

Government of India
Department of Atomic Energy
Nuclear Fuel Complex
Quality Assurance Group
ZFP & STP
NOTICE INVITING TENDER

Tender No. NFC/QA(STP)/2018/WC/01

Date: 09-03-2019

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 | : Work contract for assistance in material handling and movement of Pressure Tubes, Calandria Tubes, various sizes of Fuel Blanks, SS & Other Grade tubes at QA-STP. |
| 2) Scope | : Mentioned in Scope of work |
| 3) Duration of Contract | : 285 working days (One Year) |
| 4) Estimated Cost | : Rs. 4, 12, 850/ (Rupees Four Lakh Twelve Thousand Eight Hundred Fifty Rupees Only) includes GST excludes ESI & EPF |
| 5) Earnest Money Deposit | :Rs. 8,257/- (Rupees Eight Thousand Two Hundred Fifty Seven 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 and A/C No of contractor may be written at the backside of DD submitted towards EMD and the DD 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 12-03-2019 (10:00hrs) to 20-03-2019 (14:00hrs) |
| 7) Last date for submission of tender | : 23-03-2019 up to 14.00 hours. |
| 8) Date of opening the sealed tenders | : 23-03-2019 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. Tender documents can be obtained from the Office of the Sr. Manager (QA-ZFP, STP & SSTP), NFC, Hyderabad (Tel: 040-27184221 / 4780)

Your offers shall be deposited in tender box kept for the purpose at Office of the Sr. Manager (QA-ZFP, STP & SSTP), NFC, Hyderabad (Tel: 040-27184221 / 4780), Nuclear Fuel Complex, ECIL Post, Hyderabad – 500062, on or before 23-03-2019 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.

Tender document issued to contractors is not transferable.

Sr. Manager(QA-ZFP, STP & SSTP)
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. 040-27120218 & 040-27184307 (Office). Email: dcea@nfc.gov.in

Terms and Conditions of NIT No: NFC/QA(STP)/2018/WC/01

1. The contractor will be completely responsible for the job. The contractor shall deploy sufficient man power required for completion of the work. 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. Contact labour are to be engaged in General /1st/11nd 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 on any working day during office hours.
6. Wages are to be paid as per Minimum Wages, circulated by RLC (C), Hyderabad to labourers (Ministry of labour and Employment)
7. The Contractor shall submit the n undertaking that he/she would make payment of minimum wages to the workers engaged by him/her from time to time along with quotation itself.
8. 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.
9. Certificate from Officer-in-charge at NFC regarding payment of minimum wages to the contract labour is to be enclosed along with the claim.
10. The contractor shall produce necessary police verification certificates from the local police station for the manpower being engaged for the purpose.
11. 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.
12. The quoted value shall be **exclusive of ESI, EPF & inclusive of GST 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 to the concerned authorities.
13. The contractor shall provide the registration details of Income Tax, ESI, EPF, GST etc. while collecting tender document and copies of the same shall be submitted along with tender document.
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 or before the commencement of work, whichever is earlier, 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 for a maximum range 1 to 15 days 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 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. Non submission or incorrect submission of PAN attracts IT@20% gross bill.
18. 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. Periodicity of payment will be for every three months.
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. Contract labour shall be /below 60 years for skilled, shall be /below 50 years for unskilled, shall be /below 65 years for Highly skilled category.
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 Sr. Manager (QA-ZFP, STP &SSTP). He may be contacted at 040 2718 3428/4221 (phone no).
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. 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 . The Contractor shall be liable for all kinds of dues payable in respect of all personnel provided under the contract and NFC shall not be liable for any dues for availing the services of the personnel. 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. The Contractor shall ensure to get the Police verification for all the manpower deployed by them and the contractor should ensure that the manpower deputed should bear good moral character.
34. The period of contract is for 285 working days from the date of commencement of work and the contract is **Extendable/Repeatable**, depending on the requirement and subject to acceptance of the contractor, for similar quantities of work by another tentative 285 working days based on the satisfactory performance under the same rate, terms and conditions
35. The aspirant contractor shall submit LIN number issued by RLC/ALC & submit the email ID and Mobile number
36. In case of non-compliance or deviation in attendance of worker and supervisor from contract conditions, penalty will be levied from the bill of the contract as given in table-I. This penalty will be in addition to deduction of min. wages for the absent worker/supervisors.

Attendance / month of Worker	Penalty
90% and above	Nil
80%-90%	1%
70%-80%	3%
< 70%	10%

35 . **Safety clauses**

- 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 .
- Uniform (Different from NFC Employees 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 .
- 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.
- The labour must be deployed to their respective places of work and not indulge in activities that would be harmful to NFC.
- If any of the safety instructions are violated by the labour , NFC reserves the right to short close the contract.

36. **NFC GST No : 36AAA1N1001CIZW**

FROM

FORM -C

To:
Sr. Manager (QA-ZFP&STP)
Nuclear Fuel Complex,
ECIL ((PO)
Hyderabad-500062

QUOTATION

Sub: Work contract for material handling and movement of Pressure Tubes, Calandria Tubes, various sizes of Fuel Blanks and Reactivity Mechanism tubes at QA-STP

Ref: NFC/QA(STP)/2018/WC/01

Dear Sir,

In response to your Notice Inviting Tenders, we hereby submit our quotation for carrying out the following works.

Description of Job activity	Unit	Total Quantity (No's) [A]	Unit rate approx (Rs.) [B]	Total estimated cost (Rs) [C]= [A] ×[B]
<ul style="list-style-type: none">• Loading / unloading the material from the trolley on to the inspection tables and vice versa.• Loading / unloading of tubes on the inlet / outlet tables of Ultrasonic testing machine and cleaning of tubes• Movement of loaded / empty trolleys for unloading / loading of to be inspected material / inspected material.	No's	15000	Rs _____ _____	Rs _____ _____

Note: The above quoted prices are inclusive of exclusive of ESI, EPF and inclusive of GST and any other mandatory levies of government.

Thanking you,

Name: _____, Aadhar card No. _____

PAN No. _____, Bank Account No. _____ IFSC Code: _____

Name of the bank & branch: _____, GST No. _____

Tender document issued to M/s: _____
on receipt of Rs. 500/-vide DD No _____ dated: _____ towards cost of
tender document.

Yours faithfully,

(Contractor's Sign with Seal)

CHECK LIST FOR THE CONTRACTOR

Sl.No	General details						
1.	Name of the organization						
2.	Address						
3.	Telephone Nos						
4.	Fax No						
5.	E-Mail address						
6.	Annual turn over of previous financial year						
7.	SSI/Factory/Contractor's Registration No						
8.	Brief description of experience						
9.	AADHAR NO						
10.	GST Registration No						
11.	PAN No						
12.	ESI Registration No						
13.	EPF Registraion No						
14.	Bank Account No						
15.	Name of the Bank						
16.	IFSC Code						
17.	No. of employees	Highly Skilled		Semi Skilled		Un-skilled	
18.	Previous Work orders executed at NFC (Reference Nos)						
19.	Brief description of the work *	Work contract for material handling and movement of Pressure Tubes, Calandria Tubes, various sizes of Fuel Blanks and Reactivity Mechanism tubes at QA-STP.					
20.	Tender No*	NFC/QA(STP)/2018/WC/01					
21.	Total amount quoted						
22.	No of labours proposed to be employed in this work	Highly Skilled		Semi Skilled		Un-skilled	
23.	Qualifications and experience of supervisor						
24.	Details of Machinery/tools Proposed to deployed for the work						
25.	GST rate considered for the work						
26.	Any other information						

* to be incorporated by EIC

Verified the above details

E-I-C

Signature of the contractor

Scope of Work:

- Loading / unloading the material from the trolley on to the inspection tables and vice versa.
- Loading / unloading of tubes on the inlet / outlet tables of Ultrasonic testing machine and cleaning of tubes
- Movement of loaded / empty trolleys for unloading / loading of to be inspected material / inspected material.

Contractor's Scope:

- For above works, 2 unskilled labours per day may be deployed for carrying out the works on daily basis.
- Contractor shall co-ordinate with shift in charge of the area for completing work.
- Minimum wages to be followed as per CLC (C) notification from time to time please.
- Uniforms shall be provided by the contractor to his workers.
- Contractor shall co-ordinate with various agencies like CISF, SED of NFC. etc.
- Gum boots / Safety shoes shall be provided to labor.

NFC Scope:

- Consumables like cleaning agents etc and utilities like water, electricity required will be provided by NFC.
- Personal protective equipment like hand gloves, paper nose masks will be provided by NFC.

Eligibility Criteria for Contractors for issuing NIT :

1. Experience certificate of similar works

Eligibility criteria: Experience of successfully completed similar works such as Material Handling / Material Movement / House Keeping works during last 7 years ending previous day of last date of submission of tender

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

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% for annum calculated from the date of completion to last date of receipt of applications for bids.

2. Valid Company Registration Certificate
3. GST registration details (Xerox)
4. PAN card (Xerox)
5. Valid ESI & EPF registration copy (Xerox)