

Government of India  
Department of Atomic Energy  
Nuclear Fuel Complex  
Billet Preparation Shop (93)

NOTICE INVITING TENDER

Tender No: NFC/BPS(93)/Contract/2018/03

Dt: 29.03.2019

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 : Cleaning & Bailing of Zircaloy turnings for chlorination
- 2) Scope : As per Annexure-I
- 3) Duration of Contract : 24 months
- 4) Estimated Cost : Rs 25,26,000/-  
(Rupees Twenty Five Lakh Twenty Six Thousand only)
- 5) Earnest Money Deposit : Rs.50,520/- (2% of estimated cost)  
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 back side of DD submitted towards EMD and the DD shall be drawn after the date of release of NIT]
- 6) Issue of tender document : From 01.04.2019 to 10.04.2019
- 7) Last date for submission of tender : 15.04.2019 up to 14.00 hours.
- 8) Date of opening the sealed tenders : 15.04.2019 at 14.30 hours.
- 9) Cost of tender document : Rs 500/-(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 super scribing Tender No. & description of work along with due date and time of submission on the outer cover.

Tenders shall be dropped in tender box kept at BPS Stores, NFC, Hyderabad.

Tenders will be opened at Works Section, III floor, Aadhar Building, NFC. Late/delayed & tenders not accompanied by EMD shall not be considered.

SM (FT, BPS, BAR OP. & M/C SHOP)  
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](mailto:vo@nfc.gov.in)

Scope of Work for Work Order Tender No. NFC/BPS(93)/Contract/2018/03

Processing of fine Zircaloy turnings for chlorination by removing contaminants such as fungus, foreign materials like plant leaves, dust and coolant oil by thorough cleaning with alkaline solutions.

- The process steps for cleaning are as follows:
  - 1) Segregation and separation of foreign materials like plant leaves and dust particles etc.
  - 2) Segregation of turnings to remove fine powder mass.
  - 3) Removal of fungus by washing with running water.
  - 4) Soaking in alkaline bath with continuous air agitation.
  - 5) Washing with running water.
  - 6) Clean in alkaline bath with air agitation.
  - 7) Wash in running water
  - 8) Clean in cleansing agent.
  - 9) Wash in running water
  - 10) Spreading for solar drying
  - 11) Final inspection and magnetic checking
  - 12) Collection, weighing, storing in drums and assisting for transportation to ZSP.
  - 13) Any other work not listed above but is required to be completed to achieve objective of the work order.
- The process steps for Bailing of scrap:
  - 1) Segregation of scraps for bailing and keeping in the drums as per stack of 5-15 kg with polythene sheet in between
  - 2) Loading the scrap to bailing machine
  - 3) After compaction take out the scrap and keep in drums
  - 4) After each shift, baling machine has to be cleaned
  - 5) Compacts has to be kept for sun drying/furnace drying.
  - 6) Compacts has to be removed, kept in drums, weighed and assist for transportation to ZSP.
  - 7) Any other work not listed above but is required to be completed to achieve objective of the work order.

Note:

1. The contractor shall have experience in handling of pyrophoric material turnings/billets/tubes/rods/powder/sheet. The offers without experience will not be considered. Document proof i.e., earlier work order copies shall be submitted to obtain the tender document.
2. In every shift, one supervisor, Diploma in Mechanical or B.Sc. qualified shall be deployed for taking care of safety and supervision of work.
3. Supervisors employed shall be in position to understand all the safety instructions issued by Safety Engineering Division, NFC from time to time and shall implement the same. They shall maintain log books of work carried & attendance on daily basis and shall make sure that all the legal & safety requirements are adhered as issued by NFC.
4. The work order is for carrying out the job only. The machinery and tools will be provided by the employer.
5. The contractor shall be able to do this cleaning work in two shifts with sufficient manpower. This is for faster requirement of cleaned scrap.

**Terms and Conditions of NIT No: NFC/BPS(93)/Contract/2018/03**

**A. Eligibility Criteria**

1. In view of the intricacy, safety demanding and specific nature of jobs, it is imperative that contractor and his persons must possess sound knowledge of the job and safety demands. In view of this, Tender document will only be issued to contractors who qualify the following eligibility criteria.

<b>Eligibility Criteria for issue of Tender</b>
Experience in handling of pyrophoric material turnings/billets/tubes/rods/powder/sheet.

2. Tender document will be issued only to contractors who meet the eligibility criteria and submit the required documents and against submission of details of such works.
3. The experience criteria for obtaining tender forms is that the contractor shall have executed
  - a. Three similar works, each of value not less than 40% of the estimated cost put to tender, or
  - b. Two similar works, each of value not less than 60% of the estimated cost, or
  - c. One similar work of value not less than 80% of the estimated cost, all amounts rounded off to a convenient full figure, in the last 7 years ending on the last day of the month previous to the one in which the tenders are invited

**B. General Terms**

1. The contractor will be completely responsible for the job.
2. The contractor shall deploy the daily stipulated man power required for completion of the targeted work, failing which commensurate amount as per daily wages for the concerned manpower will be deducted during settlement of the bills. The contractor shall entrust and authorize a competent person as supervisor who shall fully be responsible for carrying out the jobs safely. Authorization shall be furnished in writing.
3. The contractor shall deploy qualified man power who have prior experience in the works as brought out in the scope of work.
4. The workers engaged by the contractor should wear uniform which is distinct from NFC uniform.
5. The contractor shall produce necessary police verification certificates from the local police station for the manpower being engaged for the purpose.
6. The offer should be kept valid for a period of three months from date of opening of tender.
7. Incomplete and conditional tenders shall be rejected. However unconditional rebates are acceptable.
8. Contractor shall quote the rates both in words and figures.
9. 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.
10. 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.
11. 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.
12. Contractor shall sign each page of the tender document along with the Schedule of quantities & Rates.
13. NFC reserves right to accept or reject any quotation, either completely or partly, without giving any reasons.
14. Before quoting, the interested firms can visit the site for assessment of work with prior permission of ADM/Manager. Contact at 4346/3103 (phone nos.)
15. Contractor must go through all the terms in NIT and strictly adhere to the same.
16. The contractor shall engage at least 3 nos. of skilled labourers and 1 skilled supervisors for the work. As per the requirement of the department, contractor shall engage further labours if required. Supervisors deployed in shop floor shall be Engineering graduate / B.Sc./ Diploma holders.
17. Attendance will be monitored strictly and deduction made for absence from the payments as per their daily wages.
18. Before bidding for the work tender, the contractor is advised to visit the plant site to have an idea of the work to be carried out. Before start of the work, interview / technical discussion/ work explanation with the

contractor's supervisors & work men shall be done by NFC staff. Only selected person shall be permitted for carrying out the work.

19. It should be very clearly understood that the contractor is solely responsible for the safety of his employees. It should be ensured by the contractor that they are available at the work-spot and that they do not wander within the premises or get involved in any untoward incidents. All consequences arising out of non-observance of the above stipulations shall be entirely at the risk and cost of the contractor.
20. Contractor's crew should report to designated persons who will supervise the work from Department. They should not enter in other plants of NFC. They should restrict their movement in the work allotted area only. They should not in any case touch / operate machines, switch ON / OFF other gadgets and indulge in production activities. Any untoward incident shall be reported immediately to concerned Supervisor / Officer.
21. Contractor personnel should observe all the security measures adopted by NFC.
22. Contractor should provide identification cards, uniform and shoe for Contractor crew deputed for this job.
23. 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. The contract labour shall be below 60 years for skilled & shall be below 50 years for un-skilled & shall be below 65 years for highly skilled categories.
24. In case of any untoward incidence/accident, leading to injury to any of contract's personnel or in case of unfortunate event of death, the contractor shall bear the sole responsibility of medical expenditure/compensation. NFC and any of its official will not be liable to pay any compensation in any form, whatsoever.

### **C. Legal terms:**

1. The contractor shall provide the registration details of Income Tax, ESI, EPF, GST Registration Certificate etc. while collecting tender document and copies of the same shall be submitted along with tender document.
2. The tender document will be issued to contractors only against submission of these documents
3. 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.
4. The quoted value shall be inclusive of GST and all other mandatory duties and levies of the Government and exclusive of ESI & EPF components. The bills will be released against submission of documentary evidence towards payment of ESI & EPF to the concerned authorities.
5. No child labour should be engaged.
6. Contract labour are to be engaged in I/G/II Shift on all working and holidays days unless otherwise permitted by NFC or its authorized representative.
7. 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 on any working day during office hours.
8. Payment of minimum wages, as circulated by RLC (C) Hyderabad to the labourers shall be ensured. Contractor shall pay the contract labours without delays. If incase delayed payments are observed, NFC reserve right to terminate the contract as per procedure.
9. All the contract labourers engaged shall be covered by ESI & EPF compulsorily. The charges towards ESI, EPF has to be indicated separately. Payment towards ESI & EPF will be made after producing documentary evidence only.
10. Certificate from Officer-in-charge at NFC regarding payment of minimum wages to the contract labour is to be enclosed along with the claim.
11. **The quoted rates shall not be less than the minimum wage fixed / notified by the State Government - Where the service is performed and shall include all statutory obligations . However bids without any element of cost over and above such minimum wage (or below it) shall be treated as ' Nil ' price quotation and would be rejected.**

12. The Contractor shall be liable for all kinds of dues payable in respect of all personnel provided under the contractor and NFC shall not be liable for any dues for availing the services of the personals.
13. If the workmanship is not satisfactory, as determined by the manager of the plant, the contract shall be cancelled.
14. In case the contractor fails to commence the work within the prescribed time schedule as specified in the tender document, then the Government shall without prejudice to any other right or remedy be at liberty to forfeit whole EMD absolutely.
15. The contractor should ensure that persons to be deployed are not alcoholic, drug addict and not indulge in any activity prejudicial to the interest of the NFC failing which suitable replacement shall be made by contractor with approval of Manager of the plant.

#### **D. Commercial Terms**

1. Payment shall be made based on the work done by contractor which was accepted and measured by the Officer in charge, duly approved by the competent authority.
2. Performance Guarantee @5% of Work Order value shall be submitted within 15days from the date of issue of letter of acceptance or before commencement of work in the form of Fixed Deposit Receipt or Demand Draft or Bank Guarantee. (Extension of time for submission of Performance guarantee at the request of contractor shall be charged @0.1% per day of performance guarantee amount).
3. 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.
4. Income tax 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 photo-copy of the same duly countersigned by him.
5. Offers received will be evaluated based on the total cost quoted exclusive of EPF& ESI and inclusive of GST.
6. 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.
7. In case of non-submission of Performance Guarantee within prescribed/extended time, the Earnest Money Deposit submitted will be forfeited.
8. 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.

**NFC GST No : 36AAALN1001C1ZW**

#### **E. Safety clauses**

1. Valid medical fitness certificate from at least an MBBS doctor for the workers engaged shall be submitted. And valid height pass( From NFC ) of the labour shall be arranged if required .
2. Uniform, Safety shoes Helmet, gloves , face mask and all necessary other PPEs as required for the job are to be provided by the contractor for all the workers engaged by him and ensure its usage during the entire working time / period .
3. The contractor has to ensure safe working practices and follow all safety rules and regulations stipulated by Safety Engineering Division ( SED ) , NFC and plant in-charges from time to time.
4. 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.
5. If any of the safety instructions are violated by the labour , NFC reserves the right to short close the contract.
6. Work shall be done in I/II/G shift on working days depending on the availability of work. The estimated duration of the work is twenty four months.

#### **F. Penalty clause for non-compliance/ deviation of the conditions of the contract:**

- i. **Attendance compliance:** In order to engage contract workers in G shift, on all working days.

Non availability of the operators/ Supervisor resulting in loss of production will lead to penalty

a. Worker: Total man shifts/ month = 60 (20 days/month\*3 workmen /day).

b. Supervisor: Total man shifts/ month = 20 (20 days/month\*1 /day).

A minimum attendance of 90% of man shifts is essential. The attendance will be monitored through labour entry permit system of NFC.

Attendance / month- Non compliance	Penalty as percentage of Monthly bill	
	Worker	Supervisor
90% and above	Nil	Nil
80% - 89 %	1.0 %	2%
70% - 79 %	2.0%	3.0%
50% - 69%	5.0%	10.0%
< 50%	Short closing of order	

Penalty mentioned above is over and above minimum wages deduction as per daily requirement.

- ii. **Safety compliance** :To be followed by all contract workmen and Supervisor
- All contract workers should always wear PPE's like safety shoes, ear plug and nose mask etc.
  - Attend safety Training
  - Always wear Uniform
  - Should restrict themselves to concerned area only.
  - Should not operate EOT cranes.
  - Follow work - specific do's and don'ts given by EIC
- Any deviation of the above by any of the contact work men /Supervisor will attract the following penalty

Safety -Non compliance	Penalty
Once/month	Oral warning
Twice /month	0.50% of the monthly bill
2-5 /month	2.0 % of the monthly bill
> 5/month	10.0% of the monthly bill
> 8/month	Short closing of order

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