

नाभिकीय ईंधन सम्मिश्र /Nuclear Fuel Complex
परमाणु ऊर्जा विभाग/ Department of atomic Energy
भारत सरकार/Government of India
हैदराबाद /Hyderabad-500062
जर्कोनियम ऑक्साइड संयंत्र /Zirconium Oxide Plant

NOTICE INVITING TENDER

Tender No: NFC/ZOP/03/PC/2018/08

30.01.2019

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 and sweeping works at ZOP(P) & ZOP(PS) Buildings
- 2) Scope of work includes : As per Annexure-1
- 3) Duration of Contract : One Year (285 days)
- 4) Estimated Cost : Rs. 22,05,000/- (Rupees Twenty two lakhs & Five thousand only)
- 5) Earnest Money Deposit : Rs. 44100 (Rupees Forty Four thousand and One Hundred 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 entire offer period.
- 6) Issue of tender document : From 30.01.2019 to 08.02.2019
- 7) Last date for submission of tender : 15.02.2019 up to 14:00 hours.
- 8) Date of opening the sealed tenders : 15.02.2019 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. Your offers shall be deposited in tender box kept for the purpose at cabin of Sr. Manager, ZOP, Nuclear Fuel Complex, ECIL Post, Hyderabad – 500062, on 15.02.2019 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.

GM (ZOP, Nb (P) & ZC)

प्रबंधक, (जेड.ओ.पी., यन. बी (पी) व जेड. सी)

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 honored 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/ZOP/03/PC/2018/08

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 certificate and GST registration
 - c. ESI and EPF 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 seven years.
Definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority of having satisfactorily completed similar works in production plants of magnitude specified below during last seven years ending previous day of last date of submission of application.
 - i) 03 (Three) similar works each of 40% (OR)
 - ii) 02 (Two) similar works of 60% (OR)
 - iii) 01 (One) similar work of 80% of the estimated costSimilar work means works like cleaning, sweeping, housekeeping works etc. in industries/plants.
 - e. Audited balance sheet indicating the turn-over and tax paid for the last five years duly certified by the chartered accountant.
 - f. 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 minimum number of man power such as skilled-1 (supervisor), UnSkilled- 9 required for the work (as mentioned in Annexure-I) for the duration of the contract. The contractor shall supervise the job either personally or entrust and authorize a competent person who shall fully be responsible for carrying out the jobs safely. 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 workers engaged by the contractor should wear uniform which is distinct from NFC uniform. Safety shoes and helmets, 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)/by state government of Telangana which ever is higher 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. Certificate from Officer-in-charge at NFC, regarding payment of minimum wages to the contract labour is to be enclosed along with the claim.
8. The contractor shall produce necessary police verification certificates from the local police station for the manpower being engaged for the purpose including supervisor.
9. 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.
10. The quoted value shall be **excluding ESI, EPF, and 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.
11. The contractor shall provide the registration details of Income Tax, GST, ESI, EPF, while collecting tender document and copies of the same shall be submitted along with tender document.
12. Performance Guarantee @5% of Work Order value shall be submitted within 4 to 15 days from the date of issue of letter of acceptance in the form of Fixed Deposit Receipt or Demand Draft or Bank Guarantee.(Valid for 12 months from the date of issue of work order along with a claim period of six months). Extension of time for submission of Performance guarantee at the request of contractor for a maximum period ranging from 1 to 15 days shall be charged @0.1% per day of performance guarantee amount.
13. In case of non-submission of Performance Guarantee within prescribed/extended time, the Earnest Money Deposit submitted will be forfeited.
14. 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.
15. 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.
16. 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.

17. Offers received will be evaluated based on the total cost quoted exclusive of EPF, ESI and inclusive of GST.
18. The offer should be kept valid for a period of three months from the date of opening of tender.
19. Incomplete and conditional tenders shall be rejected. However unconditional rebates are acceptable.
20. Contractors shall quote the rates both in words and figures. Contractor shall be extremely careful while working out the cost and quoting the rate in words & figures.
21. 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.
22. 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.
23. 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.
24. Contractor shall sign each page of the tender document along with the Schedule of quantities & Rates.
25. 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.
26. 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 60years for Skilled, shall be / below 50 years for Un-Skilled shall be / below 65 years for highly skilled categories.
27. NFC reserves right to accept or reject any quotation, either completely or partly, without giving any reasons.
28. 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.
29. Before quoting, the contractor may visit NFC for assessment of work with prior permission of Sr. Manager. He may be contacted at 040-27184419.
30. 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.

31. The quoted rates shall not be less than the minimum wages 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 personal. 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.
32. The contract is extendable / repeatable, subject to acceptance of the Contractor, for similar quantities of work by another tentative one year based on the satisfactory performance under the same rates, terms and conditions.

GM (ZOP, Nb (P) & ZC)
प्रबंधक, (ज़ेड.ओ.पी., यन. बी (पी) व ज़ेड. सी)

CHECK LIST FOR THE CONTRACTOR

Sl.NO	General Details									
1	Name of the Organisation									
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	AADHAAR NO									
10	GST Registration No.									
11	PAN NO									
12	ESI Registration No.									
13	EPF Registration No.									
14	Bank account No									
15	Name of the Bank									
16	IFSC Code									
17	No. of employees	<table border="1"> <tr> <td><u>Highly Skilled</u></td> <td></td> <td><u>Skilled</u></td> <td></td> <td><u>Semi-Skilled</u></td> <td></td> <td><u>Un-Skilled</u></td> <td></td> </tr> </table>	<u>Highly Skilled</u>		<u>Skilled</u>		<u>Semi-Skilled</u>		<u>Un-Skilled</u>	
<u>Highly Skilled</u>		<u>Skilled</u>		<u>Semi-Skilled</u>		<u>Un-Skilled</u>				
18	Previous Work Orders executed at NFC(Reference Nos)									
19	Brief description of the work*	Cleaning and sweeping works at ZOP(P) & ZOP(PS) Buildings								
20	Tender No.*	NFC/ZOP/03/PC/2018/08								
21	Total Amount Quoted									
22	No. of labour's proposed to be employed in this work	<table border="1"> <tr> <td><u>Highly Skilled</u></td> <td></td> <td><u>Skilled</u></td> <td></td> <td><u>Semi-Skilled</u></td> <td></td> <td><u>Un-Skilled</u></td> <td></td> </tr> </table> <p>Supervisors:</p>	<u>Highly Skilled</u>		<u>Skilled</u>		<u>Semi-Skilled</u>		<u>Un-Skilled</u>	
<u>Highly Skilled</u>		<u>Skilled</u>		<u>Semi-Skilled</u>		<u>Un-Skilled</u>				
23	Qualifications and experience of Supervisor									
24	Details of Machinery/Tools proposed to be 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

Tender No: NFC/ZOP/03/PC/2018/08

Work: Cleaning and sweeping works at ZOP(P) & ZOP(PS) Buildings

DETAILED SCOPE OF WORK INCLUDES

The Contractor's scope of the work includes (all below works in General shift only):

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.

Date:

From,

To,

GM (ZOP, Nb (P) & ZC)
NUCLEAR FUEL COMPLEX,
ECIL POST, HYDERABAD-62

QUOTATION

Sub: Cleaning and Sweeping works at ZOP(P) & ZOP(PS) Buildings
Ref: NFC/ZOP/03/PC/2018/08

Dear Sir,

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

S. No.	Item Description	Unit	Quantity	Unit Rate (inc. GST)	Total Cost (Rs.) (inc. GST)
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	185250		
2)	Cleaning and Dusting of Plant Workshop Ammonium Hydroxide storage shed and Plant Stores building	m ²	114000		
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		
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		
5)	Cleaning of Road facing the Plant Bldg., Utilities up to Ammonia Storage shed	m ²	171000		
6)	Central Exhaust Blower Room and its stair-case	m ²	57000		
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		
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		
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		

10)	Cleaning of Road facing the Plant Bldg of ZOP(PS)	m ²	114000		
11)	Cleaning of old dispensary stores and surrounding area	m ²	142500		
(Based on 285 Working Days In a year) Total Cost Per Year inc. GST: Rs.					

Note: The above quoted price is exclusive of ESI, EPF & inclusive of GST.

Thanking you,

Name:

Bank Account No:

IFSC Code:

Name of the bank:

Name of branch:

AADHAR CARD NO:

PAN No:

GST No:

Yours faithfully,

CONTRACTOR
(Sign with Seal)

Tender document issued to.

M/s. _____

On receipt of Rs.500/- (Vide DD No. _____ dt. _____)

towards cost of tender document.

(Sign of OIC)