

Government of India
Department of Atomic Energy
Nuclear Fuel Complex
(UTILITIES)
Name of the plant

NOTICE INVITING TENDER

Tender No. NFC/UTILS/(347)/2017/18

Dt _____

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 : **Safe Operation of Active Cloths Washing/Laundry Equipment in Utilities, NFC**

2) Scope :Washing of Active Cloths with the help of Infrastructure & Equipment of NFC.
Refer Laundry Operation Procedure enclosed to this NIT.

3) Duration of Contract : **24** months

4) Estimated Cost : **Rs.32,14,900/- (Rupees Thirty two Lakhs Fourteen Thousand Nine Hundred only)**

5) Earnest Money Deposit : **Rs.64,300/- (Rupees Sixty four thousand three 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 the entire offer period.

6) Receiving of applications for issuing Tender Documents:**05.05.2017 to 10.05.2017**

7) Issue of tender document :From **11.05.2017** to **17.05.2017**

8) Last date for submission of tender : On **23.05.2017** up to 14.00 hours.

9) Date of opening the sealed tenders : On **23.05.2017**at 14.30 hours.

10) 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 _____ (venue), Nuclear Fuel Complex, ECIL Post, Hyderabad – 500062, on _____ 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.

Tender document issued to the contractor is non-transferable.

AGM, Utilities
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. 040-27122181 & 040-27184314 (Office) and 040-27137012 (Residence). Email: vo@nfc.gov.in

Terms and Conditions of NIT No: NFC/UTILS/(347)/2017/18

1. The contractor will be completely responsible for the job. 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. Contract labour are to be engaged only in General Shift.

3a. There shall be minimum three contract labour deployed for this job (One Skilled, One Semi Skilled and one Un skilled). Out of the three, there shall be One Supervisor (Skilled) from the Contractor side.

3b. Department will provide Semi Auto/Auto Washing Machine, Hydro extractor and electric/steam dryer and steam press in fully running condition. The maintenance of the equipment is under the scope of NFC. All the required consumables will be supplied by NFC free of cost.

3c. Contractor workmen shall be responsible for the safe operation of Laundry Equipment. Detailed safe operation procedure is given separately for instruction. The contract workers shall follow safety rules all the times. Safety PPE such as helmets, nose masks, aprons, hand gloves, safety shoes etc shall be supplied by the Contractor for his workmen.

3d. Initially the Work Order shall be issued for one year only. On successful completion of one year with satisfactory performance the work order shall be extended for the 2nd year.

3e. If the contractor fails to complete the job within stipulated time, he is liable for penalty deemed fit.

3f. The successful tenderer should start the job immediately after receipt of work order.

3g. Skilled manpower should be atleast ITI passed, Semi skilled should be at least Class X failed and Un skilled should be capable of understanding the instructions.

3h. The contractor shall engage the personnel, who have been given training in Radiological safety aspects at HPU, NFC. The training program will be conducted only one time for the workmen and TLD badges shall be supplied to the workmen for display.

3i. The contractor workmen shall leave the working area, after taking head bath daily without fail. After taking bath, the workmen shall be sent for contamination check up at the end of the work daily to health physicist.

3j. At any time after acceptance of the tender, NFC shall decide to abandon or reduce the scope of the work for any reason whatsoever and hence not required the whole or any part of the works to be carried out. AGM, Utilities shall give notice in writing to that effect to the contractor and the contractor shall act accordingly. Also, if the workmanship is not satisfactory, the contract will be cancelled.

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 Payment towards ESI, EPF and Service Tax bills will be released against submission of documentary evidence towards 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 ____ (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).

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. 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.
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 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.

30. Before quoting, the contractor may visit NFC for assessment of work with prior permission of AGM/Manager. He may contact at 04027184024, 4033, 4934 (phone no).

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.

From:

To:

AGM, Utilities
Nuclear Fuel Complex
ECIL ((PO)
Hyderabad-500062

QUOTATION

Sub: **Safe Operation of Active Cloths Washing/Laundry Equipment in Utilities, NFC -reg**

Ref: NFC/UTILS/(347)/2017/18

Dear Sir,

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

Sl No	Description of Item	Unit	Qty	Unit Rate (in words & figures) (RS)	Total Amount
1	Washing of Shirts	Each	91740		
2	Washing of Pants	Each	91740		
3	Washing of Towels/Others	Each	10020		
4	Washing of Shoe Covers	Each Pair	47500		
5	Washing of Hand Gloves	Each Pair	65000		
		Total			

(Rupees _____ only).

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

Thanking you,

Name: _____
Aadhar Card No. _____
PAN No. _____
Bank Account No. _____
IFSC Code: _____
Name of the bank: _____
Name of branch: _____

Yours faithfully,

Tender Document has been issued to M/s. _____ on receipt of Rs. _____ /-(Vide DD No. _____ Dtd; _____) towards cost of tender document.

CONTRACTOR

(Sign with Seal)