

सत्येन्द्र नाथ बसु राष्ट्रीय मौलिक विज्ञान केन्द्र  
SATYENDRA NATH BOSE NATIONAL  
CENTRE FOR BASIC SCIENCES  
সত্যেন্দ্র নাথ বসু জাতীয় মৌল বিজ্ঞান কেন্দ্র

Ref: SNB/ENGG/WO/AMC-EI/ELECTRIC CENTRE/18-19/1496

Date: 26.02.19

**M/s Electric Centre**

13B, Dharendra Nath Ghosh Road  
Kolkata- 700025

**Sub: Work order for the work "Operation, Maintenance & Supervision of LT & HT electrical installation along with D.G sets at SNBNCBS"**

Ref:

(i) Tender ref: SNB/ENGG/NIT/2018-19/07 dt. 02.11.18

Dear Sir,

With reference to the above subject matter and tender submitted by you vide e-tender mode on 22.11.18 followed by the submission of EMD and hard copies on 26.11.18 against Centre's advertisement no. - SNB/60.4/2018-19/015 dated 03.11.2018, the Competent Authority is pleased to award you the Annual Maintenance Contract for **"Operation, Maintenance & Supervision of LT & HT Electrical Installation along with D.G sets at SNBNCBS"** at a maximum cost of **Rs. 4,15,022/-** (Rupees Four Lakh Fifteen Thousand Twenty Two only) (excluding GST) per month as per price schedule enclosed at **Annexure-I**.

2. Period of the Contract: Initially One (01) year with effect from 01.03.2019.
3. You will be required to execute a formal agreement on non-judicial stamp paper of Rs.100/- (Rupees One Hundred only) as per Clause No. 6 of the Conditions of the Contract.
4. You will be required to report to the Superintendent Engineer and execute the work as per Terms and Conditions which is herewith enclosed at **Annexure-II & III**. You are requested to submit detailed list of employees with particulars like name, father's name, address & contact numbers including the detailed experience/license as per tender clause who will be engaged by you at the Centre subject to approval from Engineer In-Charge of the Centre.
5. You are instructed to acknowledge of this letter as a token of acceptance.

Thanking you,

Yours sincerely

*Shohini Majumder*  
26.2.19  
Shohini Majumder  
Registrar

ब्लॉक - जे.डी., सेक्टर - III, सॉल्ट लेक, कोलकाता - 700 106, Block - JD, Sector - III, Salt Lake, Kolkata - 700 106.

दूरभाष / Phones: (00) 91 - (0) 33 - 2335 5706-8, 2335 3057 / 61, 2335 0312 / 1313

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वेबसाइट / Website: <http://www.bose.res.in>

भारत सरकार के विज्ञान एवं प्रौद्योगिकी विभाग के अंतर्गत एक स्वायत्त संस्थान

AN AUTONOMOUS INSTITUTE UNDER DEPARTMENT OF SCIENCE & TECHNOLOGY, GOVERNMENT OF INDIA

## Annexure-I

Name of Work : Operation, Maintenance & Supervision of LT & HT electrical installation along with D.G sets at SNBNCBS

Tender Ref: SNB/ENGG/NIT/2018-19/07 dt. 02.11.18

This schedule is as per Notification No. F No. 1/38(3)/2018-LS-II dated 28.09.18 issued by the Office of the Chief Labour Commissioner(C), New Delhi, Ministry of Labour & Employment, Govt. of India, regarding minimum wages) w.e.f. 01.10.18

### SCH-1 SCHEDULE OF MINIMUM WAGES PER PERSON PER MONTH

Sl. No.	Description	Supervisor ( Highly Skilled)	AC Technician	Electrician/ Multi skilled technician (Skilled)	Generator operator/ Helper ( Semi skilled)
A	Minimum Wage	738.00	679.00	679.00	617.00
B	Employees State Insurance (ESI) [4.75%]	35.06	32.25	32.25	29.31
C	Employees Provident Fund (EPF) [13%]	95.94	88.27	88.27	80.21
D	Bonus [8.33%]	61.48	56.56	56.56	51.40
E	<b>Total Cost Per Head</b>	<b>930.48</b>	<b>856.08</b>	<b>856.08</b>	<b>777.92</b>

### SCH-2 SCHEDULE OF RATES FOR RESPECTIVE CADRES FOR DEPLOYMENT

Sl. No.	Particulars of Cadres	No. of Man days per month	Rate per man day as per schedule -1	Amount
1.	Supervisor	27	930.48	25122.96
2.	Electricians + Multi skill technician	259	856.08	221724.72
3.	AC Technicians	54	856.08	46228.32
4.	Generator Operator + Helper	120	777.92	93350.40
5.	SUB TOTAL (1+2+3+4)			386426.40
6.	Service Charge ( @7.4%)			28595.55
7.	TOTAL			415021.95
				<b>=Rs.4,15,022/-</b> per month (say)

GST will be charged extra

*Shojinder*  
26.2.19

शोभि माजुमder / SHOBINI MAJUMDER  
रजिस्ट्रार / REGISTRAR  
एन.एन.एस. राष्ट्रीय मौलिक विज्ञान केंद्र  
NN. Bose National Centre for Basic Sciences  
वॉल्ट लेन, कोलकाता - 700106  
Salt Lake, Kolkata - 700106



## Annexure-II

### SPECIAL CONDITION OF CONTRACT

Name of Work: Operation, Maintenance & Supervision of LT & HT Electrical Installation along with D. G. sets at SNBNCBS

1. Scope of work :

A.1 Operation, Maintenance of D.G.Sets of the Centre.

- 1.1 Operation, maintenance, upkeep and servicing of D.G. set with alternators associated, AMF panel, changeover arrangement and related accessories through panel to L.T. Distribution board for supplying power and its related jobs.
- 1.2 The Contractor shall ensure /undertake a trial run of D.G sets as advised by the Centre.
- 1.3 Scope of operation shall include providing uninterrupted power supply during the period of the contract in case of power outage or otherwise as required adhering to time schedule.
- 1.4 All equipment installed in the D.G plant room as well as outside such as D.G. Sets, electrical panel, batteries, oil tanks, Earthing connections, cooling system, LT panels should be checked up and cleaned on routine basis by the Contractor. The D.G. room is also to be kept in properly clean condition.
- 1.5 The Contractor shall give timely notice for procurement of diesel, engine oil and spare part etc. sufficiently in advance before the entire stock is exhausted.
- 1.6 The Contractor should be responsible of coordinating all activities during operation, servicing, maintenance and repair of any of the D.G sets and associated systems.
- 1.7 Any kind of break down on the engine or in any of the systems shall be attended within one hour of receipt of information and necessary repairs shall be carried out promptly.
- 1.8 Periodical (once in a quarter) preventive maintenance shall be carried out including meggering, general cleaning and checking of components. Accordingly, preventive maintenance report is to be submitted by the contractor.
- 1.9 Washing and cleaning of the generator set along with all ancillary elements/parts/fixtures has to be done once a week.
- 1.10 Batteries so installed to be inspected including noting of voltage, Ampere etc.
- 1.11 For any kind of fault arising out at any time, the Engineer-In-charge must be kept informed and repaired work has to be attended immediately in consultation with Engineer-In-charge.
- 1.12 Apart from general periodical servicing of the D.G. set a thorough overhauling/ servicing of the set at a suitable time interval during contract period of one year is mandatory. The agency, in consultation with Engineer-In-charge will fix up the programme for such service schedule will inform the Centre well in advance in writing.
- 1.13 The cost of required spare and consumable shall be borne by the Centre.





- 1.14 For the purpose of running the D.G. set the prime fuel i.e. Diesel has to be carted by the agency from Centre's fixed pumping station at his own cost where cost of diesel shall be borne by the Centre.

## **A.2 Maintenance of Electrical installations including New & Old Substation block**

- 2.1 Operation, maintenance and preventive maintenance of the equipments of substation with its HT and LT panels, Exposed or concealed cabling, maintenance of existing internal and external electrical installation of any kind, Geysers maintenance cleaning and servicing of all electrical fittings and fixtures such as fan, light, exhaust fan etc., at the entire campus of SNBNCBS
- 2.2 Servicing, cleaning and overhauling of 2 Nos. 630 KVA, 11 KV/433 V Dry type transformers & 2 Nos. 630 KVA, 11 KV/433 V Oil Cooled Transformers including its tap changing at least once in a year. The scope also includes Routinely Load (amp) checking against rated figure and voltage check against rated figure on hourly basis. Terminals, examine for cracks and dirt deposits clean if necessary, tighten all contacts on daily basis. Take suitable actions, in case of high earth resistance as and when required basis. Overall internal inspection whenever is required.
- 2.3 Servicing, cleaning and maintenance of 4 Panel HT Breaker at New substation & 3 Panel HT breaker at old substation, including PT and CTs and all necessary control wiring along with all ancillaries.
- 2.4 Servicing and overhauling of LT panel located at both the New & Old substation.
- 2.5 Preventive Maintenance of all the LT panels Located at different places of the Centre.
- 2.6 Preventive Maintenance of Automatic Power Factor Control Panel associated with respective Panels.
- 2.7 All LT cable i.e. from substation to various feeders and from feeders to various feeding points (above ground as well as underground) will be covered in this scope of work.
- 2.8 Earthing systems in the entire campus will be taken care of necessary.
- 2.9 For internal and external covers all panels, DBs, wiring, fittings i.e. complete system from end points of LT feeder to end points of service for the Main Building (Part-A & Part-B), Krishnachura Building, Radhachura Building, Bhagirathi Building, Essential Staff Qtr, Operation and maintenance of all electrical installation (light/fan/power point/compound light/panel) and sound system at Silver jubilee Hall, Boson Hall and Fermion Hall at SNBNCBS through out the year by engaging skilled licensed Electrician who is well conversant with the electrical installation & sound system installed at SNBNCBS
- 2.10 Maintenance of Street lighting & peripheral pathways lightning in the entire campus, spot lights, sodium vapour and halogen lamps in various places including overhead tank, roof of substation building, and statue of Prof. S. N. Bose.
- 2.11 Maintenance and up keeping of all geysers in the Centre including preventive maintenance, overhauling will be done every six months interval. Spare parts i.e. thermostat, element, switches, indicator lamp etc can be repaired/ replaced as and when required and the spare parts can be supplied by the Centre.
- 2.12 Electrical connections of Computer Centre server Room, Liquid Helium Plant, Clean Room, Workshops etc, and electrical connections done for installed UPS's at Computer Centre and other Labs will be taken care of for its continuous smooth and trouble free operation.





- 2.13 Preventive maintenance such as dust blowing and cleaning of all feeder pillar boxes/switch gear, tighten of all cable terminals, checking of cable termination points, re-termination of defective cable terminal, replacement of fused bulb, chocks/defective accessories of the appliances etc, checking of various ancillaries of Transformer, switchgear, battery and its charger, ensuring perfect earthing / lightning protection at all locations and identification of defects in the system, ensuring avoidance of loose connection and flash over.
- 2.14 Take care of all the lifts, Solar water Heaters, Fire detection systems, Water coolers, labs etc within the Centre.
- 2.15 Any kind of new additional/installation will be under the scope of work for the proposed Contract. However, the Centre may consider increasing the number of manpower for such additional services as per its own discretion.
- 2.16 All required and necessary tools and tackles for day to day work as per direction of the EIC shall be provided to the contractor on one time basis for which the contractor has to maintain a register and keep the items under his custody & maintain the same in workable condition throughout the period of contract. In case of any damage or loss/theft of any item due to negligence and mis-handling of the workmen, the contractor has to replace the same within 2 (Two) working days, failing which the cost of such items as per market rate, will be deducted from his next monthly bill. After expiry of the contract, the contractor has to hand over all the tools & tackles issued to him from time to time in good and workable condition before releasing the final bill/security deposit, failing which the market price of the same item/equipment of equivalent specification will be deducted from the final bill/security deposit.
3. **Location** : S N Bose National Centre for Basic Sciences at Block-JD, Salt Lake, Sector-III, Kolkata-700106
4. **EMD** : The amount and the mode of submission will be as per NIT and to be adjusted with the Security deposit.
5. **Contract Period** : Initially for 12(Twelve Months) with a provision of yearly renewal for another two terms at the same terms and conditions, subject to satisfactory performance of the Contractor.
6. **Taxes and duties** : The rates quoted by the contractor shall be inclusive of all taxes and duties as per rules. However, Service tax will be paid extra, if applicable.
7. **Security Deposit** : Security deposit @ 3% of monthly bill amount will be recovered by the Centre from the bill of each month for the faithful and due performance of the contract by the Contractor in accordance with the terms and conditions specified in this contract. The security deposit will be returned to the Contractor without any interest after satisfactory completion of the contract. EMD shall be part of Security Deposit.
- 7.1 Forfeiting Of Security Deposit : Security Deposit is to be forfeited and credited to the Centre in the event of a breach of Contract by the Contractor
8. **REVISION OF RATE:** Effect of revision of minimum wages as per revised circular of Chief Labour Commissioner, Govt of India, may be considered against contractor's appeal supported by relevant documentary evidence, subject to approval of the Competent Authority of the Centre.



## List of Major equipment installed in the Centre

### 1. Transformers:-

- a) Dry Type (11 / .433 KV) -2 Nos. (Make: Compton Greaves & Kirloskar)
- b) Oil Type (11/.433 KV) -2 Nos. (Make: Schneider Electric)

### 2. Diesel Generator along with AMF:-

- a) 500 KVA - 2 Nos. (Make: Genset & Kirloskar)
- b) 320 KVA -1 No. (Make: Til)

### 3. VCB along with all protection:-

- a) 4 Panel HT VCB (Old Substation)-1 Nos. (Make: Schneider Electric)
- b) 3 Panel HT VCB (New Substation) -1 Nos. (Make: Schneider Electric)

### 4. APFC Panel:-

- a) 150 KVAR Panel -1 Nos.
- b) 210 KVAR Panel -3 Nos.

### 5. LT Panel (along with incoming & outgoing Feeders):-

- a) LT panel at Old Substation -1 Nos.
- b) LT panel at New Substation -1 Nos.

### 6. Pumps & Panels:-

- a) All pumps & panels including Submersibles of the centre.

### 7. Power DB's & Lightning DB's:-

- a) All power & Lightning DB's of the Centre.

### 8. Maintenance of Electrical Installation of the Centre:-

- a) Main Building along with all labs.
- b) Guest House along with Canteen.
- c) Radhachura Building.
- d) Krishnachura Building.
- e) Director's Bungalow.
- f) New & old Substation.
- g) New laboratories of the centre under construction.
- h) Basundhara Building
- i) Street light poles of the entire campus
- j) All other places located within SNBNCBS, including all electrical installation.
- k) Any other maintenance as directed by EIC.

### 9. Maintenance of various Air-conditioning machines installed in the Centre (Excluding VRF and Precision ACs)





## Annexure-III

### General Conditions of Contract

#### 1. CONDITIONS:

- i) The Contractor will be responsible for all his employees in observing security and safety regulations and instructions as may be issued by the Centre from time to time.
- ii) The Contractor shall employ only adult trained, efficient and responsible staff with good health and sound mind for operation and maintenance of electrical installation work.
- iii) The Contractor should provide I-cards to its staff. Any change of staff, the owner should be informed in advance.
- iv) In case any material/property of the Centre is damaged due to misuse or mishandling or carelessness by the Contractor or his employees, the Contractor will immediately inform the Departmental Head of Concern Department. In such a case, the Contractor will be liable to replace the item at his own cost or the Centre shall have the right to recover the loss from the Contractor's monthly bill. The decision of the centre of the Centre in this matter will be final.
- v) The Centre premises are the property of the Centre and the Contractor is only permitted to manage the premises as long the Contract remains valid. Whenever the contract is terminated or the contract is concluded and the Centre decides that the Contractor should not be allowed to run the service, the Centre will be entitled to restrain the Contractor from entering the campus.
- vi) Supply of total number of personnel for providing executing the work as mentioned here in under:  
In case of weekly holiday, alternative arrangement should be made by the contractor for providing manpower at no additional price. Weekly holiday is to be provided by the contractor as per Shop and Establishment Act.
- vii) The Contractor shall maintain the Minimum Wages Rules set by the Ministry of Labour, Government of India, and in the tender application the categories of the labour to be engaged should be specified as viz. Highly Skilled, Skilled and Semi-skilled. The Contractor will make payment to his staff engaged in the Centre as per the minimum wages rates for these categories, as specified from time to time by the Regional Labour commissioner (State) and follow the Contract Labour Act, 1970 and Rules 1971 in this respect.
- viii) The Contractor's staff shall not be treated as the Centre's staff for any purpose whatsoever. The Contractor shall be responsible for strict compliance of all statutory provisions of relevant labour laws applicable from time to time in carrying out the above job. The Centre shall not be liable, to any penalty under relevant rules, enactment or related regulations for which Contractor is responsible under the law.
- ix) The Contractor shall be responsible for fulfilling the requirements of all statutory provisions of relevant enactments viz. Minimum Wages Act, Payment of Wages Act, Industrial Disputes Act, ESI & EPF Act, Bonus Act, Contract Labour Regulation and abolition Act 1970 and all other labour and industrial enactment at his own risk and





cost in respect of all staff employed by him and keep the Centre indemnified for any action brought against it for any violation/non-compliance of any of the provisions of any of the Acts etc. The Contractor will abide by all the rules and regulations of the labour laws and rules framed there under and maintain all the Registers required under the above mentioned rules and regulations and the Engineer-In-charge and his authorized representative shall be entitled to inspect all such records at any time. The Contractor shall pay wages directly to the workman within 10<sup>th</sup> day of every month without any intervention of any labour contract. The Contractor shall also ensure that no amount by way of commission or otherwise is deducted from the wages of the workmen. If so is reported, the Competent Authority of the Centre will take appropriate action & decision of the Authority will be bounding on the contractor.

- x) The Contractor shall at his own expenses, take Workman's Compensation Insurance and he shall also obtain from his underwriter of such insurance a waiver of subrogation in favour of the Centre. The Contractor shall further at his own expense, register claims and pursue realization of all insurance claims. He shall produce proof of such insurance within a reasonable time from the date of issue of letter of acceptance of BID.
- xi) The Contractor shall obtain specified license from Labour Commissioner, Govt. of India, within a reasonable time period after issue of letter of acceptance of BID for employment of labour in the Centre.
- xii) The Contractor shall not appoint any Sub-Contractor for the work assigned to him.
- xiii) The Contractor shall make his own arrangements for transportation of his employees, if required.

## **2. SECURITY DEPOSIT**

- i) Security deposit @ 3% of bill amount will be recovered by the Centre from the bill of each month for the faithful and due performance of the contract by the Contractor in accordance with the terms and conditions specified in this contract. The security deposit will be returned to the Contractor without any interest after satisfactory completion of the contract. EMD shall be part of Security Deposit.
- ii) Forfeiting Of Security Deposit: Security Deposit is to be forfeited and credited to the Centre in the event of a breach of Contract by the Contractor.

## **3. TERMINATION**

- i) Notwithstanding anything contained hereinbefore to the contrary, the Centre shall have full power and authority to terminate this Agreement without assigning any reason by giving 30 (thirty) days clear notice in writing and in such case the Contractor shall have no claim for any loss and damage against the Centre. If the Contractor abandons his service for which he/she is committed to the Centre, all his/ her dues e.g. EMD, Security Deposit, etc. will be forfeited by the Centre.
- ii) The Centre reserves the exclusive right to suspend, cancel, terminate this Agreement at any time if it has sufficient reason to believe that the Contractor has failed to perform or observe or fulfil any of the terms and conditions hereinbefore contained and/or liable and responsible for any loss or damage suffered by the Centre. The Centre has also the right to terminate the contractor at any time in case of unsatisfactory performance of the contractor.





- iii) On termination of the contract, the Contractor must immediately, i.e., within 24 hours, withdraw its men and materials from the Centre and the Contractor shall have no right to claim any demurrage/ compensation from the Centre for the loss of job of its employees or whatsoever inasmuch as it is for the Contractor to deploy its men in such other sites or places and the said employees are under complete administration, supervision and control of the Contractor.
- iv) Payment of final bill will be released only if it is accompanied by the proof of the following:
- a) Having handed over the complete establishment including all materials/tools/instruments and equipments of the owner or his authorized representative, in good condition.
  - b) Having vacated the Centre premises or any other premises that may have been allotted to him for discharge of the contractual obligation.

#### 4. PENALTY

In the event of the Contractor's failure to execute the work entrusted to it under this Agreement satisfactorily, the Centre shall make alternative arrangement to do it and the difference of cost incurred by the Centre thereby shall be recovered from the Contractor's unpaid bills and Security Deposit.

#### 5. REVISION OF RATE

Effect of revision of minimum wages as per revised circular of Office of the Chief Labour Commissioner(C), New Delhi, Ministry of Labour & Employment, Govt. of India may be considered against contractor's appeal supported by relevant documentary evidence, subject to approval of the Competent Authority of the Centre.

#### 6. TAXES, DUTIES AND LEVIES

All taxes, duties, levies etc. imposed by the State, Central Government and Local Bodies in connection with this contract in force at the time of submission of BIDs shall be borne by the Contractor.

#### 7. PERIOD OF CONTRACT

Contract period of the above work is 12 (Twelve) calendar months from the date of issue of work order. The contract may be renewed or extended subject to satisfactory performance of the contractor and after approval of the Competent Authority of the Centre.

#### 8. CONTRACTOR'S SUBORDINATE STAFF AND THEIR CONDUCT

- i) If and whenever any of the Contractor's employee shall in opinion of the owner, be guilty of any misconduct or be incompetent or insufficiently qualified or negligent in the performance of their duties or that in the opinion of the concerned Engineer In-Charge, it is undesirable for administrative or any other reason for such person/persons to be employed in the works, the Contractor if so directed by the Owner, shall remove such person/persons from the campus of the Centre. Any person/persons so removed from the campus shall not again be employed in connection with the tendered work without the written permission of the Competent Authority.
- ii) The Contractor shall be responsible for proper behaviour of all the staff, employed directly or indirectly by him.





- iii) All Contractors' personnel entering upon the Centre premises shall be properly identified by badges of a type acceptable to the Centre which must be worn by them at all times during duty hours.
- iv) The Contractor will be required to submit details like photograph, name, father's name, address, contact number, educational qualifications and experience of the staff engaged by him in the Centre to the Engineer In-Charge at the time of commencement of the contract. Any replacement of staff by the Contractor should be immediately informed to the Engineer-In- Charge.

#### 9) COMPLETION OF CONTRACT

Unless otherwise terminated under the provisions of any other relevant clause, this contract shall be deemed to have been completed at the expiration of the duration of contract.

#### 10) PAYMENT OF CONTRACTOR'S BILL

- i) Payment due to the Contractor shall be raised by the Contractor to the Centre within 10<sup>th</sup> day of every month. The Contractor's shall submit the bill to the Accounts Section duly verified by the Engineer in Charge. However, the final payment shall be made to the Contractor within 4 weeks of the submission of bill after completion of all the obligations under the contract.
- ii) Payments of bill shall be released only if it is accompanied by the proof of the following:
  - a) Certified Attendance Sheet.
  - b) Duty Roaster for the succeeding months.
  - c) Challan for deposit of ESI.
  - d) Challan for deposit of Provident Fund.
  - e) Receipted payment of wage sheet to employees for the preceding month.
  - f) Deposit challan of service tax for each preceding month.
  - g) Submission of electronic challan cum return of EPF & ESI
- iii) Payments of Security Deposit, Earnest Money final bill be released only if it is accompanied by the proof of the following:
  - a) Having handed over the complete establishment including all materials and equipments of the Centre to the Campus engineer cum Estate Officer or his authorized representative, in good condition.
  - b) Having vacated the Centre premises or any other premises that may have been allotted to him for discharge of the contractual obligation.
- iv) Payment is to be made on the basis of actual man-days worked.
- v) All payments will be subject to deduction of Income Tax at source as per Income Tax Act and as per Income Tax Rule thereof and as per any other Act made/introduced by the Government during contract period.





#### **11) ACCIDENT OR INJURY TO WORKMEN**

The Centre shall not be liable for any damage or compensation payable in respect of or in consequence of any accident or injury to workman or any person under the employment of the contractor.

#### **12) DAMAGE TO PROPERTY**

The Contractor shall be responsible for making good to the satisfaction of the Campus Engineer cum Estate Officer any loss or any damage to all structures and properties within the entire Centre premises. If such loss or damage is due to fault and/or the negligence or willful acts or omission of the Contractor, his employees, agents, representatives or sub-Contractors, he shall make good the loss as assessed by the Engineer-In-charge.

#### **13) ARBITRATION**

- i) Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement or matter whatsoever, shall, before and after completion or abandonment of work or during extended period, hereafter arises between the parties, as to the meaning, operation or effect of the contract or out or relating to the contract or breach thereof, shall be referred to Sole Arbitrator to be appointed by the Director of the Centre at the time of dispute.
- ii) It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of invocation of arbitration under the clause.
- iii) It is a term of the contract that the cost of arbitration will be borne by the parties themselves.
- iv) The venue of the arbitration shall be at KOLKATA.
- v) Subject to as aforesaid the provisions of the Arbitration and Conciliation Act 1996 and any statutory modification or re-enactment thereof rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause.

#### **14) JURISDICTION**

The contract shall be governed by and constructed according to the law in force in India. The contract shall be subject to the jurisdiction of the courts situated at Kolkata for the purpose of actions or any proceedings arising out of the contract and the courts at Kolkata only will have the jurisdiction to hear and decide such actions and proceedings.

#### **15) GENERAL RULES**

Smoking and drinking within the entire area of SNBNCBS is strictly prohibited. Violations of this rule shall be prosecuted as per law and discharged immediately.

#### **16) SITE FAMILIARISATION**

Before quoting, the Tenderer in his own interest shall carry out site visits to know the site conditions and full implications of the assignment. This will also help him in proper assessment of the work. Failure to do so will not absolve the contractor of his





responsibility to carry out the work as specified in the Tender Documents. The cost of visiting the site shall be borne by the tenderer and shall be at his own responsibility and risk.

**17) DEVIATION IN DEPLOYMENT OF MANPOWER**

The requirement of manpower in the tender document is provided based on present requirement and it's the same is indicative only.

The Department/ management may increase or decrease the strength of the manpower at any time (Based on the actual workload for which the contractor shall be entitled for the additional payment for any additional deployment of work force and/or the department shall deduct /recover payment for the deployment of less manpower at the tendered rate of the contractor in line with the respective terms & conditions of the Contract.





### DUTY SCHEDULE

SI No.	Post	Type	Minimum Man Power Required	Shifts Timings	Man days/month
1.	Supervisor	Highly Skilled	01 No.	9.30 am to 5.30 pm(Mon to Sat), Sunday-Holiday	27
2.	Electrician	Skilled	08 Nos.	<u>Mon to Fri:</u> (i)6am-2pm-03 Nos. (ii)2pm-10pm-3Nos. (iii)10pm-6am-2Nos. <u>Sat &amp; Sun:</u> (i) 6am-2pm-2 Nos.  (ii)2pm-10pm-2 Nos (iii)10pm-6am-2Nos.	232
3.	Generator Operator	Skilled	03 Nos.	For Mon-Fri: (i) 6am-2pm-3 Nos. (ii)2pm-10pm-3 Nos (iii)10pm-6am-2Nos.	93
4.	Helper(Electrician)	Semi Skilled	01 No.	9.30 am to 5.30 pm(Mon-Sat, Sunday-Holiday)	27
5.	Multi tasking Technician	Skilled	01 No.	9.30 am to 5.30 pm(Mon-Sat, Sunday-Holiday)	27
6	AC Technician	Highly Skilled	02 Nos.	(i) 8 a.m to 4 p.m (ii)10a.mto 6p.m(Mon-Sat, Sunday-Holiday)	54





## QUALIFICATION OF WORKMEN

Sl. No.	Description of Workmen	Qualification
1	Electrical Supervisor	Minimum Diploma in Electrical with Supervisor's Certificate of Competency of parts 1,2,4,7A,7B,11 & 12 in valid conditions. Should have knowledge in HT & LT distribution system for 5 years, up to 33KV line. Should be accustomed to both dry & oil type transformers along with DG sets & related accessories. Should possess relevant experience in Electrical Control system.
2	Electricians (Skilled)	Minimum class 8 pass along with valid Electrical license. Should have working experience in electrical systems related to office or commercial establishment with minimum 5 years experience. Should be able to handle electrical shifts independently.
3	Diesel Generator (D.G.) Operators	Minimum Experience should be 5 years. Should be able to troubleshoot minor faults & repair minor breakdowns for D.G sets.
4	Helper (Electrical)	Should be able to assist electricians/ Multi tasking Technician to execute day to day electrical & allied operations of the Centre.
5	Multi tasking Technician (Elevator Operation Cum Fire equipment up keeping)	He should possess the qualification as indicated against SI No 2. In addition, he should have working knowledge in maintenance and safety aspect of elevators, should be having knowledge to monitor & trouble shoot minor faults. Basic Knowledge of fire fighting & detection systems is desirable.
6	AC Technician	Should have in hand professional experience of min 5 years in various AC system (Split, HAT type, Cassette, Ductable etc) with minimum qualification of class 10 pass. Technician having ITI certificate in relevant field will be preferred.





**Annexure -A**

**(To be typed on a Non-judicial Stamp paper of appropriate value)**

**FORM OF AGREEMENT**

The AGREEMENT made on this ..... day of ..... 2019 between S. N. Bose National Centre for Basic Sciences, having its office at Block JD, Sector III, Salt Lake City, Kolkata – 700106 hereinafter referred to as "the Centre" (which expression shall unless repugnant to the context and include its successors and legal representatives) of the FIRST PART

AND

M/s \_\_\_\_\_, a \_\_\_\_\_ firm having its registered office at \_\_\_\_\_ hereinafter referred to as "CONTRACTOR" which expression shall unless excluded by or repugnant to the context be deemed to include all its successors, legal representatives and assignees of the OTHER PART for the work 'Operation, Maintenance & Supervision of LT & HT Electrical Installation along with D. G. sets at SNBNCBS '.

In order to implement the said work, SNBNCBS invited Tender for carrying out various activities of the work contained more fully in the said NIT Ref. SNB/ENGG/NIT/2018-19/01/\_\_\_\_\_ dated \_\_\_\_\_.

The offer submitted by the Contractor vide their letter No. \_\_\_\_\_ dated \_\_\_\_\_ for carrying out the aforesaid work was accepted by SNBNCBS and a work order was issued by SNBNCBS vide Work Order Ref. SNB/ENGG/WO/\_\_\_\_\_/18-19/\_\_\_\_\_ dated \_\_\_\_\_ duly entrusting the said Contractor to carry out the said work under the terms and conditions contained therein with effect from \_\_\_\_\_, 2018.

NOW THIS AGREEMENT WITNESSETH as follows :

1. In this agreement words and expression shall have the same meanings as are respectively assigned to them in the conditions of contract-hereinafter referred to:-

2. The following documents shall be deemed to form and be read and construed as part of this agreement, viz :

- (a) The said Tender
- (b) Invitation to Tender
- (c) Instructions to Tenderers.
- (d) General Conditions of Contract for AMC work
- (e) Special Conditions of Contract
- (f) Specifications
- (g) Tender Schedule, quoted rate and amount against each item.
- (h) Drawings
- (i) Letter of Intent/Award

3. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned the contractor hereby covenants with the employer to maintain the works in conformity in all respect with the provisions of the contract.





4. The Centre hereby covenants to pay the contractor in consideration of the construction completion and maintenance of the works the contract price at the times and in the manner prescribed by the contract.

5. In witness whereof the parties hereto of SNBNCBS and the Contractor subscribe their respective hands, sign and seal in token of having accepted the aforesaid terms and conditions of the day, month and year mentioned above.

Signed, sealed and delivered by SNBNCBS      Signed, sealed and delivered by contractor

Signed and delivered in Kolkata  
in the presence of :

Witness 1 :  
Name and address

Witness 2  
Name and address

