

TENDER DOCUMENT

OF

N.I.T. No. 664

PART – I

(TECHNICAL PART)

“Running and maintaining of Company’s Guest House, Narwapahar, G.E.T. Hostel, M.T.C. in all respect and catering including servicing part of Company’s Hospital at Narwapahar for the year 2014-2015(One year)”

URANIUM CORPORATION OF INDIA LIMITED

(A GOVT. OF INDIA ENTERPRISES)

CIN : U 12000 JH 1967 GOI 000806

P.O.: NARWA MINES, DT. SINGHBHUM (E)

JHARKHAND – 832 111

Phone No. 0657 – 2741032/2741035

Fax No. 0657 – 2741029/2741252

Our website: WWW.ucil.gov.in

URANIUM CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)
CIN : U 12000 JH 1967 GOI 000806
NARWAPAHAR MINES
P.O.: Narwa Mines – 832 111
Dist: East Singhbhum, Jharkhand

NOTICE INVITING TENDER NO. 664

ITEM RATE TENDER

FOR

“Running and maintaining of Company’s Guest House, Narwapahar, G.E.T. Hostel, M.T.C. in all respect and catering including servicing part of Company’s Hospital at Narwapahar for the year 2014-2015(One year)”

1. Tenders (Price Part & Technical Part) to be deposited in the Tender box kept at the office of Dy. Manager (Pers.), Narwapahar by 15.00 hours on **26.08.2014**.
2. Tenders (Technical Part) shall be opened in presence of Tenderers who may like to present at 15.30 hrs. on **26.08.2014** at Narwapahar.
3. Details of Instruments submitted towards cost of Tender document (To be filled by Tenderers)
 - a) D.D. Number with Date -----
 - b) Amount -----
4. Details of E.M.D.:-----
Amount: - -----
5. Submitted by (Name and Address of Tenderers) -----

Note: - **Without filling the credential sheets in tender with copies of work order/completion certificate and last three years balance sheet tender will be disqualified in technical bid without any prejudice.**

Signature of Tenderer with Seal

**URANIUM CORPORATION OF INDIA LIMITED
NARWAPAHAR MINES**

N.I.T. No. 664

“Running and maintaining of Company’s Guest House, Narwapahar, G.E.T. Hostel, M.T.C. in all respect and catering including servicing part of Company’s Hospital at Narwapahar for the year 2014-2015(One year)”

SPECIAL INSTRUCTIONS TO THE TENDERERS

1. One Set of Tender documents (Technical & Price Part) are here with and Tenderers are requested to submit 03 sets complete in all respect (Original along with Two Xerox copies of original) in a separate sealed envelope super scribing price part N.I.T. No. Name of work, Name of Tenderer and date of opening of tender as advertised/notified.
2. All the Three sets of tender document (Part-I, Technical Part) including relevant information as desired in tender document will be submitted in three separate sealed envelope and all the three sets of Part –II, Price Part (One set filled in original and two sets Xerox thereof) will be submitted in a single sealed envelope separately.
3. E.M.D. will be submitted in a separate sealed envelope.
4. **Instrument of Cost of Tender Document in draft payment will be submitted in separate sealed envelope.**
5. All the above sealed envelope shall be kept in separate main sealed envelope, which shall also be super scribed with N.I.T. No. with the details as mentioned above in serial number.
6. All the pages of tender document including price part should be duly signed along with seal of tenderers without which tenders are likely to be rejected.
7. This tender document contains **34(Thirty four) pages.**
8. Apart from above **34(Thirty four)** pages, Schedule of quantities contains **03(Three) Parts i.e. (A, B & C) in 08 (Eight) pages** (including covering page) separately.
9. **In case of any of the document found missing or changing tender is likely to be rejected.**

For Uranium Corporation of India Limited.

C O N T E N T S

1. Notice inviting Tender.
2. Form of Tender
3. Articles of Agreement
4. General information and Guidance for contractor.
5. General Condition of Contract.
6. Schedule – D, Schedule – F
7. Safety of Contractor & Employees (with Appendix – 1)
8. Special conditions of contract.
9. Staff Dress Code

URANIUM CORPORATION OF INDIA LIMITED
(A GOVT. OF INDIA ENTERPRISE)
NARWAPAHAR MINE, EAST SINGHBHUM,
JHARKHAND PIN 832 111

Phone No. 0657-2741035

Fax No. 0657-2741029

No. UCIL/NWP/DGM (CIVIL)/03/2014/786

July 26, 2014

N.I.T.No.664

Sealed item rate open tenders in two parts (Part-I Techno-Commercial part & Part-II Price part) in triplicate (One Original plus two sets each self contained in all respects) in prescribed form are invited from bonafide, reliable, resourceful and reputed contractors having experience of similar works as a **Catering work at Guest House/Canteen/Hostel/Hospital** minimum average annual turn-over of **Rs.9.00 Lakhs** for last 3 years on the approved list of CPWD/MES/Railway/Public Sector Undertakings/large private sector for the following work:

1.	Name of work	Running and maintaining of Company's Guest House, NWP, G.E.T. Hostel, M.T.C. in all respect and catering including servicing part of Company's Hospital at Narwapahar for the year -2014-2015(One year)
2.	The period of contract	12 months
3.	Estimated value of work	Rs 29.99 Lakhs + Service Tax extra
4.	Cost of tender document	Rs 500.00
5.	Earnest Money Deposit	Rs. 60,000/-
6.	Last date for submission of Tender (Technical & Price)	26/08/2014(Thursday) up to 3.00 pm
7.	Date of opening of Technical part only	26/08/2014 at 3.30 P.M.
If the office of UCIL, Narwapahar happens to be closed on the last date and time mentioned for any of the above events, the said event will take place on the next working day at the same time and venue.		

The contractor should also have completed at least one single similar type of job of value not less than **Rs.24.00 Lakhs** in a single contract work or two similar type of jobs having each value not less than **15.00 Lakhs** or three similar types of jobs having each value not less than **Rs. 12.00 Lakhs** during the last seven years with service tax & P.F. registration no. as eligible criterias for qualifying of Technical bid also.

Full details, terms, conditions and specifications of works as well as detailed conditions of tendering shall be available in the above-mentioned NIT with tender documents with schedule of quantities (price part) **which can be downloaded from UCIL's web site www.ucil.gov.in** . Tenders received without cost of tender documents, Earnest Money Deposit, PAN will be summarily rejected.

The tenders are to be submitted in two parts i.e. Part-I Technical & Commercial terms & conditions, Part-II: Price proposal to Dy. Manager (Pers.), UCIL, Narwapahar, P.O. Narwa Mines, District: East Singhbhum, Jharkhand State – 832111 to reach him on or before the date and time fixed for receiving the bid. Telex, telegraphic or e-mail bids will not be entertained.

The sealed outer cover should contain four envelopes each sealed and marked with NIT/Package No. closing date and general description of work tendered for and type/part number of tender. One sealed envelope should contain technical proposal, commercial terms and conditions and the other sealed envelope consisting of price proposal, both envelope along with separate envelopes of documents/instruments for deposit of Earnest Money and cost of tender document should be enclosed in an outer sealed cover, which should be super scribed with NIT No. and general description of the work quoted for: -

The Corporation's authorized representative(s) in the presence of tenders, who may like to be present, will open Techno-commercial part of the sealed tenders at Narwapahar Mines Office at scheduled time and date of opening of the tender. The Price Part shall be opened only of the qualified unconditional tenderer who qualifies on the Technical Part. The date of opening of Price Part shall be intimated to the tenderers later on.

The Corporation reserves the right to accept or reject or cancel any or all Tender(s) either in full or part thereof or to split up, if necessary, without assigning any reason whatsoever. This N.I.T. is also displayed on our website www.ucil.gov.in

For CHAIRMAN & MANAGAING DIRECTOR

FORM OF TENDER

To,

The Chairman & Managing Director,
M/s. Uranium Corporation of India Limited,
PO: Jaduguda Mines,
Dist: East Singhbhum,
Jharkhand – 832 102.

N.I.T. No. 664

Name of Work: **Running and maintaining of Company's Guest House, Narwapahar, G.E.T., Hostel, M.T.C. in all respect and catering including servicing part of Company's Hospital at Narwapahar for the year 2014-2015(One year).**

Dear Sir,

With reference to the Tender invited by you for _____
I/we have examined special conditions and General Condition, Articles of Agreement, Tender Notice, Specifications and Schedule of Quantities for the above work. I/We hereby offer to execute the whole of the said works in conformity with the same Special Conditions, Articles of Agreement, General Conditions Tender Notice, Specifications and Schedule of Quantities of the sum of Rs. _____ at the respective rates mentioned in the Schedule of Quantities.

I/We undertake to complete and deliver the whole lot comprised in the contract with _____ calendar months from the date of commencement of work.

I/We have deposited as Earnest Money a sum of Rs. _____ with _____ which amount is not to bear any interest and I/We do hereby agree that this sum shall be forfeited by me/us if the event of the Uranium Corporation of India Limited accepting my/our tender. I/We fail to execute the Contract when called upon to do so.

I/We hereby agree that unless and until a formal agreement is prepared and executed in accordance with the Articles of Agreement, this tender together with your written letter of acceptance thereof, shall constitute a binding contract between us.

I/We understand that you are not bound to accept the lowest or any tender you may receive.

Yours faithfully,

Signature _____

Address : _____

Name of the Proprietor/Partners/Directors of the firm:

1. _____ 3. _____

2. _____ 4. _____

ARTICLES OF AGREEMENT

ARTICLES OF AGREEMENT made and entered into this ____ day of ____ TWO THOUSAND ____ at Jaduguda between M/s. Uranium Corporation of India Limited (A Government of India Enterprise) having it's Registered office at Jaduguda Mines, Dist: East Singhbhum, Jharkhand – 832 102 (herein after referred to as the Corporation) which of one part of M/s. _____ having it's Registered Office at _____ (herein after referred to as Contractor) which expression shall unless repugnant to the context includes it's successors and/or assigns of the other part.

WHERE AS UCIL invited Tenders to be submitted for the work of _____ mentioned in Tender document submitted by the Contractor as laid down in Annexure – A attached.

AND WHEREAS in pursuance of such invitation for Tender the Contractor submitted a Tender as in Annexure – A. AND WHEREAS after consideration of the Tender submitted the Contractor UCIL accepted the said Tender as in Annexure – A along with Annexure –B, C & D.

AND WHEREAS one of the conditions embodied in the Tender submitted the contractor and accepted by UCIL was that the contractor upon acceptance of his Tender shall enter into an agreement with UCIL and shall deposit the sum of Rs. _____ (Rupees _____ only) in a manner mentioned in the same Tender as in Annexure – A and it's subsequent modifications as in Annexure – D duly endorsed in favour of UCIL for the due observance fulfillment and performance by the Contractor of the terms, conditions and covenants on the part of the Contractor mentioned in the said Tender so accepted by UCIL.

And whereas UCIL has called upon the Contractor to execute the presents.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the General Conditions and Special conditions of Contract herein after referred.
2. The Corporation's LOI/Work Order Reference No. _____ along with the following documents shall be deemed to form and be read and construed as part of this agreement as thoughtfully written out and set forth herein.
 - a. ANNEXURE – A: Tender Document for ____ as specified in Tender specification vide N.I.T. No.
 - b. ANNEXURE – B: Bank Guarantee of Security Deposit
 - c. ANNEXURE – C: Detailed Bar Chart
 - d. ANNEXURE – D: Various correspondence and Minutes of Meeting to be read with Annexure – A as listed below:

- 1.
- 2.
- 3.

In the event of discrepancy or ambiguity this agreement and any of the documents described above this agreement shall govern. In the event of discrepancy or ambiguity between or caused by the provisions of the documents (a) to (d) inclusive, the priority of these documents shall be settled in accordance with the order (d) to (a) i.e. the document executed on a later date prevailing over the document executed earlier.

1. The contractor hereby covenants with the corporation of construct, complete and maintain the works in conformity in all respects with the provisions of the Agreement and as specified in the above documents (a) to (d) inclusive.
2. The Corporation hereby covenants to pay to the Contractor in consideration of the construction, completion and maintenance of the works the contract price at the tie and in the manner, prescribed by the Agreement and set-forth in the above documents (a) to (d) inclusive.
3. All notices called for by the terms of this agreement shall be effective only at the time of receipt thereof and only when received by the parties to whom they are addressed at the following address:

a) _____
 URANIUM CORPORATION OF INDIA LIMITED
 (A Govt. of India Enterprise)

b) _____

7. The corporation and the Contractor agree that this contract agreement including annexed documents (a) to (d) inclusive expresses all of the Agreement and covenants of the parties, and that it integrates, combines and supersedes all prior and contemporaneous negotiations, and agreements, whether written or oral and that no modification or alteration of this contract agreement shall be valid or binding on either party, unless expressed in writing and executed with the same formality as this contract agreement, except as may otherwise be specifically provided in this contract agreement.
8. Both parties shall make best individual to set amicably among themselves in a dispute that may arise on any matter arising out of or in connection with this contract. In the unlikely case that the parties or not able to come to a mutual settlement either of them shall seek arbitration. Then it is expressly agreed between the parties that any such dispute or difference arising out of or in connection with the contract shall be referred to arbitration and the arbitration proceedings shall be governed by the relevant clause of the Agreement.
9. This contract agreement is made in all good faith and executed in two identical counterparts, one for the corporation and the other for the Contractor.

IN WITNESS THEREOF, the Corporation and the Contractor have executed this contract agreement the day and year first above written.

 URANIUM CORPORATION OF INDIA LTD

 in the presence of

signed by the said

CONTRACTOR

in the presence of

NIT No. 664

GENERAL INFORMATION AND GUIDANCE FOR CONTRACTOR

The information given below is only for the Tenderer's general guidance and shall not relieve him of the responsibility for fully detailed first hand site investigations of his own before tendering.

1. Rates: The Tenderers are required to quote the rates against all items of the Schedule of Quantities in words and figures clearly; failure in this respect is liable to tenderer the tender incomplete.
2. The Tenderer shall submit along with the tender a list of construction equipment and machinery in their possession and which they shall bring at site for these construction works.
3. If any clarifications regarding specifications, conditions of contract etc. or Schedule of Quantities is required, the same can be obtained by the Tenderer's from the Uranium Corporation of India Limited.
4. In the event of the tender being submitted by a firm (partnership) it must be signed separately by each member thereof, or in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorizing him to do so, such power of attorney to be produced with the tender, and it must disclose that the firm is duly registered under the Indian Partnership Act.
5. Receipts for payments made on account of a work when executed by a firm (Partnership) must also be signed by several partners except where the contractors are described in their tender as a firm in which case the receipts must be signed in the name of the firm by one of the partners, or by the other person having authority to give effectual receipts of the firm.
6. Any person who submits a tender shall fill up the usual prescribed form stating at what rate he is willing to undertake each items of the work. The quantities shown therein are approximate only, being given as an indication of the scope of the work to enable the Tenderer for the different portions of the work in accordance with his estimate of their cost, so that in the event of any increase or decrease in the quantity of any item of the work the actual quantities executed may be paid for at the rate stated for the particular item of work, subject only to any adjustments that may be provided for in the General conditions. It is to be clearly understood that no work will be paid for under more than one item or than once under any item.
7. The Tenderer is required to **deposit as Earnest money** a sum as such mentioned in N.I.T. in the following forms and attach the official receipt thereof failing which the tender shall not be considered. **No interest shall be allowed on the Earnest Money deposited.**
 - a) Demand Draft/D.A.C. /T.D.R./F.D.R. to be pledge in favour of Uranium Corporation of India Limited from State Bank of India, Jaduguda/Jamshedpur or from any nationalized bank of schedule banks. OR
 - b) Tenderer may submit B.G. for security deposit issued by any national bank of schedule bank in favour of M/s. Uranium Corporation of India Limited, Jaduguda with 6 months claim period a part from above condition of 7 (a).
 - c) Please refer to Clause – 9 of General Conditions of contract. The Earnest Money will be refunded to the unsuccessful Tenderers within a reasonable time without any interest. The Earnest Money deposited by the successful tenderer will be retained towards the Security Deposit for the due fulfillment of the contract but shall be forfeited, if the contractor fails to deposit the requisite security money. Execute the Agreement/or start the work within reasonable time (to be determined by the Corporation after written acceptance of his tender).

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8. **Security Deposit:** The amount of Security Deposit including the amount of Earnest Money shall be 10% of the awarded contract sum of the work. Upon acceptance of the Tender, the successful tenderer shall within ten days of the written acceptance of his tender, deposit with the Corporation an amount which is inclusive of the Earnest Money deposited by him prior to the submission of his tender, to make the Initial Security Deposit i.e. 5% (five percent) of the value of the works at the accepted rates, such sum shall be deposited by the contractor in any of the forms stipulated in clauses of the Tender.
9. If after the tender has been accepted, the tenderer fails to pay the Security deposit as specified above, after written notice to him such acceptance, the sum deposited by him as Earnest Money may be forfeited. The tenderer shall be not allowed to increase/withdraw his tender within six months from the date of opening of the tender and if he does so the Earnest Money deposit may be forfeited.
10. Accepting authority shall have the right to reject all or any of the tenders, if not fulfill the eligible criteria's of tender and will not be bound to accept the lowest.
11. The memorandum, the form of tender and the Schedule of materials to be supplied by the Corporation and their issue rates should be filled and completed in the office of the Corporation before the tender form is issued, if a form is issued to an intending tenderer without having been so filled in, and complete he shall request Corporation to have this done before he completes and delivers his tender.
12. The tenderer shall furnish satisfactory evidence that he has a true appreciation of the scope of the work, the ability and experience to perform the various clauses of work involved, and that he has sufficient capital and plant to enable him to execute the same successfully and to complete it in the time named in the contract. In compliance with this, the tenderer shall along with tender, furnish a list of major works executed by him during three previous years, the Bank with which he has dealings, the Banker's certificate a copy of the profit and loss account and balance sheet for the year the year proceeding the year in which the tender shall be submitted and Income Tax and Sales Tax Clearance Certificate, for the latest year. The tenderer must deposit dully filled in format for credential/Information sheet about the Tenderers as per enclosed format with past experienced certificate and completion certificates.
13. Each of the tender document is required to be signed by the person or persons submitting the tender in his/their hand writing in token of his/their having acquainted himself/themselves with the General conditions of Contract, General specification, special conditions etc. as laid down in the tender documents. Any tender with any of the documents not so signed will be liable to rejection.
14. The Tender form must be filled in English and all entries must be made by hand written in ink or in type written. All the rates must be filled both in words and figures. If any of the documents is missing, or unsigned, the Tender will be considered invalid. All erases and alterations made while filling the Tender must be attested by dated initials of the Tenderer. Over writing of figures is not permitted, failure to comply with any of these conditions will render the Tender invalid. No advice of any change in rate or conditions after the opening of the Tender will be entertained.
15. Item rates should be submitted in Triplicate preferably with two photo copies or carbon copies of the original.

CONDITIONS OF TENDERING**1.00.00 PREPARATION OF TENDER****1.01.00 TENDERER TO STUDY**

- 1.01.01 Before submission of the tender the Tenderers are requested to make themselves fully conversant with the Conditions of Tendering. General Conditions, Special Conditions, Site conditions, Specifications, Schedules, drawings and all other relevant information so that no ambiguity may arise in these respects subsequent to the submission of the tender.
- 1.01.02 It shall be the responsibility of the Tenderer to request for any missing document. In absence of any such request the Tenderer will be deemed to have received and read all documents.
- 1.01.03 The tenderer shall submit his tender strictly in accordance with the tender specification and terms and conditions laid down in the tender document. Should there be any discrepancy in or any doubt, or obscurity, to the meaning of any of the clauses of the tender document, or as to anything to be done or not to be done by the accepted Tenderer or as to these instructions observed by the intending Tenderer. The Tenderer must set forth in strictly such discrepancy, doubt or obscurity, and submit the same in duplicate to the purchaser (Attn: the Officer of the Purchaser issuing the NIT) so as to reach them two days in advance before date of tender opening mentioned in the NIT for such purpose. The elucidation given by the purchaser shall be final and binding on the Tenderers.
- 1.01.04 By submitting a tender for the work & 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 respects according to the specifications, and other conditions and that he has taken into account all conditions and difficulties that may be encountered during its progress whether or not expressly provided in the tender document but necessary for the completion and maintenance of this work to the entire satisfaction of the Engineer.
- 1.01.05 Tenderers must be submitted on the attached prescribed forms and / or copies thereof. The schedules shall be filled in, item by item, in accordance with the instructions and notes supplementary thereto.
- 1.01.06 The tender shall contain firm price for the work.
- 1.02.00 **LANGUAGE**
English shall be the ruling language. All tenders, drawings, technical data, document and / or correspondences shall be in English.
- 1.03.00 **CANVASSING PROHIBITED**
Canvassing in any form is strictly prohibited and any Tenderer found to have resorted to canvassing shall be liable to have his tender rejected summarily.

1.04.00 MISINFORMATION

If the Tenderer deliberately gives wrong information in his tender to create circumstances for the acceptance of his tender, the purchaser reserves the right to reject such tender.

1.05.00 DOCUMENTS NOT TRANSFERABLE

Tender documents are not transferable. Transfer to tender documents, purchased by the tenderer to another is not permitted and tender submitted on the tender document, purchased by any other party, shall be rejected.

1.06.00 NOT MORE THAN ONE TENDER

Not more than one tender for a work shall be submitted by one contractor or one firm of contractors.

1.07.00 TENDER DOCUMENT PROPERTY OF THE PURCHASER

Tender document in which tender is submitted by a Tenderer shall become the property of the purchaser and the purchaser shall have no obligation to return the same to the Tenderer.

1.08.00 TENDERER TO BEAR EXPENSES

The purchaser shall not be liable for any expenses whatsoever incurred by the Tenderer in the preparation of the tender whether his tender is accepted or not even if the purchaser opts for complete withdrawal of invitation of Tender.

2.01.00 SUBMISSION OF TENDER

Tenders shall be open on date of specify in NIT

2.01.01 List of documents to be submitted duly signed by tenderer with the seal of the firm / agency Tenderer's covering letter.

- (a) Document showing deposit of Earnest Money in original in a separate sealed cover attached with cover / envelop of technical part.
- (c) Signed NIT tender documents in original which comprise of the below.
 - Notice inviting Tender
 - General information
 - Forms
 - Conditions of Tendering
 - Special conditions of contract
 - Technical Specifications
 - Safety of contractor's Employees
- (d) Income tax clearance certificate of last three years
- (e) Balance sheet of last three years.
- (f) Full statement along with documentary proof in support of past experience of the tenderer in similar nature of jobs of last 7 years along with completion certificates.

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- (g) Certificate / proof of registration of the firm / company with the Registrar of firm / companies has to be submitted.
- (h) Other document, if any required as may be required to be submitted along with the tender in accordance with Technical specifications. Special conditions and General Conditions of NIT Tender Documents.
- (i) Filled up Credential Information sheet.

2.01.02 List of documents to be submitted

- (a) Tenderer's covering letter.
- (b) Schedule of quantities in Triplicate duly signed in all pages.
- (c) Past experienced certificates of similar natures of job with work order copies & completion certificate.

All the pages of Tender document has to be signed with seal of the Firm / Agency by the tenderer as a token of acceptance of the same without which tenders are likely to be rejected.

2.02.00 **TENDERS TO BE UNAMBIGUOUS**

No alteration in the form of the tender or in the amount or any addition in the form of special stipulation will be permitted. If corrections be needed while filling in the tender, the same shall be made by the Tenderer with his dated signature. Tender which is incomplete, obscure or irregular or only for a part of the package / schedule is liable to rejection.

2.03.00 **TENDERER'S IDENTITY**

The tender shall contain the name, residence and place of business of person or persons submitting the tender.

2.04.00 **AUTHORIZATION**

In the event of the tender being submitted by a firm, it must be signed by each partner thereof, and in the event of the absence of any partner, it shall be signed on his behalf by a person holding a power of Attorney authorizing him to do so, certified copy of which shall be enclosed.

Tenders submitted on behalf of companies registered under the Indian Companies Act, for the time being in force, shall be signed by persons duly authorized to submit the tender on behalf of the company and shall be accompanied by certified copies of the resolutions, extracts of articles of association, Special or general power of Attorney and other information to show clearly the title. Authority and designation of persons signing the tender on behalf of the company.

In the event of the tender being submitted by Indian agent on behalf of his foreign principal, in addition to above document. The letter of agreement of authorization clearly indicating the status extent and validity of authorization from foreign principal shall be submitted along with the tender. A confirmation in the form of division of responsibility

covering the various activities required to be under taken for execution of the contract shall be enclosed.

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2.05.00 DELIVERY OF TENDER

The completed tender with all its accompaniments as per clause 2.01.01 and 2.01.03 shall be deposited in the tender box kept at the office of Dy. Manager (Pers), UCIL, Narwapahar.

2.06.00 Personal delivery is recommended.

3.00.00 QUALIFICATION OF TENDERERS

3.01.00 As stipulated in N.I.T.

4.00.00 The tender submitted shall be deemed to constitute an agreement between the tenderer and the purchaser whereby such tender shall remain open for acceptance by the purchaser for a period of six (6) months from the date the tenders are opened, during which period the tenderer shall not withdraw his offer or amend, impair or derogate therefore, if the tender submitted does not contain all the relevant information of needs clarification on the information furnished and the tenderer is requested to supplement the information or submit clarification. The aforesaid validity period of six months shall be deemed to commence from the date of receipt of the information and clarification called for every tenderer is therefore requested to furnish all the relevant information to make the tender complete.

Every Tenderer shall be deemed to have agreed as aforesaid in consideration of the tender being considered by the purchaser in terms hereof, provided the same has been duly submitted and found to be in order. If the tenderer be notified in writing at the address given in the tender within the said period of six (6) months that his tender has been accepted. He shall be bound by the terms of agreement constituted by his tender and such acceptance thereof by the purchasers until a written contract has been executed in place of such agreement.

5.00.00 EARNEST MONEY

5.01.00 Earnest money as per notice Inviting tender shall be deposited unless otherwise instructed to the contrary in the following ways and must accompany the tender document without which the tender will not be considered at all.

Acceptable mode of payment of Earnest Money Deposit:

Requisite amount of E.M.D. should be submitted in the form of Demand Draft / Bank Draft duly pledged in favour of Uranium Corporation of India Limited payable of SBI Jaduguda / Hartopa. E.M.D. amount may also be submitted by deposit of call/Term/fixed deposit.

Note: No cash/cheque in any form will be accepted as E.M.D. Any interest will not be paid on E.M.D. or any other guarantee.

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- 5.02.00 Uranium Corporation of India Limited will return the Earnest Money without any interest to unsuccessful tenderer on production by the tenderer of a certificate from D.G.M. (Civil) / In-charge of Guest House, Narwapahar.
- 5.03.00 Upon acceptance of the tender, Earnest Money shall be treated as part of the Security deposit. Failure of successful tenderer to carry out the tender work shall entail forfeiture of E.M.D. & Security Deposit entirely.
- 5.04.00 The tenderer shall submit the tender which satisfied each and every condition laid down in the notice, failing which the tender will be liable to be rejected.
- 5.05.00 The Corporation reserve to themselves the right of accepting the whole or any part of the tender and tenderer shall be bound to perform the same at quoted rates.
- 5.06.00 Tender without requisite earnest money at the time of submission is liable to be quoted rates.
- 5.07.00 Sales Tax or any other Tax materials transportation in respect of this contract, if any shall be payable by the contractor and the corporation will not entertain any claim whatsoever in this respect.
- 5.08.00 **AWARD OF CONTRACT**
The acceptance of tender and award of contract to one or more than one tenderer, if considered necessary, rests with the purchaser. It shall not be obligatory on the part of the purchaser to accept the lowest tenderer. 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 of this by any tenderer in respect thereto.
- 8.00.00 **TIME FOR COMPLETION**
The time of completion for this work shall be as per notice attached which shall be reckoned as stipulated in L.O.I. / work order. The work shall be considered completed only if the Engineer has issued a certificate to the effect.
- 9.00.00 **OPENING OF TENDER**
Tenders along with document of E.M. deposit will be opened at the place notified on the appointed date and time in presence of tenderer's authorized representative who are present. Not more than two (2) representatives of each tenderer shall be permitted to attend the opening of the tenders.
- If the tenders cannot be opened on the notified date and time as per tender notice, due to natural calamity, civil commotion. Floods, strikes or any other unavoidable circumstances, this will be opened without any intimation on a subsequent date which shall be notified to the tenderer by the corporation.
- 10.00.00 The tenderer (Whether his tender is accepted or not) shall treat the details of the tender specifications and other documents attached thereto, as private and confidential. The tenderer shall take necessary steps to ensure that all persons employed in any work in connection with his tender have noticed that the Indian Atomic Energy Act 1962 (X X X III 1962) applied to them and shall continue so to apply even after award of the contract (Whether his tender is accepted or not).

URANIUM CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)
NARWAPAHAR MINES
P.O.: Narwa Mines, Dist: East Singhbhum,
Jharkhand – 832 111

GENERAL CONDITIONS OF CONTRACT

A) INTERPRETATIONS AND DEFINITIONS

1. Singular and Plural

Where the context so requires, words importing the singular only also include the plural and vice versa.

2. Heading and marginal Notes to conditions:

Heading and marginal notes to these General Conditions shall not be deemed to form part thereof or be taken into consideration in the interpretation or construction thereof or of the Contract.

3. Definitions:

- a) 'Corporation' shall mean Uranium Corporation of India Limited having its registered office at Jaduguda Mines, Post office and Town Jaduguda Mines – 832 102, in the state of Jharkhand and includes a duly authorized representative of the Corporation or any other person empowered in this behalf by the Corporation to discharge all or any of its functions.
- b) The 'Accepting Authority' shall mean the authority mentioned in Schedule – F.
- c) The 'Contract' shall mean the notice inviting the tender, the tender, and acceptance thereof and the formal agreement, if any, executed between the Corporation and the Contractor together with the documents referred to therein including these conditions, Designs, Drawings, Schedule of Quantities with rates and amounts and Schedule of Rates. All these documents taken together shall be deemed to form one Contract and shall be complementary to one another.
- d) The 'Contractor' shall mean the individual or firm or company whether incorporated or not, undertaking the works and shall include legal representatives of such individual or persons composing such firm or unincorporated company, or successors of such firm or company as the case may be and permitted assigns or such individual or firm or company.
- e) A 'Day' shall mean a day of 24 hours from midnight to midnight irrespective of the number of hours worked in that day.
- f) 'Excepted Risks' are risks due to riots (otherwise than among Contractors' Employees) and civil commotion (in so far as both these are uninsurable), war (whether declared or not), invasion, act of foreign enemies, hostilities, civil war, rebellion, revolution, insurrection, damage from aircraft, acts and other causes over which the Contractor has no control and accepted as such by the Accepting authority.

- g) Schedule(s) referred to in these conditions shall mean the relevant Schedule(s) annexed to the tender papers issued by the Corporation or the standard Schedule of Rates prescribed by the Corporation and the amendments thereto issued from time to time.
- h) The 'Site' shall mean the lands and/or other places on, under, in or through which the work is to be executed under the Contract including any other lands or places which may be allotted by the Corporation or used for the purposes of the Contract.
- i) 'Temporary Works' shall mean all temporary works of every kind required in or about the execution, completion, maintenance of the works.
- j) 'Urgent Works' shall mean any urgent measures, which in the opinion of Corporation/Officer-in-Charge, become necessary during the progress of the works, obviate any risk of accident or failure of which become necessary for security.
- k) A 'Week' shall mean seven days without regard to the number of hours worked any day in that week.
- l) The 'Works' shall mean the works to be executed in accordance with the Contract or part(s) thereof as the case may be and shall include all extra or additional, altered or substituted works or temporary and urgent works as required for performance of the Contract.

B) SCOPE AND PERFORMANCE

4. Contract Documents:

The Contractor shall be furnished, free of charge, two certified true copies of the Contract documents.

- 4.1 Non of these documents shall be used by the Contractor for any purpose other than that of this Contract.
- 4.2 The Contractor shall take necessary steps to ensure that all persons employed on any work in connection with Contract have noticed that the Indian official secret and 1923 (XIX of 1923) applied to them and shall continue so to apply even after the execution of such works under the Contract.

5. Inspection of site:

The Contractor shall inspect and examine the site and its surrounding and shall satisfy himself before submitting his tender.

6. Discrepancies and Adjustment of Error:

- 6.1 If there are varying or conflicting provisions made in any one documents forming part of the contract, the accepting Authority shall be the deciding authority with regard to the intention of the document.

- 6.2 Any error in description, quantity or rate in schedule of Quantities or any omission therefore from shall not vitiate the contract or release the contractor from the execution of the whole or any part of the works comprised there in according from any of his obligations under the contract.
- 6.3 If on check there are found to be difference between the rates given by the contractor in words and figures or in the amount worked out by him in the Schedule of quantities and general summary the same shall be adjusted in accordance with the following rules:
- a) In the event of a discrepancy between description in words and figures quoted by a Tenderer, the description in words shall prevail.
 - b) In the event of error occurring in the amount column of Schedule of Quantities as a result of wrong extension of the Unit rate and quantity, the Unit rate shall be regarded as firm and extension shall be amended on the basis of the rate.
 - c) All errors in totaling in the amount column and carrying forwarded totals shall be corrected.
 - d) The totals of various sections of Schedule of Quantity appended and amended shall be carried over to the general summary and the tendered such amended accordingly. The tendered sum so altered shall, for the purpose of the tenders be substituted for sum originally tendered and considered for acceptance instead of the original sum quoted by the Tenderer. Any rounding off of totals in various sections of Schedule of quantities or in general summary by the Tenderer, shall be ignored.

7. **Security Deposit:**

Total amount of Security deposit shall be limited to 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.

- a) Acceptable mode of payment Initial Security Deposit/Earnest Money.
 - i) For deposit beyond Rs. 5,000/- and upto Rs. 1.00 Lakh.: DAC/TDR/FDR etc. from any Nationalized bank of schedule Banks duly pledged in favour of UCIL. But in case of Earnest Money of amount more than Rs. 50,000/-, the Tenderer should submit Bank Guarantee issued by SBI, Jamshedpur/Hartopa or PNB, Jamshedpur or as mentioned in Para 9 (a) (iii).
- b) All compensation or other sums of money payable by the Contractor under the terms of this contract or any other contract or any other account whatsoever may be deducted from or paid by sale of a sufficient part of his security deposit or from the interest arising there from or from any sums which may be due or become due to be Contractor by the Corporation or any account whatsoever and in the event of his security deposit be reduced by reason of any such deduction or sale as aforesaid, the Contractor shall within fourteen days of receipt of notice of demand from the Officer-in-Charge make good the deficit.
- c) Refund of Security Deposit:

Initial Security Deposit shall be refunded to the Contractor on certification of Officer-in-charge in writing that work has been completed as per.

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8. **Suspension of works:**

The Contractor shall on receipt of the order in writing of the Officer-in-Charge suspend the process of the works of any part thereof for such time and in such manner as the Officer-in-charge may consider necessary for and of the following reasons.

- i) On account of any default on part of the Contractor or
- ii) For proper execution of the works or part thereof for reasons other than the default of the Contractor: or
- iii) For safety of the works or part thereof.

9. **GENERAL**

9.1 Materials required for the works, whether brought by the Contractor or supplied by the Corporation, shall be stored by the Contractor only at places approved by the Officer-in-charge. Storage and safe custody of materials shall be the responsibility of the Contractor.

9.2 Corporation official concerned with the Contract shall be at liberty any time to inspect and examine any materials intended to the use in or on the works, either on the site or at factory or workshop or other place(s), where such materials are assembled, fabricated, manufactured or any materials are assembled, fabricated, manufactured or any place(s) where these are lying or from which these are being obtained and the Contractor shall give such facilities as may be required for such inspection and examination.

10. **LABOUR**

The Contractor shall employ labour as per schedule to maintain the 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 completed his eighteen years of age.

10.1 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.

10.2 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.

10.3 The Contractor shall comply with the provision of the payment of Wages Act, 1936, Minimum Wages Act, 1948, Employees Liability Act, 1938, Workmen's Compensation Act, 1923, Industrial Dispute Act, 1947, and Mines Act, 1952 or any modifications thereof or any other Law relating thereto and rules made there under from time to time. The contractor shall be liable he pay taxes as admissible under various statutory Acts/Rules and/or on his behalf the Corporation shall have right to deduct the same from his bills.

10.3 (a) The Contractor shall be liable to pay his contribution and the Employees Contribution to the Employees State Insurance scheme in respect of all labour employed by him for the execution of the Contract, in accordance with provision of the '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 Officer-in-Charge shall

recover from the running bills of 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.

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- 10.4 The Officer-in-Charge shall on a report having been made by an Inspecting staff as defined under the Contract Labour (Regulation) Act, 1970 and rules made there under have the power to deduct the money, due to the Contractor, any sum required estimated to be required for making good the loss suffered by a worker or workers by reason of non fulfillment to the conditions of the Contract for the benefit of workers, nonpayment of wages or of deduction made for his or their wages which are not justified by the terms of the Contract or non-observance of the said act.
- 10.5 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 Rules made there under without prejudice to his right to claim indemnity from his Sub-Contractors.
- 10.6 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 Form/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.

10.7.1 Model Rules for Labour Welfare:

The Contractor shall at his own expense 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 the protection of health and for making sanitary arrangements for workers employed directly or indirectly on the works. In case the contractor fails to make arrangements as aforesaid, the Officer-in-charge shall be entitled to do so and recover the cost thereof from the Contractor.

Failure to comply with Model Rules for Labour Welfare, Safety code or the provisions relating the report on accidents and to grant Maternity Benefits to female workers shall make the Contractor liable to pay to the Corporation as liquidated damages an amount not exceeding Rs. 50.00 for each default on materially incorrect statement or reports from the Officer-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 made from the any amount payable to the Contractor.

11 NUISANCE:

The Contractor shall not at any time do, cause or permit any nuisance on the site or do anything which shall cause unnecessary disturbance, inconvenience to owners, tenants or occupiers of other properties near the site and to the Public generally.

12. INSPECTION:

Corporation Officers concerned with the contract shall have power at any time to inspect and examine any part of the works and the contractor shall give such facilities as may be required for such inspection and examination.

13. REMOVAL OF WORKMEN:

The Contractor shall employ in and about the execution of the works such persons as are skilled and experienced in their several trades and Officer-in-Charge/Officer's Rep'tive shall be at liberty to object to and require the Contractor or to remove from the works any person employed by the Contractor in or about the execution of the works who in the opinion of the Officer-in-Charge misconducts himself or is incompetent or negligent in the proper performance of his duties and such person shall not be again employed upon the works without permission of the Officer-in-Charge.

14. NOTICE TO LOCAL BODIES

The Contractor shall comply with and give all notices required under any governmental authority, internment, rule or order made under any act of parliament, state laws or any regulation or byelaws of any local authorities relating to the works. He shall before making any variation from the Contract, drawings necessitated by such compliance give to the Officer-in-Charge a written notice giving reasons for the proposed variation and obtain the Officer-in-Charge's instruction thereon.

- 14.1 The Contractor shall pay and indemnify the Corporation against any liability in respect of any fees or charges payable under any Act of Parliament, State laws or any Government instrument, rule or order and any regulations or by-laws of any local authority in respect of the works.

15. SUB CONTRACTS

The Contractor shall not sublet any portion of the Contract without the prior written approval of the Accepting authority.

16. INSTRUCTIONS AND NOTICES

Subject are otherwise provided in this Contract, all notice to be given on behalf of the Corporation and all other actions to be taken on its behalf may be given or taken by Officer-in-Charge or any officer for the time being entrusted with the functions, duties and powers of the Officer-in-Charge.

- 16.1 All instructions, notices and communications etc. under the Contract shall be given in writing and if sent by registered post to the last known place of above or business of the Contractor shall be deemed to have been served on the date when in the ordinary course of post these would have been delivered to him.
- 16.2 The Contractor or his agent shall be in attendance at the site/sites during all working hours and shall superintend the execution of the works with such additional assistance in each trade as the Officer-in-Charge may consider necessary. Orders given to the Contractor's agent shall be considered to have the same force as if they had been given to himself.

17 TERMINATION OF CONTRACT:

If the performance of the contractor is not found satisfactory he will be issued with a notice by the Officer-in-Charge/Officer's representative. If satisfactory improvement is not found even after issue of this notice the contract will be terminated by giving one month's notice without prejudice to any right accruing to either party prior to such termination. During the period of notice, both the parties shall continue to discharge their duties and obligation.

- 18.1 The Accepting authority shall on such termination have power to
- (a) take possession of the site and any materials, implements, stores etc. thereon, and/or
 - (b) Carryout the incomplete work by any means at the risk and cost of the contractor.
 - (c) Deleted Scope of work of any part of reason whatsoever.

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- 18.2 On termination of the Contract in full or in part, the Officer-in-Charge shall determine what amount, if any, is recoverable from the Contractor for completion of the works or part of the works or in case the works or part of the works is not to be completed, the loss or damage suffered by the Corporation. In determining the amount, credit shall be given to the Contractor for the value of the work executed by the Contractor upto the time of cancellation, the value of Contractor's materials taken over and incorporated in the work, and use of tackle and machinery belonging to the Contractor.

19. URGENT WORKS:

If any urgent work (in respect whereof the decision of the Officer-in-Charge shall be final and binding) becomes necessary and the Contractor unable or unwilling at once to carry it out, the Officer-in-Charge may by his own or other work people carry it out as he may consider necessary. If the urgent work be such as the Contractor is liable under the Contract to carry out at his expense, all expenses incurred on it by the Corporation shall be recoverable from the Contractor and be adjusted or set off against any sum payable to him.

20. CHANGE IN CONSTITUTION:

Where the Contractor is a partnership firm, prior approval in writing of the accepting authority shall be obtained before any change is made to the constitution of the firm. Where the Contractor is an individual or a Hindu Undivided Family-business concern, such approval as aforesaid shall like wise be obtained before the Contractor enters into any partnership agreement where under the partnership, firm would have the right to carry out the work hereby undertaken by the Contractor.

21. ABRITRATION:

In case of any dispute arising out of Mis contract, party raising such dispute shall approach to C&MD, UCIL adjudication of the said dispute by appointing Sole Arbitrator and in that case there will be no objection even if the Arbitrator so appointed by C &MD is an employee of UCIL. The award of the Arbitrator shall be final conclusive and binding to the parties. Arbitration and Conciliation Act, 1996 and rules made there under will have application in this respect.

During the course of arbitration proceedings, the parties hereto shall continue to execute their respective obligations as provided in the contract and no payment due or payable to the contractor shall be with held on account of such proceeding.

22. LAWS GOVERNING THE CONTRACT:

This contract shall be governed by the Indian Laws for the time being in force and it shall be deemed to have been executed at Narwapahar, District Singhbhum (East), Jharkhand within the ordinary Civil Jurisdiction of the competent court at Jamshedpur district of Singhbhum (East).

SCHEDULE – D

Sl. No.	Category of Labour	Wage per day	Remarks
1	Labour	Minimum wages to be paid as fixed by Asstt. Labour Commissioner (C), Chaibasa from time to time for different categories of workers.	

Signature of Contractor: _____

Date: _____

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SCHEDULE - F

REFERENCE TO GENERAL CONDITIONS OF THE CONTRACT

<u>Condition No.</u>	
3(b)	Accepting Authority Chairman & Managing Director, UCIL
3(i)	Market rate percentage addition to overheads and profit Ten percent
9.	Security Deposit Ten percent of the contract sum including Earnest Money.
12.	Date of commencement 15 days from stipulated in L.O.I./Work order date.
13.	Date of completion One year from the date of commencement or completion of contract amount which over will be later.
32.1	Agreed liquidated damage Up to a maximum of 7.5 percent of the contract as per clause 32.1.
33.	Defect Liability Period NIL
48.	On Account payment Monthly
9(d)	Refund of Security Deposit 50% of total Security deposit immediately completion of contract and balance after payment of final bill.
34.	Insurance 19 (Nineteen) persons (Minimum)
52.1	Authority for appointing Arbitrator. Chairman & Managing Director, UCIL

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APPENDIX – I**CLASSIFICATION OF ACCIDENTS****Type – A**

1. Fatal Injuries
2. Serious Injuries such as fracture, dislocation, severe burns etc.
3. Any Injury to give or more persons
4. Accidents resulting in damage by fire, explosion etc.

Type – B

1. Minor Injuries which result in laceration, abrasion, contusion etc.
2. Disabling injuries but not requiring hospitalization.

APPENDIX – 2**(F O R M – A)****ACCIDENT INVESTIGATION REPORT**

Name of the contractor and Project	:
Nature of the contract	:
Name of the Engineer-in-charge	:
Name of Injured person	:
Age	:
Date & Time of Accident occurred	:
Nature of job	:
What was the injured person doing on the time of accident	:
Description of accident (in details)	:
What was defective or in wrong condition that was responsible for the accident?	:
What was wrong with working methods/instruction?	:
What steps should be taken to prevent recurrence of such accident	:
Name of the witnesses	: 1.

	2.
Safety Representative's remarks with Signature and date	:

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SPECIAL TERMS AND CONDITIONS OF CONTRACT

A- The quality of eatable materials

1. The tea leafs of Taza / Redlabe / Tez will be used.
2. The coffee powder of Nescoffee Classic will be used.
3. The biscuit will be of Britannia / Monacco / Bisk form
4. Every Day milk powder will be used in tea / coffee only.
5. Dairy Milk will be used for the purpose of making curd / drinking / cornflake / porridge.
6. Cornflakes will be of Mohan's brand or kalluges
7. Bread of reputed Company will be used.
8. Butter & Paneer will be of Amul / Sudha / Britania
9. Mix Jam will be of Kissan / Sil.
10. Goldana Rice will be used in Normal and Special-II'meal & Lal Mahal / India Gate / Lal Quila or equivalent will be used in Special-I'meal.
11. Atta will be of Farm Wheat.
12. Papad will be of Lizzat / Sri Ram / Haldiram.
13. Pickle will be of Nilon's / Lal's good quality.
14. Cooking Oil will be of Sun Flower / Sun Drop / Nature Fresh.
15. Desi Gee will be of Sudha / Everyday.
16. Juice will be of Real Brand.
17. Soup is of Knor / Maggi .

In addition to above all grocery/vegetables items required to be used in preparation of meal should be of standard quality.

B (i) SCOPE OF WORK AT NARWAPHR GUEST HOUSE

1. The guest house remains open round the clock including Sundays & Holidays.
2. All non-consumable items i.e. utensils, crockery, cutlery, furniture and linens will be provided by the company free of cost but the same will be maintained by the caterer in nice condition. In case of damage of any items, the cost of items will be charged as per prevailing market's rate or item will be replaced by providing new item of same make.
3. The guest house will be guarded during the night hours. The responsibility of watch and ward of guest house will be of caterer.
4. The caterer will ensure that the cook, Waiter, cook's helper and sanitary worker should always be in well-pressed dress, closely cut hair and proper shave, nails cut and properly bathed during the duty hours. The dress code for the staff engaged should be as per annexure attached.
5. Female staff will not be allowed in the guest house.
6. The caterer will be fully responsible about the good behavior of their staff and prompt service against the requirement of guests and one qualified (Diploma) in catering with smart looking supervision will engaged as per required basis.

7. The boarding & lodging charges will be charged by the caterer from the guest/user as per the latest A.I. & the same amount should be deposited in the Estate Office on the next working day without fail. The Bill book will be provided by the company free of cost duly certified by Caretaker (UCIL).
8. The period of contract will be for one year.
9. Telephone will be attended by the staff and convey messages to the concern guests or visitors immediately.
10. All the rooms of main guest house and annex will always be ready for accommodating the guests.

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11. Based on request, The Company will provide A-Type quarter to the caterer for accommodating his staff on license basis for the period of contract and the caterer will vacate the same within 15 days after completion of contract's period. The license fee at the rate of Rs. 600./- per month, water charges at the rate of Rs.5/- per month and electricity charges on the basis of actual consumption at the rate of Rs 5.70 will be charged which is subject to revision by the Corporation even retrospective effect.
12. The bed room linens and bath towels may be changed once in two days during the stay of guest. Before change of linens items and towels, it may be insured that the same should be fresh washed, well pressed and there should not be nay marks / stains.
13. Water flask / jug and glasses should be clean. There should not be any smell coming out of the water flask/jug. The water either cold or boiled should be filled in the flask daily as per requirement of the guest and kept in guest's room (Guest House).
14. The waiters/bearers should carry the luggage of the guests to their rooms on arrival and also to their vehicles while checking out.
15. Arrangement to be made to extend laundry facilities to the guests in case of demand.
16. All input requirements for catering services and cosmetic maintenance including Industrial LPG Cylinder be procured by the Caterer at his cost.
17. There will be no fix diet system.
18. The timings of breakfast, lunch and dinner of **Guest House** are as under:-

Break fast	7.30A.M.. to 8.30A.M.
Lunch	12.30P.M. to 1.30P.M.
Dinner	8.30P.M. to 9.30P.M

19. The timings of bed tea, breakfast, lunch and dinner will be followed strictly as per above.
20. The caterer should have stock of vegetables/bread/butter/jam/eggs/lemon/cucumber / soft Drinks / soda / Ice cubes.
21. The crockery and cutlery should be properly cleaned. The plates and water glasses should not be chipped. Any crockery even with hairline cracks should not be used.
22. The bed tea and wake up order should be taken from the guest in advance and be served in their rooms accordingly.
23. All the meals should be served well in time. There should not be any kind of delay in taking orders from the Guests.
24. The Gas Cylinders should always be kept filled to avoid last minute haste and delay in service to the Guests.
25. The break fast / lunch / dinner other than guests who are residing in the guest house will be prepared in the guest house only after getting the confirmation from the Caretaker / In-charge of Guest House.
26. Orders for official guests will be given by the Caretaker / In-charge of Guest House.
27. The caterer will submit his bill in a month to In-charge of Guest House for payment.

28. Food items be prepared in hygienic conditions and any infection occur of boarder from foods, contractor is liable to take responsibility.
29. All the rooms of guest house, guest house's annex, GET Hostel along with internal area of premise will be cleaned daily and mopped with phenol (Good Quality). W.Cs should be cleaned with Harpic.
30. Kitchen and dining halls of guest house and GET Hostel should be kept clean. Utensils, cutlery, crockery, refrigerator and other kitchen gadgets provided by the Department should be kept clean and arranged properly.
31. Furniture, furnishing and other items in the rooms should always be kept dust free.

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32. Fans, light fittings, air-conditioners windows etc. should be kept clean and ensure that they are in working order. In case of any complaint, the report may be sent to Caretaker and the same should be registered in the complaint register of Estate Office / Township Electrical Maintenance Office.
33. Toilet soap, Tissue Paper, Paper Napkin, Odonil & All Out machine with refill will be provided by the Corporation for keeping in the respective places as per direction of Caretaker / In-charge of Guest House. Proper record of these items should be maintained which can be checked by Caretaker / In-charge of Guest House at any time.
34. Washing of linen items will be arranged by the caterer from the Laundry Shop at shopping complex, Narwapahar and bill for the same will be reimbursed by the company.

B (ii) SCOPE OF WORK AT NARWAPAHAR G.E.T. HOSTEL

1. Two cook (male) and two Cook's helper (male) will be provided in the GET Hostel to cover 'A' & 'B' Shift for cooking & serving the meal and breakfast etc. as per **menu** fixed by the trainees residing in the hostel. The raw material of cooking items along with the cooking gas will be provided by the trainees by their own cost. The timing of shift A & B are as under:-

General Shift	6.00 A.M. to 10.00 A.M. 5 P.M. to 9 P.M.
A-Shift	6.00 A.M. to 2.00 P.M..
B-Shift	2.00 P.M. to 10.00 P.M

2. Details of diet to be prepared in the guest house are as under:-

DETAILS OF DIET (approx. quantities)

MEALS:-

Sl. No.	Description	Normal	Special - II		Special - I	
			Veg.	Non Veg.	Veg.	Non Veg.
1						
2	Rice	100grms.	75 grms.	75 grms.	75 grms.	75 grms.
3	Atta	100 grms	75 grms.	75 grms.	75 grms	75grms.
4	Dal	50 grms.	50 grms.	50 grms.	50 grms.	50 grms.
5	Vegetable	150grms.	100 grms.	100 grms.	75grms.	75 grms.
6	Vegetable	-	150 grms	-	75 grms	75grms
7	Paneer with veg.	-	-	.	150 grms	-

8	Chicken/Fish	-	-	150 grms.	-	150 grms.
9	Oil	50 ml.	70 ml.	70 ml.	100 ml.	100 ml.
10	Curd	-	100 grms.	100 grms.	100 grms	100 grms.
11	Soup	-	-	-	1 bowl	1 bowl

Note:- Salad , Papad or Pickle will be served with all type of meal.

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BREAK FAST:-

- A- Toast (4 pcs. of bread with butter (25 grms.) and jam (25 grms.)
- B- Idli (4 pcs.)
- C- Dosa Sada
- D- Masala Dosa
- E- Puri + Vegetable (6 Nos. Puri of 100 gram Atta + 100 grms. Vegetable)
- F- Veg. Chowmin – One Plate (Maggi / Top Raman –100 grms.)

OTHER ITEMS:

1. Tea –1 Cup (Leaf-4 grms.,Milk Powder-10 grms.)
2. Tea with four biscuits
3. Coffee –1 Cup (Coffee-2 grms,Milk Powder-15 grms.)
4. Coffee with four biscuits
5. Milk - 200 ml.
6. Juice - 1 Glass (100 ml.)
7. Soup - 1 Bowl
8. Cornflake with milk (Cornflake-30 grms.and milk 150 ml).
9. Omlet - (2 Eggs)
10. Omlet - (1 Egg.)

11. SNACKS

- i) Vegetable pakoda - 1 plate (50 grms.)
 - ii) Paneer pakoda - 1 plate (50 grms.)
 - iii) Bread pakoda - 1 plate (2 pcs.of one slice).
 - iv) Veg.Sandwich - 1 plate (4 pcs. of slice with butter (25grms) and cheese (25grms.)
 - v) Finger Chips - 1 plate or pakoda (stick type)
12. Fruit Custard - 1 Bowl (100 ml.)
 13. Sweet - 2 pcs.(Ordinary but good quality) Standard – Restaurant,NWP only Less nos. plate demand.
 14. Sweet - 2 pcs.(Sepcial) Standard – Chappan Bhog / Sagar Sweet, Jamshedpur

B (iii) SCOPE OF WORK AT NARWAPAHAR HOSPITAL

The quality of eatable materials

- The tea leafs of Taza/Redlable/Tez will be used.
- Marry Gold biscuit of Britannia will be used
- Every Day milk will be used for making tea and Sudha or any diary packet milk for drinking.
- Bread of reputed Company will be used.
- The boiled Rice of 'Hira Moti'will be used.
- Atta will be of good quality.
- Postman / Sunflower Oil will be used in preparation of Halwa, Upma etc.
- Sealed pack branded Mustard Oil will be used in cooking the meals.
- Barley will be of Purity brand.
- Dalia wheat will be of good quality.

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- Kitchen of Hospital should always be kept clean. Utensils, cutlery, crockery, refrigerator and other kitchen gadgets provided by the company should be kept clean and arranged properly.
- The timings of breakfast, lunch, evening snacks and dinner to be served in the **Hospital** are as under:-

Break fast	7.00 A.M. to 7.30 A.M
Lunch	11.30A.M.to 12.00 Noon
Evening Snacks	3.30 P.M.
Dinner	7.30 P.M

- The details of diet to be prepared in the Hospital are as under:-

DETAILS OF DIET

Diet	Days	Items to be prepared & served
<u>FULL DIET</u>		
<u>Breakfast</u>	Monday & Thursday	Dalia with milk-100grms, 2pcs. Slices with butter + 1 cup of tea (leaf -4 grms. & milk 10 grms.)
	Wednesday & Saturday	4 pcs. of Idli with chatny + 1 cup of tea
	Tuesday	Upma-100 grms, 2 pcs. Slices with jam + 1 cup tea
	Friday	4 pcs.Slices with butter & Jam + 1 cup of tea
	Sunday	Halwa-100 grms, 2 Slice with butter + 1 cup tea
<u>LUNCH AND DINNER:-</u>	On all the days	Rice - 200 grms. Dal - 50 grms. One Green Veg. -100 grms One Bhujia (Sea.Veg) -100grms.
	Wednesday & Saturday	Fish/Mutton - 100 grms.
	Tuesday	Egg Curry - 02 Pcs.
<u>EVENING SNACKS:-</u>	On all the days	2 Biscuits and 1cup of tea
<u>DIET FOR Diabetic Patients: -</u>	Instead of rice	2 Chapathis made out of 200 grms. .Atta & rest the same as mentioned above.
<u>HALF DIET</u>	.	The quantity of Lunch and Dinner will be half of the Full Diet.
<u>MILK & BREAD DIET (Quarter Diet)</u>	Break fast	4 Slices of bread, 200 ml. of Milk (sugar as per test).
	Evening Snacks	M.G. Biscuits 2 nos., 250 ml. of Milk (sugar as per test).
	Lunch & Dinner	6 Slices of bread, 250 ml. of Milk (sugar as per

		test).
CHILDREN BELOW 12 YEARS	Lunch and Dinner	Half the quantity of the Adults.
Kid diet		200 ml. Milk. (Sugar as per test)
Boiled Egg		One Pc. (salt as per test)
Barley		200 ml. (sugar as per test)

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4. The eatable as per above will be cooked at the kitchen of Hospital in hygienic condition.
5. The caterer will keep one supervisor for managing day-to-day work at all sites under full satisfaction of the Officer-in-charge/Officer's representative.

C. SUBMISSION OF TENDER:

- C.1. Tenderer / tenderers must ensure the following, while submitting the tender:
 - a) That every page of tender documents is duly signed and stamped by the tenderer.
 - b) That in all cases rate (s) quoted against individual item is/are invariably quoted in figures as well as words. In word rate is final & bound.
 - c) That all alterations, erasure(s) and / or over-writing (s) if any, are duly authenticated by the signature of tenderer.
- C.2. The tenderer may obtain any clarification before clarifications required and that he has agreed to general terms and condition herein specified as well as special terms and conditions of tender (if any).
- C.3. Any tender not conforming to the terms and conditions of tender may be rejected at the time of opening of the tender or later without any further reference or notice to the tenderer.
- C.4. The tenderer shall not withdraw, or amend, or rescind the tender, or impose any new condition or reduce the validity period after the opening of the tender or during the validity of the tender. Alterations in any manner as above will render the tender invalid and the Earnest Money deposit (EMD) to be forfeited.
- C.5. Tenderer may quote for all the items mentioned as above.

D.1. The quoted rate should be inclusive of all Taxes and Duties exclusive Service Tax, which are to be reimbursed on actual payment on submission documents.

D.2. All taxes exclusive service tax, duties, levies etc. applicable on the scale under any State or Central Statute in force for the time being or which may be levied or imposed hereafter at the rate as prevalent on the date of supply shall be to the supplier's account.

E. GENERAL:

- E.1. The caterer shall abide by the Central Labour legislation as may be applicable from time to time. It shall be the responsibility of the caterer to provide necessary insurance cover to their works / labour as may be required under the law.
- E.2. The caterer or any of their representative/workers/agents shall not indulge in any activity which is directly or indirectly prejudicial to Corporation's interest or shall not commit any act of :

- d) Misappropriation, pilferage or abetting misappropriation of pilferage of Corporation's property or any attempt thereof.

- e) Offer attempt to offer illegal gratification including offering brings, reward or advantage etc. pecuniary or otherwise to any officer or employees of the Corporation.
 - f) Indulge in any malpractice but not limited to forgery, FIZ. Falsification or fabrication of documents, bills, vouchers, indents, etc. in support of any other act which amounts to offences punishable under the India Penal Code or any to other enhancement.
- E 3. Any unwanted incident if happen by outsiders or local residents contractor has to lodge F.I.R. at local Police Station within 24 hours without any prejudice with information to corporation, failing which corporation may terminate at risk and cost basis for continue the contract work.
- E-4. a) Same as clause No.26 of work order No.1284
b) Same as clause No.27 of work order No.1284

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F. FORCE MAJOR CLAUSE:

- F 1 Corporation shall not be liable for any failure or delay in performance due to any cause beyond its control including fires, floods, earth quake, strikes, go-slow, lock-out, closure, disputes with workmen, dislocation of normal working conditions, war, riots, epidemic, political up-heavels, government action, civil commotions, breakdown of machinery, acts of God, or requirements of government, directly or otherwise and the existence of such cause or consequences shall operate at the sole discretion of Corporation to extend the time of performance on the part of Corporation by such period as may be necessary to enable the Corporation to effect performance after the cause of delay shall have ceased to exist. The aforesaid provisions shall not be limited or abrogated by any other terms of contract whether printed or written.
- F.2. It shall be noted by the caterer that by entering into this contract, caterer can open snack counter after getting permission from Officer-in-charge/ Officer's representative at the place provided by the Corporation. Caterer will be free to sell eatables to the customers at his own risk and cost. Company will not make any payment for such sales.
- F.3. Corporation shall have the right to issue addenda to tender documents to clarify, amend, modify, supplement, or delete any of the conditions, clauses or terms stated therein at any time before opening of the tender. Each addendum so issue shall form a part of the original tender documents.
- F.4. The caterers shall have no right to issue addenda to tender documents to clarify, amend, supplement, or delete any of the conditions, clauses or items stated therein.

G. DECLARATION OF THE TENDERER:

- G.1. That I / We have fully understood the above instructions to tenderers general terms and conditions of tender and special terms and conditions to tender (if any) which are returned herewith duly signed by me/us as a token of having accepted the same and I / We have made my / our offer keeping in view these terms and conditions.
- G.2. The aforesaid amount of Earnest Money is enclosed by me/us with this tender in the form of Demand Draft drawn on U.C.I.L. payable at Jaduguda / Jamshedpur in favour of the Corporation, for each item / items quoted by me / us.
- G.3. That I/We declare that no qualifying conditions/conditional offer/combined quotation has been submitted by me/us in the schedule of rate(s) and in case any such conditions are found. I/We authorize you to ignore the same.

Signature of the Tenderer with Date

Place: _____

Date: _____

Full Name & Address of the Tenderer

Firm / Tenderer.

Status

(Proprietor/Partner/Director)

NIT No. 664

Technical Part

URANIUM CORPORATION OF INDIA LIMITED, NARWAPAHAR MINES

DETAILS OF CREDENTIALS / INFORMATION SHEET ABOUT THE TENDERER /CONTRACTOR

1. Name of the Firm / Company of the tenderer: _____
2. Registered Office and address of the firm: _____
with Telephone and Fax No. if any for communication _____
3. Name, designation, address of the person: _____
authorized to deal with this tender / work _____

4. Nature of the registration of the firm: _____
Limited Co. / Private Ltd. / Partnership Co. / Proprietor ship firm
5. Registration No. with data and Registering Authority: _____

6.

Name of Owner / Partner	Occupation	Address

7. Details of the past experience of the firm for similar work.

Name & Address of the client	Name of the work & Contract Work Order No.	Value in Rs.	Completion time	
			Schedule	Actual

8. Financial Particulars:

- a. Working capital – limit in cash / credit for, _____ Branch: _____
Bill purchase / discount – forms etc. from the bank Value of Rs. _____
- b. Value of work / turnover done during preceding three financial years.

Financial year	Value of work	Income Tax deposited

9. Furnish copy of Income Tax Return for the last 3 years:

10. Income tax PAN / GIR No. / TIN No./Service Tax No./P.F. No.

11. Any other relevant information if any:

Signature of Authorized Representative of Tenderers with their seal

N.I.T.No.664

ANNEXURE- I

STAFF DRESS CODE

Cook

- i) Cap (White)
- ii) Shirt (White)
- iii) Trouser (White)
- iv) Apron (White)
- v) Name plate
- vi) Leather Shoe (Black)
- vii) Socks (White)

Waiters

- i) Shirt (White)
- ii) Trouser (White)
- iii) Leather Shoe (Black)
- iv) Boe (Black)
- v) Socks (White)
- vi) Name Plate

Waiter-cum-Room Attendant

- i) Shirt (White)
- ii) Trouser (White)
- iii) Leather Shoe (Black)
- iv) Socks (White)
- v) Name Plate

Sanitary Worker

- i) **Shirt (Sky blue)**
- ii) **Trouser (Navy blue)**
- iii) **Leather Shoe (Black)**
- iv) **Socks (White)**
- v) **Name Plate**