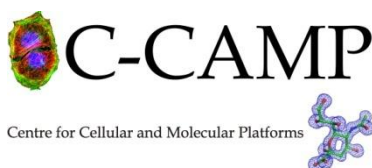


# **CENTRE FOR CELLULAR AND MOLECULAR PLATFORM**



## **Annual Maintenance Contract for Electrical Systems in C-CAMP, GKVK Bangalore**

*TENDER DOCUMENTS*  
**TECHNICAL BID**

*SCIENTIFIC ENGINEERING & MAINTENANCE DIVISION*  
**2018**

**Tender Notice No: C-CAMP/Electrical/E-in-C/Tr-141/2018**

**CENTRE FOR CELLULAR AND MOLECULAR PLATFORM**

GKVK Campus, Bellary Road, Bangalore - 560 065.

Phone: 23666001/02 Fax: 23636662

**CENTRE FOR CELLULAR AND MOLECULAR PLATFORM**

GKVK Campus, Bellary Road, Bangalore - 560 065.

Phone: 23666001/02 Fax: 23636662

**Tender Notice No: C-CAMP/Electrical/E-in-C/Tr-141/2018**

1. NAME OF THE WORK : Annual Maintenance Contract for Electrical systems in C-CAMP, GKVK Bangalore.
2. ESTIMATE VALUE PUT TO TENDER : Rs.24,79,000.00
3. EARNEST MONEY DEPOSIT : Rs.49,580.00
4. COST OF TENDER DOCUMENT : Rs. 500/-
5. SALE PERIOD : 18/01/2018 to 31/01/2018
6. TIME & DUE DATE OF RECEIPT : Up to 14:00 Hrs On: 09/02/2018
7. TIME & DATE OF OPENING : After 15:00 Hrs On: 09/02/2018

SOLD TO : \_\_\_\_\_ RECEIPT NO: \_\_\_\_\_ DATE: \_\_\_\_\_

FOR A SUM OF Rs. \_\_\_\_\_ TOWARDS THE COST OF TENDER DOCUMENT.

SIGNATURE OF ISSUING OFFICER:

DESIGNATION:

**Important Note: All bidders are requested to attend the Pre bid meeting on 05/02/2018 at 15.00 Hrs. in the office of the Head-SE& M, C-CAMP**

## CENTRE FOR CELLULAR AND MOLECULAR PLATFORM

GKVK Campus, Bellary Road, Bangalore - 560 065.

Phone: 23666001/02 Fax: 23636662

### Tender Notice No: C-CAMP/ELECTRICAL/E-In-C/Tr-141/2018

Sealed tenders are invited (in 2 Part system) by the Head (Scientific Engineering Services & Maintenance) at the above office from experienced Class-I Electrical Contractors for Operation and Maintenance of Electrical systems including substations in C-CAMP, Transformers, HT/LT switch gears, DG sets, AMF/synchronization panel and Additional and alteration electrical works.

#### Eligibility Criteria:

- i) Experience of having successfully completed similar type of work (24 hrs basis) of Electrical AMC nature works during the last 7 years ending last day of the month previous to the one in which applications are invited. The works completed up to previous day of last date of submission of tenders shall also be considered.
- a) **Three similar completed works**, costing not less than the amount equal to Rs.9.92 Lakhs (40% of Estimated cost),  
or
- b) **Two similar completed works**, costing not less than the amount equal to Rs.14.87 Lakhs (60% of Estimated Cost),  
or
- c) **One similar completed work** of aggregate cost not less than the amount equal to Rs.19.83 Lakhs (80% of Estimated cost) of the estimated cost.  
and
- (ii) One Completed work of any nature (either part of (i) or a separate one) costing not less than the amount equal to Rs.9.92 Lakhs of the estimated cost put to tender with some Central/State Government Organization/Central Autonomous Body/Central Public Sector undertaking/State public sector undertaking/City development authority/Municipal corporation of city formed under any Act by Central/State government and published in central/state gazette..
- (iii) Bidders/contractor must furnish documentary proof for the above along with the following mandatory information while making request for tender documents.
  - a. Company's profile, Local Office status, Bankers, Manpower and Experience.
  - b. Valid registration certificate of the firm and Electrical Class – I License
  - c. Valid ESI, PF and Goods Service tax registration certificates
  - d. **Current financial solvency certificate:** Solvency certificate should be of the amount equal to 40% of the estimated cost (i.e Rs. 9.92 lakhs)
  - e. **Annual turnover:** Average annual financial turn over should be at least 100% of the estimated cost (i.e Rs. 24.79 lakhs) during the immediate last 3 consecutive financial year.

f. **Work completion Certificates:** Work completion certificates as per sr.nos. i (a or b or c) & ii should be submitted. The completion certificate should be clearly indicated that period of contract (i.e start period and completion period). Since the estimation put to tender is for one year period, hence bidder/contractor should submit the completion certificates for per tenure/year basis. If the contract is extended for another year, we shall consider only one year rates as a total completed value.

g. **Performance certificates:** Minimum one performance certificate from existing clients should be attached. Performance certificate should be of as per minimum eligibility criteria. Evaluation of the performance of contractors shall be done based on available documents along with technical bids. If required, the works executed by the bidders may be got inspected by the NIT approving authority.

h. A List to be furnished for number of qualified technical people in employment and their Qualification.

i. Latest income tax clearance certificate

**Note:**

Issue of tender documents on the basis of the documentary eligibility alone will not make a tenderer eligible for participating in the bidding. The documents furnished by the tenderers will be subjected to verification subsequently by department. If found not meeting the requirement, such offers will be rejected.

**CENTRE FOR CELLULAR AND MOLECULAR PLATFORM**

GKVK Campus, Bellary Road, Bangalore - 560 065.

Phone: 23666001/02 Fax: 23636662

**Name of work: - Annual Maintenance Contract for Electrical systems at C-CAMP GKVK, Bangalore.**

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**ESTIMATED VALUE OF WORK : Rs. 24,79,000.00**

**EARNEST MONEY DEPOSIT : Rs. 49,580.00**

**PERIOD OF CONTRACT : 12 MONTHS**

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Tenders shall be submitted in two parts simultaneously in separate sealed covers, superscribed as "COVER-I" and "COVER-II"

**IMPORTANT NOTE:**

- 1. All bidders to attend the PRE-BID MEETING on 05/02/2018 at 15.00Hrs, in the office of Head-SE&M, C-CAMP. It is important for the vendor to attend the pre-bid meeting to understand the exact requirements.**
- 2. Currently, to maintain the similar Electrical system, 3 Senior Technicians (Skilled), 4 Technicians(Semi Skilled) and 1 unskilled assistant are engaged. In our experience, this is the bare minimum manpower requirement, to maintain the system. *However, contractors can specify manpower deployment pattern they propose to adopt for this work after thoroughly studying the scope of the work and clearly understanding the same by attending the PRE-BID meeting. The vendors shall have all their doubts cleared in the PRE-BID meeting. It is completely contractor's responsibility to fix the staff deployment pattern and to fulfill the requirements of C-CAMP. The figure mentioned above is indicative only.***
- 3. PRICE BID (Cover-II), shall be submitted in separate cover and shall not be placed in TECHNICAL BID (cover-I)**

**COVER-I shall contain the following:**

- 1. EMD** as specified above in the form of Demand Draft of a Scheduled Bank guaranteed by the Reserve Bank of India, in favour of Centre for Cellular and Molecular Platform(C-CAMP), Bangalore - 65. No other mode of payment for EMD be accepted.
- 2. If tender documents are downloaded from our website or CPPP, valid tender fee for an amount of Rs.500.00 in the form of demand draft of a scheduled bank guaranteed by the RBI, in favour of Centre for Cellular and Molecular Platform (C-CAMP), Bangalore-65.**

3. Entire tender document (Inclusive of Annexure-A to Annexure-E), duly signed & sealed in every page by the contractor, along with technical information. Any deviations from the tender conditions, specifications, makes etc in Annexure -C.
4. Reference of similar completed & ongoing works.
5. Confirmation saying that Schedule I (Annexure F) & Schedule II (Annexure G) are completely filled, and kept in price bid.
5. Site Organization Chart, list of tools, construction equipment & machinery.
6. Valid Labor license to undertake Electrical AMC work, valid PF and valid ESI registration copies etc.

**COVER-II shall contain the following:**

1. Schedule-I (Annexure-F), along with detailed breakup as per the given format.
2. Schedule-II (Annexure-G) as per the given format.

Tenders with COVER-I and COVER-II will be received up to 14.00 hrs on 09/02/2018 by the undersigned at the above address.

COVER-I of the tender will be opened on the same day after 15.00 hrs in the presence of attending tenderers. Opening of COVER-II (Price bid) will be intimated only to those tenderers who are qualified after evaluation of PART-I if there is no deviation found in the part-I then Cover II (Price bid) shall be opened on the same day.

If clarifications are sought by the contractor during the bidding period, the same should be in writing. Both the clarifications from the tenderer and the response to the clarifications from **C-CAMP** should be in writing and all such correspondences should be enclosed along with **COVER-I**.

CEO, C-CAMP does not bind himself to accept the lowest or any other tender, and reserves the authority to reject any or all the tenders or to allot parts of the works to different agencies without assigning any reason thereof.

**Bids validity:** Bids shall be valid for 90 days from the last date of its submission.

**NOTE:**

1. Schedule-II (Annexure-G), shall be operated on 'as and when required basis' only. Quantity mentioned in Schedule-II is indicative only. Quantity may increase or decrease as per the Institute's requirement. C-CAMP, at its discretion may or may not operate schedule-II. Hence, Schedule-II (Annexure G) will not be taken in to account for price bid comparison.

2. Each and every page of the offered bid shall bear the dated signature and seal of the contractor.

Sd/-

HEAD – SE&M.

**Centre for Cellular and Molecular Platform(C-CAMP)**

GKVK Campus, Bellary Road, Bangalore - 560 065.

Phone: 23666001/02 Fax: 23636662

**a) Annual Maintenance Contract of Electrical systems in C-CAMP, GKVK Bangalore.**

**1. Scope of Contract**

1.1 The Contractor will, for the time being, provide services at the Centre for Cellular and Molecular Platform-C-CAMP, UAS-GKVK Campus, Bellary Road, Bangalore – 560 065 and as per the details laid down in the following annexure:

- a) Annexure – A – Scope of work
- b) Annexure – B – General Terms and conditions.
- c) Annexure – C – Schedule of Deviations
- d) Annexure – D – Statutory Obligation.
- e) Annexure – E – Under taking by the tenderer
- f) Annexure – F – Schedule-I with breakup
- g) Annexure – G – Schedule-II

1.2 The details of rates and the number of personnel required for carrying out the work shall be indicated by the Contractor in the Annexure “B”.

1.3 Once the Work Order is issued, the Contractor will receive instructions from an Officer designated for this purpose (Officer-in-Charge) or his authorized nominee and the Contractor hereby undertakes to abide by his/her any suggestions/instructions, etc. as regards services covered in this contract.

**2. Quality and scope of services**

2.1 The Contractor shall appoint trained staff having a good bearing and maintain high standards of turn out, maintain adequate staff to ensure there is no hold up of any service for any reason whatsoever. Any deficiency in the number of staff deployed will entail penal reduction from the compensation payable as decided by the Centre. The successful Contractor as soon as the agreement is signed shall submit a list of their workmen / supervisor/ others along with copy of appointment order issued to them. As and when there is a change in the staff posted, a revised list shall be submitted along with copy of appointment order issued to the new appointee / appointees, simultaneously.

2.2. It is normally understood and agreed between both the parties that Centre will not be responsible or be liable for any laws that are in force / that may come into force from time to time in respect of personnel engaged by the Contractor and he will be solely responsible for the terms and conditions of their services, safety, health, statutory requirement, etc.

2.3 The Contractor shall depute such officers and supervisors as proposed by him, who shall be available on site to supervise the Contract employees and interact on daily/weekly basis with Officer-in-Charge regarding delivering the specified services.

It is understood and agreed that the Contractor will be held responsible for any disciplinary matters arising out of their employees and the Contractor will take appropriate disciplinary action against those employees found indulging in any act of indiscipline in Center's premises or in connection with the services referred to herein.

- 2.4 The Contractor will immediately replace any employee found to be unfit in any manner immediately or on receipt of advice from any authorized person in C-CAMP.
- 2.5 The Contractor shall maintain proper and detailed record for the job carried out by their employees and shall also maintain all records and returns as necessary for carrying out the work smoothly and as provided under the Contract Labour Act, Minimum Wages Act, ESI Act, PF Act, etc, as relevant and applicable from time to time.
- 2.6 The Contractor shall be solely responsible to comply with all legal and statutory requirements that arise out of this agreement and in respect of the employees engaged by the Contractor in fulfillment of the contractual obligations stated herein. An indicative list of these statutory obligations is at Annexure "D". It is understood and agreed that the Contractor will provide suitable uniforms with company insignia, badges/ID cards with photos and safety equipment and shoes to their employees. It is Contractor's responsibility to have them periodically checked medically so as to ensure that medically fit staff only is deployed for the work.
- 2.8 a)** The Contract employees should be covered under all statutory requirements like ESI, PF, etc. by the Contractor and the Contractor shall comply with all the formalities in this regard. Copy of challan and Schedule of Contract Employees for payment of ESI/PF/ELI, etc. will be furnished (whether running/monthly or final) by the contractor for reimbursing the same every month.
- b) The Contractor shall pay salary and other allowances/benefits as indicated by the Contractor in their tender and accepted by C-CAMP. **Such salary shall be well above minimum wages.** If there is a revision on the minimum wages, the same shall be paid by the contractor and it shall be reimburse from the department on proof of documents.
- c) The Centre will have the right to inspect/call for books/registers, documents in relation to all matters s referred to, in this tender or agreed later on. The Centre will also have all rights to make recoveries from the compensation, if any that any statutory agency imposes upon the Centre due to the Contractor's non-compliance with statutory obligations. A list of these as applicable at present is set out in Annexure 'D' attached. All the Contract employees should be covered under all statutory requirements like ESI, PF, etc. by the Contractor and the Contractor shall comply with all the formalities in this regard. Copy of challan and Schedule of Contract Employees for payment of ESI/PF/ELI, etc. will be furnished by the contractor for reimbursement.



- d) The contractor shall maintain a muster roll, wages register of all men employed by them and all other documents and submit it to the Centre on the 1<sup>st</sup> of every month for the previous month **or** as necessary for inspection. The Contractor shall provide all facilities for inspection /books / personnel on demand by C-CAMP or any Statutory Authority.
- e) The contractor should provide PF A/c number, ESI Card and Photo Identity Card to the contract employees posted at C-CAMP. This should be done **immediately** but not later than one month from the date of signing joint agreement.
- 2.9 It is clearly understood and agreed upon that neither the Contractor nor Contract employees shall have any claim on employment with Centre at any point of time and this arrangement is purely between the Contractor and the Centre for specific services for the period specified.
- 2.10 The successful Contractor shall indemnify/deemed to have indemnified the Centre for all claims/losses arising out of this tender. The Contractor is deemed to have indemnified the Centre against any claim by any authority once the work order is awarded. In the event the Centre has to pay any individual, statutory body or any agency for reasons directly or indirectly attributable to this tender, the Contractor only shall pay such claim/damages and even if the Centre is called upon to pay, such damages/penalties and or cost shall be recovered from the contractor's dues /amount payable or shall be paid by the Contractor on demand from C-CAMP.
- 2.11 The Contractor shall follow all rules as may be existing or may be framed from time to time at C-CAMP on all aspects covering this tender. Material movement, entry/exit of personnel, identity card, safety, etc. shall be according to procedures existing in C-CAMP as amended from time to time.

### **3. Tenure & Termination**

- 3.1 The contract with the Centre will be initially for a period of 3 months and if the services are found to be satisfactory, the contract may be extended for a further period of 9 months. **The Centre reserves the right to extend the contract for one more year on the same terms and conditions.** The Centre reserve the right to terminate the Contract during the pendency of the Contract period if the performance is found unsatisfactory.
- 3.2 Except as provided in Clause 3.6 below, the Contract could be terminated by either side by giving one month's notice in writing. If the notice period is not given or if a shorter notice is given by the Contractor, the entire security deposit would be forfeited. Any other costs and / or damages incurred by the Centre to maintain the services contracted to the Contractor, on account of such short notice will be deducted from the dues payable to the Contractor, or shall be paid by the Contractor on demand if such dues fall short of such costs.
- 3.3 In the case of failure to complete the contract in terms of such contracts within the contract period specified in the tender and incorporated in the contract and if such work is got done by the Centre from any party at a higher rate the Contractor shall

be liable to pay the Centre the difference between existing rate and the rate of the new Contract.

3.4 **Risk Clause:** Notwithstanding the other terms therein, the Centre at its option will be entitled to terminate the contract and to avail service from elsewhere at the risk and cost of contractor either the whole of the contract or any part which the contractor has failed to perform in the opinion of the Centre within the time stipulated or if the same performance is not available, the best and the nearest

3.5 available substitute thereof. The contractor shall be liable for any loss which the Centre may sustain by reason of such risk in addition to penalty.

3.6 **Insolvency and breach of contract:** The Centre may, at any time, by notice in writing summarily terminate the contract without compensation to the Contractor in any of the following events:

(a) If the Contractor being an individual or a firm if any partner in the contractor's firm shall be adjudged insolvent or shall have a receiving order or order for administration of his estate made against him or shall take any proceedings for liquidation or composition under any insolvency act for the time being in force or make any conveyance or assignment of his effects or enter into an arrangement or composition with his creditors or suspend payment, or if the firm be dissolved under the Partnership Act, or

(b) If the contractor being a company shall pass a resolution or the court shall make an order for the liquidation of its affairs or a receiver or manager on behalf of the debenture holders shall be appointed or circumstance shall have arisen which entitle the court or debenture holders to appoint a receiver or manager, or

(c) If the contractor commits any breach of contract not herein specifically provided always that such determination shall not prejudice any right of action or remedy which shall have then accrued or shall accrue thereafter to the Centre provided also that the contractor shall be liable to pay the Centre for any extra expenditure he is thereby put to but shall not be entitled to any gain on re-tender.

(d) In the event of inadequate or unsatisfactory performance of duties by the Contractor, the Centre shall have the right to bring to the notice of the Contractor the default (s) on their part and the Contractor shall ensure that the said default (s) is / are not repeated and/or are duly remedied, within a period of three days from the receipt of the said notice. Failing such remedial action, or in the event of the said default (s)'s being inadequately corrected, the Centre shall have the right to immediately terminate the agreement.

3.7 Notwithstanding any other clause herein, if there is any act or omission by the Contractor or the Contractor employees which jeopardizes the safety / security of the Centre including, but not limited to :

a) Theft or pilferage of property of C-CAMP

- b) Fire, flooding, breakage or damage
- c) Violence or physical attack on the Campus
- d) Any act or incident which may prove detrimental to the interests of C-CAMP - the contract would be terminated without any notice. Further, the Contractor would be levied penalties, as appropriate by the deemed authority. The decision of the Centre Director shall be final in such matters.

#### **4. Payment Terms:**

- 4.1.1 The contractor shall submit bills after the completion of every calendar month and normally payment will be released within 15 working days from the date of submission of bill if the bill is complete and correct in all respects.
- 4.1.2 The monthly bills submitted by the contractor shall be only for actual salary, allowances, uniform content and margin. The other benefits like PF, ESI, ELI, S.T etc., can be claimed every month separately with proof of documents and the same will be reimbursement any proof, The contractor will not be entitled for any of the above benefits.
- 4.1.3 PF, ESI and ELI will be reimbursed to the contractor only on production of registration No./ESI card/payment of ELI premium.
- 4.1.4 **Bonus:** Bonus shall be payable by the contractor to his contract employees once in a year before Diwali or when a contract employee's service is discontinued. The amount of bonus payable is 8.33 % subject to maximum of Rs. 6999/- per annum.
- 4.1.5 The monthly running bill of the Contractor will become payable at the end of each month on submission of a monthly claim to the Accounts Officer, and on due certification by the Officer-in-Charge of satisfactory services against the claim. The Contractor's payment will be released only after disbursing the salary to contract employees every month.
- 4.1.6 The Officer-in-Charge is authorized to deduct any amounts as determined by the Centre Director from the amounts due to the Contractor for any deficiency in services, provided by the Contractor.
- 4.1.7 Payment of Contractor's bill shall normally be made within 15 days of submission subject to the claim being found proper in all respects and in accordance with the terms and conditions of the contract. All payments will be made after deduction of taxes and duties at source as applicable from time to time.
- 4.1.7 Payments to the contract employees shall be disbursed by the 7<sup>th</sup> of the succeeding month in the presence of the Officer-in-Charge, or any authorized officer of C-CAMP. If 7<sup>th</sup> happens to be a holiday, payments shall be made the previous working day. The Contractor shall notify all his employees / workers of this date in their appointment order, and follow this very strictly, whether the

4.1.8 Centre has paid the Contractor's bill or not. The payment of salary and all other benefits such as bonus and over time to the contract employees shall be disbursed in the presence of Officer-in-Charge or any authorized officer of C-CAMP.

4.1.9 No claims will be entertained in respect of any discrepancy or defect or short claim if such demand is not made within 90 days of payment of the final bill.

## **4.2 Security Deposit & Performance Guarantee:**

### **4.2.1: Performance Guarantee:**

The successful tenderer shall deposit an amount equal to 5% of the tendered and accepted value of the work (without limit) as Performance Guarantee within 15 days from the date of award of contract in one of the following forms;

- a) Government securities
- b) Fixed Deposit Receipt (FDR) of a Scheduled Bank.
- c) An irrevocable bank guarantee bond of any scheduled bank or the State Bank of India in the prescribed form given in Annexure.

### **4.2.2: Security Deposit:**

A sum @ 2.5% of the gross amount of the bill shall be deducted from each running bill as well as final bill of the contractor. Such deductions shall be made unless the contractor has deposited the amount of security at the rate mentioned in cash or Government securities or Fixed Deposit Receipts.

This is addition to the performance guarantee that the contractor is required to deposit as para 4.2.1.

Security Deposit can be released against bank guarantee issued by a scheduled bank on its accumulation to a minimum amount of Rs. 5 Lakhs subject to the condition that amount of any bank guarantee except last one, shall not be less than Rs. 5 lakhs.

The Bank Guarantee submitted against Security Deposit shall initially be valid up to the stipulated date of completion of the work plus maintenance period as defined under clause 17 of GCC which shall be extended further time to time depending upon extension of contract granted under provisions of clause 2 and clause 5. Security Deposit will be released only after the completion of the defects liability period of 3 months after the date of completion of the work.

Security Deposit will not be refunded till clearance certificate from labour officer is obtained by Contractor. However, if there is genuine difficulty to obtain a clearance certificate, Engineer-in-Charge will make a reference to Labour Officer before releasing Security Deposit. If no reply is received within a reasonable period, say 1

month from the date of such reference then Engineer-In-Charge may make his decision to release based on his discretion.

- 4.3 It is important for the Contractor to note that the rate quoted shall be inclusive of all taxes and duties/escalation and shall remain valid for the period of the agreement, i.e. 2 years from the date of Work Order. Any increase or decrease in the rates shall be only in respect of statutory duties / levies and such claim /s shall be valid only with adequate documentary evidence. Any decrease in the duties/levies during the period of agreement, shall entail corresponding reduction in the contract amount. If no details or break-up of taxes, duties/levies, etc. are indicated, it will be assumed that the quote submitted is inclusive of all taxes/levies/duties, etc.
- 4.3 The Contractor shall pay any claim made by the Centre for any deficiency (both tangible and intangible) in service. Such amount may also be deducted from bills payable to the Contractor. It may be noted that the Centre shall have the right to forfeit the Security Deposit in full or part for any due/damages caused by the Contractor. If the Security Deposit or outstanding bills of the Contractor is found inadequate, then such monetary recoveries shall be effected from any amount payable to the Contractor against this or any other contract until the dues of the Centre are fully settled. If the claim of the Centre could not be met in this manner, the Contractor shall pay up all such claims if a demand is made by C-CAMP.

## **5 Safety, Security and Insurance**

- 5.1 The Contractor shall follow all security rules of the Centre and instructions received from time to time regarding personnel identity cards, material movement, etc, of the Contractor.
- 5.2 During the pendency of the agreement, the contractor shall be liable fully to compensate all concerned for any loss, damage of construction of works, construction, plant & machinery, person, property, etc. including third party risks arising due to causes attributable to the agreement. The decision of the Centre Director will be final & will be binding on both parties.

The contractor shall take Employees Liability Insurance of prescribed value for their employees. It must be adequately covered all employees/workers under Workmen Compensation Act, 1928 as amended from time to time. Before starting the work, the Contractor shall produce the original insurance policy and the license of the workers where applicable to the Centre.

## **6 Miscellaneous**

- 6.1 The work mentioned in the schedule is only indicative. The Centre reserves the right to increase or decrease the quantum of work. The contractor shall execute the work on the same terms and conditions and rates throughout the period of agreement.

6.2 The contractor or his supervisor shall meet the designated Officer of the Centre every day to receive the details of issues / complaints to be attended and after attending to these complaints, a report on the same has to be submitted to the concerned Officer.

## **7 Dispute and Resolution**

7.1 Any dispute or differences that may arise between the parties shall be referred to the sole arbitration of the Centre Director or his nominees and the Contractor shall have no right to object to the appointment of the Director or his nominee as the sole arbitrator. The decision of the arbitrator shall be final and binding on the parties. The venue for arbitration shall be Bangalore and no other place. The provisions of the Arbitration and Conciliation act, 1996 as / amended from time to time shall apply. The courts in Bangalore shall have exclusive jurisdiction to deal with any or all disputes between the parties.

## **Primacy of Documents**

The tender documents, subsequent communication exchanged and the work order as well as all annexures shall be part and parcel of this agreement. If there is any discrepancy between the above documents, the statement in the following documents will apply with primacy for communications issued after the work order, any pre-order correspondence as accepted jointly, followed by work order, tender documents and annexure thereof, i.e. tender documents and annexures have least primary, if any clause or detail there has been superseded by communication after the opening of bids if jointly accepted, work order or subsequent communication to the Contractor.

## **8 Amendments to Work Order / Agreement:**

Any amendment to the Work Order/agreement shall be valid only if both parties have agreed to such amendment(s) in writing duly authenticated by authorized personnel of both parties.

## **ANNEXURE - A**

### **I- SCOPE OF WORK**

#### **Scope of Work for Annual Maintenance Contract of Electrical systems including substations at C-CAMP Campus, GKV (24Hrs X 365 days)**

##### **General Guidelines for Quoting the Tender**

The C-CAMP has 1750 Sq.mtrs of Laboratory space, service floors, AHU rooms, kitchen, equipment rooms, clean rooms, Sports and Dining complex, Flood light, Play grounds etc., and associated Electrical, Air conditioning, Fire Alarm Systems and Sewage Treatment Plant. The Electrical work has been done by M/S Dynam controls. The Scope of works include [but not restricted] the following.

C-CAMP has critical requirement of Electric power and Air-Conditioning. In no case, outage of power for more than 5 minutes (for critical areas) is not acceptable.

Hence, the essence of this contract is to achieve "Zero Breakdown". All efforts are to be made with up to date maintenance in achieving this, by using predictive and pro-active maintenance techniques at times, and, by strictly adhering to preventive maintenance practices and schedules. Only Class-1 certified electrical contractors who have carried out similar works with good track records shall be considered for engagement.

Contractors shall engage and deploy experienced technical staff who has experience in trouble shooting to meet this kind of requirements and handling power shutdown situations. So engaged supervisors / technicians shall have ability to read continuous power and control circuit drawing of 30 pages or more, able to do trouble shooting and rectification. The detailed scope of work is as follows;

1. Preventive maintenance work and servicing of 1 No. of 11 kV, Load break switch panels as per manufacturer's recommendations / standard practice, including servicing of all other panel accessories, updating of relevant records.
2. Operation, routine, preventive and breakdown maintenance of LT PCC and Distribution panel, Main Panel, Other panels, Main Distribution Boards, LDB's, PDB'S in C-CAMP facility.
3. Operation, routine, preventive and breakdown maintenance of 1 No. 500KVA 11KV/433V transformers and controlling/protective accessories.
4. Operation & routine preventive and breakdown maintenance of 500 KVA DG set-1 No. with AMF panels including fuel supply & maintenance of controlling/protective accessories.
5. Operation, routine, preventive and breakdown maintenance of Battery banks.
6. Operation, routine, preventive and breakdown maintenance of Bus Ducts.
7. Operation, routine, preventive and breakdown maintenance of Capacitor Banks.
8. Operation, routine, preventive and breakdown maintenance of HT, LT cables & Wirings.

9. Operation, routine, maintenance of Fire Alarm Systems.
10. Operation, routine, maintenance of Passenger Lift OTIS.
11. Operation, routine, preventive and breakdown maintenance of Lighting & Power Distribution Systems.
12. All the accessories and spares related to the above equipments have to be supplied and used during maintenance, which shall be paid extra.
13. Operation, routine, preventive and breakdown maintenance of the following Lighting and heating systems.
 

a. Street Lights & Flood Lights	: approx. 50 Nos.
b. Building Light fittings	: approx. 550 Nos.
c. Ceiling fans	: approx. 2 Nos.
d. Ex-haust Fans	: approx. 10 Nos.
e. Geysers	: approx. 1 Nos.
f. All related power points	: approx. 1500 Nos.
g. Solar street lighting systems	: approx. 10 Nos.
14. Operation and maintenance of safety devices and earth pits and recording of values in every 6 month once.
15. Monitoring of Chiller units – 2 No's
16. UP keeping and emergency operation of Fire Extinguishers.
17. Maintenance of electric switchgear and drives for Basement sump pumps, Rain water pump motor and submersible Borewell motor and STP motors.
18. EMERGENCY LOADS: Operation, general maintenance and continuous monitoring / checking of all parameters (power) pertaining to MS facility, -80 freezers, servers, around 20 other emergency loads complete with troubleshooting and attending to minor breakdowns. All classified emergency and critical loads to be monitored (with corrective action) round the clock as instructed and running condition of each to be logged in necessary logbooks and register.
19. Liasioning with BESCO and Electrical Inspectorate.
20. Operation and maintenance of Electrical systems in new Dining complex
21. Documentation.
22. All small fabrication works, repairs, servicing of machines / equipment / parts therein shall have to be carried out by the contractor within specified time. Contractor shall never say 'no' to any of the requirement of C-CAMP, which is in the area of AMC's technical services, as found reasonable to be entrusted onto the contractor by Engineer In charge (Electrical). Reasonable amount shall be paid against bills for such works as certified by Engineer In charge (Electrical)
23. All fire alarm calls and other related functional requirement calls of C-CAMP shall be attended and followed up in the best interest of the centre and its activities.
24. While carrying out any of the works, if the dust is generated / the same flies and settles in the surrounding area, the same (dust) should be thoroughly cleaned. Vacuum cleaner and wiping materials shall be used in cleaning. If any marking,



scars are seen, the same to be cleanly wiped off. All attempts to be made in avoiding dust / dirt / markings etc., while working.

25. Providing all kinds of labour and the expertise required to attend to the above work is included in the scope of work. However, consumable, workshop expenses, new addition and alteration work will be paid extra as per actual rate or agreed rate as applicable.

### **Special Conditions:**

1. All works to be carried out in accordance with relevant Indian Standards and as per Indian Electricity rule as amended. The contractor has to obtain necessary clearance from Electrical Inspectorate. Panel, Fittings, Equipment's, Systems etc., all the components, accessories, Sub-Assembly, assemblies etc. Which are attachments or parts needed for the purpose. Any other work which are incidental or part of the above, but not specifically spelt out will also be included in the scope.
2. For carrying out above job the contractor has to make his own arrangements for tools, tackles and measuring equipment, measuring meters, safety and protective devices for carrying out the work.
3. C-CAMP is a research institute and has critical power requirement. Please note maintenance should be in such a way that power failure should not be more than 5 minutes in any case.
4. For some of the emergency load points power availability has to be monitored round the clock.
5. Contractors should deploy electrical staff having experience in handling such power shutdown situations and have ability to read continuous drawing of 30 pages or more and capable of trouble shooting and rectification.
6. As the work involved is quite specialized and continuous monitoring is required, absenteeism of the contractor's employees will not be tolerated. **The Electrical Engineer is authorized to make penal deductions in the bills for the absenteeism and non-compliance of the work.** The contractor will ensure proper supervision all the time. In case of deficiency penalty will be imposed.
7. All the labours and expertise are included in the scope of work. No extra payment will be made for carrying out wiring work, routine breakdown and preventive maintenances.
8. It is presumed that contractor will deploy skilled manpower as required.
9. All the breakdown calls should be attended immediately, in case frequency / work demands more manpower, Contractor will arrange additional manpower so as not to disturb the research activities at no extra cost.

It is fully contractor's responsibility to deploy qualified Sr. technicians and Technicians & helper with relevant Qualifications, License hands on experience to handle electrical, Fire alarm System etc.. Equipments specified in the scope of work. They should be well conversant with Indian Standard.

Indian Electricity Rule and acts as applicable and should have knowledge of electrical and Industrial safety practices.

Contractor will ensure consistency of work and work force, correct trouble shooting, good workmen ship follow all safety procedures and will make all necessary efforts to maintain healthy environments and reliable services.

It is purely contractor's responsibility to get his staff acquainted with the site condition, operation and maintenance procedure, Equipment detail, Safety devices, Scope of work etc.

Contractor shall depute adequate number of staff to carry out routine work wiring work, addition project work, attending fuse call, preventive and breakdown maintenance so as not disturb research activity.

Contractor will ensure that the deployed staff should have basic qualification and capable of handling work as stipulated in scope of work.

In case of delay, repetition of work, non compliance, inadequate staff etc. Penalty will be imposed as per the penalty clause mentioned in terms and condition.

Minimum wage of the staff should not be less than minimum Wage Act applicable to the respective category/experience.

Contractor will submit the details of minimum wages as per Minimum Wage Act. As applicable to the respective category/Experience at the time of submission of Tender bid.

Contractor will submit their detailed scheme to carry out above work along with the tender. In case of error in typing, report of different figures, only stringent condition will apply.

## **SCHEDULING**

In a broad manner, the AMC work can be scheduled as follows (All at no extra cost)

### **A) ANNUALLY**

1. Preventive maintenance work and servicing of 1 No. of 11 kV, Load break switch panels as per manufacturer's recommendations / standard practice, including servicing of all other panel accessories, updating of relevant records.
2. Preventive maintenance work on HT bus-bar system, updating of relevant records.
3. Preventive maintenance work and servicing of 4 Nos. of LT ACB panels as per manufacturer's recommendation / standard practice, including servicing of ACB and all other panel accessories, updating of relevant records.
4. Preventive maintenance work on LT bus-bar system, PCCS, SFUS etc., updating of relevant records.
5. Preventive maintenance work on 1 No. of 500 kVA, 11/0.433 KV transformer.
6. Protective relays testing.

### **B) HALF YEARLY:**

1. Oil BDV testing of Transformer oil, which could be paid at extra agreed prices, updating of relevant records.
2. Earth resistance measurement of all the Earth electrodes of C-CAMP (about 80 Nos.), at no extra cost, updating of relevant records.

### **C) QUARTERLY:**

1. PDBs and LDBs and associated ELCB checking, maintenance and recording.

### **D) MONTHLY**

1. Billing on residential area, guest house, hostel and any other energy meters and submitting the same to the concerned.
2. Checking, fitting cleaning and fault rectification and recording of following:
  - a. Street and security lights within the campus and in the road leading to campus.
  - b. Periphery lights
  - c. Path way lights
  - d. Lights and fans in canteen buildings and cafeteria
  - e. Lecture hall and seminar hall lights
  - f. Common area lights, main entrance portico lights, spot lights etc.,
3. Contractor's running spares makeup and list submission.
4. Battery charger panel testing and recording.
5. Load current record of each LT feeder from sub-station.
6. Capacitor bank load current recording.

**E) WEEKLY:**

1. Checking of rainwater sump pumps in summer and winter and taking corrective action.

**F) DAILY:**

1. Operation and maintenance of Electrical system at HT & LT levels having source change-over systems (between BESCO and standby DG set sources), protection, control and auxiliary equipments.

2. Hourly logging of system parameters and attending to all rectification works.

3. Daily test running, A-check, operation and maintenance of standby DG source in the event of BESCO supply failure and reverting to BESCO supply on its resumption (ensuring that the supply is stable). Hourly logging of system parameters and attending to all rectification works.

4. HT yard inspection and recording of BESCO meter readings.

5. Monitoring of all emergency loads (electrical and air-conditioning) and recording of system parameters and condition. Necessary corrective action to be taken if things are not found normal. Checking of rain water sump pumps in rainy season and taking corrective action.

6. Checking of battery charger and battery condition of protective system batteries and DG set batteries, recording the relevant parameters.

7. Diesel stock checking and recording.

8. Updating and maintenance of all other registers.

9. Breakdown maintenance and alteration works (with special importance to critical areas, labs, lecture halls, seminar halls).

10. Monitoring of Chillers (I & II) and recording the same in log book.

11. Attending to any other work as entrusted.

**PERSONNEL TO WORK AT C-CAMP:**

The contractor has to manage and execute all the works entrusted, through dedicated supervisor by deploying the required manpower.

The contractor, after studying and understanding / gauging the requirement of C-CAMP, shall fix a staff pattern for regular routine works in round the clock and general shifts at his/her discretion, strictly adhere to it (which may increase during exigencies). The Contractor should indicate the No. of staff / category wise, proposed to be deployed as indicated in the form of an undertaking. The staff will be deployed on shift basis (3 shift per day basis). These staff members shall carryout the works of both part-1 & part-2 as per the plans & schedules in consultation with the concerned engineer. These staff members shall also carry out all other works as entrusted by the concerned engineer pertaining to Electrical related work of C-CAMP and shall never say 'no' to any of the relevant requirements of C-CAMP.

It is fully the responsibility of the contractor to deploy qualified Senior Technicians with hands on experience, relevant License/permits & wiring license to handle electrical equipments, Fire alarm system equipments, Lifts etc., as applicable. They should be well conversant with Indian Standards, Indian Electricity Rule and acts as applicable and should have knowledge of electrical and Industrial safety practices. The minimum requirements are as follows.

Currently, to maintain the similar Electrical systems, the following work force is engaged.

Sr. Technician	-	3 nos
Technicians	-	4 nos
Helper	-	1 no

In our experience, this is the bare minimum manpower requirement, to maintain the system. ***However, contractors can specify manpower deployment pattern they propose to adopt for this work after thoroughly studying the scope of the work and clearly understanding the same by attending the PRE-BID meeting. The vendors shall have all their doubts cleared in the PRE-BID meeting. It is completely contractor's responsibility to fix the staff deployment pattern and to fulfill the requirements of C-CAMP. The figure mentioned above is indicative only.***

**The following are the qualification & experience pre-requisites of the staff deployed:**

Sr. Technicians: Diploma in Electrical with 2 to 3 years' experience in the relevant field.

Junior technicians: ITI with 2 to 3 years' experience with NCVT Apprentice with valid wireman license.

Helper: Minimum SSLC passed (wire man license is added advantage)

Contractor should provide two sets of Uniforms, Shoes, safety and protection gear, 15kV grade hand gloves, Identity cards etc., to the staffs deployed, at no extra cost.

Contractor will ensure consistency of work and work force, correct trouble shooting, good workmanship, follow all safety procedures and will make all necessary efforts to maintain healthy environment and reliable services.

If any of the staff member appointed by Contractor is found to be 'not competent', he has to be replaced by a right person within a stipulated time as instructed by Electrical Engineer- In-charge, C-CAMP.

All the relevant documents pertaining to staff deployed, like copies of job appointment order with the contractor, address proof, photocopy of ID card etc., and other details as sought shall be provided to C-CAMP, by the contractor under his responsibility for the correctness.

Wages of the staff deployed should not be less than as that mentioned in Minimum Wage Act applicable to the respective category/experience, as on date. The ESI, PF, ELI, bonus etc., labour law, other rules and norms requirement as found required for contracts of this nature should be met. The same details shall be submitted along with technical bid.

In no case, the contractor or his/her employees shall claim job / employment with C-CAMP. No transport facility shall be provided for the contractor or his employees.

It is purely contractor's responsibility to get his staff acquainted/trained with the site conditions, operation and maintenance procedure, equipment detail, safety devices, scope of work etc.,

**In case of delay, repetition of work, non compliance, inadequate staff etc., and penalty will be imposed as per the clause mentioned.**

1. Contractor must visit the site; understand the site condition, type of work involved availability of specialized or general equipments, tools etc., for carrying out works listed herein. You may contact Electrical Engineer or his nominee for this purpose.
2. Contractor should have class-I Government Electrical Contract License, PF, ESIC, labour license and experience in similar field as mentioned in scope of work.
3. All works to be carried out in accordance with relevant Indian standards and as per Indian Electricity Rule as amended from time to time.
4. For carrying out above job the contractor has to make his own arrangements for men, tools, tackles, testing and measuring equipment, safety and protective gear/devices for carrying out the work.
5. As the work involved is quite specialized and continuous monitoring is required, absenteeism of the contractor's employees will not be tolerated. The Electrical Engineer is authorized to make appropriate deductions in the bills for the absenteeism and non compliance of the work. The contractor will ensure proper supervision at all times. In case of deficiency penalty will be imposed.

6. Running of the system under abnormal condition or in risky circumstances will attract penalty.
7. Contractor will be responsible for any act of sabotage, misdeed, indiscipline, and negligence on the part of contractor or his employees. Penalty or legal action, as decided by CEO, C-CAMP shall be imposed on the contractor.

#### **8. Penalty Clause:**

- a) **Absenteeism:** In case of absence of any staff, penalty will be imposed at double the rate of wages or salary for the day he remains absent.
- b) **Non- Compliance of work:** In the event of failure of compliance of awarded work in stipulated time penalty will be imposed as per double of actual expenditure incurred in attending to the same by other Agency.

**Any accident due to negligence in following of safety procedures is purely at the responsibility of Contractor. Department is not responsible for any accidents/damages/death. Safety of all the staff of the Contractor is the sole responsibility of the Contractor.**

### **TESTING, MEASURING EQUIPMENTS, TOOLS & TACKLES:**

All the tools required for carrying out the work stipulated in this document shall be provided by the Contractor at site. But, the following minimum is a must at all times:-

All the deployed staffs should be given with the following:

1. Two screw drivers (one light duty & one heavy duty) with insulated handles.
2. One cutting plier, 500V grade with insulated handles.
3. One live line tester, 500V

Following calibrated and well maintained instruments should be available at site;

1. Two Nos. tong testers / multi meters
2. One 500V Megger / IR tester
3. One earth resistance measurement instrument ( 0.1 Ohm LC ) with kit
4. One phase sequence meter.

Following tools should always be available at site;

1. Two sets of 6-7 to 30 – 32 size 9 metric 0 double end open spanner
2. One set of 6-7 to 30 – 32 size (metric) double end ring spanner
3. Two Nos. adjustable wrenches (12 inch)
4. Two Nos. 0.5 to 16 sq.mm hand crimping tools
5. Two sets of allen keys
6. One set of tubular spanner
7. One star screw driver set
8. One screw driver set
9. Two Nos. of hammers (1lb & 2lb)
10. One soldering gun with lead & flux.
11. One 6mm, hand drill, electric, with drill bits ( 2.5mm , 3mm, 4mm, 5mm, 6mm, 5 each).
12. Two pairs of 15000V grade Hand gloves.

All these shall be suitably kept at site, with contractors own security arrangement.

**NOTE:** Brief details and general guideline of the above works are given in Schedule- I



**Annexure – B**

**GENERAL TERMS AND CONDITIONS OF CONTRACT**

**Note:**

1. The employees/ workers employed shall be trained and experienced to handle the services as per the Scope of work mentioned in the Annexure 'A'. If such experienced hands are not available, either because the service is extremely specialized and only in house training is possible, at least a certain percentage of employees/workers shall be experienced / trained who shall be able to impart training / expertise to others.
2. The Contractor shall provide the name and details of his personnel. A list of all the names shall be submitted at the beginning of the contract, along with a copy of each appointment order and whenever there is a change. No personnel will be changed unless C-CAMP has asked for it or without advance approval of C-CAMP.
3. The Contractor shall ensure that no contract employees nor anyone from his side use C-CAMP transport to come to the work spot or return. The Contractor shall use emergency services like medical help and emergency vehicles of C-CAMP in the event of any accident or emergency to his employees, though all responsibility for such accidents and any injury / death and or loss / damage will fully rest with the Contractor.
4. At all point of time, there must be a minimum of 90% workers attendance per day. In any case there shall be 100% daily attendance is to be ensured. Any absence or shortage beyond this may be managed by giving over time; shortage or absenteeism beyond this percentage will be penalized including termination of the contract. Payment will however be restricted to actual number of people as physically provided in each month.
5. The Tenderer must indicate the deviation in Annexure – C, with reasons thereof and only if such deviation (s) is/are part of the work order issued by C-CAMP, will the deviation (s) become part of the agreement.
6. The rates quoted shall be valid for **2 years from the date of Work Order followed by joint agreement.**

**Rate Chart – Schedule – I**

Total monthly amount payable is per month inclusive of all taxes, Service tax, duties & other statutory levies for the Scope of Work as per Annexure-E and Rate Chart Schedule-I.

The following Parameters of Technical Bid will be taken into account for Shortlisting the Commercial Bid. The Proposals shall be evaluated in two stages: (1) Technical and (2) Price / Financial. A Minimum qualifying mark is set as per Table 'A' below and only those Agencies whose Technical Proposals score the minimum mark of 60% and above shall be considered for Financial Evaluation.

### Criteria for Evaluation of the Performance of Contractors for pre-eligibility

**Table 'A'**

<b>Sr. no</b>	<b>Evaluation of vendor</b>	<b>Max marks</b>	<b>Evaluation</b>
1	Financial Strength: (i)Average annual turnover (15 marks) (ii)current financial year Solvency certificate (10 marks)	25	(i)60% marks for minimum eligibility criteria (ii)100% marks for twice the minimum eligibility criteria or more In between (i) & (ii)- on pro rate basis.
2	Contractor should have Experience in Similar class of works (Electrical AMC works) from last Seven years period.	15	100% marks for minimum eligibility criteria
3	Contractor should have minimum Three similar completed works costing not less than the amount equal to Rs.50.00 Lakhs or minimum Two similar completed works, costing not less than the amount equal to Rs.75.00 Lakhs or minimum One similar completed work of aggregate cost not less than the amount equal to Rs.100.00 Lakhs of the estimated cost.	25	(i) 60% marks for minimum eligibility criteria (ii)100% marks for twice the minimum eligibility criteria or more  In between (i) & (ii)- on pro rate basis.
4	One Completed work of any nature (either part of (sr.no.4) or a separate one) costing not less than the amount equal to Rs.50.00 Lakhs of the estimated cost put to tender with some Central/State Government Organization/Central Autonomous Body/ Central Public Sector undertaking/State public sector undertaking/City development authority/Municipal corporation of city formed under any Act by Central/State government and published in central/state gazette..	10	(i) 60% marks for minimum eligibility criteria (ii)100% marks for twice the minimum eligibility criteria or more  In between (i) & (ii)- on pro rate basis.
5	Minimum one performance certificate from the existing clients	10	(i)60% marks for minimum eligibility criteria (ii)100% marks for twice the minimum eligibility criteria or more. In between (i) & (ii)- on pro rate basis.

6	Client feedback from any of the contact list provided to C-CAMP by the vendor. This marking shall be awarded by direct telephone enquiry/site visit as deemed fit by the concerned Engineer-in-charge/Head SE&M.	10	100% marks for minimum eligibility criteria.
7	Is the proposed qualified technical staffs pattern matching the minimum as prescribed in the tender conditions?.	5	(i)60% marks for minimum eligibility criteria (ii)100% marks for more eligibility criteria In between (i) & (ii)- on pro rate basis.

To become eligible for short listing, the bidder must secure at least **fifty percent (50%)** marks in each and **sixty percent (60%)** marks in aggregate.

The department, however, reserves the right to restrict the list of such qualified contractors to any number deemed suitable by it.

Even though any bidder may satisfy the above requirements, he would be liable to disqualification if he has;

- a. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
- b. Record of poor performance such as abandoning work, not properly completing the contract, or financial failures / weaknesses etc.

**ANNEXURE - C**  
**SCHEDULE OF DEVIATIONS**

<b>Sl. No.</b>	<b>Requirement of the Centre</b>	<b>Sl. No. As per schedule</b>	<b>Deviation Proposed.</b>

**Name and Address of the Tenderer**

**Signature of the Tenderer**

## **ANNEXURE – D**

### **STATUTORY OBLIGATIONS:**

The Contractor will strictly observe and follow the following statutory regulations/acts as well as any new rules / changes as applicable, during the period of this contract. He shall be solely responsible for failure to fulfill these statutory obligations. The successful bidder shall indemnify / is deemed to have indemnified C-CAMP against all such liabilities which are likely to arise out of the Contractor's failure to fulfill such statutory obligations. All documents, registers pertaining to this contract shall be maintained meticulously and shall be provided periodically for inspection. The salient features of the statutory regulations/acts are listed below and it is the responsibility of the selected Contractor that these regulations/acts and their amendments from time to time are strictly adhered to in totality. Even if the Contractor appointed for this contract may be exempt from any or all of the following employee-friendly legislation, it is incumbent on all Contractors to cover all their employees / workmen cover by this tenders with these cover / benefits.

#### **1. The Contract Labour (Abolition & Regulations Act, 1970):**

The Contractor shall obtain and produce license from the Labour Commissioner's office. They will maintain and submit to us for inspection on demand such records as Muster Roll, Payment Register, Advance Register, Fines Register, etc.

#### **2. Payment of Wages Act:**

It is necessary that the Contractor's employees are paid their wages payable for one month of working by 7<sup>th</sup> of the succeeding calendar month. The Contractor will receive payment from us only after you have disbursed in full the wages payable to his employees. The wages shall be distributed in our premises and one of the representatives from the Centre will be nominated to witness the disbursement of the wages, and sign the disbursement report.

#### **3. Provident Fund Act:**

The contracts shall cover their employees under the Provident Fund Scheme. The premia shall be paid as per existing rule partly deducted from their employees and the balance shall be from contribution from the successful bidder, proof of such payment shall be submitted (including employee's and employer's contribution) every month as provided under Section 12 of the Act and Employer's contribution will be restricted to Rs.6500/- (Basic + VDA) as a maximum ceiling.

#### **4. Employees State Insurance Scheme:**

The contract shall cover all your employees under Employees State Insurance Scheme as provided for under the relevant rules and shall remit the premium without default.

**5. Minimum Wages Act:**

The contract shall pay well above the minimum wages to each of their employees. Such rates shall be the rate implied or agreed between C-CAMP and the Contractor.

**6. Workmen's Compensation (ELI):**

All employees/ workers shall be covered for injury / death under Workmen's Compensation Act 1923 by an Employer's Liability Insurance in the name of the Contractor to cover all employed by the Contractor in C-CAMP. ELI premia is of the order of 3% on salary + DA subject to a maximum salary of Rs.4, 000.00

**7. Payment of Bonus Act, 1965:**

Bonus shall be paid to all employees who have worked for a minimum of 30 days in the relevant accounting year shall be paid bonus. Bonus will be limited to 8.33% of total salary earned in the relevant accounting year or Rs. 6999/- whichever is less. Bonus shall be paid very year one week before Diwali.

**8. Karnataka Labour Welfare Fund Act 1965.**

**9. General:**

Contribution towards PF, ESI & ELI shall be paid to the Contractor only in succeeding months on submission of proof of having paid the premia / subscription. Premia towards ELI shall be paid to the Contractor on a pro-rata basis every month on submission of original policy and receipt. All premia/contribution / subscription collected towards such benefits shall be/shall have been promptly paid towards the purpose for which it is collected. If for any reason this has not been possible, the Contractor shall promptly inform C-CAMP, which will suggest ways and means to put such unpaid amounts to proper use.

**Miscellaneous**

We will not be responsible for death, accident or injury to the Contractor's employees engaged by him, which may arise in the course of their duty at our premises, nor shall we be responsible and be liable to pay damages or compensation to such persons or to third parties. The Contractor shall at all times indemnify and keep C-CAMP indemnified against all claims which may be under the Workmen's Compensation Act, 1923, or any statutory modifications thereof or otherwise for or in respect of any damages or compensation payable in consequence of any accident or injury sustained by any workman or other person/ person at the Centre or premises, building, equipments etc. is attributable to the Contractor or his workmen, such damages shall be made good by the Contractor or his workmen, such damages shall be made good by the Contractor.

IN WITNESS WHEREOF the parties here to have set and subscribed their respective signatures and seal to the writing herein above on the date, month and year mentioned herein.

**Name and Address of the Tenderer**

**Signature of the Tenderer**

**ANNEXURE – E**

**CENTRE FOR CELLULAR AND MOLECULAR PLATFORM**

GKVK Campus, Bellary Road, Bangalore - 560 065.

Phone: 23666001/02 Fax: 23636662

**UNDER TAKING BY THE TENDERER**

1. I /we intend to carry out the subject work by resorting to engage.....  
 Nos. of work force in a month.

Sl. No.	Details of Operations	No of Persons Proposed
1	<b>Annual Maintenance Contract of Electrical systems at C-CAMP including substation.</b>  <b>A. Senior Technicians</b>  <b>B. Technicians</b>  <b>C. Helper</b>	
<b>Total</b>		

2. I/We under take to pay the wages well above the minimum wages as applicable (Wages fixed by Ministry of Labour, Government of India (or) Government of Karnataka (or) Department recommended wages whichever is higher).
3. I/We under take to contribute for workers towards PF,ESI, and ELI from the employer's side as fixed by the relevant authorities.
4. I/We undertake to pay the Bonus at the rate of 8.33 % of the total wages or Rs. 6999/- whichever is less.

Name and Address of the Tenderer

Signature of the tenderer



Annexure- F  
Schedule - I

Annual Maintenance of Contract of Electrical Installations at C-CAMP Including the Substation

<b>Sl. No.</b>	<b>Description</b>	<b>Qty</b>	<b>Rate</b>	<b>Unit</b>	<b>Amount</b>
1.	Round the Clock operation and maintenance during a complete month of 11 KV/433 Volts Substation at C-CAMP and connected Switchgears and control gears as mentioned in technical specifications. The job includes maintenance of 1 x 500 kVA Transformer and 1 no 500 KVA DG Set with AMF Controls, Maintenance of related H.T/L.T switchgears and connected Electrical installations like water pumps, Diesel pumps, Cooling towers, Battery banks, trip circuit systems etc. The operation also includes 3x40kVA on line UPS and all small ups and monitoring and recording temperatures of fridge and freezers in various laboratories etc. The maintenance includes all preventive and break down maintenance, and all other works assigned by the departmental Engineers. The job also includes additional and alteration of electrical works at various labs in C-CAMP. The job also includes maintenance and up keep of all the records like log books, Drawings, Maintenances schedules and any other facilities required for continuous and safe operation of the substations. C-CAMP has critical requirement of Electrical power and Air Conditioning. In no case, outage of power for more than 5 minutes is acceptable. Hence, the essence of this contract is to achieve "Zero Break Down". The operators deployed must have the required qualification and well experienced in this line as explained in the technical Specifications.	12	Not to be filled	Job	Not to be filled
1.a	<b>Payable on monthly billing</b>				
1.b	<b>Reimbursement on production of documents</b>				
<b>Total</b>					Not to be filled

(Rupees:

)

**Detailed Breakup- Annexure – F**

**Schedule- I Breakup**

**TABLE 'A'**

<b>Sl No</b>	<b>Statutory Benefits</b>	<b>% to be collected from employee</b>	<b>% to be collected by the Contractor</b>	<b>Total %</b>
1	PF	12	13.16	25.16
2	ESI	1.75	4.75	6.5
3	Bonus	-	8.33*	8.33*
4	ELI(Workmen's Comp)	-	3.00	3.00
	<b>Total</b>	<b>13.75</b>	<b>29.24</b>	<b>42.99</b>

\* The amount of bonus payable is 8.33% subject to maximum of Rs. 6999.00 per annum (the ceiling for calculation purpose from the salary or Wages of Rs. 6999.00 per month as per Section 2(13) of Bonus Act, 1965.

**TABLE 'B'**

The current Minimum wages for each of the category to be paid shall be as per table below.

<b>Sr.no</b>	<b>Trade category</b>	<b>Wages per day</b>			<b>Remarks</b>
		<b>Basic</b>	<b>VDA</b>	<b>Total</b>	
1	Sr. Technicians (skilled)	637.00	16.00	653.00	
2.	Technicians (semi skilled)	579.00	14.00	593.00	
3.	Helper (unskilled)	523.00	13.00	536.00	

The above wages are as per the minimum wages prescribed by Ministry of Labor, Govt. of India with effect from 01/04/2017.

**TABLE 'C'**

<b>Sl No</b>	<b>Description</b>	<b>Sr. Technicians (skilled)</b>	<b>Technicians (semi skilled)</b>	<b>Un skilled assistants</b>
1	Salary a) Basic	=	=	=
	b) VDA	=	=	=
	Total per month (Basic +VDA) for 26days	=	=	=
2	Washing allowances (minimum shall be Rs.400/- p.m.)			
3	Uniform, safety shoes, ID card etc. (minimum shall be Rs.400/- p.m.).			
4	Contractors Supervision, Administrative and overhead expenses (includes Records, documentation, Registers, Submission of Statement, Supervisors, labor license, bank Guarantee, tools, equipment, etc.	= % =	= % =	= % =
5	Contractors Profit margin	= % Amount =	= % =	= % =
6	<b>Total Direct Expenditure per month(1 to 5)</b>			
	<b>Reimbursable Expenditure</b>			
7	PF (13.16% on Basic + VDA), restricted to Rs.15000.00 (of Basic + VDA).			
8	Bonus (8.33% on Basic or 6999, whichever less), as per existing norms.			
9	ESI at 4.75% on Gross salary except (Washing allowance + Yearly Bonus), OR equivalent insurance restricted to Rs.21000.00			
10	ELI (Workmens Compensation) 3% on Basic+VDA subject to a maximum salary of Rs.4000.00.			
11	Goods Service Tax of 18 on 'Total direct expenditure' indicated at Sr.no.6 above.			
12	<b>Total Reimbursable Expenditure (7 to 11)</b>			
13	<b>Total Expenditure for per person/per month ( 6 + 12 )</b>			
14	<b>No. of Employees proposed</b>			
15	<b>Total Expenditure per month (sr.no.13x sr.no.14)</b>			

16	<b>Total Expenditure per year (12 months x expenditure indicated in row 15)</b>			
		<b>A</b>	<b>B</b>	<b>C</b>
<b>Total amount per year ( A + B + C )</b>				
16	<b>Payable on monthly Billing towards wages charges.</b>			
17	<b>Reimbursement on production of documents on monthly billing including GST.</b>			
18	<b>Total payable amount per month (16+17)</b>			

- Specify designation and experience in the field with level for each column.
- Please specify and attach separate sheets, if necessary.
- All efforts have been made to indicate our requirement. However it is the responsibility of the contractor to fulfill the scope of work as per our requirement without any extra cost. Therefore adequate care must be taken before bidding to ensure that all items are covered.
- In order that the bidders have a clear idea, it is important that the perspective contractors visit C-CAMP to see the area and work and have discussions before submitting the bids.

All amounts in Table-B to be indicated in figures. In the event of any discrepancy/erasures only the lowest figure will be considered. The Contractor shall quote salary, supervision & admin. Charges, contractor's margin, (Sl. No. 1, 4 & 5 above) and the rest are either percentages of salary or fixed as indicated herein.

**The Contractor shall supply 2 sets of uniform and one set of safety footwear which consists of safety shoes, socks (minimum two pairs) within a month of award of contract and a fresh set will be issued if the contractor is renewed beyond one year by the 13<sup>th</sup> month if renewed for 2<sup>nd</sup> year.**

**The monthly and periodical permia/subscription on all the above shall be paid by the Contractor and the quantum to be paid by the employee shall be collected from each employee by the Contractor or deducted from their salary.**

Total amount per year in words: \_\_\_\_\_

\_\_\_\_\_  
 (SIGNATURE OF THE CONTRACTOR)

\_\_\_\_\_  
 (DATE)

\_\_\_\_\_  
 (COMPANY SEAL)

## Annexure - G

## Schedule- II

## CENTRE FOR CELLULAR AND MOLECULAR PLATFORM

**Name of the Work: Annual Maintenance Contract for Electrical System at C-CAMP****Rate contract for following consumables as and when required basis.**

<b>Sl. No.</b>	<b>Description of the item</b>	<b>Make</b>	<b>Qty (Aprrx.)</b>	<b>Unit</b>	<b>Rate per Quantity</b>
1	14W -T5 Florescent lamp- 2 feet	Phillips	25	nos	
2	28W- T5 Florescent lamp- 4 feet	Phillips	10	nos	
3	5/6A, MK make clip in switch	MK	50	nos	
4	5/6A, 5 pin clip in Socket	MK	50	nos	
5	16A, clip in switch	MK	25	nos	
6	16A, clip in socket	MK	25	nos	
7	2x14W Electronic choks suitable for T5 fittings	Phillips	10	nos	
8	2x28W Electronic choks suitable for T5 fittings	Phillips	10	nos	
9	5W CFL lamp Pin type	Phillips	10	nos	
10	Digital timer	Frontier	10	nos	
11	MCBs "C" Curve of following ratings	Legrand			
a	6amps, 230/415v single pole, C-curve	Legrand	10	nos	
b	10amps, 230v/415v single pole, C-curve	Legrand	10	nos	
c	16 amps, 230v/415v single pole, C-curve	Legrand	10	nos	
d	20 amps, 230v/415v single pole, C-curve	Legrand	10	nos	
e	25amps 4pole, C curve, 415V	Legrand	5	nos	
f	40 amps, 4 pole, C curve, 415V	Legrand	5	nos	
g	63 amps, 4 pole, C curve, 415V	Legrand	5	nos	
12	ELCB's -415v, 50 Hz, <b>300mA</b> 4pole				
a	25 amps	Legrand	2	nos	
b	40 amps	Legrand	2	nos	
c	63 amps	Legrand	2	nos	
13	Supply of 1100V grade, XLPE, 4Cx10Sq.mm Aluminium armored cable as per IS	Finolex/havells	100	mtrs	

<b>Sl. No.</b>	<b>Description of the item</b>	<b>Make</b>	<b>Qty (Aprrx.)</b>	<b>unit</b>	<b>Rate per Quantity</b>
14	Supply of 1100V grade, XLPE 4Cx16Sq.mm Aluminium armored cable as per IS	Finolex/havells	100	mtrs	
15	Supply of 1100V grade, XLPE, 4Cx25Sq.mm Aluminium armored cable as per IS	Finolex/havells	100	mtrs	
16	Supply of 1100V multi strand copper wire, FRLSH ( 90 mtr/coild)				
a	1.5 Sq.mm	Finolex/havells	10	coil	
b	2.5 Sq.mm	Finolex/havells	5	coil	
c	4.0 Sq.mm	Finolex/havells	5	coil	
17	Supply of multi strand, double insulated, 1100V grade- PVC copper cable (100mtr/coil)				
a	1.5 Sqmm – 3 core	Finolex/havells	2	coil	
b	2.5 sq.mm – 3 core	Finolex/havells	2	coil	
c	4 Sq.mm – 3 core	Finolex/havells	2	coil	
18	Filtration of 500kVA Transformer oil once in every year. Scope of work includes arranging filter plant (authorized from KPTCL/CPRI) at site and filtration of oil as per standard. It also includes BDV tests, moisture tests and acidity tests. Arranging reports from agency. Filtration should be done in accordance with IS 1866 & IS 335.	Jobs	1	job	

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 (SIGNATURE OF THE CONTRACTOR)

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 (DATE)

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 (COMPANY SEAL)