



PUNJAB STATE TRANSMISSION CORPORATION LIMITED  
(REGD OFFICE PSEB, HEAD OFFICE, THE MALL, PATIALA-147001, PUNJAB INDIA)

Corporate Identity No. U40109PB2010SGC033814  
OFFICE OF: Sr. Xen /P&M DIVISION, Jamsheer (Jalandhar)

E-mail: [srxen-pm-jamsheer@pstcl.org](mailto:srxen-pm-jamsheer@pstcl.org)

To

As Per Overleaf

MEMO NO. 1493/1500

DATED:- 11/10/2023

SUB:- QUOTATION OF OUTSOURCING THE JOB OF TENDER ENQUIRY .13/2023-24 DUE ON 30.10.2023  
CLEANING SWEEPING ACTIVITIES IN VARIOUS SUBSTATION UNDER P&M DIVISION PSTCL  
JAMSHER JALANDHER.

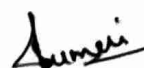
SEALED TENDER HEREBY INVITED FOR OUTSOURCING THE JOB OF CEANING AND  
SWEEPING ACTIVITIES IN VARIOUS VARIOUS SUBSTATION UNDER P&M DIVISION PSTCL  
JAMSHER JALANDHAR . THE SEALED QUOTATIONS MUST REACH AT THIS OFFICE OM DATED.  
30.10.2023 AT 12.00 NOON. TENDER WILL BE OPENED ON DATED. 30.10.2023 AT 13:00 HRS  
(01.00PM) SHARP IN THE PRESENCE OF CONTRACTOR OR THEIR AUTHORIZED REPRESENTATIVE  
WHO SO EVER MAY LIKE TO BE PRESENT.

| SR.NO. | DESCRIPTION  | NO.OF HRS.<br>PER DAY | RATES |
|--------|--|-----------------------|-------|
| 1      | 1NO.PART TIME SWEEPER REQUIRED FOR THE JOB OF CLEANING AND SWEEPING ACTIVITIES IN 220 KV S/S KOTLA JANGA (NAKODAR)   | 4                     |       |
| 2      | 1NO.PART TIME SWEEPER REQUIRED FOR THE JOB OF CLEANING AND SWEEPING ACTIVITIES IN 220 KV S/S BADSHAPUR               | 4                     |       |
| 3      | 1NO.PART TIME SWEEPER REQUIRED FOR THE JOB OF CLEANING AND SWEEPING ACTIVITIES IN 220 KV S/S NOORMEHAL               | 4                     |       |
| 4      | 1NO.PART TIME SWEEPER REQUIRED FOR THE JOB OF CLEANING AND SWEEPING ACTIVITIES IN 132 KV S/S FOCAL POINT JALANDHER   | 4                     |       |
| 5      | 1NO.PART TIME SWEEPER REQUIRED FOR THE JOB OF CLEANING AND SWEEPING ACTIVITIES IN 132 KV S/S CHILDREN PARK JALANDHER | 4                     |       |

**TERMS& CONDITIONS**

1. ALL TENDER MUST BE ACCOMPANIED WITH EMD IN THE FORM OF DD ONLY, 2% OF TENDER VALUE OF MINIMUM OF RS.5000/- (IF TOTAL VALUE OF TENDER IS ABOVE 50,000)
2. FAX/TELEGRPHIC QUOTATIONS WILL NOT BE ACCEPTED.
3. THE QUOTED SHOULD BE VALID FOR 90 DAYS.
4. UNDERSIGNEDV HAS THE RIGHT TO CANCEL ONE OR ALL QUOTATIONS WITHOUT ANY REASON QUOTED.
5. COPY OF PAN CARD,SERVICE TAX NO, ESI&EPF REG. NO. SHOULD BE ATTACHED WITH THE QUOTATIONS.


1500/11/10/2023

  
Sr. Xen.  
P&M Division,  
PSTCL, Jamsheer..

CC: COPY OF THE ABOVE IS FORWARDED TO DY.C.E. P&M CIRCLE PSTCL JALANDHER WITH REFERENCE TO HIS OFFICE ENDST. NO. 9778 DATED 9.10.2023

**LIMITED TENDER NOTICE**

|   |   |
|---|---|
| Tender Type                                   | Limited Tender  |
| Name of Office                                | Sr. Xen, P&M Division, PSTCL, Jamsher.  |
| Tender Enquiry No. & Date:                    | 13/2023-24, Date: 30.10.2023  |
| Competent Issuing Authority                   | Addl. SE , P&M Division, PSTCL, Jamsher   |
| Place   | P&M Division, PSTCL, Jamsher (Jalandhar)  |
| Name of Work                                  | Outsourcing of Cleaning and sweeping (Part Time Sweeper) services at 5 No. Sub-Stations under P&M Division, PSTCL.Jamsher.  |
| Scope of works                                | <ol style="list-style-type: none"> <li>1. Cleaning &amp; Sweeping of Sub-Station Yard,Control Room,Road &amp; Path,all Office Buildings inside the premises of the respective Sub-Stations.</li> <li>2. Maintenance of Road Banks and Birms.</li> <li>3. Cleaning all the areas under the sub-station, removal of unwanted vegetations,grass and plants etc.disposal of garbage in proper manner to keep the sub-stations in good and tidy condition.</li> <li>4. Any other work as deemed necessary by the Officer/JE incharge.</li> <li>5. Entire work shall be carried out to the satisfaction of officer incharge and under the supervision of JE/Incharges at the Sub-stations.</li> </ol> |
| Earnest Money                                 | 2% of the tender value subject to minimum Rs.5000/-.  |
| Period of Contract                            | Initially for One Year from the date of W/O   |
| Payment Mode                                  | Demand Draft  |
| Payment in favour of                          | PUNJAB STATE TRANSMISSION CORPORATION LIMITED (PSTCL) (PAYABLE AT Jamsher)  |
| Last Date & Time for Submission of the tender | 30.10.2023 till 12:00 hrs   |
| Date & Time for opening of the tender         | 30.10.2023 at 13:00 hrs   |

  
**Sr. Xen.**  
**P&M Division,**  
**PSTCL, Jamsher.**

## SCHEDULE OF PRICES

Outsourcing of Cleaning and sweeping (Part Time Sweeper) services at 5 No. Sub-Stations under P&M Division, PSTCL, Jamsher..

| Sr. No. | Description of Work  | 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 (DC rates per hour * Working Hours in a month) <b>(To be quoted by Firm)</b> | GST % (as applicable) Of D+E (Will be paid extra) <b>(To be quoted by Firm)</b> |
|---------|--|------------------------------|---------------------------------------|--|--|---|
| A       | B  | C                            | D                                     | E  | F  | G   |
| 1)      | Cleaning and sweeping (Part Time Sweeper) services at 220 KV S/S Kotla Janga   | 4 Hours per Day 1 No. Person | Will be paid as per Actual (DC Rate @ | Employer share (EPF @13.36% or as applicable + ESI @4.75% or as applicable)            |  |   |
| 2)      | Cleaning and sweeping (Part Time Sweeper) services at 220 KV S/S Badshahpur    | 4 Hours per Day 1 No. Person | .....per Hour w.e.f. ....             |  |  |   |
| 3)      | Cleaning and sweeping (Part Time Sweeper) services at 220 KV S/S Noormehal     | 4 Hours per Day 1 No. Person |                                       |  |  |   |
| 4)      | Cleaning and sweeping (Part Time Sweeper) services at 132 KV S/S Focal Point   | 4 Hours per Day 1 No. Person |                                       |  |  |   |
| 5)      | Cleaning and sweeping (Part Time Sweeper) services at 132 KV S/S Children Park | 4 Hours per Day 1 No. Person |                                       |  |  |   |

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

Date:

Mob. No.



Signature of the Contractor with Stamp

Company Address

.....  
 .....

## **Terms & Conditions**

1. The tenderers' are required to submit tenders in two separate envelopes. The first envelope will contain 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 prorata basis.
10. The bidder is required to submit an Earnest Money Deposit (EMD) of 2% of the tender value in the shape of demand draft in favour of PUNJAB STATE TRANSMISSION CORPORATION (PSTCL) Payable at JAMSHER. 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 ELIGIBLE 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 engage 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 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. The supplier/ contractor will comply with All statutory rules and regulation such as Contract Labour Act, Child Labour Act, Workmen Compensation Act, EPF, ESI, Labours Law/rule and regulations, Wage Act etc (This list is not exhaustive but only highlights some of the important statutory Act/Law/provisions which the supplier is bound to comply with). The supplier/ contractor is bound to comply with all the other applicable statutory provisions even if it is not indicated here in expressly, and will indemnify PSTCL against all the claims damages or compensations under the provisions of any Act/Law/provisions.

20. The contractor shall bound to maintain employment records 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 Jalandhar.

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.



Sr. Xen.  
P&M Division,  
PSTCL, Jamsher.

