

Bharat Heavy Electricals Limited , Jhansi

Tender No- TCX/TS/9/18



TENDER DOCUMENT

For Tender Enquiry No. : TCX/TS/9/18

For

**“Supply of labour for various works in Township for 1
year starting 2020”**

Contact Persons:

Name: Anshuman Sharma

Designation: Dy. Mgr (CMM)

Email: anshuman.sharma@bhel.in

PHONE: 0510-2412784

Or

Name: P B S Ekka

Designation: AGM (CMM)

Email: pbsekka@bhel.in

PHONE: 0510-2412549

Tender Due Date: 03.04.2020 at 13:15 Hrs

Tender Opening Date: 03.04.2020 at 14:00 Hrs

Rev	Short details of revision (In case of revision in tender document, otherwise NA)
Date:	

TOWNSHIP CIVIL DEPARTMENT
BHEL, PO: BHEL, Jhansi 284120 (UP)

Bharat Heavy Electricals Limited , Jhansi
Township Civil Department
Tender No- TCX/TS/9/18

DETAILS OF TENDER DOCUMENT

SCOPE of work: “Supply of labour for various works in Township for 1 year starting 2020”

The detailed content of tender document are as follows:

Sl. No.	Description	Schedule	Page Number
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7	General Terms & Conditions (GTC) of Enquiry		10
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The duly filled all the tender documents with the signature of the bidder on all the pages and complete in all respects super scribed as “Quotation for Tender No. ” should reach us in a sealed cover on or before as mentioned through Registered / Speed post or the same may be dropped in the tender box available at the following address:

To
Tender Box
CISF Control Room/Office
Administrative Building
Bharat Heavy Electricals Limited
Jhansi-284120, UP

Note: Dropping of tender in the Tender Box within schedule time and date is the responsibility of the bidder

Schedule “A”

NOTICE FOR INVITING TENDER

S. No	Particulars	Details
1	Brief Description of work	<u>“Supply of labour for various works in Township for 1 year starting 2020”</u>
2	Tender Evaluation Criteria	As per clause IV – “Tender evaluation Criteria” of General terms and conditions of enquiry
3	Duration of Contract	01 Year from date of approval/LOI
4	Last date of receipt of the Tender	Up to 13:15 hrs. on dated 03.04.2020
5	Date of opening of Techno – Commercial Bid	14:00 hrs. on dated 03.04.2020
6	Address for submitting the Tender	(as on page 2)
7	Earnest Money Deposit* (EMD)	Rs. 76348.00
8	Cost of Tender	N I L
9	Validity of Offer	120 Days from date of opening of technical bid
10	Security Deposit	The total amount of Security Deposit will be 5% of the Contract value. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security Deposit. Refer Clause IX.A of GTC of Central Contracting Cell for more details.

Note*: The EMD may be accepted only in the following forms:

- (i) Electronic Fund Transfer credited in BHEL account (before tender opening)
***BHEL ACCOUNT DETAILS: BANK NAME: - STATE BANK OF INDIA;
A/C NO.: - 10670828866; IFSCODE: - SBIN0003807
A/C HOLDER NAME: - BHARAT HEAVY ELECTRICALS LIMITED.***
- (ii) Banker's Cheque/ Pay order/ Demand draft, in favour of BHEL (along with offer)
- (iii) Fixed deposit receipt (FDR) issued by scheduled banks/ Public financial institutions as defined in the companies act (FDR should be in the name of the bidder, a/c BHEL)

The contractors may physically visit the work place before quoting their rates. For relevant details, please visit our website “www.bhel.com” & “www.bheljhs.co.in”

Schedule: "B"

SCOPE OF WORK:

Supply of labour for various works in Township for 1 year starting 2020)

WORK SPECIFICATION:

1. All around watch & ward of the building, and equipment including all type of Help (work) during department programs & parties. As per direction of Engineer in charge.
2. Watering and general maintenance of lawns and others required horticultural activities as directed by Engineer in charge.
3. Operation of motor pumps (including recording reading in log - book and submit to Deptt. & maintain the power supply for Motor pumps) during the parties & programs and as required as per direction of Engineer in charge.
4. Operating all general & essential activities i.e. submit handing and taking over report of building take meter reading reporting of break downs and all others activities as directed by Engineer in charge.
5. All around watch & ward of the building, pumps and equipment including as per direction of Engineer in charge.
6. Operation of sludge pumps (including recording reading in log book and submit to Deptt. & maintain the power supply for motor pumps) as required as per direction of Engineer in charge.
7. Cleaning and sweeping in township roads, around quarters & public building as per requirement or schedule A. The collected garbage must be collected in heap or in dustbin for disposable.
8. Cleaning of chambers adjacent to the building (approx size 600 X 600mm and 600mm depth) in all respect including collection of all rubbish, mud, roots or any other item that are chocking the sewer line. The collected garbage must be collected in heap or in dustbin for disposable.
9. Cleaning of manhole chambers along main sewer line (approx. size 1000 X 1500X3000mm depth) in all respect including collection of all rubbish, mud, roots or any other item that are chocking the sewer line.. The collected garbage must be collected in heap or in dustbin for disposable.
10. Cleaning of manhole chambers along branch sewer line (approx. size 600X600X900mm depth) in all respect including collection of all rubbish, mud, roots or any other item that are chocking the sewer line. The collected garbage must be collected in heap or in dustbin for disposable.
11. Cleaning of main Sewer line (running at 3000mm depth of 300mm dial) by roding (or sewer cleaning machine electrically operated provided by BHEL as per requirement) in all respect. The cleaning shall be done for removing all rubbish, mud, roots or any other item that are chocking the sewer line. The collected garbage must be collected in heap or in dustbin for disposable.
12. Cleaning of connecting sewer line (running at 600mm depth of 100mm dial) by roding by hand or chock remover in all respect. The cleaning shall be done for removing all rubbish, mud, roots or any other item that are chocking the sewer line. The collected garbage must be collected in heap or in dustbin for disposable.
13. Cleaning of inside building sanitary pipe line 100mm for wc sheet to man hole (approximate maximum length 10 feet for GF or FF floor 20 feet) by all respect by chock remover or through wire or any other item as per requirement etc. The collected garbage must be collected in heap or in dustbin for disposable.
14. Cleaning of inside building sanitary pipe line 50mm for wash basin, bathroom and kitchen man hole (approximate maximum length 10 feet for GF or FF floor 20 feet) by all respect by chock remover or through wire or any other item as per requirement etc. The collected garbage must be collected in heap or in dustbin for disposable.

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15. Cleaning / washing of toilet (Approx. maximum size 2000mm X 2000mm) including floor/walls/tiles wc sheet flushing system, exhaust fan, ventilators ceiling, wall above the tiles and all items inside the toilet for public building / BHEL house / GM residence / required building.
16. Cleaning road side area or jungle area by tractor with supa & cultivator (tractor & Supa provided by BHEL civil dept) The collected garbage must be collected in heap or in dustbin for disposable.
17. Driving of Tractor with experience person for shifting material or ploughing with cultivator / any other purpose (Tractor & Supa provided by BHEL civil dept.) on Hours basis where the measurement is not possible.
18. Cleaning of soak pit (approx. size 1500mm X 2100 X 1500mm depth) in all respect including collect all rubbish, mud, roots or any other item. The collected garbage must be collected in heap or in dustbin for disposable.
19. Operation of pumps for making direct water supply in quarters in township and shops in factory area from Under Over Head/ Ground Water Storage Tanks as per direction of Engineer-In-Charge and as per schedule. This works includes Preventive Maintenance such as Greasing, Change of Glane Dory and Cleaning, Priming Work of Pumps, Operation of Required Valves, Monitoring water pressure / level indicator, Maintenance of Foot Valve, General maintenance of all pipe line and fitting and valve required for above operation (Foot Valve to Over Head Tank).
20. Operation of Pumps for taking water from Open Wells / Bore wells in Township as per direction of Engineer-In- Charge and as per schedule. This works includes Preventive Maintenance such as Greasing, Change of Glane Doory and Cleaning, Priming work of Pumps, Operation of required valve, Monitoring water pressure / level indicator, Maintenance of Foot Valve (only for Open Well), Operation of Filtration Plant, Operation of Chlorination Plant, General maintenance of all pipe line and fitting and valve required for above operation (foot valve to delivery point). The deduction for over flow of water from tanks is to be done per overflow @ Rs500/-
21. To change all type of Centrifugal Motor-Pumps in Open Well on labour basis as per direction of Engineer-In-Charge. Necessary work such as to open all Connections and Nut-Bolts & Screws required for maintenance of Pump, after Greasing, Change of Glane Doory, Cleaning, Re-Jointing all the connections and tightening all Nut-Bolts & Screws, Priming the Pumps, General required work is included in the scope of work.
22. To change all type of Submersible Motor-Pump set / Jet Pump Set in Well / Bore well on labour basis as per the direction of Engineer-In-Charge. Necessary work such as to open all Connections, Nut-Bolts & Screws, Open and Taking out all Pipes required for maintenance of Pump, after Greasing, change of Glane Doory, Cleaning, Re-Jointing the connections, connection of all Pipes and tight all Nut-Bolts & Screw and General required work including the scope of work.
23. To change all type of Valves complete (Size Dia 150mm to 400 mm) on labour basis as per direction of Engineer- In-Charge. Necessary work such as to open all connections, Nut-Bolts & Screws, open and taking out Valves, After General maintenance, Re-Install maintained Valve, The work of Greasing, change of Glane Doory, Chamber cleaning, Re-Jointing the connections, Tightening all Nut-Bolts & Screws and general required work included in the scope of work.
24. Maintenance of all type of water supply pipe line complete (Size Dia 25mm to 200mm) on labour basis as per direction of Engineer-In-Charge. Necessary work such as excavation of earth for opening the Pipeline and refilling, dismantling concrete work, to open Connections, Open all Nut-Bolts Screws, open and taking out pipe line (if required), General Maintenance, Re-Jointing the connections, tightening all Nut-Bolts & Screws and General required work is included in the scope of work.
25. Operation of Fountain-Pumps in Township as details given in schedule E (near Club Bundela-01no, in Swag at park -01 no, in Guest House 03, in BHEL House-03no) and as per direction of Engineer-In-Charge. This work includes Preventive Maintenance such as Cleaning of Chamber's, Greasing of Motor-Pump set, change of Glane Doory, priming work Pumps, required Valve Operation, monitoring Water Pressure, Water Level, maintenance of Foot Valve, General maintenance of all item related to Fountains, its Fittings & Valves required for above operation (Foot Valve to Delivery point).

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26. Maintenance and General cleaning of Water Supply Valve Chambers in Township and Factory area on monthly labour payment basis in every six month as per direction of Engineer-In-Charge. Necessary work such as General cleaning and maintenance of valve.
27. Housekeeping of Pump Houses in Township & factory on labour basis on monthly labour payment basis as per direction of Engineer-In-Charge. Necessary work such as General cleaning Inside, Outside, Overhead Tanks, under Ground tanks, Filtration Plant, Pipeline, Chambers, Open Area, and Other Equipment, Keeping all materials at proper place, Material handling & Maintenance of valves and Pumps etc. completely.
28. Housekeeping of Open Wells, Bore wells, Jet Pumps in Factory and Township area on labour basis on monthly payment basis as per direction of Engineer-In-Charge. Necessary work such as General cleaning Inside / Outside, Pipelines, Chambers, Open Area and Other Equipment's, Keeping all Material at proper place, Maintenance of Valves, Pumps etc. completely.
29. Maintenance of all type of water supply pipe line for fire Hydrants complete on labour basis as per direction of Engineer-In-Charge. Necessary work such as excavation of earth for opening the Pipeline and refilling, dismantling concrete work, to open Connections, Open all Nut-Bolts Screws, open and taking out pipe line (if required), General Maintenance, Re-Jointing the connections, tightening all Nut-Bolts & Screws and General required work is included in the scope of work. .
30. Attending carpentry complaint of residential and public building on labour basis.
31. Attending masonry complaint of residential and public building on labour basis.
32. Painting road surface making with adequate no of coats to given uniform finish with ready mixed road marking paint given by BHEL on bituminous surface in white/yellow shade including of all dirt, scales, oil, grease and foreign material etc. complete Painting runway/taxi track/ apron marking with adequate no of coats to give uniform finish with road marking paint given by BHEL as per direction engineer in charge including cleaning of all dust, scales, oil, grease and foreign material etc. complete.
33. Attending plumber complaints of residential and public building on labour basis.
34. Fabrication work for small item (up to 200 kg) on labour basis as per direction of engineer in charge. The work shall be include cutting, hoisting, fixing in position and apply a coat of priming coat of steel primer and two coat of enamel painting.
35. Fabrication work for big item (above 200 kg) on labour basis as per direction of engineer in charge. The work shall be include cutting, hoisting, fixing in position and apply a coat of priming coat of steel primer and two coat of enamel painting.
36. Driving power tractor with experience person for shifting material on Hours basis where the measurement is not possible.
37. Attending AC sheets complaints of residential buildings up to 3 m including terraced tiles & Corrugated GS sheets.
38. Attending AC sheets complaints of public buildings above 3 m.
39. Fixing / replacement of AC sheets accessories likes corrugated apron pieces, north light curves, louvers, ridges etc.
40. Fixing / replacement iron brackets with necessary bolts, nuts and washers for gutters and purlins.

Note – In addition to the above any work of misc nature like material shifting, loading/unloading, Horticulture, sanitation, helper for mason /carpenter /plumber, watch and ward, dak distribution, and Assistance in official work anywhere (Township / factory / outside BHEL premises) forms part of scope

TENDER QUANTITY DISTRIBUTION CLAUSE

Due to large quantity requirement, we may finalize the tendered quantity on two bidders (after acceptance of L1 price by the other bidders), but limited to the capacity quoted by the bidder. Indicate your committed capacity for the item/works/services tendered and confirm that capacity offered by you against our tender shall be available for us during the entire period of the Purchase Order / Contract.

When the number of qualified responses (N) are three or more, the distribution shall be limited to 2 responses for this tender enquiry.

For this enquiry, the distribution will be done in the ratio of 60% : 40 %. Wherein L1 bidder shall be offered 60% tender quantity. L2 bidder shall be counter-offered 40 % of tender quantity at L1 rates. If L2 bidder refuses, then L3 , L4 and so on bidders will be given chance in the order of their tender ranking. If all subsequent bidders refuse, then the entire 100% quantity shall be awarded to L1 bidder. Further, during execution of work, BHEL will the right to change the % allocation of quantities to the two parties if performance of any party is found to be deficient / not as per our tender conditions

While the manner of distribution is mentioned in the enquiry as above, the absolute values of the unit of measurement shall be rounded off to the nearest whole number. For example if an allocation of 30% quantity results in 23.6 units the quantity allocated shall be 24 units. If an allocation of 30% quantity results in 23.3 units the quantity allocated shall be 23 units.

The distribution shall be based on the acceptance given by the bidders to the L1 price counter offered to them. In case any or all of the bidders do not accept the counter offer, and a situation arises wherein bidder(s) who have agreed to the counter offer may have to be allotted more quantity than what has been proposed earlier, then the same shall be done, but limited to the capacity quoted by the bidder(s)

Wherever the number of techno commercially qualified responses (N) is two, BHEL reserves the right on whether or not to distribute the quantity on more than one bidder.

Schedule: "C"

QUALIFYING REQUIREMENTS

1. **Average Annual financial** turnover during the last 3 years, ending **31st March 2019**, should be at least **Rs.11.45 Lakh** duly audited financial statement/balance sheet/certified by CA to be submitted as supporting documents. If all balance sheet/ financial statement are not available for three years than the average shall be calculated by dividing the sum of turnover of submitted balance sheet/certificate from CA/Financial statement by three.
2. **Experience** of having successfully completed similar works during last 7 years ending "on last day of previous month when tender is uploaded" should be either of the following: -
Three similar completed works each costing not less than the amount equal to **Rs. 15.27 Lakh.**

Or

Two similar completed works each costing not less than the amount equal to **Rs. 19.09 Lakh.**

Or

One similar completed work, each costing not less than the amount equal to **Rs. 30.54 Lakh.**

Definition of Similar work: - All type of Works/Service contract/ labour supply contract.

Documentary proof (Execution Certificate/LOI/Work order) for the experience to be submitted along with Technical Bid. In case of experience in Private Sector, relevant TDS Certificate (TRACES Only) must be attached as evidence.

ESSENTIAL DOCUMENTS REQUIRED

1. The documents required for legal entities under whose name and style Contractor has participated in the tender are as follows:
 - (i) Partnership Firm: Partnership Deed registered at the office of Registrar of Firms.
 - (ii) Company: Certified copy Memorandum of Association, Article of Association and Incorporation Certificate.
 - (iii) Society: Registration certificate issued by Registrar of societies.
 - (iv) Sole Proprietor-ship Firm: Undertaking on oath (Rs. 100 stamp paper) that Proprietor is solely responsible for all rights and liabilities while working under the name and style of Sole Proprietorship firm namely ().
2. Other essential documents required along with techno—commercial bid include ESI registration, PAN number, GST registration and proof of deposition of EMD.
3. PF registration, Labour License and other mandatory compliances of various laws/acts as applicable to BHEL Jhansi shall have to be submitted by the contractor before start of work as per GTC.

Note: Documentary proof of above along with EMD shall be submitted along with Techno Commercial Bid as per Schedule: D

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Schedule: "D"

TECHNICAL BID FORMAT: Supply of labour for various works in Township for 1 year starting 2020

" DOCUMENTS REQUIRED TO BE SUBMITTED ALONG WITH TENDER BY BIDDERS. NON SUBMISSION OF THESE DOCUMENTS MAY LEAD TO REJECTION OF BIDS

S. No	Particulars Details	Pease tick (v)	Number / Details of enclosures
01	Name of the Firm (Document as per Sr. No. 2 of Qualifying Requirements)		
02	Name of the Proprietor/Partners		
03	Address and Contact Numbers		
04	Firm Registration Number if applicable (Copy of Certificate)		
05	Labour license Number (Copy of Certificate)		
06	ESI Code Number (Copy of Certificate)		
07	PF Code Number (Copy of certificate)		
08	PAN/TAN Number (Copy of PAN/TAN)		
09	GSTIN (PAN BASED) (Copy of certificate)		
10	Self-Declaration as per Annexure-V		
11	Balance Sheet along with Copy of Audited Financial annual statement by CA for last three financial years ending 31.03.19 as per tender		
12	Experience Certificate (Along with necessary enclosures as per tender to be submitted)		
13	No of Workers including supervisors on the rolls of the firm		
14	Committed Capacity against our tendered quantity in %		
15	Earnest Money Deposit a) DD No/MR No. & Date b) Drawn On (Bank)		
16	Any Other relevant Information		
17	Validity of Offer (At least 120 Days from the date of tender opening)		
18	Blank Price Bid Format		
19	E-Mail and Mobile Numbers		

Note: Technical bid and price bid should be submitted in separate sealed envelopes. In case the bids are found in one single envelope then the "bids" are liable to be rejected.

GENERAL TERMS AND CONDITIONS OF ENQUIRY (JHS 2055B R02)

Note – Latest revision of GTC shall be applicable

UPLOADED IN SPERATE FILE -PAGE NO 01 TO 14

(To be signed by contractor and submitted along with bid.)

Annexures (I-IX)

UPLOADED IN SPERATE FILE -PAGE NO 01 TO 14

(To be signed by contractor and submitted along with bid.)

Format JS 471 – Blank Price Bid Sheet for Service Contracts

UPLOADED IN SPERATE FILE (2 Pages)

(To be signed by contractor and submitted along with bid.)

Format JS 145 - Price Bid Sheet for Service Contracts (in a separate envelope)

UPLOADED IN SPERATE FILE (2 Pages)