

**GOVERNMENT OF INDIA  
BHABHA ATOMIC RESEARCH CENTRE  
ENGINEERING DESIGN & DEV. DIVISION**

Ref: MRG/ED&DD/RSP/22/

Date: 21-Sep-22

To,

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Dear Sir,

We request you to submit your quotation for AMC for maintaining premises of workshop and associated facilities which also include collection of machine scrap & debris, segregation of scrap, disposal of scrap to designated area, housekeeping & cosmetic maintenance, lifting-lugging, loading-unloading of heavy jobs.

The location of premises are a) ED&DD Workshop b) Selected rooms of RLG c) PRAFPUL-2 Workshop d) Nitrogen plant area at RLG.

The general terms & conditions are provided in attached annexure.

Yours sincerely,

*R. S. Prasad*  
*21/09/2022*  
(R S Prasad)  
Head GBTS,EDDD

Encl. : as above.



## ANNEXURE

### 1. GENERAL:

- You shall send your offer in a sealed envelope indicating delivery period, price inclusive of taxes and other relevant information, to:

Head,  
ED&DD,  
RLG Building  
Bhabha Atomic Research Centre  
Trombay, Mumbai 400 0085

(Kind Attention : R S Prasad , HEAD GBTS, Engineering Design & Dev Division)

- Quotation shall reach us on or before 07/10/2022
- On top left corner of the envelope please indicate "AMC for Maintenance of premises of workshop and other associated facilities"
- All applicable taxes should be clearly mentioned.
- Please note that you have to submit GST/PAN No. in the quotation. Without which your quotation will deemed to be invalid.
- Overwriting, scratching etc. must be avoided in the quotation. Rewriting the whole figure shall be carried out without any alteration in the figure. The authorised person from the firm shall countersign such figure.
- The Work completion period mentioned in the quotation shall be strictly adhered to. If the contractor fails to complete the work within "work completion period" mentioned in the contract or secure extension work completion date before effecting work completion schedule of the supply against the contract, acceptance of such item by the purchaser will in no way prejudice the right of the purchaser to levy liquidated damage nor will it be entitled to the contractor for payment of statutory levies that comes into force after the expiry of the work completion date.  
Ant delay which contributable to the contractor is liable to for penalty @ ½ % per week (max 5%)to be imposed to the contractor.
- You may contact us for any clarification on or before 06/10/2022(Shri. R S prasad 25590728)

### 2. Scope of work:

Present AMC Work deals with providing manpower (Unskilled 3 Nos) for "AMC for maintaining premises of workshop and associated facilities which also include collection of machine scrap & debris, segregation of scrap, disposal of scrap to designated area, housekeeping & cosmetic maintenance, lifting-lugging, loading-unloading of heavy jobs."



The location of premises are a) ED&DD Workshop b) Selected rooms of RLG c) PRAFPUL-2 Workshop d) Nitrogen plant area at RLG.

**Quantum of work:**

The total quantum of work is as follows:

S. no.	Nature of work		No. of person required	No of days
1	Cleaning of machines and fitting benches including collection of machine scrap and its segregation in different bins	Daily basis	3 Persons	(Total-250 Days) in continuous on all working day basis
2	Cleaning of shop floor & toilets at R-5 Shed & PRAFPUL-2 area	Daily basis		
3	Disposal of scrap to designated area	Twice a week basis		
4	Lugging, Lifting, loading-unloading of heavy jobs to & from machines at R-5 Shed & Prafpul-II workshop	Daily basis		

**3. Details of Work:**

Present AMC Work deals with providing manpower (Unskilled 3 Nos) for "AMC for maintaining premises of workshop and associated facilities which also include collection of machine scrap & debris, segregation of scrap, disposal of scrap to designated area, housekeeping & cosmetic maintenance, lifting-lugging, loading-unloading of heavy jobs."

The location of premises are a) ED&DD Workshop b) Selected rooms of RLG c) PRAFPUL-2 Workshop d) Nitrogen plant area at RLG.

Our representative will monitor and guide the manpower at stages, in coordination with the supplier's representative.

**4. Stage-wise review of the performance:**

1. Our representative will be reviewing the conduct and attendance of the labourers periodically (monthly basis). If the conduct/performance not found suitable as per the rules of department, contract is liable to be canceled.
2. Attendance of the labourers shall be maintained at our end.

**5. Implementation of required support services:**

This job also involves providing minimum 3-unskilled, able-bodied manpower. The main tasks for the unskilled personnel, among others, are:

- I Lugging, Lifting, loading-unloading of material jobs to & from machines as per the requirement.



- ii. Maintaining cleanliness in the ED&DD workshop area at R5 Shed & PRAFPUL-2 and Nitrogen plant at RLG and selected rooms of RLG through housekeeping, particularly segregating different types of machining chips and maintaining proper bins.
- iii. Maintaining cleanliness through housekeeping in workshop areas at R-5 Shed, PRAFPUL-2 South side and nitrogen plant at RLG Bldg.

**6. Location for carrying out the work:**

- i. The location of premises are a) ED&DD Workshop b) Selected rooms of RLG c) PRAFPUL-2 Workshop d) Nitrogen plant area at RLG at BARC, Trombay.
- ii. Since the job is to be performed inside the premises of BARC, it is the task of the bidder to meet all the security related requirements for facilitating entry and movement of persons identified by him for this work.
- iii. Labourers should have necessary police verification certificate (PVC) as per the norms of BARC security

**7. Duration of work:**

The total duration of the job will be for ((250-Days in continuous on all working day) from the date of work order.

**8. PAYMENT TERMS:**

Full payment will be made only after the satisfactory completion of Work contract. Please note that Income Tax @ 2% , Surcharge on IT and Education Cess @ 2% (on IT+ Surcharge) will be deducted from your bill. **No part payment or advance payment will be made.** For this mode of payment, you are required to draw your invoice in the name of Director, MRG , Bhabha Atomic Research Centre, Mumbai 400085, in **triplicate** along with Advance Stamp receipt.

**9. CONFIDENTIALITY:**

No, party shall disclose any information to any third party, concerning the matters under this contract generally. In particular, any information identified as " Proprietary" in nature by the disclosing party shall be kept strictly confidential by the receiving party and shall not be disclosed to any third party without the prior written consent of the original disclosing party. This clause shall apply to the sub-contractors, consultants, advisers or the employees engaged by a party with equal force. "Restricted information" categories under section 18 of the Atomic Energy Act, 1962 and " official Secrets" under section 5 of the official secrets act, 1923:-Any contravention of the above-mentioned provisions by any contractor, sub-contractor, consultant, adviser or the employees of a contractor will invite penal consequences under the aforesaid legislation.

Prohibition against use of BARC's name without permission for publicity purposes:- The contractor or sub-contractor, consultant, adviser or the employees engaged by the contractor shall not use BARC's name for any publicity purpose through any public medial like press, radio, T.V. or Internet without the prior written approval of BARC.

Please acknowledge the receipt of this work order and proceed with the work.

*R. S. Prasad*  
21/09/2022  
( R S Prasad)  
Head GBTS, ED&DD