

CENTRAL ELECTRICITY REGULATORY COMMISSION

Ground Floor, Chanderlok Building,
36, Janpath, New Delhi – 110 001

No. ADMIN- 1/34(2)/2017/ Gen Adm-CERC

Dated, the 26th Mar, 2021

Sub: Notice Inviting Quotations for maintenance of electrical items in CERC.

The Central Electricity Regulatory Commission (CERC) invites bids from experienced contractors for maintenance of electrical items of CERC at ground, first (rear & front Side), third and fourth floors, Chanderlok Building, 36, Janpath, New Delhi-110001 by engaging one full time certified electrician and one electrician helper.

Description of Work

1. The bidder shall be responsible for maintaining the electrical items of CERC with the help of full-time certified electrician with one electrician helper to be posted in CERC premises. The certified electrician should have minimum five years experience in maintenance of electrical items in any office of Government Departments/ PSUs. Documents in support of the qualification and experience needs to attached.

Terms of Reference and Scope of Contract

2. The full time electrician with one helper shall be deployed in CERC by the successful bidder (contractor) from 09.00 AM to 06.00 PM on Mondays to Saturdays. The contractor shall be responsible for all preventive maintenance of the electrical items of CERC and fault rectification. All tools required for the job has to be arranged by the contractor. Materials for replacement of parts will be provided by CERC.

2.1 **SUBMISSION OF TENDER** - The tender must be submitted in the prescribed proforma provided in Annexure-I and Annexure-II. Else it is liable to be rejected.

2.2 The contractor is required to supply the consumables items (on the basis of rate contract) as per requirement of this office. List of electrical consumables required by this office is attached at **Annexure-III, which shall be submitted alongwith the bid, giving the rates of each item separately.**

Minimum Wages

3. The contractor shall make payment of at least minimum wages to the electrician and helper deployed by it, as per rates notified by the Ministry of Labour and Employment, Government of India. It shall produce evidence in support thereof, if required.

4. The rates quoted for the electrician and electrician helper should not be less than the minimum wages prescribed by the Ministry of Labour and Employment, Government of India from time to time. The bidder is free to quote higher than the minimum wages.

5. The contractor shall be responsible for compliance with the provisions of all applicable labour laws including but not limited to the following:-

- (i) Contract Labour (Regulation & Abolition) Act, 1970.
- (ii) Minimum Wages Act as notified by the Ministry of Labour and Employment, Government of India.
- (iii) Workmen's Compensation Act.
- (iv) EPF Act.
- (v) ESI Act.
- (vi) Any other rules, regulations and/ or statutes as may be applicable to them from time to time.

Note: Exemption under EPF and ESI Acts will be granted if not applicable to the bidder.

6. Liabilities of employees of the vendor/ contractor deployed at CERC site who are not covered under the Employees' State Insurance Act (ESIC), or under any other Insurance Policy in case of any accident / mischiefs, shall be born by bidder/contractor. In any case of accident/mischief during contract and in due course of employment, no liabilities will be borne by CERC.

7. The agency shall be solely responsible for compliance to provisions of various, Industrial and any other laws applicable and all statutory obligations, such as, wages, allowances, compensations, EPF, Bonus, Gratuity, ESI etc relating to contract personnel deployed in CERC. The CERC shall have no liability in this regard.

8. Deployment of electrician and electrician helper will be purely on contract basis. There will be no employee-employer relationship between the electrician and electrician helper and CERC. The persons so deployed shall have no claim for regular appointment in CERC due to his/her services under this contract. The electrician and electrician helper shall not be entitled to any other remuneration or reimbursement or perquisites or facilities or other allowances whatsoever.

9. The electrician and electrician helper under this contract shall maintain proper office decorum. CERC may require the service provider to replace any electrician and electrician helper for misconduct/ unsatisfactory performance or incompetence.

10. The agency shall submit to CERC every month, proof of all payments and other compliances under all related statutes, along with register of wages, and due acquaintances for payment of wages to all personnel deployed in CERC.

Escalation

11. As and when, Ministry of Labour and Employment, Government of India revises the minimum wages, the enhancement of minimum wages would be allowed as escalation.

Security Deposit

12. The successful bidder would be required to deposit ₹ 25,000/- as interest-free security deposit which shall be refunded on completion of the contract.

Tenure of Contract:

13. The period of contract shall be for a period of one year, which may be extended on yearly basis up to maximum of two more years on the basis of satisfactory services and as agreed upon at the discretion of the competent authority. CERC reserves the right not to extend the contract without giving any reason whatsoever.

14. Payment of Bill

14.1. The service provider has to raise the bill on monthly basis.

14.2 Release of Payment: For release of payment, pre-receipted bills along with attendance sheet of the deployed personnel and proof of payment to the concerned personnel including deposit of statutory dues are required to be submitted by the service provider along with bill.

14.3 Successful bidder shall pay monthly remuneration of the electrician and electrician helper only through bank transfer before 10th of each month. The payment would be released on certification of satisfactory services by Assistant Secretary (P&A), CERC during the period of billing.

14.4. Since it is a "Works Job Order", Income Tax shall be deducted at source from all the accepted payments to be made, in accordance with the provision of Income Tax Act, 1961 as amended from time to time.

14.5. The payment shall be released through RTGS after adjusting TDS and penalty (if any). For enabling RTGS payment, the successful bidder shall submit the details of bank account along with the bill.

15. Incomplete offer/ failure to comply with any of the above requirements shall make the bid liable for rejection.

16. The interested bidders may inspect the site for assessment of exact quantum of work before quoting after fixing up appointment with the undersigned.

17. Termination of Contract: CERC reserves the right to terminate the contract by giving one month advance notice in case CERC is not satisfied with the quality of service provided. The contractor shall give minimum notice of three months if he desires to terminate the contract.

18. The last date for submission of quotation is on or before **Friday, the 16th Apr, 2021 up to 15.00 hrs.** and quotations will be **opened at 04.00 PM on the same day.** The bidders are requested to submit technical and financial bids in two separate envelopes as per format attached at Annexure I, II & III.

19. CERC reserves the right to accept or reject any or all the quotations without assigning any reasons or what so ever.

Sd/-
(Sachin Kumar)
Assistant Secretary (P&A)
Tel: 2375 3921

**CENTRAL ELECTRICITY REGULATORY COMMISSION (CERC)
Ground Floor, Chanderlok Building, 36, Janpath, New Delhi – 110 001**

Technical Bid for Engaging Electrician and Helper to CERC

1. Name of the Firm _____
2. Address: _____

3. Telephone No: _____ Fax No. _____
4. Date of Registration of the Firm: _____
5. PAN / GST No.: _____
6. Labour Licence No. (if any): _____
7. Qualification of Electrician & Electrician Helper: _____
8. List of clients (Additional sheet may be used if the space provided at below is insufficient) for last five years:-

Sl. No.	Name of the Client Organization	Duration of service			Remark (if any)
		From	To	Total	

9. **Undertaking:**

We _____ (Name of the firm) hereby undertake that we accept the terms and conditions laid down in CERC's NIT No. ADMIN-1/34(2)/2017/Gen Adm- CERC dated 26th Mar, 2021.

9.1. Further we also undertake that we shall comply with all statutory obligations regarding deployment of man power, for example:

- a. Contract Labour (Regulation and Abolition) Act, 1970.
- b. Minimum Wages Act.
- c. Workmen's Compensation Act.
- d. EPF Act.

- e. ESI Act.
- f. Any other rules, regulations and / or statutes as may be applicable to them from time to time.

Dated: _____

(Signature of the authorized signatory of the Firm)

Full Name _____

Mobile No. _____

Company Seal _____

List of Enclosures:

- i. Attested copy of PAN No/GST No.
- ii. Attested copy of Registration No. of firm.
- iii. Attested copy of supporting qualification.
- iv. Experience certificate from client organizations.

CENTRAL ELECTRICITY REGULATORY COMMISSION (CERC)

Financial Bid for providing Electrician and Helper to CERC

1. Name of the Firm _____
2. Address _____
- _____
3. Telephone No: _____ Fax No. _____

Sl. No.	Description	Rate quoted per month	Remarks (if any)
(a)	Electrician (skilled)		
(b)	Helper (unskilled)		
Sub Total			
(c)	Administrative charges / service charge of the service provider as a (%) of the wages/remuneration of the staff deployed.		
(d)	Total of Rate contract of Electrical consumable items as per Annexure -III		
TOTAL			

4. The rates quoted are exclusive of taxes. Taxes over and above the quoted rates shall be payable by CERC.
5. The wages / remuneration of the personnel quoted in the above table should be inclusive of contributions towards ESI, PF, Bonus etc.
6. Administrative charges / service charges of the agency should be in percentage of the wages / remuneration of the staff deployed.

Note: The rates quoted for Administrative Charges should not be less than the 5% of the minimum wages as prescribed by the Ministry of Labour and Employment, Government of India from time to time. The bidder is free to quote higher than the minimum wages to enable them to execute the work as per the terms and conditions of agreement/NIT, if they so desire.

Dated: _____

(Signature of the authorized signatory of the Firm)

Full Name _____

Mobile No. _____

Company Seal _____

LIST OF ELECTRICAL CONSUMABLES

Sl. No	Description of items	Rate quoted
1.	Tube Light T5 14 watt (Philips)	
2.	Chock T-5 14 watt (Philips)	
3.	Tube holder T-5 14 watt (Philips)	
4.	Bulb holder (Philips)	
5.	Socket 15 Amp (ROMA)	
6.	Switch 15 Amp (ROMA)	
7.	Socket 6 Amp (ROMA)	
8.	Switch 6 Amp (ROMA)	
9.	Socket 15 Amp (Legrand)	
10.	Switch 15 Amp (Legrand)	
11.	Socket 6 Amp (Legrand)	
12.	Switch 6 Amp (Legrand)	
13.	Sheet 3 Module (ROMA)	
14.	Sheet 4 Module (ROMA)	
15.	Sheet 6 Module (ROMA)	
16.	Sheet 8 Module (ROMA)	
17.	Sheet 3 Module (Legrand)	
18.	Sheet 4 Module (Legrand)	
19.	Sheet 6 Module (Legrand)	
20.	Sheet 8 Module (Legrand)	
21.	Sheet 12 Module (Legrand)	
22.	Sheet 12 Module (ROMA)	
23.	PVC channel 0.75"	
24.	PVC channel 1"	
25.	PVC channel 1.5"	
26.	PVC pipe 1"	
27.	PVC Band 1"	
28.	Wire 1 mm Bundle (Plaza)	

29.	Wire 1.5 mm Bundle (Plaza)	
30.	Wire 2.5 mm Bundle (Plaza)	
31.	Wire 4 mm Bundle (Plaza)	
32.	Wire 6 mm Bundle (Plaza)	
33.	Wire 10 mm Bundle (Plaza)	
34.	Remote Bell one switch (ROMA)	
35.	Heater Connector 16 Amp	
36.	Power Strip 5 Amp	
37.	Power Strip 15 Amp	
38.	Plug Top 5 Amp (Anchor)	
39.	Plug Top 15 Amp (Anchor)	
40.	M.C.B 6 Amp (Havells)	
41.	M.C.B 16 Amp (Havells)	
42.	M.C.B 20 Amp (Havells)	
43.	M.C.B 32 Amp (Havells)	
44.	M.C.B 32 Amp double pole (Havells)	
45.	M.C.B 63 Amp double pole (Havells)	
46.	T.P.N 63 Amp four pole (Havells)	
47.	L.E.D light 12 watt (Round shape)	
48.	L.E.D light chowk (12 watt) (Round shape)	
49.	Switch 5 Amp (Anchor)	
50.	Switch 15 Amp (Anchor)	
51.	Socket 5 Amp (Anchor)	
52.	Socket 15 Amp (Anchor)	
53.	Socket (Telephone)	
54.	Socket (LAN)	
55.	Multi plug 5 Amp (Anchor)	
56.	Multi plug 15 Amp (Anchor)	
57.	PVC tape	
58.	LED Bulb 9 watt (Philips)	
59.	LED Bulb 12 watt (Philips)	

60	LED Penal Light (2'x2') (Philips Make)	
61	LED Penal Light (2'x2') Chock (Philips Make)	
62	Electric Remote Bell	
63	Thimble 10 MM,	
64	Thimble 16 MM,	
65	Thimble 25 MM,	
66	Exhaust fan (Plastic) (Orient	
67	Pedestal Fan (Bajaj)	
68	PVC Box 3 Module (ROMA)	
69	PVC Box 4 Module (ROMA)	
70	PVC Box 6 Module (ROMA)	
71	PVC Box 8 Module (ROMA)	
72	PVC Box 12 Module (ROMA)	
73	Heater Element 2000 watt	
74	Room Heater Rod (800 watt)	
75	Room Heater Rod (400 watt)	
76	Gypsum Screw 1"	
77	Gypsum Screw 1.5"	
78	Gypsum Screw 2"	
79	Wall Plastic Gitty – 1.5"	
80	Wall Plastic Gitty- 2"	
81	Telephone Gitty – 4MM	
82	Telephone Gitty– 6MM	
83	Telephone Gitty – 8MM	
84	Telephone Gitty – 10MM	
85	Flexible pipe 1"	
86	Flexible pipe 1.5"	
87	Flexible pipe 2"	
Total Rate quoted for the above Items		

Dated: _____

(Signature of the authorized signatory of the Firm)