



PUNJAB STATE TRANSMISSION CORPORATION LIMITED
(Regd. Office: PSEB Head Office, The Mall, PATIALA-147001)
Corporate Identity No-U40109PB2010SGC033814 Website-www.pstcl.org
O/o Addl. SE P&M Division-1, Mandi Gobindgarh
Mob No. 096461 18220, E-mail: srxen-pm-gobindg1@pstcl.org

LIMITED TENDER ENQUIRY NO. 04/2023-34

To

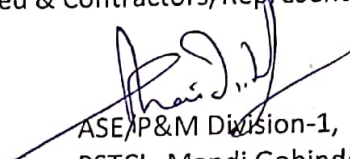
Copy for Notice Board.

Memo No: 1291/Enq: 04/2023-24

Dated: 14.09.2023

Subject: Outsourcing the job of cleaning and sweeping activities for one year during 2023-24 for PTS (Part Time Sweepers/ Un-Skilled Manpower) in various Sub Stations & Division office under P&M Division No.1, PSTCL, Mandi Gobindgarh

This office intends Outsourcing the job of cleaning and sweeping activities for one year during 2023-24 for PTS (Part Time Sweepers/ Un-Skilled Manpower) in various Sub Stations & Division office under P&M Division No.1, PSTCL, Mandi Gobindgarh. You are requested to send your lowest rates for the same. The quotation must reach this office on or before 29.09.2023, 11:30 Hrs. Quotations will be opened on the same day at 12:00 Hrs in the presence of the undersigned & Contractors/Representatives.


ASE/P&M Division-1,
PSTCL, Mandi Gobindgarh

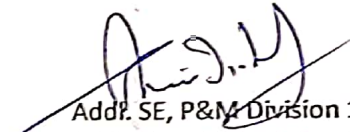




PUNJAB STATE TRANSMISSION CORPORATION LIMITED
(Regd. Office: PSEB Head Office, The Mall, PATIALA-147001)
Corporate Identity No-U40109PB2010SGC033214 Website-www.pstcl.org
Addl. SE P&M Division-1, Mandi Gobindgarh
Mob No. 096461 12220, E-mail: srxen-pm-gobindg1@pstcl.org

(NOTICE INVITING TENDER)

Subject	Outsourcing the job of cleaning and sweeping activities for one year during 2023-24 for PTS (Part Time Sweepers/ Un-Skilled Manpower) in various Sub Stations & Division office under P&M Division No.1, PSTCL, Mandi Gobindgarh as per Annexure-A.
Tender No.	04 /2023-24
Quantity	As per Annexure A
Last Date & Time for:	
Date of Receipt of Tender	29.09.2023 till 11:30 Hrs
Date of Opening of Tender	29.09.2023 at 12.00 Hrs
Earnest Money	10000-/in form of Demand Draft <i>Tender offer without EMD will not be accepted</i>
Detailed NIT may downloaded from www.pstcl.org	


Addl. SE, P&M Division 1
PSTCL, Mandi Gobindgarh

Annexure -A.

Scope of work

- A. Cleaning and Sweeping of Control Room building and adjoining area For 220kV Sub Station G-1, PSTCL, Mandi Gobindgarh (02 Nos. For four hours each daily)
- B. Cleaning and Sweeping of Control Room building and adjoining area For 220kV Sub Station G-3, PSTCL, Mandi Gobindgarh (For four hours daily)
- C. Cleaning and Sweeping of Control Room building and adjoining area For 220kV Sub Station G-4, PSTCL, Mandi Gobindgarh (For four hours daily)
- D. Cleaning and Sweeping of Division Office building/Rooms and adjoining area in the Office of Addl. SE, P&M-1, PSTCL, Mandi Gobindgarh (For four hours daily)

Note: Working hours of the above PTS workers will be 08:00AM to 12:00PM Daily.

Annexure -B.

SCHEDULE OF PRICES

Outsourcing the job of cleaning and sweeping activities for one year during 2023-24 for PTS (Part Time Sweepers/ Un-Skilled Manpower) in various Sub Stations & Division office under P&M Division No.1, PSTCL, Mandi Gobindgarh as per Annexure-A

Sr no	Description of Work	Unit (wage s Per Hour/ per person as per latest DC rates)	Total Wages* of unskilled worker per month +EPF + ESI + other contributions as per statutory regulations *[Wages per Hour X 4 X 26 days (exc. Sundays) As per base month Sep 23]	Commission Charges (in percentage of Column D)	GST (%)	Total Wages / month/ Person (in Rs.) (D+E+F)
A	B	C	D	E	F	G
1	Outsourcing the job of cleaning and sweeping activities for one year during 2023-24 for 1 no. PTS (Part Time Sweepers/ Un-Skilled Manpower) each in various Sub Stations & Division office under P&M Division No. 1, PSTCL, Mandi Gobindgarh as per Annexure-A.					

- The wages Rate/Hour/PTS (Un-skilled manpower) as per latest notification of Labour commissioner of Punjab. These rates are subject to change in future as and when notified by the Labour commissioner of Punjab.
- These statutory obligations of wage payments/deductions per PTS (in compliance to various acts) shall be must and common for all bidders

I have read all the terms and conditions of the DNIT of PSTCL & are acceptable to me and have quoted the Rate/Charges as above in accordance with the stipulated terms and conditions.

Date: _____

Signature of the Contractor _____

Phone: _____

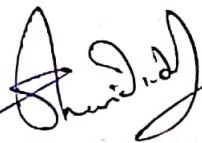
Company Address _____

(A) General terms and conditions will be as under:

1. CHECKLIST OF DOCUMENTS TO BE ATTACHED:
 - a. Firm should quote the price bid in the format provided as Schedule of Prices.
 - b. PAN Card and GST No.
 - c. Firm should be registered or should have past experience of similar work with PSTCL/PSPCL or other state/center department.
2. The staff shall be properly uniformed (as per uniform sample to be approved by PSTCL) and will carry name tags.
3. The man power supplied by the agency shall be well trained in the job assigned to them.
4. The contractor shall engage in this employment, such employee after verifying the antecedents the contractor will ensure that the employees in his service and above 18 years of age.
5. The working hours: the daily housekeeping work shall be done as per Instruction of officer in charge. Each PTS working 4 Hours daily.
6. Sweeping, mopping, dusting, cleaning etc. all works should be duly carried out to the satisfaction of officer in-charge.
7. Water available from PSTCL sources shall be given free of cost, but in case of failure of water supply, the contractor shall have to make his own arrangements for water for which he shall be reimbursed on production of actual bill.
8. All the tools, equipment and machines used should be appropriate for the application and shall in no way damage the surfaces/ fixture/fitting/ furniture and furnishing beyond normal wear and tear.
9. All electrical appliances including bulbs, tubes, fan, air conditioner etc shall be kept in working order, replacement, when ever required will be provided by PSTCL.
10. The contractor shall be responsible for the disposal of garbage in proper manner.
11. It is specifically agreed by the contractor that the employees to be engaged by him shall be for all purposes the employees of the contractor and that they shall not claim any relationship with the PSTCL including employer-employee relationship. In the event such claim is made by employee and contractor shall indemnify the company for any such claim either monetary or otherwise.
12. Experienced supervisor of the contractor shall monitor housekeeping teams. He should also keep a check on general up keeping of building including maintenance problem and shall call appropriate worker immediately to site as per requirement with intimation of JE/SDO in-charge of building.
13. The staff under contract will make his own arrangement for regular tea/food.
14. Payment will be made on monthly basis and 5% security will be deducted from the monthly running bills per work regulation.
15. In case the contractor falls to provide requisite man power as per agreed terms penalty shall be imposed and deducted from the sub sequent bills at the rate double of the wages paid by PSTCL for particular type of man power.

16. In the case of any theft during the tenure of the contract the contractor shall be responsible for same and loss due to theft shall be recovered from the subsequent bill of contractor in case of any damage to the property of PSTCL due to negligence of the contractors labour/man power, the contractor shall have to make good the losses suffered by PSTCL. Failing which the loss shall be recovered from the contractor bill.
17. Discipline and well fare of the workers shall be entire responsibility of the contractor and any in discipline /miss conduct on the part of deployed workers shall be promptly attended by the contractors and officer in-charge shall be fully competent to direct the contractor for removal of such workers.
18. The contractor agrees to issue such identify card with latest photograph etc. to help employees for security and identification purpose.
19. The man power can be adjusted in shift according to requirement on meeting day otherwise man power will be deployed according to the scheduled supplied by in charge.
20. In case the contractors employee suffer from any type of injury/death while performing duty in PSTCL complex the contractor shall be wholly responsibility to bear any claim, of employee. PSTCL shall not be responsible at any level for any type of claim and legal consequences
21. The contractor should agree that the PSTCL shall be entitled to deduct any amount to such claims and cost or expenses in connection thereto, from the money payable by way of consideration as aforesaid to the contractor.
22. If in the course of execution of this contract by the contractor any minor damage is caused by the contractor or his personal deployed in the PSTCL premises to personal and or property of the PSTCL the contractor agree that any claim arising there from shall be recovered settled & dealt with the directly by the contractor and he should agrees that the PSTCL will be at liberty to recover such losses from him.
23. The contractor shall abide by rule, regulation and other instruction issued by local government of India for arrangement of labour laws.
24. The contractor shall comply with all the statutes pertaining to labour law, such contract labour(regulation and abolition) Act 1970, Industries dispute /1947 minimum wages Act payment of bonus Act employees provident funds Act Employees state insurance Act, work man compensation Act, etc. Which are in force at present or which may come into force in future.
25. The contractor agree to maintain employment record in respect of his employees required under various labour statutes such as attendance register, wages register, bonus register leave register etc.
26. In the event the work carried out by the contractor or his employees is not found satisfactory the contractor upon advice from the liaison officer shall immediately take necessary action so as to provide prompt and effective services.

27. Not with standing anything here in contained the PSTCL will have a right to terminate this contract by giving one month notice without assigning any reason. The contract has to enter into any agreement on a non-judicial stamp paper as per PSTCL rule within 15 days of the award of contract. The cost of stamp and other documents / completion of formalities shall be borne by contract.
28. The contractor is required to submit an Earnest Money Deposit (EMD) of Rs 10000/- in form of Demand Draft in favour of:
- | | | |
|---|---|---|
| } | Name and address of the beneficiary: - | Sr. Xen/P&M Division,
PSTCL, Mandi Gobindgarh. |
| | Name and address of the bank: - | State Bank of India, Mandi Gobindgarh. |
- Tender offers without EMD will not be accepted. The EMD will be adjusted against security & the same will be released after three months after expiry of contract period. The EMD deposited by unsuccessful bidders will be returned after allotment of work to the successful bidder within one month. Under any circumstances, PSTCL will not be liable to pay any interest on the EMD.*
29. The EMD/Security submitted is liable to be forfeited on the following grounds: On rejection of tender and/or change in the same without consent.
30. JURISDICTION- All legal proceedings against this contract shall be in the jurisdiction of Courts at Fatehgarh Sahib.


Addl. SE, P&M Division 1
PSTCL, Mandi Gobindgarh