



# KIOCL Limited

(Formerly Kudremukh Iron Ore Company Limited)  
(A Govt. of India Enterprise)

Panambur, Mangalore-575010

## PROJECTS DEPARTMENT

AN ISO 9001 (2008),  
ISO 14001 (2004) &  
OHSAS 18001 (2007)  
COMPANY

Telephone No. : 0824 – 2407304, 2403294, 2403292  
e - mail : [mprojects@kudreore.com](mailto:mprojects@kudreore.com)  
Fax : 0824 - 2407422  
Website : [www.kioclltd.com](http://www.kioclltd.com)

No.PROJ/2246

Date: 04.10.2011

### NOTICE INVITING TENDER

KIOCL Limited., Panambur invites sealed tenders from the experienced Contractors for the below mentioned work, who have carried out similar type of work. Tender papers can be had from the office of the undersigned on all working days during the office hours till 3:00 PM on 10.11.2011 on payment of ₹. 200.00 per set, in the form of Demand Draft/Banker's Cheque/Pay Order or any other equivalent instrument drawn from a scheduled bank in favour of KIOCL Limited, Panambur, Mangalore – 10 or payment in cash at KIOCL Limited, Mangalore cash counter. If the tender documents downloaded from website [www.kioclltd.com](http://www.kioclltd.com), cost of tender document should be furnished along with technical bid. The last date for submission of tender is till 3.00 PM on 11.11.2011

Tender No.	Name of the work	EMD (₹)
5540	Annual contract for clearing of spilled material and housekeeping in Screening/Utility and OBL area of Pellet Plant, KIOCL Limited, Panambur, Mangalore.	30,000.00

Sd/-  
Addl. General Manager (Projects & PC)

Telephone : 2407304, 2043292, 2403294    email: mprojects@kudreore.com    Fax : 0824-2407422

AN ISO 9001:2000, ISO 14001:2004 & OHSAS 18001:2007 COMPANY

**KIOCL Limited**  
(A Govt. of India Enterprise)  
Panambur, Mangalore-575010

No.PROJ./TC/ 5540

Dt.: 04.10.2011

Dear Sir,

Sub: Tender for annual contract for clearing of spilled material and housekeeping in Screening/Utility and OBL area of Pellet Plant, KIOCL Limited, Panambur, Mangalore.

-----

Please find enclosed herewith the tender documents for (i) Technical Bid - comprising of Invitation for tender, instructions to tenderers, Terms & Conditions and special conditions, schedule of work (unpriced) (ii) documents for Price bid comprising of schedule of work.

**The Technical bid along with other documents shall also contain proforma for Technical evaluation, which shall be duly filled. The price bids of only technically qualified bidders shall be opened and others shall be rejected.**

KIOCL Ltd.'s decision on Technical evaluation shall be final and no correspondence shall be entertained in this regard.

Thanking you,

Yours faithfully,  
For KIOCL LIMITED

Sd\  
(GAJANANA PAI T)  
Addl. General Manager (Projects & PC)

Encl: As above.

**TECHNICAL BID INDEX**

Sl.No.	Particulars	Page No.
1.	Invitation to tender - KIOCL/MR/TC/QF-01	04
2.	Proforma for technical evaluation	05 - 06
3.	Instruction to tenderers & terms and conditions - KIOCL/MR/TC/QF-02	07 -10
4.	Preamble to Schedule	11 - 12
5.	Schedule of work (Unpriced)	13 - 14

**PRICE BID INDEX**

Sl.No.	Particulars	Page No.
1.	Schedule of work	15 - 16

**KIOCL Limited**  
(A Govt. of India Enterprise)  
PANAMBUR, MANGALORE – 10

No.PROJ/TC/5540/

Dt: 04.10.2011

Dear Sir(s)

Sub: Tender for annual contract for clearing of spilled material and housekeeping in Screening/Utility and OBL area of Pellet Plant, KIOCL Limited, Panambur, Mangalore.

-----

1. Bid documents for the above work are enclosed herewith.
2. Sealed bids will be received upto 15.00 Hrs. on **11.11.2011** at the office of Contracts Section of Projects Department, KIOCL Limited, Panambur, Mangalore – 10. Bids received late are liable for rejection. The technical bids shall be opened at 3.30 PM on **11.11.2011**. The price bids of techno commercially accepted offers will be opened on a specified date which will be communicated to the bidders for participation to witness the same.
3. Bidders shall abide by all the details of “Instruction to Bidders” enclosed with the tender documents. The sealed bids shall be submitted in two separate sealed covers – (1) Technical bid and (2) Price Bid and each sealed bids shall be superscribed with the respective subjects and shall be addressed to AGM (Projects & PC), KIOCL Limited, Panambur, Mangalore – 575 010.
4. The Technical Bid shall be accompanied by an Earnest Money Deposit (EMD) of ₹. 30,000.00 (Rupees thirty thousand only) to be deposited in the form of a Demand Draft/Banker’s Cheque/Pay Order or any other equivalent instrument drawn from a Scheduled Bank drawn in favour of KIOCL Ltd., Panambur, Mangalore.
5. EMD shall be adjusted to the Security Deposit in the case of successful bidder. However, the same shall be returned to the unsuccessful bidders immediately after the award of work to successful bidder.
6. Acceptance of the bid will be intimated to successful bidder through a letter enclosing the copies of the Letter of Intent (LOI) and this letter will be treated as authorization for award of work. The bidder shall sign the said copies of LOI and send to the owner within five days from the date of receipt for formal signature and issue of the same. In the event of failure on the part of the bidder to sign and return the LOI within the specified time, the EMD shall be liable to be forfeited at the sole discretion of the owner.
7. The time of completion of all works under this contract shall be ONE YEAR from the date of issue of Letter of Intent/Work Order.
8. The successful bidder shall be required to execute an agreement within the time specified in the Letter of Intent.
9. The Company reserves the right to reject any or all the tenders without assigning any reason.

Thanking you,

Yours faithfully,  
for KIOCL Limited

Sd\-

Encl: Bid documents.

Addl. General Manager (Projects & PC)

**TECHNICAL BID**

**PROFORMA FOR TECHNICAL EVALUATION OF BIDDERS**

The agencies who are sending their letter of expression must furnish following details along with documentary evidence of their claims. However, any surrogated submission in any form will disqualify them from consideration.

Generic

Name of the Agency	Postal Address	Communication Address	Contact Person	Emergency contact mode/No

Specific

Sl. No.	Description	Document particulars
1.	Average annual financial turnover during the last three years, ending 31 <sup>st</sup> March 2011 (Balance sheet, Form 16 or Auditor Certified copy of Turnover)	Should be at least ₹ 4.50 lakhs
2.	<p>Experience of having successfully completed similar work during last seven years ending 30 September 2011.</p> <p>Similar work means labour supply/housekeeping works carried out in Process Plants/Industries/Public sector &amp; Government under takings.</p> <p>Note: (i) For works carried out in KIOCL Ltd., work order copies are to be enclosed. For works carried out in other place/s, work completion certificate should be furnished. (ii) The ongoing works will also be considered if the value of the actual work/s completed as on specified date is/are above the specified threshold value.</p>	<p>a) Three (3) similar completed works costing not less than the amount ₹ 6.00 lakhs each (rupees six lakhs only)</p> <p style="text-align: center;">OR</p> <p>b) Two (2) similar completed works costing not less than the amount ₹ 7.50 lakhs each (rupees seven lakh fifty thousand only)</p> <p style="text-align: center;">OR</p> <p>c) One (1) similar completed work costing not less than the amount ₹12.00 lakhs (rupees twelve lakhs only)</p>

3.	Provident Fund Account No. if available	
4.	PAN No. (mandatory)	
5.	ESI No. if available	
6.	Service tax registration no. if available	
7.	<p>Ownership of the firm; whether the firm is proprietary, partnership or company.</p> <p>In case of partnership or company, the details of partnership/company along with agreement copies and the authorised signatory on behalf of the firm should be furnished.</p>	
8.	<p>All payments shall be made on electronic mode. Contractor shall furnish the required bank details to affect the electronic mode of payment.</p> <p style="padding-left: 40px;">Name of the Bank</p> <p style="padding-left: 40px;">Branch</p> <p style="padding-left: 40px;">Type of Account (Current/Savings)</p> <p style="padding-left: 40px;">Account No.</p> <p style="padding-left: 40px;">MICR Number (9 digit No.)</p> <p style="padding-left: 40px;">Branch Code</p>	

\_\_\_\_\_  
CONTRACTOR

\_\_\_\_\_  
OWNER

**KIOCL LIMITED**  
(A Govt. of India Enterprise)  
PANAMBUR, MANGALORE – 10

No.PROJ/TC/5540

Date: 04.10.2011

TENDER FOR ANNUAL CONTRACT FOR CLEARING OF SPILLED MATERIAL AND HOUSEKEEPING IN SCREENING/UTILITY AND OBL AREA OF PELLET PLANT, KIOCL LIMITED, PANAMBUR, MANGALORE.

A. INSTRUCTION TO TENDERERS

1. Tender should accompany EMD of ₹. **30,000.00** in the form of Demand Draft, Banker's Cheque/Pay Order or any other equivalent instrument from a Scheduled Bank drawn in favour of KIOCL Limited, Panambur, Mangalore.
2. Tender will be received up to 3:00 P.M. on **11.11.2011**.
3. Tenderers have to acquaint themselves with the conditions prevailing at site, before submitting the tenders.
4. Tenderers shall furnish their quotation in the schedule enclosed to the bid documents. Quotations should be written in both words and figures.
5. Owner/Engineer reserves the right to reject any or all tenders without assigning any reason.
6. Owner/Engineer reserves the right to award part of the work or the whole, as may be considered necessary.
7. Tenders received late are liable for rejection.
8. Tenders submitted without EMD will not be considered.

B. TERMS AND CONDITIONS

1. The work shall generally be governed by KIOCL Limited's General Conditions of Contract (TS/B/KIOCL/QF-31/REV-1) which is available for reference in Projects Office on all working days.
2. Scope of work in this contract broadly covers the following.
  - (a) **As per schedule of work enclosed.**
  3. The quantities given in the schedule of items are approximate and may vary or some of the items may not be executed. No claim by the contractor on account of variations, omissions and modifications will be entertained.
  4. No escalation is admissible on any account whatsoever.
  5. Mode of measurements for the work shall be as per IS-1200 latest edition unless otherwise specified for items not covered in IS-1200, CPWD standard shall be adopted.

6. Rates quoted against schedule items shall include all materials, labour, machinery expenses and hire charges, taxes, royalties, transport, maintenance incidents, enabling works etc. based on the conditions mentioned herein, except service tax. Service tax, if applicable, will be reimbursed as per Rule 6 (1) of Service Tax Rules. Unless otherwise specified in the tender schedule the rates for all items will be deemed to include all leads, lifts and decents in the work.
7. The work executed shall be maintained in good condition for a period of **NIL MONTH** from the date of completion including repair required if any at contractor's cost. If the contractor fails to fulfill his obligation during the maintenance period, the same shall be got done by the owner at contractor's risk and cost.
8. (a) 5% of the value of work shall be deducted and retained till the completion of work or maintenance period as applicable.  
(b) Initial Security Deposit of 3% of the value of work shall be adjusted immediately after the placement of order. EMD shall be adjusted against the initial Security Deposit. The balance 2% shall be recovered from each running bill. The Security Deposit shall be refunded after successful completion of maintenance period.
9. Any damage to the company's property caused by the contractor during the execution/maintenance of work, shall be charged to the contractor and the amount of damage shall be left to the sole discretion of the Engineer.
10. Statutory deduction towards all applicable taxes shall be made as per rules.
11. Royalties if any for materials applicable shall have to be paid by the contractor.
12. All safety appliances like safety belt, helmets etc. have to be provided by the contractor to all his workers and supervisors. None of the workmen without safety appliances shall be allowed to work at heights.
13. The contractor shall abide with all the provisions contained in Factories Act and Rules/Regulations/Bylaws/Orders made thereunder.
14. The contractor should obtain Insurance Policy to cover the risk of the labourers under Workmen Compensation Act and should be produced before starting the work. This is mandatory for those contractors who don't have ESI code number of their own.
15. Contractor should furnish the PF & ESI code numbers obtained from respective authorities and also produce the same to the Personnel Department before commencement of the work. However, in case a contractor who does not have PF & ESI code number, should apply for PF & ESI code numbers from the respective authorities based on the LOI/Work Order issued to them and produce the same to Personnel Department.
16. The contractor and his workmen may avail the facilities provided in the canteen set up for the contract labour. They will not be allowed to avail the facilities set up for KIOCL Limited employees.
17. Time of completion and Liquidated Damages:  
The entire work under this Contract shall be completed within **ONE YEAR** from the date of issue of LOI/Work Order. If the contractor fails to complete the work within the stipulated completion time, the contractor shall pay to owner as liquidated damages for such default, for every day which shall elapse between the date prescribed thereof and the actual date of completion of the scope of work, the amounts determined on the basis of the percentage of the value of the work as specified herein.

Delay of 1st 20 days ..... 0.1% per day

Delay of next 20 days ..... 0.15% per day

subject to a maximum of 5% of the value of the work. The Owner/Engineer has the discretion to reduce or waive the Liquidated Damages.

18. Our Company comes under Factories Act, Rules, Regulations, byelaws and orders made thereunder. Hence the Contractors must abide by the same.
  - (i) No persons shall be employed without Initial Training on Safety as per vocational Training Rules.
  - (ii) Contractor must immediately after deploying the Contract Workers, get their initial Medical Examination done at Company Hospital/Company recognised Hospital. The expenditure towards Medical Examination of Contract Workers shall be borne by KIOCL Limited.
  - (iii) A supervisor with experience should be deployed to ensure that the contract workers work safely and in accordance with all the provisions of Factories Act, Rules, Regulations, Byelaws and orders made thereunder.
19. The Contractor shall be responsible for all the safety measures as per the rules in the interest of safety of all the labourers working under him. Necessary safety appliances shall be provided to all the labourers at Contractor's cost.

Wherever it is observed that the contractor has not provided safety appliances to the workers engaged by him, the Management reserves the right to issue the necessary safety appliances to his workers on cost recoverable basis.

20. The contractor shall disburse the wages to the labour on or before 7<sup>th</sup> of the following month and furnish copy of wage register, muster roll along with the bill. PF and ESI challans shall be submitted to the Personnel Department on or before 25<sup>th</sup> of the following month.

21. OBLIGATIONS OF THE AGENCY / CONTRACTOR WITH REGARD TO STATUTES:

The Agency shall be solely responsible as regards salary, wages and service conditions and terms extended by the Agency to his employees/workmen and shall in that connection maintain requisite records and comply with all laws, enactment, rules and regulations and orders dealing with employment of contract labour, payment of workmen's compensation, contribution under ESI Act, 1948, if applicable, and PF/EPF Act 1952, payment of minimum wages, payment of bonus, fire and safety regulations, regulations relating to employment of female workforce, security requirements and such other and regulations as may be applicable at present made applicable hereafter. The wages prescribed by the appropriate Government under the Minimum Wages Act, 1948 and all provisions of the Contract Labour Regulation Act and Factories Act shall be complied with by the Agency. Agency shall insure all employees for accidents and third party losses and produce the policy before commencement of Contract. All employees of the Agency shall be covered under Workmen Compensation Insurance and Group Accident Insurance cover, by the Agency.



## PREAMBLE TO SCHEDULE

1. The scope of work covered under the schedule of work is as under:-
  - (a) Cleaning of the entire internal area of the structures/buildings which shall cover all floor areas, surface of lofts/landings, staircase including steps/cills, chajjas and all those parts of the structures which are accessible like hand rail, side cladding etc in OBL area of Pellet Plant.
  - (b) Cleaning of the surrounding area up to a distance of 3 ME. from the buildings specified.
  - (c) All spillover materials shall be stacked separately as directed by Engineer-in-charge and whenever directed the same shall be put back in to the system.
  - (d) To remove the unwanted dust/debris up to a distance not exceeding 100 ME from the center of building.
2. The work shall be carried out throughout the period during day and the normal working hours on all days shall be i.e. 8:00 AM to 5:00 PM.
3. The areas enumerated against each item shall be kept clean by engaging adequate manpower and inducting the required tools and tackles by Contractor. For the purpose of estimation (approximately) it has been assessed that the following minimum manpower would be required against the areas shown in the schedule items.

	<u>On all working days</u>	<u>On Sundays &amp; Holidays</u>
(e) For areas covered under Sl.No.1	15 labours per day	7 labours per day
4. Female labourers shall not be employed for the cleaning works in area of Plant area/building/ structures except for Laboratory and CCR building.
5. In case of revision of minimum wages by the Govt. during the tenure of the contract, the difference in minimum wages will be worked out as revised minimum wages plus 18.36% (PF @ 12%, Administrative charges @ 1.61% and ESI @ 4.75%) on revised minimum wages plus 20.14% on minimum wages as per contract or service charge as per the contract, whichever is lower. In case, the sum so arrived is more than the manday wages as per the contract, such difference will be paid from the date of revision of the minimum wages. In case the sum so arrived is less than the manday wages as per the contract, 18.36 % of the enhanced minimum wages will be paid extra from the date of revision of minimum wages. It shall be ensured that higher the minimum wages, higher/equal shall be the manday wage.
6. Contractor shall obtain job completion certificates from the area in charge (to be notified by Engineer-in-charge after concluding the award), every week after satisfactory completion of the specified work.
7. Payments shall be made once in a fortnight based on the mentioned certification for which contractor shall submit the bill to the Engineer-in-charge. The measurement shall be recorded by Engineer-in-charge and the bill processed further for payment.

8. TAXES & DUTIES: This clause shall be applicable not withstanding any other clause related to taxes & duties mentioned elsewhere in this tender document:
- a) The rate quoted shall be inclusive of all taxes applicable for this work except Service Tax.
  - b) The applicable service tax will be reimbursed on production of proof of remittance of Service Tax as per Rule 6(1) of Service Tax Rules for those contractors who do not have Service Tax Registration number.
  - c) For contractors who are having Service Tax registration no., the Service tax will be paid extra based on claim of the contractor. However, the contractor shall produce a copy of half yearly return of Service tax filed at the office of the Superintendent of Central Excise. The final bill/SD will be released after production of the copy of half yearly return.
9. Evaluation of Tenders: Tenders will be evaluated based on the rate quoted in the schedule of work, without considering Service Tax. However, service tax, as applicable, would be reimbursed as per clause 8 above.

\_\_\_\_\_  
CONTRACTOR  
Address:

\_\_\_\_\_  
OWNER

UNPRICEDSCHEDULE OF WORK

Sl. No.	Description of item	Unit	Qty.	Rate (₹) as per Min wages.	PF 12 % (₹)	PF Admn @ 1.61 % (₹)	ESI 4.75 % (₹)	Rate (₹)	Service Charges to be quoted by Agency (₹)	Total per man day(₹)	Amount (₹)
			1	2	3	4	5	6 (2+3+4+5)	7	8 (6+7)	9 (1 x 8)
1	Mazdoor (Unskilled labour) Labour charges for all days including on Sundays and holidays for clearing of spillage material & housekeeping in and around screening area, compressor room, utility area (6-10 pump house, thickener pump house, fuel oil pump house, process fans), conveyor galleries of limestone, concentrate, production, fines conveyors at OBL area and G7-G8 area, Clearing of de-dusting systems/ equipments in OBL & G7 area (scrubbers, baffles, seal pots, ducts, impellers and water nozzles, etc.), Cleaning and washing of mobile equipments like Terex, R.T. Dozer, Bobcat and other light vehicles like Ambulance, Jeeps, etc. – All as per instructions of Engineer-in-charge.	Man Day	4994	205.00	24.60	3.30	9.70	242.60	QUOTED	QUOTED	QUOTED

Sl. No.	Description of item	Unit	Qty.	Rate (₹) as per Min wages.	PF 12 % (₹)	PF Admn @ 1.61 % (₹)	ESI 4.75 % (₹)	Rate (₹)	Service Charges to be quoted by Agency (₹)	Total per man day(₹)	Amount (₹)
			1	2	3	4	5	6 (2+3+4+5)	7	8 (6+7)	9 (1 x 8)
2	Charges towards deployment of labourers beyond normal shift hours of 8 hours, as and when required as per instructions of Engineer-in-charge.	Per Hour	1300	51.25	----	----	2.45	53.70	QUOTED	QUOTED	QUOTED
										TOTAL	

(Rupees

CONTRACTOR

OWNER

PRICE BIDSCHEDULE OF WORK

Sl. No.	Description of item	Unit	Qty.	Rate (₹) as per Min wages.	PF 12 % (₹)	PF Admn @ 1.61 % (₹)	ESI 4.75 % (₹)	Rate (₹)	Service Charges to be quoted by Agency (₹)	Total per man day(₹)	Amount (₹)
			1	2	3	4	5	6 (2+3+4+5)	7	8 (6+7)	9 (1 x 8)
1	Mazdoor (Unskilled labour) Labour charges for all days including on Sundays and holidays for clearing of spillage material & housekeeping in and around screening area, compressor room, utility area (6-10 pump house, thickener pump house, fuel oil pump house, process fans), conveyor galleries of limestone, concentrate, production, fines conveyors at OBL area and G7-G8 area, Clearing of de-dusting systems/ equipments in OBL & G7 area (scrubbers, baffles, seal pots, ducts, impellers and water nozzles, etc.), Cleaning and washing of mobile equipments like Terex, R.T. Dozer, Bobcat and other light vehicles like Ambulance, Jeeps, etc. – All as per instructions of Engineer-in-charge.	Man Day	4994	205.00	24.60	3.30	9.70	242.60			

Sl. No.	Description of item	Unit	Qty.	Rate (₹) as per Min wages.	PF 12 % (₹)	PF Admn @ 1.61 % (₹)	ESI 4.75 % (₹)	Rate (₹)	Service Charges to be quoted by Agency (₹)	Total per man day(₹)	Amount (₹)
			1	2	3	4	5	6 (2+3+4+5)	7	8 (6+7)	9 (1 x 8)
2	Charges towards deployment of labourers beyond normal shift hours of 8 hours, as and when required as per instructions of Engineer-in-charge.	Per Hour	1300	51.25	----	----	2.45	53.70			
										TOTAL	

(Rupees)

\_\_\_\_\_  
CONTRACTOR

\_\_\_\_\_  
OWNER