

Government of India  
Department of Atomic Energy  
Nuclear Fuel Complex  
UTILITIES

NOTICE INVITING TENDER

Tender No. NFC/UTLS-M/FASHPU/WC/2017-18/01.

Dt \_\_\_\_\_

To  
M/s.

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\_\_\_\_\_

Dear Sir,

On behalf of the President of India, sealed item rated tenders are invited by Shri. Binay Kumar, AGM, Nuclear Fuel Complex, Department of Atomic Energy, ECIL Post, Hyderabad –500 062 from competent and well experienced contractors for the following work on works contract basis.

- 1) Name of Work : ***Preventive Maintenance, Testing & Breakdown maintenance of Fire Alarm Systems & fire detectors and Instrumentation maintenance of Health Physics Unit.***
- 2) Scope : Refer annexure enclosed
- 3) Duration of Contract : 12 months
- 4) Estimated Cost : Rs **9,90,138/-** (Rupees nine lakhs ninety thousand one hundred thirty eight only- Inclusive of GST 18% & Exclusive of EPF&ESI)
- 5) Earnest Money Deposit : Rs.**19,810/-** (Rupees Nineteen thousand eight hundred & ten 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 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 12/12/2017 to 20/12/2017.
- 7) Last date for submission of tender : On 27/12/2017 till 1400hrs.
- 8) Date of opening the sealed tenders : On **27/12/2017 at 1430hrs.**
- 9) Cost of tender document : **Rs 500/- ( Demand draft or banker's cheque payable at Hyderabad drawn in favour of "Pay & Accounts Officer, NFC")**
- 10) Declaration from contractor to follow all labour laws.

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 tender box kept for the purpose at O/o -AGM(Utilities), Nuclear Fuel Complex, ECIL Post, Hyderabad – 500062, on 15.07.2017 up to 14:00 hours.

**Application along with the following documents for issue of tender documents will be received by AGM, Utilities, Nuclear Fuel Complex, ECIL (PO), Hyderabad, office phone no. 27184366 between 10.00 hrs to 16.00 hrs as per the dates mentioned above and tenders will be issued to the eligible contractors on submission and scrutiny of following documents.**

- Crossed DD/Pay order/ Banker's cheque for Rs.500.00 (non-refundable) drawn in favour of pay & Accounts Officer, Nuclear fuel complex, Hyderabad.
- Attested copies of Audit balance sheet duly indicating the turn over and tax paid for the last 5 years.
- Party should submit Solvency Certificate for 40 % of the estimated vale of the work from any schedule bank support of financial standing. Certificate should have been obtained with in the last one year as on the date of tender opening.
- Attested Copies of PAN CARD and GST registration certificate.
- Attested copies of ESI and EPF registration certificate for their employees, to whom to engage for this work with valid payment certificates.
- Bidder should have executed and successfully completed similar works\* during last five (5) years prior to the tender due date. \*similar works is defined below.
- Bidder shall furnish the copy of experience giving work orders and completion certificates along with offer for similar nature of work as mentioned. The completion certificate shall have details like work order number/date, brief scope of work, ordered and executed value of the job, completion date etc., certificate date etc. Certificates from the end user, owner or consultant of the owner shall be provided.
- Work orders and Performance/ completion certificates issued by respective department engineers for any of the following during the last 5(five) years ending 31.03.2017
  1. One similar work completed costing not less than 80% of Estimated cost, or
  2. Two similar works completed costing not less than 60% of Estimated cost, or
  3. Three similar works completed costing not less than 40% of estimated cost.

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

Tender document issued to the contractor is non-transferable.

\*Similar works means providing services for maintenance of fire alarm system, instrumentation & control works in any other process/auto similar industry.

Assistant General Manager-Utilities.  
For & On behalf of the President of India

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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 NFC/UTLS-M/FASHPU/WC/2017-18/01.**

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. Authorisation 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 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 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, and inclusive of GST. The Payment towards ESI, EPF and GST will be released against submission of documentary evidence towards payment of ESI, EPF 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 along with tender document.
13. 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 which ever is earlier in the form of Fixed Deposit Receipt or Demand Draft or Bank Guarantee. In case a Bank guarantee is submitted it should be valid for \_\_\_\_\_ months (stipulated period of contract plus 60 days beyond that) from the date of issue of work order along with an additional claim period of six(6) months. (Extension of time for submission of Performance guarantee at the request of contractor shall be charged @0.1% per day of performance guarantee amount).

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14. In case of non-submission of Performance Guarantee within prescribed/extended time, the Earnest Money Deposit submitted will be forfeited.

15. 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.

16. 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 of PAN or incorrect PAN No. attracts Income tax @ 20% on the gross bill.**

17. 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. **(Once in every quarter i.e. after the end of the quarter, from the date of work started.)**

18. Offers received will be evaluated based on the total cost quoted exclusive of EPF, ESI and Inclusive of GST etc.

19. The offer should be kept valid for a period of three months from the date of opening of tender.

20. Incomplete and conditional tenders shall be rejected. However unconditional rebates are acceptable.

21. Contractors shall quote the rates both in words and figures.

22. 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.

23. 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.

24. 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.

25. Contractor shall sign each page of the tender document along with the Schedule of quantities & Rates.

26. 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.

27. 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.

28. NFC reserves right to accept or reject any quotation, either completely or partly, without giving any reasons.

29. 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.

Terms and Conditions of NIT No: **NFC NFC/UTLS-M/FASHPU/WC/2017-18/01.**

30. Before quoting, the contractor may visit NFC for assessment of work with prior permission of GM/DGM/AGM. He may contact at Sri.G.Ashok Kumar, SO/C, Utilities-M (040-27183191).

31. 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.

32. 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.

33. The description of the work is as follows:

"Maintenance of fire alarm systems(FAS) control panels along with fire detectors(different types and makes) and instrumentation maintenance of health physics unit (HPU) at, NFC, Hyderabad".

**The tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tender** as to the nature of the Maintenance of fire alarm systems (FAS) control panels along with fire detectors(different types and makes) and instrumentation equipments/systems of health physics unit. So far as is practicable, the form and nature of the site, the means of access to the site. The accommodation they may require and in general shall themselves obtain all necessary information as to risks contingencies and other circumstances which may influence or affect their tender.

A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or other wise shall be allowed. The tenderer shall be responsible for transporting of material/ equipment/ tools etc. at his own cost which includes all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a tender implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates .

34. The competent authority on behalf of the president of india does not bind himself to accept the lowest or any other tender and reserves to himself the authority to reject any or all of the tenders received without the assignment of a reason. All tenders in which any of the prescribed conditions are not fulfilled or any condition including that of conditional rebate is put forth by the tender shall be summarily rejected.

35. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

36. The competent authority on behalf of President of India reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.

37. The contractor shall not be permitted to tender for works in NFC(responsible for award and execution of contractors) in which his near relative is posted as Assistant Account Officer or as on Officer in any capacity between the grades of Chief Engineer and Assistant Engineer (both inclusive). He shall also intimate the names of the persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in NFC or in the DAE. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this department.

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38. No Engineer of gazetted rank or other Gazetted officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of two years after his retirement from Government service, without the previous permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who has not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractors service.

39. The tender for the work shall remain open for acceptance for a period of 90(ninety) days from the date of opening of tenders. If any tenderer withdraws his tender before the said period or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liability to forfeit 50% of the said earnest money as aforesaid.

**40. The rates quoted by the contractor should be valid up to 18 months from the date of issue of the work order.**

41. The Notice inviting Tender shall form a part of the contract document. The successful tenderer/contractor, on acceptance of his tender by the Accepting Authority, shall within 15 days from the stipulated date of start of the work sign the contract consisting of:

The notice inviting tender, all the documents including tender of contract, General rules and directions, clauses of contract, proforma of schedule, safety code, model rules, contractors labour regulations, proforma of registers, special instructions to tenderers, specifications and drawings, if any forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.

**SCOPE OF WORK for contractor: (NFC NFC/UTLS-M/FASHPU/WC/2017-18/01.)**

1. The work consists of the proposed annual maintenance i.e., Preventive Maintenance, Break down maintenance and Testing of fire alarm systems(FAS) along with fire detectors and Instrumentation maintenance of Health Physics Unit in NFC.
2. Supply of required High end multi-meters shall be used where any wrong setting of selection knob, the probes will be disable the functioning of the multimeter & Each technician engaged by the contractor shall be provided with set of tools kit which contains insulated cutting plier, nose plier, line tester, screw driver set, stripper, side cutter, of standard makes.
3. Work shall be carried out without hindrance to the operations of running Plants & co-ordination with Engineer in-charge (EIC).
4. NFC shall not be responsible for any injury/death of labour who come for attending the job during the course of the contract or in case of any accident or incident resulting due to contractors negligence. Contract employees shall follow safety precautions/instructions and procedures, which was issued by NFC safety engineering division(SED) from time to time.
5. Minimum *two years experienced for three (3) skilled technicians (ITI in Electronics/ Instrumentation) and one (1) supervisor (Diploma in Electronics/Instrumentation)* shall be deployed for carrying out Preventive Maintenance, Break down maintenance and Testing of fire alarm systems along with fire detectors and Instrumentation maintenance of Health Physics Unit in NFC. However, if contractor feels it requires to provide additional man power for completing the assigned job at the plant, such man power shall be provided at no extra cost.
6. The jobs are to be carried out as per NFC requirements, standard operating procedures, instructions, OEM procedures, recommended practices and other relevant guidelines, complying to all safety regulations and NFC permit systems to the satisfaction of Engineer-in-charge.
7. **Preventive maintenance, breakdown maintenance and testing shall be taken-up as per schedule attached of FAS.**
  - (a) Testing of all FAS / detectors / sensors etc. as per periodic schedule attached.
  - (b) Checking & Functionality testing of each fire loop for proper functioning.
  - (c) Cleaning the front panel, repeater panels, auxiliary computer system such as PC, Printer, LCD Monitor, battery back-up system, junction boxes, continuous monitoring module (CMM), and all the cards of control panel by vacuum cleaner.
  - (d) Checking & Functionality testing of fire detector such as manual call points (MCP), heat detectors, smoke detectors, flame detectors, Multi-Sensors, Beam type Smoke detectors & Hooters.
  - (e) Checking of batteries & backup systems of all the fire alarm systems removing of all faults (if any) like earth fault, open circuit, false fire fault, low battery etc.,
  - (f) Checking of event history and analysis for its rectification and all maintenance work should comply IS:2189 latest.
  - (g) Repair/replacement of the faulty components/parts servicing and maintenance of all the main and zonal control panel(conventional) including repair and replacement of minor parts like resistors, capacitors, LED's, switching knobs, control panels wiring, zone cards, IC's, batteries, panel boards, detectors, hooters, PCB's etc.

8. **Break down (Instrumentation) maintenance of HPU**

- (a) Ensure proper isolation of instruments from the process/plant side.
- (b) Removing , Cleaning and Checking of HPU instruments from the installed location,
- (c) Functional testing, fault identification of the instrument.
- (d) Testing and Bench calibration of the equipment and Re-installing it again at its location.
- (g) Finally configuration and verification of various parameters as per OEM manuals and guidelines.

**Common guidelines for maintenance:**

- a) Ensure isolation of electrical supply wherever applicable.
  - b) Instruments internal & external to be cleared as damaged parts, if any to be replaced.
  - c) Cover sealing, cable glands etc..to be checked & set right.
  - d) If instruments needs to be calibrated then necessary assistance to be provided like shifting to maintenance room and back to LAB area.
  - e) Filling of check list /report submission.
  - f) Instrument to be checked & attend for any looseness, leakages etc,..
  - g) Verification of power supply circuits, replacement MCB.
  - h) Electrical & other isolations to be normalized.
9. Contractor shall maintain a log book for testing / preventive maintenance of all FAS systems for day to day work and handover the same to Engineer in-charge(EIC).
10. The work should be carried out in **General-shift** hours only. In case any breakdown /shutdown the contractor shall continue up to completion of work with prior permission obtained by Engineer-in-charge(EIC).

NOTE: All OEM spares shall be supplied by department.

Contractor

Assistant General Manager (Utilities)



