



Government of India
Bhabha Atomic Research Centre
Atomic Fuels Division

Ref: BARC/ Tenders / AFD / ESAS / 2021

November 24, 2021

Tender Enquiry

Sub: Annual Maintenance Contract for Forklifts and Stackers at AFD

Sealed quotations are invited for & on behalf of the President of India for Annual Maintenance Contract (AMC) for Forklifts and Stackers at AFD.

The scope of work, general description and salient terms & conditions are given hereunder.

1. General Description and Scope of Work

The details of Equipments are given hereunder:

S No.	Description	Capacity	No. of Equipments	Make
1.	Battery operated Forklift	1.5 Ton	2 Nos.	M/s Godrej & Boyce Manufacturing Co. Ltd
2.	Diesel operated Forklift	3.0 Ton	2 Nos.	M/s Godrej & Boyce Manufacturing Co. Ltd
3.	Battery operated Stacker	1.0 Ton	2 Nos.	M/s Jaldoot Material Handling Pvt Ltd

The contractor's scope of work shall include comprehensive AMC of Forklifts and Stackers for one year. The contractor shall exclusively be responsible for smooth functioning of the entire system (and its sub-systems) including mechanical, hydraulic, electrical, electronics, instrumentations etc. Accordingly, the contractor shall have to undertake following activities for the entire system:

- 1.1 Preventive maintenance
- 1.2 Scheduled maintenance
- 1.3 Breakdown maintenance

Broadly, the above activities will include periodic inspection of various components & parts, cleaning, lubrication, partial / complete dismantling, replacement of worn out parts, attending breakdowns and finally making it ready for the trouble free operation. All the above stated activities will have to be performed at our works only.

2. Period of contract

ONE year from the date of issue of work order.

3. Periodicity of Routine Visits

During the currency of the contract, monthly service shall be carried out. (*i.e. 12 services in one year*). Also, the contractor shall have to attend emergency breakdowns, as & when required.

4. Terms & Conditions

4.1 Service Charges

Contractor shall quote for the service charges only. Thereby the charges in quotation must be on yearly basis and valid for one year. Quotation having other price structure / format shall not be considered. Taxes, if any, shall be specified separately. Percentage of GST payable or included in the quotation should be shown separately, i.e. Basic cost ₹ XXXXX/- plus GST ₹YYYYY/- = Total ₹ZZZZZ/-

Service Charges once accepted, shall remain firm during the currency of the Contract.

4.2 Option

4.2.1 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 services carried out, will be paid on pro-rata basis.

4.2.2 Proportionate amount shall be deducted from the AMC charges, for non-servicing period.

4.3 Emergency Call

Emergency breakdown calls from the user department should be attended immediately, however, not later than 24 hours and at no extra cost.

4.4 Scope of work

4.4.1 Thorough cleaning, lubrication, testing, re-adjusting, replacement of parts needed for proper operation.

4.4.2 To repair defects, during the currency of the contract.

4.4.3 To keep the equipment in up to date condition, during the currency of the contract.

4.5 Replacement of spare parts

The cost of spare part replaced during the currency of the contract, will be paid extra at actual. However, spare parts will be replaced with the approval of user department regarding necessity of replacement & cost reasonability. It is therefore requested to submit a list of common spares needed for proper working to the user department to enable them to stock the same.

4.6 Payment

4.6.2 At the end of each quarter period.

- 4.6.3 Please forward your invoice in triplicate indicating the service contract number & date, for arranging the payment.
- 4.6.4 100% payment for spares will be released immediately on receipt of the bill duly certified by the user department indicating that the spares have actually been replaced and rates are reasonable.

4.7 Bills

- 4.7.1 Bill and cash receipts for payment may be forwarded to the undersigned indicating our contract number for record.
- 4.7.2 Bill for spares replaced during the service contract period may please be forwarded to Head of the Division, BARC duly certified by the user department that the spares have been actually replaced and cost is reasonable.

4.8 Completion Report

A completion report may please be forwarded to this Office with a copy to the user department, after completion of the last servicing, however, well before expiry of the contract and 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.

- 4.9 Please ensure that our service contract number is quoted in all correspondences and bills etc.
- 4.10 Kindly acknowledge receipt and confirm that the servicing repair will be carried out in terms of the contract.
- 4.11 Income Tax, Surcharges and Education Cess as applicable, will be deducted from the bills.

- 5. Contractor shall furnish Bank details as the payment will be released only through ECS.
- 6. **No escalation in the cost of contract shall be permitted.**
- 7. Work order number, period of contract, payment in respect of month / quarter etc should be quoted on the bills.
- 8. Contractor shall submit GST undertaking format (enclosed) duly filled along with sign and seal.
- 9. Income Tax, surcharges and Education Cess as applicable will be deducted from the bills.
- 10. The contractor will not be eligible to claim any interest on account of delay in receiving any payment.
- 11. No insurance charges will be borne by the department.
- 12. No additional expenses including but not limited to freight, fitting / installation charges, calibration charges, expenses of foreign engineers, extra visit charges, engineer expenses, transportation, refurbishment charges, repair charges to bring the equipment in working condition etc. will be payable.
- 13. Procurement of materials required for the contract may be intimated to BSMOs. In case of inability to obtain "Buy back arrangement", the scrap may be credited to Stores and credit voucher may be forwarded to this section.
- 14. Contractor may adopt "Buy back arrangement" option regarding arrangement for disposal of scrap/garbage, redundant stores, debris.
- 15. Contractor should upkeep of premises and gets the Clearance certificate from BSMOs before submitting bills for settlement.
- 17. Minimum two workers & a supervisor shall be present at site during the work. During execution, all safety measures such as safety shoes, hand gloves, head gear 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. The upkeep of area is responsibility of contractor. Any unwanted or extra materials shall be kept at designated area. For elevated jobs proper safety belts shall be used by all the workers.
- 18. **Renewal of contract**
In case the contractor wishes to renew the AMC then he should submit his proposal for renewal of the AMC indicating out last service contract number & date, for our consideration.
- 19. Kindly acknowledge receipt and confirm that the servicing / repair will be carried out in terms of the contract.
- 20. No WCT (Works Contract Tax), Octroi duty, custom duty, freight, and fitting / installation charges will be paid.

21. Site Visit

The vendors shall have to visit the site to asses & comprehend the scope of work, and the same will be arranged by the undersigned. Vendors must have the previous experience in the similar nature of work along with quality assurance plan, and should provide documentary evidence for the same while requesting for the site visit. The site visit shall be cleared only after verifying the credentials of the vendor. The quotations submitted without documentary evidences of experience will not be considered.

The site can be visited from 06/12/2021 to 07/12/2021 between 10.00 hrs to 14.00 hrs on working days only. However, for site visit, prior intimation of two working days is required for arranging the entry permits etc. The quotations submitted without site visit will NOT be considered.

- 21.1 Vendor shall have to carry valid Photo identity card (Driving license, passport, Aadhaar Card) while visiting this premises. Failing to bring valid identity cards, vendors will not get access into our premises. Further, entry permits will not be arranged for next dates if vendors unable to visit the site on permitted dates for any reasons. Vendor should not carry any type of electronic items such as mobile, pen drive, camera etc with him/her at the time of visit.
- 21.2 For preparing entry permit, you can contact the undersigned on Ph. No. (022) 25594927 or can e-mail to hsharma@barc.gov.in giving complete details of Firm, name of visitors, occupation/ designation, identity proof, PVC details, probable date of visit etc.

22. Confidentiality Clause:

- 22.1 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.
- 22.2 "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.
- 23 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. The Quotation must be printed on letter head / quotation format and should consist of GST number registered with the authority, PAN of the firm etc.
- 24 The quotation must be forwarded by Registered Post or Speed Post ONLY. Quotation forwarded through any other modes shall not be considered.
- 25 Sealed quotations super scribed on the envelope with the reference number of this letter, addressed as hereunder and should reach by 14/12/2021 (16.00 hrs) to:

Shri Hariom Sharma

TO/D, Engineering Services & Automation Section
Atomic Fuels Division
Bhabha Atomic Research Centre
Trombay, Mumbai-400085

Yours faithfully,

Hariom Sharma
TO/D, ESAS, AFD

sd/-

Surendra Kumar
Head, Engineering Services & Automation Section
Atomic Fuels Division

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