

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

TENDER DOCUMENT (PRICE BID)

Name of work : Entire House Keeping works at E&R Sectors

Value of work : 67.41 Lakh

Tender Notice No. : CT:TN:04/14-15

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

Period of Contract : 15(FIFTEEN) Months

Issued to :



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 | : | Entire House Keeping works at E&R Sectors. |
| 02. | Estimated Cost | : | Rs. 67.41 Lakh |
| 03. | Earnest Money Deposit | : | Rs. 1,50,000.00 |
| 04. | Completion Time | : | 15 (FIFTEEN) 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 19 09 2014 |
| 07. | Date of Tender Opening | : | 10.15 Hrs. on 19 09 2014 |

Tender document contains **89** pages + drawing 1 No. in Qualification Bid and **24** pages in Price Bid including Bill of Quantities, etc.

Issued to Messrs. / Thiru :

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ISSUING 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 or 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, cancels 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.
24. **The tenderer has to ensure payment of Minimum Wages as per Tamil Nadu State Minimum Wages as applicable under law from time to time. (Ref Page No: 10)**

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.

Tenderers are requested to quote their offer after taking into account of the above factor also.

TENDER NOTICE

NAME OF WORK : Entire House Keeping works at E&R Sectors.

ESTIMATED COST : Rs. 67.41 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 **SR.ENGR/CIVIL/ PLANNING/TOWNSHIP** Bharat Heavy Electricals Limited, Tiruchirappalli – 620 014. Upto 10.00 hrs. on **19 09 2014** and will be opened on the same day at 10.00 hrs. at the Office of the **SR.ENGR/CIVIL/ PLANNING/TOWNSHIP** 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 **18 09 2014** 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 **SR.ENGR/CIVIL/ PLANNING/TOWNSHIP** 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.

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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.

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GENERAL SCOPE AND CONDITIONS FOR HOUSEKEEPING CONTRACTS

NAME OF WORK : Entire House Keeping works at E&R Sectors

Preamble :

Bharat Heavy Electricals Limited, Tiruchirapalli have around 5420 Quarters and various public buildings like Schools, Hospitals, Marriage halls, Recreation Centres, Shopping Centres, Offices etc. located in an extent of around 750 Acre. The housekeeping activities of the entire Township is being carried out through outsourcing.

The Contractor is required to :-

To collect the garbage daily including Sundays and holidays at the door step and complete the daily collection before 10.00 Hrs. and get the acknowledgement from the occupants on weekly basis.

To segregate the garbage at source itself viz at the doorstep, at the dustbin and at other collection points.

To deploy adequate number of push carts suitable for road movement and tricycles for the effective management and disposal of garbage.

To engage lorries daily with minimum four load men for each lorry and to transport the garbage without spilling by covering with net.

To complete the conservancy (cleaning of closets etc at houses) before 10.00 Hrs. and get the acknowledgement from the occupants on daily basis.

To maintain and submit the daily log sheet for the work done to ensure the works are carried out as per the time table and for BHEL's approval. This return will be submitted on subsequent day in the forenoon.

To maintain and submit the daily logbook for the stock and consumption details of cleaning materials on the subsequent day for BHEL's approval.

To minimum of **16 House Keeping labours & 2 Supervisors** are to be engaged for item No.10

Deployment of lesser labour than specified above will be attract a recovery of Rs.15,500/-for an unskilled worker and Rs.17,100/- for a Supervisor per month including penalty for each labour on prorated basis.

To ensure that workmen are provided with identity with an instruction to wear the uniform while on duty.

A recovery of Rs. 100/- for that trip will be effected when the lorry carries non segregated garbage.

Non deployment of at least one lorry on any day when required by BHEL will attract a penalty of Rs.1000/- per day.

Minimum wages as applicable to General engineering and fabrication industry fixed by Govt. of Tamilnadu plus additional payment of Rs.3200/- for Unskilled workers ,Rs.3700/- for Semi Skilled workers (Rs.4100/- for supervisor) including ESI & PF contribution and Bonus for these payment are applicable for this contract for payment to all his labourers.

All labour, consumables, tools & plants etc are under the contractor's scope except the spray machine and chemical for vector control.

To effect recoveries as mentioned in the Bill of Quantities (Price Bid) for non-performance.

To submit the detailed programme of work along with periodicity of each activity in line with the tender stipulation and implement the same throughout the contract period once the contract is awarded.

The work will be given into two sub work orders for operational convenience.

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ACCEPTING OFFICER



BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI – 620 014
HUMAN RESOURCE MANAGEMENT

CIRCULAR

No.BHE: HR: WEL: MW
Date: 28/03/2014

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.Z3/10642/2014 dated 13/03/2014 from the Commissioner of Labour, Chennai - 600 006

Consequent upon the increase in Dearness Allowance payable under the Minimum Wages Act from Rs.3416.00 to Rs.4175.00 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 01/04/2014:

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.161.00	Rs.284.00	Rs.3690.00	Rs.4175.00	Rs.7865.00
2	Semi-Skilled Worker	Rs.133.00	Rs.161.00	Rs.294.00	Rs.3990.00	Rs.4175.00	Rs.8165.00
3	Skilled Worker	Rs.139.00	Rs.161.00	Rs.300.00	Rs.4170.00	Rs.4175.00	Rs.8345.00
4	Supervisor				Rs.3956.00	Rs.4175.00	Rs.8131 .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)

KRISHNAVENI SEKAR
DGM (HR - Welfare & Rectt.)
Bharat Heavy Electricals Limited
Tiruchirappalli - 620 014.

Cc.:

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

SCHEDULE 'A'

LIST OF WORKS AND PRICES

NAME OF WORK: Entire House Keeping works at E&R Sectors

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.	Entire House Keeping works at E&R Sectors	Rs. 67.41 Lakh	15 MONTHS
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BILL OF QUANTITIES

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

AS PER SEPARATE SHEETS ATTACHED CONTAINING 7 PAGES
FROM PAGE NO.12 TO 18

BHEL :- TRICHY- 14
CIVIL ENGINEERING DEPARTMENT / TOWNSHIP
BILL OF QUANTITIES

Name of Work: Entire House Keeping works at E&R Sectors.

Sl. No.	Qty	Description	Rate (Rs) (both in figures and in words)	Unit	Amount(Rs)
10	15	<p>Implementation of housekeeping activities in the entire area as marked in the enclosed layout by way of keeping the premises and surroundings clean and free from garbage, loose materials, plastics including de-weeding etc. all as specified below and as per the instructions of Engineer in charge.</p> <p>a) Collection of garbage at the door step of all residents on daily basis (including holidays) from the plastic bins kept by the occupants inside their fencing (at the staircase in case of first floor), transporting the same by tricycles or some other means without spilling en route by covering with net to the identified place within BHEL premises, segregating bio degradable & non bio degradable waste , disposing off bio-degradable waste as indicated elsewhere in this specification and non-biogradable waste including plastics etc., away from BHEL premisis in line with statutory requirement. All as per standard practice and column 2 and 8 of annexure</p> <p>b) Attending to blockage complaints on all days including holidays in the waste water/sewage disposal system inside and out side residential & non-residential buildings immediately on receipt of complaints from the occupants. Exclusive personnel shall be available to attend to these complaints. All as per standard practice and column 3 of annexure</p>		MONTH	

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		<p>c) Upkeeping of all roads, berms, pavements, drains, common areas, surroundings of public buildings (both inside & outside fenced areas) etc. all coming within the layout by sweeping twice in a week except Civil Office Complex, Railway Reservation Centre, Reading Room, Shopping Centre & its surroundings which are to be swept daily. All as per standard practice and column 4 of annexure</p>			
		<p>d) Desilting the drains once in three months by sectioning the accumulated earth and disposing off the removed earth by leveling the berms as protection to the road edges or to the identified places. All as per standard practice and column 5 of annexure</p>			
		<p>e) Clearing grass, vegetation, weeds etc. once in a month in common areas, open spaces including service lanes, in between blocks, inside the fenced area of vacant Quarters, all roads & drains etc. coming within the layout but outside the fenced area of occupied Quarters & public buildings. All as per standard practice and column 6 of annexure</p>			
		<p>f) Removal of cobweb in the staircases of residential Quarters and public buildings once in a month. All as per standard practice and column 7 of annexure</p>			
		<p>g) Removal of carcasses and burial as per the direction of the department. All as per standard practice and column 3 of annexure</p>			

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Sl. No.	Qty	Description	Rate (Rs) (both in figures and in words)	Unit	Amount(Rs)
20	1125	Transporting the garbage, horticulture waste etc., collected from houses, dustbins and other places by lorry having a capacity of minimum 300 cft covering with suitable net to avoid spilling during transport and unloading at the earmarked place on the Eastern side of SSTP. (Nearly 4 KM from the centre point of Kailasapuram) Rate also includes topping the dust bins, segregation of bio-degradable & non-bio-degradable waste at respective dust bins itself (disposing of collected non-bio-degradable waste ie.polythene bags etc. away from BHEL premises is the sole responsibility of the contractor), collection, loading, leading, unloading, hire & running charges of lorry, tools required, all labour and all other incidentals etc.complete and as directed by the department. Trip sheet is to be maintained for each load that will be certified by the concerned official & by the security at the gate which will form the basis for making payment. Each load would exit only through the main entrance of Township. Rate to be quoted for one trip of lorry load of 300 cft garbage.(UNIT:TRIP)		EACH	
30	250	Conveyance of earth, sand, gravel, rough stone, broken stone, brick bats (debris) etc.beyond 3-4 KM by contractor's own lorry including loading, leading, unloading, stacking or spreading, all as per instructions of Engineer-in-charge. Rate to be quoted for 1 <u>CUM based on Lorry body measurement</u>		CUM	
		Cleaning and washing the following in quarters and public buildings including the floor area using cleaning powder, soap oil, pine oil, etc as the case may be and providing naphthalene balls etc. The proportion of one litre of pine oil with 250 ml of liquid soap, 100 ml of perfume in 10 litre water is to be maintained. Minimum three naphthalene balls should be put in each urinal & wash basin once in a week. Acid / bleaching powder shall be used to remove stains wherever required. Payment will be made based on the actual work done and on acknowledgement from the user / occupants for the work done.			

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Sl. No.	Qty	Description	Rate (Rs) (both in figures and in words)	Unit	Amount(Rs)
40	81120	Water closet (Consumption – 100 ml above mixture per water closet per cleaning) (UNIT:PER CLEANING)		EACH	
50	89700	Wash basin (UNIT:PER CLEANING)		EACH	
60	58500	Urinal (UNIT:PER CLEANING)		EACH	
		Periodicity for the above:- (Item Nos 40 to 60)			
		WATER CLOSET & WASH BASIN - Three times in a week in Type II,III,IV Qrs.and daily in Type V&VI Qrs. and Two times in a day at Schools & at other Public Buildings – all excluding Sundays and holidays.			
		URINAL - Two times in a day at schools and Public Buildings – all excluding Sundays and holidays (UNIT:PER CLEANING)			
70	13	Vacant Quarters of all types. (Sweeping & cleaning the Qrs. inside with water & bleaching powder etc. but excluding cleaning of water closet & wash basin) (UNIT:PER QTRS.)		EACH	
80	7	Labour charges for cleaning the PVC/RCC overhead water tank in the open terrace of the Quarters. Rate includes taking out the cover slabs, de-watering, brushing, scraping the side walls & floor with cleaning powder to be arranged by the house keeping contractor removing the dirt, moss etc. cleaning the tank with fresh water and refixing the cover slabs in proper position etc.complete. (UNIT;PER TANK)		EACH	
90	125	Supply of good quality Plastic bin of dia 18 cm at bottom & 24 cm at top with a height of 24 cm (approx . Size) in Green and Red Colours. Rate also includes stenciling the Quarters Number in white paint in the plastic bin. Sample has to be got approved before effecting bulk supply		EACH	

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Sl. No.	Qty	Description	Rate (Rs) (both in figures and in words)	Unit	Amount(Rs)
100	1250	Labour charges for spraying chemical for mosquito/cockroach control inside & outside of Quarters and public buildings, Open areas, Manhole chambers, Gully traps etc. and also for fogging operation in the entire area. All as directed by the Department. All the required chemical, equipments, machineries etc. will be provided by BHEL at free of charges. The payment will be made based on the duration of the works done on hourly basis supported by log sheet maintained jointly.		HOUR	
110	7	Dewatering the accumulated effluent completely from the septic tanks by using contractor's vehicle & equipments .Scope includes removing and refixing of septic tanks cover slabs& disposal of effluent at the places as specified by Engineer.-in-charge.Rate includes all labour,materials,hire charges for vehicle&equipment etc.complete. Payment will be made for the quantity of effluent disposed off.		CUM	
120	125000	Cleaning and removing all unwanted things from the terrace of various buildings at an elevated level of 12 to 20 metre from the FFL. Rate includes labour,tools,wire brush, brooms,baskets etc. sweeping and cleaning of all dirt,silt,dust,leaves and other foreign matters etc. without damaging the terrace treatment and thereby collecting all the wastes in bags/baskets, lowering to ground floor without affecting the working environment and dumping the same in the nearby dust bins/earmarked areas/lowlying areas etc. complete. Payment will be made only for the areas where actually the job was carried out.		SQM	
			Total		
Rupees..... Only					

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	Note			
	1. Applicable Service tax will be paid by BHEL extra.			
	2. The tenderers are advised to visit BHEL Township/site of work and get themselves acquainted with the site conditions, quantum and nature of works before submitting the offer.			
	3. Area of activities under this contract is shown in the enclosed General layout drawing.			
	4. Only the following fenced areas are excluded from the scope of work under item No.10 except blockage removal garbage and debris transportation:Coconut Groves,Schools, SBI Qrs.,P&T Qrs.,Muthumani Gas Complex,Puthayiram Poonga,Deer Park, Oxidation Pond complex, telephone exchange.			
	5. The successful tenderer is required to submit detailed programme matching the above periodicity and as per Annexure before commencing the work so as to maintain clean and garbage free environment at any point of time.			
	6.The volume of work under item No.10 requires a minimum of 16 labours and 2 supervisors for effective performance for this contract.			
	7. Deployment of lesser labour than specified above will attract a recovery of Rs. 15,500./- for an unskilled worker and Rs 17,100/- for a supervisor per month on prorata basis.			
	8. All labour, consumables, tools & plants etc. are under the scope of the contractor. Successful tenderer is required to maintain proper logbook for the consumption of materials and submit to the department for its approval. Required chemical & equipments for Item No.100 alone will be issued by BHEL at free of charges. Sufficient labour are to be engaged to maintain the periodicity for each & every activity and to maintain clean environment always.			
	<p>9.The tenderer has to ensure payment of Minimum Wages for the employment in General Engineering and Fabrication Industry as per Tamil Nadu State Minimum Wages Act as applicable under law from time to time.</p> <p>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.</p> <p>a) Unskilled Worker Rs. 3200 per month b) Semi-skilled Worker Rs. 3700 per month c) Skilled Worker / Supervisor Rs. 4100 per month</p> <p>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.</p> <p>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.</p>			

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	10. Quoted rate is firm till the completion of the contract.
	11. Successful tenderer shall ensure their working group wear uniform supplied by the contractor & always carry identity card.
	12. The contractor is permitted to convert / process the garbage into vermin compost at his cost and take away the product outside free of charges.
	13. Garbage not meant for vermin compost shall have to be regularly transported to the earmarked area as specified under Item No.20. Non deployment of at least one lorry on any day when required by BHEL will attract a penalty of Rs.1000/- per day.
	14. The agency shall have to get the acknowledgement once in a month from the occupants for daily collection of garbage in the prescribed format which is a basis for making payment.
	15. A recovery of Rs.100/- per trip shall be effected for non-segregation of waste under Item No.20.
	16. Following recovery shall be effected for non-compliance of any activity/ periodicity under Item No.10 per month and on pro rata basis. In addition a punitive charges of 12.50 % will also be recovered.
	a)Garbage collection 13%
	b)Blockage complaints 1%
	c) Sweeping roads, berms, pavements, common areas, surroundings of public buildings & shopping centres etc.76%
	d) De-silting drains 1%
	e) Grass/weed removal 7%
	f) Cobweb 1%
	g) Carcass & burial 1%
	17. The work will be given into two sub work orders for operational convenience

TIMETABLE FOR HOUSEKEEPING ACTIVITIES LOCATIONWISE

ANNEXURE

E & R SECTOR WORK SCHEDULE							
1	2	3	4	5	6	7	8
AREA	Collection of garbage at doorsteps daily	Blockage complaints, carcass & burial	Sweeping of roads, drains, lanes etc. Daily/Twice a week	Desilting open drains ONCE in 3 months)	Grass/deweeding (Monthly)	Cob web removal Monthly	Collection of garbage from common dustbins daily/TRIP
(1) E2/109-294 R2/612-683	Daily	Daily	MON.&THU.	OCT.JAN. APR.JUL Y	1st to 10th	1st to 10th of every month	Daily
(2) E2/295-396;E3/397-408 R3/485-518;ECB1-24	Daily	Daily	TUE.& FRI.	NOV.FEB. MAY.AUG .	11th to 20th	11th to 20th of every month	Daily
(3) E3/413-482;E4/101-104;E2/1-108 R3/527-570;BHEL Mat.School,	Daily	Daily	WED.&SAT.	DEC.MAR . JUN.SEPT .	21st to 30th	21st to 30th of every month	Daily
Shopping Centre, Reading Room, Civil Office	Daily	Daily	Daily	OCT.JAN. APR.JUL Y	1st to 10th	1st to 10th of every month	Daily
Road from Deer Park to Shopping Centre	Daily	Daily	Daily	OCT.JAN. APR.JUL Y	1st to 10th	Nil	Daily
LCS Office	Daily	Daily	Daily	NOV.FEB. MAY.AUG .	11th to 20th	11th to 20th of every month	Daily
Railway Reservation Centre	Daily	Daily	Daily	DEC.MAR . JUN.SEPT .	21st to 30th	21st to 30th of every month	Daily

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SCHEDULE 'B'

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

Sl.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	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
1.	CEG: TP: 03: 00038	Entire House Keeping works at E&R Sectors

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

AUTHORITY TO TENDER

Tender Notice No. **CT:TN:04/14-15**

Office of the DGM / Civil / Planning
BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHY – 14.

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

Item rate tender for work required in “**Entire House Keeping works at E&R Sectors**”

Messrs / Mr.

.....of.....

are / is hereby authorized to tender for the above work. The Tender is to be delivered at the Office of the **SR.ENGR/CIVIL/ PLANNING/TOWNSHIP** Bharat Heavy Electricals Limited Unit, Thiruverumbur, Tiruchirappalli – 620 014, **upto 10.00 hrs. on 19.09.2014** addressed to the **SR.ENGR/CIVIL/ PLANNING/TOWNSHIP**, BHEL. Thiruverumbur, Tiruchirappalli – 620 014 superscribing 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,
Bharat Heavy Electricals Limited
Unit : Tiruverumbur
TIRUCHIRAPPALLI – 620 014.

I / We hereby offer to carryout the work of **“Entire House Keeping works at E&R Sectors”**.

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