

### NOTICE INVITING TENDER

STC invites tender for the work of “Electrical Installation and Operation of DG Set and 3 nos. Lifts in STC Colony as well as Maintenance of Building/ compound walls etc. for civil, sanitary/ plumbing, internal water supply, in STC Housing Colony, Mehrauli Road and 8 nos. of flats at Asian Games Village Complex, New Delhi” The last date for receipt of tender is 16.04.2010.

For further details, interested parties may visit website [www.stc.gov.in](http://www.stc.gov.in) or [www.tenders.gov.in](http://www.tenders.gov.in) .

## **NOTICE INVITING TENDER**

**THE STATE TRADING CORPORATION OF INDIA LIMITED**  
**JAWAHAR VYAPAR BHAWAN – TOLSTOY MARG, NEW DELHI**

Subject: Electrical Installation and Operation of DG Set and 3 nos. Lifts in STC Colony as well as Maintenance of Building/ compound walls etc. for civil, sanitary/ plumbing, internal water supply, in STC Housing Colony, Mehrauli Road and 8 nos. of flats at Asian Games Village Complex, New Delhi”

I, HARI SINGH, Dy. General Manager of **THE STATE TRADING CORPORATION OF INDIA LTD., having Regd. Office at JAWAHAR VYAPAR BHAWAN, 1, TOLSTOY MARG, NEW DLEHI – 110 001**, hereby invite tender for the above work

1. The tender copies can be had from **Office of the Dy. General Manager, Building Cell, 20<sup>th</sup> floor, The State Trading Corporation of India Ltd., Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi – 110001**, during working hours from **30.03.2010 to 15.04.2010** on all working day between 10 A.M. and 4.00 P.M. on payment of a non-refundable cost of Tender Documents of **Rs.1,000/- (Rupees one thousand only)** in the form of Demand Draft/banker’s cheque in favour of **STATE TRADING CORPORATION OF INDIA LTD, PAYABLE AT NEWDELHI**.
2. The tender duly filled in, signed & sealed and super scribed “Electrical Installation and Operation of DG Set and 3 nos. Lifts in STC Colony as well as Maintenance of Building/ compound walls etc. for civil, sanitary/ plumbing, internal water supply, in STC Housing Colony, Mehrauli Road and 8 nos. of flats at Asian Games Village Complex, New Delhi” and addressed to **THE STATE TRADING CORPORATION OF INDIA LTD.,** should be dropped in the Tender Box kept on the Reception of **JAWAHAR VYAPAR BHAWAN, TOLSTOY MARG, NEW DLEHI – 110 001**, not later than 3.00 PM on 16.04.2010.under any circumstances, and the tenders will be opened on same day at 3.30 pm on 20<sup>th</sup>. Floor/ Mini Board Room at 10<sup>th</sup>. floor, Jawahar Vyapar Bhawan, New Delhi,, in presence of Contractors or their authorized representatives if they wish to be present.
3. Tender sent by Courier or by post shall not be entertained for consideration.

(HARI SINGH)  
DY. GENERAL MANAGER  
20<sup>TH</sup> FLOOR, JVB  
For and on behalf of State Trading Corporation of India Ltd.

**THE STATE TRADING CORPORATION OF INDIA LIMITED**  
**JAWAHAR VYAPAR BHAWAN, TOLSTOY MARG, NEW DELHI**

Dated the 26<sup>th</sup> March, 2010

**TENDER NOTICE**

STC invites sealed item rate tenders from Contractors who are registered in Class III with CPWD, MES, CPSUS AND OTHER Govt. agency and having experience in repair & maintenance of buildings etc. and having valid electrical experience for minimum period of three (3) years in the immediate past and having EPF, ESI, TIN PAN and Service Tax Registration, experience for undertaking following works:

<b>Description of work</b>	<b>Site of Work</b>	<b>E.M.D.</b>
(1) Operation & Maintenance of Electrical Installation, Maintenance in STC colony and AGVC including necessary repair in the electrical wiring as per need and operation of 3 nos. Lifts in STC Colony 'D' Block OTIS make round the clock by deployment of skilled experienced technical manpower including necessary operation of DG Set 62 KVA capacity 'Cummins' make round the clock i/c operation and maintenance of AMF Panel etc. as required	STC Housing Colony at Mehrauli Road and 8 nos. of flats at Asian Games Village Complex, New Delhi.	Rs. 30,000/- by way of Bank Draft in favor of STC of India Ltd. New Delhi
(2) Repairs & Maintenance of Building/ compound walls etc. for civil, sanitary/plumbing, internal water supply by deploying skilled & unskilled manpower during normal working hours.		

Tender Documents will be issued at a cost of Rs. 1,000/- (Rupees one thousand only) each non-refundable. The same can be obtained from Shri Hari Singh, Dy. General Manager, Building Cell, STC, Jawahar Vyapar Bhawan, 20<sup>th</sup> Floor, New Delhi, on any working day up to 15.04.2010 (1600 Hrs.). The last date for receipt of filled in tender is 16.04.2010 up to 3.00 PM. Tender documents can also be downloaded from STC's website and the same should accompany with a demand draft of Rs. 1000/- in favour of The STC of India Limited towards cost of tender documents.

Tender documents complete in all respect in sealed cover can be deposited in the Tender Box available between 10.30 AM to 3.00 PM on 16.04.2010 at the Reception of Jawahar Vyapar Bhawan at Ground Floor and the same shall be opened on 16.04.2010 at 3.30 PM at Building Project and Maintenance Division, 20<sup>th</sup> Floor/Mini Board Room at 10<sup>th</sup> floor, Jawahar Vyapar Bhawan, New Delhi.

Tender received without EMD will be rejected. No interest on EMD will be payable by STC.

STC reserves its right to accept or reject any tender without assigning any reason whatsoever.

(HARI SINGH)  
DY. GENERAL MANAGER

**THE STATE TRADING CORPORATION OF INDIA LTD. NEW DELHI**

**TERMS & CONDITIONS**

1. A person, a firm and/or a company can participate in the tender. The eligibility criteria for the intended tenderers are that they must be registered as Class III with govt. agencies like CPWD, MES, CPSUs, DDA, MCD having valid electrical license from Delhi Govt.
2. The tenderer shall submit a list of works completed in all respects along with attested copies of certificate/testimonials of their satisfactory completion of the work(s) for past 3 years viz. 2006-07, 2007-08, 2008-09.
3. The tenderers are advised to inspect and examine the site and their surroundings and satisfy themselves before submitting their tenders so as to know the form and nature of work involved, the means and access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to the risks involved, contingencies and other circumstances which may influence and affect their tender in any manner. The tenderer shall be deemed to have the full knowledge of the site, whether he inspects it or not and no extra charges/cost (except as provided in Clause 16(a) of Terms & Conditions, reimbursement claim shall be allowed.
4. The tenderer shall be deemed to have read NIT (Notice Inviting Tender) and all other documents carefully and shall have made himself aware of the scope and specifications of the work to be done by employing skilled/unskilled workmen as required and of conditions as specified or otherwise in the tender documents.
5. The tenderer should quote the rates in figures as well as in words. In the event of discrepancy between description in word and figures quoted by the tenderer, the description in words shall prevail and the tendered rate/amount shall be corrected accordingly.
6. The tender for the work shall be put in tender box kept at Reception at Ground Floor, Jawahar Vyapar Bhawan, New Delhi on 16.04.2010 .from 10.30 AM to 3.00 PM. The submission of tender by Registered Post or post by Courier shall not be considered. Tenders not dropped in the tender box shall be summarily rejected.
7. The tender shall be accompanied by earnest money of Rs.30,000/-. The earnest money should be deposited by way of a demand draft on any Nationalized Bank in favour of The STC of India Ltd., New Delhi. Tenders not accompanied by a requisite Demand Draft shall be rejected.
8. The successful tenderer shall deposit 10% of the total contract value as Security Deposit. The earnest money of the successful tenderer will be adjusted against Security Deposit and the balance amount has to be deposited within 15 days of the acceptance of the tender. The Security Deposit will be refunded without interest after satisfactory completion of the contract. Earnest money of the unsuccessful tenderer shall be refunded without interest after finalization of tender.
9. Contract period for the work shall be 12 (twelve) calendar months from the date of handing over of site for maintenance. The contract period can however be extended for further period of one year at the sole discretion of STC, on the same rates, terms & conditions subject to satisfactory performance of the obligations under the contract by the contractor.. However, STC reserves the right to terminate the contract during the currency of the contract by giving one month's notice in writing. The decision of STC in this regard shall be final and binding on the contractor.
10. The tenderer shall submit the tender complete in all respects as per terms & conditions laid down in this tender notice and as well as attached documents. Conditional tender will be rejected.

11. STC reserves the right to accept or reject any or all tender without assigning any reason whatsoever. The tenderer shall be bound to perform the contract; otherwise the earnest money deposit shall be forfeited.
12. The rates quoted by the tenderer should be valid for acceptance for a period of three months from the date of closing of tenders.
13. Payment to the contractor shall be released by STC on the basis of the work and amount certified by the Site Office Incharge. The Contractor shall submit the bills in duplicate, giving complete description of item of work done strictly as per schedule of quantities attached.
14. The contractor shall take adequate insurance policies at his cost towards third party and under the workmen compensation Act. The policies should be in the joint name of STC and the contractor with STC's name appearing first. These policies shall be submitted by the contractor in original to STC along with premium receipt immediately. The policies will be valid till completion of work.
15. The contractor shall be required to comply with the provisions of all statutory laws including labour laws, Employees Provident Fund Act/ESI CLR & A Act 1976 etc. as applicable to the workers to be deployed by the contractor to do the job. The contractor will be required to maintain proper record of Provident Fund deducted and paid to the Govt. Account in the prescribed manner and produce the same to STC whenever asked for.
16. The contractor must have the P.F.Code No. from the P.F.Commissioner's E.S.I. Code, PAN and Service Tax Registration Certificate/TIN.
17. The tenderer shall seal the tender in two envelopes duly marking on the envelopes as under :-
  - (A) First envelope shall be marked "Technical Bid" alongwith the following details over the envelope.
    - (i) EMD of Rs. \_\_\_\_\_.
    - (ii) Tender for \_\_\_\_\_
    - (iii) Name, Telephone nos. and address of the contractor.
  - (B) Second envelopes marked as "Financial Bid" for
    - (i) Tender for \_\_\_\_\_
    - (ii) Name, Telephone nos. and address of the contractor.
18. The first envelope shall contain the Technical Bid, Earnest Money Deposit and all the pre-qualification documents required for eligibility experience & qualification whereas the second envelop shall contain only the Financial Bid clearly marked in bold letters as 'FINANCIAL BID' First envelop shall be opened on 16.04.2010 at 3.30 PM and the second envelope containing "FINANCIAL BID" of only those tenderers who have qualified in the technical bid shall be opened after pre-qualification of the tenderers. The date and time of opening the price bids shall be intimated to the pre-qualified tenderers later on.

(HARI SINGH)  
DY. GENERAL MANAGER

## **GENERAL CONDITIONS**

1. Water/Electricity required for carrying out repairs/maintenance works and for contractors site offices shall be provided free of cost.
2. Materials which are not covered in the terms and conditions of the contract and are required for repairs/maintenance work shall be issued at site 'Free of cost' unless otherwise specifically provided. In case, the Corporation is not in a position to issue/arrange the required materials fully or partly and orders the contractor to procure the materials through his/their own arrangement, in that case of cartage of materials to site, plus 10% as contractor's overheads and profits. For this purpose, the contractor shall produce original purchase vouchers/bills for verification and record.
3. Winches, tools, chain pulley blocks, welding machine, ladder, jhulla, pressure pumps, lawn mower, shrub cutter, sprayers etc. required for repair/services shall be arranged by the contractor at his cost and contractor's quoted rates shall be included for this.
4. The contractor shall be responsible for the safe custody of the equipment, machinery, structures and installations of The STC of India Ltd., which he is maintaining/operating. He shall make good any losses/damage to the same caused by him or his employee's negligence. He shall also be responsible for the pilferage of the components or the equipment's/machinery which are being operated/maintained by him.
5. The work shall be carried out as per the specifications in the tender and in the absence thereof, as per CPWD specifications as amended up to date. In case of any clarification about the specifications to be followed/adopted for a particular item, the decision of Engineer-in-Charge shall be final and binding.
6. The contractor's personnel shall be polite, courteous and well behaved.
7. The contractor's personnel accepting any tips/ gifts etc. from the residents shall be removed from the premises and not allowed to work in the STC housing colony and Asiad Village Games Complex thereafter.
8. The contractor shall verify and cause to be justified through local phone and antecedents of the personnel to be deployed. He will submit their names present and permanent residential address and two copies of passport size photographs before they are allowed to start the work in the Colony and Asiad Village.
9. The contractor will issue identity cards to his employees bearing employees' photographs, names and addresses duly verified by authorized official of STC to all his employees, which they will display while on duty.
10. The contractor if so directed by the Engineer-in-charge, immediately transfer any person deployed from the works and such person shall not be deployed again on the work.
11. The contractor shall not assign/sublet the work. If the contractor does so, the contract shall be terminated without any notice and his security deposit shall be forfeited.
12. The contractor shall comply with the provisions of Delhi Shop & Establishment Act, Minimum Wages Act, Bonus Act, and Statutory Estt. Act, Employees State Insurance Act, Workmen's Compensation Act, Payment of Wages Act, Contract Labour (Regulation & Abolition) Act, Industrial Dispute Act, Employees Provident Fund Act and all other rules & regulations as applicable at any time and shall keep STC indemnified from acts of commission, faults, breaches and/or any claims, demand, loss, injury and excess due to contractor's failure to fulfill any obligations under the said acts/enactment. The contractor will have to maintain the relevant statutory records and submit the same to STC for inspection as and when required. The contractor will be responsible to deposit PF/ESI contribution/Service Tax/VAT regularly on the total wages/payments of the workers/employees and shall submit the evidence of deposit in next month along with his bill for verification.

13. Wages, rates, holidays, hours of work and conditions of service of all the workmen of the contractor shall be determined by the contractor having due regard to those workmen in similar employment and these shall in no case be disadvantageous to the workmen of the contractor as compared to wages, rates, holidays, hours of work and conditions of labour, as are provided in any applicable labour laws or as may be specified in this behalf by the Labour Commission or any other competent authority.
14. The contractor shall have to pay to the workers engaged by him in connection with the work, wages not less than what is mentioned in Delhi Admn. Latest Gazette notifications in this regard. If during the currency of the contract period, wages of labour increases as direct result of the coming into force of any fresh law or statutory rules or order and such increase become operative after the submission of tender, STC will only be reimbursing to the contractor such increase as may be announced by the Govt. and no increase on service charges or profit will be payable in the case of (23) nos. of workers (including supervisor), the min. requirement, to be deployed by the contractor for the job.
15.
  - (a) Payment due to increase in wages as approved by the Govt. will be released to the contractor only upon production of proof of disbursement of minimum wages to the workmen.
  - (b) It shall also be ensured that the salary disbursement is made by the contractor in the presence of STC's authorized representative and proper records are submitted to STC for the same.
  - (c) STC will have the right to withhold any payment due to the contractor in the event of any complaint received from personnel engaged by the Contractor about non-payment of their dues i.e. PF contributions and Minimum Wages etc.
16. It shall be the duty of the contractor to ensure the disbursement of the wages and other payment to its workmen through cheque only and cash disbursement will not be allowed by STC, however, all payment will be made in the presence of Site Incharge, authorized representative of STC.
17. The contractor shall be directly responsible for any/all disputes arising between him and his employees and keep the STC indemnified against all losses, claims and damages arising there from.
18. The contractor shall comply with all instructions, verbal (to be subsequently confirmed in writing) or in writing, given to him by the Site Engineer(s) of STC from time to time.
19. The contractor shall be fully responsible for complying with the terms and conditions of the contract and in case of his default, Security Deposit and contractor's dues are liable for forfeiture, as well as termination of the contract and getting the work done from any outside agency at the risk and cost of the contractor.
20. The contractor shall be responsible for any mishap/injury to persons or things and/or all structural and decorative on account of his negligence or default or his employee or his agent. This clause shall include inter- alia any damage to roads, streets etc. internal or external.
21. The contractor shall indemnify the Corporation and hold it harmless in respect of all other any expenses arising out of such injury or damage to persons or property as aforesaid and also in respect of any claim made in respect of injury, damage under any act of the Govt. or otherwise and also in respect of any award or compensation or damages which may be passed consequent upon such claims.
22. Some other agencies may also be working in the area. Contractor/his workmen shall not create hindrance in any way in the work being executed by such agencies. Further, he shall not attempt to delay the repair/maintenance work intentionally on the pretext of other agencies working in the Colony/Asiad Village Complex.

23. Contractor/firm will tender the a/c payee cheques to their workers deputed at site latest by 7<sup>th</sup> of every month in presence of STC's representative. Further it is the responsibility of the firm to open the account of their employees in any Nationalized Bank.
24. The contractor shall be required to execute an agreement with the The State Trading Corporation of India Ltd., on non-judicial stamp paper of appropriate value as per the Performa (to be given by STC). The cost of the stamp paper will be borne by the contractor.
25. It is intention of STC that all payments to the contractor shall be effected by EFT. All tenderers should confirm that they are agreeable to this and are prepared to sign any third party agreement as may be requested by the banks.
26. The requirement of registration in the Contract Labour (R&A) Act, has to be complied with by the contractor/firm after award of work.
27. **Monthly Payment:**

The contractor shall submit a bill in their bill form in the first week of every month, for the Maintenance work carried out up-to the end of previous month. The bill must be supported with the following documents:-

  - Attendance Sheets along-with salary certificates, wages sheets of all the workers and staffs deployed.
  - Details of defects/complaints attended and rectified within time
  - Details of complaints attended late.
  - PF and ESI documents having details of individual accounts of the workmen employed
  - Bank statement and/or bank certificate certifying that the cheque made against the deposit of PF to the PF authorities on each and every time has been debited from their account.

(HARI SINGH)  
DY. GENERAL MANAGER



## **ANNEXURE**

**THE STATE TRADING CORPORATION OF INDIA LIMITED**  
**JAWAHAR VYAPAR BHAWAN, TOLSTOY MARG, NEW DELHI**  
**(A GOVT. OF INDIA ENTERPRISES)**

A person, a firm and/or a company is required to mention detail in this annexure and also submit the self attested copies of certificates of following documents along with the tender documents

- a. Valid Registration from CPWD/PWD/MES/RAILWAYS/BSNL for Class - III.
- b. Solvency Certificate issued by a scheduled Bank as per registration category.
- c. Valid Electrical Contractor's License of Delhi state or other state capital.
- d. Current Service Tax Registration.
- e. Current TIN No. Registration.
- f. Current PF and ESI Registration

**THE STATE TRADING CORPORATION OF INDIA LIMITED, NEW DELHI**

**PARTICULAR SPECIFICATIONS**

The work consists of the following jobs in STC Housing Colony consisting of the following

**(A) STC HOUSING COLONY:**

TYPE	NO. OF BLOCKS	FLAT PER BLOCK	NO. OF STOREYS	TOTAL NO. OF QUARTERS
‘C’	3	26	4	78
‘D’	3	21	8	63

**(B) ASIAN GAMES VILLAGE COMPLEX:**

TYPE	BLOCK	FLAT PER BLOCK	FLAT NO.
Duplex	“A”	3	A-37 to A-39
Duplex	“B”	5	B-256 to B-260

**(1) The maintenance services related to the Electrical works for the above shall include the following:**

**(A) OPERATION OF LIFTS IN BLOCK D-I, D-II & D-III IN STC HOUSING COLONY:**

- i) The lifts shall be operated by employing trained lift operators round the clock (the maintenance of the lift being the direct responsibility of M/s. OTIS Elevators (India) Ltd., New Delhi).
- ii) Co-ordination for renewal of license for operation of lifts from time to time as required with Delhi Administration/Govt. agency as applicable.

**(B) MAINTENANCE OF ELECTRICAL INSTALLATIONS:**

- i) Day to day maintenance of Internal and External consisting electrical wiring like 3 Phase cable, control switch gears, protection devices, all fast moving items like, insulation tape, chokes in common services, bulb/tubes /CFL/switches, plugs 5 amp and 15 amp, boundary, light fittings, flood lights pertaining to STC property only. Daily liaisoning with BSES to maintain the compound and street lighting including distribution panels, rectification thereof.
- ii) Day to day maintenance and operation of 62 KVA DG Sets and its allied equipment like AMF panel, fuel tank, earthing, exhaust system, etc. including daily maintenance of Log Book i/c daily cleaning of DG Set.

- Daily record will be maintained for DG Set on failure of electric supply from BSES and time of DG operation.
- iii) Day to day cleaning of Lifts (3 nos.) including operation round the clock in 3 shifts (6.00 AM to 2.00 PM) (2.00 PM to 10.00 PM) and 10.00 PM to 6.00 AM by deputing one operator in each lift plus rest reliever with co-ordination with OEM in case of malfunctioning or any breakdown in lifts including pursuance with the Lift Inspector to renew the lift license well in time. The payment made to the Lift Inspector's office shall be reimbursed on production of the receipt. Any lapse on the part of OTIS, reporting thereof is the absolute responsibility of the contractor. Stabilized electric supply to the equipment will be the contractor's responsibility.
  - iv) Replacement of fuses, tube, switches, protection devices for common services like staircase of every block, aviation lighting, yard lighting, Meta light fittings etc. And i/c wiring thereof, lifts machine room light points, fans points, exhaust fan, repair, and protective device repair/replacement ceiling fan repair, garage, street light points, and power points will also be the responsibility of contractor at no cost on STC.
  - v) Maintenance and repair of switches, starters in all the building.
  - vi) All kind of maintenance pertaining to electrical nature in dormitories like repair of geyser, replacement of tube light, replacement/repair of damaged tubes, bulbs, electric heater, at no extra cost to STC including maintenance and repair of tube well installed by STC, if any in STC colony and AGVC.
  - vii) All kind of maintenance pertaining to electrical for all type of flats of STC colony and AGVC including fixtures like tube, bulb, CFL etc. oiling and greasing of fan/wall fan, replacement of bearing except copper winding will be replaced by the occupants at his own cost. However, service will be given by the contractor free of cost under AMC.
  - viii) Collection of electricity bills from BSES in respect of common service electrical meters, maintenance viz-a-viz replacement of defective energy meter, change of service line as per need and to ensure continuity of the earthing from BSES in all the panel provided by them as a measure of distribution, cable termination, control wiring, bus bar chamber;
  - ix) Daily checking of various types of fire fighting equipment at common services of various blocks in STC colony and ensure proper reporting about the condition of the equipment to enable STC to take appropriate action in rectification of the same;
  - x) Common services like Machine Room, Staircase boundary including light, common gallery light, yard light, garage light, gate light, park light and others etc as required. The replacement/repair of electrical fittings and other allied work like replacement of wiring, switch, socket, bulb, chokes, halogen tubes, mercury tubes, capacitors, control gear box,

ignitor, holders, reflectors, glass, will be replaced by the contractor at his own risk and cost. No extra cost will be paid to him on any account.

- (C) Operation of DG Set capacity 62 KVA installed in 'D' block round the clock and daily cleaning and checkup. Log Book in prescribed format related to operation of DG Set on daily basis will be maintained by the contractor. The cost of Log Book and Stationery shall be borne by the agency.
- (D) Any other work of repairs and maintenance nature shall also be assigned to the contractor by Engineer-in-Charge or his representative
- (E) **MANPOWER**  
Technical Manpower will be deployed by the contractor for the maintenance of Internal and External/Underground electrical wiring, daily operation of DG Set 62 KVA, operation of lifts round the clock etc. as required:

SL.NO.	DESIGNATION	QTY.	EXPERIENCE
01	Supervisor (Diploma Holder)	1 no	With 3 years experience in electrical field. And 15 years experience for other than Diploma Holder.
02	Electrician	2 nos.	ITI or Licence wiremen with 5 years experience
03	Lift Operators	8 nos.	Having 8 years experience
04	DG Operator	4 nos.	Having five years experience
05	Helpers	2 nos.	
Total		17 nos.	

#### EXCLUSION

- No bulb, CFL, Geyser elements, tube, extra electrical point for power and light will be provided to the occupant of the colony/AGVC by the contractor until and unless there is specific approval of the Competent Authority.
- The contractor will maintain a flat-wise register for the repair carried out in the individual flat and items replaced like switches/socket/power socket, other electrical items shall be provided by STC on demand free of cost to the contractor for replacement as per need for which proper record will be maintained by the contractor for the item replaced;

#### (2) **Maintenance of CIVIL WORKS :**

##### (A) **CIVIL & BUILDING WORKS:**

All repairs and maintenance works in respect of all buildings in occupation of the STC in STC Housing Colony and Asian Games Village Complex, New Delhi.

- i) All repairs and maintenance works in respect of all civil works in the Housing Colony and Asian Games Village Complex.
- ii) Earth work in trenches and filling for CI/GI pipes.

- iii) Repair and/or replacing all fixtures in doors, windows, ventilators louvers etc. and replacing broken window glass panes.
- iv) Repair to doors, windows, ventilators, cupboard shutters, meter box, shutters, panels etc. as required.
- v) Repair/replacement of cement/mosaic or any other flooring and polishing etc. complete (as required in patches) not exceeding 2 sqm. In each patch.
- vi) Removing seepage problems, including repairs to damages by such seepage.
- vii) Repairs to damaged plaster on outside and inside faces of walls, doors/windows/ventilators/jambs/sills etc. as required by re-plastering upto 2.00 sqm., in each patch.

**(B). MAINTENANCE OF SANITARY & WATER SUPPLY INSTALLATIONS**

- i) Replacement of washers of bib cocks, pillar cocks, stop cocks etc. of various sizes.
- ii) Removal and replacement of bib cocks, pillar taps, stop cocks of various sizes.
- iii) Repairing and replacing the flushing cistern along with necessary fittings.
- iv) Repairing/replacing CI/GI direct/down take pipe lines of any dia including fittings up to 40 ft. length at one location including fittings up to 40 ft. length at one location including necessary scaffolding, excavation making good damages to the walls, flooring etc. complete inside the colony and Asian Games Village Complex.
- v) Cleaning and disinfection of water storage tanks using chlorine tablets once in 3 months.
- vi) To clean, choked sanitary and sewerage pipes of all sizes and makes, house drains, gully traps, inspection chambers up to the 1<sup>st</sup>. manholes of the flats/buildings.
- vii) Replacing decayed/damaged water supply pipe lines serving the blocks and internal w/c lines and fittings of all sizes, housing drain, gully traps, inspection chambers, manholes etc. complete.
- viii) Attending to all complaints regarding leakage overflow, non-functioning etc. of all drainage lines inside and outside the building including gully traps, manholes etc. (upto 1<sup>st</sup>. manhole only).
- ix) Welding repairs to steel windows/ventilators/steel door frames.
- x) Repairing and replacing sanitary wares such as wash basins, sinks, EWC/IWC waste water lines flushing cisterns etc.
- xi) Attending to any other items of work as directed by Engineer-Incharge or his representative required for smooth and efficient operation of water supply and drainage system sanitary installation.

The work consists of carrying out the complete repairs as stated above and such allied works and maintenance in respect of all services mentioned above indicated by Engineer-Incharge or his representative from time to time by providing labour, skilled and unskilled and tools and such other implements, scaffolding etc. Only

materials required for the jobs will be provided by the Corporation free of cost except those mentioned against Item No. 3 (iv)..

- (3)(i) It is desired that the tenderer should have their office in the vicinity of the Housing Colony so that in case of non-attendance/improper attendance of the work by their staff, the contractor is easily approachable. In any case, the successful tenderer shall be allotted space as available in the Housing Colony for operating their site office free of charge. In addition, no charges shall be levied for water/electricity, if made available in the office space.
- (ii) The electrical complaints shall be attended from 8.00 hours to 22 hours on all days including all holidays whereas other complaints shall be attended between 9.30 hours to 17.30 hours on all working days i.e. Monday to Saturday.
- (iii) The contractor shall carry out the work in stages, where required to cause minimum disturbance to the residents of the colony/persons using the buildings. He shall be responsible for any damage to the equipment and structure, injury to persons of the colony during the progress of work and he will be liable to pay such compensation as may be decided by the Chief General Manager (Admn.) in respect of such damage to persons, equipment.
- (iv) The following materials and tools & plants will be provided by the contractor for electrical maintenance for which no extra amount will be payable by the Corporation.

MATERIAL:

- 1. Welding Electrodes
- 2. Fuse wire and insulation tapes (electric works). Various types of screws, small pieces of wire, fan rubber, fan hook, quarter pin etc.
- 3. Sutli & Safeda and Washers required in sanitary & plumbing works.
- 4. Grease required for ceiling fans, exhaust fans, water pumps and rolling shutters.
- 5. Lime/bleaching power/potassium permanganate/chlorine tablets required for disinfection of water tanks.

TOOLS AND PLANTS:

- 1. Electric welding machine
- 2. Gas welding machine, Hammer Drill Machine
- 3. Ladders, Jhulah, Ropes, Safety Belts etc.
- 4. Pliers, wrinches, pipewise, pressure pumps etc. and any other tools required to carry out the maintenance work.

INSTRUMENTS:

- 1. Tong Tester
- 2. Multi Meter
- 3. Earth Tester
- 4. Megger
- 5. Desk Lamp etc.

Besides above, any other tools, plants and instruments required for proper maintenance of the flat shall be provided by the contractor at his own cost. Any failure in this regard shall attract penalty to compensate for the damages, losses, inconvenience caused, if any.

- (v) All electrical/civil dismantled materials of the work shall be deposited by the contractor with the representative of STC.
- (vi) The contractor shall provide all the necessary staging and scaffolding ladders, ropes etc. at his cost for execution of all the works. The contracting agency is to ensure necessary precautions as required and as per Engineering Practice for works such as for road repairs, repairs in water mains, plumbing/glazing work in upper storey external periodical items of work. Nothing extra shall be payable to contractor for ensuring adequate safety precautions and the quoted rates shall be deemed to be inclusive of the same.
- (vii) The contractor shall engage following category and number of qualified manpower to carryout the maintenance of civil works satisfactorily in the STC Housing Colony and STC flats at Asiad Village Complex.
- (viii) The contractor shall engage following category and number of qualified manpower to carryout the maintenance of civil works satisfactorily in the STC Housing Colony and STC flats at Asiad Village Complex.

#### MANPOWER REQUIRED FOR CIVIL WORKS

1	Plumber	Skilled	02 nos.
2	Mason	Skilled	01 no.
3	Carpenter	Skilled	01 no.
4	Sewerman	Unskilled	01 no.
5	Helper	Unskilled	01 nos.
Total			6 nos.

In addition to the above, the contractor shall engage a Diploma Holder or a person having at least 15 years experienced as a Supervisor in maintenance work and capable to supervise the work of above mentioned workers of the contractor. All the above, 23 (twenty three) number of workers (including the Supervisor) will be required to mark their daily attendance in the Register to be kept with the Site Incharge. Further, in case of any absentee, the contractor shall make alternative arrangement to ensure that the normal maintenance work does not suffer. If no alternate arrangements are made by the contractor, and the maintenance work cannot be carried out as a result of the same, a penalty @ Rs.200/- (Rupees two hundred only) per day employee will be imposed upon the contractor till the required manpower is positioned. It is also to be noted that increase of any delay in attending to the complaints by the contractor, STC reserves the right to get the work carried out through any other agency at the risk & cost of the contractor and the expenditure so incurred plus 20% of the expenditure may be recovered from the contractor's payment/Security Deposit. If the amount of recoveries exceed 10% of the contract value at any time/month during the course of execution, the contract is liable to be terminated. The decision of Director (Admn.) or his authorized representative in this regard shall be final and finding on the contractor. The tender should clearly indicate the number of workers and supervisors that will be engaged by the contractor.

The contractor shall adhere to and abide by all local laws, acts, regulations laid down by the local Govt. Municipalities etc. and STC shall be indemnified by the contractor of any responsibility in compliance of the terms and conditions of the contract.

- (ix) Besides the manpower indicated at Pre-page, the contractor shall be bound to engage other workman like glazier and welder as and when the work demands in addition to the regular labour (skilled and unskilled) at no extra cost to STC.
- (x) The contractor shall be liable for any loss or damage of the materials, structure, fittings and fixtures which are broken/damaged due to negligence of his workmen.
- (xi) Subject to the terms and conditions contained hereinabove the contract will remain in force for one year from the date of award of work.
- (xii) In consideration of the payments to be made by the Corporation to the contractor as here in above provided, the contractor shall carryout all the works properly as here in above.
- (xiii) The bills shall reach the office of Engineer-Incharge 1<sup>st</sup>. week of every month. Every endeavour will be made to arrange payment as early as possible.  
The contractor shall submit bill once in every month.
- (xiv) In case of any disputes or difference between the contractor and STC, decision of Director (Admn.) STC shall be final and binding on both the parties.

(HARI SINGH)  
DY. GENERAL MANAGER



**THE STATE TRADING CORPORATION OF INDIA LIMITED**

Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi

**BILL OF QUANTITY**

SCOPE/DESCRIPTION OF WORK	RATE (RS.) PER MONTH	PERIOD	AMOUNT (RS.)
<p>Operation &amp; Maintenance of Electrical Installation in STC Housing colony and AGVC including necessary repair like electrical wiring as per need and operation of 3 nos. Lifts (OTIS make) in STC Colony 'D' Block round the clock by deployment of skilled experienced technical manpower including necessary operation of DG Set 62 KVA capacity 'Cummins' make round the clock i/c operation and maintenance of AMF Panel etc. as required and Maintenance of building/compound walls etc. for Civil, Sanitary/Plumbing, internal water supply in respect of the following :-</p> <p>STC Housing Colony (for STC occupied blocks only) for 141 STC occupied flats only.</p> <p>(a) Type C" &amp; "D" flats</p> <p>(b) Scooter garages in "D" type flats</p> <p>(c) Compound including gates &amp; parapets for culverts.</p> <p>(ii) Asian Games Village Complex (for 8 Nos. STC occupied flats only).</p> <p>Rate should inclusive of EPF, ESI &amp; Bonus but exclude Service Tax which shall be reimbursed on the production of proof of deposit thereof.</p> <p><b><u>NOTE :</u></b></p> <p>The following items are excluded from the scope of the above items :-</p> <p>(a) Periodical services to flats such as white wash/colour wash/snowcem painting etc.</p> <p>(b) Painting on steel windows/wooden doors, grills etc.</p> <p>(c) Scavenging operations in STC/Asian Games Village Complex.</p> <p>(d) Replacement with new or same GI pipe with fittings on soil/on wall, sanitary pipe/CI rain water pipe of any dia beyond 2 mtrs. Length at a location/point.</p>		12 months	

(e) Replacement of GI pipe of any dia with fittings/beyond 40 ft. length at a location/point. (f) Underground sewerage beyond 1 <sup>st</sup> . manhole to the flats. (g) Replastering and reflooring more than 2.00 sqm. In area in one patch. (h) Repairs/replacement of kota stone/marble stone in flooring/skirting etc. (i) Repairs and maintenance of rolling shutters. (j) Overhauling and rewinding of ceiling fans/exhaust fans (to be paid separately).Additional electric points for flats, if any.			
TOTAL			

TENDERER