

Government of India
Department of Atomic Energy
Zirconium Complex
A unit of Nuclear Fuel Complex, Hyderabad
Pazhayakayal-Tuticorin 628152

NOTICE INVITING TENDER

Tender No. ZC/NFC/SPF/Works/2017/03
To
M/s.

Date: 27.06.17

Dear Sir,

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

- 1) Name of Work : Housekeeping and cosmetic maintenance in SPF for 2017- 2018 at Zirconium Complex, Pazhayakayal,
- 2) Scope : General Housekeeping, sweeping, cleaning of floors, corridors, Mezzanine floor, mopping of floor, cobweb cleaning on walls, Toilet cleaning, de chocking of drains, peripheral road around SPF and others .
- 3) Duration of Contract : The period of contract is 12 months from the date of receipt of Written Order
- 4) Estimated Cost : **Rs.16,47,000/- (Rupees sixteen lakh forty seven thousand only).**
- 5) Earnest Money Deposit : Rs.32,940 /-(Rupees thirty two thousand nine hundred forty 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 and A/C No of the contractor may be written at the back side of the 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 29.06.2017 to 08.07.2017
- 7) Last date for submission of tender: 12.07.2017 up to 14:00 hours.
- 8) Date of opening the sealed tender: 12.07.2017 at 15:00 hours.
- 9) Cost of tender document : Rs 500/- (by Cash or Demand draft or banker's cheque payable at Tuticorin drawn in favour of "Assistant Accounts Officer, ZC"

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 the tender box kept for the purpose at O/o AGM (OPF& SPF) at Veda Prastha Building, Zirconium Complex, Pazhayakayal, Tuticorin - 628152 on or before **12.07.2017** up to 14:00 hours.

Tenders will be opened at O/o Assistant Accounts Officer, Zirconium Complex, Pazhayakayal (Post), Srivaikundam Taluk, Tuticorin- 628 152. Late/delayed & tenders not accompanied by EMD shall not be considered.

DGM, ZC
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. 040-27184307 & 040-27184314 (Office) and 040-27184949 (Direct). Email: dcea@nfc.gov.in

Terms and Conditions of NIT No: ZC/NFC/SPF/Works/2017/03

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 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 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 labours are to be engaged in general shift.
4. The contractor has to ensure safe working practices and follow all safety rules and regulations stipulated by Safety Section, ZC 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. ZC/ 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 Labour cum Welfare Officer, ZC, Pazhyakayal, Tuticorin on 0461-2276057 or zc.lcwo@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) /Labour Commissioner, Chennai whichever 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.
8. Certificate from Engineer in-charge / LCWO at ZC 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, Service Tax and inclusive of any other mandatory duties and levies of the Government. The payment towards ESI, EPF and Service Tax will be released against the submission of documentary evidence towards the payment of ESI, EPF and service tax to the concerned authorities.
12. The contractor shall provide the registration details of Income Tax, Sales Tax, ESI, EPF, Service Tax 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 15 (Fifteen) Days from the date of issue of letter of acceptance or before the commencement of work 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 shall be charged @0.1% per day of performance guarantee amount).
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 @ 2% or as applicable at source shall be deducted from the payments made. Non submission of PAN or incorrect PAN No. attract Income Tax @ 20% on the gross payment. Contractor shall furnish his PAN No. and bank details along with a Xerox copy of the same duly countersigned by him
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.
18. Offers received will be evaluated based on the total cost quoted exclusive of EPF, ESI and Service Tax etc.

19. The offer should be kept valid for a period of **three (03)** 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 ZC/ NFC.
28. ZC / 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 ZC 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.
30. Before quoting, the contractor may visit ZC for assessment of work with prior permission of AGM (OPF & SPF)/Engineer-in-Charge. You may contact at 0461-227 6047/6081.
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. Documentary proofs to be submitted for collecting tender documents.
 - (a) List of similar works executed/in progress in the last seven years supported by copies of work orders, LOA & Performance Certificate etc. "Similar work means" - Housekeeping and cosmetic maintenance in industries.
 - (b) Annual turnover as per ITCC or profit & loss statement for the last 5 years. (Average annual turnover for the last 3 financial years should be at least 100% of estimated cost i.e. Rs. 16.47 lakhs).
 - (c) Latest bank solvency certificate from any scheduled banks of minimum value of 40% of estimated cost i.e. Rs. 6.58 lakhs
 - (d) List of works in hand & works carried out by them last 2 years indicating
 - Agency for whom executed
 - Value of work.
 - Completion time as stipulated and actual or present position of the work.
 - (e) Certificate of Registration
33. If the L1 bidder quoted much lower than the estimated cost, then a Bank guarantee for the differential cost may be obtained from the L1 bidder as per CVC guide lines.
34. 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.
35. The sole authority vested with the powers to appoint an Arbitrator, in case of any disputes arising in respect of the proposed contract at any of its stages, would be the Chief Executive, Nuclear Fuel Complex, Hyderabad-500062 and in any case, shall be limited to the jurisdiction of the COURTS AT Hyderabad only.