



**URANIUM CORPORATION OF INDIA LIMITED: JADUGUDA**  
(A GOVT. OF INDIA ENTERPRISE)  
DEPARTMENT OF ATOMIC ENERGY  
P.O. JADUGUDA MINES  
DIST: SINGHBHUM (EAST)  
JHARKHAND – 832 102  
Website: [www.uraniumcorp.in](http://www.uraniumcorp.in)  
Phone No: 0657-2730122, 2730322  
ISO 9001:2008, ISO 14001:2004 & IS 18001:2007  
CIN: U 12000 JH 1967 GOI 000806  
GSTIN: 20AAACU2207N1ZO  
NIT NO- UCIL/JAD/STORE/101



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## **TECHNICAL PART - I**

### **OPEN TENDER**

**F O R**

**N.I.T NO.UCIL/JAD/STORE/05 Dt.02.05.2025**

**Annual Maintenance Contract for Copier, Printer, Scanner Model WC 5022, Sl. No.3334377414  
of Central Stores, U.C.I.L Jaduguda**

1. To be deposited in the tender box at the office of DGM (Pers./IRs), Jaduguda by 15.00 hours on 19/05/2025.
2. Tender will be opened in the presence of Tenderers who may like to be present at 15.30 hours on 19/05/2025.



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EAST SINGHBHUM DISTRICT  
JHARKHAND – 832102

**TENDER DOCUMENT**

**OF**

**N.I.T NO.UCIL/JAD/STORE/05**

**Annual Maintenance Contract for Copier, Printer, Scanner Model WC 5022, Sl. No.3334377414  
of Central Stores, U.C.I.L Jaduguda**



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**NOTICE INVITING TENDER**

**N.I.T NO./UCIL/JAD/STORE/05**

**02 May 2025**

Sealed tenders in triplicate in prescribed form are invited in two parts (Part-I techno commercial part & Part-II Price part) - by Uranium Corporation of India Limited, Jaduguda from bonafide, reliable, experienced and resourceful contractors for execution of following work.

<b>Name of work</b>	<b>Annual Maintenance Contract for Copier, Printer, Scanner Model WC 5022, Sl. No.3334377414 of Central Stores, U.C.I.L. Jaduguda.</b>
Estimate value of contract	<b>Rs. 19,470.00 (inclusive of GST etc.)</b>
Period of work	01 Year
EMD Deposit	NIL
Cost of Tender	NIL
Last date of submission of tender	19/05/2025 up to 03:00 PM
Date and time of opening of tender part - I	19/05/2025 at 03:30 PM

**Pre Qualification Criteria for the bidders:**

- i) Bidder must be the authorized Service Partner of Xerox India Limited.
- ii) Experience of having successfully completed similar works during last 7 years ending last day of the month previous to the one in which applications are invited should be either of the following:
  - a) Three Similar completed works each costing not less than an amount equal to Rs.7, 788/-  
Or
  - b) Two similar completed works each costing of not less than an amount equal to Rs.9,735/-  
Or
  - c) One similar completed work costing of each not less than an amount equal to Rs.15,576/-
- iii) Bidder must have PAN No & GST No.

**Similar type of works** means “**Annual Maintenance Contract of Photocopy (Xerox) machine.**”



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Full details terms, conditions and specifications of works as well as detail conditions of tendering shall be available in the tender Document for above NIT document, which can be downloaded from our web site “[www.uraniumcorp.in](http://www.uraniumcorp.in)”. **Telex, telegraphic, postal or e-mail bids will not be entertained.** Tenders received without PAN No. & GST No. will be summarily rejected.

Tenderer are required to quote their price as per N.I.T. and only in the price format. Technical Part and Price Part shall be submitted in hard copy only.

Two separate envelopes one marked with “**Technical part**” containing PQC supporting documents, signed NIT (all NIT pages shall be signed by the tenderer) and any other documents which are required in support of credentials and other envelope marked “**PRICE PART**” in which only price in **Price Format**, is required to be submitted. Both these envelopes (i.e. Technical Part and Price Part) shall be contained in one single envelope marked with NIT No., bidder name and address etc and this envelope (containing two envelopes) shall be submitted at the office of DGM (Pers./IRs), UCIL, Jaduguda, PO- Jaduguda Mines, Dist.: East Singhbhum, Jharkhand-832102 up to 3.00 PM on 19/05/2025 and Tender i.e. technical part will be opened on same day at 3.30 PM at Jaduguda by representative (S) of Uranium Corporation of India Ltd. in presence of tenderers who may like to be present. After evaluation of the Techno commercial offers, the price part of the qualified parties will be opened. Tender submitted after stipulated time mentioned above shall not be entertained.

Uranium Corporation of India Limited, Jaduguda

**Distribution:**  
**All Notice Boards**



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## **DETAILED NOTICE INVITING TENDER**

**Scope of Work: Annual Maintenance Contract for Copier, Printer, Scanner Model WC 5022, Sl. No.3334377414 of Central Stores, U.C.I.L Jaduguda. Awarded vendors should visit UCIL Central Stores, Jaduguda and do periodic maintenance as well as visit on Call in case of breakdown. The maintenance contract shall cover all technical service and spares as and when needed except toner, cartridge, paper, frames & covers. Electrical power will be provided by UCIL.**

1. Sealed item rate contract tenders are invited on behalf of Uranium Corporation of India Limited, Jaduguda for **Annual Maintenance Contract for Copier, Printer, Scanner Model WC 5022, Sl. No.3334377414 of Central Stores, U.C.I.L Jaduguda**
2. The tender shall be in prescribed Form and it shall be valid for a minimum period of six months from the date of opening of tender. Should the tenderer modify or withdraw his tender within the said period of six months from the date of opening the tender, earnest money deposited by the tenderer shall be forfeited.
3. The works are required to be completed as given in the special condition of contract from the seventh day after the date on which the Engineer-in-charge issues written orders to commence the work or from the date of handing over of the site, whichever is later, in accordance with the phasing, if any indicated by the Corporation in the tender documents.
4. Normally contractors whose names are borne on the approval list of contractor of C.P.W.D/M.E.S. or Local reputed/experienced contractors will be permitted to tender. Not more than one tender shall be submitted by a firm of Contractors.
5. Chairman & Managing Director shall be the Accepting Officer herein after referred to as such for the purpose of this contract.
6. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of considerations and rates at which stores, tools and plants, etc. will be issued to him by the Corporation and local conditions and other factors bearing on the execution of the work.
7. A tenderer should quote in figures as well as in words rate(s) tendered. The amount for each item should be worked out and the requisite totals given. Special care shall be taken to write rates in figures as well as words, and the amounts in figures only in such a way that interpolation is not possible. The total amount shall be written both in figures and in words.



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In case of words 'Paisa' after the decimal figures, e.g. Rs. 2.15p and in case of work the Words 'Rupees' should precede and the Words 'Paisa' should be written at the end Unless the

rate is in whole rupees and followed by words 'only' it should invariably be up to place of decimal.

8. All rates shall be quoted on the tender form in triplicate.
9. In the case of item rate tender, only rates quoted shall be considered. Any tender containing percentage below/above the rates quoted is liable to be rejected.
10. The tender for the works shall not be witnessed by a contractor or contractors who himself/ themselves has/have tendered for the same works. Failure to observe this condition shall render the tender of the contractor tendering as well as of those witnessing the tender liable to rejection.
11. Tenders shall be received by DGM (Pers./IRs) up to 03:00 PM on 19/05/2025 and shall be opened at 03:30 PM on 19/05/2025 in the presence of tenderers who may be present.
12. The Uranium Corporation of India Limited, Jaduguda is connected by both rail and road links and situated on the Howrah-Bombay line of S.E. Railway at a distance of 232 Km. from Howrah and 27 from Tatanagar. The name of the Railway Station is Rakha Mines. Jaduguda is at a distance of about 15 Km. From Tata by road on Tata- Mosaboni Road, the main plant is located at about 15 Km. From Rakha Mines Railway Station.
13. A tenderer shall submit the tender which satisfies each and every condition laid down in this notice, failing which, the tender will be liable to be rejected.
14. The Corporation reserve to themselves the right of accepting the whole or any part of the tender and tenderer shall be bound to perform the same at quoted rates.
15. This notice of tender shall form part of the contract document.



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**SPECIAL CONDITIONS OF CONTRACT**

- 1) The period of contract shall be for one years from the date of issue of LOI/ Work Order whichever is earlier.
- 2) Rate will be firm during the period of contract and no escalation in rate shall be permissible during contract period.
- 3) Party, who quotes lowest (L1) amount for total work, shall be declared L1 party.
- 4) Quarterly payment shall be made on submission of the GST Invoice. After attending periodic/ quarterly/on-call maintenance work, the party should submit GST invoice for payment. Payment will be made within 30 days after submission of clear invoice.
- 5) Tools & tackles etc. required if any will be on Contactor's Scope.
- 6) The Service Provider engaged for Annual Maintenance Contract for Copier, Printers, Scanner Model WC 5022, Sl. No.3334377414 of Central Stores, Jaduguda is advised to observe all safety precautions as applicable have to be carried out at Jaduguda location.
- 7) The company shall not be responsible for any accident caused to your personnel due to any circumstances happen within or outside the company premises.
- 8) Every effort shall be made to complete the work strictly as per the scope of works.
- 9) Successful bidder shall be in constant touch with Stores In-charge of Jaduguda Central Store.



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## **URANIUM CORPORATION OF INDIA LIMITED**

### **LABOUR**

1. The Contractor shall employ labour in sufficient number to maintain the required rate of progress and of quality to ensure workmanship of the degree specified in the Contract and to the satisfaction of the Engineer-in-charge. The Contractor shall not employ in connection with the works any persons who have not completed his fifteen years of age.
- 1.1 The Contractor shall furnish to the Engineer-in-charge at the interval mentioned in schedule-F a distribution return of the number and description by trades of the work people employed on the works. The Contractor shall also submit on the 4<sup>th</sup> and 19<sup>th</sup> of every month to the Engineer-in-charge at true statement showing in respect of the second half of the preceding month and the first half of the current month (i) the accident that occurred during the said fortnight showing the circumstances under which they happened and the extent of damages and injury caused by them and (ii) the number of female workers who have been allowed Maternity Benefit as provided in the Maternity Benefit Act 1961 or Rules made thereunder and the amount paid to them.
- 1.2 The Contractor shall pay to labour employed by him wages not less than fair wages as defined in the Contract Labour (Regulation and abolition) Act 1970 and rules made thereunder.
- 1.3 The Contractor shall in respect of labour employed by him comply with or cause to be complied with the Contract Labour (Regulation and Abolition) Act, 1970 and Rules made there under in regard to all matters provided therein.
- 1.4 The Contractor shall comply with the provisions of the payment of Wages Act, 1936, Minimum Wages Act, 1948 Employers Liability Act, 1938, Workman's compensation Act, 1923, Industrial Disputes Act, 1947, Maternity Benefit Act, 1961 and Mines Act, 1952 or any modifications thereof or any other Law relating thereof and rules made thereunder from time to time.
- 1.4(A) The Contractor shall be liable to pay his contribution and the employee's contribution to the employees State Insurance Scheme in respect of all labour employed by him for the execution of the contract, in accordance with the provision of " The Employees State Insurance Act, 1948 " as amended from time to time and as applicable in this case. In case the Contractor fails to submit full details of this account of labour employed and the Contribution payable, the Engineer-in-charge shall recover from the running Bills of Contractor an amount of contribution as assessed by him. The amount so recovered shall be adjusted against the actual contribution payable under Employees State Insurance Scheme.
- 1.5 The Engineer-in-charge shall on a report having been made by an inspecting staff as defined under the Contract Labour (regulation and Abolition ) Act, 1970 and rules made there under



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have the power to deduct from the moneys due to the Contractor any sum required or estimated to be required for making good the loss suffered by a worker or workers by reason

of non-fulfillment of the conditions of the contract for the benefit of workers, non-payment of wages which are not justified by the terms of the contract or non-observance of the said Act.

1.6 The Contractor shall indemnify the Corporation against any payment to be made under and for observance of the Contract Labour (Regulation & abolition) Act, 1970 and rules made thereunder without prejudice to his right to claim indemnity from his sub-contractors.

1.7 In the event of the Contractor committing a default or breach of any of the provisions of aforesaid Act and rules made there under/amended from time to time, or furnishing any information or submitting or filling any Forms/Register/slip under the provisions of the law which is materially incorrect, then on the report of the Inspecting Officer, the Contractor shall without prejudice pay to the Corporation a sum not exceeding liabilities for such defaults including liquidated damages etc. for every default, breach or furnishing, making, submitting, filling materially incorrect statement as may be fixed by the Labour Department and the Contractor should indemnify the Corporation against all such liabilities.

MODEL RULES FOR LABOUR WELFARE:

1.1.1. The Contractor shall at his own expense comply with or cause to be complied with Model Rules for Labour Welfare as provided under the rules framed by the appropriate Government from time to time for the protection of health and for making sanitary arrangements for workers employed directly or indirectly on the works. In case the Contractor fails to make arrangements as aforesaid the Engineer-in-charge shall be entitled to do so and recover the cost thereof from the Contractor / Failure to comply with Model Rules for Labour Welfare, Safety Code or the provisions relating to report on accidents and to grant Maternity Benefit to Female workers shall make the Contractor liable to pay to the Corporation as liquidated damages an amount not exceeding Rs.50/- for each default or materially incorrect statement. The decision of the Engineer-in-charge in such matters based on report from the Inspecting Officers shall be final and binding and deducting Officers shall be final and binding and deduction for recovery of such liquidated damages may be from any amount payable to the Contractor.



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## **SAFETY OF CONTRACTORS EMPLOYEES**

1.0 The contractor shall at all times take all reasonable precautions for the safety of employees. Including those of sub-contractors in the performance of his contract and shall comply with all applicable provisions of both Central as well as the State Safety Laws, in additions, to the safety provision already included the safety requirement recommended by the V.T. Centre, Jaduguda for a specific contract.

In the event that the contractor fail to comply with these provision, the Engineer-in-charge may, without prejudice to any other legal of contractual rights, issue an order stopping all or any parts of the work, thereafter a start order for resumption of work may be issued at the discretion of the contracting office. The contractor shall make no claim for an extension of time or stoppage.

2.0 Contractors shall have a full time safety office/Engineer when the contractor employs 500 or more persons or when engaged in specially hazardous work. In the case of contractors employing fewer than 500 persons, his safety representative shall be employed in high supervisory capacity and his safety duties may be in addition to other technical or administrative duties.

3.0 Contractor shall have at least one person fully trained in First-Aid present at the site of work all the times.

4.0 Contractors must report to the V.T. Centre, Jaduguda through their Engineer-in-charge every accident involving.

- their personnel
- UCIL property or personnel
- Property or personnel of other contractors working on the site

4.1 Contractor must report to V.T. Centre, Jaduguda through immediately on becoming aware of any accident of Type – A (See Appendix – 1) giving the following information.

Name of the informant

Nature and location of incident being reported

Name of Supervisor/Engineer-in-charge, Location and Telephone No. where he can be reached.

4.1.1 Contractor shall submit their investigation reports, through their engineer-in-charge, to V.T. Centre immediately but not later than three working days after the occurrence of accident in the Form – A (See Appendix – 2).

4.2 In the case pf Type – B accidents (See Appendix – 1). Contractor shall submit their investigation reports, through their Engineer-in-charge, to V.T. Centre immediately but not later than three working days after the occurrence of accident in the Form – A.



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4.3 Monthly summary of accidents and cases of fire shall prepared by each contractor in Form – B (See Appendix – 3) and be sent to V.T. Centre, Jaduguda by the seventh of next month.

4.3.1 Principal contractor shall report the man days lost and occurrence of accidents under the jurisdiction of sub-contractors.

4.3.2 Contractor shall submit a narrative report on safety activities and fire incidents for each month along with Form – B). The review should contain such items as personnel and programme change, major project started and major problems.



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## **PRICE FORMAT**

### **PRICE PART**

**Name of Job/ services:** Annual Maintenance Contract for Copier, Printer, Scanner Model WC 5022, Sl. No.3334377414 of Central Stores U.C.I.L Jaduguda.

**Name of Bidder:**

<b>Sl. No.</b>	<b>Description of Work</b>	<b>Unit Rate (In Rs.)</b>
1.	<b>Annual Maintenance Contract for Copier, Printer, Scanner Model WC 5022, Sl. No.3334377414 of Central Stores, U.C.I.L Jaduguda</b>	
	<b>Total</b>	
	<b>Add GST:</b>	
	<b>Net Total :</b>	.
	<b>Rupees in Words :</b>	

Signature of the Bidder

Notes:

1. Total quoted amount shall be indicated in both the figures and words. In case there is any discrepancy between figures & words, words shall prevail.
2. Conditional offer will be rejected.