

Government of India
Department of Atomic Energy
Nuclear Fuel Complex
Maintenance-NZFP

NOTICE INVITING TENDER (PETTY CONTRACT)

Tender No. **NFC/M-NZFP(48)/PM/IK/WC/2017-18/01**

Dt: 05-05-2017

To
M/s

Dear Sir,

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

- 1) Name of Work** : Annual contract for Preventive maintenance(PM) and minor rectification works of equipment at NZFP, inside NFC.
- 2) Scope** : As per annexure – I
- 3) Estimated cost** : Rs 11,39,000 /-
- 4) Duration of contract** : Initially for 12 months from the date of commencement of work and further it may be extended for next 12 months without any escalation in price considering the performance and workmanship of contractor and his team members.
- 5) Earnest Money Deposit** : Rs 22,780/-(Rupees Twenty two thousand seven hundred and eighty 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 account number of contractor may be written at the backside of DD submitted towards EMD and EMD submitted should be valid for 3 months

- 6) Issue of tender document** : 05/05/2017 to 15/05/2017 .
- 7) Last date for submission of tender** : 20/05/2017 up to 14:00 hrs
- 8) Date of opening the sealed tenders** : 20/05/2017 at 14:30 hrs.
- 9) Cost of Tender document** : Rs.500/- (In the form of DD/BC drawn in favor of PAO, NFC payable at Hyderabad)

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 the tender box kept for the purpose at O/o Manager, M-NZFP, NZFP building, Nuclear Fuel Complex, ECIL Post, Hyderabad – 500062, on or before 20/05/2017 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.

AGM, M-NZFP & PC
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/M-NZFP(48)/PM/IK/WC/2017-18/01

- 1) The work is to be carried out strictly as per the guidance of the Officer-In-Charge or senior supervisor of NFC. Work allocation will be done on daily basis and once the work is allocated, contractor shall be completely responsible for carrying it out safely. The contractor will be completely responsible for the job and shall deploy minimum of one highly experienced supervisor, and required number of ITI qualified skilled technicians (fitters, welder cum fitter and electricians) and unskilled person for the execution 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 those qualified man power who have prior experience in the works as brought out in the scope of work. Contractor has to ensure the deployment of the same persons at site, in case of an order.
- 2) No child labour should be engaged.
- 3) Contract labour are to be engaged only in General Shift and in II-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, Service Tax and inclusive of any other mandatory duties and levies of the Government**. The bills will be released against submission of documentary evidence towards payment of ESI, EPF and Service Tax to the concerned authorities.
- 12) Offers received will be evaluated based on the combined total cost per year offered by the contractors.
- 13) 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.
- 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 in the form of Fixed Deposit Receipt or Demand Draft or

Bank Guarantee (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 @0.1% 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. If the contractor abandons/breaks the contract after commencement of work then the performance guarantee submitted and security deposit recovered already shall be forfeited.
- 17) Income tax @ 2% or as applicable at source shall be deducted from the payments made. Contractor shall furnish his PAN No. and bank details along with a photo copy of the same duly countersigned by him. Non submission or incorrect submission of PAN attracts IT @ 20% on gross amount of bill.
- 18) Payment for the work done by the contractor shall be made on **bi-monthly basis** 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 Service Tax 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.
- 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 Manager, M-NZFP. He may contact at 040-27184884/ 3391/ 3470/ 3348.
- 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 guidelines.
- 34) Tenders will be issued to eligible contractors provided they produce definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority of having satisfactorily completed similar works in last seven years as specified below:

Criteria of eligibility for issue of tender documents

- Contractor should have minimum three years experience in the similar works in govt./reputed organizations. Details and documental evidence (copy of work order and work completion certificate if any) of such works shall be submitted while collecting the tender documents and also along with the offer.
 - One similar work not less than 80% of estimated cost
 - Two similar works not less than 60% of estimated cost
 - Three similar works not less than 40% of estimated cost
 - Contractor shall submit solvency certificate from any schedule bank of financial standing taken within one year.
 - At least one of the work has been successfully carried out/being carried out in a government organization
- 35) Qualification & Experience of the manpower proposed to be employed.
- a) Supervisor : Diploma (Mechanical) with at least 1 year of experience or ITI (fitter) with 8 years of experience in maintenance of similar machinery.
 - b) Skilled Technician : ITI (Fitter/Welder/Electrician) holder with at least 4 years of experience in maintenance of similar machinery.
 - c) Unskilled : SSC pass with at least 2 years of experience.
 - d) Qualification & Experience certificates of the persons proposed to be employed for the work are to be submitted before commencement of work.
- 36) Contractor shall indicate Provident Fund Code Number, if applicable in their offer. Contractor shall also have to ensure compliance of the EPF & MP Act.,1952 by the sub-contractor if any engaged by the contractor for the said work.

AGM, M-NZFP, PC
For & On behalf of the President of India

ANNEXURE - I

Tender No. : NFC/M-NZFP(48)/PM/IK/WC/2017-18/01

Detailed Description of Work : It is required to carry out preventive maintenance of machinery involved in production of seamless tubes at NZFP as per the schedule provided. These plants are equipped with about 12 No's of Pilger Mills, 6 Nos. of EOT Cranes, 4 No's of Vacuum Annealing Furnaces, 18 No's of other equipment like Straightening Machines, Deburring machines, Grinding machines, Ventilation blowers, Degreasing Units etc. In addition to these works, it is required to assist in minor rectification works. Typical works to be carried out are listed below.

Schedule of quantities:-

S. No.	DESCRIPTION OF WORK	No. of machines available per month(Nos)
01	PM and minor rectification works on Pilger Mills	12
02	PM and Minor Rectification works on EOT Cranes	06
03	PM and minor rectification works on Vacuum furnaces	04
04	PM and minor rectification works on other equipment	18
05	Electrical PM and minor rectification works on DC Motors	15
06	Electrical PM and minor rectification works on AC Motors	25
07	Electrical PM and minor rectification works on PDB's, Panels etc.	20

I) List of works on major machinery :

Main Drive :

- Check the mill for any abnormal sound and vibration while running.
- Check the belt and adjust the tension if required.
- Check and ensure the brake – clutch system for proper operation.
- Check for proper crank lubrication.
- Check for brake drum coupling alignment, and rectify if required.
- Replacement of worn out rubber bushes of bush pin couplings.
- Checking and ensuring proper lubrication of Feed and Turn Gear Box
- Checking and rectifying play between pulleys and shafts.
- Checking alignments between drive and driven pulleys and rectify if required.
- Ensure proper lubrication in all bearings.

Coolant System :

- Check coupling alignment and arrest leakages, if any from coolant pumps.
- Check and ensure proper functioning of coolant pumps.
- Check and ensure proper functioning of flow switches, valves etc.
- Checking and arresting leakages from gland packing and mechanical seals.
- Cleaning of Coolant incoming hoses.
- Cleaning of Coolant return lines to the coolant tank.
- Replacement and rectification of coolant lines in case of leakages by welding etc.

Hydraulic and Pneumatic System :

- Check the oil level in the tank, top up if required.
- Check and ensure proper functioning of hydraulic pump.
- Check FRL units, arrest leakages and top up oil, if required.
- Replacement or repair of damaged Hydraulic and Pneumatic lines by welding etc.

General :

- Check all drive components of the machine for any abnormal sound and vibration, lubricate the parts if required.
- Check all gearboxes for any abnormal sound, top up gear oil if required.
- Check and lubricate all bearings.
- Ensure proper cooling for the guide ways.
- Rectification of minor works, if any.

II) List of works on other machinery and equipments :

- Check the equipment for any abnormal sound.
- Check the drive and adjust the tension if required.
- Check coupling alignment and arrest leakages, if any from pumps.

- d) Check and ensure proper functioning of flow switches, valves etc.
- e) Check FRL units, arrest leakages and top up oil, if required.
- f) Check all drive components of the machine for any abnormal sound and vibration, lubricate the parts if required.
- g) Check all gearboxes for any abnormal sound, top up gear oil if required.
- h) Check and lubricate all bearings.
- i) Rectification and overhauling of pumps, if required.

III) List of works involved in minor rectification works:

- a) Rectification of coolant lines to and from coolant pump to machinery by welding etc.
- b) Fabrication of fixtures for mounting pumps etc by welding and machining(Drilling/Tapping/Turning) etc.
- c) Fabrication of supports, covers, tanks etc.
- d) Laying of power and instrumentation cables and termination.

IV) SCOPE OF ELECTRICAL MAINTENANCE WORKS :

1. AC and DC MOTOR MAINTENANCE :

- a) Motor overhauling and repair including bearing replacement, greasing etc.
- b) Checking the end terminations for loose contacts, burnt terminals, integrity of insulation etc. and ensuring continuity.
- c) Tighten all contacts/terminals.
- d) Check all the earthing terminals and continuity
- e) Check for proper glanding of the incoming cables
- f) Meggering the motor terminals at the incoming side after removing the cable.
- g) Clean the motor body and fan cover.
- h) Clean the filter for the blower motor in case of forced ventilated motors.
- i) Measure both the no-load current as well as current with load with Tong-tester.
- j) Checking, cleaning and repair of brushes and commutator in case of DC motors.

2. PDBs AND MCC PANEL/MACHINERY CONTROL PANEL MAINTENANCE :

- a) Disconnect the power supply for the MCC from PDB and remove fuses.
- b) Check the mechanical operation of switches.
- c) Clean the Panel.
- d) Check all the Bus Bars Insulators for any physical damage or contamination. Provide insulation taping in places where the insulators have worn out.
- e) Check the terminations of fuses , MCBs, MPCB, Contactors and auxiliary contacts for loose contacts, burnt terminals, integrity of insulation etc. and ensuring continuity.
- f) Replacing MCBs, MPCBs or Contactors & auxiliaries in control circuits of machinery in case of failure.
- g) Replacement of pushbuttons or contact actuators in case of failure in the operator panels of the machinery.
- h) Tighten all contacts and terminals.
- i) Check for proper glanding of the incoming and outgoing cables.
- j) Meggering the incoming cable to the MCC from PDB.
- k) Check proper rating of fuses and MPCB trip value.
- l) Check the panel gasket and replace it if torn.
- m) Replace the rubber insulator mat in front of the panel if it is worn out.
- n) Check proper functioning of the R,Y,B indicator lamps and voltmeter and ammeter working. Replace if required.
- o) Switch ON the incoming supply from the PDB.

IV) Any other work which is required to fulfill the objective of the WO, but is not detailed explicitly above.

From: _____

Date:-

To,

AGM, M-NZFP, PC,
Nuclear Fuel Complex,
ECIL ((PO),
Hyderabad-500062.

QUOTATION

Sub: Annual contract for Preventive maintenance(PM) and minor rectification works of Machinery at NZFP, inside NFC.

Ref: NFC/M-NZFP(48)/PM/IK/WC/2017-18/01

Dear Sir,

In response to your notice inviting tenders, we hereby submit our quotation for carrying out the following works.

S.NO	DESCRIPTION OF WORK	Unit	Quantity(No. of Machine available in a year)	Rate/Unit	Total Cost (Rs.)
01	PM and minor rectification works on Pilger Mills	Nos	144	Rs. (Rupees _____ _____ only)	
02	PM and Minor Rectification works on EOT Cranes	Nos	72	Rs. (Rupees _____ _____ only)	
03	PM and minor rectification works on Vacuum furnaces	Nos	48	Rs. (Rupees _____ _____ only)	
04	PM and minor rectification works on other equipment	Nos	216	Rs. (Rupees _____ _____ only)	
05	Electrical PM and minor rectification works on DC Motors	Nos	180	Rs. (Rupees _____ _____ only)	
06	Electrical PM and minor rectification works on AC Motors	Nos	300	Rs. (Rupees _____ _____ only)	
07	Electrical PM and minor rectification works on PDB's, Panels etc.	Nos	240	Rs. (Rupees _____ _____ only)	
Total:					

(Rupees . _____ only)

Note: The above quoted price is exclusive of ESI, EPF and Service Tax.

Name: _____ Aadhar Card No _____ PAN No. _____

Bank Account No. _____ IFSC Code: _____

Name of the bank & branch: _____

Thanking you,

Yours faithfully,

CONTRACTOR (Sign with Seal)