



BHARAT HEAVY ELECTRICALS LIMITED

RAMACHANDRAPURAM:: HYDERABAD::502032

FACTORY CIVIL & PROJECTS DEPARTMENT

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Tender Notice No. HY/PROJ-EC/OT-05/2015-16

Dt. 12.05.2015

Schedule-A

PRICE BID

Name of work : Providing services for distribution of documents, housekeeping and customer hospitality in projects department during the year 2015-16

Scope of work :

S No.	Description of Work	Unit of Measurement	Activities per day	Unit	Qty
A	Activities to be performed by the party in Projects Department :				
1	Dak distribution : Distribution of files,papers,documentation etc. from one Department to another Department within factory and Admn. Building.	Distribution points			
	Within 100 Mtrs. Distance	Distribution	50		
	Within 100 to 500 Mtrs. distance	Distribution	30		
	More than 500 Mtrs. distance covering Admn.Building and Factory	Distribution	30		
2	House keeping & 5-S activities,Filing activities,carbon removal and Xerox copying.	No.of sheets	1000		
	Dusting and cleaning of all furniture,chairs,computers and accessories	No. of items	50		
	Drawl of stationary from 28 stores etc.	No. of items	20		
3	Customer hospitality : Preparation of Tea to the office staff and suppliers including internal and external. The materials like Water bottles,cold drinks will be issued by BHEL.	No. of cups /customer			
	Serving of drinking water to foreigners and staff at site.	No. of bottles	50		
	Cleaning of utensils,cups etc.	No. of utensils	50		
				Operation days	287

Part I:

Sl.no	Details	USW	TOTAL
1	No. of persons to be deployed	1	
2	No. of working days in contract period	287	
3	Daily Wages payable for working day notified by BHEL RC Puram	474.80	
4	No. of leaves / paid holidays in contract period – 1 day leave wage for every 20 days i.e. total leaves 18 days + 11 days holidays including DR. B R Ambedkar Jayanthi	29	
5	Wages payable per day for paid holiday / leave	474.80	
6	PF Employer Contribution - 13.61% of (1x2x3)	18546.02	
7	ESI Employer Contribution – 4.75% of (1x2x3)	6472.711	
8	Total = (sl.no.1x2x3) +(1x4x5) + (6+7)	175056	175056

Part II: (Contractor should claim along with 1st bill the following expenditure after compliance of safety regulation as per NIT, duly certified by Executing department and HR-IR)

Sl.No.	Expenditure Details	USW	
9 a.	Cost of Safety shoe, socks, helmet, Uniform cloth & stitching charges i.e. Rs.1800/- x sl.no. 1 of part I	1800	
9 b.	Cost of Other PPEs (PI specify)		
	** Total Part II	1800	1800

Part III:		
Sl.No.	Contractors Over head and profit - on SI No 8 of Part I	
10 a.	In figure	
10 b.	In word	
Part IV: (Grand total value of the Contract)		
11	Expenditure Details	
BHEL will arrive at the total Value of the Contract (excluding service tax) by summing up part I+II+(10a of Part III x sl.no.8 of Part I)		
Note: This estimate is excluding of Service tax, which will be paid extra with submission of documentary evidence.		
NOTE:		
1	Contractor has to quote only positive % upto two decimals (e.g. 10.12% etc.,) towards all related expenditure including materials, consumables, tools, other equipment required to perform assigned task, supervision, financial charges, margin etc. in Part III of Price Bid Format. Request for any other payment will not be entertained by BHEL for whatsoever reason except as indicated in SI. No. 2 below. Changing any other value in Price Bid will lead to rejection of the Price Bid. Amounts mentioned	
2	Any revision in Daily Wages Rate made by BHEL based on GO Notification will be reimbursed as per clause 4.13 of Notice Inviting Tender (NIT) based on actual payment made to contract labour and service charges as indicated in Part III 11a. will not be applicable on such additional amount.	
3	The service charges in Part III above is to be quoted in both figures & words by contractor and in case of difference, value mentioned in words will prevail.	
4	Contractor has to submit monthly bill based on actual payment made to contract labours. Original payment register to be vetted by Contract Executing Officer and a copy of the same is to be submitted along with claim bill. Payment for daily wage and leave/holiday payment with up-to-date cumulative figure should be recorded in payment register. Proof of payment of PF & ESI have to be enclosed along with monthly bill.	
5	The contract labour may be allowed weekly off on any day other than Sunday also, depending upon exigencies of work / BHEL requirement.	
6	Service Tax, wherever claimed, is to be supported by Service Tax Invoice along with proof of payment of service tax for preceding Service Tax invoice claimed from BHEL under this contract.	
7	In case of tie in Price Bid and equal distribution of quantity is not feasible, contract can be awarded based on lottery.	
8	No contract labour will be allowed to enter into BHEL premises without PPEs (i.e. Safety Shoes & helmet etc.,).	
9	Price bid evaluation will be made on the basis of service charge % quoted by bidder.	
10	Applicable taxes and duties if any to be indicated separately with present applicable rate	
11	The labour engaged under this contract / tender cannot be deployed in any other works. Violation of this rule will be viewed seriously.	
12	Bidder firm / Company / Group / concerns or affiliates etc. should not be the banned firms / Companies by BHEL nor any of their Director / Partner / Proprietor of bidder / such Group concern or affiliate etc., are involved with such concern / Firm / Company	

Tender %	In Figures	In Words
Excess		
Less		
Estimated Value		