

Government of India
Department of Atomic Energy
Nuclear Fuel Complex
Control Laboratory
Plant Code: 27

NOTICE INVITING TENDER

Tender No. NFC/C.LAB /CALIBRATION/NIT/2018-19

Dt. 17.04.2018

To
M/s

Dear Sir

On behalf of the President of India, sealed item rated tenders are invited by DCE (QA, HR & SR) Nuclear Fuel Complex, Department of Atomic Energy, ECIL Post, Hyderabad-500062 from competent and well experienced contractors for the following work on works contract basis with the terms and conditions as given in **Annexure-I**.

- 1) Name of Work: Calibration of measuring and monitoring devices at NFC, Hyderabad
- 2) Scope: Calibration of analytical balances, weighing balances, weighing scales, hygrometers and issue of valid calibration certificates with suitable traceability (Details as given in **Annexure-II**).
- 3) Duration of Contract : 1 month from the date of Work Order
- 4) Estimated Cost: Rs.1, 52,000/- (Rs. One lakh fifty two thousand only)
- 5) Earnest Money Deposit: Rs.3040/- (Rs. Three thousand forty only)
(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 the contractor may be written at the back side of DD submitted towards EMD and the DD to be submitted shall be drawn after the date of release of NIT to ensure that it is valid for the entire offer period.

- 6) Issue of tender document: From 17.04.2018 to 23.04.2018 from the office of SM (C.Lab & SIRD), NFC, ECIL Post, Hyderabad
- 7) Last date for submission of tender: On 27.04.2018 up to 14:00 hours
- 8) Date of opening the sealed tenders: On 27.04.2018 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 superscribing Tender No. and description of work along with due date and time of submission on the outer cover.

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Your offers shall be deposited in Tender Box kept for the purpose at Control Lab. Office, Nuclear Fuel Complex, ECIL Post, Hyderabad - 500 062 on or before 27.04.2018 up to 14.00 hours.

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

DCE (QA, HR & SR)
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: NFC/C.LAB/CALIBRATION/NIT/2018-19

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 deploy only those qualified man powers who have prior experience in the works as brought out in the scope of the work. The contractor shall fully be responsible for carrying out the jobs safely.
2. No child labour should be engaged.
3. The said job shall be carried out only in General Shift (08:45 hrs to 16:45 hrs).
4. **Persons employed by the contractor for the said job shall be covered under ESI and EPF.**
5. 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.
6. The quoted value shall be **inclusive of GST and any other mandatory duties and levies of the Government. GST No. of NFC 36AAALN1001C1ZW**
7. The contractor shall provide the registration details of ESI, EPF, GST, etc. while collecting tender document.
8. Performance Guarantee @ 5% of Work Order value shall be submitted before the commencement of works in the form of Fixed Deposit Receipt or Demand Draft or Bank Guarantee which will be released to the contractor after satisfactory completion of the job. (Extension of time for submission of Performance guarantee at the request of contractor shall be charged @0.1% per day of performance guarantee amount).
9. In case of non-submission of Performance Guarantee within prescribed/extended time, the Earnest Money Deposit submitted will be forfeited.
10. The contractor shall furnish the necessary proof in respect of documents (as mentioned in **Annexure-III**) while collecting the tender form.
11. Income tax and GST as applicable at source shall be deducted from the payments made. **Non-submission of PAN or incorrect PAN No. attracts Income tax @ 20% on the gross bill.** Contractor shall furnish his PAN No. and bank details along with a Xerox copy of the same duly countersigned by him.
12. Payment for the work done by the contractor 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.
13. The offer should be kept valid for a period of three months from the date of opening of tender.
14. Incomplete and conditional tenders shall be rejected. However unconditional rebates are acceptable.

Signature of Contractor with seal

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15. Contractors shall quote the rates both in words and figures.
16. 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.
17. 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.
18. 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.
19. Contractor shall sign each page of the tender document along with the Schedule of quantities & Rates.
20. 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.
21. The contractor shall ensure that persons deployed for the contract would confine themselves to their respective places of work and not indulge in activities that would be harmful to NFC.
22. NFC reserves right to accept or reject any quotation, either completely or partly, without giving any reasons.
23. 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.
24. Before quoting, the contractor may visit NFC for assessment of work with prior permission of SM (C.Lab & SIRD). He may be contacted at 040-27184254 / 040-27184436(phone no).
25. 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 Performance Bank Guarantee absolutely.

Signature of Contractor with seal

SCOPE OF WORK

Calibration of measuring and monitoring devices as given below.

Sl.No.	Description of Item to be calibrated	Quantity (Nos.)	Place of calibration
1	Analytical balances up to 500g (Resolution=0.1 mg)	40	NFC
2	Weighing balance up to 2 kg	5	NFC
3	Weighing balance up to 35 kg	14	NFC
4	Weighing Scale (digital) 25 kg	2	NFC
5	Hygrometer	16	At contractors site

The calibration job of all items except hydrometer shall be carried out at NFC, Hyderabad premises whereas the hygrometer will be calibrated at contractor's site. The contractor shall carry out minimum 10 points calibration for analytical balances, weighing balances, weighing scales and minimum 5 points calibration for hygrometers. Further, the contractor shall issue valid calibration certificates with suitable traceability immediately. It is the responsibility of contractor to collect 16 numbers of Hygrometers from NFC, carry out calibration at its site and return the calibrated Hygrometers to NFC within one week time without any additional charges.

Period of contract: 1 month from the date of Work Order

Signature of Contractor with seal

DOCUMENTS TO BE PRODUCED FOR OBTAINING TENDER FORM

1. Company Registration Certificate (Xerox)
2. GST Registration Certificate (Xerox)
3. E.S.I. registration copy (Xerox)
4. P.F. registration copy (Xerox)
5. Pan Card (Xerox)
6. Experience Certificate of similar works (Xerox)
7. ISO Certification (Xerox)
8. Past record proof to the effect that EPF, ESI paid to Employees/respective government agencies as per the Rules/Acts.

Signature of Contractor with seal