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ट्रॉम्बे,
मुंबई-४०० ०८५.
TROMBAY,
MUMBAI-400 085.

भारत सरकार
GOVERNMENT OF INDIA
भाभा परमाणु अनुसंधान केन्द्र
BHABHA ATOMIC RESEARCH CENTRE
ALKALI MATERIAL & METAL DIVISION

Ref.: BARC/AMMD/SRS/2019/

Date: 10th October, 2019

To,

Subject: Invitation to submit your quotation

Dear Sir,

You are requested to submit your quotation, in sealed envelope for the 'Annual Contract' for the job noted in the table below. The complete quotation shall reach to the undersigned by post (**Speed Post/Registered AD**) on or before **29/10/2019**. Job name and due date shall be clearly written on the envelope. The quotation will be opened in General Service Section (GSS) of Accounts Division, BARC on the next working day or next scheduled day for quotation opening in GSS.

Sl. No.	Description of Job	Quantity	Location/Person to be contacted
1	Annual contract for the lifting, shifting and movement of plant product & waste material, assistance in preventive maintenance of the equipments, upkeep of plant and lab premises etc. of PDL-AMMD Building at DEED Complex of ChEG, BARC, Trombay, Mumbai – 85.	01 Job.	Location: PDL Building (DD Premises), AMMD/BARC, Trombay, Mumbai – 400085

Notes:

- **Periodicity of Routine Visit:** As noted in ANNEXURE-II
- **Period of Contract** As noted in ANNEXURE-II.
- Applicable taxes and duties shall be clearly mentioned in the quotation.

- Quotations shall be submitted on printed letterhead. Computer generated quotations will not be considered.
- Quotation shall consist of GST Registration Number and PAN Number of the firm.
- **Qualifying Criteria for Bidders**
 - Firms willing to bid for above mentioned job shall have been vetted by Security Section of BARC.
 - All the supervisors and workers should have valid Police Verification Certificate (PVC). The list of manpower available with firm along with details of their PVC shall be submitted.
 - The past experience of firm in similar nature of jobs in BARC/DAE shall be made available with work order copy and satisfactory work completion certificate from the user. Also the list of ongoing jobs inside BARC premises with expected completion period shall be provided.
 - **Interested bidders shall contact undersigned on Phone No. 25596151 (Ext. No. 26151) with above mentioned details for getting the Detailed Technical Specification. Unsolicited quotations will not be considered.**
- The quotation envelope shall be superscripted with description of the job and the Tender Ref. No., mentioned above.
- **Validity of the Offer:** Validity of the offer shall be 90 days from date of opening of quotation.
- **Offer of Firm:** Offer of those firms, who do not submit their quotation as per the details given in the technical specification (ANNEXURE – I and ANNEXURE – II) and incomplete quotations in any respect shall not be considered.
- The department reserves right to extend the date of opening the quotations.
- **Please refer to the attached ANNEXURE – I for the various general terms and conditions and ANNEXURE – II for technical specifications.**

Thanking You,

Sd/-

(S. R. Satre)
Scientific Officer - E
**For and on behalf of The President of India
(The Purchaser)**

ANNEXURE - I
General Terms and Conditions

1. GST Charges

GST Charges accepted shall be firm during the period of the Contract.

➤ Quotation shall consist of GST Registration number if any and PAN number of the firm.

2. Option

a) While the contract is intended to be valid for a period of **one** year, this Division reserves the right to terminate this contract by giving a notice of one month and without any financial obligation on the part of this Division. In the event of cancellation of the contract for a reason or the other the payment for service carried out will be paid on pro-rata basis.

b) Proportionate amount shall be deducted from AMC charges for non-servicing period.

3. Emergency Call

In case of emergency/breakdown call from the user department, contractor shall depute additional manpower and shall attend the call immediately but not later than 24 hours at no extra cost.

4. Scope of Work

c) It involves lifting, shifting and movement of plant product & waste material and assistance in preventive maintenance of various equipment listed in the ANNEXURE-II.

d) Preventive maintenance includes thorough cleaning, lubrication, calibration, testing, re-adjusting, replacement of parts needed for proper operation.

e) To repair defects, if any during the period of the contract.

f) To keep the equipment, plant and laboratories in up-to-date condition during the period of the contract.

5. Replacement of Spare Parts

Supply of spare parts is not in the scope of contractor. However, contractor shall replace the spare parts provided by user's department.

6. Buy Back Clause

The buy-back arrangement should be followed wherever applicable for the disposal of scrap/garbage, redundant stores and debris etc. The work completion certificate will be issued only after clearing all such materials from the work premises in BARC.

7. BSMO Certificate

Final bill shall be cleared by Accounts Officer-GSS only after receipt of site clearance certificate from BARC Swachta Monitoring Officer (BSMO) as per circular no. APO/TSD/141/2015/1579 dated 24/06/2015.

8. Payment

g) At the end of each three months period for the actual work carried out by the contractor.

h) Please forward your **invoice in triplicate indicating the service contract number and date, for arranging payment.**

- i) Payment will be made only through ECS. Name & address of party's bank, account number, IFSC code, MICR number which appears on cheque leaf, should also be quoted on the bill.
- j) The contractor will not be eligible to claim any interest on account of delay in receiving any payment.
- k) Undertaking shall be furnished in standard format, that the GST has been promptly deposited with authorities.

9. Bills

Bill and cash receipts for payment may be forwarded to the undersigned indicating our contract number for record.

10. Completion Report

A completion report will have to be forwarded to this Office with copy to the user department after completion of the last servicing but well before the expiry of the contract certifying that the equipment have been serviced as per the terms and conditions of the contract and also with your proposal for extension of the contract if any, indicating our contract No. and date for our consideration.

11. Please ensure that our service contract number is quoted in all correspondences and bills etc.
12. Kindly acknowledge receipt and confirm that the service will be carried out as per terms & condition of the contract.
13. Income Tax@2%, GST@2% and other charges, as applicable will be deducted from the bills.

Confidentiality Clause:

I. 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, adviser or the employees engaged by a party with equal force.

II. "Restricted information" categories under Section-19 of the Atomic Energy Act, 1962 and "Official Secrets" under Section-5 of the Official Secrets Act, 1923: Any contravention of the above-mentioned provision 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, 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, Radio, TV or Internet without the prior written approval of BARC.

Sd.
(S.R. Satre)
Scientific Officer - E
For and on behalf of The President of India
(The Purchaser)

ANNEXURE-II
Technical Specification

1. Job No.: AMMD/SRS/2019/2

2. Job Title:

Annual contract for the lifting, shifting and movement of plant product & waste material, assistance in preventive maintenance of the equipments, upkeep of plant and lab premises etc. of PDL-AMMD Building at DEED Complex of ChEG, BARC, Trombay, Mumbai – 85.

3. Job Sites:

Site – 1: Process Development Laboratory (PDL) building of AMMD (DD premises) and Hall-5.

4. Requirement:

- Nos. of Persons: Two persons (one each at a time at any two sites amongst above noted job sites) shall be employed for the above job
- Qualification: Minimum 08th. Standard Pass.
- Physically fitness certificate of worker shall be submitted from MBBS registered physician at every three months.
- Height: Minimum 160 cms, Weight: 60 Kg. ± 2.0
- Languages Known: He shall be well versed with spoken & written of Hindi or Marathi Languages. Knowledge of English Language will be preferable.
- Age limit: Both the persons shall have age between **18 years to 35 years**.
- Women and children below 18 years of age shall not be permitted.
- Technical field experience from mechanical and fabrication or sanitary cosmetic background. (Short term course will be preferred from relevant field)

5. Contract Period: Contract period shall be 01(one) year commencing **from 02/01/2020 to 01/01/2021**. The contractor shall depute two persons for the 240 days each during the contract period.

6. Schedule of Work: Work shall be carried out on all the working days except Saturdays, Sundays and Holidays declared by BARC. The time of work shall be any of the 1st general shift (08:00 to 16:30 hrs), 2nd general shift (09:45 to 18:15 hrs) and mid-general shift (09:00-17:30 hrs). Shift timing shall be decided by user's department and will be subject to change as and when required. The person shall observe lunch time for 30 minutes only.

The attendance of workers at job sites shall be registered regularly so that the absence (if any) of worker or his substitute at site shall be enumerated.

7. Scope of work:

- 7.1. It involves lifting, shifting and movement of plant product & waste material and assistance in preventive maintenance of various equipments etc.
- 7.2. Preventive maintenance of the equipments involves cleaning if equipments, greasing & oiling and periodic checking & tightening of nuts & bolts of the equipments etc. List of the equipments and facilities for preventive maintenance are as under:
 - a) Muffle furnaces - 03 nos.
 - b) Die-roller extruder – 02 nos.
 - c) Spherodizers – 02 nos.
 - d) Fluid bed dryer – 02 nos.
 - e) Vibratory sieve shaker – 01 no.
 - f) Electromagnetic sieve shaker – 03 nos.
 - g) Test sieves – 100 nos.

- h) Alumina crucibles - 100 nos.
- i) SS 347 crucibles – 19 nos.
- j) Electrode boiler unit – 2 nos.
- k) Chiller unit – 2 nos.
- l) High pressure autoclave
- m) Condensation reactor (Hastelloy, 85 L capacity)
- n) Glass reactor assemblies of 25 L and 10 L capacity
- o) Vacuum pump
- p) Hot oil circulator
- q) Vacuum oven
- r) Hollow fiber assembly
- s) Various laboratory instruments with control units
- t) Storage equipments – 04 nos.
- u) Various bowls and glass wares used during experiments
- v) Housekeeping of plant and lab premises

7.3. Water and electricity shall be supplied by the user's department at free of cost

7.4. All the tools and other material required for the execution of above mentioned job shall be arranged by the contractor.

7. Inspection And Supervision:

7.1 Work done by the worker of contractor shall be supervised by the supervisors of the user's department at respective locations

7.2 If the quality of work is not satisfactory, users department can terminate the contract at any time.

8. Contractor shall maintain requisite Register and Records under the Contract Labour (Regulation and Abolition) Act-1970 and shall follow the rules regulations as amended by Chief Security Officer ,Gen. Section SR&W and Safety Committee of DAE/BARC etc.

9. Safety Rule & Security Rule:

The vendor shall follow all the safety procedures as per the normal industrial practice during the execution of the job at site. Any mishap occurring during the work due to unsafe workmanship shall be the vendor's liabilities. Security and transportation rules at BARC, Trombay premises shall be strictly followed.

10. Police Verification Certificates:

The persons should have a valid police verification certificate for the contract period. Photo pass shall be issued in lieu of producing police verification certificates for all workmen who shall be employed by the contractor for this work. Each photo pass issued to employee/supervisor or any other staffs upon the completion of this work has to be surrendered to the issuing authority and obtain a "No-Demand Certificate" to that effect from S&MIS Section of Personnel Division of BARC.

Sd.

(S. R. Satre)

Scientific Officer - E

For and on behalf of The President of India
(The Purchaser)