



**TENDER DOCUMENT**

**For Works Contract**

**For Tender Enquiry No : TCX/TS/22/13**

**For**

**Supply of Labour for various works in Township for 1 year.**

**Contact Person :**

Name : MS Monika

Designation : Manager (CMM)

Email : monikav@bhel.in

PH : 0510 – 2770001 – 2414

Or

Name: P B S Ekka

Designation: AGM (CMM)

Email: pbsekka@bhel.in

PHONE: 0510-2770001-2549

**Tender Due Date - 28/10/2022 at 13 :15 Hrs**

**Tender Opening Date - 28/10/2022 at 14 :00 Hrs**

**Material Management Department  
BHEL, PO : BHEL, Jhansi 284120 (UP)**

**Detail of Bidder and Documents to be submitted along with Technical Bid**

Please number your documents in continuation with tender documents at bottom (footer) of page.

S.No.	Particular	Detail	
1.	Name of the firm		
2.	Name of the Proprietor/Partners		
3.	Address		
4.	Mobile No.		
5.	E-mail ID		
<b>Essential Documents</b>			
	Particular	Detail	Page No
6.	Acceptance of Terms & conditions Signature on all pages without conditions of contractor	Submitted/ Not submitted	
7.	Blank price bid format duly signed by the contractor.	Submitted/ Not submitted	
8.	Copy of ESI Registration	ESI No-	
9.	Copy of PAN card	PAN No-	
10.	Copy of GST registration	GST No-	
11.	Self declaration as per as per annexure V of GTC .	Submitted/ Not submitted	
12.	Copy of ownership of firm	Submitted/ Not submitted	
13.	Receipt of tender fees deposition	Amount	
14.	Receipt of EMD deposition	Amount	
15.	Copy of turn over and income tax return for last three year i. 2019-20 ii. 2020-21 iii. 2021-22	Submitted/ Not submitted	

**BHARAT HEAVY ELECTRICALS LIMITED, JHANSI**

**Township Civil Department**

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<b>16.</b>	Work Experience i. Work order ii. Completion Certificate iii. Bill of Quantity <b>Relevant TDS/TRACES (in case of Experience in private sector)</b>	Submitted/ Not submitted	
<b>17.</b>	Copy of PF registration	PF No-	

We will fulfill all the obligations of the contractor and abide by the terms & Conditions mentioned in the enquiry.

Date :-

Signature With Name & Seal

We hereby accepted above (Signature & seal of bidder)

Seal & Signature OF BHEL contracting authority

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**PART II: PRICE BID**

**(Separate envelope)**

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## NOTICE INVITING TENDER



**BHARAT HEAVY ELECTRICALS LIMITED, JHANSI****Township Civil Department****TENDER DOCUMENT****TENDER ENQUIRY NO. : TCX/TS/22/13****DATE:- 14/10/2022****1- NOTICE INVITING TENDER**

S. No.	Particulars	Details
1.	Name of work	<b>Supply of Labour for various works in Township for 1 year.</b>
2.	Tender Evaluation Criteria	As per GTC issued by "Central Contracting Cell" and Tender Documents.
3.	Duration of the Contract	<b>12 months</b>
4.	Last date of receipt of the Tender	(As on page # 1)
5.	Date of opening Tender	(As on page # 1)
6.	Address for submitting the tender	(As on page # 7)
7.	Earnest Money Deposit (EMD)	<b>Rs.52494/- ("Nil" for MSMED &amp; start up bidders on submission of Annexure-XI and other relevant documents as applicable).</b>
8.	Cost of tender (Non refundable)	<b>Rs. Nil</b>
9.	Validity of Offer	120 days
10.	<b>Defect liability period</b>	<b>NIL</b>
11.	Reverse Auction	<b>Reverse auction is to be conducted as per R/A guidelines_BHEL Shall be resorting to reverse auction (RA) (Guidelines as available on www.bhel.com) for this tender. RA shall be conducted among the techno-commercially qualified bidders. Price bids of all techno-commercially qualified bidders shall be opened and same shall be considered for RA. In case any bidder(s) do(es) not participate in the reverse auction, their sealed envelope price bid along with applicable loading, if any, shall be considered for ranking.</b>
12.	MSME Benefit	<b>Applicable as per attached PQR</b>
13.	Start-up scheme Benefit	<b>Applicable as per attached PQR</b>

**Note:** The EMD may be accepted only in the following forms:

(i) Electronic Fund Transfer credited in BHEL account (before tender opening)

**BHEL account details: Bank Name: - SBI; A/c No.:- 10670828866 ; IFSC Code:- SBIN0003807 A/c Holder Name:- BHARAT HEAVY ELECTRICALS LIMITED**

(ii) At BHEL cash office through POS machine. **No Demand Drafts shall be accepted.**

The contractors may physically visit the work place before quoting their rates. For relevant details, please visit our website "www.bhel.com" & "www.eprocure.gov.in"

**Note: BHEL takes no responsibility for any delay / loss of documents or correspondence sent by courier or post.**

**Late tenders shall be rejected outright.**

We hereby accepted above (Signature & seal of bidder)

Seal & Signature OF BHEL contracting authority

**BHARAT HEAVY ELECTRICALS LIMITED, JHANSI**

**Township Civil Department**

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The techno-commercial bid comprising (i) all its sections, (ii) all enclosures in support of various clauses and requirements and (iii) EMD, shall be duly signed and sent in a sealed envelope boldly super-scribing **“PART-I TECHNO COMMERCIAL BID FOR “Supply of Labour for various works in Township for 1 year.. “**. Similarly, the Price-bid must be duly signed and sent in a sealed envelope boldly super-scribing **“PART-II PRICE BID FOR “Supply of Labour for various works in Township for 1 year. “**. Both these envelopes shall be placed inside 3<sup>rd</sup> sealed envelope super-scribing **“Supply of Labour for various works in Township for 1 year.**

**The tender shall be addressed to as follows:**

MS Monika  
Manager (CMM)

Email : monikav@bhel.in

PH : 0510 – 2770001 – 2414

Sealed Tenders can be submitted (i) personally, (ii) by Courier, or (iii) by post.

If submitted personally

Tender Box  
Security Control Room/Office  
Administrative Building  
Bharat Heavy Electricals Limited  
Jhansi-284120 (U P)

Or if sent through Courier / Post

Office of  
MS Monika  
Manager (CMM)  
Material Management Department

Email : monikav@bhel.in

BHEL, JHANSI - 284120

PH : 0510 – 2770001 – 2414

**Part-I Techno Commercial bid:**

Part I of the sealed tenders alone will be opened by BHEL in the presence of tenderers who are present at the time & place of opening. A signed blank price-bid copy should be enclosed with this bid. The spaces for prices should be crossed (x).

**Part-II Price bid:**

The price bid should contain prices only. Price bid will be opened only for the parties who qualify in techno commercial bid.

**TO BE SIGNED BY THE TENDERER**

Certified that all Sections of the Tender have been read / complied & agreed to, and each page of the tender offer has been signed & stamped.

(Signature of Authorized person(s))

We hereby accepted above (Signature & seal of bidder)

Seal & Signature OF BHEL contracting authority

**Brief Description of Work / Scope of work**

1. All around watch & ward of the building, and equipment including all type of Help (work) during department programs & functions. As per direction of Engineer in charge.
2. Watering and general maintenance of lawns and others required horticultural activities as directed by Engineer in charge.
3. Operation of motor pumps (including recording reading in log - book and submit to Deptt. & maintain the power supply for Motor pumps) during the functions & programs and as required as per direction of Engineer in charge.
4. Operating all general & essential activities i.e. submit handing and taking over report of building take meter reading reporting of break downs and all others activities as directed by Engineer in charge.
5. All around watch & ward of the building, pumps and equipment including as per direction of Engineer in charge.
6. Operation of sludge pumps (including recording reading in log book and submit to Deptt. & maintain the power supply for motor pumps) as required as per direction of Engineer in charge.
7. Cleaning of chambers adjacent to the building (approx size 600 X 600mm and 600mm depth ) in all respect including collection of all rubbish, mud, roots or any other item that are chocking the sewer line.
8. Cleaning of inside building sanitary pipe line 100mm for wc sheet to man hole (approximate maximum length 10 feet for GF or FF floor 20 feet) by all respect by chock remover or through wire or any other item as per requirement etc.
9. Cleaning of inside building sanitary pipe line 50mm for wash basin, bathroom and kitchen man hole (approximate maximum length 10 feet for GF or FF floor 20 feet) by all respect by chock remover or through wire or any other item as per requirement etc.
10. Cleaning road side area or jungle area by tractor with supa & cultivator (tractor & Supa provided by BHEL civil dept) The collected garbage must be collected in heap or in dustbin for disposable.
11. Driving of Tractor with experience person for shifting material or ploughing with cultivator / any other purpose (Tractor & Supa provided by BHEL civil dept.) on Hours basis where the measurement is not possible.
12. Operation of pumps for making direct water supply in quarters in township and shops in factory area from Under Over Head/ Ground Water Storage Tanks as per direction of Engineer-In-Charge and as per schedule. This works includes Preventive Maintenance such as Greasing, Change of Glane Dory and Cleaning, Priming Work of Pumps, Operation of Required Valves, Monitoring water pressure / level indicator, Maintenance of Foot Valve, General maintenance of all pipe line and fitting and valve required for above operation (Foot Valve to Over Head Tank).
13. Operation of Pumps for taking water from Open Wells / Bore wells in Township as per direction of Engineer-In- Charge and as per schedule. This works includes Preventive Maintenance such as Greasing, Change of Glane Doory and Cleaning, Priming work of Pumps, Operation of required valve, Monitoring water pressure / level indicator, Maintenance of Foot Valve (only for Open Well), Operation of Filtration Plant, Operation of Chlorination Plant, General maintenance of all pipe line and fitting and valve required for above operation (foot valve to delivery point).



14. To change all type of Centrifugal Motor-Pumps in Open Well on labour basis as per direction of Engineer-In-Charge. Necessary work such as to open all Connections and Nut-Bolts & Screws required for maintenance of Pump, after Greasing, Change of Glane Doory, Cleaning, Re-Jointing all the connections and tightening all Nut-Bolts & Screws, Priming the Pumps, General required work is included in the scope of work.
15. To change all type of Submersible Motor-Pump set / Jet Pump Set in Well / Bore well on labour basis as per the direction of Engineer-In-Charge. Necessary work such as to open all Connections, Nut-Bolts & Screws, Open and Taking out all Pipes required for maintenance of Pump, after Greasing, change of Glane Doory, Cleaning, Re-Jointing the connections, connection of all Pipes and tight all Nut-Bolts & Screw and General required work including the scope of work.
16. To change all type of Valves complete (Size Dia 150mm to 400 mm) on labour basis as per direction of Engineer- In-Charge. Necessary work such as to open all connections, Nut-Bolts & Screws, open and taking out Valves, After General maintenance, Re-Install maintained Valve, The work of Greasing, change of Glane Doory, Chamber cleaning, Re-Jointing the connections, Tightening all Nut-Bolts & Screws and general required work included in the scope of work.
17. Maintenance of all type of water supply pipe line complete (Size Dia 25mm to 200mm) on labour basis as per direction of Engineer-In-Charge. Necessary work such as excavation of earth for opening the Pipeline and refilling, dismantling concrete work, to open Connections, Open all Nut-Bolts Screws, open and taking out pipe line (if required), General Maintenance, Re-Jointing the connections, tightening all Nut-Bolts & Screws and General required work is included in the scope of work.
18. Operation of Fountain-Pumps in Township as details given in schedule E (near Club Bundela-01no, in Swag at park -01 no, in Guest House 03, in BHEL House-03no) and as per direction of Engineer-In-Charge. This work includes Preventive Maintenance such as Cleaning of Chamber's, Greasing of Motor-Pump set, change of Glane Doory, priming work Pumps, required Valve Operation, monitoring Water Pressure, Water Level, maintenance of Foot Valve, General maintenance of all item related to Fountains, its Fittings & Valves required for above operation (Foot Valve to Delivery point).
19. Maintenance and General cleaning of Water Supply Valve Chambers in Township and Factory area on monthly labour payment basis in every six month as per direction of Engineer-In-Charge. Necessary work such as General cleaning and maintenance of valve.
20. Maintenance of all type of water supply pipe line for fire Hydrants complete on labour basis as per direction of Engineer-In-Charge. Necessary work such as excavation of earth for opening the Pipeline and refilling, dismantling concrete work, to open Connections, Open all Nut-Bolts Screws, open and taking out pipe line (if required), General Maintenance, Re-Jointing the connections, tightening all Nut-Bolts & Screws and General required work is included in the scope of work. .
21. Attending carpentry complaint of residential and public building on labour basis.
22. Attending masonry complaint of residential and public building on labour basis.
23. Painting road surface making with adequate no of coats to given uniform finish with ready mixed road marking paint given by BHEL on bituminous surface in white/yellow shade including of all dirt, scales, oil, grease and foreign material etc. complete Painting runway/taxi track/ apron marking with adequate no of coats to give uniform finish with road marking

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paint given by BHEL as per direction engineer in charge including cleaning of all dust, scales, oil, grease and foreign material etc. complete.

24. Attending plumber complaints of residential and public building on labour basis.
25. Driving power tractor with experience person for shifting material on Hours basis where the measurement is not possible.
26. Attending AC sheets complaints of residential buildings up to 3 m including terraced tiles & Corrugated GS sheets.
27. Attending AC sheets complaints of public buildings above 3 m.
28. Fixing / replacement of AC sheets accessories likes corrugated apron pieces, north light curves, louvers, ridges etc.
29. Fixing / replacement iron brackets with necessary bolts, nuts and washers for gutters and purlins.

Note – In addition to the above any work of misc nature like material shifting, loading/unloading,

Horticulture, sanitation, helper for mason /carpenter /plumber, watch and ward, dak distribution, and

Assistance in official work anywhere (Township / factory / outside BHEL premises) forms part of scope

**Qualifying Requirements**

1. Copy of PAN Card to be submitted.
2. Copy of GST Registration to be submitted.
3. Self-Declaration undertaking duly signed with stamp of the bidder on letter Pad of contractor to be submitted.
4. Copy of independent ESI Registration.
5. Signed copy of Blank Price Bid.

**6. Similar Completed work-** The bidder should have the experience of having successfully completed similar work against completed work order in past seven years ending last day of the month previous to the one in which applications are invited for amounting to values mentioned as under:

One Work valuing not less than **Rs 21.00 Lakhs** . Or

Two works each valuing not less than **Rs 13.12 Lakhs**. Or

Three works each valuing not less than **Rs 10.50 Lakhs** .

**Definition of Similar Work: All type works /Service & Labour contract.**

(Note: For verification by the department, work order copy and work completion certificate mentioning successful completion by the client shall be submitted by the vendor. If the work is done for a private customer, relevant TDS Certificate (TRACES Only) must be submitted as evidence in addition to above work completion certificate & work order copy by the vendor.

**7. Turnover criteria:** Average annual financial turnover during the last three years, ending 31st March , 2022 {i.e. FY-2019-20, FY-2020-21 and FY 2021-22) applicable as per norm shall be at least **Rs 7.87 Lakhs**. Duly audited financial statement/balance sheet/certified by CA to be submitted as supporting documents. If all balance sheet/financial statement are not available for three years than the average shall be calculated by dividing the sum of turnover of submitted balance sheet/certificate from CA/Financial statement by three.

**8.** Documentary proof in support of above eligibility criteria along with EMD shall be submitted along with Techno Commercial Bid.( **EMD Rs.-52494.00** ) / “Nil “ for MSMED & start up bidders on submission of Annexure-XI and other relevant documents as applicable.

**9.** The documents required for legal entities under whose name and style contractor has participated in the tender are as follows:

- (i) Partnership Firm: Partnership Deed & registration certificate issued by office of registrar of Firms.
- (ii) Company: Certified copy Memorandum of Association, Article of Association and Incorporation Certificate.
- (iii) Society: Registration certificate issued by Registrar of societies.
- (iv) Sole Proprietor-ship: Undertaking on oath (Rs. 100 stamp paper) that Proprietor is solely responsible for all rights and liabilities while working under the name and style of Sole Proprietorship firm namely (\_\_\_\_\_)

**10.** Bidders are required to submit a self-declaration to avoid cartel formation on their letter head as per the Format enclosed in **Annexure A**.

**GENERAL TERMS AND CONDITIONS OF ENQUIRY FOR SERVICE**  
**CONTRACTS (JHS2055B R06)**

**UPLOADED IN SEPERATE FILE - PAGE NO 01 TO 14**  
**(To be signed by contractor and submitted along with bid)**

**SPECIAL TERMS AND TECHNICAL SPECIFICATION**

- 1) The works shall be executed with the directions, instructions, which shall be given to the contractor by BHEL from time to time and as per technical specifications in price schedule and drawings available in the office to give a general idea of the work to be executed and is liable for modifications during the actual execution based on the designs prepared and approved by the Competent authority.
- 2) Contractor shall ensure that quality is maintained in all works connected with this contract all stages as per requirement of BHEL. Contractor shall ensure all inspection, measuring and testing equipment are calibrated by authorized agency/BHEL and valid calibration must be available with them for verification by BHEL.
- 3) The contractor shall be fully and finally responsible for correctness and quality of his work to the entire satisfaction of the BHEL/Customer.
- 4) If in the opinion of the contractor any work is insufficiently specified or required modifications, the contractor shall refer the same in writing to the Engineer and obtain his instruction/approval in writing before proceeding with the work. If contractor fails to refer such instance, any excuse for faulty erection, for poor workmanship or delay in completion shall not be entertained.
- 5) The BHEL reserves the right to deviate either by additions or by deductions from the schedule of items of work given in the tender document after awarding work.
- 6) The quantity of items in the BOQ can vary to any extent during the execution as per the actual site requirement as per instruction of Engineer-in-Charge with restriction of awarded value of work and the contractor shall not be liable for any claim of compensation on this account.
- 7) PVC clauses are applicable.
- 8) Taxes & Duties - The contractor shall submit their offer inclusive of all duties, royalty, entry tax etc except GST. If GST is applicable for the work, the contractor shall claim GST extra as per actual over the quoted price of the work. However the contractor must make payment of GST before claiming the same from BHEL.
- 9) The contractor shall take necessary precautions for the safety of his workmen and provide them with all safety equipment like gloves, gum-boots etc as per requirement. BHEL shall not be liable to pay any additional amount on account of any safety equipment / PPE. The contractor will follow all safety rules required in connection with execution of such type of works. The contractor will provide the all safety equipment i.e. safety shoes, safety belt, goggle and all other equipment, which are direct, related to work execution at own his cost.
- 10) The contractor shall take proper care to avoid any damage to BHEL property. If any damage does take place, the contractor will be fully responsible for the same. The decision of Engineer in charge in such case shall be final and binding on contractor.
- 11) The workers should be trained enough for the work. No minor worker will be allowed to work.
- 12) The contractor shall be wholly responsible for the behavior of his workmen with the official staff.

# BHARAT HEAVY ELECTRICALS LIMITED, JHANSI

## Township Civil Department

### TENDER DOCUMENT

**TENDER ENQUIRY NO. : TCX/TS/22/13**

**DATE:- 14/10/2022**

### BLANK PRICE BID

PRICE BID SHEET		
Name of Work :- Supply of Labour for various works in Township for 1 year.		
ENQUIRY NO : TCX/TS/22/13		
A	B	C
Sl	Details	Unskilled Worker
1	No of Man Days required in the Contract Period	4365
2	BHEL Minimum Wage rate per man day considering minimum wages as notified by UP state govt	₹ 459.41
3	BHEL Minimum Wage rate per man day which covers statutory wages PF,EDLI,ESI excluding Bonus, Earned Leave encashment ,Uniform charges , Safety PPE and Insurance.	₹ 534.06
4	<b>Quoted rate</b>	
4(a)	<b>Service charge in Rs.per man-day</b> Inclusive of Uniform charges,Shoes,Helmet,Insurance but excluding leave encashment, Bonus, PVC mentioned in note 6.1, 6.2 & 6.3 below which will be payable extra on submission of documentary evidence .	₹ 0.00
	In Words	0
6	In addition to the wage bill, the following Contractors obligations to be borne by the Contractor shall be reimbursible by BHEL on production of the relevant documents:	
6.1	The payment of Bonus Act , 1965 at present provides for a minimum bonus of 8.33 % of wages. The salary limited fixed for eligibility purposes is Rs. 7000 per month and payment is subject to the stipulation that the bonus payable to employees drawing wages or salary not exceeded to Rs. 21000 per month would be calculated as if their salary or wages is Rs. 7000 per month. Any change in Act/Rule shall be abided by the contractor. BHEL will reimburse the bonus paid to worker by contractor within 30 days from the date of bill against submission of proof of disbursement alongwith received copy of FORM - D to L.E.O office within 30 days from the date of bills.The reimbursement will be done separately not more than two times during a calander year.	
6.2	For every 20 working days worked, one paid leave will be payable by the Contractor. Unavailed portion of the Earned Leave paid to the worker by Contractor will be reimbursed separately to the Contractor at the time of final settlement of the Contract as per tender terms and condition. Guidelines as per factories Act 1948 & U P factories Rules 1950 should be strictly observed with regard to crediting / availing of leave of absence. Register as prescribed under the said rules should be maintained by the contractor. Contractor will submit statement of paid leave of each employee every month along with bill as per tender terms & conditions.	
6.3	PVC amount will be payable in case of increase of minimum wages along with the statutory pay ( like PF, ESI, EDLI etc ) . For increase/decrease of every Rs. 1.00 in the minimum wage of Government of UP , the wage rate quoted by Bidder shall be increased/decreased by Rs. 1.1625. PVC clause is based on PF Employer Contribution 12.00 % , ESI Employer Contribution 3.25 % and EDLI Employer Contribution and EPF administartion charges 1.0 % . Any change in statutory pay will change the PVC factor.	
6.4	The service charges quoted per man-day will remain firm during the concurency of the contract period.	
7	Contractor has to pay the minimum wages as mentioned in sl.no 3 above.	
<b>Note</b>		
(i)	I / We are aware that we shall be paid GST extra, as per extant act , and after verification of the same on GSTN portal.	
(ii)	I / We have submitted our quote Per day charge at Sl no 4(a) above considering uniform charges, Shoes, Helmet, Insurance , profit margin etc. We are aware that our offer will be rejected , if Price is quoted in any other format other than the Excel Sheet enclosed to the NIT .	
(iii)	I / We are aware that the L1 bidder will be decided on total Cost to BHEL .	
(v)	I / We are aware that , in the course of evaluation, if more than one bidder happen to occupy L-1 status and the order is to be placed on a single vendor, effective L-1 will be decided by soliciting discounts ( wherever feasible ) from the respective L1 bidders. In case more than one bidder happen to occupy the L1 status even after soliciting discounts, the L1 bidder shall be decided by, a toss / draw of lots, in the presence of the respective L1 bidder(s). BHEL's decision in such situations shall be final and binding.	
(vi)	I / We are aware that the number of labour required, at a given point of time, will vary, and that we will deploy the labour accordingly, as per advice of executing department in line with tender terms and condition.	
(vii)	I / We are aware that Month will be counted as 24 days.	
I / we have read the terms and conditions of the Contract , our contractual obligations towards execution of the Contract as per the NIT, are aware of the prevailing applicable minimum wages of the Government of UP, we know of all obligations to be performed by us under the contract.		
I / we agree that BHEL reserves the right to reject our offer if quoted by us are unreasonable , and that the decision of BHEL shall be binding on us.		
		( Signature and Seal of the Contractor )

We hereby accepted above (Signature & seal of bidder)

Seal & Signature OF BHEL contracting authority

**Annexures (I-XII)**

**UPLOADED IN SEPARATE FILE**

**(To be signed by contractor and submitted along with bid)**



**DECLARATION BY BIDDER (on letter pad)**

We declare that the following family firms or sister concern affiliates / subsidiary firms are participating in the tender No- **TCX/TS/22/13**

1.0.....

2.0.....

3.0.....

I..... , hereby declare on behalf of  
M/s..... and the family firms or sister  
concern affiliates / subsidiary firms listed above that we are not indulging in cartel formation  
for tender No **TCX/TS/22/13**

Name & signature of the bidder  
(Seal)

**SOP For Implementation of Risk and Cost (TOTAL 10 PAGES)**

**UPLOADED IN SEPARATE FILE**

**(To be signed by contractor and submitted along with bid)**

**Price Bid Sheet (in a separate envelope)**

**UPLOADED IN SEPARATE FILE**