Sub: Enquiry for Quotations for Preparation of Assembly and part detail
Drawings and 3-D modeling as per Engineering requirements by outside agency

On behalf of President of India, Head, Refuelling Technology Division, Bhabha Atomic
Research Centre, invites sealed quotations for

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description of Job</th>
<th>No. of draughtsman</th>
<th>Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Preparation of assembly and part wise detail drawings and 3-D modeling as per Engineering requirements mentioned in Annexure-1 (enclosed), inside BARC, Trombay, Mumbai premises.</td>
<td>2</td>
<td>11 Months</td>
</tr>
</tbody>
</table>

General instructions to bidder:

a) Supplier should have GST registration. He should clearly write GST No. and PAN No. in his quotation, otherwise the quotation will not be considered.

b) Firm willing to bid for above mentioned job shall have been vetted by security section of BARC.

c) The past experience of the firm in similar nature in BARC/DAE shall be made available with work order copy and satisfactory completion certificate from the user. Also the list of ongoing jobs inside BARC premises with expected completion period shall be provided if any.

d) The quotations in a sealed envelope should reach the following address on or before 19/11/2020 by 1600 hrs. The envelope must be sent by “speed post” only to reach within above mentioned period. Any other mode of delivery is not acceptable. The envelope should be marked “Quotations for Preparation of Design Drawings as per Engineering requirements”. Following information shall be clearly written on the envelope containing the quotation.

Ref. no. RTD/FHS/TSS/AK/OPA/107734/2020, dated 28/10/2020

Due date: 19/11/2020 till 16:00 hrs.

e) The Bids will be opened preferably on 20/11/2020 at 14.00 hrs subject to availability
of Minor fabrication opening committee (MFOC). If opening date falls on Holiday or unavailability of MFOC members, quotations will be opened on next working day. Department reserved the right to extend the date of opening the quotation.

f) Quotation should be printed on letter head signed by authorized signatory.

g) The address on envelop should read as follows:

```
Attention: Shri. A A Khuperkar
RTD Office, Hall no: 7
Bhabha Atomic Research Centre,
Trombay, Mumbai- 400085
```

h) **Validation of offer:** Validity of the offer shall be 90 days from the date of opening of quotation.

i) **Quote Format:** Quotation price format will be

Unit rate (per draughtsman per month) = ...(Basic cost) + Applicable Tax (GST Rate) = Rs.……..(total cost).

Total cost = ....(Basic cost) + Applicable Tax (GST Rate) = Rs.……..(total cost).

j) **Offer of Firm:** Offer of those firms, who do not submit their quotation as per the details given in the technical requirement and incomplete quotation in any respect shall not be considered.

k) The bidder shall furnish the detailed information regarding whether an ex-employee of BARC is working in their organization or whether any of their relative is working in DAE/BARC or whether he/she is an ex-employee of DAE/BARC. In case of absence of such information, or wrong information the quotation or contract is likely to be rejected or cancelled.

l) **Proof of ability:** A brief list of similar jobs executed, if any, and name of the organization to be furnished.

m) For any clarification regarding the job bidder shall contact Shri A A Khuperkar (022-25592616).

(T.S. Srinivasan)
ANNEXURE-1

Technical Specification

1. Introduction:
This specification establishes the requirement of 2 nos of draughtsman for execution of drafting work inside BARC, Trombay, Mumbai. Assembly and partwise detail drawings and 3-D models of mechanical equipment/system are required to be made on computer in cad software from A0 to A4 sizes. The drawings and 3-D models shall be made based on the sketches/drawings/written instructions furnished by RTD, BARC. BARC will provide necessary hardware, software and stationeries for carrying out the job.

2. Scope of work:
2.1. Preparation of assembly and part wise detail drawings in DWG format and 3-D models of mechanical equipment/system using CAD software inside BARC premises. The drawings shall be made based on the sketches/drawings/written instructions furnished by BARC engineers.

2.2. Drawings in different sizes of A0, A1, A2, A3 & A4 shall be prepared. It includes preparation of new drawings and corrections in already made drawings.

2.3. In order to prepare the drawings, the contractor shall deploy 2 nos. of draughtsman for a period of 11 months at our Design Office at Hall-7 and RCnD building, BARC, Trombay, Mumbai.

2.4. All jobs (preparation of drawings, printing etc.) are to be carried out inside BARC premises. BARC will provide necessary hardware, software and stationeries for carrying out the job.

2.5. Incorporate comments received from BARC on the drawings at different stages of BARC review.

2.6. Taking test prints for review and final prints for approval at different stages as per requirement.

2.7. Soft copies of all the drawings to be saved on CD/other storage media with proper tagging and sequence.

2.8. The all drawings are to be handed over to concerned BARC engineer within the completion period of the work order.

3. Drafting Requirements:

a) The drawings shall be to any one of the specified sizes i.e. A0, A1, A2, A3 & A4 in accordance with IS 696-1972. Drawings to a large scale will have preference over those to a smaller scale.

b) All drawings shall be prepared in metric system using Third Angle Projection, using 2D CAD software. Relevant latest IS standards shall be followed for preparing the drawings.

c) 3-D models of part and assembly shall be made in 3-D software.

d) The drawing sheet template shall be provided by BARC.
e) Apart from assembly & sub-assembly drawings, separate drawings shall be prepared for each part.

f) Orientation of components/ parts shown in DD’s shall preferably be the same as in assembly drawing. Sufficient number of views and section details shall be provided in the drawing for better understanding and clarity. During review BARC Engineers may specify additional views & details for given parts/sub-assembly/Assembly. The draughtsman will have to incorporate those instructions as & when required.

g) The detailed drawings of the components shall incorporate complete dimensions, fits & tolerances, geometrical tolerances, dowelling, chamfers, fillet radii, relief grooves, weld details etc.

h) All drawings shall have a title block of a layout as approved by BARC. In addition to the information provided in the title block, each drawing shall have space for noting the revisions, if any, made in the drawing. All drawings numbers shall be as per USL provided by BARC engineer.

i) The drawings shall be prepared under the guidance and supervision of BARC engineers. All the technical inputs required for preparation of drawings will be provided by BARC.

j) The draughtsman shall submit drawings for BARC review/approval only after thoroughly checking drawings at his end.

k) 3-D views, isometric views/ solid models shall be prepared for assembly and parts as per requirement.

l) Isometric views shall be shown in detail and assembly drawings for better clarity.

m) All soft copies of drawings and 3-D models shall be stored in computer in proper order and folder.

4. Draughtsman requirement

a) The contractor shall deploy minimum two qualified draftsman (NCTVT or equivalent diploma in CAD work, experience more than 5 years) who has also the knowledge of standard mechanical components, geometrical tolerances and IS standards for drawings and standard components to carry out the work.

b) Draughtsman shall also have knowledge of 3-D modeling also.

c) The Contractor shall submit technical bio data of his personnel to BARC, for review and approval, full particulars of the professional qualifications and experience of the personnel employed.

d) Trade test will be taken to assess and qualify the draughtsman capability.

e) Personnel once allocated to carry out the assignment shall not be withdrawn/changed without intimating BARC and without providing adequate justification for the same.

f) Draughtsman shall remain disciplined and maintain punctuality in work. They shall prepare daily logbook for the jobs performed by them.

g) In case the contractor’s draftsman is found unsuitable by BARC for the assigned job as mentioned, the contractor shall provide its immediate replacement acceptable to BARC within one week from the date of notice issued by BARC.
5. Infrastructure to be Provided by BARC:
   a) All work covered in the scope of supply, is to be carried out at premises inside BARC, Trombay, Mumbai-400085. The Contractor will not be permitted to take the work (in any form) out of the BARC premises.
   b) BARC will arrange for necessary hardware (PC) & software (CAD, word & Excel etc.) for carrying out the job. The Contractor will not be permitted to bring any hardware or software into BARC premises.
   c) Plotter, Printer and printing/plotting papers for drawing printing will be arranged by BARC. Draughtsmen shall take prints of drawings as per requirement.
   d) BARC will arrange seating arrangement for the personnel.
   e) Private transport is not allowed within BARC. Bus-Shuttle services are available for transport from the Gate to Hall-7 free of cost.

6. Place of work and contact persons:
   - Engineering Hall-7 and RCnD building, BARC, Trombay, Mumbai-400085
   - S/Shri Somesh Rai, SO/H (21593) & N.K Singh, SO/H (25025), RTD BARC

7. Tenure:
   2 nos of draughtsman required for 11 months from the date of first day at reporting place after completion of all entry formalities and security clearance.

8. Working timing, days and Leave:
   a) The Contractor’s draughtsman/personnel will work on BARC’s working days (Monday to Friday excluding BARC declared Holidays) from 09:45 AM to 6:15 PM.
   b) BARC will maintain the attendance record of the draughtsmen with In & out timing.
   c) If the draughtsman avail leave beyond the approved holidays of BARC/government of India, it will be contractors responsibility to compensate for those leave by working equivalent extra days. In this regard contractor has to apply for the extension period of the contract.

9. Commercial Terms:
   a. Payment: After completion of full tenure, payment will be made as per rules only on satisfactory completion certificate by user and on production of bill in triplicate & advance stamped receipt.
   b. Taxes: Income tax @ 2% and applicable surcharge will be deducted from your bill. TDS certificate to that effect will be issued by BARC, if so desired.
   c. Cancellation of Work Order: In case Contractor’s Draughtsman fail to provide services to our satisfaction during his work period and contractor is not able to provide alternate draughtsman to our satisfaction, we reserve the right to cancel the work order
at any stage of the contract.

10. Security & safety Instructions:

a. The Contractor has to submit the list of names of the personnel, their designation and the role each of them will play in meeting the scope of supply at the Client's venue.

b. All personnel of the Contractor, who will work at the Clients premises, should necessarily have identity documents issued by the Contractor, valid identity documents like Aadhar-Card, PAN Card etc. & Police Verification Certificate. All necessary documents required by BARC Security, including the foregoing need to be arranged by the Contractor at no expense to BARC.

c. The contractor person shall follow strictly the security regulations prevailing in BARC especially in regard to working hours, movement inside BARC premises and entry permits.

d. Identity cards to concerned person will be issued after verification of their antecedents by BARC security.

e. It will be the responsibility of the contractor to produce police verification certificate for his persons before seeking permission to commence any work inside BARC premises. All I-cards, temporary entry permits issued to the contractor / contractor's personnel shall be surrendered after completion of work.

f. It will be contractor's responsibility to ensure that all the persons deployed to BARC by him/her shall have police verification certificate validity till the end of the work order.

g. Persons deployed by the contractor shall be physically and mentally fit.

h. Above work calls for adherence to safe work practice. BARC shall not be responsible for any damage, injury, death etc. of any contractor's personnel under any circumstances. No compensation claim shall be admitted in this regard.

i. Mobiles, Cameras, Lap-Tops, Tablets, USB-Drives, tools, CD etc. are not allowed to be carried into the Clients premises. Locker/Deposit facility is not available at the gate, hence, such items are not to be carried by the Contractor's personnel.

j. The contractor's Personnel will be issued a pass to enter a specified set of the client's buildings. These personnel should not loiter around within the campus of the client.

k. Email, SMS & Internet facility will not be accessible to the Contractor's personnel.