

Government of India
Bhabha Atomic Research Centre
Laser & Plasma Technology Division

L&PTD, Trombay, Mumbai - 85

Ref: LPTD/2017/CM/NM/77586

April 26, 2017
MAY 9, 2017

NOTICE INVITING TENDER

for


Cosmetic Maintenance of L&PTD, BARC (S-70, OTS, UCUF, PRAFPUL-1, S-59, MOD LAB - A Block, D Block (1st Floor & 3rd Floor and C Block (Basement)) BARC, Trombay (Total Carpet Area-7400 Sq. meter approx.) as per Annexure-B

TENDER NOTICE No. LPTD/2017/CM/NM/77586

DATED: MAY 9, 2017

1. Sealed Quotations are invited on behalf of the President of India by Head, L&PTD, Bhabha Atomic Research Centre, Trombay, Mumbai-400085 for the "Cosmetic Maintenance of L&PTD, BARC (S-70, OTS, UCUF, PRAFPUL-1, S-59, MOD LAB - A Block, D Block (1st Floor & 3rd Floor and C Block (Basement)) BARC, Trombay (Total Carpet Area-7400 Sq. meter approx.) as per Annexure-B".
2. Quotations are to be in printed letter head / quotation format which should consist of Sales Tax Registration Number registered with local ST authority / CST authority, PAN Number of the firm, Service Tax registration Number etc. Quotations that are received in computer-generated form are to be construed as invalid and rejected.
3. The quotations are to be submitted only through Registered / Speed post through Indian Postal Service.
4. The price part shall be submitted in the enclosed quotation proforma. Taxes and duties shall be quoted separately.
5. The bidder can contact Dr NamitaMaiti (Tel: +91-22-25594401, email: nmaiti@barc.gov.in) or Dr Nagaraj Alangi (Tel:+91-22-25594396, email nagaraj@barc.gov.in) on any working day (Monday to Friday) for obtaining the tender documents.
6. The quotations must reach, **Head, Laser & Plasma Technology Division** by 1800 hours on **June 1, 2017** and must be sent in a sealed envelope **superscribed** with the above reference number and due date given above.
7. The address on the envelope should read :
The Head,
Laser & Plasma Technology Division
Bhabha Atomic Research Centre,
Trombay, Mumbai - 400 085.
(Attn.: **Dr. NamitaMaiti**)
8. As per the conditions of the contract, the contractor whose quotation is accepted will be required to furnish by way of security deposit for the due fulfillment of the contract, such sum as will amount to 5% of the quoted value of the work. In addition, the contractor shall be required to deposit an amount equal to 5% (five percent) of the quoted value of the contract as Performance Security Deposit (PSD) before commencement of the work but not later than stipulated date of commencement including extension period, if any, approved.
9. Income Tax @2%, surcharge, primary education cess and secondary and higher education cess on Income Tax as applicable will be deducted from the payment made to the contractor.
10. Payment will be made after satisfactory completion of cosmetic maintenance work on quarterly basis. Payment will be released only through ECS. Firm has to produce documentary evidence for PF and ESIC paid per month at the time of submission of bills.
11. Head, Laser & Plasma Technology Division, BARC, reserves the right to accept/reject any or all quotations without assigning any reason.

Yours faithfully,


Head, L&PTD

Copy to: Accounts Officer, GSS, CC.

The quotations will be opened at 1500 hours on June 2, 2017

Corrigendum-1 against tender no.
LPTD/2017/CM/NM/77586 Dated May 9, 2017

Sl. No	Reference Page No., Clause Ref.	Contents	Contents updated
1.	Annexure B	Scope of work is described in Annexure B	Detailed description of the scope of work included different facilities and their area to be covered, estimate cost of tender, and general terms and conditions.
2.	Due date for submission of tender	May 19, 2017 as per original tender	Revised due date of June 1, 2017 with quotation opening on June 2, 2017.

It is requested that the technical specifications for the above tender enquiry along with the revised annexure be uploaded on the BARC website for wide publicity.


17-5-2017
Dr Namita Maiti

Annexure-B

Scope of Work for “Cosmetic Maintenance of L&PTD, BARC (S-70, OTS, UCUF, PRAFPUL-1, S-59, MOD LAB - A Block, D Block (1st Floor & 3rd Floor and C Block (Basement)) BARC, Trombay (Total Carpet Area-7400 Sq. meter approx.)

The requirement is for housekeeping staff who are to be deputed at different LPTD facilities as listed below in table 1. Area of each facility and respective personnel to be allotted along with the estimated cost of total tender is also provided in the table. Details of housekeeping jobs to be performed are listed in section 1.

Table 1- Location wise housekeeping area and personnel to be deputed

Location of LPTD	Area, Sq m	No of housekeeping staff deputed at each location
Shed S70	1168	Total 8 persons for all facilities
Old Training School	380	
UCUF Building, PRAFPUL-I and Shed S59	2600	
Mod-lab basement MDRS	1200	
Mod Lab D-Block BTDOoffice, LPTDOoffice	552	
Mod Lab A Block	1500	
Total area	7400m²	Total personnel – 8 persons
Estimated cost of tender		1534000/-

Important points

1. The firm shall submit year-wise list of similar works carried out during last 5 years as well as list showing the cost of works in progress.

Name of work	Name & Address of Establishment under Whom work is being executed	Value of Work	Completion Time as per Contract	Position Work in Progress	Remarks
1	2	3	4	5	6

2. Tenders with any condition including conditional rebate shall be rejected. However, tenders with unconditional rebate will be accepted.
3. Tender will be kept valid for **120 (One hundred twenty)** days from the date of opening of the tender.
4. Earnest Money Deposit of 2% of Cost put to tender (Rs 30680/-) in the form as stipulated in tender documents shall be deposited along with the tender. Tenders not accompanied with Earnest Money Deposit are liable for rejection. EMD can be paid in the form of Demand draft by the bidder. EMD shall be endorsed in favor of the “**Pay & Accounts Officer, BARC, Mumbai**”
5. Tenders are to be on the prescribed form of Bhabha Atomic Research Centre. Bidders should quote in figures as well as in words the rates and amounts tendered by them. The amount for each item should be worked out and the requisite total be given. All corrections shall be attested by the dated initials of the bidder.
6. This Tender document shall form the part of the contract document.

7. On acceptance of the tender, the name of the accredited representative(s) of the bidder who would be responsible for taking instructions from the Engineer-in-charge shall be communicated to the Engineer-in-charge.
8. The bidder whose tender is accepted will be required to pay Security Deposit (SD) @ 2.5 % (two and half percent) of the lumpsum contract value as EMD (by way of security deposit). SD can be paid in the form of Demand draft / Bank guarantee / Fixed Deposit Receipts of Scheduled banks / Government Securities by the bidder. Amount kept under SD shall not bear interest and same shall be returned to bidder at the end of the defect liability period of the contract. The Security Deposit shall be endorsed in favor of the **“Pay & Accounts Officer, BARC, Mumbai”**. EMD deposited at the time of submission of proposal will be treated as part of SD.
9. In addition, the contractor shall be required to deposit an amount equal to 5% (five percent) of the quoted value of the contract as Performance Security Deposit (PSD) before commencement of the work but not later than stipulated date of commencement including extension period, if any, approved. EMD deposited at the time of submission of proposal will be treated as part of SD. PSD can be paid in the form of Demand draft / Bank guarantee / Fixed Deposit Receipts of Scheduled banks / Government Securities by the bidder. Deposit shall be endorsed in favor of the **“Pay & Accounts Officer, BARC, Mumbai”**
10. Income Tax @2%, surcharge, primary education cess and secondary and higher education cess on Income Tax as applicable will be deducted from the payment made to the contractor.
11. No advance payment will be made. Payment will be made after satisfactory completion of cosmetic maintenance work on quarterly basis. Payment will be released only through ECS. Firm has to produce documentary evidence for PF and ESIC paid per month at the time of submission of bills.
12. Special care should be taken to write the rate in figures as well as in words and the amounts in figures only, in such a way that interpretation is possible. The total amount should be written both in figures and in words. In case of figures, the word “₹” should be written before the figure of rupees and word “P” after the decimal figures e.g. Rs. 1.25 P. and in case of the words the word “Rupees” should precede and the word ‘Paise’ should be written at the end. Unless the rate is in whole rupees and followed by the word ‘only’ it should invariably be up to two decimal places. While quoting the rate in schedule of quantities the word ‘only’ should be written closely following the amount and it should not be written in the next line.
13. After opening tender, bidders shall be evaluated for their capability to carry out the work based on the following:
 - a. Financial soundness and turnover during the last 5 years.
 - b. Capabilities in regard to tendered work.
 - c. Nature of similar works executed in the last 5 years.
 - d. Organizational structure.
 - e. Available resources & their deployment to carry out the tendered work.
 - f. Quality consciousness.
 - g. Tendency of the firm with respect to making extraneous claims and disputes.
 - h. Planning ability to carry out the tendered work.
 - i. The bidder shall submit a detailed list of similar works carried by them for the last 5 years including annual turnover and also works in hand (progress) in the following Performa.
14. This Notice Inviting Tender shall form the part of the contract document.
15. An inspection team duly constituted by Competent Authority may visit selected office(s)/site(s) of the bidders to assess above mentioned aspects.
16. Please note the following:
 - a. Cheques for Earnest Money Deposit will not be accepted.
 - b. Tender forms are not transferable.

- c. The tender documents will not be sent by post or courier.
- d. The bidder shall be vetted by the Security Section of BARC.
- e. Associate Director, BTDG reserves the right to accept the work in full or in part or reject the Tender in full or part without assigning any reason thereof.
- f. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the bidder who resort to canvassing will be liable to rejection.

1. Details of housekeeping jobs to be performed

a. Sweeping, Mopping and material shifting operations:- The work includes sweeping , mopping and cobwebs removal in all the rooms, office spaces, corridors, control room, surrounding walls, and all other surface areas adjacent to the floors of all mentioned locations. All above areas of floor shall be swept with soft broom and then mopped manually using well cleaned moist cotton mops dipped in the suitable water detergent/disinfectant. The mopping to be repeated with ordinary water the mop being squeezed before use, dipped in fresh water for every 20/30 sq.m. area of mopping. Mopping shall be carried in such a way that no marking are seen when the area is dried. The sweeping and mopping of floors shall be carried out one time (**one operation**) per day on all working days. All consumables, including brooms, cleaning cloths etc. shall be supplied by L&PTD, BARC free of cost to the contractor. Any material shifting operations within the premises of work, between different premises with departmental transport has to be done by the house keeping personnel. Any accidental spillage of water, other liquid etc need to be cleaned over and above normal planned cleaning operation under supervision of BARC staff.

b. Cleaning of toilet Blocks :- This work includes cleaning WCs, latrines, urinals, wash basins, bathrooms, mirrors, floors etc., in the toilet blocks including removal of chokes. This work includes cleaning of all glazed tiles of walls with suitable cleaning powders/agent, acid etc. and scrubbed with appropriate brush and cleaning with plain water. All stain shall have to be removed in such a manner that no marks are visible. Removal of chokes in wash basins, urinals, outlet point etc. is also included in the scope of this work. Filling of liquid soap to the dispensers attached with the basin are included in the scope of work without any extra payment. Cleaning of toilet blocks shall have to be carried out twice in a day (**two operations**) on all working days. All consumables like detergent, liquid soap shall be supplied to the contractor free of cost by L&PTD, BARC.

c. Cleaning of building surroundings :- The work of sweeping of all surrounding of the mentioned locations building involves removal of garbage, unwanted waste, dry leaves etc. by means of soft & hard broom, up-rooting of all wild vegetation, unwanted grass etc. The frequency of sweeping work shall be once in a day on all working days.

General Terms and Conditions:

- a) All consumable and cleaning accessories shall be supplied to the contractors free of cost.
- b) The frequency of sweeping and cleaning of floors, sweeping of terrace/roads etc. toilet units, shall have to be carried out as per tender schedule. However, in case of any unusual occurrence of dirtiness in shabby look in any of unit/areas, same shall be cleaned urgently by the contractor without any extra payment.
- c) As per departmental estimate minimum **8 labourers** are required to execute the works mentioned above for a **period of 12 months**.
- d) If the contractor engages less than **8 (eight)** labourers on any day, Rs.500/- (Rupees Five Hundred Only) per head per day will be recovered as penalty from contractors monthly bill.
- e) The contractor shall pay the minimum wages to the laborers as prescribed by government of India from time to time in the presence of representative of

Department. The offer of the contractor indicating payment to their 8 laborers and one supervisor for the job under consideration less than the Government approved rate will be rejected.

- f) The contractor shall have to obtain the accident-cum-life insurance policy for the laborers as per the tender general terms and conditions.
- g) No compensation are payable under this contract. The contractor shall be responsible for payment of compensation, accident, if any during the course of execution of the contract.
- h) It is to inform that all the persons entering BARC premises are required to hold valid 'Police Verification Certificate' failing which they will not be allowed to work inside BARC. Police Verification Certificate is considered valid for one year as per prevailing rules from the date of issue by Police Department. The contractor shall obtain Police Verification Certificate, necessary security passes for his staff and shall follow strictly all the security guidelines of the department.
- i) During office hours the laborers shall have to observe strict discipline as per BARC security rules and regulation from time to time.
- j) The laborers deputed shall have to observe the punctuality and report to departmental representative in time.
- k) The waste generated after sweeping, mopping of the rooms, toilet blocks etc. is to be removed from the respective rooms/offices, toilets and disposed to the nearest garbage points in tied condition. Also left over food after washing tiffins from the washbasins and other articles kept in dustbins should be disposed on the same day.
- l) Contractor should maintain laborers daily muster roll and it should be available for departmental check all the time. The contractor should submit the daily labour report both in the morning and evening.
- m) The contractor shall give the laborers suitable uniform/dress, safety gadgets, monsoon gears, identity card to identify their staff by security and other departmental personnel.
- n) As per the conditions of the contract, the contractor whose quotation is accepted will be required to furnish by way of security deposit for the due fulfillment of the contract, such sum as will amount to 5% of the quoted value of the work. In addition, the contractor shall be required to deposit an amount equal to 5% (five percent) of the quoted value of the contract as Performance Security Deposit (PSD) before commencement of the work but not later than stipulated date of commencement including extension period, if any, approved.
- o) Income Tax @2%, surcharge, primary education cess and secondary and higher education cess on Income Tax as applicable will be deducted from the payment made to the contractor.

QUOTATION PROFORMA

Name of work:

Cosmetic Maintenance of L&PTD, BARC (S-70, OTS, UCUF, PRAFPUL-1, S-59, MOD LAB - A Block, D Block (1st Floor & 3rd Floor and C Block (Basement)) BARC, Trombay (Total Carpet Area-7400 Sq. meter approx., Estimated cost of tender – Rs 1534000/-)

Item No.	Description of Item	Quantity	Unit	Rate (Rs.)	Total Amount (Rs.)
1.	Sweeping, mopping, cobwebs removal in rooms, office spaces, control rooms, corridors, surrounding walls and all other surface areas adjacent to the L&PTD. Material transfer operations, removal of waste from the respective rooms/ offices & toilets and dispose to the nearest garbage points. Cleaning of Doors / Windows / Ventilators / louvers etc. Including all total area 7400m ² . (Once in a day) .	264	Operation		
2.	Cleaning of toilet Blocks which includes cleaning WCs, latrines, urinals, wash basins, bathrooms, mirrors, floors etc. (Twice in a day) .	528	Operation		
				Total Rs.	
				Service Tax Rs.	
				PF Subscription Rs.	
				ESI Subscription Rs.	
Grand Total (Including Service Tax) Rs.					