PUNJAB STATE TRANSMISSION CORP. LTD.
Corporate Identity Number : U40109PB2010SGC033814
O/o. : Senior *Executivè Engineer*, Grid Const. Divn. Kothi No. 1 & 2, 220 KV Grid Colony, PSTCL, PATIALA.(Ablowal)
EMAIL ID : srxen-gcd-pta@pstcl.org
Ph. No. 0175-2354167 **Fax No. 0175-2354167** **Mobile No. 96461-17908**

Memo No. 2567 / Dated : 03/09/19 /

To

Dy.CE/Civil Design.
PSTCL , Patiala.

Sub: **Notice to invite Open tender Enquiry No.02/GridPTA/2019-20**

Enclosed please find herewith notice (both in English & Punjabi version) for publication in the leading English & Punjabi Newspapers as per existing policy of PSTCL for Advertisement. The cutting of Newspaper in which N.I.T. will be published may be sent to this office for information.

The following are the details for which tender enquiry is being floated.

1.	Account code with account head (Name of works)As per Part I of booklet Vol.1	76.190 (Providing 01no. outsourced part time sweeper for Grid Const. Division Patiala)
2.	Location code no. as per Part-III of Booklet chart of account	202
3.	Whether account head is covered under capital or Revenue Head	Revenue
4.	Budget Provisions	Exists.
5.	Chargeable head of accounts for advertisement expenditure	76.260
6.	Name of the division Accounting Unit	Sr.Xen /Grid Const. Division PSTCL Patiala.

Please treat it most urgent.

DA / AS Above

3/9/19
Sr. Executive Engineer,
Grid Const. Division
PSTCL Patiala.

2568/69
03/09/19

CC

1. C.E. /TS, PSTCL, Patiala.
2. S.E / Grid Const.Circle, PSTCL, Ludhiana.

ਪੰਜਾਬ ਸਟੇਟ ਟਰਾਂਸਮਿਸ਼ਨ ਕਾਰਪੋਰੇਸ਼ਨ ਲਿਮਿਟਿਡ
(ਰਜਿ: ਦਫ: ਪੀ.ਐਸ.ਈ.ਬੀ ਹੈਡ ਆਫਿਸ, ਦ ਮਾਲ, ਪਟਿਆਲਾ 147001)
ਕਾਰਪੋਰੇਟ ਆਈ.ਡੀ. ਨੰ. : U40110PB2010SGC033814
ਦਫ: ਸੀ:ਕਾ:ਕਾ:ਇੰਜੀ:/ਗਰਿਡ ਉਸਾਰੀ ਮੰਡਲ, ਪਟਿਆਲਾ
ਫੋਨ ਨੰ :0175-2354167 ਈ-ਮੇਲ:-srxen-gcd-pta@pstcl.org

ਓਪਨ ਟੈਂਡਰ ਨੰ: 02/2019-20	
ਟੈਂਡਰ ਜਿਸ ਕੰਮ ਲਈ ਜਾਰੀ ਕੀਤਾ	ਸੀਨੀ: ਕਾਰਜਕਾਰੀ ਇੰਜੀ:/ਗਰਿਡ ਉਸਾਰੀ ਮੰਡਲ, ਪੀਐਸਟੀਸੀਐਲ, ਪਟਿਆਲਾ ਦਫਤਰ ਦੀ ਸਾਫ-ਸਫਾਈ ਆਦਿ ਕਰਵਾਉਣ ਲਈ ਆਊਟ ਸੋਰਸ ਰਾਹੀ ਇਕ ਨੰਬਰ ਪਾਰਟ ਟਾਈਮ ਸਵੀਪਰ (Part time sweeper) ਲੈਣ ਸਬੰਧੀ।
ਟੈਂਡਰ ਵਿਕਰੀ/ਡਾਊਨਲੋਡ ਦੀ ਆਖਰੀ ਮਿਤੀ	23.09.2019 ਬਾਅਦ ਦੁਪਹਿਰ 12:00 ਵਜੇ ਤੱਕ
ਟੈਂਡਰ ਪ੍ਰਾਪਤੀ ਦੀ ਮਿਤੀ ਅਤੇ ਸਮਾਂ	23.09.2019 ਦੁਪਹਿਰ 03.00 ਵਜੇ
ਟੈਂਡਰ ਖੁਲਣ ਦੀ ਮਿਤੀ ਅਤੇ ਸਮਾਂ	24.09.2019 ਦੁਪਹਿਰ 12:00 ਵਜੇ
ਨੋਟ: ਸੂਚਿਤ ਕੀਤਾ ਜਾਂਦਾ ਹੈ ਜੇਕਰ ਕਿਸੇ ਕਾਰਨ ਟੈਂਡਰ ਪ੍ਰੀਕ੍ਰਿਆ ਪੂਰੀ ਨਹੀ ਹੁੰਦੀ ਤਾਂ ਉਸ ਕੇਸ ਵਿੱਚ ਅਖਬਾਰਾਂ ਵਿੱਚ ਸੋਧ ਪ੍ਰਕਾਸ਼ਿਤ ਨਹੀ ਕਰਵਾਈ ਜਾਵੇਗੀ। ਸ਼ਰਤਾਂ ਕਾਰਪੋਰੇਸ਼ਨ ਦੀ ਵੈਬਸਾਈਟ www.pstcl.org ਤੋਂ ਡਾਊਨਲੋਡ ਕੀਤੀਆਂ ਜਾ ਸਕਦੀਆਂ ਹਨ ।	

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ਸੀ:ਕਾ:ਕਾ:ਇੰਜੀ:/ਗਰਿਡ ਉਸਾਰੀ ਮੰਡਲ, ਪਟਿਆਲਾ

PUNJAB STATE TRANSMISSION CORPORATION LIMITED
(Regd Office : PSEB Head Office, The Mall Patiala 147001)
Corporate Id Number.U40110PB2010SGC033814 www.pstcl.org
O/o Sr.Xen/Grid Const. Divn., Patiala.Tel No. 0175-2354167
E-mail:-srxen-gcd-pta@pstcl.org

Open Tender No. 02/2019-20	
Tender Notice for	Providing 1 No. Out sourced Part time sweeper for Sweeping, Mopping, Dusting, Cleaning Lawns and internal area of office premises of Sr.Xen/Grid Const. Divn PSTCL Patiala..
Last date of sale / downloading of documents	23-09-2019 upto 12.00pm
Last date of Receipt of Tender	23-09-2019 upto 03.00pm
Date of Opening of Tender	24-09-2019 at 12.00pm
Detailed NIT/specifications can be downloaded from the corporation website www.pstcl.org. Corrigendum if any, will not be published in newspapers. As such the website may be visited regularly for updates	

3/9/19

Sr. Xen/Grid Const. Divn, PSTCL, Patiala.

TENDER DOCUMENTS

Proposed terms and conditions for Providing housekeeping staff for office of Sr.Xen/Grid Const Divn, PSTCL Patiala.

Sealed tenders are invited for providing housekeeping staff for office of Sr. Xen/Grid Const Division Patiala. The scope of work of sweeper includes Sweeping, Mopping, Dusting , Cleaning Lawns and internal area of office premises .

A) Terms and Conditions:-

1. It will be responsibility of contractor that the personnel supplied by him perform their duties to the satisfaction of the controlling officer.
2. 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.
3. The age of the personnel should not be below 18 years and exceeding 50 years.
4. Payment will be made on monthly basis by the controlling officer and 5% security will be deducted from the monthly running bills per work regulations.
5. The working hours will be as mentioned above and the daily housekeeping work shall be done before 9AM or after 5PM on all working days in the office areas.
6. In case of any damage to property of PSTCL due to negligence of the personnel the contractor shall have to make good the losses suffered by office, failing which the loss shall be recovered from the contractor bill.
7. 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 attended by the contractor & officer incharge is fully competent to direct the removal of such worker.
8. The contractor agrees to issue such identity cards with latest photographs etc. to help employee for security and identification purpose and also the contractor should certify that there is no criminal record against the worker.
9. In case the contractor`s employee suffers from any type of injury/death while performing duty in concerned office`s complex, the contractor shall be wholly responsible at any level for any type of claims and legal consequences.
10. The contractor shall abide by rules, regulation & other instruction issued by local govt., Govt. of India for arrangement of labour laws.
11. GST shall be payable by the service provider and service receiver as per the instructions issued by the Central Govt. from time to time. The PSTCL GST No. is **03AAFCP4714J1ZK**.
12. In case services of contractor provider are not satisfactory on any account, the contract can be terminated by giving 15 day's notice.

13. The contractor shall comply with all the statutes pertaining to labour laws such contract labour (Regulation & Abolition.) Act 1970, Industries disputes 1947, minimum wages act, payment of bones Act Employees provident funds Act, employee state insurance Act, Workman compensation Act, etc. Which are in form present or which may come into for in future.
14. The contractor shall agree to maintain employment records in respect of his employees required under various labour statutes, such as attendance register, wages, bonus and leave register etc.
15. Initially the contract will be for the period of one year which can be extended for two years after the successful execution of the contract.
16. The rate quoted by the agency shall be firm during the period of contract and shall not exceed the DC rates.
17. 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.
18. In case of any dispute the decision of CE/TS, PSTCL Patiala shall be final.
19. For all disputes, the matter shall be settled within the jurisdiction of courts of Patiala.
20. The contractor has to fill the tender form as given by the department. The scanned copy of the following documents shall accompany the tenders. If required by the department they can ask for the original copy for verification from the contractor.
    (i) Registration Certificate of the firm or company
    (ii) EPF Code
    (iii) ESI Number
    (iv) PAN Number
    (v) GST Number
21. Allotment order will have to comply with all the rules and regulations under Factory Act, Labour Laws, Industrial dispute act, EPF act, Bonus Act and retrenchment compensation etc.
22. All tender must be accompanied with an EMD (Earnest Money Deposit) in the form of DD only 2% of the tender value with minimum of Rs 5000/- (If total value of tender is above 50,000/-). The EMD will be released after the completion of three months from the date of award of contract to successful bidder.
23. The payment authority will be the A.O/ Grid Const. Circle., PSTCL, Ludhiana.

13/8/19

Sr. Executive Engineer
Grid Const. Divn.,
P.S.T.C.L., PATIALA.

Annexure-'A'

SCHEDULE OF GENERAL PARTICULARS OF THE FIRM Particulars mentioned below if requires more space, the Information may be supplied on extra pages as annexures):

1. Name of the Firm :

2. Address, Telephone/Fax Nos. and e.mail address of the Firm :

3. PAN No. and proof of filing Income Tax Return/ Clearance Certificate for last 3 years of the Firm :

4. Name of two Owner/Partner/Directors/Proprietors/ General Managers/Responsible men of the Firm along with their Telephone Nos./e.mail address 1. : 2.

5. PAN No. and proof of filing Income Tax Return Clearance Certificate for last 3 years of above responsible men 1. : 2.

6. Name, telephone no. and e.mail address of Work's Manager/Responsible person to whom reference should be made for expeditious technical co-ordination/other clarifications. :

7. Constitution and Composition of the Firm (Whether Proprietary/Partnership/Private/Public Limited or Govt. Undertaking. :

8. Copy of the Memorandum/Partnership Deed/Article of Association may be attached. :

9 If Firm Registered with Registrar of Companies or other Govt./Semi-Govt. Dept. Give the details of authority with which it is registered and also give the Registration No. :

SIGNATURE OF TENDERER

NAME_____

SEAL OF COMPANY/FIRM

DESIGNATION_____

a. Signature:
b. Name
c. Status
d. Whether authorized of the Attorney of the Tendering Co.
e. Name of Tendering Company

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Annexure- 'B'

SCHEDULE OF DEVIATIONS

Tenderers shall carefully state below any and all points clause by clause of his offer, which are not in accordance with PSTCL's General Instructions.

Section	Clause No.	Deviation

We hereby certify that the above mentioned deviations are the only deviations from the General as well as Technical Specification of the Enquiry. All other clauses of the specification not specifically commented are acceptable.

SIGNATURE_____

DESIGNATION_____

COMPANY SEAL

COMPANY_____

DATE_____

Note: In case, the technical specifications as well as general conditions of Tender Specifications are acceptable in to, the word 'Nil'' shall invariably be put in the above column.

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ANNEXURE-C

CONTRACT AGREEMENT FORM

(To be entered on a Non-Judicial Stamped paper of

Rs. _____only)

This contract Agreement made this _____day of_____in the year _____between the PSTCL called Purchasers and M/s. _____ having their Regd. Office at _____hereinafter called contractor for the supply of manpower of_____ in accordance with Tender Enquiry No _____ Dated _____ and Contractor's proposal No _____ Dated _____.

This is in confirmation of the advance acceptances notified in the owner's letter No._____ wherein the Purchaser has accepted the proposal of the Contractor for the delivery/construction of _____ as per work order No._____.

In view of the foregoing, the PSTCL and the Contractor have agreed to the scope of work and the terms and conditions of the order settled between them.

The NIT/Tender Specification, the Contract's proposal and related correspondence and the work order acknowledged/accepted by the Contractor form part of this agreement.

This agreement contains _____pages.

In witness whereof the parties here to have affixed their signatures on the day month and year written as above.

Contractor

Owner

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Annexure D

Schedule of Rates:

S.No.	No. Of Workers	No. of Hours	Rate	Premium	GST	Total Price
1.	1 Nos.	02 Hours per day				

Note:

1. GST as applicable will be paid extra. The contractor /firm will deposit the same with the concerned department and thereafter will submit the copy of deposited slip to the divisional office.
2. At the time of final billing, the merit position w.r.t. actual work done shall be prepared again and if the merit position of L-1 contractor changes , his total payment shall be restricted to the revised L-1 cost and the final payment of the contractor shall be made only after the final billing details as decided above are pre-audited by AO/TS.
3. Work regulation shall be part of the tender/DNIT.
4. for any other item, which is not covered shall be allowed on the same pattern as per AOR approved by the department.

SIGNATURE_____

DESIGNATION_____

COMPANY SEAL

COMPANY_____

Approved

Superintending Engineer,
Grid Const. Circle,
P.S.T.C.L., Ludhiana.