

Government of India  
Department of Atomic Energy  
Nuclear Fuel Complex  
CED(ELECT)/EP (AC&R Maint.)  
NOTICE INVITING TENDER

Tender No. E/534 /2017

Dt. 13.10.2017

To,  
M/s.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

On behalf of the President of India, sealed item rated tenders are invited from competent and well experienced contractors for the following work on works contract basis.

- 1) Name of Work : Annual Maintenance & Service contract (AMC) of 870 Nos. Window , Split & Cassette type AC Units of different makes, capacities & models located at various plants / sections at NFC, Hyd.
- 2) Scope of work : (i) Quarterly Preventive Maintenance of Window, Split & Cassette type AC Units  
(ii) Attending day to day breakdown calls and put back into operation of AC Units by repair / replacing all the required spare parts / components excluding Compressor & Refrigerant gas
- 3) Duration of Contract : Eighteen ( 18 ) Months
- 4) Estimated Cost : Rs. 62,12,000/- (Rupees Sixty Two Lakh Twelve Thousand only)
- 5) Earnest Money Deposit : Rs. 1,24,240/- (Rupees One Lakh Twenty Four Thousand Two Hundred and Forty only) EMD in the form of Fixed Deposit Receipt / crossed demand draft drawn in favour of "Pay and Accounts Officer, NFC" payable at Hyderabad shall be submitted. Offers without EMD will be summarily rejected. Name & A/C No. of Contractor may be written at the backside of DD submitted towards EMD, and the DD Submitted should be valid for 3 months.
- 6) Request for tender documents : : From 17.10.2017 to 31.10.2017
- 7) Issue of tender document : : From 17.10.2017 to 08.11.2017
- 7) Last date for submission of tender : : 21.11.2017 up to 14.00 hours.
- 8) Date of opening the sealed tenders : : 21.11.2017 at 14.30 hours.
- 9) Cost of tender document : : Rs. 1,000/- ( Demand draft or banker's cheque payable at Hyderabad drawn in favour of "Pay & Accounts Officer, NFC")

Quotations are to be submitted strictly in the format enclosed. Tender and EMD shall be placed in two separate envelopes clearly indicating tender No. and each marked as TENDER & EMD respectively. Both the envelopes shall be submitted together in another sealed envelope superscribing Tender No. & description of work along with due date and time of submission on the outer cover.

Your offers shall be deposited **in the tender box kept for the purpose at Electrical Projects Office, Sarathi building duly sealed and addressed to Dy. Chief Engineer (CED, PD&EP), Electrical Projects, Sarathi building, 2<sup>rd</sup> floor, Nuclear fuel Complex, Hyderabad-500062** on or before 21.11.2017 up to 14.00 hours.

Tenders will be opened in the presence of tenderers who may be present at **14.30 hours on 21/11/2017 at the office of Dy. Chief Engineer (CED, PD&EP), Electrical Projects , NFC, Hyderabad.** Late/delayed & tenders not accompanied by EMD shall not be considered.

Dy. Chief Engineer (CED, EP & PD)  
For & On behalf of the President of India

Note: NFC is committed to a corruption free work environment. "All the purchase and contracts commitments of NFC will be honoured without the citizen having to pay any bribe". "In case any person demands any bribe, it is the duty of a responsible citizen to inform the matter to the Vigilance Officer, NFC, Hyderabad". Telephone No. 040-27122181 & 040-27184314 (Office) and 040-27137012 (Residence). Email: vo@nfc.gov.in

**Terms and Conditions of NIT No: E/534/ 2017**

**A. Criteria of eligibility for issue of tender documents**

A1. Only OEM(Original Equipment manufacturer) and authorized dealers are eligible.

A2. Should have satisfactorily completed the work(s) as mentioned below during the last three years ending previous day of last date of submission of bids.

One similar work not less than 80% of Estimated cost or  
Two similar works not less than 60% of Estimated cost or  
Three similar works not less than 40% of Estimated cost

For the purpose of this clause "similar work" means the work like " AMC of Window, Split & Casette type AC Units" that was carried out with minimum man power at site on all days of AMC.

Income-Tax clearance certificate in the revised form as modified under Ministry of Finance O.M. No.67/30/69/ITAL dated 02-07-1970 as amended from time to time which shall be valid before tender papers can be sold to him or Audited balance sheet indicating receipts from contracts, profits/loss for the past five years.

A3. Should have had average annual financial turnover of Rs 62.12 lakhs, during the immediate last 3 consecutive financial year ending with 31 st March 2017. This should be duly audited by registered Chartered Accountant

A4. Solvency Certificate of at least 40% of estimated cost from Bankers ( Nationalized Banks / Scheduled Banks) or Equivalent in support of financial standing taken after 01.04.2017

A5. Should not have incurred any loss in more than 2years during last five years ending march 31,2017.

A6. Min. manpower that shall be available during General Shift timing for carrying out said job / work: on all days.

1	Supervisor	10 Yrs. Exp. with SSC
2	Highly Skilled Technician	5 Yrs. Exp. With SSC
3	Assistant	Physically fit

A 7 Registration in Appropriate Class of Contractors, if any

A9 . List of completed similar works during last 7 years.

A10. Performance certificates issued by clients

A 11. Valid Registration Certificate GST

## A 12. Valid Registration Certificate PAN

1. The contractor will be completely responsible for the job. The contractor shall deploy sufficient man power required for completion of the work. The contractor shall ensure to authorize a competent person to supervise the job who shall fully be responsible for carrying out the jobs safely. Authorization shall be furnished in writing. The contractor shall deploy only those qualified man power who have prior experience in the works as brought out in the scope of work.
2. No child labour should be engaged.
3. Contract labour are to be engaged only in General Shift.
4. The workers engaged by the contractor should wear uniform which is distinct from NFC uniform. Safety shoes and other PPE as required for the job are to be provided by the contractor for all the workers engaged by him and ensure its usage. The contractor has to ensure safe working practices and follow all safety rules and regulations stipulated by SED, NFC from time to time.
5. The Contractor must follow all Labour Laws such as Contractor (Regulation & Abolition Act), Payment of Wages Act, EPF & MP Act, ESI Act, Payment of Bonus Act, Employees Compensation Act etc. NFC reserves right to ask Contractor to furnish proofs /documentary evidence for following the above laws. Clarifications on statutory provisions if any, may be sought from Welfare Officer, NFC, Hyderabad on 040-27183059 or [wo@nfc.gov.in](mailto:wo@nfc.gov.in) on any working day during office hours.
6. Wages are to be paid as per Minimum Wages Act, notified by RLC (C) from time to time.
7. Earnest Money Deposit at the rate of 2% of estimated cost put to tender shall be submitted along with tender in the form of Fixed Deposit Receipt / crossed demand draft drawn in favour of "Pay and Accounts Officer, NFC" payable at Hyderabad. Offers without EMD will be summarily rejected.
8. Certificate from Officer-in-charge at NFC regarding payment of minimum wages to the contract labour is to be enclosed along with the claim.
9. The contractor shall produce necessary police verification certificates from the local police station for the manpower being engaged for the purpose.
10. Valid Medical fitness certificate from at least an MBBS doctor for the workers engaged shall be submitted. The contractor shall ensure that all his labour who are engaged in work are covered under ESI and EPF. Proof of the same shall be produced before start of the work.
11. The quoted value shall be **exclusive of ESI, EPF & inclusive of GST ( GST rate shall be indicated) and any other mandatory duties and levies of the Government**. The bills will be released against submission of documentary evidence towards payment of ESI, EPF and GST to the concerned authorities.
12. The contractor shall provide the registration details of **Income Tax, GST, ESI & EPF** etc. while collecting tender document and copies of the same shall be submitted alongwith tender document.
13. **Tender documents will be issued to the contractor only on submission of GST registration details.**
14. Performance Guarantee @5% of Work Order value shall be submitted within \_\_\_ ( 4 to 15 days) from the date of issue of letter of acceptance in the form of Fixed Deposit Receipt or Demand Draft or Bank Guarantee. (valid for contract period Plus 06 months of claim period) (Extension of time for submission of Performance guarantee at the request of contractor shall be charged @0.1% per day of performance guarantee amount.
15. In case of non-submission of Performance Guarantee within prescribed/extended time, the Earnest Money Deposit submitted will be forfeited.

16. Security Deposit @ 2.5% of the Work Order Value shall be recovered from Running Account bills. The Security Deposit amount recovered shall be released after Three (3) months from the date of completion of entire work, or after payment of final bill, whichever is later.
17. Income tax @ 2% or as applicable and GST as applicable at source shall be deducted from the payments made. Contractor shall furnish his PAN No. and bank details along with a xerox copy of the same duly countersigned by him.
18. Payment for the work done by the contractor shall be made based on the work done by contractor on quarterly basis which was accepted and measured by the Officer in charge, duly approved by the Competent authority. Payment will be made to the contractor on every quarter after submission of service reports to EIC .
19. Offers received will be evaluated based on the total cost quoted **exclusive of EPF, ESI and inclusive of GST** etc.
20. The offer should be kept valid for a period of three months from the date of opening of tender.
21. Incomplete and conditional tenders shall be rejected. However unconditional rebates are acceptable.
22. Contractors shall quote the rates both in words and figures.
23. In case there is a variation between the rates in figures and words, the rate which corresponds to amount worked out by the contractor shall be taken as correct.
24. When the amount of an item is not worked out by the contractor, or if it does not correspond with the rates written either in figures or in words, then the rate quoted by the contractor in words shall be taken as correct.
25. When the rate quoted by the contractor, in figures and in words tallies, but the amount is not worked out correctly, the rate quoted by the contractor shall be taken as correct and not the amount.
26. Contractor shall sign each page of the tender document along with the Schedule of quantities & Rates.
27. In case the contractor fails to commence the work specified in the tender document within the prescribed time schedule, then the Government shall without prejudice to any other right or remedy be at liberty to forfeit whole EMD absolutely.
28. The contractor shall ensure that labour deployed for the contract would confine themselves to their respective places of work and not indulge in activities that would be harmful to NFC.
29. NFC reserves right to accept or reject any quotation, either completely or partly, without giving any reasons.
30. If on acceptance of the tender, owing to the circumstances if the scope of the work remains altered, reduced or abandoned for any reason NFC shall give a notice in writing to that effect to the contractor who shall act accordingly. Also, if the workmanship is not satisfactory, the contract shall be cancelled.
31. Before quoting, the contractor may visit NFC for assessment of work with prior permission of Superintendent Engineer (VP, AC&R M) . He may contact at 040-27184029 / 040-27184185
32. If the contractor fails to execute the work completely, then the Government shall without prejudice to any other right or remedy be at liberty to forfeit whole Security Deposit and Performance Bank Guarantee absolutely.

33. If the L-1 bidder quoted much lower than the estimated cost, then a Bank guarantee for the differential cost may be obtained from the L-1 bidder as per CVC guide lines.
  
- 34) The contractor's personal has to attend day to day breakdown calls / complaints & shall complete the job within 4 hrs. time after receipt of complaint ( except Major jobs ) from concern engineer/supervisor and the contractors personal should submit weekly reports to the concerned authorities. If the contractor fails to complete the breakdown call ( complaint ) within 04 hours, a penalty @ 0.125 % of work order value will be imposed.



Name : .....

Adhar Number .....

PAN : .....

Bank A/C No. ....

IFSC Code : .....

Name of Bank & Branch .....

GST IN : .....

Signature of the Contractor

(with seal)

Tender document has been issued to

M/s .....

on receipt of Rs. 1,000/- { vide DD No. ....

Dt.....towards cost of tender document

( Sign of OIC )