



PUNJAB STATE TRANSMISSION CORPORATION LIMITED
(Regd. Office: PSEB Head Office, the Mall Patiala-147001)
Corporate Identity Number: **U40109PB2010SGC033814** www.pstcl.org
O/o Addl.S.E./400 kV PSTCL, Mastewala, Makhu
E-mail:- srxen-makhu@pstcl.org Mob. No.:96461-09205

TENDER ENQUIRY NO. 05 /2023-24 DATE 04/10/2023

To PSTCL WEBSITE/Notice Board.

Memo No. / Date 04/10/2023

Sub: - Outsourcing of Cleaning and sweeping services under Addl.S.E./400 kV PSTCL, Mastewala, Makhu.

Dear Sir,

In reference to above cited subject you are requested to send a quotation in sealed envelope for the providing 06 no's persons/manpower of Cleaning and sweeping services at 400 kV PSTCL, Mastewala, Makhu.

While sending the quotation, please ensure that the quotation shall be complete in all respect and must include the following:-

1. The Quotation must be valid for 120 Days.
2. The Quotation should be accompanied by all the terms and conditions. The copy of the PSTCL's standard Terms & Conditions is attached as 'Annexure-C'.
3. The rates approved by D.C office (revised from time to time) and other statutory requirements shall be applicable.
4. The envelope containing the quotation should be inscribed with words "Quotation for outsourcing of cleaning and sweeping services."

The Quotation should reach this office up to Date 19.10.2023 Time 11:00 Hrs.

DA/ Annexure A, B & C

Addl.S.E./400 kV,
PSTCL, Mastewala(Makhu).

Endst. No.

Date 04/10/2023

Copy of the above is forwarded to the following for information and necessary action.

1. Dy. Chief Engg, P&M Circle, PSTCL, Ludhiana w.r.t their Memo no. 4593 Dated 18-09-2023
2. AEE/Mtc./400 kV Substation for ensuring his presence on dated 19-10-2023 (opening of quotation) at the division office.

Addl.S.E./400 kV,

Annexure-A

SHORT TERM TENDER NOTICE	
Name of Office	Addl.S.E./400 kV PSTCL, Mastewala, Makhu
Tender Enquiry No.& Date:	05/2023-24, Date 04-10-2023
Competent Issuing Authority	Addl.S.E./400 kV PSTCL, Mastewala, Makhu
Place	400 kV Substation Vill: Mastewala, Makhu (Ferozepur)
Name of Work	Cleaning and sweeping services at 400 kV S/stn. Mastewala and 220 KV, S/stn. Mastewala under Addl.S.E./400 kV PSTCL, Mastewala, Makhu.
Eligibility Criteria	As per Terms & Conditions of PSTCL
Approximate Cost of Work	4,10,000.00
Earnest Money	8,500.00
Period of Contract	One Year From Work Order Issued Date
Payment Mode	Online and Demand Draft
Payment in favour of	PUNJAB STATE TRANSMISSION CORPORATION LIMITED ACCOUNT NO: 65083560949 IFS CODE: SBIN0050061
Last Date & Time for Submission of the tender	19-10-2023 till 11:00 Hrs.
Date & Time for opening of the tender	19-10-2023 at 12:00 Hrs.



Addl.S.E./400 kV,
PSTCL, Mastewala (Makhu).

*****CONTRACTOR LETTER HEAD**

SCHEDULE OF PRICES

Annexure-B

CLEANING AND SWEEPING SERVICES OF CONTROL ROOM, GATE, ROAD & PATH, STORE, TOILET/BATHROOM & OFFICES AT 400 KV SUB-STATION MASTEWALA & 220 KV SUB-STATION MASTEWALA UNDER ADD.S.E./400 KV PSTCL MASTEWALA, MAKHU (FEROZEPUR)

SL. NO.	DESCRIPTION	UNIT (JOB PER HOUR)	WAGES TO EMPLOYEE ON DC RATES+EPF+ESI+OTHER CONTRIBUTIONS AS PER STATUTORY REGULATIONS. (WILL BE PAID AS PER ACTUAL)	COMMISSION CHARGES IN (%AGE OF D) (TO BE QUOTED BY FIRM)	GST (AS APPLICABLE) OF D+E (WILL BE PAID EXTRA)
A	B	C	D	E	F
1	CLEANING AND SWEEPING SERVICES UNDER ADD.S.E./400 KV PSTCL MASTEWALA, MAKHU	04 HOURS PER DAY FOR 06 PERSONS	WILL BE PAID AS PER ACTUAL (DC RATE PER HOUR + (EPF + ESI AS APPLICABLE))		

I have read all the terms and conditions of the Tender Enquiry & acceptable to me and have quoted the Rate/Charges as above in accordance with stipulated Terms & Conditions.

Date

Signature of the Contractor with Stamp

Mobile. No.

Company Address

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ANNEXURE-C

Terms & Conditions

1. The tenders are required to submit tenders in two separate envelopes. The first containing deposit of earnest money and the second containing tender. The envelope containing the earnest money shall be opened first and if it is found in order then second envelope containing the tendered shall be opened.
2. Bidder whose work order has been cancelled in the past due to unsatisfactory work, are not eligible to apply.
3. The rates should be valid for 120 days from the date of opening of tenders.
4. Tenders received through telex/telegraphically or through fax shall not be accepted.
5. The undersigned reserved the right to cancel the quotation without mentioning any reason.
6. If the date of opening of tender happens to be holiday, quotations shall be received and opened at the same time of next working day.
7. Conditional tenders are liable to be rejected.
8. The quantity of work may be increased or decreased.
9. In case of work is not satisfactory a warning shall be issued. In case, if negligence still persists, the penalty will be charges at double of the rate on prorated basis.
10. The bidder is required to submit an Earnest money Deposit (EMD) Minimum of the tender value Rs.8500/-in the shape of NEFT (Online) and Demand Draft in favour of "PUNJAB STATE TRANSMISSION CORPORATION LIMITED" Tender offered without EMD will not be accepted.
11. The Earnest money of successful bidder deposited with the quotation shall be converted in to security deposit after successful allotment of work order and shall be released after successful completion of contract (i.e after 1 year). Further, EMD shall be returned to unsuccessful bidder by this office after allocation of work order to lowest bidder.
12. The personnel so supplied by the contractor shall be fully outsourced and they shall have no right to claim the regular services in lieu of outsourced duty performed by them.
13. The contractor will be responsible for any damage done to the building or other installation in the office complex.
14. The contractor should engage major (i.e. age above 18 years) labour.
15. The contractor will be engaged labour which should be of good character and honest, hence he will be responsible for any theft on behalf of them.
16. Discipline and welfare of the workers shall be entirely responsibility of the contractor and any indiscipline/misconduct on the part of deployed workers shall be promptly attend by the contractor & officer in charge is fully competent to direct the removal of such workers.
17. In case the contractor's employee suffers from any type of injury/death while performing duty in concerned office's complex/Yard, the contractor shall be wholly responsible to bear any claim of employee. The concerned office shall not be responsible at any level any type of claim and legal consequences.
18. If the contractor fails to carry out said work satisfactory his work order may be cancelled by undersigned at any time. His security and earnest money will stand forfeited.

19. All statutory rules and regulation such as EPF, ESI act, Labours rule and regulations, wages etc. as per department of Punjab shall be followed by contractor. The contractor will be fully responsible for any kind of penalty levied by Central/State Govt.
20. The contractor shall agree to maintain employment records in respect of this employee required under various labour statutes, such as attendance register, wages register, bonus register, leave register etc.
21. Initially the contract will be for the period of one year. However, same can be further renewed/Extended by PSTCL with mutual consent between the service provider and PSTCL.
22. The rate quoted by the agency shall be firm during the period of contract and shall be based on the DC rates.
23. The contractor has to enter into any agreement on a non-judicial stamp paper as per PSTCL rules within 15 Days of the award of contract. The cost of stamp and other documents/completion of formalities shall be borne by contract.
24. GST and other taxes will be applicable as per statutory law.
25. All Legal proceedings against this contract shall be in the jurisdiction of Civil Court at Ferozepur.
26. If at any time any question, Dispute of difference, what so-ever arise between the vendor and PSTCL, upon or in relation to, or in connection with the order/contract, he may go for arbitration clause contained in Work Regulation 1997, as amended from time to time.



Addl.S.E./400 kV,
PSTCL,Mastewala(Makhu).