sqm		
02.	Sweeping floors of all building office areas and dumping the floor sweep (garbage) in dust bins.	54,78,200.00	100Sqm		
03.	Wet mopping the floors of building areas with required Dettol/Phenol and water daily once, and drying the floor after wet mopping.	44,96,940.00	100Sqm		
04.	Wet mopping the floor of SPD/SBD with required Dettol/Phenol and water four times a day, and drying the floor after wet mopping.	15,17,040.00	100Sqm		
05.	Complete Cleaning of Toilets including cleaning of EWC/IWC/ wash basins urinals with acid etc...	24,080	No.		
06.	Cleaning of Overhead tank (Sintex) of 2000 ltr to 5000 ltr capacity.	64	No.		
07.	Cleaning RCC Overhead tank / Sump (3 to 4 lakhs capacity)	8	No.		
08.	Assisting work while attending the complaints regarding Carpenter / Plumber work.	602	No.		

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

Sl. No.	Description	Qty.	Unit	Rate (in figure) Rs - ps	Amount (in figure) Rs - Ps
09.	Supervision of all maintenance work and attending carpenter works etc.	602	No.		
10.	Collection & shifting garbages and scraps from dust bins to scrap yard.	7,224	No.		
	<u>B. PLUMBING</u>				
01.	Attending all type of repairs or change of taps, valves connection pipes etc.	48	No.		
02.	Repairs of water lines and changing and damaged G.I fittings etc...	24	No.		
03.	Maintenance of water distribution lines inside the premises by operating of bore well pump, Over head tank pumps to fill over head tanks and sump. Closing and operating of gate valves to control the gravity flow of water in all areas.	602	No.		
	<u>C. CARPENTRY WORK</u>				
01.	Maintenance of all doors and windows, fitting, replacement of butt hinges, door fitting etc..	48	No.		
02.	Changing of broken glass panels /panel boards in doors, windows for aluminum or wooden doors & windows.	24	No.		

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

Sl. No.	Description	Qty	Unit	Rate (in figure) Rs - ps	Amount (in figure) Rs - Ps
	<u>D. DINING HALL WORK</u>				
01.	Cleaning of Dining tables and chairs should be done by detergent before and after Lunch by using dettol and water sprinkling. (34 Nos. of Table and 136 Nos. of chair)	40,936	Set		
02.	Collecting cleaning & storing Koteris tumblers Meal plates water jugs etc. & cleaning them with soap oils and wiped with dry cloth before and after lunch /coffee time (For approx. 309 persons taking lunch.)	3,72,036	Set		
03.	Removing of cobweb, cleaning of fans, tube light, window /door glass panels once in a month.	1,80,000	100Sqm		
04.	Supervising all associated works assigned by canteen in charge from time to time to be carried out by the contractors.	602	Set		
	SUB TOTAL				
	Add: Service Tax@.....%				
	TOTAL				Rs.

Total Rupees in words

- Note :**
- (i) The Quoted rates should be inclusive of Travelling allowance @Rs.30/- per day, Attendance bonus @Rs.10/- per day and Washing allowance@Rs.75 per month.
 - (ii) The Rate for the items where Unit is given in 100Sqm should be quoted per 100Sqm.
 - (iii) In the item above where Unit is given in 100sqm, the rate quoted should be per 100 sqm and formula for amount calculation = **{{Qty. X Rate}/100}**

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

**Name of the work: JOB CONTRACT FOR HOUSEKEEPING AND MAINTENANCE
BUILDINGS AND ROADS AT BHEL /ESD.**

Sl. No.	Description	Qty.	Unit	Rate (in figure) Rs - ps	Amount (in figure) Rs - Ps
PART. II	A. SUPPLY OF UNIFORMS				
01.	Supply, Stitching and Issue of 4 Sets of Uniform (Terricoat) of approved quality (S. Kumar brand or its equivalent) & colour for Male (4 pants & 4 shirts for each worker). 23 persons including stitching charges.	92	Set	NOT TO BE QUOTED	NOT TO BE QUOTED
02.	Supply of Shoes for Males (1pair each) of Liberty brand or its equivalent	23	Pair		
03.	Supply of Socks for Males (2 pairs each)	46	Pair		
04.	Supply, Stitching and issue of 4 Sarees & 4 Blouses, 4 petticoat of approved quality and colour for Female (4 Sarees + 4 Blouse + 4 petticoat for each worker). For 2 persons including stitching charges for blouse & petticoat).	08	Set		
05	Supply of Chapel for Female (1pair each)	02	Pair		
	TOTAL				Rs.

**The Financial implication for Two years for Supply of Uniforms will be approximately
Rs. 1,09,305.00/-**

The Financial Implication amount per annum is: ACCEPTED / NOT ACCEPTED (Please Tick)

Note:

- 1) Uniform colour, specification, brand should be approved by the Engineer - in - charge
- 2) Bill is payable against the supply of Uniforms.
- 3) The Financial implication amount indicated is inclusive of Service charge.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

**Name of the work: JOB CONTRACT FOR HOUSEKEEPING AND MAINTENANCE BUILDINGS AND
ROADS AT BHEL /ESD.**

Sl.No.	Description	Qty.	Unit	Rate (in figure) Rs - ps	Amount (in figure) Rs - Ps
PART-II	B. SUPPLY OF SAFETY MATERIALS			NOT TO BE QUOTED	NOT TO BE QUOTED
01.	Polyester overcoat Curl steel grey	25	No.		
02.	Respiratory mask (For dust)	25	No.		
03.	Cotton Hand gloves Khaki dull 16”	50	No.		
04.	Safety Spectacle (Goggles) with Zero power toughened glass.	25	No.		
05.	Gum boot with full acid /alkali proof non glazed with lining	15	Pair		
	TOTAL				Rs.

**The Financial implication for two years for Supply of Safety materials will be approximately
Rs. 35,910.00/-**

The Financial Implication amount per annum is: ACCEPTED / NOT ACCEPTED (Please Tick)

Note:

- 1) The Brand and Specifications should be approved by the Engineer - in - charge
- 2) Bill is payable against the supply of Safety Materials.
- 3) The Financial implication amount indicated is inclusive of Service charge.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

**NAME OF THE WORK: JOB CONTRACT FOR HOUSEKEEPING AND MAINTENANCE
BUILDINGS AND ROADS AT BHEL /ESD.**

Sl.No.	Description	Qty	Unit	Rate (in figure) Rs - Ps	Amount (in figure) Rs - Ps
PART II	C. SUPPLY OF CONSUMABLE MATERIALS				
01.	Vim bar (300g / Big)	4200	No.	NOT TO BE QUOTED	NOT TO BE QUOTED
02.	Soap oil (Unisol or equivalent to PH7)	5000	Ltr.		
03.	Phenol (Unisol or equivalent to PH7)	3600	Ltr.		
04.	Toilet cleaning acid (Zermisol or equivalent	400	Ltr.		
05.	Glass cleaner 500 ml bottle (Colin or equivalent	600	Bottle		
06.	Room sprayer (Sandal wood, Airwick or equivalent) 345 ml	200	No.		
07.	Dettol (210 ml)	140	No.		
08.	Floor mopping Cloth (Scotch brite or equivalent)	60	Dozen		
09.	Glass cleaning Cloth (Scotch brite or equivalent)	60	Dozen		
10.	Floor mopping Cloth with stick (Scotch brite or equivalent)	400	No.		
11.	Coconut broom	500	No.		
12.	Bombay broom	300	No.		
13.	Hit (450ml.)	24	No.		
14.	Air fresheners for toilet (Odonil50g or equivalent)	800	No.		
15.	Closet round brush	160	No.		
16.	Urinal balls	80	Kg.		
17.	Dettol hand wash liquid (225ml)	600	Bottle		
18.	Glass Wiper / Scribbling pad	120	No.		
19.	Lifebuoy soap (125 g)	600	No.		
20.	Harpic (500 ml)	800	No.		
21.	Pril (500 ml)	800	Bottle		
22.	Lyzol (500ml)	200	Bottle		
	TOTAL				Rs.

The Financial implication for Two years for Supply of Consumable materials will be approximately Rs. 10,59,350.57/-

The Financial Implication amount per annum is: ACCEPTED / NOT ACCEPTED (Please Tick)

- Note:** (1) The brand and specification should be approved by the Engineer-in-charge.
(2) Bill is payable against the supply of Consumable Materials.
(3) The Financial implication amount indicated is inclusive of Service charge.

CONTRACTOR

EMPLOYER



Bharat Heavy Electricals Limited
Electronic Systems Division, Hosur Road, Bangalore – 560 100.

**Name of the work: JOB CONTRACT FOR HOUSEKEEPING AND
MAINTENANCE BUILDINGS AND ROADS AT BHEL /ESD.**

ABSTRACT

PART - I	HOUSEKEEPING WORKS	Rs.
PART - II	SUPPLY OF MATERIALS :	
	A. SUPPLY OF UNIFORMS	Not to be quoted
	B. SUPPLY OF SAFETY MATERIALS	Not to be quoted
	C. SUPPLY OF CONSUMABLE MATERIALS	Not to be quoted

Total Amount in words:
.....

Note:

1. Evaluation of L1 will be based only on the total amount quoted in PART-I “HOUSEKEEPING WORKS” of Price Bid.
2. The Estimated cost mentioned in Page no. 1 of NIT is excluding the Cost of Supply of Materials (i.e. Part – II: A, B & C of Price bid), However for Part –II A, B & C are not to be quoted and should be provided by the Contractor as per BHEL’s Instruction and reimbursement will be allowed accordingly. The financial implication for Part-II A, B & C is shown.

Yours faithfully,
For Bharat Heavy Electricals Ltd

(MOWLEESWARAN NATESAN)
SR. ENGINEER / FS (ESD)

CONTRACTOR

EMPLOYER