



**Punjab State Power Corporation Ltd.**  
(Regd. Office: PSEB Head Office, The Mall, Patiala)  
(Office of Addl. SE, ME Division, PSPCL, Amritsar)

To

Dy. Chief Engineer,  
IT Section,  
PSPCL, Patiala.

Email id: tender@pspcl.in

Memo No. 3026

Dated 21-11-24

Subject: - To upload Tender Enquiry No. 02/AddlSE/ME/ASR/ 2024-25 on PSPCL web site.

In this regard, Tender Enquiry No. 02/AddlSE/ME/ASR/ 2024-25 is hereby enclosed to upload the same on PSPCL web site.

Addl. SE,  
ME. Division,  
PSPCL, Amritsar

DA: - As Above.

Endst. No. 3027/28

Dated 21-11-24

Copy of the above is forwarded to the following for information & further necessary action please: -

1. Dy.Chief Engineer, Metering circle Jalandhar
2. Notice Board.

Addl. SE,  
ME. Division,  
PSPCL, Amritsar

# **Punjab State Power Corporation Limited**

Regd. Off. PSEB H.O. The Mall, Patiala 147001

Corporate Identification No. (CIN): U40109PB2010SGC033813

Website: [www.pspcl.in](http://www.pspcl.in)

**(Open Tender mode)**

1.	Type of Tender:	Short Term Open Tender Notice.
2.	Name & complete address:	Addl. ME. Division, PSPCL, Amritsar.
3.	Tender Enquiry No. ,Scope of work in brief and Estimated value of work.	TE.No.- 02/AddlSE/ME/ASR/ 2024-25 Supply of 3 NO.outsource PTS(Amritsar,Batala and Gurdaspur)
4.	Starting date with time for downloading of tender documents	22-11-2024
5.	Last date (submission) of tender documents. i.e. Part-I and Part-II including electronic submission of Tender Fee & EMD.	9-12-24 (10.00 Am)
6.	Date and time of opening of Part-I Earnest money, tender cost, commercial & technical conditions (Qualify financial effects) of tenders:	9-12-24(11.00Am)
7.	Date and time of opening of Part-II (Price bid) (Part-II "Price bid" of only those bidders shall be opened whose financial effects are found to be unambiguous & without any reservation)	9-12-24(11.00Am)
8.	Cost of each tender documents & mode of its payment :	Rs. 1180/- in favour of, PSPCL, Amritsar..
9.	EMD	Rs. 5000/- in favour of, PSPCL, Amritsar.

Note:- (i) In case of any clarification may contact office of ME DIV, Amritsar

(ii) In case tender process is not completed, no corrigendum will be published. For further details to Contact Er. Manpreet Singh Bath AdlISE Mobile no.9646119077 and Smt Pushpa Rani Supt Mobile no.9646161033

Adl. S.E.,  
ME. Division,  
PSPCL, Amritsar.



**OFFICE OF :- SR. XEN M.E DIVISION P.S.P.C.L. AMRITSAR (143001)****Contact No:- 96461-19077 E-Mail :- xen-me-asr@pspcl.in****To****NOTICE INVITED TENDER**No. 2291Dated, 21-8-24**Sub:-** Enquiry for supply of 3 no. Part Time Sweepers for cleaning of rooms & washrooms.

You are requested to quote your lowest rates for below as per office requirement of PTS. The tender forms duly filled in should be submitted in a sealed cover subscribed quotation for enquiry 2024/25.

**Detail of office where PTS are required**

<b><u>Sr. No.</u></b>	<b><u>Name of office</u></b>	<b><u>Working Hours</u></b>	<b><u>No. of Part Time Sweeper Required</u></b>
1.	ME Division Amritsar.	4 hr.	1
2.	ME Sub Division Batala.	4 hr.	1
3.	ME Sub Division Gurdaspur	4 hr.	1

**Terms & Conditions:-**

1. The tender should enclose along with their request on letter pad of firm for issue of tender documents (Bank Draft/BA-16 + Taxes as applicable i.e. GST @18% i.e. 1180/- (non-refundable).
2. Earnest money @2% of estimated tender cost subject to a minimum of Rs. 5000/-. DD in favor of ME DIV PSEB VERKA, payable at Amritsar.
3. The tender shall be issued to those tenderer who have an active GST Number. PSPCL GSTIN No. is 03AAFCP5120QIZC. GST as applicable should be paid extra.
4. Conditional tenders will not be accepted.
5. The competent authority reserves the rights to reject any or all tender without assigning any reason.
6. In case the date of opening of tenders happens to be a holiday the tender will be received and opened on the next Working day at the same time.
7. The quotation received after the due date and time will not be considered.
8. No overwriting should be made in quotation. Any cutting must be attested by full signature and rubber stamp of the firm.
9. The quotation should be kept in three separate sealed envelope, one for tender document fees, one for technical specifications and the third for price bid.



10. The following procedure will be adopted for the opening of tenders.

a. **Part-I-Earnest Money:** The first part will, consist of tender fees & earnest money.

b. **Part-II-Technical/Commercial bids:** The second part will consist of commercial and technical conditions; firstly the envelope containing earnest money shall be opened and if the earnest money of any bidder is not found as per Tender requirement, the 11nd part i.e. technical bid shall not be opened and Tender shall be cancelled. The firm should have labour license, PAN, EPF, ESI, Active GST & proof of all should be submitted as Technical/Commercial documents.

c. **Part-III: Price Bids:**

The Third part will consist of price. Tenderer qualifying in Part-I & Part-II Bid only will be considered for PART-III Price Bid. The price bids of the tender of all the eligible bidders shall be opened at pre-notified date and time. Price bid components of their bid should only contain prices so that there is no controversy regarding interpretation of any condition/stipulation at the time of preparation of merit statement after opening the price bid. Contractor should submit the bid as following:-

1	2	3
Bid Rate =	DC Rate for PTS per hour as notified by concerned DC from time to time. +	Premium over and above DC rate (Inclusive EPF, ESI, LWF & all other prevalent taxes except GST.)

11. Security Deposit @5% will be deducted from each running and final bills after adjusting the earnest money deposited.

12. The Service of PTS will be not regularized.

13. The no. of PTS may decrease & increase as per requirement.

14. Tenders documents shall be issued to only those tenderers Who prima facie meets aforesaid qualifying requirement. However, Issue of tender documents shall not automatically construe qualification of the tenderer for the award of the work which shall again be determined during bid evaluation.

15. Contractor must submit bill to ASE/Sr. Xen, ME Division for whole Month i.e. from 1<sup>st</sup> date on month to Last date of month. Contractor is required to submit previous months Statutory Payments deposit Receipts Such as GST, EPF and ESI etc. along with bill wise detail of GST and employee wise detail of EPF, ESI.

16. The personnel to be hired from Contractor will be deemed to be their employee for all intents and purposes. It is duty of CONTRACTOR to certify that personnel provided by CONTRACTOR are of good moral character and they have no criminal record & no departmental as well as judicial proceedings were initiated against them earlier.

17. CONTRACTOR shall be responsible for ensuring compliance of provisions of all enactments, laws, rules and instructions in force and applicable to it from time to time pertaining to labour laws and other statutes. CONTRACTOR should maintain all records as stipulated by law. These records will be open for inspection by the concerned offices of PSPCL in order to ensure strict compliance of statutory provision. CONTRACTOR will also indemnify PSPCL on account of any loss suffered by PSPCL due to any omission or commission on the part of CONTRACTOR in discharge of its contractual and legal obligations during the validity of the contract. Any excess payment made to CONTRACTOR erroneously will be promptly returned. The Contractor shall



submit documentary proof of concerned offices separately in support of deposit of EPF, ESI, GST etc. with bill of next month to satisfy the PSPCL that all deductions have been made deposits & credit in to the accounts of the concerned staff. The Contractor shall supply EPF statements to PSPCL with bill of next month.

18. The wages of PTS are based upon minimum wages notified by the concerned Deputy Commissioners. In case of the minimum wages as revised by the Deputy Commissioner from time to time will be payable to CONTRACTOR during the contract period. Contractor must submit the bill 1<sup>st</sup> of every month and credit wages of workers upto the 10<sup>th</sup> of every month in their bank accounts. That CONTRACTOR would ensure observance of strict discipline to the duties and other instructions issued by PSPCL from time to time. CONTRACTOR personnel should be very polite and punctual and under no circumstances be under the influence of any intoxicating drink or drug. PSPCL have the right to discontinue the services of the hired personnel if his behavior is found unsatisfactory. In case of misbehaviors or indiscipline by the hired personnel the matter should be reported immediately to CONTRACTOR. CONTRACTOR will re-call the delinquent personnel and replace him with new personnel and take suitable disciplinary action against the delinquent personnel.
19. That during the period of agreement remains in force the CONTRACTOR shall be responsible for any physical, economical, mental or otherwise loss, suffered by all or any of the personnel employed by CONTRACTOR. The PSPCL shall not be liable to pay any damages or compensation whatsoever to the employees of CONTRACTOR or to CONTRACTOR, for any death, injury or accident caused during the performance of duties envisaged under the agreement.
20. In case of any dispute or difference arising out of the implementation or interpretations of any of the clauses of this agreement which may arise between the parties here in relating to the said agreement are subject to the ME Division, Amritsar jurisdiction only.
21. Notwithstanding anything contained elsewhere in the agreement, agreement can be terminated at any time by either party by giving to the other one month's notice in writing or payment in lieu thereof.
22. The above contract can be extended twice after successful completion of original contract with the approval of Competent Authority.

**Addl SE,  
ME Division PSPCL, Amritsar.**

**For any kind of inquiry or information call: -**

Er. Manpreet Singh Bath (Sr. Xen, ME Division, Amritsar.) 96461-19077

Smt. Pushpa Rani (Divisional Supdt. ME Division, Amritsar.) 96461-61033