

TENDER ENQUIRY

Ref.: AFD/ESAS/TE/7/2022/ I /23735

June 3, 2022

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Sub: Tender enquiry for "Operation and Maintenance of Mechanical equipments, Machining work, Carpentry work, Material handling by Forklift operation and assistance for miscellaneous work for fuel fabrication at AFD for period of one year"

Sealed quotations are invited for & on behalf of The President of India for "Operation and Maintenance of Mechanical equipments, Machining work, Carpentry work, Material handling by Forklift operation and assistance for miscellaneous work for fuel fabrication at AFD for period of one year". The scope of work, general specifications, terms & conditions are as follows:

I) Scope of Work and Specifications:

The scope of work shall involve Operation and Maintenance of Mechanical equipments, Machining work, Carpentry work, Material handling by Forklift operation and assistance for miscellaneous work for fuel fabrication at AFD for period of one year

A) Operation and maintenance of Mechanical equipments:-

Following work shall be required to be carried out on different mechanical equipments and accessories: on

Daily basis (Lathe: 1 no. / Powder filling unit: 1 no. / tube straightening m/c: 1 no. / tube heating f/c: 1 no.)

- (a) Checking of noise and vibrations
- (b) Cleaning, degreasing and greasing of bearings and various fittings
- (c) Alignment of belt tensions
- (d) Checking of heater elements and heating zones
- (e) Physical checking tube straightening rollers and its alignments etc.
- (f) Attending preventive and breakdowns of above equipments

B) Machining Work:-

- (a) End facing and length sizing of poison tubes :50 nos. per day
- (b) Turning and milling operation of mechanical components : as per requirements
- (c) Machinist shall be proficient in operating lathe machines and milling machines etc.

C) Material Handling:-

- (a) Shifting and transferring drums using forklift / stacker: on **daily basis**

From plant to scrap yard : 10 drums per day

Within plant : 5 drums per day

- (b) Shifting of machineries and equipments : as per requirements

D) Carpentry Work:-

- (a) Fabrication of various types of wooden boxes/ packing for various material and equipments: - 20 nos. min.
- (b) Dismantling and fitting of wooden boxes / packing / cartoons
- (c) Checking and repairing of plant doors / door closers : Daily basis

E) Miscellaneous assistance Work:- daily basis

- (a) Assistance in operation and maintenance for above work
- (b) Loading and unloading of material and shifting of equipments, machineries etc.
- (c) Collection and shifting of waste /scrap material and disposing it designated locations.
- (d) Providing assistance for tube powder filling and other work etc.

II) General Technical Instructions:-

1. For execution of the above work as mentioned (against A to E), contractor shall provide **at least 4 skilled persons** (1 Fitter + 1 Machinist + 1 Carpenter + 1 Forklift Operator) **and 2 unskilled persons on daily basis on all working days for a period of one year.**
2. Forklift operator should have valid forklift driving license. Contractor shall provide a copy of valid certificate for the skilled operators. Personnel working at site shall have minimum 3 years of working experience in any mechanical industries or engineering workshops.
3. A trade test and an interview will be performed for all the personnel coming for work. Only after satisfactory performance in test, the personnel will be allowed to work at the site.
4. Fresh candidates shall not be deputed in any case for carrying out the above work.
5. All the works shall be carried out at AFD, BARC, Trombay, Mumbai. All material, equipment and tooling will be supplied by the department.
6. Preventive & breakdown maintenance, replacements and handling of mechanical equipments, accessories, and components shall be done safely and with due care. SOP and maintenance checklist of above equipments has to be strictly followed. Work schedule should be followed on priority.
7. All the work related to maintenance shall be carried out with utmost care and under supervision only. Damages of equipments, machineries, accessories etc of any kind shall be liable for penalty.
8. Contractor's personnel shall report to Engineer-in-charge and shall perform the task under his supervision.
9. The demands of work require the person to be able to lift loads up to 25 kg. Valid medical fitness certificates of all personnel shall be produced after placement of work order/ contract document as per prescribed format. The fitness certificates shall be obtained from Medical Practitioner registered with Indian Medical Council.
10. Absenteeism, irregularity and punctuality in attendance of contractor's personnel shall be strictly reviewed. Proportionate amount shall be deducted from contractor's bill for absenteeism of its personnel.
11. Contractor shall arrange for suitable alternative manpower in case of frequent absenteeism /unsatisfactory performance/ misbehavior of any worker involved in this work so that the scheduled work shall not hamper.
12. All personnel will be required to report to Health Physicist, AFD, before commencement of work and after completion of work every day.
13. Personnel involved in this works contract shall have to use TLD badges provided by divisional HP.
14. The personnel shall undergo detailed training in radiation protection including emergency procedures applicable to the plant. They will be adequately trained so that they are fully familiar with the procedures and work methods of the plant. The literacy level of workers should be such that they should be able to read, write and absorb the training imparted to them and understand radiation safety.
15. Supervisor shall be present at site during the work. During execution, all safety measures such as safety shoes, hand gloves, headgear for welding, certified machines for electrical jobs etc. are to be followed. The supervisor shall be experienced enough for safety (fire & personal) to oversee the site activities. For elevated jobs proper Safety Belts shall be used by all workers.
16. Personal protective gears such as safety shoes suitable for mechanical workshop, socks, undergarments, Face cover/mask and soap shall be provided by the supplier to their employees engaged in this work. No personnel will be allowed to work without safety gears.
17. Personal protective gears such as boiler suits, hand gloves and respirator (if required for occupational hazard) will be provided by us.
18. During the execution of work, all safety instructions are to be followed. This work includes working in an area with possible radioactive contamination; hence the contractor should strictly ensure that the personnel carrying out work shall wear all necessary personnel protective equipment as prescribed. BARC will not be responsible for any injury or accident taking place on site. Any loss or damage to property, machine, equipment and tools will be recovered from the contractor.
19. The upkeep/cleaning of work place and surrounding is the responsibility of contractor. Any unwanted or extra materials shall be kept at designated area which will be shown by departmental supervisor. It is required to maintain safe and hygienic work environment at all time.

20. **Site Visit:-** The contractor shall have to visit the site to comprehend the scope of work and equipment conditions. The same will be arranged by the undersigned. The site can be visited strictly on 16/6/2022 between 10.00 hrs to 14.00 hrs on working days. However, prior intimation of at least three working days is necessary. For site visit, undersigned may be contacted (ph. 25594869/4614, email: pjpatil@barc.gov.in). Complete details of the firm, name of visitors, occupation/designation, identity proof, PVC details, date of visit etc. are required for approval of visit.

Contractor shall have to carry valid Photo identity card (Driving licence/passport/adhaar card) while visiting this premises. Contractor should not carry any type of electronic items such as mobile, pen drive, camera etc with him/her at the time of visit.

The quotations submitted without site visit will NOT be considered.

21. Contractor should have previous experience of similar type of work and shall have to produce documentary evidences of the same for site visit clearance.
22. Contractor shall obtain **police verification certificate (PVC)** for all his employees including his supervisors and workers engaged in the work.
23. The contractor shall deploy the manpower at AFD, BARC within 3 weeks after issue of work order. Work order will be communicated to the contractor through email also.
24. Work order will be cancelled, if the contractor fails to deploy the required manpower within 1 month from the date of issue of work order. Further, the contractor will not be permitted to bid against future tender enquiries raised by AFD, BARC.

III) Terms & Conditions:-

1. Supplier should **clearly and separately** mention the **BASIC COST of supply, GST, work completion period** etc. in the offer.
2. Quotation shall be **lump sum for entire work completion** mentioned in the enquiry. Quotations received on per person basis or individual work basis will not be considered.
3. Your quotation / Offer shall be valid for min. 90 days
4. Work completion period is **ONE YEAR** from the date of issue of the work order.
5. Any delay which is attributable to the contractor is liable for penalty @ ½ % per week (max. 10%) to be imposed on the contractor.
6. In case of delay in work completion, supplier may send request letter to concerned authority for extension in work completion period with proper justification for delay in work. Concerned authority may or may not give extension with or without penalty depending on the justification for delay.
7. Income tax @2% and GST TDS @2% will be deducted from the Suppliers bill.
8. Supplier should give guarantee for a minimum period of **One Year** for the workmanship.
9. Contractor must furnish their **PAN no. & GST Registration Certificate**.
10. Supplier shall submit GST undertaking as per format and will be liable for GST exemption as per prescribed rate if found in order.
11. 100% payment will be arranged after satisfactory completion of work at AFD and on submission of:
a) Bills in triplicate, b) Advanced stamped receipt, c) Delivery Challan (if any), d) Guarantee Certificate, e) GST undertaking, f) ECS payment form, g) Work Completion Certificate, h) ITR undertaking
12. In case of award of work order, the supplier shall give his acceptance through email or letter within 15 days of issue of work order.
13. Contractor working inside BARC is subjected to security clearance by BARC security, before or during the period of contract. Security instructions and guidelines must be followed strictly by the contractors.

14. Confidentiality clause:-

I. Confidentiality:-

No party shall disclose any information to any third party concerning the matters under this contract generally. In particular, any conformation identified as "Proprietary" in nature by the disclosing party shall be kept strictly confidentiality 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.

II. "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

III. Prohibition against use of BARC's name without permission for publicity purposes. :-

The contractor of sub-contractor, consultant, adviser or the employees engaged by the contractor shall not use BARC's name for any publicity purpose through any public media like Press, T.V. or Internet without the prior written approval of BARC.

15. Quotations are to be in printed letter head / quotation format which should consists of **PAN of the firm, GST registration number** etc. Quotations that are received in computer generated form will be considered as invalid & rejected.

- Sealed quotations must be forwarded by **Registered or Speed Post ONLY**. Quotations forwarded through any other routes will not be considered.
- Sealed quotations should be super scribed on the envelope with the reference number of this letter, and should be addressed to and reached by **(30-06-2022 by 16.00 hrs.)** to:

TO,

Shri P.J. Patil,

SA/F, Technical Services Section,

*Atomic Fuels Division, Bhabha Atomic Research Centre,
Trombay, Mumbai-400085.*

Patil

(P. J. Patil)

SA/F, ESAS, AFD

(Surendra Kumar)

Head, ESAS, AFD

(For & on behalf of The President of India)

03/06/22