

**Government of India
Department of Atomic Energy
Nuclear Fuel Complex
Zirconium Oxide Plant**

NOTICE INVITING TENDER

Tender No.-NFC/ZOP/03/PC/2017/08

18.01.2018

To
M/s

Dear Sir,

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

- 1) Name of Work** : Cleaning and sweeping works at ZOP(P) & ZOP(PS) Buildings
- 2) Scope** : As per Annexure – I
- 3) Duration of work** : **ONE YEAR (285 days)** from the date of commencement of work.
- 4) Estimated Cost** : **Rs. 21,40,250/-**(Rupees Twenty One lakh Forty thousand Two hundred and Fifty only)
- 5) Earnest Money Deposit:** **Rs. 42,805** /- (Rupees Forty Two Thousand Eight Hundred and Five only) in the form of FDR/DD/BC drawn in favour of "Pay and Accounts Officer, NFC" payable at Hyderabad shall be submitted. Offers without EMD will be summarily rejected.

Name & Account number of contractor may be written at the backside of DD submitted towards EMD and the DD submitted should be valid for 03 months.

- 6) Issue of tender document** : **From** 18-01-2018 to 27-01-2018 upto 16:00 hours
- 7) Last date for submission of tender** : **On** 01-02-2018 up to 14:00 hours
- 8) Date of opening the sealed tenders** : **On** 01-02-2018 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 and Accounts Officer, NFC")

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

Your offer shall be deposited in tender box kept for the purpose at Sr. Manager(ZOP) Office, Nuclear Fuel Complex, ECIL Post, Hyderabad-500062 by 01-02-2018 till 14:00 hours.

Tenders will be opened at Works Section, IIIrd floor, Aadhar Building, NFC. Late/Delayed & tender not accompanied by EMD shall not be considered.

Sr. Dy. General Manager (ZOP, Nb (P) & ZC)
For & On Behalf of The President Of India

NOTE: NFC is committed to a corruption free work environment. "All the purchase and contract 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), E-mail: vo@nfc.gov.in

Terms and Conditions of NIT No: NFC/ZOP/03/PC/2017/08 dated 18.01.2018:

1. Tenders will be issued to eligible contractors provided they produce the following documents:
 - a. Crossed DD/Pay order/Banker's Cheque in respect of tender cost(Non refundable) drawn in favour of Pay & Accounts Officer, NFC, Hyderabad.
 - b. Copy of PAN card, Company registration & GST Registration certificate
 - c. ESI and EPF registration certificate of the firm.
 - d. List of works executed together with the certificate/testimonials from clients in support of the like nature and magnitude during the last five years.
 - e. Definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority of having satisfactorily completed similar works like cleaning and sweeping works, in production plants of magnitude specified below:
 - i. Three (03) works of 40% of the estimated cost or
 - ii. Two (02) works of 60% of the estimated cost or
 - iii. One (01) work of 80% of the estimated cost
 - f. Audited balance sheet duly indicating the turnover and tax paid for the last five years.
 - g. Valid solvency certificate for 40% of the estimated value of the work, from any scheduled bank in support of financial standing.
2. The contractor will be completely responsible for the job. The contractor shall deploy sufficient man power required for completion of the work (as mentioned in Annexure -I) in a period of one year. The contractor shall authorize a competent person as supervisor who shall be fully responsible for carrying out the jobs safely. Supervisor deployed for the job shall be minimum diploma holder or equivalent. 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.
3. No child labour should be engaged.
4. The working personnel are to be engaged in General Shifts only.
5. 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 their usage. The contractor has to ensure safe working practices and follow all safety rules and regulations stipulated by SED, NFC from time to time.
6. 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 the right to ask Contractor to furnish proofs/documentary evidence for following above laws. Clarification 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.
7. Wages are to be paid as per minimum wages act, notified by RLC(C) from time to time.
8. Earnest money deposit @ 2% of estimated cost put to tender shall be submitted along with tender in the form of FDR/ Crossed DD in favour of "Pay & 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 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 including certificate to work at height from at least an MBBS doctor for the workers engaged shall be submitted. The Contractor shall ensure that all his labours who are engaged in work are covered under ESI, and EPF. Proof of the same shall be produced before start of work.
12. The quoted value shall be exclusive of ESI, EPF and inclusive of GST and inclusive of any other mandatory duties and levies of the government. The ESI & EPF will be reimbursed after submission of documentary evidence towards payment of ESI, EPF to the concerned authorities. GST has to be mandatorily paid by the contractor to the Govt.
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 must be submitted within 4 - 15 days from the date of issue of letter of acceptance in the form of fixed deposit receipts or DD or Guarantee bond. In case a Bank Guarantee is furnished, it should be valid for 14 months from the date of issue of work order along with an additional claim period of SIX months. Extension of time for submission of Performance guarantee at the request of contractor shall be charged @ 0.10% 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 date of completion of entire work or after payment of final bill whichever is later without any interest.
17. Income tax and GST or as applicable at source shall be deducted from the payment made Contractors should furnish their PAN number and bank details along with a Xerox copy of the same duly countersigned by him. to Accounts officer, NFC.
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.
19. Offers received will be evaluated based on the total cost quoted exclusive of EPF, ESI and inclusive of GST.
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. Rebate will be calculated on Total cost including GST.
22. Contractor shall quote the rates both in words and figures.
23. In case there is 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. The 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 Sr.DGM/SM. He may contact at 040-2718 3386/3249 (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. 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.

Sr. Dy. General Manager (ZOP, Nb (P) & ZC)
For & On Behalf of The President Of India

Tender No. : NFC/ZOP/03/PC/2017/08 dated 18.01.2018

Detailed scope of work

The Contractor's scope of the work includes:

1. Cleaning and Dusting of Equipments using soft brooms in Precipitation, Vacuum Filtration, Cleaning of Stair cases, removal of cobwebs using soft brooms from ceilings and cleaning of surrounding area on all 285 working days (once per day).
2. Cleaning and Dusting of Plant Workshop Ammonium Hydroxide storage shed and Plant Stores building using soft brooms on all 285 working days (once per day).
3. Cleaning, Sweeping and Mopping of Floors inside Workers Change Room, Shift-in-Charge Room, PLC Room, Electrical maint. room Officers' Room and corridors etc at ZOP(P) on all 285 working days (once per day). Cleaning and sweeping will be done using soft brooms and mopping will be done using mops and phenyl solution .
4. Up keeping of toilets in ground floor, first floor, Change Room, Urinals, Wash Basins, Bathrooms etc at ZOP(P) on all 285 working days using toilet brushes and phenyl solution (once per day).
5. Cleaning of Road facing the Plant Bldg., Utilities up to Ammonia Storage shed using hard brooms and depositing of the waste collected at designated locations on all 285 working days (once per day).
6. Cleaning of Central Exhaust Blower Room and its stair-case using hard brooms and depositing of the waste collected at designated locations on all 285 working days (once per day).
7. Cleaning and Dusting of Equipments using soft brooms in WDF Storage area. Storage tanks area, Silt storage area, Scrubber area, Dissolution area, Vacuum pumps area, Cleaning of Stair cases, removal of cobwebs from ceilings using soft brooms and cleaning of surrounding area at ZOP(PS) on all 285 working days (once per day).
8. Cleaning, Sweeping and Mopping of Floors inside Workers Change Room, Shift-in-Charge Room, PLC Room, IMS room, Officers' Room and corridors etc. at ZOP(PS) on all 285 working days (once per day). Cleaning and sweeping will be done using soft brooms and mopping will be done using mops and phenyl solution
9. Up keeping of toilets in ground floor, first floor, Change Room, Urinals, Wash Basins, Bathrooms etc at ZOP(PS) on all 285 working days using toilet brushes and phenyl solution(once per day).
10. Cleaning of Road facing the Plant Bldg of ZOP(PS) using hard brooms and depositing of the waste collected at designated locations on all 285 working days(once per day).
11. Cleaning of old dispensary stores using soft brooms and surrounding areas using hard brooms on all 285 working days(once per day).

NFC's SCOPE : NFC will provide all consumables like Detergents, Brooms, Moppers, Toilet Cleaners and Personal Safety Appliances required for the work.

Sr. Dy. General Manager (ZOP, Nb (P) & ZC)
For & On Behalf of The President Of India

QUOTATION
(NFC/ZOP(03)/PC/2017/08 dt. 18.01.2018)

S. No.	Item Description (Refer Detailed Scope in Annexure-1 of NIT)	Unit	Quantity	Unit Rate (In figures & Words) Rs. _____ (Rupees _____ only)	Total Cost (Rs.)
1)	Cleaning and Dusting of Equipments in Precipitation Vacuum Filtration, Cleaning of Stair cases, Removal of cobwebs from ceilings and cleaning of surrounding area.	m ²	185226	Rs. _____ (Rupees _____ only)	
2)	Cleaning and Dusting of Plant Workshop Ammonium Hydroxide storage shed and Plant Stores building	m ²	114000	Rs. _____ (Rupees _____ only)	
3)	Cleaning, Sweeping and Mopping of Floors inside Workers Change Room, Shift-in-Charge Room, PLC Room, Electrical maint. room Officers' Room and corridors etc at ZOP(P).	m ²	142500	Rs. _____ (Rupees _____ only)	
4)	Up keeping of toilets in ground floor, first floor, Change Room, Urinals, Wash Basins, Bathrooms etc. (1 set= 10 Toilets, 8 Bathroom, 12 W. basins & Urinals)	Set	285	Rs. _____ (Rupees _____ only)	
5)	Cleaning of Road facing the Plant Bldg., Utilities up to Ammonia Storage shed	m ²	171000	Rs. _____ (Rupees _____ only)	
6)	Cleaning of Central Exhaust Blower Room and its stair-case	m ²	57000	Rs. _____ (Rupees _____ only)	
7)	Cleaning and Dusting of Equipments in WDF Storage area. Storage tanks area, Silt storage area, Scrubber area, Dissolution area, Vacuum pumps area, Cleaning of Stair cases, Removal of cobwebs from ceilings and cleaning of surrounding area at ZOP(PS)	m ²	156750	Rs. _____ (Rupees _____ only)	
8)	Cleaning, Sweeping and Mopping of Floors inside Workers Change Room, Shift-in-Charge Room, PLC Room, IMS room, Officers' Room and corridors etc. at ZOP(PS).	m ²	128250	Rs. _____ (Rupees _____ only)	
9)	Up keeping of toilets in ground floor, first floor, Change Room, Urinals, Wash Basins, Bathrooms etc at ZOP(PS). (1 set = 6 Toilets, 4 Bathroom, 8 W. basins & Urinals daily)	Set	285	Rs. _____ (Rupees _____ only)	
10)	Cleaning of Road facing the Plant Bldg .of ZOP(PS)	m ²	114000	Rs. _____ (Rupees _____ only)	
11)	Cleaning of old dispensary stores and surrounding area	m ²	142500	Rs. _____ (Rupees _____ only)	
(Based on 285 Working Days In a year) Total Cost Per Year inclusive of GST: Rs.					

Note: The above quoted price is excluding ESI, EPF and including GST.

Thanking You.

Name:
PAN No.:
Bank A/c No.:
Name of Bank:

Aadhar Card No.:
GST No.:
Bank IFSC Code:
Name of Bank Branch :

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

(Sign. of OIC)

Signature & Name of the Contractor & Seal

**Government of India
Department of Atomic Energy
Nuclear Fuel Complex
Zirconium Oxide Plant
E.C.I.L (Post), Hyderabad - 500062**

Information required to be furnished by Contractors along with tender documents :

1. Full name and address of Contractor :

1. Details and experience with full details of work executed earlier :

Name of the Company	Nature of Work	Period		Total no. of labour engaged
		From	To	

2. If engaged 20 or more labourers in past, furnish details of licenses obtained. (Copy to be enclosed).

3. Availability of Labour : SKILLED SEMI-SKILLED UNSKILLED

4. No. of labourers you proposed to Employ in this job if Awarded : SKILLED SEMI-SKILLED UNSKILLED

We hereby undertake to obtain licence from RLC(C, Hyderabad before commencement of work in case the no. of labour employed are 20 or more on any single day according to the contract labour (R&A) Act, 1970.

We also hereby undertake to abide by the safety regulations as laid down by NFC and take all safety precautions.

We also hereby undertake to furnish the personal data of the labourers proposed to be employed by us in the premises, their photos and bio-data & verification certificates will be submitted to you within 15 days from the date the job is awarded to us.

(Contractor)
(Sign with seal)