

Bharat Heavy Electricals Limited

CIVIL ENGINEERING DEPARTMENT

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| TITLE CORRIGENDUM for NIT_ 22423 | Phone: +91 431 2571937/2571727/4658 Fax : +91 431 252 0710 Email : devapurush@bheltry.co.in |
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| Reference Number: Enquiry CT:TS:006/15-16 | Enquiry Date: 12.05.2015 | Due date for submission of quotation: 10.06.15 |
| You are requested to quote the Enquiry number date and due date in all your correspondences. This is only a request for quotation and not an order | | |

CORRIGENDUM 1

Details of Corrigendum

NIT in PB

06. Last Date for Receipt of Tenders : **10.00 Hrs. on 10.06.2015**

07. Date of Tender Opening : **10.15 Hrs. on 10.06.2015**

Bill of Quantities in Price Bid is modified with the attached new Price Bid. Vendors are requested to consider this Bill of Quantities only.

Tenders can be obtained on any working day from 8.00 A.M. to 4.30 P.M. up to 09.06.2015.

All other terms and conditions as published in the **NIT_22423 remain unaltered.**

BHEL commercial terms & conditions with Price Bid formats and all annexure can be downloaded from BHEL web site <http://www.bhel.com> or from the Government tender website <http://tenders.gov.in> (public sector units) Bharat Heavy Electricals Limited) under enquiry reference "**TS No. CT:TS:006/15-16**"

Bharat Heavy Electricals Limited
High Pressure Boiler Plant
Tiruchirappalli – 620 014. India
Civil Engineering Department (Township)

TENDER DOCUMENT (PRICE BID)

Name of work : Housekeeping and Sanitation works at BHEL Main Hospital and peripheral dispensaries (Kattur & Thillai Nagar).

Value of work : 117.48 Lakh

Tender Notice No. : CT:TN:003/15-16

Tender Schedule No. : CT:TS:006/15-16

Period of Contract : 15 Months

Issued to :

**BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI – 620 014
CIVIL ENGINEERING DEPARTMENT (TOWNSHIP)**

PREAMBLE

The scope of work **Housekeeping and Sanitation works at BHEL Main Hospital and peripheral dispensaries (Kattur & Thillai Nagar).**

Value of Work: Rs.117.48 Lakhs Period of Contract: 15 (Fifteen) Months

01. ~~The tender value excludes cost of cement, reinforcement steel & structural steel which will be supplied by BHEL at Stores at free of cost.~~ Other free issue materials by BHEL are indicated in Schedule B of the Price bid document.
02. Time is the essence of the contract. Being a time bound project, the contractor should make all efforts to complete the work in time. Even though the overall completion period is indicated as **15 months**, the works shall be completed progressively and handed over as per agreed split up schedule.
03. The tenderers are advised to visit the site and get themselves acquainted with the site conditions before submitting the offer.
04. The following eligibility criteria shall be complied to fulfill the Qualification Bid:-
 - A) Separate Registration for EPF, ESI, PAN & Service Tax, IT returns acknowledged by IT Office, Profit & Loss Account and Balance Sheet certified by the auditor for the last three years (2011-12, 2012-13 & 2013-14).
 - B) Average annual turnover in House keeping works in the last 3 financial years ending 31st March, years (2011-12,2012-13,2013-14) shall be at least for a value of Rs. **35.24** Lakh
 - C) During the last seven years from 01.04.2008 to 31.03.2015 should have successfully completed works either
 - I) -Three House Keeping works each not less than Rs. . **47.00** Lakhs Or
 - II)-Two House Keeping works each not less than Rs. **58.74** Lakhs
 - Or
 - III)-One House Keeping work not less than Rs. . **94.00** Lakhs
 - D) Latest solvency certificate (Obtained within 6 months) from Nationalized / Scheduled bank, shall be at least for a value of Rs. **47.00** Lakhs.
05. The works executed in the own name of the tenderer only will be considered for eligibility criteria.
06. Dissimilar / irrelevant works will not be considered for eligibility criteria.
07. Documentary evidences (Xerox copies - attested) for turnover, works experience, P.F, ESI & Sales Tax registration etc., all as indicated & required in the tender document should be furnished without which it will not be taken into account.

08. The value of turnover and the value of similar works mentioned include materials supplied.
09. The norms for qualification with prescribed score is attached in the Qualification Bid Document. Evaluation will be done accordingly. Minimum score required for qualification is 60.
10. Tender Value is only approximate and liable for variation without entitling the tenderer to any compensation, till the total value of contract vary by more than 20% (twenty percentage).
11. Quoted rate shall be firm throughout the contract period of **15 months** or till completion of work and no cost escalation is allowed on any account.
12. The item rate offered is for finished item of works and shall provide for the complete cost towards fuel, tools, tackles, plant & machinery, temporary works, labour, materials, levies, taxes, transport, lay-out, repairs, rectifications, maintenance till handing over, supervision, labour colonies, establishment, services, roads, revenue expenses, overheads, profits & all other incidentals etc., complete. **The rate quoted shall not include service tax. However the service tax as applicable for this contract work can be claimed from BHEL along with their monthly bills for further payment to be made to the authorities concerned. The contractor has to submit the payment challan as a documentary proof of having paid the service tax for the previous bill for which he has received the service tax payment along with the subsequent bill for which payment has to be processed. As per the recent amendment in Cenvat Credit Rules-2004, Cenvat Credit and Service Tax Credit should be availed within Six Months from the date of invoice. Hence the Service Tax should be claimed by the contractor within Four months from the date of invoice. Otherwise any claim pertaining to Service Tax will not be entertained by BHEL.**
13. Some changes are likely in the quantities furnished as well as in the layout, design and specifications of the work. The rates quoted shall be deemed to be inclusive of all such contingencies.
14. Usually, working hours are limited to day time only. In emergency cases to carryout works during nights, it may be done so with the specific prior permission of BHEL. In such case, it is to be carried out in the presence of BHEL officials or their authorized persons.
15. The work shall be carried out as per drawings released then and there, Department Work & Safety procedure, AWS / BIS specifications, standard code of practice and as per the instructions of Engineer-in-charge. The brief description of items of work is given in the bill of quantities provided in the Price Bid. **Tenderer has to quote rates both in figures and in words for all the items given in the Bill of Quantities provided in the Price Bid.**
16. For any item of work not covered in Bill of Quantities, the rate will be arrived at based on the conditions given in BHEL General Conditions of Contract in force.
17. The contractor has to furnish the security deposit, as per Clause 13 of Tender Notice, attached in the Price Bid if the work is awarded. Further the contractor has to furnish 50 % of security deposit before signing of agreement and commencement of work.

18. ~~The contractor should bring the construction earth moving machineries like Poclain, Paver, Road Roller, JCB etc., as and when required for the work without any delay. Also required number of the following tools & Plants / instruments shall be made available always at site for the works.~~
- a) ~~Precise Leveling instruments and theodolite.~~
 - b) ~~Full load mixture machine / mini batching~~
 - c) ~~Petrol / Kerosene driven vibrator/ mechanical vibrator~~
 - d) ~~Cube moulds~~
 - e) ~~Inter carting vehicle (tractor, hand trolley etc.)~~
 - f) ~~Hydra cranes~~
 - g) ~~Power operated winches~~
 - h) ~~Mobile / Hydraulic crane~~
 - i) ~~Welding machine etc.~~
19. The contractor has to arrange sufficient number of lorries to collect & transport the surplus earth, construction debris generated, etc. at site. Otherwise BHEL would clear the debris at the contractor's risk and cost.
20. The contractor has to execute any item of work irrespective of the quantity available in the tender without any reservation / extra cost till the contract value does not vary more than 20%.
21. Since the responsibility for the quality, workmanship and accuracy of any work being carried out under this contract lies with the contractor, the contractor should ensure that no work is done without the presence of contractor's representative at the work spot. The contract should arrange for surveying construction site at his own cost.
22. Statement of completed works with detailed measurements along with material reconciliation statements shall be submitted by the contractor in the last week of every month or as required by the department for processing bill.
23. The decision of Engineer-in-charge shall be final and binding on the contractor regarding clarification of items in this tender schedule.
24. The works contract to be entered into with the successful tenderer will be governed by the BHEL Revised General Conditions of Contract in force.
25. The contractor shall strictly adhere to various labour laws in force.
26. The contractor has to submit the organization chart of their set up for the works and any change thereafter in the organization set up shall have the prior approval of BHEL.
27. The contractor should submit the programme for the completion of work and the list of machineries and site personnel to be deployed for the work along with tender.
28. The contractor should establish his own site office, fabrication yard, handling facility, storage facility to stock cement, reinforcement steel etc. at his own arrangement.

29. The contractor is required to carry out construction activities as directed by the department officials. It is required to engage certain minimum strength of staff for effective supervision of works as indicated below:
Minimum No. of Supervisors – 2 Nos
Unskilled Workers (Housekeeping Labourers)- 43 Nos.
- In addition to the above, Site Manager has to be engaged to prepare measurements and submit the bills.
30. ~~Adequate number of Quality Engineer and qualified Safety Engineer should be deployed at site.~~
31. To safeguard the persons working at height in roof, wall etc., sufficient number of Industrial Safety nets shall be provided at tenderer's cost in appropriate level and locations. The working hand including Supervisors should wear the personal protective items and safety measures such as helmets, safety belts, shoes, etc., before entering into working place.
32. ~~The tenderer has to deploy adequate labour of required categories such as Unskilled, Skilled, Mason, Carpenter, Plumber, Welder, Fitter, Mistry, electrician, Technically experienced, etc. so as to execute the works simultaneously in all areas of work. The Technical persons with experience shall have to produce valid certificate for verification.~~
33. ~~Expertised labour only to be engaged for specialized items of work like laying of ceramic tiles, marbles, cuddapah slabs, granite slabs and false ceiling, partition, wall paneling, architectural finishing etc. and work experienced persons shall be engaged for fabrication, water supply, railway track laying and aligning works, sewerage system work, etc.~~
34. The contractor shall follow norms of BHEL security system for movement of men & materials within the complex including bio-metric system.
35. Exclusive Stores personnel should be engaged who would coordinate with department official for clearance and collection of BHEL supplied materials required for works.
36. Separate non-technical persons should be engaged for arranging daily gate passes for labours and vehicles entry in all the gates of Factory / Township Complex.
37. The tenderer shall carry out health performance test at his cost for all the workmen engaged in the work through a registered medical practitioner and produce certificate on demand.
38. It shall be the responsibility of the contractor to see that the workmen do not utilize the departmental canteen facilities. Contractor has to make his own arrangements to provide refreshment for the workmen.
39. All the works shall be executed as per the standard specifications as provided in TNBP / BIS.
40. All the materials supplied by the contractor should conform to the relevant IS/BS/ISO/EN/ TNBP Specifications and got approved by the engineer-in-charge

41. The contractor should maintain proper accounts for ~~cement, reinforcement steel and structural steel sections and other~~ materials if any supplied by this organization and these should be available at the site of work for verification and check by the Officials of this organization at any time.
42. All materials brought by the Contractor for incorporation in the work shall be got inspected and approved by the Engineer-in-charge before they are incorporated in the work.
- ~~All the structural works including fabrication, erection etc., are subject to inspection and clearance by Third Party Agency fixed by BHEL.~~
43. **The contractor should use only the materials of brand and quality as approved by BHEL.**
44. All materials and consumables brought by the contractor should have manufacturer's certificate.
45. ~~All tools and plants including jack hammer with silencer & bits, rock drilling machine, etc., required for all the works covered under this contract will have to be brought by the contractor.~~
46. ~~All safety measures are to be followed during execution of work, particularly during blasting and only licensed blaster should be engaged for this purpose. Sufficient care shall be taken by the contractor during excavation to avoid damages to the buried pipe lines, cables and other infrastructure like railway lines if any etc. Controlled blasting including muffling can be carried out with prior permission from safety department.~~
47. Contractor's materials and tools & plants shall have to be brought inside factory / Township with proper invoice / voucher and make necessary entry in the security gate. They should maintain proper record for tools and plants, materials, etc., brought inside.
48. The contractor should extend fullest co-operation with the third party agencies engaged, if any by BHEL, to adhere the Quality Control Procedures ensuring quality.
49. The contractor should extend full co-operation to the other contractors who may be doing other works in the same areas to enable them to execute their portions of work without any delay or difficulty.
50. With regard to specifications not covered by the General and Special Conditions of Contract, those contained in the ~~Tamil Nadu Building Practice Standard Specifications~~ or Electrical specifications approved by Bharat Heavy Electricals Limited, shall apply.
51. Tenderers are requested to furnish the duly filled in E format attached as separate sheet along with a cancelled cheque leaf to accept Electronic fund transfer / R T G S transfer for any payment from BHEL, Trichy.
52. Bank Guarantee format can be obtained after award of work in case of successful tenderer.
53. No advance / mobilization advance will be given.
54. LD / Penalty clause is applicable as per General Conditions of Contract in force.
55. BHEL reserves its right to finalize the contract through reverse auction for which only qualified tenderers will be provided with necessary documents containing reverse auction rules, terms and conditions for this purpose.

56. The tenderer has to ensure payment of Minimum Wages as per Tamil Nadu State Minimum Wages as applicable under law from time to time.
At present the Tamil Nadu State Government Minimum wages declared is enclosed for your reference (Page No. 08)

Normally the revision will be with effect from 1st April of every year. Tenderers are requested to quote their offer after taking into account of the above factor also.

57. The labourers engaged in this contract shall be paid additional payment as mentioned below in addition to the payment of Minimum wages as stated above.
- | | | |
|----|-----------------------------|--------------------|
| a) | Unskilled Worker | Rs. 3200 per month |
| b) | Semi-skilled Worker | Rs. 3700 per month |
| c) | Skilled Worker / Supervisor | Rs. 4100 per month |

Also the labourers shall be paid a minimum bonus which shall be 8.33% as per the payment of Bonus Act 1965 for the total wages paid (i.e.) Payment of minimum wages and additional payment as mentioned above.

The Contractor shall have to remit EPF & ESI contributions at the rates applicable under law to the authorities concerned for the total wages paid (i.e.) Payment of minimum wages and additional payment as mentioned above.

CIRCULAR

No.BHE: HR: WEL: MW
Date: 26/03/2015

ALL CONTRACT EXECUTING/AWARDING OFFICIALS

- Sub. : Minimum Wages Act 1948 – Fixation of Minimum rates of wages for the employment in “General Engg. and Fabrication Industry” – Revision of DA – Reg.
Ref. : Letter No.Z3/4053/2015 dated 11/03/2015 from the Commissioner of Labour, Chennai.600 006

Consequent upon the increase in Dearness Allowance payable under the Minimum Wages Act from Rs.4175.00 to Rs.4575.00 per month to those employed in “General Engineering and Fabrication Industry”, the Minimum Wages payable by the Contractors to their workmen engaged in the following categories would be as follows with effect from 01/04/2015:

| Sl. No. | Category | Minimum Basic Wages per day | Minimum DA per day | Total Minimum Wages per day | Minimum Basic Wages per month | Minimum DA per month | Total Minimum Wages per month |
|---------|---------------------|-----------------------------|--------------------|-----------------------------|-------------------------------|----------------------|-------------------------------|
| 1 | Unskilled Worker | Rs.123.00 | Rs.176.00 | Rs.299.00 | Rs.3690.00 | Rs.4575.00 | Rs.8265.00 |
| 2 | Semi-Skilled Worker | Rs.133.00 | Rs.176.00 | Rs.309.00 | Rs.3990.00 | Rs.4575.00 | Rs.8565.00 |
| 3 | Skilled Worker | Rs.139.00 | Rs.176.00 | Rs.315.00 | Rs.4170.00 | Rs.4575.00 | Rs.8745.00 |
| 4 | Supervisor | | | | Rs.3956.00 | Rs.4575.00 | Rs.8531.00 |

Contract Awarding Executives are requested to ensure that the contractors make payment to their workers not less than Minimum Wages as stated above.


DGM (HR-Welfare and Recruitment)

- Cc: All HR Executives
Sr.Manager/HR/PC/Chennai
Sr.Manager /HR/PPPU/Thirumayam
AGM/Finance
GM/Finance



BHARAT HEAVY ELECTRICALS LIMITED
(A Government of India Undertaking)
Unit : TIRUVERUMBUR, BOILER PROJECT, P.O.
TIRUCHIRAPALLI - 620 014.

CIVIL ENGINEERING DEPARTMENT

NOTICE INVITING TENDER

01. Name of work : Housekeeping and Sanitation works at BHEL Main Hospital and peripheral dispensaries (Kattur & Thillai Nagar).
02. Estimated Cost : **Rs. 117.48 Lakh**
03. Earnest Money Deposit : **Rs. 2,00,000/-**
04. Completion Time : **15 Months**
(From the date of commencement of the work which will be reckoned from the date of handing over to the Contractor)
05. Cost of Tender Document : Rs.750/- (including Sales Tax)
This amount will not be refunded under any circumstances
06. Last Date for Receipt of Tenders : **10.00 Hrs. on 10 06 2015**
07. Date of Tender Opening : **10.15 Hrs. on 10 06 2015**

Tender document contains 95 pages in Qualification Bid and 32 pages in Price Bid including Bill of Quantities, etc.

Issued to Messrs. / Thiru :

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ISSUING OFFICER

CONTRACTOR

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ACCEPTING OFFICER

INSTRUCTIONS TO TENDERERS

1. The tender is open to all Contractors. The Contractors not borne on the approved list of contractors of this Organisation must submit the following testimonials simultaneously with their tenders.
 - i. A Certificate to establish that the tenderer is an independent contractor working on his own
 - ii. At least two certificates from responsible Officers of Government of Firms of repute, regarding the tenderer's capacity to undertake and carryout the work tendered for or similar work satisfactorily.

NOTE :

- a) Copies of testimonials unless attested by a Gazetted Officer will not be accepted
- b) Non – Submission of the above testimonials simultaneously with the tenders may result in the tender being rejected
2. The tenders should be accompanied by a list of contracts already held by the contractor at the time of submitting the tender and giving the following particulars
 - a) Value of each contract
 - b) The balance value of work to be done on the same
3. The tenderer is advised to obtain the tender documents in person or by a messenger duly authorized to do so. The BHARAT HEAVY ELECTRICALS LIMITED will not under any circumstances accept responsibility for the non – receipt of delay in the receipt of the tender documents by the tender.
4. Rate for each item of the tender schedule should be quoted in FIGURES and in WORDS. In case of any difference in the rates quoted in figures and in words, the lower of the two rates will be taken as the tendered rate. Unit rate quoted shall be the basis for arriving the total value of the tender. The total amount for every item shall be arrived by multiplying the unit rate with the quantity indicated for that item. In case of any arithmetic deviation is noticed in the total amount, the same will be corrected and evaluated by taking unit rate as basis and multiplying with the quantity indicated.
5. Rate quoted shall include all royalties, terminal taxes, Octroi duties, Central or Provincial Excise Tax, Sales Tax and any other taxes leviable under the State or Central Government rules. The Bharat Heavy Electricals Ltd., will not entertain any claim whatever in this respect. **The rate quoted shall not include service tax. However the service tax as applicable for this contract work can be claimed from BHEL along with their monthly bills for further payment to be made to the authorities concerned. The contractor has to submit the payment challan as a documentary proof of having paid the service tax for the previous bill for which he has received the service tax payment along with the subsequent bill for which payment has to be processed. As per the recent amendment in Cenvat Credit Rules-2004, Cenvat Credit and Service Tax Credit should be availed within Six Months from the date of invoice. Hence the Service Tax should be claimed by the contractor within Four months from the date of invoice. Otherwise any claim pertaining to Service Tax will not be entertained by BHEL.**
6. Should a tender find discrepancies or omissions in the drawings or any of the tender documents or should be in doubt as to their meaning, he should at once address the authority inviting the tender for clarification. Every endeavour is made to avoid any error which can materially affect the basis of the tender but the successful tenderer

shall take upon himself to provide for the risk of any error which may be subsequently by discovered and shall make no subsequent claim on account thereof.

7. Tenders submitted by post should be sent "Registered Post with Acknowledgement due". These should be posted with due allowance for any delay in postal delivery. Tenders received after the due date and time of opening, tenders are liable to be rejected.
8. Where the tender called for covers only the building work and excludes internal services such as sanitary and water supply installations, electrification etc., the building contractor will have to leave pockets, holes, etc., as required for other works and will have to phase his work to ensure smooth progress of the work of the other agencies also as directed by the Engineer – in – charge.
9. Where the tender schedule contains special items of work such special floor finishes, foam concrete for insulation, special water proofing treatment to roofs etc., it will be entirely at the discretion of the Project Authorities to allot these items of work to other contractors specialized in these works. In such cases, the main building Contractor will have to tender all necessary co-operation to the agencies involved so as to ensure the smooth progress of all work.
10. The contractor's responsibility under this contract shall commence from the date of receipt of the LOI by the tenderer. The scheduled period of completion for this work will be as mentioned in page No. 01, and the Contractor will have to plan his work accordingly.

11. Earnest Money Deposit:

Earnest Money is to be paid by each tenderer to ensure that the tenderer does not refuse to execute the work after it is awarded to him. Shall also be furnished in the form of Pay Order or Demand Draft in favour of BHEL, EMD in any other form will not be accepted. The rate of earnest money deposit shall be as under:

| | |
|---|----------------|
| Works costing upto Rs. 2 lakhs | NIL |
| Works costing more than Rs.2 lakh and upto Rs. 5 lakhs | Rs. 10,000/- |
| Works costing more than Rs.5 lakhs and upto Rs.10 lakhs | Rs. 20,000/- |
| Works costing more than Rs.10 lakhs and upto Rs.20 lakhs | Rs. 40,000/- |
| Works costing more than Rs.20 lakhs and upto Rs.30 lakhs | Rs. 60,000/- |
| Works costing more than Rs.30 lakhs and upto Rs.50 lakhs | Rs. 1,00,000/- |
| Works costing more than Rs.50 lakhs and upto Rs.100 lakhs | Rs. 1,50,000/- |
| Works costing more than Rs.100 lakhs | Rs. 2,00,000/- |

One time EMD will also be Rs.2 Lakh.

EMD by the Tenderer will be forfeited if,

- a) After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates.
- c) The tenderer does not commence the work within the period as per LOI / Contract. In case the LOI / contract is silent in this regard then within 15 days after award of contract.
- c) EMD given by all unsuccessful tenderers shall be refunded normally within fifteen days of acceptance of award of work by the successful tenderer.
- d) EMD shall not carry any interest.

13. Should a tenderer or a contractor on the list of approved Contractors have a relative, or in the case of a firm or Company of contractors any of its share holders or shareholder's relative, employed in a gazetted capacity in the Engineering Department of the Bharat Heavy Electricals Limited, the authority inviting tenders shall be informed of this fact at the time of submission of the tender, failing which tender, may be disqualified or if such fact subsequently comes to light, the contract may be rescinded in accordance with the relevant provisions in the General Conditions of Contract.
14. If tenderer expires after the submission of his tender or after the acceptance of his tender the BHEL may, at their discretion, cancel such tender. If a partner of a firm expires after submission of tender or after the acceptance of the Tender, BHEL may cancel such Tender at their discretion unless the firm retain its character.
15. The Bharat Heavy Electricals Limited will not be bound by any power of attorney granted by the tenderer or by changes in the composition of firm made subsequent to the execution of the contract. They may however recognise such power of attorney and changes after obtaining proper legal advice the cost of which will be chargeable to the contract concerned.
16. If the tenderer deliberately gives wrong information in his tender or creates conditions favourable for the acceptance of his tender, the Bharat heavy Electricals Limited, reserves the right to reject such tender at any stage.
17. Words importing the singular number shall also be deemed to include the plural number and vice versa where the context so requires.
18. The expenses for completing and stamping the agreement shall be paid by the contractor.
19. The General and special conditions are complementary to each other and where they are conflict the Special Conditions shall prevail. In regard to matters not covered by the General and Special Conditions of Contract, those contained in the Tamil Nadu Building Practice Standard Specifications or other specifications approved by the Bharat Heavy Limited, Shall apply.
20. Tenderers shall not increase their quoted rate in case the Bharat Heavy Electricals Limited, negotiates for negotiation for reduction of rate. Such negotiation shall not amount to cancellation or withdrawal of the original offer and the rate originally quoted shall be binding on the tenderers for a period of three months from the date of opening of tenders.
21. Canvassing in any form in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection
22. All contractors will have to produce Income tax Clearance Certificate from the Income Tax- Officer concerned along with their tenders. Those Contractors whose income is not taxable will be required to give an affidavit of their income on the prescribed form. If the successful tenderer fails to produce the Income – tax clearance certificate within the stated period the Earnest Money Deposit and Security Deposit of the tenderer may be forfeited and the contract terminated.
23. If the date of opening of the tender happens to be a holiday, then the tender will be opened on the next working day.

TENDER NOTICE

NAME OF WORK : Housekeeping and Sanitation works at BHEL Main Hospital and peripheral dispensaries (Kattur & Thillai Nagar).

ESTIMATED COST : Rs. 117.48 Lakh

1. SEALED TENDERS for the above noted work are hereby invited from contractor experienced in works of similar kind and magnitude. Tenders will be received by **DGM / CIVIL / PLANNING / (F&T), 53 Building** Bharat Heavy Electricals Limited, Tiruchirappalli – 620 014. Up to 10.00 hrs. on **10.06.2015** and will be opened on the same day at 10.15 hrs. at the Office of the **DGM / CIVIL / PLANNING / (F&T), Building 53**, in the presence of such of those tenderers. Or their agents who may choose to attend.
2. TENDER FORMS and other particulars regarding the proposed work can be obtained on any working day from 8.00 A.M. to 4.30 P.M. upto **09.06.2015** on payment of the prescribed sum of **Rs.750/** - per set (including Sales Tax) Amount nor refundable.
3. TENDERS must be submitted in sealed covers and should be addressed to **DGM / CIVIL / PLANNING / (F&T), Building 53** with full name and address of the tenderer and the name of work being noted on the cover
4. All entries in the tender documents should be in one ink. Erasers and overwritings are not permitted. All cancellations and insertions should be duly signed by the tenderer concerned.
5. TENDERERS should fill in all the required particulars in the blank spaces provided for this purpose in the tender documents and also sign each and every page of Tender Documents including the drawings attached there to before submitting their tender.
6. UNIT rate should be quoted in figures as well as in words with reference to each item and for all the items shown in the attached schedule. These rates shall be for the finished work in site. Amount of each item and the total page by page and also the grand total amount of the whole contract should be filled in by the tenderers. Unit rate quoted shall be the basis for arriving the total value of the tender. The total amount for every item shall be arrived by multiplying the unit rate with the quantity indicated for that item. In case of any deviation is noticed in the total amount, the same will be corrected and evaluated by taking unit rate as basis and multiplying with the quantity indicated.
7. QUANTITIES shown in the attached schedule are only approximate and are liable to variation without entitling the contractors to any variation in the Quoted rates till the total value of the Contract does not vary by more than 20% (twenty percent)
8. In quoting their rates, the tenderers are advised to take account all factors including any fluctuations in the market rates etc. No claim will be entertained on this account after acceptance of the tender or during the currency of the contract.
9. Before tendering, the tenderers are advised to inspect the site of work and its environments and be well acquainted with the actual working and other Prevalent conditions position of materials and labour, General and Special Conditions of Contract. Instructions to tenders, drawings and Specifications and all other documents which form part of the Agreements to be entered into.
10. The rate quoted in the tender shall remain valid for a period **THREE MONTHS** from the date of opening of tenders.

11. In the event of tender being submitted by firm the tender must be signed separately and legibly by each partner or member of the firm or in their absence, by the person holding the power of attorney on behalf of the firm concerned in the latter case a copy of the power of attorney duly attested by a Gazetted Officer must accompany the tender.
12. Every tender must be accompanied with EMD for the amount as specified in Page No. 02 in any of the form mentioned in Para 12 of the "Instruction to Tenderers". This Earnest Money will be refunded to the unsuccessful tenderers within fifteen days of finalisation of the award of work. In case of the successful tenderer, the Earnest Money will be retained as part of the Security Deposit for satisfactory completion of the work in accordance with Clause 16 of the General Conditions of Contract

NOTE : Cheques, Currency Notes and Money Orders will not be accepted in lieu of the deposit receipt referred to above

1) Security Deposit

- 13.1 Security Deposit should be collected from the successful tenderer . The rate of Security Deposit will be as below:

| | |
|-------------------------------------|--|
| Upto Rs. 10 lakhs | 10% |
| Above Rs. 10 lakhs upto Rs.50 lakhs | Rs.1 lakh + 7.5% of the amount exceeding Rs. 10 lakhs. |
| Above Rs. 50 lakhs | Rs.4 lakhs + 5% of the amount exceeding Rs. 50 lakhs. |

The security Deposit should be collected before start of the work from the contractor.

- 13.2 Security Deposit may be furnished in any one of the following forms

- i) Cash (as permissible under the Income Tax Act)
- ii) Pay Order, Demand Draft in favour of BHEL.
- iii) Local cheques of scheduled banks, subject to realization.
- iv) Securities available from Post Offices such as National Savings Certificates, Kisan Vikas Patras etc.
(Certificates should be held in the name of Contractor furnishing the security and duly pledged in favour of BHEL and discharged on the back).
- v) Bank Guarantee from Scheduled Banks / Public Financial Institutions as defined in the Companies Act subject to a maximum of 50% of the total security deposit value. The balance 50% has to be remitted either by cash or in the other form of security. The Bank Guarantee format should have the approval of BHEL.
- vi) Fixed Deposit Receipt issued by Scheduled Banks / Public Financial Institutions as defined in the Companies Act . The FDR should be in the name of the contractor, A/C BHEL, duly discharged on the back.
- vii) Security deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of the Security Deposit should be collected before start of the work and the balance 50% may be recovered from the running bills.
- viii) EMD of the successful tenderer shall be converted and adjusted against the security deposit.

- 2) The security deposit shall not carry any interest.

NOTE: Acceptance of Security Deposit against Sl. No. (iv) and (vi) above will be subject to hypothecation or endorsement on the documents in favour of BHEL. However, BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith.

14. Unless the contractor whose tender is accepted signs the Contract Agreements and makes the necessary security deposit specified in Para 13 above within Seven days of the date of the order directing him to do so the amount of Earnest Money Deposit already deposited by him will be forfeited and acceptance of his tender withdrawn.
15. After tender opening if tenderer revokes his tender or increases his earlier quoted percentage rate or after acceptance of his tender does not commence the work in accordance with the instruction of the Engineer-in-charge, the Earnest Money deposited by him will be forfeited and acceptance of his tender withdrawn. If only a part of the work included in the tender had been awarded to the tenderer, the amount of Earnest Money to be forfeited will be based on the value of the contract so awarded.
16. The Bharat Heavy Electricals Limited reserved the right to reject any or all the received or accept any tender or part there of without assigning any reason thereof. In the case acceptance of part of tender, time for completion may also be reduced to the extent considered appropriate by the Accepting Authority.
17. Conditional and un-witnessed tenders, tender containing absurd rates and amounts tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions laid down by the Accepting Officer are liable to be rejected.
18. Tenders not submitted on the prescribed form are liable to be rejected.
19. The work must be completed within a period as mentioned in Page No.2
20. The Chairman / General Manger / Deputy General Manager / Deputy Manager / Senior Engineer shall be Accepting Officer, herein after referred to as such for the purpose of this contract.
21. This tender notice shall be deemed to form an integral part of the contract to be entered into for this work.
22. The contractor is required to carry out the work inside the occupied quarters with least disturbance to the occupant and the total work in the quarters is to be completed on the same day. The contractor is required to inform the occupant atleast one day in advance, plan the work accordingly and collect the feedback slip from the occupant immediately on satisfactory completion of the work.
23. The tenderers are advised to go through the condition stipulated in Tender document & code of conduct for 'Health & Safety of Contract Labourer' in details. Any violation thereof will invite punitive action being taken against them. While quoting the rate all the above factors are to be taken into account.

ISSUING OFFICER

BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI – 620 014
MEDICAL DEPARTMENT

OPEN TENDER TO BE SUBMITTED FOR OUTSOURCING OF HOUSEKEEPING & SANITATION
CONTRACT IN BHEL MEDICAL DEPARTMENT , RSK DISPENSARY & PERIPHERAL DISPENSARIES
OF MAIN HOSPITAL .

HOUSEKEEPING & SANITATION CONTRACT TERMS & CONDITIONS

1.0 INTRODUCTION:

- 1.1 BHEL Main Hospital is situated in BHEL Township, Kailasapuram, Trichy-14 which is 17 KM away from Tiruchy Central Bus Stand.
- 1.2 There is one Satellite Dispensary (RSK Dispensary) at Thillai Nagar in Trichy . There are two more Dispensaries one at Kattur, which is 5 KM from Main Hospital and the other at Security Colony which is 3 Kms from Main Hospital .
- 1.3 The Contractor has to quote for all the activities of housekeeping as detailed below and as given in B.O.Q.
- 1.4 The Contractor has to remit PF , ESI & Service Tax contributions for their labourers as per relevant acts in force.

2.0 GENERAL:

- 2.1 The Agency should provide proper uniform to their employees. No person will be allowed to work without uniform. For Female Ward, Gynaec Ward, Labour Ward, P.O.W. etc., only female labours should be engaged. Also the safety measures have to be taken care of by the contractor.
- 2.2 The labourers should not wander here and there. They should be stick to their allotted areas of work.
- 2.3 The contractor has to arrange for supervision by engaging at least two supervisors during all working hours.
- 2.4 Security check will be there for the labourers when they come to work and when they leave the hospital.
- 2.5 The quoted rate should include all taxes and duties, if any.
- 2.6 The contractor has to pay the minimum wage to their workers as prescribed and revised by the Govt. of Tamil Nadu from time to time as per **General engineering and related employment**. Quoted rates will not be increased at any cost. The contractor shall take all necessary steps to comply with the relevant statutes in force, governing the contract workers. There will not be any liability for BHEL in respect of personnel employed by the contractor. The contractor shall indemnify BHEL against all claims and losses arising as a liability under ESI Act, EPF & Misc. Provisions act, Workmen Compensation Act, ID Act, Minimum Wages Act etc, or any civil / Criminal law in force so far they relate to the contract workers engaged under this contract in BHEL

- 2.7 The Agency has to submit the list showing the details of the Labourer / Employees engaged, with Passport size Photograph and permanent address with proof.
- 2.8 In case of additional requirement of housekeeping, the agency should be in a position to carry out the job without any delay.
- 2.9 In case if it is found by BHEL that any property of materials of BHEL is lost or stolen or damaged due to the negligence of the Agency, the Agency will be held fully responsible and should reimburse the cost of loss / damage so incurred. The decision of BHEL as to the cost of loss and negligence is final.
- 2.10 Contractor shall not assign or transfer the rights under this contract to any other person.
- 2.11 The contractor shall be required to execute an agreement towards this on non judicial stamp paper of value Rs.20/- in the form prescribed by BHEL. The expenses of completing and stamping the agreement shall be borne and paid by the contractor.
- 2.12 These contract conditions shall be deemed to form an integral part of the contract agreement that is to be entered into.
- 2.13 In addition to above, General conditions of contract of BHEL in force is also applicable.
- 2.14 In the event of unsatisfactory or noncompliance of any of the terms and conditions of the contract by the contractor, the management of BHEL shall have the right to terminate the contract with one month notice.
- 2.15 The total manpower required to do the above works should be 45 persons minimum. (43 LABOURERS & 2 SUPERVISORS)
- 2.16 **Rates to be quoted as per General Engineering and related employment.**

ANNEXURE : I

1.0 SCOPE OF WORK-I

The scope of work in BHEL Main Hospital and the three Dispensaries are given below. Frequency of activities along with rates of recovery for non performance of work are given in **Annexure – II**

- 1.1 Cleaning and sweeping of all Wards, Pharmacy, OP areas, Doctors' rooms, Office rooms, Conference hall, all Verandahs etc. with brooms and then by swabbing with wet cloth using soap oil or equivalent.
- 1.2 Cleaning the toilets, urinals, washbasins, bathrooms, etc.
- 1.3 Removal of cobweb in the entire hospital area.
- 1.4 Washing the areas with water & soap oil periodically.
- 1.5 Cleaning of electrical fittings such as fans, lights, switch boards, partitions, cupboards, chairs, sofas, file-racks etc. once in 15 days.
- 1.6 Cleaning of doors, windows, ventilators, etc. once in 15 days.
- 1.7 Cleaning of all open terrace areas, walls, ceilings etc. once in a month.

- 1.8 Removal of unwanted jungle, vegetation, dried leaves etc. and disposal of the same to one designated place outside the Hospital. BHEL will arrange to dispose the dumped garbage by other means.
- 1.9 Collection of Bio medical wastages daily from all wards, operation theatres etc., segregation and keeping it in colour coded bags. A contractor already engaged by BHEL for this purpose will collect the bags.
- 1.10 Cleaning & preparation of the discharge rooms, immediately after the discharge of a patient.
- 1.11 Fumigation of rooms including cleaning all the furniture, keeping it in sunlight and rearranging the same, whenever occasion arises.
- 1.12 Collection of dirty linen (soiled linen to be washed) and handing over the same to Dhobi.
- 1.13 The work should be attended to round the clock. Our shift timings are given below:
- I Shift : 06.00 Hr. to 14.00 Hr.
 II Shift : 14.00 Hr. to 22.00 Hr.
 III Shift : 22.00 Hr. to 06.00 Hr.
- Split shift (7.00 Hr. to 12.00 Hr. & 13.00 Hr. to 16.00 Hr.)
 General: 8.00 Hr. to 16.30 Hr.
- 1.14 In wards, whenever the patients vomit, urination, defecating, bleeds, etc., on emergency basis the cleaning is to be done immediately.
- 1.15 Removal of blocks in drainage chambers and up to manholes, manholes to manholes inside hospital area , **carcass** if any in the premises should be removed and buried.
- 1.16 Collection of medicines from main store, distribution to all the three pharmacies and keeping the medicines in racks, all as per the direction of pharmacy in-charges. This is to be done daily **one session** by one person except on Sundays.
- 1.17 The Female surgical ward which is at present closed. This ward is to be cleaned once in 15 days.
- 1.18 The Mortuary is situated 100 metres away from the casualty. The area is 19 m² and is to be cleaned once in a week. Apart from this, after removal of dead bodies, mortuary is to be washed completely.
- 1.19 Two operation theatres (A&B) are available in main hospital. Proper cleaning and swabbing is to be done regularly. Washing is to be done weekly once, as per instructions of theatre in-charge. During emergency operations, concerned ward sanitary workers are to be deputed for washing the clothes and operation theatres.
- 1.20 Watering of the lawns and all plants are to be done periodically. All the lawns are to be cleaned and maintained properly. Mowing of the lawns and cutting/trimming the plants have to be done periodically.
- 1.21 One person is to be deputed exclusively for cleaning the Dining & Dietary areas including cleaning of toilets, washing of plates before and after

breakfast / lunch / dinner, etc. Every day, the dining hall is to be washed after lunch . Dietary cleaning is to be done everyday.

- 1.22 Whenever functions / meetings are arranged on Sundays and other days, the conference hall is to be cleaned and maintained properly.
- 1.23 There are four rest rooms (Hospital Annexe rooms) nearer to the hospital, whenever required these rooms and surrounding are to be cleaned.
- 1.24 In Laboratory for cleaning the floor area, toilet, test tubes, burettes, glass plates, slides etc. one person is to be deputed exclusively every day except on Sundays.
- 1.25 On Sundays and Holidays the following areas will not function. Hence the manpower should be utilized for washing the floors with soap oil in these areas.
 - a) General OP
 - b) Male OP
 - c) Female OP
 - d) X-ray
 - e) Lab
 - f) General Pharmacy
 - g) ERNE
 - h) Physiotherapy
 - i) Operation Theatre
 - j) Stores
 - k) Canteen
 - l) Office
 - m) Community Health Services

PATIENT CARE BY THE CONTRACTOR:

- 1.26 The Bed Pans, Urinals, Spittoons, Buckets, Kidney Trays, Dust Bins, etc. used by the patients are to be washed then and there with antiseptic solutions.
- 1.27 The patients who are unable to walk should be given bed pan and urinal whenever needed and cleaned after their use.
- 1.28 The patients who are unknowingly urinating / defecating in bed should be cleaned & washed including washing of clothes etc.
- 1.29 After motion the anal region of patients is to be cleaned.
- 1.30 Whenever the patients are to be shifted from ward to ward and to other areas viz. X-ray. Physiotherapy, Lab. Dental, Eye, ENT, Operation Theatre etc. they should be shifted by wheel chair or Trolley.
- 1.31 Enema can, Bowl, Catheters, gloves, Rubber-sheets, etc. are to be cleaned with antiseptic solution.
- 1.32 The collected blood, urine, motion that are to be tested are to be collected and given to Lab.
- 1.33 Shifting of machineries, furniture etc. from one place to other whenever needed is to be arranged.

- 1.34 Cleaning of utensils with soap solution should be done weekly once thoroughly and kept dried in sunlight.
- 1.35 If any patient expires in the ward, then immediately that area has to be washed.
- 1.36 Monday, Tuesday, Friday and Saturday – Peripheral dispensaries are to be cleaned.
- 1.37 The footwear of doctors, staff of Post Operative Ward, ICU & OT are to be washed daily in night shift.

FLOOR AREA:

- 1.38 Area of Wards

| Sl. No. | Description | Area in SQM |
|---------|---|-------------|
| 1 | Male ward | 409 |
| 2 | Female ward | 381 |
| 3 | Special ward | 310 |
| 4 | Male Surgical ward | 245 |
| 5 | Isolation ward | 220 |
| 6 | Gynaec & Pediatric ward | 296 |
| 7 | Labour ward | 285 |
| 8 | Operation Theatre – A & Minor OT | 428 |
| 9 | Operation Theatre – B | 150 |
| 10 | Post Operative ward and Intensive care unit | 246 |
| 11 | Special Care Nursery | 125 |
| 12 | Casualty | 487 |
| 13 | New Labour ward | 300 |
| 14 | Female Surgical ward | 250 |
| | Total | 4132 |

Say 4135 Sqm

- 1.39 Other than wards

| Sl. No. | Description | Area in SQM |
|---------|---------------------------|-------------|
| 1 | Community Health Services | 247 |
| 2 | Dietary & Dining Hall | 269 |
| 3 | Ramp Area | 133 |
| 4 | Minor OT out side | 150 |
| 5 | Main Verandah | 310 |
| 6 | X-ray section | 137 |

| | | |
|----|--------------------------------------|------------------|
| 7 | CMO Office area | 358 |
| 8 | Male OP | 766 |
| 9 | Specialist area up to Lab | 813 |
| 10 | Female OP | 627 |
| 11 | Stores and Purchase | 410 |
| 12 | Hospital Annexe building (4 Rooms) | |
| | TOTAL | 4220 Sq.M |

- 1.40 Open area sweeping (Daily) Car sheds, All cycle and Scooter stands area, front entrance open area etc. - 6000 SQM
- 1.41 Surrounding area sweeping (once in a week) (All-round the buildings) - 6000 SQM
- 1.42 RSK Dispensary area - 4400 SQM
- 1.43 Closed wards area - 250 SQM
- 1.44 Mortuary area - 19 SQM

TOILETS

- 1.44 Main hospital total toilets area – 415 SQM (This is only floor area and walls 1.5 metre height tiles area is also to be cleaned)

| | | |
|--------------------------|---|----|
| a) Indian water closet | - | 48 |
| b) European water closet | - | 39 |
| c) Wash basin | - | 46 |
| d) Sink (Small) | - | 96 |
| e) Sink (Large) | - | 6 |
| f) Urinal | - | 8 |

- 1.45 RSK Dispensary Toilet Area – 35 SQM (This is only floor area and walls 1.5 metre height tiles area is also to be cleaned).

| | | |
|-------------------|---|---|
| a) No. of Toilets | - | 9 |
| b) IWC | - | 6 |
| c) EWC | - | 3 |
| d) Wash basin | - | 2 |

2.0 SCOPE-II

- 2.1 The removal of grass and rubbish have to be done periodically, all as mentioned in item – 2 of B.O.Q.
- 4.2 Pre measurement will be taken before the commencement of the work.
- 4.3 The removed grass to be collected and kept at one place for disposal or burning.
- 4.4 The unit rate is per Sq.meters.
- 4.5 Removing or clearing of any debris inside the hospital compound.

3.0 SCOPE - III

- 3.1 The conveyance for clearing of garbage and other items which are kept at the rear side of hospital are to be removed daily and as per the instructions during emergency.
- 3.2 Payment will be made per load basis. The garbage will be kept in one place and collection has to be done from that area and disposed at the designated place. The grass has to be collected from various areas.

4.0 BHEL FREE SUPPLY ITEMS

Vim Powder
Soap Oil, Pine Oil, Phenyl
Washing Liquid
Naphthalene balls
Free power for operating machineries
Ladder, Stool

5.0 CONTRACTOR SCOPE MATERIALS

Brooms
Cobweb remover
Brushes
Scrubbers
Baskets
Buckets etc –
All tools required for removing vegetation & bushes etc.
All other required relevant items.

6.0 TERMS & CONDITIONS

- a) The rate quoted should be inclusive of all taxes etc. for the work indicated under all scope of work mentioned above.
- b) The rates shall be quoted taking into consideration for any increase in wages during the contract period by the Govt. of Tamil nadu. The contractor should revise the wages whenever there is a revision of wages throughout the whole period of contract period of 15 months .
- c) In case if the lowest offer of rate for this contract does not meet BHEL scope of work given in the tender BHEL reserves the right not to consider the same.
- d) BHEL reserves the right to negotiate or refloat the tender if the L1 rate of contract is not the lowest acceptable value to BHEL inter-alia other reasons.
- e) BHEL reserves the right to negotiate the L1 rate and counter offer others to have more than one contractor for the contract by dividing the works to ensure undisrupted and quality service.
- f) At any point of time during the course of contract, if the workers of the contract absent themselves from work or go on strike BHEL will be at full liberty to engage work force from outside agencies and the amount paid to them will be deducted from the contractors bills.

7.0 CONTRACT PERIOD

The period of contract will be for 15 months and if found satisfactory it may be extended for one more year which will be mutually agreed. However the contract may be terminated due to violation or non-performance of contract conditions by giving one month notice only by BHEL.

8.0 INSURANCE

BHEL will not be liable for any Injury / Loss of life of persons engaged by the contractor. A suitable Insurance coverage for them may be arranged by the Contractor at his own cost.

09.0 EMD

The EMD for the said work is Rs. 2.00 Lakh and it should be furnished in the form of DD in Favour of BHEL, Trichy-14. Offers without EMD will be rejected.

10.0 EMPLOYEES

- a) The contractor shall engage a minimum of 45 employees for the above said works mentioned in the scope.
- b) Expenses on account of salary, food for the contract employees, uniform,, personal protective equipment and other benefits including statutory payments like PF, ESI, Holiday wages, Gratuity, Bonus etc. to the employees engaged by the contractor shall be borne by the contractor.
- c) The contractor shall have full control of his employees in respect of discipline, attendance and obedience etc.
- d) The contractor shall be solely responsible for any claim arising out of employment or termination of employment of his employees and for statutory payments.
- e) The contractor shall employ such personnel who are medically fit. BHEL has the right to direct the contractor to remove from the premises such of his personnel who may be physically, hygienically , clinically or medically unfit.
- f) The contractor shall with the provision of the Factories Act 1948, Contract Labour (Regulation & Abolition) Act 1970,ESI Act 1948,Workmen Compensation Act1923, Employees Provident Fund and Miscellaneous Act 1952, Minimum Wages Act 1948, Payment of wages Act 1936, Payment of Bonus Act 1965,Payment of Gratuity act 1972, service tax if applicable, Tamil Nadu Industrial Establishment (National & Festival holidays) Act 1958 and the rules framed under or any other laws and rules as may be applicable from time to time to the workers engaged by him. The contractor shall produce the Attendance Register, Wage Register, PF statement and ESI statement etc. every month for claiming his monthly bills. The contractor when required by the company shall produce the registers and records for verification and shall comply with other directions issued by the company for compliance of statutory provisions. This clause shall survive termination or expiry of contract and the contractor agrees to maintain these details and records as per the provisions of various statutory provisions and rules.
- g) The bills for Payment shall be prepared by the contractor on the basis of contract and submitted in the name " Medical Supt. " , BHEL Main Hospital, Trichy and submitted by the first week of every month along with copies of PF,ESI & Service Tax receipts. The bills will be verified and sent to Finance department who will make arrangements for the payment of the same.

ANNEXURE - II**FREQUENCY OF ACTIVITIES AND RATES OF RECOVERIES FOR NON-PERFORMANCE OF WORK**

| Sl. No. | Area | Works | Frequency | Recovery per month for non attendance of work |
|---------|--|--|---|---|
| 1 | All wards | Sweeping and Swabbing Only sweeping | I Shift Twice II Shift Once III Shift once | 44% |
| 2 | Bathrooms, Toilets, Urinals, Wash basins, Sinks, etc. | Washing, Cleaning & Disinfecting | I Shift Thrice II Shift Twice III Shift once | 12% |
| 3 | All areas | Cob web cleaning | Weekly once | 1% |
| 4 | Entire floor area of hospital excluding wards | Sweeping and Swabbing | In General shift Sweeping Twice Swabbing Once | 12% |
| 5 | All areas including wards | Washing with soap oil | Once in a week | 4.5% |
| 6 | Car sheds, All cycle and scooter stands area. Front entrance open area etc. | Cleaning and up keeping Cleaning and up keeping | Weekly twice Daily | 1.5% |
| 7 | Surrounding areas (All-round the building) | Cleaning and up keeping | Once in a week | 0.5% |
| 8 | Lawns & Plants | Watering & Cleaning etc. | Alternative days | 3% |
| 9 | Mortuary | Cleaning & Swabbing Washing with soap oil | Daily at once Whenever death occurs. | 0.5% |
| 10 | Closed wards (3 nos.) | Sweeping & Cob web removal | Once in 15 days | |
| 11 | Laboratory | Cleaning, Washing, Test Tubes, Bowls etc. | Daily except Sundays & Holidays | 3% |
| 12 | Pharmacy | Cleaning, collection of medicines, distributing, keeping in racks etc. | All days, Sundays & Holidays one pharmacy will work (1/2 day by one person) | 1% |
| 13 | RSK Dispensary Including toilets | Sweeping, Swabbing, Disinfecting | I Shift - Twice II Shift - Twice (Except Sundays & Holidays) | 6% |
| 14 | RSK Dispensary All areas | Washing with soap oil | Once in 15 days | |
| 15 | Dietary & Dining hall | Sweeping, Swabbing, Washing, Cleaning of plates, supply of food for lunch etc. | Daily except Sundays & Holidays | 3% |
| 16 | Kattur Dispensary | Cleaning, Washing, swabbing, etc. | Only Tuesdays & Saturdays, 16.00 Hr. to 18.00 Hr. | 0.5% |
| 17 | Security colony Dispensary | Cleaning, Washing, swabbing, etc. | Only Mondays & Fridays, 16.00 Hr. to 18.00 Hr. | 0.5% |
| 18 | Main Hospital | Patients care | All days, 3 shifts | 7% |

CONTRACTOR

24

ACCEPTING OFFICER

SCHEDULE 'A'

LIST OF WORKS AND PRICES

NAME OF WORK: Housekeeping and Sanitation works at BHEL Main Hospital and peripheral dispensaries (Kattur & Thillai Nagar)

DETAILS & QUANTITIES of each item of work shown in the BILL OF QUANTITIES are only approximate. They are given as a guide for the purpose of tendering only and are liable to variation and alteration of the Competent Authority. The work under each item as executed shall be measured and priced at the corresponding rate quoted by the contractor in the BILL OF QUANTITIES

| Sl.No. | Description of work / supplied | Total amount of work / supplies (in figures and words) | | Period of contract |
|--------|--|--|-----|--------------------|
| | | Rs. | Ps. | |
| 1. | Housekeeping and Sanitation works at BHEL Main Hospital and peripheral dispensaries (Kattur & Thillai Nagar) | 117.48 Lakh | | 15 MONTHS |

Annexure to Schedule 'A'

BILL OF QUANTITIES

| Sl. No. | Appx. Qty. | Description of work | TNBP No. | Rate (Both in Unit fig & Words) | Amount | |
|---------|------------|---------------------|----------|---------------------------------|--------|-----|
| | | | | | Rs. | Ps. |

Page No :26 to 27

CONTRACTOR

25

ACCEPTING OFFICER

**BHEL :: TIRUCHIRAPPALLI-620 014
CIVIL ENGINEERING DEPARTMENT-TOWNSHIP**

BILL OF QUANTITIES

Name of work: House keeping and sanitation works at BHEL Main Hospital and peripheral dispensaries (Kattur & ThillaiNagar)

| Sl. No. | Qty. | Description of work | Rate | Unit | Amount |
|---------|-------|--|------|-----------|--------|
| 1 | 15 | Entire housekeeping works such as sweeping, cleaning, swabbing, washing with soap oil, cleaning of toilets, sanitation works, cleaning of electrical fittings etc. in BHEL Main Hospital, RSK Dispensary, Dispensary at Kattur, all as per the enclosed contract conditions and frequencies of operation given in Annexure-I and as per Scope – I and as per the instructions of executive in charge. The entire premises should be always kept in a neat manner. | | Month | |
| 2 | 45000 | Cleaning grass and removal of rubbish | | SQM | |
| 3. | 456 | Daily Transporting the garbage, horticulture waste, hospital, kitchen waste etc., collected from various wards, dustbins and other places by mini van covering with suitable net to avoid spilling during transportation and unloading at the earmarked place on the Eastern side of MHD (Nearly 5 K.M. from the center point of Kailasapuram,). Rate also includes collection, loading, all lead, unloading, hire & running charges of lorry, tools required, all labour and all other incidentals etc. complete and as directed by the department. The trip sheet is to be maintained for each load that will be certified by the concerned official, which will form the basis for making payment. Each load would exit only through the main entrance of Township. | | Each Trip | |

TOTAL (Rs)

Rupees..... Only

CONTRACTOR

26

ACCEPTING OFFICER

Note:

- 1) All labour is contractor's scope and minimum of 2 Supervisors and 43 labours should be engaged for item No.1. The contractor has to mention the rate of service tax and other taxes.
- 2) All the tools and accessories such as brooms, cobweb remover, brush, scrubber, baskets, buckets, etc. required for the work will be under the scope of the Contractor.
- 3) Consumables like cleaning powder / liquid, soap oil, pine oil, phenyl, naphthalene balls etc. will be supplied by BHEL at Medical Stores free of cost.
- 4) Contractor has to maintain log sheet for the works done, receipt & consumption of consumables etc. that should be produced as and when insisted by the Department for verification. The log sheets should be submitted along with the monthly bill.
- 5) Contractor has to remit PF & ESI contributions every month to their labourers and produce the challans and Wage registers for verification. Only on receipt of these, the bills will be Processed.
- 6) For non-compliance/attendance of complete works under Item No.01 in any day, recovery will be effected on pro rata basis. For non-compliance of particular activity under Item No.01, recovery will be effected at the proportions given in Annexure-I per month. For any number of days, the recovery will be on pro rata basis.
- 7) Vacuum cleaner and scribbler will be issued to the contractor at free of charges. Power supply will be given with free consumption charges. The contractor has to maintain the same and returns back in good condition after the completion of work. All the spares for the machines will be arranged by BHEL. Also ladder, stools etc. will be arranged by BHEL.

SCHEDULE 'B'

1. The following materials will be issued FREE of cost to contractor at BHEL Stores / Stock yard.

| SI.No. | DESCRIPTION | PLACE OF ISSUE |
|---------------|-------------|----------------|
| -----Nil----- | | |

SCHEDULE 'C'

ISSUE OF TOOLS AND PLANTS TO CONTRACTORS

| Sl.No. | Qty. | Particulars | Details of BHEL Crew Supplied | Hire Charges Per unit Per Day | Place of Issue | of | Remarks |
|---------------|------|-------------|-------------------------------|-------------------------------|----------------|----|---------|
|Nil..... | | | | | | | |

SCHEDULE 'D'

NOTE : All Drawings are to be signed by the Contractor as well as the officer entering into contract.

| SL.No. | DRAWING NUMBER | DESCRIPTION |
|---------------|----------------|-------------|
| -----Nil----- | | |

C.A.....Date
(To be used in conjunction with BHE Ltd., General Conditions of Contract)

AUTHORITY TO TENDER

Tender Notice No. **CT:TN:003/14-15**

Office of the
DGM / CIVIL / Planning (F&T),53 Building,
BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHY – 14.

Tender Schedule No. **CT:TS:006/14-15**

Item rate tender for work required in **“Housekeeping and Sanitation works at BHEL Main Hospital and peripheral dispensaries (Kattur & Thillai Nagar)”**

Messrs / Mr.

.....of.....

are / is hereby authorized to tender for the above work. The Tender is to be delivered at the Office of the DGM / Civil / Planning (F&T),53 Building, Bharat Heavy Electricals Limited Unit, Thiruverumbur, Tiruchirappalli – 620 014, **up to 10.00 hrs. on 10 06 2015** addressed to the DGM / Civil / Planning (F&T),53 Building, BHEL. Tiruverumbur, Tiruchirapalli – 620 014 super scribing the name of work as mentioned above.

Any correspondence concerning this tender should be addressed as indicated above quoting the Tender Notice, Schedule No. and other relevant particulars.

BHARAT HEAVY ELECTRICALS LIMITED DO NOT BIND THEMSELVES TO ACCEPT THE LOWEST OR ANY TENDER.

Issuing Officer with
Designation

Contract Agreement No.....

TENDER

To

The DGM / Civil / Planning (F&T)
Bharat Heavy Electricals Limited
Unit : Tiruverumbur
TIRUCHIRAPPALLI – 620 014.

I / We hereby offer to carry out the work of **“Housekeeping and Sanitation works at BHEL Main Hospital and peripheral dispensaries (Kattur & Thillai Nagar)”**

I / We hereby carefully perused the following documents connected with the above noted work and agree to obide by the same.

- 1.Specifications (General & Particular)
- 2.~~Drawings~~
- 3.Schedule ‘A’, ‘B’, ‘C’, ‘D’
- 4.~~Schedule of Rates~~
- 5.BHE Ltd., General & Special Conditions of Contract, Tender Notice and Instructions to Tenders attached hereto.

I / We forward herewith the sum of Rs.....as Earnest Money, which shall be refunded should this tender be rejected. I / We further agree to deposit such sum which along with the sum of Rs.....mentioned above shall make up 50% of the fully Security Deposit for this work as provided for under conditions of the BHARAT HEAVY ELECTRICALS LIMITED General Conditions of Contract.

I / We further agree to execute all the work referred to in the said documents upon the terms & conditions contained or referred therein and as detailed in Schedule ‘A’ and Bill of Quantities annexure thereto and to carry out such deviations as may be ordered, vide conditions 6 of the BHEL Ltd., General Conditions of Contract upto a maximum of 20% of the tendered amount of Rs.....

I / We further agree to refer all disputes, as required by condition 62 of the General conditions of Contract to the sole arbitration of an Officer, to be appointed by the General Manager, B.H.E Ltd., in his sold discretion whose decision shall be final and binding.

WITNESS

Signature of the Contractor

Date :

- 1.
- 2.

GENERAL SUMMARY

| | | |
|----|---|-------|
| 1. | (a) Net Cost of works or building etc., from Schedule 'A' | Rs. |
| 2. | Provisional sum | Rs. |
| | | |
| | Total | Rs. |
| | | |

Rupees.....
.....
.....

Shri..... in
the capacity of
has been duly authorized by me / us to sign the tender for and on behalf of
.....

(in block letters)

Date : SIGNATURE OF CONTRACTOR

Witness : Postal Address :

1.....
Address

Telephone No.

2.
Address

..... alterations have been made in the Tender Document and as evidence that these alterations were made before the execution of contract agreement, they have been initialed by the Contractor and the

.....
.....
.....

.....the said officer is hereby authorized to sign and initial on my behalf the documents forming part of this contract (Number of alternation in figures and words to be given here)

The above tender is accepted by me on behalf of the Bharat Heavy Electricals Limited, Unit: Thriuverumbur, Tiruchirappalli – 620 014. for a sum of Rs.....

.....
.....

.....at the percentage rates as indicated in Schedule 'A'.

SignatureDate.....

Designation