

BURN STANDARD COMPANY LIMITED

(A GOVT. OF INDIA UNDERTAKING)

MINISTRY OF RAILWAYS

22B, RAJA SANTOSH ROAD, ALIPORE, KOLKATA- 700027

Phone no: 033- 24488851/49 Fax No: 033 – 24488846.

TENDER NO. MM/HO/BW-JC/MH& AS/17-18/73/74 DATED 08.03.2018

Due date & time of submission: up to 15:00 Hours on 28.03.2018

Date & time of opening: At 15:30 Hours on 28.03.2018

Cost of tender documents: Rs. 500.00

Sub: Job contract for Material Handling & Allied Services.

Dear sir,

Sealed tender (in two parts Part-I, Commercial Bid and Part –II, Price Bid) are invited from the eligible bidders for Material Handling at Burnpur works as per description of work & tender number mentioned below:

Sl. No.	Description of job
1	<p>a) Materials handling including loading / unloading at Yard of TYS Department with the help of Crawler Crane, RMS & gas cutting at yard and other place.</p> <p>b) Materials handling of components at welding / ERT / Progress by manually / lifter /hand trolley or with the help of over head crane as per requirement for smooth functioning including supply of materials to different shops.</p> <p>c) Wagon Movement at Big Traverser by handling wire rope for placement of wagon at Dock Line and at the place of work where necessary.</p> <p>d) Materials handling job at GSC, i.e. component material cutting section with the help of manual labour, O/H crane and jib hoist as per requirement.</p> <p>e) Material handling at PNL, NMS, PSS manually & with the help of O/H cranes for smooth functioning.</p> <p>f) Material handling at SKC/SKW including loading / unloading and supply of materials manually to different shops.</p> <p>g) Assistance job at power house for Switch Board Attender</p> <p>h) Job contract by assisting at different administrative department / offices</p> <p>i) Job contract for assisting & maintaining of different town maintenance under civil town maintenance department</p> <p>j) Job contract for daily up-keeping & maintenance of BSCL/Burnpur</p> <p>k) Job contract for daily up-keeping & maintenance at colony, quarters and bungalows</p> <p>l) Job contract for attending at Labour Gate, Naya Rasta, Colony, Boundary Wall during all shifts.</p>

NB: Tenderers who down loaded the tender documents from the website are required to submit the tender fees of Rs. 500.00 by DD drawn on Burn Standard Co. Ltd, Payable at KOLKATA along with Commercial Bid. Without tender cost, offer will not be considered.

Management reserves the right to accept / reject the tender without assigning any reasons thereof.

Thanking you,

Limited.

Yours faithfully
For Burn Standard Company

(S. K. Banerjee)
Manager (P,C&MM)

INSTRUCTION TO BIDDERS

- 1.0. Separate sealed covers containing the commercial bid and price bid super scribing the tender no., the due date and time of submission, addressed to Manager(P, C&MM), Burn Standard Co. Ltd, Kolkata are to be dropped in the tender box at the office of Commercial & MM Department.
- 2.0. MODE OF SUBMISSION OF THE TENDER: in two parts –
- 2.1. Commercial Bid – PART – I, Comprising Annexure - I & II
- 2.2. Price Bid – PART – II, Comprising Annexure - III
(Schedule / Scope of work along with rates for jobs i.e. L.S. for each tender)
- 3.0. Commercial bid will be opened first and the tender committee will judge ability of the contractor. Price Bid of such tenderer/s who are found suitable after scrutiny of commercial Bid will be opened later. The date of opening the price bid will be intimated to the qualified tender.
- 4.0. Commercial bid will contain the following documents: -
- 4.1. EARNEST MONEY DEPOSIT: In the form of demand draft / pay order drawn in favour of BURN STANDARD CO. LTD, on any nationalised Bank payable at KOLKATA to be submitted along with commercial bid. The amount of EMD will be according to the estimated value of the tender as under:

Estimated Value of Tender (Rs.)	Amount of Earnest Money
Up to 5,00,000/-	Rs. 5000/-
5,00,001/- to 10,00,000/-	Rs. 10,000/-
10,00,001/- to 25,00,000/-	Rs. 25,000/-
25,00,001/- to 50,00,000/-	Rs. 45,000/-
50,00,001/- to 1,00,00,000/-	Rs. 1,00,000/-
1,00,00,001/- to 2,00,00,000/-	Rs. 1,50,000/-
Above 2,00,00,000/-	Rs. 2,50,000/-

The earnest money paid by the tenderer with the tender will be refundable to unsuccessful bidders in due course without any interest.

- 4.2. As a proof of experience, copies of contracts placed by any units of B.S.C.L. / other manufacturing PSU or any other reputed companies valuing at least Rs. 2.00 Lakhs per contract in the last 3 preceding years.
- 4.3. Copy of P.F. and ESI registration certificate.
- 4.4. Trade License certificate from concerned authorities.
- 4.5. Copy of Professional Tax & Income Tax clearance certificate from concerned authorities.
- 4.6. Copy of Labour license from competent authority.
- 4.7. Copy of PAN Card showing PAN Number

- 4.8. The complete tender document except Annexure - III duly signed by the tenderer in each page as a token of acceptance in to –to are to be returned with the commercial bid.
- 5.0. **Price Bid:** This will contain the following documents:
- 5.1. Annexure – III, Part – II (Schedule / Scope of work along with rates for jobs i.e L.S. per head inclusive of all statutory payments for each tender duly filled in).
- 5.2. Price bid duly sealed in a separate envelope indicating the PRICE BID on the envelope to be submitted. Rate must be quoted considering the corresponding allotted manpower.
- 5.3. GST, if applicable, will be borne by BSCL.
- 6.0. **Period of contract:-** Contract will be awarded for 03 months from 01.04.2018 to 30.06.2018. But BSCL reserves the right to extend the contract or terminate the contract at any time without assigning any reason what so ever by giving week notice in advance.
- 7.0. **Security deposit:**
- 7.1. Security deposit equivalent to five (5) percent of the total contract value shall have to be deposited by the successful tenderer within 15 days of receipt of LOI / Purchase order in the form of (a) Demand draft in favour of Burn Standard Company Ltd. Payable at KOLKATA or (b) Bank guarantee as per format provided by BSCL valid till completion of contract. Security shall bear no interest and will be forfeited for non-performance of the contract by the successful tenderer.
- 7.2. The company shall be entitled and shall be lawful on its part to forfeit the said security deposit in whole or in part in the event of any default, failure or neglect on the part of the contractor in the fulfilment or performance in all respects of the contract under reference or any other contract with the company or any part thereof to the satisfaction of the company and the company shall also be entitled to deducted from the said security deposit any loss or damage which the company may suffer or be put to by reason due to any act or other default, recoverable by the company from the contractor in respect of the contract under reference or any other contract and in either of the events aforesaid to call upon the contractor to maintain the said security deposit at its original limit by making further deposit, provided further that the company shall be entitled to recover such claim from any sum then due or which at any time thereafter may become due to the contract under this or any other contract with the company.
- 7.3. On due performance and completion of the contract in all respect the security deposit will be returned to the contractor without any interest on certification of respective departments / Contract cell.
- 7.4. Security Deposit may be waived for SSI, NSIC, PSU, DGS&D and RDSO registered units on production of documentary evidence. Security Deposit may also be waived for proprietary items and original equipment suppliers. However, based on the nature of the items Security Deposit can be insisted even from the vendor registered with SSI/NSIC/PSU/DGS&D/RDSO.

8.0. **Progress & Billing** : - Contractors are required to make the payment to their workmen by 10TH of every month and submit their bill by 11Th in quadruplicate along with proof of payment. Payment will be released within 30 days of receipt of bills along with proof of payment to their workmen and proof of payment of the statutory dues to the appropriate authorities. Amount payable to their worker towards Statutory Bonus will be deducted from contractor's bill and will be paid against documentary evidence confirming payment of same to their workmen. .

9.0. **Terms & Conditions**

9.1. **Paying Authority** : - Head of Accounts or authorised representatives of Accounts Department as delegated by Unit Head of Burn Standard Co. Ltd., Burnpur Works.

9.2. **Certifying Authority** : - Head of Departments or Authorised representatives of concerned departments as delegated by Unit Head of Burn Standard Co. Ltd., Burnpur Work.

9.3. **Income Tax** : - Income Tax will be deducted at the prevailing rates from the bill of contractor and any increase in Income Tax or Surcharge thereto will be borne by Contractor.

9.4. **Compliance of Statutory Acts / Rules** : - The contractor shall comply with provisions of Laws & Rules in force from time to time which will be applicable to contract workmen including (a) The Contract Labour (Regulation & Abolition) Act, 1970 and Contract Labour (Regulation & Abolition) Central Rules, 1971 (b) The Payment of Bonus Act, 1965 and payment of Bonus Act (Amendment), 2015 (c) The Employee's State Insurance Act, 1948 (d) The Workmen's Compensation Act, 1923 I The Factories Act, 1948 and (f) The Minimum Wages Act, 1948 and comply with the provisions of all other statutory labour legislation now in force and also that may be introduced in future and keep the company indemnified from any client which may raise by reason of his default either wishfully or by ignorance. **If the tenderer failed to comply such acts/rules in any past contract, they shall not be eligible to participate in the present tender.**

9.5. **Arbitration** : - All questions, disputes or differences whatsoever arising between the BSCL and contractor or in relation to or in connection with the contract, either party may forthwith give notice to other in writing of the existence of such question, disputes or differences and the same shall be referred to the adjudicator of sole arbitrator. Chairman & Managing Director of BSCL shall have the right and authority to appoint any officer of the company as arbitrator not below the rank of a General Manager who is not directly connected with the order under the Arbitration & conciliation Act 1996. Any legal dispute that may arise will be settled within the jurisdiction of Court of Kolkata.

9.6. **Validity of offer** : - The offer should remain valid for (Sixty) 60 days from the opening date of tender,

10.0. No e- mail / FAX quotation will be accepted.

11.0. Tenderer sending tender by mail will do so, solely on their own risk and BSCL will not be responsible for any loss in transit or postal delay.

- 12.0. Incomplete tender or tenders submitted with qualified condition(s) at variance with special as well as General terms & conditions / instruction to bidders of this tender are liable to be rejected summarily.
- 13.0. In the event of BSCL's office remaining closed on the day of opening of the tender for any unforeseen reason, the tender shall be received up to 2.30 P.M. on the next working day of Burn Standard Co. Ltd. and will be opened at 3.00 P.M. there after in presence of such tenderer who may like to be present.
- 14.0. Tenderer shall have no right to issue Addenda to tender documents to qualify, amend supplement or delete any of the conditions, clauses or items therein after submission of the tender at BSCL.
- 15.0. The successful tenderer (henceforth shall be called as contractor) should strictly abide by the company's rule, regulation, and instruction issued from time to time in respect of all matters.
- 16.0. The safety of men and material will be sole responsibility of the contractor and the company shall in no way be held liable for any damage or loss to the property or injury to the men of the contractor. Contractor to take all the measures in respect of compliance of all statutory requirements.
- 17.0. The contractor shall indemnifies the company against damage or loss to the property and injury to the workmen of the company when such damage, loss or injury is on account of any act on the part of contractor or his men.
- 18.0. If a contractor fails to carry out his duty to the satisfaction of the company, it shall be open to the company to engage other persons / contractor without any notice to the contractor and also to cancel the contract without assigning any reason and any loss or additional expenses incurred by the company will be borne by the contractor.
- 19.0. All records and registers under the relevant statue will be maintained by the contractor and submitted for inspection for the company whenever required.
- 20.0. All rates, price in the tender form should be quoted both in figures and in words. Tenders containing over written or erased rates are liable to be rejected.
- 21.0. Rate shall remain firm during pendency of contract and no escalation would be allowed.
- 22.0. It would be responsibility of the successful contractor to deduct and deposit employee's contribution, employer's contribution of provident fund and other related charges as per act and to deposit the same directly to P.F. authority as well as ESI will be deposited to the respective authority and due particular will be furnished to BSCL before releasing of next payment. The BSCL authorities shall entertain no disputes pertaining to P.F. deduction and deposit as well as ESI, if raised by the employees of the contractors.
- 23.0. Tenderer may visit the site at Burnpur Works to assess the job involvement. Officers to be contacted is Mrs. A. Ganguly, GM(F&A) & Unit Head , Ph. No. 0341 2230530.
- 24.0. Each and every page of the tender document should be signed by the tenderer and returned with the Commercial Bid as a token of acceptance.

for Burn Standard Company Limited

**(S. K. Banerjee)
Manager (P, C&MM)**

TENDERER'S SIGNATURE :.....
DESIGNATION :.....
DATE :.....
COMMON SEAL

TENDER NO. MM/HO/BW-JC/MH& AS/17-18/73/74 DATED 08.03.2018

SPECIAL TERMS AND CONDITIONS

1.0 General

- 1.1 Successful tenderer should engage workmen having sufficient experience. Number of maximum man power against each category of job to be decided mutually between BSCL and the contractor. Supervision will be on contractors account.

2.0 Contractor's Responsibility

- 2.1 The contractor shall comply with the provisions of Laws & Rules in force from time to time which will be applicable to the contract workmen such as :-
- a) Contract Labour (Regulation and Abolition) Act 1970 & Contract Rules 1971
 - b) The Payment of Bonus Act, 1965 and payment of Bonus Act (Amendment), 2015
 - c) Payment of Gratuity Act 1972
 - d) ESI Act 1948
 - e) Workmen Compensation Act 1923
 - f) Factory Act 1948
 - g) Central Government Minimum Wages Act
 - h) Employees Provident Fund & Misc. Provision Act 1952
 - i) Provisions of all other statutory labour legislation now in force and also that may be introduced in future and keep the company indemnified from any client which may arise by reasons of contractor's default either wilfully or by ignorance.
- 2.2 The Contractor must make payment to workmen engaged by him by 10TH of every month.
- 2.3 The contractor must abide the Company's rule, regulation and instructions issued from time to time in respect of all matters.

3.0 Execution of the Contract :

- 3.1 Contractor has to carry out the allotted work with the workforce available with him on any day and **no substitute will be allowed**. Any additional payment made by him in respect to above shall be borne by him and BSCL will have no liability for the same.
- 3.2 In case of non-execution or unsatisfactory performance of any job owing to the irregularity / failure on contractor's part, a proportionate deduction will be made from the bill for the same month against same job as certified by the certifying authority.
- 3.3 Contractor must not engage any workmen of more than 58 years age at any point of time.
- 3.4 Contractor should produce the medical fitness certificate of each workmen engaged by him from a registered medical practitioner or by Doctor authorised by BSCL. In case, company feels that any of the workmen is not fit, the company on its own can conduct the medical examination and the result of the examination shall be binding on the contractor.

- 3.5** Contractor is required to maintain an attendance register of the workmen which should be signed by the departmental in-charge every day. Payment to the workmen shall be linked to the attendance in addition to the output.

4.0 RATE

- 4.1** Quoted Rate per day per head will be inclusive of all statutory dues payable to the workmen or the concerned authority but exclusive of holiday wages, if any, and shall be based on the prevailing Central Minimum Wages payable to the contract workmen.
- 4.2** Variation in rate per day per head due to variation in Central Minimum wages during the contract period will be reimbursed to contractor against documentary evidence.
- 4.3** Service Charge rate and amount is to be indicated in the Price Format.
- 4.4** GST liability will be borne by BSCL.

5.0 BILLING PROCEDURE & TERMS OF PAYMENT

- 5.1** Contractor shall submit their bill on monthly basis in quadruplicate by 11TH of subsequent month.
- 5.2** Proof of payment of wages, PF, ESI etc. in respect of contractor's workmen shall accompany the bill.
- 5.3** 100% of the monthly ordered value along will be paid within 30 days from the date of receipt of contractor's bill duly supported with documents as detailed in Clause 5.2 above by BSCL.
- 5.4** Payment of total remuneration is to be made as per actual man days worked duly certified by the concerned departmental in-charge.
- 5.5** Payment towards three National Holidays (26TH January, 15TH August & 2ND October) will be made to contractor on submission of separate bill for the workers who will be found present at least for three days in the week in which the national holiday falls.
- 5.6** Payment shall be made either by Crossed Account Payee Cheque

6.0 OPTION CLAUSE

- 6.1** BSCL management reserves the right to increase or decrease the contract period by 25% (twenty five percent) during the currency of the contract at the same price and terms & conditions.

7.0 REPEAT ORDER

- 7.1** BSCL management reserves the right to place repeat order for additional period equivalent to 75% of the ordered contract period at the same rate and terms within the currency of the contract and contractor will be bound to accept the repeat order.

8.0 SHORT CLOSURE OF THE ORDER

- 8.1** BSCL management reserves the right to short close the order by giving one month notice to the contractor without assigning any reason.

9.0 MODIFICATION OF SCOPE OF WORK

- 9.1** BSCL management reserves the right to modify the scope of work along with commensurate increase / decrease in man power to be determined on mutual consent basis. Reimbursement / contract charge shall be modified suitably.

10.0 CONTRACT PERIOD

- 10.1** Contract shall be valid for three (03) months from 01.04.2018 to 30.06.2018. However, BSCL reserves the right to extend the contract period further as per provisions of Option & Repeat Order Clauses mentioned above at the same rate and terms.

11.0 PREFERENCE TO MSME UNITS

- 11.1** Offer from MSME units will be considered for placement of order in accordance with the guidelines circulated vide Ministry of MSME, Govt. of India, Notification No. 503 dated 23.03.2012 and subsequent notifications, if any.

- 12.0** The BSCL management reserve the right to issue corrigendum / amendment to the tender / purchase order without assigning any reason whatsoever and the bidder / contractor will be bound to accept the same.

- 13.0** The BSCL management reserves the right to terminate the contract at any stage if considered necessary by the management without assigning any reason whatsoever for greater interest of the company and such action cannot be challenged by the tenderer / supplier.

- 14.0** In case the offer is not accepted by BSCL, the tenderer shall not be entitled to claim any cost, charges, expenses made for submission of offer.

- 15.0** BSCL will not provide any accommodation and subsidized food to the contractor workmen. However, they can use the common facilities provided to the company's workmen.

- 16.0** **Number of employees:** Number of contractor 's workmen to be engaged to be decided jointly by BSCL depending upon the work. However, contractor is required to indicate the number of workmen required by assessing job involvement. Any new face, if any, proposed to be engaged should be done only after approval of Head Office.

- 17.0** The contractor shall take all precautions necessary for the safety appliances/ personal protective equipments and insist them to wear whenever necessary and ensure safety and health of his workmen during the working hours. Any compensation arising out of the provisions of the workmen compensation Act, 1923 shall be the liability of the contractor (in case of any accident / employment injury to the contract workmen).

- 18.0** Past performance of the supplier will be taken into consideration at the time of finalizing the order. BSCL management reserves the right to ignore the offer of the bidders whose past performance is not satisfactory.

- 19.0** In case the offer is not accepted by BSCL, the tenderer shall not be entitled to claim any cost, charges, expenses made by the party for submission of offer.

20.0 Cancellation of the tender : The company reserves the right to cancel the tender without assigning any reason to the tender.

Limited

for Burn Standard Company

**(S. K. Banerjee)
MANAGER (P, C&MM)**

TENDERER'S SIGNATURE :.....

DESIGNATION :.....

DATE :.....

COMMON SEAL

SCHEDULE OF WORKS

ITEM NO.	<u>DESCRIPTION OF JOB</u>
1.	<p>a) Materials handling including loading / unloading at Yard of TYS Department with the help of Crawler Crane, RMS & gas cutting at yard and other place.</p> <ul style="list-style-type: none"> j) Unloading and loading of materials, wheel and axle, Bogies from lorries / wagons manually & with the help of crane. ii) Sorting, Counting and Stacking of materials. iii) Cleaning, Oiling / Painting and Stacking with colour codification. iv) Supplying material to different shops from yard and other places as per requirement. v) Cleaning of shops and other places and also rail lines at yards. vi) Supply of materials from yards to different shops with the help of flat truck. vii) Gas cutting of steel materials in the yard with carrying DA & Oxygen Cylinders from stores (issued by concerned department) to the yard and also movement of cylinders at the time of operation as per different requirements to spots, also stacking up gas cut materials after cleaning of burrs including their movement to gas cutting site as and when required such as (a) in case of gas cutting for components (b) other gas cutting for heavy thickness plates / flats. viii) Unloading of un-mounted wheels. ix) Other incidental job assigned by the concerned department from time to time. <p>b) From Materials handling of components at welding / ERT / Progress by manually / lifter /hand trolley or with the help of over head crane as per requirement for smooth functioning including supply of materials to different shops.</p> <ul style="list-style-type: none"> i) Movement of mounted and un-mounted wheels for mounting & finished wheels. ii) MIG, LPG, DA gas movement iii) Cleaning of shop manually. iv) Stacking of components, sub-assemblies and assemblies. v) Other incidental job assigned by the concerned departments from time to time. vi) Unloading of materials like Bogies and other materials from Lorries / Wagons. vii) Loading of materials and to supply to different shops and to other loading and unloading points. viii) Loading of materials on flat trucks and unloading the same to lorries / wagons for onward despatch of inter transfer components. ix) Shifting of materials from one place to other place. x) Unloading of wheel and axle from supply point, Bogies from Lorries / Wagons and unloading the same for supply to shops, shifting of mounted wheels to the point of work. xi) Unloading and loading of Jigs & Fixtures, RM, Superstructures of wagons, Assemblies / sub-assemblies of wagon at ERT as and when required. xii) Lifting of wagon from Bogie to trestle and re-wheeling for repairing as and when required. xiii) Movement of components & raw materials from one place to another place and Loading & Unloading thereafter by EOT crane. xiv) Sorting and counting after stacking or unloading.

ITEM NO.	<u>DESCRIPTION OF JOB</u>
1.	<p>c) Wagon Movement of Big Traverser by handling wire rope for placement of wagon at Dock Line and at the places of work where necessary.</p> <ul style="list-style-type: none"> i) Movement of Wagons manually at Dock line and other places with the help of wire rope. ii) Movement of wagons/Flat Trucks received from Yard to ERT, ERT to different points. iii) Other incidental job assigned by the concerned department from time to time. <p>d) Material handling at GSC, i.e. component material cutting section with the help of manual labour, O/H crane and jib hoist as per requirement.</p> <ul style="list-style-type: none"> i) Movement of components of repairing wagons BOXN/BOBR/BOBRN/CIMMCO & raw materials from one place to another and Loading & Unloading thereafter. ii) Sorting and counting after stacking or unloading. iii) Cleaning of shops manually. iv) Stacking of components. v) Other incidental job assigned to by the concerned department from time to time. <p>e) Material handling at PNL shop, NMS, TRM, PSS by manually & with the help of O.H crane for smooth functioning.</p> <ul style="list-style-type: none"> i) Movement of sole bar & others repairing BOXN/BOBRN/BOBR/CIMMCO wagons components for PNL/NMS to different shop loading/ unloading etc and components loading/unloading, stacking different pressing items at PSS shop.. ii) Sorting and counting after stacking or unloading. iii) Cleaning of shops manually. iv) Stacking of components & other support services during fabrication of wagon. v) Other incidental job assigned to by the concerned department from time to time. <p>f) Material handling at SKC/SKW including loading /unloading and supply of materials by manually to different shops.</p> <p style="text-align: center;">(FOR S.K.W)</p> <ul style="list-style-type: none"> i) Loading of coke/ coke briquette/ coke breeze/ coal for works etc. ii) Screening of coke suitable for use in ERT/ SMY, PSS(B), POWER HOUSE etc. and Supply of coke breeze to shops by head/hand. iii) Movement of Oxygen, DA Cylinders & other allied miscellaneous job as per instruction of department Head or authorised representatives. iv) Handling of miscellaneous stores items as per requirement of concerned department at required places inside works. v) Removing scrap material/wooden box/rubbish etc. vi) Collection of materials from outside as and when required. <p style="text-align: center;">(FOR S.K.C)</p> <ul style="list-style-type: none"> i) Unloading of incoming materials from truck/ wagon/ other vehicles. ii) Counting, shifting & stacking of unloaded materials inside & outside go- down as per requirement. iii) Handling, mixing, & issue of paint at paint go-down as per requirement. iv) Unloading, stacking of incoming CO₂ cylinders and removing the empty cylinders from shop floor (on regular basis), checking weight of CO₂ cylinders. v) Handling of electrodes such as receiving, counting, stacking & issue to shop floor/sub store for company's work. vi) Removing of materials from outside as and when required. vii) Collection of materials from Go-down as and when required. viii) Other incidental job assigned to by the concerned department from time to time. <p>g) Assistance job at power house for Switch Board Attender</p>

ITEM NO.	DESCRIPTION OF JOB
1.	<p>h) Job contract by assisting at different administrative department / offices</p> <ul style="list-style-type: none"> i) Lady attendant required for First Aid centre, Xerox Machine and messengers at GM office, Personnel Department, Accounts, Commercial, Purchase, PPC, QC and Cash Office. ii) For Grass & Hedge cutting & maintenance of garden inside the works. iii) Assisting in different jobs in General Office and Labour Bureau <p>i) Job contract for assisting & maintaining of different town maintenance under civil town maintenance department</p> <ul style="list-style-type: none"> i) Assistance for maintenance of water supply, Plumbing work in the colony and Co.'s quarters & Bungalows at township. ii) Assistance for maintenance of Electric Supply Line & Allied jobs including repairing in the colony and Co.'s quarters & Bungalows at township. iii) Masonry Work including minor repairing at works and colony. iv) Other allied job inside Factory Premises & Township. <p>j) Job contract for daily up-keeping & maintenance of BSCL/Burnpur</p> <ul style="list-style-type: none"> i) Upkeep & maintenance of the factory including roads, pathways, all drains using insecticides etc. removing the garbage's to the nearest dustbins etc. on daily basis. ii) Cleaning of all Latrines (commodes) Urinal pot etc., removing the choking's of the commodes and the Urinal posts etc., Checking manholes septic tanks frequently wherever necessary including and clearing in all respect on daily basis. iii) Upkeep & maintenance of all wash basins daily. iv) Daily upkeep & maintenance of inside the commodes of the General office premises including all offices, Verandah, Lavatories, Doors, Windows, Grills, etc. clearing refuse buckets etc. v) Upkeep & maintenance of inside the compound daily, the other offices premises viz. Labour Bureau, Time offices, Security office, Meeting room, Labour gate, Laboratory, DSS, PSS, NMS office, CTE, Traffic, PNL, SKC, SKW, QC, Transport, Maintenance, Administration, and all other offices inside the works. vi) Removal of garbage's from the works when ever necessary. vii) Daily upkeep & maintenance of works canteen. viii) Upkeep & maintenance of works dispensary premises including wash basins, Latrines, urinal pots etc. regularly. ix) Cleaning of Dock Line daily. x) Cleaning of manholes and covered drains once in every month and also extra cleaning as and when required. xi) Cleaning and clearing fortnightly (2 Nos) Traverser including all connecting drains xii) Upkeep & maintenance of New General office Building (Ground Floor) and Accounts Department, New General office building. xiii) Upkeep & maintenance of New STR office Building, Wheel mounting shed & stock verification department, Garage and adjacent areas, Power House, Electrical Repairing Shop and all other offices inside the works.

ITEM NO.	DESCRIPTION OF JOB
1.	<p>xiv) Dewatering & periodic cleaning on the basement of shot blasting plant and Upkeep & maintenance of the floor of the capacitor Bank twice in a week.</p> <p>xv) Upkeep & maintenance of General Office Latrine (attached to A/C Department) in hygienic condition & staircase through out the day and conservancy service of the co-operative society.</p> <p>k) Job contract for daily up-keeping & maintenance at colony, quarters and bungalows</p> <p>i) Daily maintenance & upkeep of the outside drains, gully traps of particular unit of quarters including carrying garbage's, rubbish remnants from the staff quarters to the nearest dustbins & spreading bleaching powder once a week of all existing I) KD quarters ii) KW quarters iii) MW quarters iv) CNW quarters v) DNW quarters vi) FNW quarters vii) JS quarters viii) IS quarters ix) KW mess x) Sweepers quarters xi) F Type xii) CW quarters</p> <p>ii) Upkeep & maintenance of drains gully traps of particular unit of Bungalows & cleaning all compounds roads of surrounding etc including carrying garbage's, rubbish, remnants from staff quarters to the nearest dustbins and spreading bleaching powder in the 'E' Type apprentice hostel, Bungalows.</p> <p>iii) Cleaning daily outside drain & connecting gully traps of ISW(BSCL) colony including removing garbage's rubbish, remnants from staff quarters to nearest dustbin shallow drain and under-ground drains.</p> <p>iv) Cleaning Metals roads with broom removing dust beyond the beams & carrying garbage's, rubbish, remnants from staff quarters to the nearest dustbin.</p> <p>v) Cleaning daily kutcha road, Parks, Volley Ball ground etc., when necessary including removing garbage's, rubbish, remnants from staff quarters to the nearest dustbins.</p> <p>vi) Cleaning, clearing, attending, checking of all pans, drains and floors, community latrines in all respect daily.</p> <p>vii) Upkeep & maintenance of VIP Bungalows in Ridge.</p> <p>viii) Upkeep & maintenance of 'A' type flats pucca staircase with a broom stick and removing the dust garbage's, remnants etc to the nearest dustbins.</p> <p>ix) Upkeep & maintenance of connecting gully traps including removing garbage's, rubbish, remnants etc. from staff quarters to the nearest dustbins.</p> <p>x) Removing garbage's, rubbish and remnants of stuff, ashes from quarters, Bungalows, & colony from dustbin to dumping yard.</p> <p>xi) Upkeep & maintenance of roof, staircase, surrounding areas all drains and removing garbage's, rubbish, remnants stuff etc. to nearest dustbin in 3 storied 'A' type flats (12 units) for workmen.</p> <p>xii) Checking of Manholes & cleaning of Jam as when required spreading of Bleaching Powder once a week of surrounding drains, removing garbages from dustbin to dumping yard in multi-storeyed flat.</p> <p>xiii) Checking of Manholes & cleaning of jam as and when required, spreading of bleaching powder once a week .</p> <p>xiv) Cleaning, clearing twice a week the garbage's, rubbish etc. (including carrying) from the dustbins.</p> <p>xv) Extending upkeep services to the town department through out the day as per the requirement at the works & colony.</p> <p>l) Job contract for providing attendant at Labour Gate, Naya Rasta, Colony, Boundary Wall during all shifts.</p>

Declaration of the contractor:

We understood the terms and conditions in this contract and agree to carry out the job as per the terms and conditions. We hereby agree to carry out the job on the following rates:

Description	Rate
A) Consolidated remuneration as on March 2018 inclusive of all statutory payments i.e. P.F., ESI, Bonus etc. as per the rule (Including employer contribution) of total bill.	Rate per head per day Rs.403.93 (Rupees Four Hundred Three & Paise Ninety Three Only)
**B) Number of maximum manpower required by assessing the job involvement after visiting the site.	
C) Total cost for 03 months considering 78 working days during the contract period.	
D) Man-hour Rate for additional work	
E) Total cost for 03 months	
F) Service Charges @.....% of the total rate quoted at E above	
G) Total Value of the Offer (E+F)	

** However, it is the management of BSCL's discretion to decide the manpower to be engaged.

- | | | | |
|-----|--|---------------------------------|---------------------------------|
| i. | Firm belongs to Micro and Small Enterprise (MSEs)- Please tick (If yes, supporting document is to be furnished) | Yes
<input type="checkbox"/> | No.
<input type="checkbox"/> |
| ii. | Firm belongs to Micro and Small Enterprise (MSEs) owned by SC/ST --Please tick. (If yes, supporting document is to be furnished) | Yes
<input type="checkbox"/> | No
<input type="checkbox"/> |

** However, it is the management of BSCL's discretion to decide the manpower to be engaged.

TENDERER'S SIGNATURE :.....

DESIGNATION :.....

DATE :.....

COMMON SEAL