

**URANIUM CORPORATION OF INDIA LIMITED**  
(A Govt. of India Enterprise)  
**TUMMALAPALLE**

**PO: Mabbuchintalapalle, Mandal: Vemula,**

**Dist: YSR DISTRICT – 516349 A.P.**

**Hyderabad Office:** Plot No.37, Road No.3, Sunrise Homes,  
Upparpally, P.O.Hyderguda,  
Ranga Reddy District,  
HYDERABAD - 500 048.

**Head Office :** P.O.Jaduguda Mines, Dist. Singhbhum (East)  
JHARKHAND – 832 102.

**NOTICE INVITING TENDER NO. NIT :**

**TMPL/MILL/MECH/NIT – 158**

**Through** <https://gem.gov.in/> Website.

T E N D E R

F O R

**SUPPLY OF SERVICES OF VARIOUS CATEGORIES OF MANPOWER  
FOR MECHANICAL MAINTENANCE JOBS AT TUMALLAPALLE MILL  
OF URANIUM CORPORATION OF INDIA (UCIL), ANDHRA PRADESH**

**URANIUM CORPORATION OF INDIA LIMITED, TUMMALAPALLE**  
**(A GOVT. OF INDIA ENTERPRISE)**  
**PO: Mabbuchintalapalle, Mandal: Vemula,**  
**Dist: YSR DISTRICT – 516349, ANDHRAPRADESH (DIST.)**

**NOTICE INVITING TENDER NO. NIT : TMPL/MILL/ MECH- 158**

**Job:** SUPPLY OF SERVICES OF VARIOUS CATEGORIES OF MANPOWER FOR MECHANICAL MAINTENANCE JOBS AT TUMALLAPALLE MILL OF URANIUM CORPORATION OF INDIA (UCIL) ,ANDHRA PRADESH.

**Tenderers has.....**

- a) To be uploaded their bids at Government e-proc site <https://gem.gov.in/>.  
By 12.00 hours P.M on **16/10/2023**.
- b) Tenders will be opened in the presence of tenderers who may like to be present at  
12.30 PM hours on **16/10/2023**.

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**URANIUM CORPORATION OF INDIA LIMITED, TUMMALAPALLE**  
**(A GOVT. OF INDIA ENTERPRISE)**  
**ANDHRAPRADESH**  
**SPECIAL INSTRUCTIONS TO THE TENDERERS**

1. Tender should be submitted through Government E-Marketing (GeM) website only (<https://gem.gov.in/>) on or before **16/10/2023** up to 12.00 PM. Other mode of Tender document submission is not acceptable
2. i) Technical Part.  
ii) Price Part shall be uploaded in Government E-Marketing (GeM) website . (<https://gem.gov.in/> )  
iii) EMD & Tender fees shall be kept in a sealed envelope, which shall also be super scribed with N.I.T. No. Name of work, Name of Tenderer and date of opening of tender.
3. All the pages of tender document should be duly signed along with seal of renderers and the same scanned copy shall be uploaded in Government E-Marketing (GeM) website without which tenders are likely to be rejected.
4. Tenderers are requested to submit following:
  - a) Offers should be accompanied by an *Earnest money deposit* of **Rs. 47,500/- (Rupees Forty-Seven Thousand Five Hundred Only)** failing which the offer shall be rejected. E.M.D shall be by way of a Demand Draft payable at State Bank of India, Pulivendula (IFSC:0989) drawn in favour of Uranium Corporation of India Limited, through any Indian nationalized bank EMD shall not bear any interest. Bidder should attach the scan copy of DD along with their offer (part I). Subsequently Demand draft shall be send through Courier/ Speed post to Admin. department in sealed envelope superscribing DEMAND DRAFT for EMD, Tender Ref.no. and due date before opening of part I, failing which offer will be Rejected. This EMD amount will be held by the Corporation until placement of order/ contract, and will bear no interest. It will be forfeited in the event of break of contract.
  - b) ***The units registered under “Single Point Registration Scheme of NSIC”/ “MSME” are eligible to get the only benefit of issue of EMD /Tender document at free of cost.***
  - c) ***No Exemption has been given from submission of previous orders & financial criteria to any of MSME/NSIC bidders. All the bidders must submit the credentials to fulfill the mentioned Pre-Qualification criteria. Bidders who are failing in meeting the Pre-Qualification criteria will not be considered for next evaluation process.***  
**Special Notes:**
    - 1) ***Any failure by the vendor/contractor to supply/execute the contract as per tender terms and conditions may result in black listing of respective vendor's /contractor***
    - 2) ***This tender was released for a period of 60 days. Further, UCIL also reserves the right to short close the contract at any point of time within order tenure period by giving 07 days prior notice as per the discretion of UCIL without assigning any reason.***



**URANIUM CORPORATION OF INDIA LIMITED**  
(A Government of India Enterprise)  
**TUMMALAPALLE , P.O. M.C. PALLE, VEMULA MANDAL ,**  
**DIST. – KADAPA-516349 , A.P.**

Date: **29/09/2023**

**NOTICE INVITING TENDER NO: TMPL/MILL/MECH/NIT/158**

Online tenders are invited from bonafide resourceful, reliable, experienced & reputed contractors for the execution of following works at Uranium Corporation of India Limited (UCIL), Tummalapalle, and Andhra Pradesh.

Name of Works & Plant	<b>SUPPLY OF SERVICES OF VARIOUS CATEGORIES OF MANPOWER FOR MECHANICAL MAINTENANCE JOBS AT TUMALLAPALLE MILL OF URANIUM CORPORATION OF INDIA (UCIL) , ANDHRA PRADESH.</b>
Earnest Money Deposit:	<b>Rs. 47,500/- (Rupees Forty-Seven Thousand Five Hundred Only)</b>
Cost of Tender document:	<b>Nil</b>
Estimated Value of work:	<b>Rs. 47,35,272 /-</b>
Nature of tender:	<b>Two Part Tender</b>
Mode of Submission	<b>Through <a href="https://gem.gov.in/">https://gem.gov.in/</a> . Web site only.</b>
Period of Contract:	<i>60 days from the date of commencement and extended up to 15 days beyond the actual stipulated contract period if required.</i>

1. Date of Commencement of uploading of offer at Government E-Marketing (GeM) website from **29/09/2023 to 16/10/2023.**
2. Date for viewing, downloading the tender document in GeM website is from **29/09/2023 to 16/10/2023.**
3. Date & time for uploading the offer at Government E-Marketing (GeM) website up to **12.00 PM afternoon of 16/10/2023.**
4. Date & time of tender opening (Techno Commercial Part only) at **12.30 PM on 16/10/2023.**
5. Date of opening of Price Part shall be intimated to bidders who qualify in technical part.
6. Aspiring Bidders/Contractors who have not registered in <https://gem.gov.in/> website should register through the Government E-Marketing (GeM) website (<https://gem.gov.in/>) is to be only used for participating in the Online Tenders.
7. For details, registration and Tender Submission, please visit <https://gem.gov.in/> website or contact Mail us at: helpdesk-gem@gov.in & Toll Free Numbers: 1800-419-3436, 1800-102-3436 .
8. The NIT Form with standard tender documents will be accessible in the Government E-Marketing (GeM) website (viz <https://gem.gov.in/>).
9. Class III Digital Signature Certificate (DSC) is mandatory to participate in e- procurement. participating bidders/Contractors have to make sure that they have the valid DSC. If not, they can procure from any of the RAs approved by CCA.
10. Bidders/Contractors should upload and attach all the Scanned copies of technical documents/ certificates in e- procurement website <https://gem.gov.in/> pertaining to their eligibility criteria mentioned in the NIT, failing which, the bid will not be considered.
11. For those tenderers whose technical bids do not satisfy the eligibility criteria, their financial Bids will not be opened.
12. UCIL reserves the right to accept or reject any or all tenders either in full or part thereof or to split the work among more than one contractors if necessary or regroup the packages without assigning any reasons whatsoever.
13. Any corrigendum to the above tender shall be published in company website and Government E-Marketing (GeM) website only...

#### **14. PRE QUALIFICATION CRITERIA**

##### **A. Experience Criteria:**

The bidder should have experience of having successfully executed any one criterion of similar works ("a" or "b" or "c" or "d" or "e" or "f") during last 07 years ending with the last date previous to the month in which tender is floated as below:

- a) One similar work order for Supply of manpower of at least 3840 man days in a year [2304 man days of Fitter/Mechanic/Rigger/Welder/Machinist/ Turner/Argon welder/ Rubber Liner /Fabricator/ Boiler operator plus 1536 man days of helpers].
- b) Two similar work orders for Supply of manpower of at least 2400 man days in a year [ 1440 man days of Fitter/Mechanic/Rigger/Welder/Machinist/Turner /Argon welder/ Rubber Liner /Fabricator/ Boiler operator plus 960 man days of helpers].
- c) Three similar work orders for Supply of manpower of at least 1920 man days in a year [1152 man days of Mechanic/Rigger/Welder/Machinist/Turner /Fabricator/ Boiler operator plus 768 man days of helpers].
- d) One Similar work order costing not less than Rs.37.88 Lakh.
- e) Two Similar work orders each costing not less than Rs.23.94 Lakh.
- f) Three Similar work orders each costing not less than Rs.18.94 Lakh.

**"Similar work"** means

"Supply of services of Mechanic/Fitter/Rigger/Welder/Machinist/Turner/other helpers for mechanical maintenance works (OR) Maintenance contracts of mechanical equipments (like conveyers/ crushers/ Grinding Mills/ Screens/ Thickeners/Gear boxes/ Agitators/ Horizontal Belt Filters/Pumps/ Heat Exchangers) (OR) Fabrication & Erection of Structural steel works (OR) Erection/ commissioning works of ore/material handling & processing consisting of conveyers/ crushers/ Grinding Mills/ Screens/ Thickeners/Gear boxes/ Agitators in any reputed organization"

The bidder shall submit documentary evidence by way of copy/copies of work order/Contract Agreement specifying the work & the amount of order and Work done certificate/completion certificate with executed amount and date of completion from client in support of meeting above technical eligibility criteria.

- In support of credentials for Supply of manpower, bidder shall submit the documentary evidence of schedule of rates or price schedule of previous order clearly establishing that work has been carried out based on manpower supply rate and Work done certificate/completion certificate with executed amount and date of completion from client in support of meeting above technical eligibility criteria.

##### **B. Financial Criteria:**

The average annual financial turnover of the Bidder during last (3) three consecutive financial years ending 31st March' 2023 shall not be less than Rs.15.00 Lakhs. Bidder shall submit signed copy of Audited Annual Financial Reports for last 3 (three) consecutive financial years ending 31st March 2023 (Balance Sheet and Profit & Loss Account). Chartered Accountant signed/authorized Balance Sheet and Profit & Loss statements to be furnished by Bidders for fulfilling financial eligibility and they should clearly indicate the details of the Membership No. & Firm No. of the Chartered Accountant.

In case Bidder is not able to submit the above, for genuine reasons to be specified in writing, Chartered Accountant's Certificate, in original, may be submitted to substantiate the financial eligibility. The Chartered Accountant's Certificate should clearly indicate the details of the Membership No. & Firm No. of the Chartered Accountant and the UDIN.

- a) The average shall be compared with the minimum requirement to ascertain the eligibility status of the bidder.
- b) If any bidder does not submit the Turnover value for any of the 3 years, the bidder will not disqualify and instead shall consider all 3 years for computing the average assuming a value of "zero" for the year for which no information has been furnished by the bidder.

##### **PQC additional documents:**

The eligibility is to be decided strictly based on documents submitted at the time of receipt of tenders. No additional documents are to be allowed to be submitted after receipt of tenders. But there is no bar to seek clarification or authentication of submitted documents. Also If desired, UCIL

may ask the bidders to submit the additional documents relevant to eligibility in the tender for ensuring the genuineness of the bidder. However, in case of poor response, with a view to increase the competition, admission of additional documents to meet the PQC—criteria may be allowed subject to the condition that

- a) 'Poor Response' implies when less than three bids are found suitable on the basis of submitted eligible documents as per NIT.
- b) The additional document should not be issued subsequent to last date of receipt of tender as mentioned in the NIT.
- c) The bidder submitting additional documents has submitted EMD and tender cost as prescribed in NIT. And the opportunity of submission of additional documents will be given to all the bidders.

This is a **Public tender, two parts**. Tender can be viewed & downloaded from Government E-Marketing (GeM) website <https://gem.gov.in/> the cost of tender fee shall be paid through in the Form of DD drawn in favour of Uranium Corporation of India Limited, payable at State Bank of India, Pulivendula (IFSC:0989) , through any Indian nationalized bank . Documentary evidence regarding tender document fee i.e. scan copy of the same must be uploaded along with part-I in Government E-Marketing (GeM) website. <https://gem.gov.in/>.

Tenders received without tender fee & EMD / documents for exemption are liable for rejection. Tenderer shall enclose the supporting documents of EMD & tender fee in separate envelope and shall enclose the same in the envelope containing technical proposal. The scan copy of the EMD & Tender fee shall be uploaded at the Government E-Marketing (GeM) website <https://gem.gov.in/>

*The units registered under "Single Point Registration Scheme of NSIC"/ "MSME"are eligible to get the only benefit of issue of EMD/ Tender document at free of cost..*

*No Exemption has been given from submission of previous orders & financial criteria to any of MSME/NSIC bidders. All the bidders must submit the credentials to fulfill the mentioned Pre-Qualification criteria. Bidders who are failing in meeting the Pre-Qualification criteria will not be considered for next evaluation process.*

The tenders are to be uploaded at Government E-Marketing (GeM) website <https://gem.gov.in/> only on or before the due date and time fixed for uploading the bid as mentioned in the NIT. Physical submission of tenders shall not be accepted. Technical part only of the offers uploaded will be opened on **16/10/2023** at 12.30 PM. by Chairman & Managing Director or his representative(s) in the presence of Tenderers who may like to be present. The uploaded Price parts only of technically qualified tenderers will be opened later on.

***Special Note: Any failure by the vendor/contractor to supply/execute the contract as per tender terms and conditions may result in black listing of respective vendor's /contractor***

Original documents for EMD and tender fees (i.e. Demand drafts/ any supporting documents seeking exemption) are to be sent in an envelope to reach to DGM (Mech.), UCIL, Tummalapalle unit. Please write the Tender number, due date on the envelope. The envelopes are to be received to the same office before the tender opening date & time. Offers without uploading of DD scanned copies for cost of tender document & EMD supporting documents shall be liable to rejection.

For Uranium Corporation of India Limited  
Sd/-

## **ESSENTIAL TERMS AND CONDITIONS FOR SUBMITTING THE OFFER**

1. Before submission of tender, the Tenderers are advised to make themselves fully conversant with the conditions of tendering, general conditions and Special conditions etc. They are also advised to physically visit the site to understand site working conditions, nature & modus operandi of jobs prior to quote for the same.
2. The Tenderer shall submit his tender strictly in accordance with the tender specification and terms & conditions laid down in the tender document. No tender will be accepted by Post / Courier.
3. By submitting a tender for the work in e-tender, a Tenderer will be deemed to have satisfied himself by actual inspection of the site and locality of the work, if so required and that the rates quoted by him in the tender will be adequate to complete the work in all respect according to the specification and other working conditions.
4. The Tenderer should mention their Price/ Item rates in figures as well as in words. In case of any dispute / ambiguity, the price/ rates mentioned in words shall be considered as final. No insertions, postscripts, additions and alterations shall be recognised unless confirmed by the Tenderer's signature.
5. Tender bids (Technical as well as price) shall be submitted strictly in a manner asked giving full details / information necessary for assessing their offer
6. Canvassing in any form is strictly prohibited and any Tenderer found to have resorted to canvassing or influencing other Tenderer shall be liable to have his tender rejected summarily.
7. Tender documents are not transferable.
8. ***The units registered under "Single Point Registration Scheme of NSIC"/ "MSME" are eligible to get the benefits of issue of the EMD/ Tender document at free of cost only..***
9. ***No Exemption has been given from submission of previous orders & financial criteria to any of MSME/NSIC bidders. All the bidders must submit the credentials to fulfill the mentioned Pre-Qualification criteria. Bidders who are failing in meeting the Pre-Qualification criteria will not be considered for next evaluation process.***
10. ***Special Note: Any failure by the vendor/contractor to supply/execute the contract as per tender terms and conditions may result in black listing of respective vendor's /contractor.***



# JOB DESCRIPTION

(Annexure-P)

## SCOPE OF WORK

### 1.0 Defined Scope of Bidder

The scope of work shall be hiring of services on contractual basis for various categories of manpower on supply basis. Various work and services to be rendered by the Contractor shall include but not being limited to the following:

1. Manpower in various categories like Mechanic/ Fitter, Welder cum Gas cutter, Rigger, Mill right Fitter, Rubber liner, Machinist, Argon Welder, Fabricator, EOT Crane Technician and Helpers etc. are required, who have hands on experience in running /routine /preventive /breakdown maintenance of material handling plant / processing plant consists of Conveyor belts, Crushers, Screens, Horizontal belt filters/Pre coat filters/conveyers, crushers, Thickeners, Gear boxes, Agitators, Slurry Pumps, compressor, boilers, pipe lines, valves and other rotating equipments. Mechanic / Fitters should be capable for taking measurement by micro meter, vernier callipers etc. Manpower required for 08 (Eight) working hours in any general shift or shift maintenance duty as per consultation of Engineer-in-charge.
2. Supplied manpower has to do the job anywhere and at any place under Tummalapalle Process Plant and Underground Mines if required on need basis as per the instruction of Engineer-in-charge.
3. Contractor has to ensure the availability of required number of manpower of various categories on regular basis.
4. The contractor will have to engage manpower of various categories for 08 (Eight) working hours in general shift and / or shift maintenance duty as per instruction of Engineer-in-charge.
5. The contractor shall have to undertake the breakdown jobs as and when such requirements arise beyond 8 (eight) working hours. **The Extra payment for Overtime shall be made to the contractor as per the Min. payment of wages act, Factories act 1948 & Atomic Energy Factories Rules 1996.** Depending up on the plant condition prevailing at that time the job will have to be done continuously till its completion as per instruction of Engineer-in-charge.
6. Coordination and supervision of jobs shall be in contractor's scope of work. Your supervisor shall maintain diary of each technician for their day to day output/work done and has to produce to Engineer-in-charge or his representative as and when asked for.
7. Contractor site supervisor shall ensure thorough removal of all types of technological waste such as steel & iron pieces, various foreign materials debris etc. generated in the process of maintenance jobs by the supplied manpower to the assigned place.
8. Liaisoning with SPF for issue of necessary gate passes to contract workmen shall under be in the scope of work. UCIL will only forward the documents for issue of gate pass after fulfilment of statutory requirement.
9. The Contractor shall maintain attendance records for manpower supplied as per the proforma mutually agreed with UCIL and get it certified with Engineer-in-charge on

daily basis.

10. The contractor shall have to maintain all statutory register as required under the Contract Labour Regulation and Abolition Act, Payment of Wages act, Minimum Wages Act, Factory Act etc. the statutory return to be submitted to the personnel Department / Statutory bodies as required under the acts and Rules.
11. Statutory central minimum wages to all skilled/unskilled labour shall be paid by the contractor as per the latest notification of the government/ local authority.
12. **EPF provision shall have to be made by the contractor as per rules. EPF remittance for the workers engaged shall be done on monthly basis. Records of wages, EPF, insurance etc to be produced along with Monthly RA bills**
13. The contractor shall abide by the legal provision with regard to health, welfare and safety of persons engaged by him as per factory act and rules. The contractor shall also be responsible for medical care of their personnel engaged. Ex-gratia / bonus leave salary, retrenchment benefits etc. under statutory levies shall be paid by the contractor to their personnel as per bonus act / other rules at his own cost. No extra payments shall be made by UCIL in this regard.
14. The contractor has to maintain details on
  - a) Records of medical examination of their employees before joining.
  - b) Records of initial training before engagement to job.
  - c) Records of contractor workers mentioning their category of employment, age, Father's name, Address, contact number, photographs, police verification details, ID proof etc.
  - d) Records of issuing PPE's to contract workers,
  - e) Records of re-training to contract workers.
15. Proper care should be taken to ensure safety and security of workers engaged in the job. In case of any accident and injury to the workers or any other person directly or indirectly involved in the work during execution of the job, the contractor shall have to compensate them at their own cost. UCIL will have no responsibility, whatsoever, and will be kept fully indemnified and harmless in this regard. The contractor shall make adequate insurance policy at their own cost so that the workmen employed by them are sufficiently covered against risk of any accident.

#### **1.0 Tentative Manpower requirement**

The contractor shall depute all Highly Skilled, Skilled & unskilled workers for satisfactory execution of maintenance jobs. Average manpower requirement per day is given as below:

##### **A. Maintenance jobs.**

The daily required man power should be deployed in General shift, 'A' , 'B' and 'C' shift as per planning of UCIL Engineers / Engineer-in –charge.

Sl. No	Category	Level of Skill Required	Total no's of workers to be deployed in each category per day	Total no's of workers to be deployed per day	No. Of days required	Total No. Of man days required for this tender
1.	Mechanic/Fitter	Skilled Worker	22 no's	41 no's	60	2460
2.	Welder cum Gas cutter	Skilled Worker	13 no's			
3.	Rigger	Skilled Worker	05 no's			
4	Turner/Machinist	Skilled Worker	01 no's			
5	Helper	Un-skilled Worker	32 no's	32 no's	60	1920
6	Mill Wright Fitter	Highly Skilled Worker	01 no's	07 no's	60	420
7	Argon Welder	Highly Skilled Worker	01 no's			
8	Rubber Liner	Highly Skilled Worker	01 no's			
9	Fabricator	Highly Skilled Worker	02 no's			
10	Boiler cum Compressor Operator	Highly Skilled Worker	01 no's			
11	EOT Crane Technician	Highly Skilled Worker	01 no's			
	<b>Total</b>		<b>80 nos.</b>	<b>80 nos.</b>		<b>4,800 man days</b>

- Required manpower in TMPL Process Plant area: 4,800 man days/ 60 days

Contractor shall provide minimum supervisory staff regularly to co-ordinate with the Engineer-in-charges, deployed contractual labor, other technical staff of UCIL & for the clerical works related to the tender/ further work order and should be available in Tummalapalle plant as below. And No charges will be re-imbursed to the party from UCIL end against to their supervisor/ representative deployment to site. Bidder has to include all these type of expenses in his scope at any over heads and has to quote accordingly during submission of tender prices.

- Duty timings of others, **General Shift** :( 8.00AM-1.00PM, & 2.00PM-5.00PM)  
**A Shift** :( 6.00AM-02.00PM)  
**B Shift** :( 2.00PM-10.00PM)  
**C Shift** :( 10.00PM-06.00AM)

***The contractor shall have to undertake the breakdown jobs as and when such requirements arise beyond 8 (eight) working hours. The Extra payment for Overtime shall be made to the contractor as per the **Min. payment of wages act**, Factories act 1948 & Atomic Energy Factories Rules 1996. Depending up on the plant condition prevailing at that time the job will have to be done continuously till its completion as per instruction of Engineer-in-charge.***

### **3.0 Penalty on failure in Supplying / deploying manpower:**

The contractor shall maintain average attendance of 60 no's of workmen altogether (Includes only Skilled, Highly Skilled & Helpers in workmen cadre) per day in every running month.

Failure to maintain the minimum attendance of the workman, imposition of penalty will be done as desired by UCIL. The penalty shall be imposed as follows:

- No Penalty shall be deducted from monthly bill when 100% and greater or equal to 90% of average attendance is maintained.
- 10% of Invoice amount shall be deducted from monthly running bill when less than 90% and greater or equal to 75% of average attendance is maintained, if recommended by UCIL.
- 15% of Invoice amount shall be deducted from monthly running bill when less than 75% and greater or equal to 60% of average attendance is maintained. if recommended by UCIL

d) 20% of Invoice amount shall be deducted from monthly running bill when less than 60% of average attendance is maintained, if recommended by UCIL

- a) Party shall submit **labour insurance / ESI with minimum validity period equal to contract period before** start of work.
- b) Party shall have to take **ESI insurance coverage/ Workmen compensation Insurance under EC act as applicable / Group Insurance coverage** for all the **labour deployed** before/during the tenure of work. The description of work order should clearly mention in the Insurance coverage submitting.

During execution of the Contract, if it is observed that contractor is not able to supply required number of manpower and plant operation is hampering, the competent authority shall have the right to get the work done by engaging other capable external Agency/Agencies at the risk and cost of the Contractor and management may also terminate the work order.

#### 4.0 MINIMUM QUALIFICATION & EXPERIENCE OF PERSONEL:

Eligibility criteria of different categories of persons shall be as below. It may be relaxed in case of highly experienced/deserving candidates.

Sl. No	Category	Qualification & Experience	Nature of Experience
1.	Mechanic / Fitter <b>(Skilled )</b>	ITI/ Metric/ Non Metric in fitter trade (03 years for ITI or 05 years for Metric pass or 07 years for Non Metric)	Assembling of pumps, gearboxes, agitators, crushers & other rotating equipments and its alignment, Fabrication / erection of light & medium duty structural jobs & pipeline to suit at site without drawing as per instruction.
2.	Rigger <b>(Skilled )</b>	Metric / Non Metric/ Literate with good physique (03 years for ITI or 05 years for Metric pass or 07 years for Non Metric)	Should be capable of fixing lifting devices at heights, Lifting/shifting of heavy machines/structures to height. Preparation of scaffoldings and approach structures.
3.	Welder cum gas cutter <b>(Skilled)</b>	Metric / ITI /Non Metric with good physique (03 years for ITI or 05 years for Metric pass or 07 years for Non Metric)	Should be capable of gas cutting & welding of MS/GI/CI/SS material at shop floor / at different heights / temporary platforms. (specialised in welding at all positions)
4	Helper <b>(unskilled)</b>	Metric / Non Metric/Literate with good physique & 0- 3 years of experience	Shifting of heavy machines or structures and assist to Fitter/Welder/Rigger/ fabricator/ Rubber liner/ Argon welder

5	Turner/ Machinist <b>(Skilled)</b>	ITI / Metric/Literate with good physique (03 years for ITI or 05 years for Metric pass or 07 years for Non Metric)	Should have hands on experience on the different operations of Lathe, drill machine, shaping machine, slotting machine, power hacksaw and accuracy on machining jobs. He should be capable for taking measurement by micro meter, vernier callipers etc.
6	Mill Wright Fitter <b>(Highly Skilled)</b>	ITI / Metric/Literate with good physique (03 years for ITI or 05 years for Metric pass or 07 years for Non Metric)	Should have hands one experience in the field of alignment using dial gauges with reverse alignment method for heavy equipments like Ball Mills/Rod mills/ Turbines and critical drives. He should also have experience on levelling, aligning and installing machinery on foundations or base plates and setting, levelling and aligning electric motors or other power sources such as Gear box/pump with the equipment, which millwrights typically connect with some type of coupling and also capable of making alignment protocols.
7	Argon Welder <b>(Highly Skilled)</b>	ITI / Metric/ Non Metric with good physique (03 years for ITI or 05 years for Metric pass or 07 years for Non Metric)	Should have hands on experience in welding of SS/Duplex & super duplex steels in addition to MS/Cast Iron/Cast Steel and enough experience in gas cutting & welding of TIG/MIG/MS/GI/CI/SS material at shop floor / at different heights / temporary platforms.
8	Rubber Liner <b>(Highly Skilled)</b>	ITI / Metric/ Non Metric with good physique (03 years for ITI or 05 years for Metric pass or 07 years for Non Metric)	Should have hands on experience in the field of cold/hot rubber vulcanizing for pipes tanks, chutes, Launderers etc...
9	Fabricator <b>(Highly Skilled)</b>	ITI / Metric/ Non Metric with good physique (03 years for ITI or 05 years for Metric pass or 07 years for Non Metric)	Should have experience in the field of fabrication of Structures especially like tanks, Supporting frames for Agitators/Gear boxes / Pumps etc, Pipe lining at critical locations etc...
10	Boiler Cum Compressor Operator <b>(Highly Skilled)</b>	Metric & First/ Second class Boiler Attendant Certificate of Competency and have minimum of 3 years of experience post to the certification.	Should have sufficient knowledge on the operations of Steam Boilers. Persons with previous experience (Preferably 03 yrs) in any Fire tube boilers or in any thermal power plants as a boiler operator will be given preference.

11	EOT crane Technician <b>(Highly Skilled)</b>	ITI (in electrical or Fitter)/ Metric/ Non Metric with good physique (03 years for ITI or 05 years for Metric pass or 07 years for Non Metric)	Should have experience in the field of maintenances & repairs of EOT / hoists at all types of locations etc... Should have good knowledge and hands on experience in electric connections and other controls of EOT's & hoists.
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**Note:** The list of technicians shall be duly approved by a committee/ Engineering in charge of UCIL, Tummalapalle. Before start of the work the bidder shall submit certificates of the skilled manpower & highly skilled manpower for verification & record.

#### 5.0 General instructions to Bidder:

- The Bidder/ contractor shall have to maintain all statutory register as required under the Contract Labour Regulation and Abolition Act, Payment of Wages act, Minimum Wages Act, Factory Act etc. the statutory return to be submitted to the personnel Department / Statutory bodies as required under the acts and Rules and to be submitted to office during submission of monthly bills.
- Statutory central minimum wages to all skilled/unskilled labour shall be paid by the contractor as per the latest notification of the government/ local authority.
- ***To all the deployed workers, the Contractor has to do the payment of monthly Min. Wages along with statutory (EPF & Bonus) on or before 10<sup>th</sup> day of immediate successive month, failing which the company may take action against bidder, as per the tender terms and conditions.***
- The contractor has to maintain details on
  - (a) Records of medical examination of their employees before joining
  - (b) Records of initial training before engagement to job
  - (c) Records of contractor workers mentioning their category of employment, age, Father's name, Address, contact number, photographs, police verification details, ID proof etc.
  - (d) Records of issuing PPE's to contract workers,
  - (e) Records of re-training to contract workers
  - (f) Records of Academic qualifications of contract workers
  - (g) Records of affidavit cum declaration regarding no claim for employment with UCIL by contract workers on non-judicial paper of Rs 20/- duly attested by Notary Public.

***Note: Proper care should be taken to ensure safety and security of workers engaged in the job. In case of any accident and injury to the workers or any other person directly or indirectly involved in the work during execution of the job, the contractor shall have to compensate them at their own cost. UCIL will have no responsibility, whatsoever, and will be kept fully indemnified and harmless in this regard. The contractor shall make adequate insurance policy so that the workmen employed by them are sufficiently covered against risk of any accident inside/ outside of the plant occurred during the tenure of the order.***

## **SPECIAL CONDITIONS**

1. In some cases, if felt necessary by UCIL the contractor may be asked to supply more manpower on Sundays / Holidays or round the clock. In such cases, no extra claim about item rates shall be entertained. Only actual no of manpower supplied shall be recorded.
2. Height pass should be taken during Working in height which will vary from place to place and may be up to 25 meters from the ground level.
3. **Facilities to be provided to the Contractor by UCIL** as mentioned below:
  - i) Lubricants, gaskets, gland packing, bolts, nuts, electrodes, stationary and other required consumables, pipes & pipe fittings and all other spares shall be supplied by UCIL free of cost.
  - ii) Space/site will be provided to the contractor for constructing their site office; store etc if available at the discretion of Engineer-in -Charge and contractor will have to construct it of their own. Electric power supply (415 Volts) may also be provided
4. The contractor will have to give details like names, father's name, age, Academic qualification detail, address of all workmen, technicians, supervisors to be engaged along with recent passport size photograph within 7 (seven) days before actual commencement of work so that permanent gate pass can be issued. **Police verification certificate (NOC) of the persons must be submitted prior to engaging them work for issuance of gate pass.**
5. **Safety & security of UCIL materials:** Tenderer will be responsible for safe keeping of materials issued by UCIL on free of cost / chargeable basis and on completion of work or during the course of work all materials issued to the Tenderer should be accounted for.
6. The corporation will not provide any accommodation for your staff / labourers deployed at site.
7. The corporation will not provide any food for your staff / labourers deployed at site at the extended hours/ normal hours.
8. Commencement of work by the Contractor can be affected before execution of agreement but after issue of work order / letter of intent and fulfilling of statutory requirements of Insurance by the contractor. Contract Agreement should be executed within one month from the date of issue of work order / L.O.I. However, no payment will be made without execution of contract agreement.
9. **Insurance:** - The contractor shall ensure & maintain insurance against his liability for accident or injury to workmen & shall from time to time when so required by the Engineer produce this policy & the receipts of premiums paid or satisfactory evidence of insurance cover. Any such policy shall also indemnify UCIL against any claim raised by the injured/ affected workmen or his family.
10. Party shall have to take **ESI insurance coverage/ Workmen compensation Insurance under EC act as applicable / Group Insurance coverage** for all the **labour deployed** before/during the tenure of work
11. Working under this contract will not qualify or give any additional claim to any contract employee for employment in UCIL. All statutory rules and regulations applicable as per workmen's Compensation Act shall be followed by the contractor while engaging and disengaging the Workers / Employees.
12. The contractor has to tackle all labour related issues and maintain smooth Industrial relations/ laws at site so that the job can progress uninterruptedly.

- 13. Training:** Contractor shall have to bring all their labourers with trained condition before actual commencement of the work. The work shall be carried out with the help of experienced / skilled persons or ITI certificate holders or equivalents, etc. And supervisor having Supervisory Certificate of Competency is to be engaged for supervision or as per direction of the Engineer-in-charge.
- 14. Medical facilities:** The contractor shall be fully responsible for any first aid/emergency treatment or serious medical treatment to his employees. UCIL will provide medical facilities in serious cases only on chargeable basis to contractor's employees.
- 15. Manpower details:** The contractor will have to submit the details of the persons to be employed for this work within 07 days of award of work. The contractor will be allowed to start the work only after submission of the details. Proforma of Attestation Forms (02 nos.) may be obtained from site office, Mill for necessary verification of every labourer separately and submission to the Engineer-in-charge, UCIL for onward transmission to the competent authority, UCIL.
- 16. UCIL's safety Rules & Regulation** for contractor's employees as given in the Annexure- B will be complied strictly during the execution of various works at site. All safety gadgets & appliances as required for carrying out maintenance jobs shall be supplied by the contractor without any extra cost. Regular health checks (as per UCIL norms /instruction) of the staffs / workmen at the contractor's cost are essential part of this contract.
- 17. Insurance:** The contractor shall be solely and wholly responsible for any accident that may occur during execution of the work and also for injury to person / persons or damage to the property of any description what so ever caused during the execution of the work. In the event of any such accident the contractor shall be responsible and shall pay proper compensation for the same as per workmen's compensation Act. The contractor shall keep the purchaser /UCIL safe and harmless and indemnified against all claims and expenses, for any such damage or injury to any property or person. The contractor shall make adequate insurance policy at their own cost so that the workmen employed by them are sufficiently covered against the risk of any accident.
- 18.** The contractor shall be responsible for the compliance of all the rules and regulations of the land as detailed but not be limited to the following prevailing acts:
- a. Factory Act.
  - b. Minimum Wages Act.
  - c. Payment of Wages Act.
  - d. Bonus Act.
  - e. Contract Labours (Regulation & Abolition) Act as prevalent and the rules and regulations made therein from time to time and shall indemnify the hold harmless the UCIL / Purchaser against any claim arising out of compliance or any non-compliance and / to the third party.
- 19. CONTRACTOR'S OBLIGATIONS:**
- a) Pre-requisites: The contractor has to fulfil statutory obligations towards Provident Fund (PF), ESIC (ESI), Labour Licence and all Labour Laws as applicable and amended from time to time. In addition, contractor has to get all his employees verified by Police Authorities as mentioned at Sl. (e).
  - b) ESIC: All employees of the contractor must have their own ESIC Registration Code Number and individual ESIC A/C. No. of the labourers. If the contractor



labours are not covered under ESIC Act, then they are required to produce Group Insurance Policy linked with Workmen's Compensation.

- c) Provident Fund (PF): The contractor is required to have his own PF Code No. and fulfil all obligations under the Provident Fund Act.
- d) Labour Licence: Contractor deploying 20 or more employees to execute an Order will have to obtain Labour Licence from the Office of the Labour Commissioner.
- e) Police Verification: Contractors are required to get their employees police verified from the concerned police authorities of the respective zones/police station/thana depending upon the place of residence of the employee. The contractor has to make an application on Contractor's letter-head to the concerned office for Police Verification Report (PVR), attaching personal particulars of each employee, in the prescribed Form.
- f) Contractor will be responsible for making monthly payment to the personnel (skilled / Semiskilled / Unskilled) deployed by him, on or before 7th of every month without fail in presence of Company's authorized representative. In case of any lapse on their part or on part of the personnel deployed by contractor, he will be held exclusively and directly responsible. Payment for providing services beyond the scheduled hours (Over time) will be paid on actual basis depending upon the requirement.
- g) That the contractor shall submit detail of the names, parentage, residential address, age, ID proof, photographs etc. of the persons deployed by him in the premises of UCIL for the purpose of proper identification of the employees of contractor deployed along with police verification. These employees shall display their identity cards at the time of duty.
- h) That the persons so deployed shall be exclusively for duties for this tender only.
- i) That the contractor shall comply with the statutory provisions of Contract Labour (Regulation & Abolition) Act, Payment of Wages Act, 1936. The Employees Provident Fund (and miscellaneous Provisions) Act, 1952, Payment of Bonus Act, 1965, the Minimum Wages Act, 1948, Employer' Liability Act, 1923, Employment of Children Act, 1938 and/ or any other Rules/Regulations and/or statues that may be applicable to them and shall further keep the corporation indemnified from all acts of omission, fault breaches and /or any claim, demand; loss; injury and expense arising out from the non-compliance of the aforesaid statutory provision. Contractor's failure to fulfil any of the obligations hereunder and/or under the said Act's rules/regulations and/or any bye-laws or rules framed under or any of these the corporation shall be entitled to recover any of the such losses of expenses which it may have to suffer or incur on account of such claims, demands, loss or injury from the contractor's monthly payments/RA bills.
- j) It is obligatory on the Contractor to ensure that wages paid should not be less than the minimum wages fixed by the Central Government / State Government whichever is available, from time to time and all statutory requirements such as Provident Fund, Employees State Insurance and Bonus etc. must be incorporated in salary.
- k) That the contractor shall submit every month the proof of having deposited the amount of contribution on account of ESI & EPF towards the persons deployed at UCIL in their respective names before submitting the R.A. bill for the subsequent month. In case the contractor fails to do so, the R.A. bill claimed shall be withheld till submission of required documents.

- l) That the contractor shall particularly abide by the provisions of Minimum Wages Act, 1948.
- m) That the contractor shall be required to maintain permanent attendance register & muster roll at the UCIL premises which shall be open for inspection and checking by the authorized officers of UCIL.
- n) That the contractor shall make the payment of wages, etc. to persons so deployed in the presence of representative of UCIL and shall on demand furnish copies of wage register/muster roll, etc.
- o) The contractor shall take all reasonable precautions to prevent any unlawful, riotous or disorderly conduct or acts of his employees so deployed.
- p) That the contractor shall deploy his persons in such a way that they get weekly rest. That the personnel deployed shall not be below the age of 18 years and they shall not interfere with the duties of the employees of this Department.
- q) In case, the tendering Agency fails to comply with any statutory/ taxation liability under appropriate law and as a result thereof the Department is put to any loss/ obligation, monetary or otherwise, the Department will be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the Agency, to the extent of the loss or obligation in monetary terms.
- r) The service provider's personnel shall not claim any benefit / compensation/ regularization or services from this Department under the provision of Industrial Dispute Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970. Undertaking from the persons to this effect shall be required to be submitted by the service provider to this Department.
- s) In case of break of any terms & conditions stipulated in the contract, the performance security deposit of the Agency will be liable to be forfeited by this Department besides annulment of the contract.

## **Labour Employment Conditions for executing work:**

### **ANNEXURE – R1**

#### **LABOUR**

1. The contractor shall employ labour in sufficient number to maintain required rate of progress and of quality to ensure workmanship of the degree specified in the contract and to the satisfaction of the Engineer – in -charge. The contractor shall not employ in connection with the works any person who has not attained the age of eighteen years. **Police verification certificate (NOC) of the persons must be submitted prior to engaging them work for issuance of gate pass.**
2. Contractors should employ only the persons with established identity.
3. Asst. Commandant, SPF will issue temporary identity cards to persons actually engaged in the work and may exercise checks as considered necessary to ensure that strangers are not permitted inside the work premises. Contractors are required to surrender the identity cards on completion of job to Asst. Commandant, SPF who will issue clearance certificate.
4. SPF control room will not allow any interstate labour as a contract labour in any case.
5. The contractor shall furnish to the Engineer–in-charge at the interval mentioned in schedule – F, a distribution return of the number description by trades of work people employed on

the works. The contractor shall also submit on the 4<sup>th</sup> and 19<sup>th</sup> of every month to the Engineer-in-charge a true statement showing in respect of second half of the preceding month and the first half of current month

- i. the accident that occurred during the said fortnight showing the circumstances under which they happened and the extent of damage and injury caused by them and
  - ii. The number of female workers who have been allowed Maternity Benefit as provided in the Maternity Benefit Act 1961 or rules made there under and the amount paid to them.
6. The contractor shall pay to labour employed by him wages not less than fair wages as defined in the Contract Labour (Regulation & Abolition) Act 1970 and rules made there under.
7. The contractor shall in respect of labour employed by him comply with or cause to be complied with the Contract Labour (Regulation & Abolition) Act 1970 and Rules made there under in regard to all matters provided therein.
8. The contractor shall comply with the provisions of the payment of Wages Act 1936, Minimum Wages Act 1948, Employees Liability Act 1938, Workmen's Compensation Act 1923, Industrial Disputes Act 1947, Maternity Benefit Act 1961, and Mines Act 1952 or any modifications thereof or any other law relating thereto and rules made there under from time to time.
9. The contractor shall be liable to pay his contribution and the employee's contribution to the Employees State Insurance Scheme in respect of all labour employed by him for the execution of the contract, in accordance with the provision "The Employees State Insurance Act 1948 as amended from time to time and as applicable in this case. In case the contractor fails to submit full details of his account of labour employed and the contribution payable, the Engineer in charge shall recover from the running bills of the contractor an amount of contribution as assessed by him. The amount so recovered shall be adjusted against the actual contribution payable under Employees State Insurance Scheme.
10. The Engineer in charge shall on a report having been made by an inspection staff as defined under the Contract Labour (Regulation & Abolition) Act 1970, and rules made there under have the power to deduct from the money due to the contractor any sum required or estimated to be required for making the good the loss suffered by a worker or workers by reason of non - fulfilment of the conditions of the contract for the benefit of workers, non-payment of wages or of deductions made from his or their wages which are not justified by the contract or non – observance of the said Act.
11. The contractor shall indemnify the Corporation against any payment to be made under and for observance of the Contract Labour (Regulation & Abolition )Act 1970, and the rules made there under without prejudice to his right to claim indemnity from his sub-contractors.

12. In the event of the contractor committing a default or breach of any of the provisions of aforesaid Act and Rules made there under / amended from time to time, or furnishing any information or submitting or filling any Forms / Register / Slip under the provisions of the law which is materially incorrect, then on the report of the Inspecting Officer, the contractor shall without prejudice pay to the Corporation a sum not exceeding liabilities for such defaults including liquidated damages etc. for every default, breach or furnishing, making, submitting, filling materially incorrect statement as may be fixed by the Labour Department and the contractor should indemnify the Corporation against all such liabilities.

## MODEL RULES FOR LABOUR WELFARE:

- 1.1.1 The Contractor shall at his own expenses comply with or cause to be complied with Model Rules for Labour Welfare as provided under the rules framed by the appropriate Government from time to time for protection of health and making sanitary arrangements for workers directly or indirectly on the works. In case the contractor fails to make arrangements as aforesaid, the Engineer in charge shall be entitled to do so and recover the cost thereof from the Contractor.
- 1.1.2 Failure to comply with Model Rules for Labour Welfare, Safety Code or the provisions relating to report on accidents and to grant Maternity Benefit to Female workers shall make the contractor liable to the Corporation as liquidated damages an amount not exceeding Rs. 50.00 for each default or materially incorrect statement. The Decision of the Engineer in charge in such matters based on reports from the Inspecting Officers shall be final and binding and deductions for recovery of such liquidated damages may be from any amount payable to the contractor.

## ANNEXURE – R2

### SAFETY OF CONTRACTOR'S EMPLOYEES

1. The contractor shall at all times, take all reasonable precaution for the safety of employee, including those of sub – contractors in the performance of his contract and shall comply with all applicable provisions of both central as well as the state safety laws. In addition to the safety provisions, the contracting officer shall include the SAFETY requirements as RECOMMENDED by the Health Physics Unit, Tummalapalle for a specified contract. In the event that contractor fails to comply with these provisions, the contracting officer may, without prejudice to any other legal or contractual rights, issue an order for stopping all or any part of the work, thereafter a start order for resumption of work may be issued at the sole discretion of the contracting officer. The contractor shall make no reason of or in connection with such stoppage.
2. Contractor shall have a full time Safety Officer / Engineer when the contractor employ 500 or more persons or when engaged specifically in hazardous work.. In the case of contractors employing fewer than 500 persons, his safety representative shall be an

- employee in a high supervisory capacity and his safety duties may be in addition to his other technical / administrative duties.
3. Contractor shall have at least one person fully trained in First Aid to be present at the site of work all time.
  4. Contractor must report to the safety officer (Mill) – through their contracting officer every accident involving \_\_\_\_\_
    - Their personnel
    - UCIL property or personnel.
    - Property or personnel of other contractors working at the site.
  - 4.1 Contractor must report to the safety officer (Mill) immediately on becoming aware of any accident of Type - A (see Appendix –1) giving the following information:
    - Name of the informant
    - Nature and location of incident being reported
    - Name of supervisor / Engineer – in – charge, location and telephone no. where he can be reached.
  - 4.1.1 Contractor shall submit their investigation reports, through their contracting officer, to the Safety officer (Mill) immediately but not later than 3 (three) working days after the occurrence of accident in the Form – A (see Appendix - 2)
  - 4.1.2. In the case of type – B accidents (see Appendix – 1), Contractors shall submit their investigating reports, through their contracting officer, to the Safety officer (Mill) immediately but not later than 3 (three) working days after the occurrence of accident in the Form – A.
  - 4.1.3 Monthly summary of accidents and cases of fire shall be prepared by each contractor in Form – B (See Appendix – 3 and be sent to the Safety officer (Mill) by the 7<sup>th</sup> of the next month.
  - 4.1.4 Prime contractor reports shall include the man days lost and occurrence of accident under the jurisdiction of the sub contractors.
  - 4.1.5 Contractors shall submit a narrative on safety activities and fire incidents for each month along with Form – B. The review should contain such items as Personnel and programme change, major project started and major problem.
- 

## APPENDIX – 1

### CLASSIFICATION OF ACCIDENTS

#### TYPE – A

1. Fatal injury.
2. Serious injuries such as fracture, dislocation, severe burns etc. necessitating hospitalisation.
3. Any injury to five or more persons.
4. Accidents resulting in damage by fire, Explosion etc.

#### TYPE – B

1. Minor injuries which results in laceration, abrasion, contusion etc.
2. Disabling injuries but not requiring hospitalisation.

(FORM – A)

ACCIDENT INVESTIGATION REPORTS

Name of contractor and project :  
 Nature of contract :  
 Name of Engineer Incharge :  
 Name of injured person :  
 Age :  
 Address :

Date and Time of accident :  
 Place where accident occurred :  
 Nature of job :

What was injured person doing :  
 at the time of accident

Description of accident ( in detail) :

Nature of injuries :

What was defective or in wrong :  
 condition that was responsible  
 for the accident

What was wrong with working :  
 methods / instructions

What steps should be taken :  
 to prevent reoccurrence of  
 such accidents

Name of witness : 1.  
 2.

Safety representative's remarks  
 with signature and date

(FORM –B)SUMMARY OF ACCIDENT FOR THE MONTH OF .....

Name of the contractor :

Name of project :

Name of the sub – contractor :

Name of safety representative  
 of the project:

Total nos. of persons  
working in the project.

Male

Female

Engineers

Supervisors

Labours

Total nos. of accidents  
(including Type A & B)

Disabling injuries

Non – disabling injuries

(Signature & stamp of Contractor)

cc: Engineer – Incharge

cc: Safety officer, UCIL (MILL)

## **ANNEXURE – R3**

### **GENERAL SAFETY GUIDE LINES TO CONTRACTORS:**

1. Suitable scaffolds should be provided for workmen for all works that cannot safely be done from the ground, or from solid construction except such short period work as can be done safely from ladders. When a ladder is used an extra mazdoor shall be engaged for holding the ladder and if the ladder is used for carrying materials as well, suitable footholds and handholds shall be provided on the ladder and the ladder shall be given an inclination not steeper than  $\frac{1}{4}$  to 1 (1/4 horizontal and 1 vertical).
2. Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be 90 cm. (3 feet).
3. Adequate precautions shall be taken to prevent danger from electrical equipment.
4. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or the public.
5. **Dismantling** : Before any dismantling work is commenced and also during the process of the work:—
  - i) All roads and open areas adjacent to the work site shall either be closed or suitably protected.
  - ii) No electric cable or apparatus which is liable to be a source of danger over a cable or apparatus used by the operator shall remain electrically charged
  - iii) All practical steps shall be taken to prevent danger to persons employed from risk of fire or explosion. No floor, roof or other part of the building shall be so overloaded with scrap or materials as to render it unsafe.

6. All necessary personal safety equipment as considered adequate by the Engineer-in-Charge should be kept available for the use of the person employed on the site and maintained in a condition suitable for immediate use, and the contractor should take adequate steps to ensure proper use of equipment by those concerned.
7. When the work is done near any place where there is risk of drowning, all necessary equipments should be provided and kept ready for use and all necessary steps taken for prompt rescue of any person in danger and adequate provision should be made for prompt first-aid treatment of all injuries likely to be obtained during the course of the work.
8. Use of hoisting machines and tackle including their attachments, anchorage and supports shall conform to the following standards or conditions:
  - i) These shall be of good mechanical construction, sound material and adequate strength and free from patent defects and shall be kept in good repair and in good working order.
  - ii) Every rope used in hoisting or lowering materials or as a means of suspension shall be of durable quality and adequate strength, and free from patent defects.
  - iii) Thorough inspection and load testing of lifting machines and tackles shall be done by a third party, at least once in every 12 months and the records of such inspection and testing shall be maintained and a copy shall be submitted by the contractor to the departmental representative at site. Motors, transmission, couplings, belts, chain drives and other moving parts of hoisting appliances shall be provided with adequate safeguards. Hoisting appliances shall be provided with such means as it shall minimize the risk of any part of a suspended load becoming accidentally displaced or lowered.
  - iv) The contractor shall maintain a Register of Periodical Tests for Examination of Lifting Appliances at site. This register shall be kept available at site always for examination of the department.
  - v) Chain pulley block, D-shackles and wire ropes (lifting appliances) shall be of rated capacity at least 2.0 times more than the maximum desired load to be lifted.
9. **Personal Protective Equipment:** All necessary personal protective equipment (PPE) shall be provided by the contractor at his own cost, for his workers, supervisors, staffs and visitor/visiting staffs. All PPEs shall conform to relevant IS code / ASTM / BS or any other international code of practice as given under. The contractor shall make available all type of personal protective equipment for use of workers, supervisors and visitors at site as considered necessary by the Engineer-in-charge and they shall be maintained in a condition suitable for immediate use. Also the contractor shall take adequate steps to ensure proper use of equipment by those concerned.

Safety Helmet: IS: 2925-1984 (Reaffirmed 2000)

Safety Goggles: IS: 5983-1980 (Reaffirmed 2002) or EN 166:2001

Full body harness safety belt: IS: 3521-1999

Ear Muff / Ear Plug: IS: 6996-1973 (Reaffirmed 1998) or EN 352-1:2002 and EN 352-2:2002



Face shield: IS: 8521 (Part II) – 1977 (Reaffirmed 2002) IS: 8521 (Part I) –1994 (Reaffirmed 2002) or EN 175F

Fall arrestor: EN 353-2:2002

Respirators: IS: 15321 – 2003, IS: 15322 – 2003

Safety shoes: IS: 15298 – 2002

Hand gloves: IS: 4770 – 1991 (Reaffirmed 2001)

10. All persons employed or supervising at and / or visiting the construction site shall use safety helmets. The colour coding of helmets may be adopted by the contractor as per site requirement. The contractor shall provide safety shoes for all his workers, supervisors, staffs and visitor/visiting staffs.
11. Persons engaged in welding and gas cutting works shall use appropriate welding face shields, leather hand gloves and protective clothes. The persons who assist the welders shall use appropriate goggles.
12. Persons working at height above ground level or floor and exposed to risk of falling down shall use full harness safety belts, kinetic shock absorbers, fall arrestor, life lines, and grab ropes. The working platform and access shall be protected by cages, guard railings, etc. The area beneath shall be protected by safety net of adequate strength (as per IS: 11057 – 1984) fastened to substantial supports.
13. When structural repairs, modification or painting works are to be undertaken, appropriate measures shall be taken for the protection of persons whose work may bring them into the proximity of live equipment/circuit.
14. All portable appliances shall be provided with three core cables and three pin plugs. The third pin of the plug shall invariably be earthed. It shall be ensured that the metal part of the equipment shall be effectively earthed.
15. All connections to portable equipment or machines from the panel/distribution board/extension board shall be taken using 3 core double insulated PVC flexible copper wire in one length. No joints shall be allowed in this flexible wire. In case, single length of wire is not sufficient for a particular location then the supply can be tapped by providing another extension board comprising of switch and socket. Isolation switch shall be made available as close as possible to the equipment.
16. After the completion of the work, the contractor shall have removed from the work premises all scaffoldings, surplus materials, scrap, rubbish and all temporary structures, used/installed for his workmen at site. The contractor shall stack all undesirable materials and debris to the designated area at his own cost, as directed by Engineer-in-charge. The Engineer-in-charge has the right to stop work if the Contractor fails to improve upon the housekeeping after having been notified.
17. The contractor shall instruct workmen to keep all accesses clear from any obstruction and unwanted material for free and safe movement of the workers and staffs including departmental staffs.
18. All the workers, supervisors and engineers of the contractor, who will work at height, shall have valid height passes issued as per **Annexure R4** by the Safety Officer / Medical Attendant in consultation with the Authority of the Safety Unit, UCIL. Each such individual

shall be medically examined by a Medical Practitioner, for blood pressure, vision, hearing, and efficient movement of limbs, epilepsy, vertigo or any other persistent diseases that make him/her medically unfit for working at height. The fit persons shall be issued height passes, which shall be valid for maximum 6 (Six) months, for working at height. After every 6 (Six) months, these persons shall be medically examined in order to find out their fitness for working at height. List of unfit workers shall be submitted to the departmental representative and such persons may be allowed to work at ground level and in no case shall be engaged by the contractor to work at height. The records of medical checkups / fitness tests certified by the Medical Practitioner shall be maintained at the office of the contractor and shall be produced to the departmental representative as and when asked.

**19.** The contractor shall train and build up a general awareness in safety among the workers and staffs as a continuous effort throughout the contract duration. He shall develop and nurture a good safety culture among the staff and workers for an incident free completion of the work order.

**20. Safety Induction Training:** The contractor shall ensure that each and every new worker attends initial safety induction training before reporting at respective place of work. The workers shall report to the safety officer first for receiving safety induction training and after successful completion of such training they shall report to respective site engineer. The safety officer shall intimate the workers about the probable hazards related to the work and shall explain and demonstrate the importance and use of PPEs to them.

**21. Pep talk, Tool box training:** Subsequent to the initial safety induction training, the contractor site supervisor shall also conduct safety pep talks and tool box training for various teams of workers in regular interval at site. He shall arrange pep talks / tool box training on work related topics like use of various PPEs, housekeeping, hot job, electrical works, etc. He shall solicit active participation of workers in such tool box training by asking them to share their experience with their fellow workers.

#### Annexure-R4

#### Part - A

#### Application for Height Pass

Job Description : \_\_\_\_\_

Group/Section : \_\_\_\_\_

Work Order No : \_\_\_\_\_

Contractor : \_\_\_\_\_

1. Applicant's Name: \_\_\_\_\_

2. Departmental Address: \_\_\_\_\_

3. Residential Address: \_\_\_\_\_

4. Age: \_\_\_\_\_

5. Sex: \_\_\_\_\_

6. Height: \_\_\_\_\_

7. Gate Pass No. : \_\_\_\_\_

8. Name of contractor/Agency with whom engaged at present:

\_\_\_\_\_

9. Height pass requirement for work at \_\_\_\_\_ mtr. height.

10. Description of present job: \_\_\_\_\_

11. Previous experience of working at height: \_\_\_\_\_

Sl.No	Name of the Employer	Duration of Employment	Work Experience
1.			
2.			

12. Is the applicant suffering from any of the following ailments (If yes details to be given):

Blood Pressure \_\_\_\_\_

Seizure disorder (Fits / Epilepsy Convulsion) \_\_\_\_\_

Flat Foot \_\_\_\_\_

Frequent attacks of headache or reeling sensation \_\_\_\_\_

Mental depression \_\_\_\_\_

Limping gait \_\_\_\_\_

Acrophobia (Fear of height) \_\_\_\_\_

Declaration:

I hereby declare that the above information furnished by me is true and correct. I shall always wear the safety belt and tie the life-line whenever working at unguarded heights of 3 mtrs and

above. I shall not misuse the height pass issued to me or transfer it to any other person. I shall never come to duty or work at height/depth under the influence of alcohol/drugs.

Date:

Name:

Sign:

(Applicants Name & Signature or Left Thumb Impression (LTI) in case he cannot sign. Incase of LTI; an authorized person shall explain each point/item to the individual and certify on his behalf below the LTI).

I certify that I am satisfied with the above certification of the individual for the application of Height Pass and request for issue of height pass to him.

Name:

Sign:

(Agency Concerned)

## Part – B

### MEDICAL FITNESS CERTIFICATE

Certified that I, Dr. \_\_\_\_\_ have examined Shri. \_\_\_\_\_ aged \_\_\_\_\_ on (date) \_\_\_\_\_ of M/s. \_\_\_\_\_ who has signed below in my presence. General & Physical examinations of Shri. \_\_\_\_\_ do not reveal any abnormality. He does not suffer from any acute/chronic skin disease or any contagious or infectious disease. His eyesight is normal with/without glasses. In my opinion, Shri \_\_\_\_\_ is physically and mentally fit for working at height.

Details of examinations:

1. Age: \_\_\_\_\_

2. General & Systemic Examination:

2.1	Pulse			2.10	Depth of Vision	Norma	Abnormal
2.2	B.P.			2.11	Nystagmus	Present	Absent
2.3	Weight			2.12	Rhomberg Sign	Positive	Negative
2.4	Height			2.13	Hearing	Normal	Abnormal

2.5	Pallor	Yes	No		2.14	Muscular Coordination	Normal	Abnormal
2.6	Flat foot	Present	Absent		2.15	Cardio Vascular System	Normal	Abnormal
2.7	Gait	Normal	Abnormal		2.16	Respiratory System	Normal	Abnormal
2.8	Vision	Normal	Abnormal		2.17	Central Nervous System	Normal	Abnormal
2.9	Colour Vision	Normal	Abnormal					

### 3. Previous History of:

3.1	Seizure disorders (Epilepsy)	Yes	No
3.2	Frequent headache or reeling sensation	Yes	No
3.3	Mental depression	Yes	No
3.4	Acrophobia	Yes	No

### 4. Investigation:

4.1	Urine
	Albumin
	Sugar:
4.2	Blood
	CBC
	Random blood sugar (if age is >35 years.)

### 5. X-ray:

Required / not required: \_\_\_\_\_

If required – details of report: \_\_\_\_\_

(Signature of workman)

(Signature & Rubber stamp)

of Medical Practitioner with Reg. No.

**(Note: Above format is liable to change any time as per AERB guide lines. Modified format may be obtained from Safety officer Mill before examination by Medical officer.)**

## Part – C

### Height Pass Certificate

(Considering the above medical certificate; the applicant has appeared on the following practical tests conducted by UCIL and the results are given below (strike off whichever in-applicable)

a) Walking freely over a horizontal structure bar at 1 ft. height : Pass / Fail

b) Wearing a safety belt and tying the rope knot : Pass / Fail

c) Walking over a horizontal structure at 10 ft. height wearing a belt: Pass / Fail

The above applicant's performance in the above tests has been satisfactory/ unsatisfactory.

I certify issue of this height pass to Shri \_\_\_\_\_ of  
M/s. \_\_\_\_\_ with Registration No. \_\_\_\_\_ in the height  
pass register. This is valid for one year from the date of issue i.e. up to \_\_\_\_\_.

Date :

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

(Safety Supervisor)

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

(Safety Officer)

## Annexure-R5

(Form to be filled in NON-Judicial paper of Rs 20/- & attested by Notary public and to be submitted at the time of joining the company, i.e. issuing the gate pass etc. by the persons who are serving the company through any contractor. Without submission of declaration, police verification and medical fitness certificate gate pass will not be issued in favour of individual concerned.)

### Affidavit cum declaration

I, ----- S/o ----- of village ----- P.O. -----

P.S. ----- Town ----- District ----- Andhra Pradesh, by faith ----

By occupation -----, do hereby solemnly affirm and declare as follows:-

1. That I am working with M/s ----- who has been awarded work order no. -----Dated ----- from UCIL, Tummalapalle.
2. That I am fully aware that I am Contractor worker of the aforesaid Contractor and, as such, I or my successor shall not have any claim of employment with UCIL at any time, in case of fatal accident or termination / completion of period of work order. I shall not place a demand for employment with UCIL in future also.

Identified by Sri-----

Advocate at Jamshedpur

### Verification

The Statement made above are true to the best

of my knowledge , belief and information and

I sign on ----- at -----

### Deponent

The deponent is known to me & has signed in

my presence.

### Advocate

# **GENERAL TERMS & CONDITIONS FOR SUBMITTING THE OFFER**

## **(ANNEXURE-Q)**

### **1. Pre Qualification Criteria**

#### **A. Experience Criteria:**

The bidder should have experience of having successfully executed any one criterion of similar works ("a" or "b" or "c" or "d" or "e" or "f") during last 07 years ending with the last date previous to the month in which tender is floated as below:

- a) One similar work order for Supply of manpower of at least 3840 man days in a year [2304 man days of Fitter/Mechanic/Rigger/Welder/Machinist/ Turner/Argon welder/ Rubber Liner /Fabricator/ Boiler operator plus 1536 man days of helpers].
- b) Two similar work orders for Supply of manpower of at least 2400 man days in a year [ 1440 man days of Fitter/Mechanic/Rigger/Welder/Machinist/Turner /Argon welder/ Rubber Liner /Fabricator/ Boiler operator plus 960 man days of helpers].
- c) Three similar work orders for Supply of manpower of at least 1920 man days in a year [1152 man days of Mechanic/Rigger/Welder/Machinist/Turner /Fabricator/ Boiler operator plus 768 man days of helpers].
- d) One Similar work order costing not less than Rs.37.88 Lakh.
- e) Two Similar work orders each costing not less than Rs.23.68 Lakh.
- f) Three Similar work orders each costing not less than Rs.18.94 Lakh

**"Similar work"** means

"Supply of services of Mechanic/Fitter/Rigger/Welder/Machinist/Turner/other helpers for mechanical maintenance works (OR) Maintenance contracts of mechanical equipments (like conveyers/ crushers/ Grinding Mills/ Screens/ Thickeners/Gear boxes/ Agitators/ Horizontal Belt Filters/Pumps/ Heat Exchangers) (OR) Fabrication & Erection of Structural steel works (OR) Erection/ commissioning works of ore/material handling & processing consisting of conveyers/ crushers/ Grinding Mills/ Screens/ Thickeners/Gear boxes/ Agitators in any reputed organization"

The bidder shall submit documentary evidence by way of copy/copies of work order/Contract Agreement specifying the work & the amount of order and Work done certificate/completion certificate with executed amount and date of completion from client in support of meeting above technical eligibility criteria.

- In support of credentials for Supply of manpower, bidder shall submit the documentary evidence of schedule of rates or price schedule of previous order clearly establishing that work has been carried out based on manpower supply rate and Work done certificate/completion certificate with executed amount and date of completion from client in support of meeting above technical eligibility criteria.

#### **B. Financial Criteria**

The average annual financial turnover of the Bidder during last (3) three consecutive financial years ending 31st March' 2023 shall not be less than Rs.15.00 Lakhs. Bidder shall submit signed copy of Audited Annual Financial Reports for last 3 (three) consecutive financial years ending 31st March 2023 (Balance Sheet and Profit & Loss Account). Chartered Accountant signed/authorized Balance Sheet and Profit & Loss statements to be furnished by Bidders for fulfilling financial eligibility and they should clearly indicate the details of the Membership No. & Firm No. of the Chartered Accountant.

In case Bidder is not able to submit the above, for genuine reasons to be specified in writing, Chartered Accountant's Certificate, in original, may be submitted to substantiate the financial eligibility. The Chartered Accountant's Certificate should clearly indicate the details of the Membership No. & Firm No. of the Chartered Accountant and the UDIN.

- a. The average shall be compared with the minimum requirement to ascertain the eligibility status of the bidder.
- b. If any bidder does not submit the Turnover value for any of the 3 years, the bidder will not disqualify and instead shall consider all 3 years for computing the average assuming a value of "zero" for the year for which no information has been furnished by the bidder.

#### **PQC additional documents:**



The eligibility is to be decided strictly based on documents submitted at the time of receipt of tenders. No additional documents are to be allowed to be submitted after receipt of tenders. But there is no bar to seek clarification or authentication of submitted documents. Also If desired, UCIL may ask the bidders to submit the additional documents relevant to eligibility in the tender for ensuring the genuineness of the bidder. However in case of poor response, with a view to increase the competition, admission of additional documents to meet the PQC—criteria may be allowed subject to the condition that

- a. 'Poor Response' implies when less than three bids are found suitable on the basis of submitted eligible documents as per NIT.
- b. The additional document should not be issued subsequent to last date of receipt of tender as mentioned in the NIT.
- c. The bidder submitting additional documents has submitted EMD and tender cost as prescribed in NIT. And the opportunity of submission of additional documents will be given to all the bidders.

**Note:**

1. By submitting the application the Applicant authorizes UCIL to seek verification on the Information supplied and related matters.
2. The Company reserves the right to reject any or all application (s) or cancel the notice at their sole discretion without assigning any reasons, whatsoever thereof, which shall be final & binding upon the applicants.
3. If the qualifying work is completed in three (3) years period specified above, even if it has been started earlier, the same will also be considered as meeting the qualifying requirements.
4. Applicant is liable to be disqualified, even though they meet the prequalification criteria, if they
  - a. Made misleading or false representations, statements and attachments submitted in proof of the qualification requirements, and / or
  - b. Record of poor performance such as abandoning the works, not properly completing the supply order, inordinate delays in completion or supply, litigation history, or financial failures etc.

**2. Submission and opening of Tender:-**

Tender shall be prepared and submitted online on the e-portal as per the instructions given in ITT. All the duly filled in Attachments shall be stamped & signed on each page as a token of acceptance to the terms & conditions and shall be scanned & uploaded by the Bidder along with their tender.

Digital signatures are required for entire tendering process. Bidders to ensure that their DSC are valid during entire tendering process and request for extension of any tendering process shall not be entertained by UCIL on account of non availability of DSC.

Tender / quotation / bid shall be submitted in a manner asked strictly in accordance with the tender terms & conditions laid down in the Enquiry / Tender document giving full details necessary for assessing their offer. Canvassing in any form is strictly prohibited and disqualifies the tenderer for the tender submitted for. Tenders submitted without earnest money deposit/tender document fee will be summarily rejected. If any of the date under this contract is declared holiday, the event scheduled on that day will be automatically shifted on the next working day. Tender should be uploaded through on-line in two parts as given below at e-procurement site .

- i) Un-priced techno-commercial bid (Part – I) and other
- ii) Price bid (Part – II)

The un-priced techno-commercial bid shall contain all details along with the supporting documents (including the documents required in physical form, as stated herein below) scanned and uploaded by the bidder as per the requirement without indicating price quote.

All pages of the bid document shall be stamped & signed by the authorized person of the firm / company.

In addition to PRE-QUALIFICATION CRITERIA (PQC) of tenderers, bidder shall also upload the following documents at e-procurement site along with tender document: (to be uploaded with the technical part of the tender document).

- a) Document for Service Tax Code (Registration Number) (if any)
- b) Document for GST Registration (GST)

**i) List of Documents to be uploaded in Part – I (Technical and Commercial part)**

- a) Tenderer's covering letter ( covering letter shall also contain name, Email id, Phone No., Mobile No., residential address and place of business of person or persons submitting the tender etc.)
- b) Document proof showing deposit of Earnest money.
- c) Document proof of Cost of tender document
- d) Self authorized complete NIT tender document.
- e) Copy of PAN registration.
- f) P.F. No./ ESI /Labour License no's with documentary proof (optional).
- g) GST registration copy.
- h) Profit & Loss A/c statement for financial years FY2019-2020, FY2020-2021 & FY2021-22 and audited balance sheets for the above three financial years.
- i) Documentary proof in support of past experience of the Tenderer in similar nature of job along with Work order & completion Certificates etc.
- j) B I a n k (UN priced) priced bid Performa
- k) Other document as may be required to be submitted along with the tender in accordance with Technical Specification, Special Conditions, Conditions and any other clause of NIT.

**Tender Document Any deviation from the tender shall be clearly mentioned in the Part-I (Techno Commercial Bid & EMD) under the heading "Deviation".**

**ii) List of Documents to be uploaded in Part-II (Price part)**

- a) Filled in Schedule of quantities with rates considering EPF, Bonus, Insurance/ ESI, labour License, PPE, Profit and other miscellaneous overhead expenditures + GST /service tax **are to be provided in the provided space in E-procurement site**

**Note:** Bidders shall also take notice of the following points during preparation and submission of price format:

- b) Bidder shall submit their Price bid strictly as per the Price provided along-with UCIL's tender document. Price submitted by bidder in any other format shall render their offer invalid and shall not be considered for evaluation.

c) There shall be no change or addition/ deletion except for filling-up of the actual price/ rate in the Price part submitted in Part – II.

d) Please note that neither Price should be given in Blanked Price Format nor price bid should be put in this techno-commercial part of bid. In case this condition is not complied, the bid may be liable for rejection.

e) Applicant is liable to be disqualified, even though they meet the eligibility criteria, if they

- Made misleading or false representations, statements and attachments submitted in proof of the qualification requirements, and / or
- Record of poor performance such as abandoning the works, not properly completing the supply order, inordinate delays in completion or supply, litigation history, or financial failures etc

### **3. Bid Rejection Criteria:**

a) Following bids shall be categorically rejected:

- i) The bids received after Tender closing date and time.
- ii) The bids received without EMD or Tender document fee.

b) Following may render the bids liable for Rejection.

- i) Bidder's failure to submit sufficient or complete details for evaluation of the bids within the given period.
- ii) Bids with technical requirements and or terms not acceptable to UCIL.
- iii) Validity period indicated by bidders is shorter than that specified in the tender enquiry.

### **4. The Bid Security will be forfeited:**

- a) If any Bidder withdraws their bid during the period of bid validity (including any subsequent extension) specified by the Bidder on the Bid Form, or
- b) If a Successful Bidder fails:
  - i) To sign the contract within reasonable time and within the period of bid validity, and /or,
  - ii) To furnish Performance Security.
- c) If the Bidder furnished fraudulent document/information in their bid.

### **5. Furnishing fraudulent information / document:**

If it is found at any time that, a Bidder / Contractor has / had furnished fraudulent documents / information, the Bid Security / Performance Security shall be forfeited and the bidder /contractor shall be debarred for a period of two (02) years from the date of detection of such fraudulent act, besides legal action.

### **6 . PRE BID CLARIFICATION**

- i. It shall be the responsibility of the bidder to ensure that the tender has been submitted in the required format and as per the requirements and terms & conditions of the tender document and no change should be made therein. In the event of any doubt regarding the terms & conditions/ formats, the person(s) concerned may seek clarification in this regard from UCIL before submission of the tender. Such clarifications should be necessarily obtained at least 5 days before the due date/extended due date for submission of the tender. Bidder shall, thereafter, submit their offer strictly as per terms and conditions of Tender document. Delay in obtaining clarifications shall not entitle the bidder to seek extension in the due date for submission of the tender.
- ii. UCIL shall not be obliged to respond to any queries which it receives after the deadline stipulated in tender. Any modification of the Tender Document, which may become necessary as a result of Pre-bid clarification/query, shall be made exclusively through issue of an Addendum/ Corrigendum. The Addendum/ Corrigendum, if any, will be uploaded on e-tender portal (<https://gem.gov.in/>) / UCIL's website/ Government e-procure website and

it shall become part of the Contract Document. However, in case any query remains unreplied, it shall be construed that in respect of those queries, the respective stipulation of the tender document shall continue to apply and/ or no new stipulations made w.r.t. those queries.

- iii. Offer has to be submitted by sole Bidder only. Offers submitted in Consortium/JV shall not be accepted.

#### **7. Rate (s) in figures and words:-**

The tenderer should mention their price / item rates in figures as well as in words. In case of any dispute / ambiguity, the price / rate mentioned in words shall be considered as final. Insertions, postscripts, additions and alterations shall not be recognized unless confirmed by the tenderer's signature. **Tenderer shall quote rates(s) / price(s) their service charge & Profit in % at on line in the price bid document (schedule of items and quantities) enclosed along with tender document. Otherwise, offers of parties quoting without this price format will be out rightly rejected.** The tenderer shall quote rates in figures and words will generate automatically.

#### **(8) Taxes & Duties:-**

**All Taxes including GST, service taxes, royalties, duties, octroi etc. and other taxes for execution the contract are to be specified clearly with in figures in the price bid (in a separate sheet if required). The final quoted rate should be inclusive of service tax /GST applicable at the time of tender.**

**The entire amount of service tax/GST will be recovered from the RA bill & deposited directly by UCIL, if applicable.**

Any new taxes imposed by Govt/statutory authority during the contract or any increase of the existing taxes at any stage during execution of the contract shall be reimbursed to the contractor on production of documentary evidence. Offers with price variation clause will be out rightly rejected.

#### **(9) SECURITY DEPOSIT:**

The Amount of Security Deposit including the amount of Earnest Money shall be **10%** of the awarded value of work. Fifty percent of this amount shall have to be deposited as initial security deposit at the time of execution of agreement including the amount deposited as Earnest Money.

In addition to the above, further amount to the extent of the **5%** of awarded value of the work will be deducted from the running account bills by way of percentage deductions. Such percentage deduction shall **@5%** of the running account bills till the full amount of security deposit is realised / retained by the corporation.

Failure in carry out the awarded work shall entail forfeiture of the security deposit. Security deposit will be refunded without any interest on written request in duplicate to the Engineer-In-Charge after three months of satisfactory completion of the work order. This will be released after successful completion of the work and taking over & on submission of PBG till defect liability period.

#### **(10) BANK GUARANTEE:**

Wherever stipulated should be as per our proforma & issued by an Indian Public Sector Bank only. All bank charges to be borne by bidder. Bank Guarantee should be automatically extended for validity period in the event of delay in execution of contract.

#### **(11) PERFORMANCE BANK GUARANTEE/DEFECT LIABILITY PERIOD:**

**Not applicable.**

**(12) TERMINATION OF CONTRACT:**

The performance of the contractor will be reviewed after 45 days from the date of actual commencement of the work at site and if found unsatisfactory, UCIL reserves the right to terminate the contract with 15 (fifteen) days notice as per discretion of UCIL without assigning any reasons whatsoever. Further, UCIL also reserves the right to terminate the contract at any point of time with 15 days notice as per the discretion of UCIL without assigning any reason.

**(13) PAYMENT TERMS:**

Payment shall be released within 30 days through RTGS upon submission of pre-receipted invoice along-with correct & complete documents. UCIL will not be responsible for delay in payments in case of non-receipt of documents/ receipt of incorrect & incomplete documents. The Contractor shall intimate their Bankers details and Account No. etc. to Finance Section, UCIL, and Tummalapalle.

Contractor shall be paid as per the following schedule duly certified by the Engineer-in-charge of the contractor bill, Subject to deduction in price which UCIL is authorized to make under this contract, the contractor shall be entitled to receive monthly R.A bill as follows:

- **100% (Hundred percent) of the basic amount of the invoice along with proportional GST arrived based on the actual monthly deployment within 30 days after duly certification of UCIL Engineer-In-charge & receipt of mail from UCIL Engineer-In-charge, as per agreed unit rates for each category of manpower shall be paid on monthly basis.**

- a) Tax Invoice.
- b) Certification from EIC regarding that Contractor has submitted certified attendance sheet of manpower supplied as per schedule
- c) Certification from EIC that Contractor has made all statutory payments for the Bill period incl. EPF/ ESI/WC Insurance (as applicable) adherence to the payment of minimum wages etc.
- d) Undertaking that CONTRACTOR has complied with all statutory requirements during the period for which the payment has been claimed.
- e) Dully signed No claim certificate, along with last bill, in UCIL's prescribed format.
- f) Certification from UCIL, along with last bill, that Contractor has completed entire obligations under this order.
- g) Any other documents as required by UCIL not specifically mentioned hereof.

The decision of Engineer-in-charge in this matter shall be final.

In case any or all of the documents listed under clause 14 above is not submitted along with the invoice, payment shall be kept in abeyance till submission of the requisite documents. In such an event contractor shall ensure payment of due wages to his workmen as well as payment to statutory authorities keeping UCIL completely indemnified against any claims.

**(14) VALIDITY OF OFFER:**

The offer should remain valid for a minimum period of Six months/180 Days from the date

of opening of the tender. The Tenderers shall not be allowed to increase, amend or withdraw his tender within this period and if he does so, the earnest money deposit may be forfeited.

**(15) PERIOD OF CONTRACT:**

The time for completion is one of the most important aspects of this order and shall be firm & binding. The work against this order shall be deemed to be completed only after acceptance of the work by UCIL.

The contract period shall remain valid for a span of 60 days from the date of actual commencement of work after successful site mobilization. Site mobilization shall have to be done within 05-10 days on receipt of LOI indicating contract price of the work. However, date of actual start of work shall be fixed by UCIL at the discretion of Engineer-In-charge.

**(16). EXTENSION OF CONTRACT:**

The contract period may also be extended up to 15 days beyond the actual stipulated contract period, if so deemed fit by UCIL and agreed by the Contractor on repeat work order basis. If so happens contractor shall have to work on the same terms & conditions and price of the contract without any escalation of prices.

The completion schedule shall be suitably extended due the following reasons:

- i) Delay in providing fronts by UCIL, for undertaking the work
- ii) Any suspension order given by UCIL under
- iii) Any occurrence of Force Majeure as provided in tender

**(17). MOBILISATION TIME:**

Mobilization shall be done within 05-10 days of issue of LOI / WO. Whichever is earlier. For further instructions on execution of contracts, UCIL Tummalapalle Site-in-charge/ Engineer-in-charge will confirm the exact programme of start/execution of job(s). No mobilization advance is payable in the contract.

**(18) VARIATION IN QUANTITY OF ITEMS:**

Variation in quantity of items mentioned under scope of work: The quantities mentioned against individual items are tentative. The actual quantities of individual items may vary (from those indicated in the tender documents due to actual conditions of the site or due to other reasons) to any extent, keeping the actual value of total work done well within  $\pm 10\%$  on the contract sum or work order value. The contractor shall carry out all work up to total variations of  $\pm 10\%$  on the contract sum or work order value and all tendered rates shall remain firm within this limit. Any individual item may vary to any extent and be excluded altogether.

**(19) Subletting of contract:**

Subletting of the contract in any form is not allowed.

**(20). Escalation Clause:**

Escalation Clause is only applicable on the "Prevailing Min. wages and its related components like Min. Wages, EPF, Bonus, overtime payment & any other statutory components only" and shall be reimbursed on actual basis subject to documentary evidence of latest Central. Govt. /State Govt. Circulars on Minimum wages.

**(21) CAPACITY OF THE BIDDER**

**i) TECHNICAL CAPACITY**

The Bidder shall satisfy UCIL that he possesses the necessary technical experience and qualification to undertake the work to the best of quality and workmanship. Necessary details in this connection, if any, specified in the Eligibility criteria to be furnished.

## **ii) LEGAL CAPACITY**

The Bidder shall satisfy UCIL that he is competent and authorized to submit the Tender and/or to enter into a legally binding Contract with UCIL. To this effect any person giving a Tender shall render documentary evidence that his signature, on the Tender submitted by him, is legally binding upon himself, his firm or company, as the case may be.

## **iii) AUTHORITY OF PERSON SIGNING DOCUMENTS**

A person signing the Tender form or any document forming part of the Contract on behalf of another shall be deemed to warrant that he has authority to bind such other and if on enquiry it appears that the person signing had no authority to do so, UCIL may, without prejudice to other civil and criminal remedies, cancel the order and hold the signatory liable for all costs and damages.

## **iv) ARRANGEMENT OF TENDER**

The Tender shall be neatly arranged, be plain and intelligible, type-written on white paper with consecutively numbered pages in solid binding and each page signed. They should not contain any terms and conditions, printed or otherwise, which are not applicable to the Tender.

## **v) NO CLAIM OR COMPENSATION FOR SUBMISSION OF TENDER**

The bidder whose Tender is not accepted shall not be entitled to claim any costs, charges, expenses of and incidental to or incurred by him through or in connection with his submission of Tender, even though UCIL may elect to withdraw the Invitation to Tender.

## **(22) Evaluation process:**

- *The tender will be evaluated considering the entire quoted amount and value*
- In case, during the evaluation process, if there are changes in tax rate or abolition of old tax or introduction of new tax, cess etc., accordingly the tax treatment or new tax shall be considered.
- During evaluation, if it is found that bidder has quoted incorrect applicable rate of tax then correct applicable rate of tax shall be considered for evaluation.
- In case, price/ fee quoted by any bidder is silent on the incidence of taxes & duties, it will be construed that the prices quoted by him include the incidence of all taxes, duties, levies etc.
- Bidder must quote their rates against all the items in Price Schedule enclosed with this tender. If bidder fails to quote any of the items of Price Schedule, it will be assumed that bidder has included price against such items in the total quoted price and shall execute those items without any payment.
- Final discussions shall be held with the techno-commercially acceptable L-1 Bidder only, if required.

## **(23) AWARD OF CONTRACT:**

*The L1 bidder will be decided considering the entire quoted amount and value.*

The acceptance of a tender and award of contract to one or more than one tenderer, if considered necessary is the decision with the Corporation. It shall not be obligatory on part of the Corporation to accept the lowest tender. The Purchaser would be at liberty to accept any tender, lowest or otherwise, in whole or in part and to reject any or all the tenders received, without assigning any reasons, and no explanation can be demanded from him by any Tenderer in respect thereof.

**Important Note:**

*Bidders shall note that pursuant to supply split among bidders using GEM splitting method, in case of delay/ default in supply by the successful bidders (L-1 & the other bidder which has matched the L-1 rate/ price) as per the stipulated schedule, UCIL reserves the right to take out the portion of the supplies of the defaulting party & get it supplied through the other successful bidder supplying the said item.*

**(24) Quoting of Price Bid in GEM**

Bidder should quote "Percentage of (Service charge + Profit)" inclusive of GST

And the resultant FORMULA in GEM consider as:

$$\frac{(((\text{Minimum daily wage (INR) exclusive of GST} + \text{ESI (INR per day)} + \text{Provident Fund (INR per day)} + \text{EDLI (INR per day)} + \text{Bonus (INR per day)} + \text{EPF Admin Charge (INR per day)} + \text{Optional Allowances 1 (INR per day)} + \text{Optional Allowances 2 (INR per day)} + \text{Optional Allowances 3 (INR per day)}) \times \text{Number of working days in a month}) \times 1.18 + (\text{Percentage of Service charge inclusive of GST} \times (\text{Minimum daily wage (INR) exclusive of GST} + \text{ESI (INR per day)} + \text{Provident Fund (INR per day)} + \text{EDLI (INR per day)} + \text{Bonus (INR per day)} + \text{EPF Admin Charge (INR per day)} + \text{Optional Allowances 1 (INR per day)} + \text{Optional Allowances 2 (INR per day)} + \text{Optional Allowances 3 (INR per day)}) \times \text{Number of working days in a month}) / 100) \times \text{Number of Resources to be hired} \times \text{Tenure/ Duration of Employment (in months)}) + (\text{Additional Certifications/Trainings required for the resources being hired Addon Price} \times \text{Minimum daily wage (INR) exclusive of GST} / 100)$$

## **GENERAL CONDITIONS OF CONTRACT**

1. **Nature of Tender:**- Two Part tender
2. **Working Hours:** - From 8.00 AM to 5.00 PM on all working days (excluding Sunday & Holidays) in General Shift, (from 6.00AM TO 2.00PM, FROM 2.00PM TO 10.00PM, 10.00PM TO 6.00AM in respective A, B, C shifts). However, contractor shall be allowed to work beyond their shift timings depending upon the urgency but only after obtaining permission from the Engineer-In-charge, UCIL. No extra claims shall be entertained for working beyond duty hours in such urgency.
3. **Commencement of work :** - Work will commence within one week from the date of issue of work order. Contractor will report to the Engineer In charge, UCIL immediately on receipt of work order for further instructions for carrying out the job. A letter duly signed under contractor's official seal as a token of acceptance of all terms & conditions of work order must reach in the office within two days of receipt of the order. The work order no. & date as well as name of work must be quoted in all correspondences.
4. **Payment Terms:**- Bill (s) will be paid as mentioned in clause "payment terms" of the general terms and Conditions etc. of contract document.

Payment will be released after satisfactory completion of the work in all respect and certification by the Engineer-in-charge, UCIL within 30 days of submission of clear bill in triplicate along with tenderer's letter head. Contractor shall mention actual date of commencement of the work in their bill (s). ***Final bill will be released only after submission of Annual Return (Format to be obtained from Site Office - Mill) and work completion letter in duplicate by the contractor.***



5. **Work Measurement & Inspection / Work Instructions** :- It is to be done jointly as per schedule of items & scope of work, etc. by the Engineer-In charge, UCIL and the Contractor. The measurement thus taken will be final and acceptable to both parties. Time to time detailed work instructions will be given by the Engineer –in-charge, UCIL.
6. **Jurisdiction / Dispute**: - Any action / dispute arisen out of or from this work order shall be subject to the jurisdiction of court of law at HYDERABAD only, irrespective of anything to the contrary mentioned in the tender / quotation. Any statutory obligation has to be made by the contractor. Tenderer will extend all help.
7. **Penalty**: - Refer Clause no. 03 in Page 11 of tender document for penalty charges imposition.
8. **Force Majeure**:- In case of closure / breakdown / strike / lockout or any other causes beyond control of the corporation preventing normal operation, the corporation shall be at liberty to extend the time for completion or cancel the order without any financial liability whatsoever.
9. **Termination of Contract**: The performance of the contractor will be reviewed after 45 days from the date of actual commencement of the work at site and if found unsatisfactory, UCIL reserves the right to terminate the contract with 15 (fifteen) days notice as per discretion of UCIL without assigning any reasons whatsoever. Further, UCIL also reserves the right to terminate the contract at any point of time with 15 days notice as per the discretion of UCIL without assigning any reason.
10. **Safe Transportation / Storage of Materials**: - Contractor will have to make their own arrangement for to and fro transportation of men, material and machine, etc. including loading and unloading at their own expense under this contract. Contractor will also be responsible for safe keeping of materials at their own cost issued by UCIL either free of cost or chargeable basis. Failing which company have the right to retain the final bill till site clearance is completed.
11. **Escalation Clause**: Escalation Clause is only applicable on the “Prevailing Min. wages and its related components like Min. Wages, EPF, Bonus, overtime payment & any other statutory components only” and shall be reimbursed on actual basis subject to documentary evidence of latest Central. Govt. /State Govt. Circulars on Minimum wages.
12. **Temporary work closure**: If the work site is required to be suspended for some days / period because of any reason, contractor may close the site temporarily underwritten intimation *in triplicate* to the Engineer–In charge, UCIL. During the above period, the contractor will be in touch with the Engineer In-charge- UCIL for further instructions, if any. No extra claim against any idling of contractor’s site crew / staff & machineries, etc. will be entertained.
13. **Material (s) Supply by UCIL and Contractor**: - The Corporation will not provide any accommodation, men, material, machineries, transport, etc. for this work. **No facility / supply other than mentioned in special conditions, scope of work and schedule of items will be provided by UCIL as free or on chargeable basis. If Any other materials / facilities that are not covered under this tender but are required to complete the work, will have to be arranged by the contractor / party at their own expense. No extra claim shall be entertained against the materials that are not covered under this contract.** But contractor shall submit free samples (materials) for approval, if required and materials approved by the Engineer Incharge, UCIL shall only be used. UCIL reserves the right to reject goods which are not as per specification and in case of rejection contractor shall have to replace material free of cost. Any deviation from the tender shall be clearly mentioned in the Part–I (**Techno Commercial Bid & Bid Security Declaraton**) under the heading “Deviation”.
14. **Contract Agreement**: - Contract Agreement should be executed in prescribed format on a non-judicial stamped paper not less than of Rs. 100/- before commencement of work within

one week from the date of issue of work order / L.O.I. However, no payment will be made without execution of contract agreement & Indemnity Bond.

15. **Indemnity:** Indemnity Bond should be executed in prescribed format on a non-judicial stamped paper not less than of Rs. 100/- before commencement of work within *one week* from the date of issue of work order / L.O.I. However, no payment will be made without execution of contract agreement & Indemnity Bond. Contractor will fully indemnify the corporation against all responsibility and whatsoever arising out of accident/injury to contractor's workmen, third party or to corporation's personnel and properties.
16. **Rate (s) in figures and words** :- The tenderer should mention their price / item rates in figures as well as in words. In case of any dispute / ambiguity, the price / rate mentioned in words shall be considered as final. Insertions, postscripts, additions and alterations shall not be recognized unless confirmed by the tenderer's signature. **Tenderer shall quote rates(s) / price(s) in online in the provided price bid document (schedule of items and quantities). Otherwise, offers of parties quoting without this price format will be out rightly rejected.** The tenderer shall quote rates in figures and words will generate automatically.
17. **Taxes & Duties** :-  
**All Taxes including GST, service tax, royalties, duties, octroi etc. and other taxes for execution the contract are to be specified clearly with in figures (or %) in the price bid. The final quoted rate should be inclusive of service tax /GST applicable at the time of tender submission.**  
**The entire amount of service tax/GST will be recovered from the RA bill & deposited directly by UCIL, if applicable.**  
Any new taxes imposed by Govt/statutory authority during the contract or any increase of the existing taxes at any stage during execution of the contract shall be reimbursed to the contractor on production of documentary evidence. Offers with price variation clause will be out rightly rejected.
18. **Variation in Quantity of items** :- The quantity mentioned under the "schedule of item (s)" of this tender is tentative. The actual quantity may vary from that indicated in the tender document due to actual conditions of the site or due to other reasons. The contractor shall carry out all additional work upto the **total variation of  $\pm 10\%$  of the awarded value.** The other terms & conditions and rates shall remain firm within this limit.
19. **Validity** :- The offer should remain valid for a minimum period of *six months* from the date of opening of the tender. The Tenderers shall not be allowed to increase, amend or withdraw his tender within this period and if he does so, he will be liable to take action against EMD amount.
20. **Documents not transferable** :- Tender documents are not transferable. These tender documents are the property of corporation. Contractor shall keep one copy of the documents at the site in good order and same shall be available for inspection and use by the Engineer Incharge, his representative or by other inspecting officer. None of these documents shall be used by the contractor for any purpose other than that of this contract.
21. **Award of Contract** :- The Corporation reserves the right to accept or reject any or all tender either in full or part or to split up the work, if necessary, without assigning any reasons therefore.

**22. Defects Liability Period: -**

Not applicable.

**22. SUSPENSION AND TERMINATION**

M/s.UCIL may at any time temporarily stop the work under the order or any part thereof in writing to the Contractor by giving a prior notice of 15 days before. UCIL will not be liable to the Contractor for any damage or loss or idle wages caused by such period of suspension.

UCIL will be at liberty to terminate the order without prejudicing its rights and affecting the obligations of the Contractor in the following events:

- a. If the Contractor fails to comply with the provision/ provisions of the order.
- b. If the Contractor is involved in any action involving moral turpitude.
- c. If the contractor is not paying the minimum wages in time as specified in tender.
- d. if the contractor is not fulfilling the labour compliances in time.

**22. CLARIFICATIONS ON TENDER**

UCIL may seek clarification from any Bidder to clarify any aspects of the bidder's offer that require explanation at the stage of the evaluation. UCIL may invite the Bidder(s) to a clarification meeting, if required. During these meetings, UCIL may bring to the attention of the Bidder any matters, technical or otherwise, where for whatever reason, it requires clarification/ details/ documents about the tender. All such amendments or changes required by UCIL will be listed and will be notified to all the Bidders.

**23. SUSPENSION / BANNING OF BIDDER**

Bidders who are found to have performed poorly or committed misconduct or Fraud or anything unethical at any stage beginning from submission of tender till completion of order execution, withdraws bid after opening of Techno-Commercial Part of offer shall be banned / suspended for business dealings with UCIL. Period of banning / suspension shall be governed by UCIL's prevailing approved Suspension / Banning procedures.

**24. UCIL's RIGHT TO ACCEPT ANY BID AND TO REJECT ANY BID**

UCIL reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of the contract without thereby incurring any liability to the affected bidder or bidders or any obligations to inform the affected bidder or bidders of the ground for UCIL's action.

**25. NEGLIGENCE, DEFAULT AND RISK PURCHASE**

- If the Contractor fails to execute the work with due diligence or expedition or shall refuse or neglect to comply with any order given to him in writing by UCIL in the order, UCIL may give notice in writing to the Contractor calling upon him to make good the failure, neglect or contravention within such time as may be deemed reasonable and in default of the compliance with the said notice, UCIL without prejudice to its rights under the order, may rescind or cancel the order holding the Contractor liable for the damages that UCIL may sustain in this regard.
- Should the Contractor fail to comply with such notice within a period of 15 (fifteen) days from the date of serving thereof, UCIL shall have the option and shall be at liberty to complete the work at the Risk & cost of Contractor by taking out part of the work from Contractor's scope/ terminating the order and awarding it to alternate agencies. This shall be without prejudice to UCIL's rights under other clauses of this order.
- UCIL shall have right to recover all expenses, costs and charges incurred in completion of the work by deducting any money due or which may become due to the Contractor or by revoking the Bank Guarantees.
- In case, Risk Purchase is to be taken against an order, the LD shall be applicable on the total contract price i.e without excluding the price of the work/ supply for which Risk Purchase has been undertaken.

**PURCHASE PREFERENCES FOR LOCAL SUPPLIER (IN LINE WITH GOI ORDER NO. P-45021/2/2017-PP (BE-II) DATED 16.09.2020)**

- a. In procurement of all goods, services or works in respect of which the Nodal Ministry/ Department has communicated that there is sufficient local capacity and local competition, only 'Class-I local supplier' as defined in this tender are eligible to bid

irrespective of purchase value. In case bidder does not fall under category of Class-I local supplier, decision of UCIL shall be final & binding regarding acceptance/non acceptance of bid.

- b. Subject to the provisions of the above mentioned Order and to any specific instructions issued by the Nodal Ministry, purchase preference shall be given to "Class-I local supplier" in the manner specified hereunder:
- A.** In procurement of goods or works which are not covered by paragraph (a) above and which are divisible in nature, the following procedure shall be followed:
- Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a "Class I local supplier", the contract for full quantity will be awarded to L1.
  - If L1 bid is not from "Class I local supplier", 50% of the quantity to be ordered shall be awarded to L1 bidder. Thereafter, the lowest bidder among the 'Class-I local supplier' will be invited to match the L1 price for the remaining 50% quantity subject to the Class-I local supplier's quoted price falling within the margin of purchase preference, and contract for that quantity shall be awarded to such 'Class-I local supplier' subject to matching the L1 price. In case such lowest eligible 'Class-I local supplier' fails to match the L1 price or accepts less than the offered quantity, the next higher 'Class-I local supplier' within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly. In case some quantity is still left uncovered on Class-I local suppliers, then such balance quantity may also be ordered on the L1 bidder.
- B.** In procurement of goods or works which are not covered by paragraph b (A) above and which are not divisible, and in procurement of services where the bid is evaluated on price alone, the 'Class-I local supplier' shall get purchase preference over 'Class-II local supplier' as well as 'Non-local supplier', as per following procedure the following procedure:
- Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a "Class I local supplier", the contract for full quantity will be awarded to L1.
  - If L1 is not 'Class-I local supplier', the lowest bidder among the 'Class-I local supplier', will be invited to match the L1 price subject to Class-I local supplier's quoted price falling within the margin of purchase preference, and the contract shall be awarded to such 'Class-I local supplier' subject to matching the L1 price.
  - In case such lowest eligible 'Class-I local supplier' fails to match the L1 price, the 'Class-I local supplier' with the next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the 'Class-I local supplier' within the margin of purchase preference matches the L1 price, the contract may be awarded to the L1 bidder.
  - Class-II local supplier and Non Local Supplier will not get purchase preference in any procurement, undertaken by procuring entities.
- C.** In tenders where it is intended to award contract to multiple bidders subject to matching of L1 rates or otherwise, the 'Class-I local supplier' shall get purchase preference over 'Class-II local supplier' as well as 'Non-local supplier', as per following procedure.
- In case there is sufficient local capacity and competition for the item to be procured, as notified by the nodal Ministry, only Class I local suppliers shall be eligible to bid. As such, the multiple suppliers, who

would be awarded the contract, should be all and only 'Class I Local suppliers'.

- In other cases, 'Class II local suppliers' and 'Non local suppliers' may also participate in the bidding process along with 'Class I Local suppliers' as per provisions of this tender.
- If 'Class I Local suppliers' qualify for award of contract for at least 50% of the tendered quantity in any tender, the contract may be awarded to all the qualified bidders as per award criteria stipulated in the bid documents. However, in case 'Class I Local suppliers' do not qualify for award of contract for at least 50% of the tendered quantity, purchase preference should be given to the 'Class I local supplier' over 'Class II local suppliers'/ 'Non local suppliers' provided that their quoted rate falls within 20% margin of purchase preference of the highest quoted bidder considered for award of contract so as to ensure that the 'Class I Local suppliers' taken in totality are considered for award of contract for at least 50% of the tendered quantity.
- First purchase preference has to be given to the lowest quoting 'Class-I local supplier', whose quoted rates fall within 20% margin of purchase preference, subject to its meeting the prescribed criteria for award of contract as also the constraint of maximum quantity that can be sourced from any single supplier. If the lowest quoting 'Class-I local supplier', does not qualify for purchase preference because of aforesaid constraints or does not accept the offered quantity, an opportunity may be given to next higher 'Class-I local supplier', falling within 20% margin of purchase preference, and so on.

**Definitions:** *For the purposes of this tender:*

- **'Local content'** means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.
- **'Class-I local supplier'** means a supplier or service provider, whose goods, services or works offered for procurement, meets the minimum local content as prescribed for 'Class-I local supplier'.
- **'Class II local supplier'** means a supplier or service provider, whose goods, services or works offered for procurement, meets the minimum local content as prescribed for 'Class-II local supplier' but less than that prescribed for 'Class-I local supplier'.
- **'Non - Local supplier'** means a supplier or service provider, whose goods, services or works offered for procurement, has local content less than that prescribed for 'Class-II local supplier'.
- **'L1'** means the lowest tender or lowest bid or the lowest quotation received in a tender, bidding process or other procurement solicitation as adjudged in the evaluation process as per the tender or other procurement solicitation.
- **'Margin of purchase preference'** means the maximum extent to which the price quoted by a "Class-I local supplier" may be above the L 1 for the purpose of purchase preference.
- **'Nodal Ministry'** means the Ministry or Department identified pursuant to Government's order in respect of a particular item of goods or services or works.

- **'Procuring entity'** means a Ministry or department or attached or subordinate office of, or autonomous body controlled by, the Government of India and includes Government companies as defined in the Companies Act.
- **'Works'** means all works as per Rule 130 of GFR- 2017, and will also include 'turnkey works'.
- **Minimum local content:** The 'local content' requirement to categorize a supplier as 'Class-I local supplier' is **minimum 50%**. For 'Class-II local supplier', the 'local content' requirement is **minimum 20%**. Nodal Ministry/ Department may prescribe only a higher percentage of minimum local content requirement to categorize a supplier as 'Class-I local supplier'/ 'Class-II local supplier'. For the items, for which Nodal Ministry/ Department has not prescribed higher minimum local content notification under the Order, it shall be 50% and 20% for 'Class-I local supplier'/ 'Class-II local supplier' respectively. Below 20 % , Non Local Supplier.
- **Margin of Purchase Preference:** The margin of purchase preference shall be **20%**.
- **Note:** False declarations regarding Class I/Class II status will be considered as breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

**PURCHASE PREFERENCES FOR MSE's (IN LINE WITH GOI ORDER NO. 2012 dated 23.03.2012)**

- Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY.

## Annexure-R6

### **Work Commencement information FORMAT**

#### **FORM VII**

[Under rule 25(2)(viii) and rule 81 (3) of the Contract Labour (Regulation and Abolition) Central Rules, 1971; and rule 26(3) and 239 (1) of the Building and Other Construction workers (Regulation of Employment and Conditions of Service) Central Rules, 1998]

#### **NOTICE OF COMMENCEMENT / COMPLETION OF WORK**

1.	Name of the Principal employer under the Contract Labour (Regulation and Abolition Act, 1970 (37 of 1970)/ <del>Employer under the building and Other Construction workers (Regulation of Employment and Conditions of Service) Act, 1996 (27 of 1996)*.</del>	:	Shri M.S. Rao, General Manager (ES, AP) Uranium Corporation of India Limited, AT:Tummalapalle, M.C. Palle (PO), Vemula (M), YSR (Kadapa) Dist., AP-516349
2.	LIN / PAN No.	:	1686372630 / AAACU2207N
3.	Email Id.	:	msrao@uraniumcorp.in
4.	Mobile No.	:	08588-282707
5.	Name of the Contractor under the Contract Labour (Regulation and Abolition) Act, 1970 (37 of 1970) (If applicable).	:	
6.	LIN/PAN No.	:	
7.	Email Id.	:	
8.	Mobile No.	:	
9.	No. and date of Certificate of Registration / License*.	:	
10.	Name of person in-charge of the work.	:	
11.	LIN/PAN No. of person in-charge of work.	:	
12.	Email Id of person in-charge of work.	:	
13.	Mobile No. of person in-charge of work.	:	
14.	The nature of work involved and the facilities, including any plant and machinery provided in the case of a building or other construction work.	:	
15.	The arrangements for the storage of explosives, if any to be used in the building or other construction work.	:	

I / We hereby intimate that the work \_\_\_\_\_

given to \_\_\_\_\_ having [License Registration Certificate No. \_\_\_\_\_ dated \_\_\_\_\_]\* has been / is likely to be Commenced /Completed with effect from \_\_\_\_\_/on \_\_\_\_\_.

Signature of the Principal Employer/Contractor/Employer\*

To

1. Asst. Labour Commissioner (Central), Hyderabad

**Copy to:**

1. Labour Enforcement Officer (Central), Guntakal

2. Pers. & Admin., UCIL, TMPL

\*Please strike off whichever is not applicable.

## **STYLE OF ANNEXURES**

(Please use separate sheet for each annexure)

### **Annexure-A:**

**Details of work orders in support of prequalification criteria for current/ last Seven years ending last day of the month previous to the one in which tender is floated.**

Sl.No	Work order No	Work Value	Name of concern/ client	Job details	Period: From- To

To be enclosed:

1. Self certified copies of above work orders (all pages of work orders). In complete work orders will be rejected without further correspondence
2. Work completion certificate from the organisation or certified copies of R.A. bills for executed value of the work.
3. Declaration: I do hereby confirm that the information furnished above is true to the best of my knowledge and belief. If any declaration, statement or information given by me/us is at any time found to be false or untrue, our tender / contract is liable to be terminated forthwith without any notice or compensation in lieu thereof.

**Signature of Bidder with stamp**

### **Annexure-B:**

**Statement of present ongoing jobs mentioning the value of work in detail as per**

Sl.No	Work order No	Work Value	Name of concern/ client	Job details	Period: From- To

To be enclosed:

1. Self certified copies of above work orders (all pages of work orders). In complete work orders will be rejected without further correspondence
2. Declaration: I do hereby confirm that the information furnished above is true to the best of my knowledge and belief. If any declaration, statement or information given by me/us is at any time found to be false or untrue, our tender / contract is liable to be terminated forthwith without any notice or compensation in lieu thereof.

**Signature of Bidder with stamp**



### **Annexure-C:**

#### **Details of technical personnel to be deployed**

Sl.No	Name of Person and father's name	Address	Age	Qualification	Years of experience	Nature of experience

- **Enclose extra sheets**

**Signature of Bidder with stamp**

### **Annexure-E:**

#### **TECHNO-COMMERCIAL DEVIATION SCHEDULE:**

Bidder should agree to all the Techno-commercial terms and conditions of the Nit document. However, deviation, if any, should be stated as per the following schedule and to be submitted along with the techno-commercial bid failing which it will be presumed that all terms and conditions are acceptable to them. The owner reserves the right to reject the offer on account of such deviations if the bidder, on advice of owner, does not withdraw the deviations.

Following are the deviations proposed by us relating to Techno-commercial terms and conditions  
Deviation, if any

Sl. No	Page No.	Clause no.	Clause	Deviation

**Signature of bidder with stamp**

**Note:** If there are no deviations, this deviation schedule shall be submitted along with Techno-commercial bid duly signed and stamped after stating **"NIL DEVIATIONS"**.

## **Annexure-F**

### **DETAILS OF COMPANY PROFILE.**

Details of company profile have to be provided as below:

#### **A) Company profile**

Sl. No.	Description	Details (please attach Xerox copies)
1	Name & Address of the firm	
2.	Name of owner /partners	
3.	Telephone nos. office , Residence & Mobile no.	
4.	Email address:	
5.	Year of establishment:	
6.	Annual turnover of last three years:	
7.	Areas of operation /nature of jobs carried out:	
8.	Permanent account number	
9.	Service tax registration no.	
10.	GST Registration number	
11.	E.S.I. code no	
12.	Labour license no(If any)	

B) Organization structure

C) Constitution and legal status along with attested copies of Deeds/Articles and Memorandum of Association etc. as applicable.

D) Information on litigation history, liquidated damages, disqualification etc.

By submitting the application the Applicant authorizes UCIL to seek verification on the information supplied and related matters.

**Signature of bidder with stamp**

## **Annexure –G**

### **PRICE FORMAT:**

Tenderer will submit price bid through online @ [www.tenderwizard.com/UCILEPROC](http://www.tenderwizard.com/UCILEPROC) in the format furnished in **E-procurement.” VARIOUS CATEGORIES OF MANPOWER FOR MECHANICAL MAINTENANCE JOBS AT TUMALLAPALLE MILL OF UCIL, TUMMALAPALLE ”**

Sl. No	Category of Manpower	Total Man power to be deployed per day	Total No. of Man days required (A)	Unit Rate/ Man day (in Rs.)		Any Service tax / Other benefits (C)	Final Total cost, Including, all GST/service Tax and benefits (In Rs.) (D = (A x B)+C))
				Rates in figure	Rates in Words		
1.	Mechanic/ Fitters / Welder/gas cutter / Riggers/Turner/Machinist (skilled)	41 no's	2,460				
2.	Helper (Unskilled)	32 no's	1,920				
3.	Mill Wright Fitter/ Argon Welder/ Rubber Liner/ Fabricator/ Boiler cum Compressor Operator/ EOT Crane Technician/ (Highly Skilled)	07 no's	420				
	<b>Total</b>	<b>80 nos.</b>	<b>4,800</b>				
<b>Total of above quoted costs including GST for [ 4,800 man days]</b>							
<b>Total price in words:</b>							

**(Signature with Seal of the Bidder)**

**Note: Net quoted overall lowest bid (Total Price) will be considered as L1 for evaluation.**

Award of work is as per clause: 23, under heading of **“AWARD OF CONTRACT”** (At Page:35 of this tender)

***Note:** Labor License was not considered in the estimation amount. The actual amount incurred in the above Labor License will be reimbursed in actual based on documentary evidence.*

## CHECK LIST FOR DOCUMENTS TO BE Uploaded & SUBMITTED

### 1) Part-I (Techno Commercial Bid and E.M.D.)

Sl.No	Required documents	Tick as applicable	
1.	Tenderer's covering letter (in duplicate) mentioning the acceptance of all terms & conditions of tender document for executing the subject work along with tender document fee submission details.	Submitted	Not Submitted
2.	Copy of Tender document fee DD uploaded in E-Proc. and Original DD sent to Manager(Admin) , UCIL, Tummalapalle office	Submitted	Not Submitted
3.	Copy of EMD (Earnest money deposit) has uploaded in E-Proc. and Original Document sent to DGM(Mech.), UCIL, Tummalapalle office	Submitted	Not Submitted
4.	In case of NSIC registered unit, whether valid NSIC registration submitted	Submitted	Not Submitted
5.	<b>Tender document in original</b> (scope of work, special conditions, and general conditions of contract, UCIL's labor and safety rules) <i>duly signed and stamped on each page by bidder.</i>	Submitted	Not Submitted
10.	Any deviation from the tender shall be clearly mentioned, if any, under the heading "Deviation". In case of no deviation it is to be confirmed. <b>(Annexure-A to E)</b>	Submitted	Not Submitted
11.	Registration of GST	Submitted	Not Submitted
12.	copies of Income tax permanent account number (PAN Card)	Submitted	Not Submitted
13.	PF / ESI registration number (if any)	Submitted	Not Submitted
14.	Copies of balance sheet, income tax clearance certificate for last three financial years ending upto <b>31.03.2023</b>	Submitted	Not Submitted
15.	self authorized Blank 'Un priced' price format	Submitted	Not Submitted
16.	Any other documents as deemed necessary	Submitted	Not Submitted

### 2) Part-II (Price Bid)

Sl.No	Required documents	Tick as applicable	
1.	Tenderer's covering letter in duplicate for Price part	Submitted	Not Submitted
2.	Bidder should upload Price bid as per format uploaded in the website (through online) mentioned in NIT.	Submitted	Not Submitted

**Note:** This check list to be attached with the filled up Techno-commercial offer.

Signature of Bidder

**PLEASE UPLOAD  
ALL DOCUMENTS  
PROPERLY**