



THE SINGARENI COLLIERIES COMPANY LIMITED  
(A GOVERNMENT COMPANY)  
CORPORATE MATERIAL PROCUREMENT DEPARTMENT  
KOTHAGUDEM COLLIERIES P.O – 507101  
DIST: BHADRADRI KOTHAGUDEM– TELANGANA (STATE)  
CIN:U10102TG1920SGC000571

TELEPHONE: 91-08744-243665 - EPABX: 08744-235500  
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Company Web site: [www.scclmines.com](http://www.scclmines.com)

**GST NO: 36AAACT8873F1Z1**

**NOTICE INVITING TENDERS (NIT)**

SUB: Outsourcing of Barber activity at Main Hospital, Kothagudem, under Unit Rate system for a period of 2 years.

Enq. No. & Date:	C031800434, Dt. 09.01.2019	Scheduled Date & Time of Closing	20.02.2019 10.30 AM
Number of Sources	Two Sources	Scheduled Date & Time of Opening	20.02.2019 11.00 AM
Mode of Enquiry	OPEN	Mode of Tendering	TWO PART
Input Tax Credit		Not Applicable	

1. Tenders are invited for Outsourcing of Barber activity at Main Hospital, Kothagudem, under Unit Rate system for a period of 2 years.
2. The Approximate value of the enquiry is Rs. 1.5 Lakhs.
3. The offer shall be submitted in one sealed cover as under i.e., Annexure I, II & A with full details along with signature and Seal of the Firm / Tenderer.

**SCCL Helpdesk Numbers for Bis submission:**

**EPBAX Numbers: 08744 – 235558 / 235559 / 235553**

## **SPECIAL TERMS & CONDITIONS**

Sealed tenders are invited by the under signed from experienced and competent Barber for providing of Barber activity at Main Hospital, Kothagudem, as per the terms and conditions indicated in this NIT for a period of 2 years under unit rate system.

Tenderers are advised to carefully read the NIT terms & Conditions, visit the site of SCCL & assess the nature and volume of work before submitting their offers.

The Tenderer shall fulfill all the requirements stipulated in this NIT.

### **1.1 Taxes & duties:**

- a. The unit rates specified in the NIT at clause no 1.2 are exclusive of GST. The GST is applicable if the successful bidder turnover exceeds Rs. 20.0 Lakhs / Year.
- b. The payments to contractor are subject to TDS u/s 194 C of the Income tax Act , 1961 and rules and other regulations specified there under."

### **1.2 Payments:**

- 100% payment will be made after completion every calendar month after due certification by the concerned officer.

**Unit Rates:** Rs. 100 per each \* procedure.

\* one procedure means shaving any no. of parts of the body of the patient coming for surgery as per the instructions of operating crew/Doctors concerned.

### **1.3 Penalties:**

- 1.3.1 If the success tenderer fails to provide the barber activity as specified above a penalty which is equivalent amount payable per procedure or the amount paid to the other agency for providing of alternate barber activity, whichever is more shall be deducted from the barber's monthly bill towards penalty per procedure for non performing of the barber activity.
- 2.6.2 **Risk Clause:** If the success bidder fails to provide the barber at any time or the performance is not satisfactory, SCCL will engage barber by other means and the difference of expenditure incurred by SCCL will be recovered from the success bidder.

**1.4 EMD:** Not Applicable.

**1.5 Performance Bank Guarantee:** Not Applicable.

**1.6 Price Fall Clause:** Not Applicable.

**1.7 Guarantee / Warrantee Clause:** Not Applicable.

**1.8 Price Variation Clause:** Not Applicable.

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Signature of the tenderer



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## GENERAL INSTRUCTIONS

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- a) The offers shall be typed or written in indelible ink.
- b) The offers shall be submitted in English only.
- c) SCCL reserves the right to cancel the tender at any stage before award of work, reject any or all the offers without assigning any reason there of and the decision taken by SCCL in this regard shall be final.
- d) SCCL may solicit the Tenderer's consent for extension of the period of validity. The request and the responses thereto shall be made in writing or fax or e-mail. A Tenderer accepting the request shall not be permitted to modify its bid.
- e) Submission of bids:
  - i) SCCL shall not have any responsibility for the misplacement or premature opening of the bids, if the details are not superscribed as mentioned above.
  - ii) The Tenderers are advised to avoid correction to the extent possible. In case correction is inevitable, the Tenderers are advised to strike through and write afresh.
  - iii) Erasing or over writing may cause summary rejection of the offer and no correspondence / dispute on this account shall be entertained by SCCL.
  - iv) Tenderer are requested to put their sign on all pages, give page numbers to all the pages of their offer including the enclosures in serial order and give index sheet for easy location.
- f) Tenderers are requested to submit their offers accordingly at following addresses:

The General Manager (MP)  
The Singareni Collieries Company Limited,  
KOTHAGUDEM – 507 101. Khammam District. A.P
- g) SCCL shall not be responsible for any transit delays. Tenders / Revised Tenders received after the scheduled closing time will be summarily rejected.
- h) SCCL reserves the right to seek clarifications in respect of the bids / supporting documents etc. from the Tenderer.
- i) Sometimes issue of corrigendum may be necessary to clarify the doubts raised by the Tenderer or to carryout corrections if any. All such corrigendum shall be displayed in company's web site [www.scclmines.com](http://www.scclmines.com) only. The Tenderer are therefore advised to visit the said web site from time to time to keep them updated.
- j) **Tender Evaluation Process:**

4 Nos. of the successful tenderers will be selected through suitable lottery system at 4.00 PM on 27.02.2019 among the technically & commercially acceptable offers. Orders will be issued to the first two selected bidders on two source basis (70:30) and remaining 2 bidders will be kept in impanel and will be considered if any of the above selected bidders fail to perform the assigned job to the satisfaction of the Hospital Authorities.

**for G.M. (MP)**

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Signature of the tenderer

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## **Annexure-II**

### **1. Technical terms and conditions:**

#### **1.1 Scope of work:**

The Successful Tenderer shall provide barber activity at Main Hospital, Kothagudem of SCCL, Khammam District, by himself or his authorised skilled Barber for a period of 2 years under unit rate with terms and conditions mentioned in this NIT.

#### **1.2 Requirement of barbers is as follows:**

01. Every day at 5.00 P.M the Barber should meet Dy CMO (Admn)/ Anesthetists / Matron of Main Hospital, Kothagudem and take in writing the list of Cases to be posted for surgery next day morning.
02. The Barber should perform the duty of shaving the part of the body of the patient coming for surgery as per the instructions of operating crew/Doctors concerned.
03. The assigned work of shaving has to be done to the satisfaction of ward I/c. who will certify the same.
04. The Barber should use sterilized scissors, blades provided by the management from time to time.
05. The Barber should provide individual contact nos. (minimum two nos.) / residence / Shop addresses to the I/c. Hospital / Matron / Dy. CMO and to be answered immediately.
06. The barber should report to the Hospital/Ward I/c. Anesthetists within 15 minutes of intimation. Should be available on call at any time.
07. The Barber should maintain cleanliness, Hygiene and wear Gloves, wear good dress and the behavior should be good and polite to the patients and staff. The age of the barber should be 25-55 years.
08. The person/barber who is deployed for this job will not have any right for continuation / confirmation / regularization and the concerned agency should issue identity card to the person deployed for the purpose. The barber should be the member of the Barbers Association in the Town and should have five years experience in the same profession.
09. The Barber should be a member of the Barbers Association in the Town or shall have five years experience in the same profession or shall have a shop at Kothagudem. The bidder shall have to be submitted copy of identity card i.e., Aadhar card / Voters Identity Card / Ration Card / PAN Card.

Signature of the tenderer

10. The payment of the work done will be paid by Cheque to the concerned on monthly basis on certification of ward I/c. / Matron / specialists / Dy. CMO (Admn) / Addl. CMO of the concerned Hospital.
11. The Chief Medical Officer / GM (MP) reserves the right to cancel the contract without assigning any reasons whatsoever.

### 1.3 Period of Contract:

The period of contract shall be **2 years** from the date of commencement. However, performance for the first three (3) months shall be under observation. On satisfactory performance during these 3 months, the period of contract will be continued further and thereafter a quarterly review will be done on implementation of conditions laid down as per NIT. If the performance of the Successful Tenderer is not satisfactory, the contract will be terminated. Chief Medical Officer will be the authority to decide the performance.

### 1.4 Eligibility & Experience:

The Barber should be a member of the Barbers Association in the Town and shall have five years experience in the same profession or shall have a shop at Kothagudem.

### 1.5 Personal details of the Tenderer(s):

The Tenderers shall give their personal details along with a passport size photograph duly attested by a Gazetted Officer or Company official not less than the rank of M-1 grade as per the proforma given in Annexure 'A'.

### 1.6 Statutory Rules:

- i. The Successful Tenderer should comply with all statutory provisions applicable from time to time.
- ii. The rate / procedure will be firm for the period of contract and valid till the completion of work.
- iii. "TDS will be made as per applicable rates as per GST Act".

### 1.7 Termination of work:

#### a) Termination for not commencing the work:

SCCL reserves the right to terminate the work in case the successful Tenderer fails to commence the work within the time period fixed by CMO after the issue of the work order.

#### b) Termination of work due to poor performance:

SCCL reserves the right to terminate the work, if the service provided by the Successful Tenderer is found to be unsatisfactory at any stage during the contract period or the services are stopped due to the failure on the part of

Signature of the tenderer

barber or it is observed that the contract is not being executed to the entire satisfaction of Dy. CMO (Admin).

- c) SCCL reserves the right to cancel the allotted tender work part / full during the Contract period at any time without assigning any reason with one month notice.

**1.8 Hospital visit:** Tenderers are advised to visit the Main Hospital, Kothagudem to assess nature and volume of work before submitting the tender papers.

**1.9 Other Terms & Conditions:**

- i. The successful tenderer is responsible for the discipline of the barber who is performing the procedure at hospital.
- ii. The payment of barber charges is the responsibility of the successful bidder whom he was authorised. The SCCL would not accept any claim whatsoever from them.
- iii. No part of the contract shall be subject to any change whatsoever, nor shall transfer be made by power of attorney, authorizing others to receive payment on the Successful Tenderer's behalf. The Successful Tenderer shall not sublet either whole or in part to any other contractor.
- iv. SCCL reserves the right to cancel the allotted tender work during the contract period at any time without assigning any reasons with one month notice.
- v. The CMO of SCCL is the sole authority to determine whether there is a failure on the part of the Successful Tenderer regarding providing of barber activity and to cancel the order in part or in full without assigning any reasons. Any appeal against the CMO decision shall be referred to Director (Operations) & his decision shall be final and binding.
- vi. Any contravention by the Successful Tenderer or any Barber authorised by the Successful Tenderer or acting contrary to any of the terms of contract or any of the provisions of any Act, Rules, Regulations or Company's Standing Orders or any rules regarding conduct and discipline as formulated by the company would be communicated in writing to the Successful Tenderer or to the person acting on their behalf. After having been informed of such contravention, if the Successful Tenderer fails to take appropriate action, CMO has the right to refuse entry to the person responsible for such contravention, to the premises of the Company's establishments till the cause of such contravention is removed or inform in writing of the corrective action taken by the Successful Tenderer with an assurance that such contravention will not reoccur.
- vii. Compensation of any sort under any situation like accidents, fires, extremists activities etc shall be borne by the bidder and SCCL will not take any responsibility.
- viii. The name and address of the Barber should be submitted to the CMO along with their photographs from time to time. Successful tenderer shall be responsible for the conduct and integrity of the barber authorised by him. The successful tenderer has to verify the character and antecedents of the Barber before authorizing him.
- ix. No conveyance or accommodation will be provided by the SCCL for the Barber.

Signature of the tenderer

- x. The successful tenderer shall indemnify SCCL from any liability befalling on SCCL due to any commission/omission by him or his authorised barbers or by any third party in execution of contract. If the company is made liable for such claims by the court or the authority, the same should be reimbursed to the company by the successful tenderer as if the company has paid on behalf of successful tenderer.
- xi. The SCCo Ltd allots / distribute the work into 70:30 for the first successful bidder and second successful bidder. Further SCCL impanel another 2 successful bidders in case of failure of the first two successful barbers. The SCCL's decision is final and binding in this matter.
- xii. The S.C.Co. Ltd. reserves its right to decide any matter arising during the tenure of the contract which is not covered by any of the terms and conditions mentioned in the order. Such decision is final and binding on the both parties.
- xiii. The successful bidder has to execute an agreement bond on non-judicial stamp paper worth Rs.100/- (Rupees one hundred only) within a week from the date of receipt of the order.
- xiv. The successful bidder should give indemnity bond on non-judicial stamp paper worth of Rs.100/- for the contract value towards Performance.

#### **1.10 Settlements of disputes:**

In all the cases of the disputes, the decision of the company shall be final. However, in case of any un-resolved dispute or difference of opinion arising between SCCL and the successful Tenderer in respect of manner of execution or anything connected with the work, not specially provided for here under or in respect of meaning of any clause of the terms and conditions of Tender document shall be resolved in the 'CIVIL COURT' of Kothagudem only and not by arbitration.

#### **1.11 Offer validity:**

The offer shall remain valid for 180 days from the date of opening of technical bid.

**for G.M. (MP)**

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Signature of the tenderer

***Annexure A***

**PROFORMA FOR PERSONAL DETAILS**

Affix Passport size  
photo here.

1. Name of the Person/Company/Owner:

2. Address :  
Permanent :  
Local, if any :

3. Authorized representative :

4. Contact Nos.

Telephone :

Cell :

E-mail :

Fax :

Signature of the owner / representative  
(..... Company)

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Signature of the tenderer