


<b>THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED</b> (A Govt. of West Bengal Enterprise)		
<b>BANDEL THERMAL POWER STATION</b> <b>Office of the Senior Manager(S&amp;P)</b> <b>P.O. Tribeni, Dist. Hooghly, Pin 712 503</b>	<b>Phone No. (033) 2681-2243 (SM-S&amp;P)/</b> <b>2681-2230(SM-F&amp;A)/2681-2253(Stores)</b> <b>Fax No. (033) 2684-6151</b>	

**NIT No.:WBPDC/ Tend-Adv/CC/13-14/213/BTPS Date:15.02.2014**


Memo No. : BTPS/P-32/Fire & Safety / 2013-14/145

Dated: 12.02.2014

Sealed Tenders in duplicate superscribing the Tender Notice No. & Date are invited by the General Manager, BTPS, P.O. Tribeni, Dist. Hooghly, PIN-712 503 from resourceful, well experienced and financially sound Agencies/ Companies for the job of 'Providing Fire Safety & Fire Fighting Services' as per Terms & conditions detailed in the Tender document to be issued by the Sr. Manager (S&P), BTPS against deposition Rs. 2000/- (Rupees two thousand only) by cash towards cost of Tender document only at BTPS Cash Counter between 10.30 AM to 1.30 PM upto 24.02.2014 on any working day except Saturday, Sunday and other holidays. Earnest money for an amount of Rs.40,000.00 (Rupees forty thousand only) in the form of Demand Draft need be submitted along with the offer.

All other relevant information may be had from the above office.

(P. K. Ghosh.)  
GENERAL MANAGER  
BANDEL THERMAL POWER STATION

<b>THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED</b> (A Govt. of West Bengal Enterprise)		
<b>BANDEL THERMAL POWER STATION</b> Office of the General Manager P.O. Tribeni, Dist. Hooghly, Pin 712 503	<b>Phone No. (033) 2681-2243 (SM-S&amp;P)/</b> <b>2681-2230(SM-F&amp;A)/2681-2253(Stores)</b> <b>Fax No. (033) 2684-6151</b>	

**TENDER DOCUMENT**

**NIT No.:WBPDC/ Tend-Adv/CC/13-14/213/BTPS Date:15.02.2014**

Ref. No.BTPS/P-32/Fire & Safety /2013-14/145

Dated: 12.02.2014

**TENDER DOCUMENTS FOR PROVIDING FIRE SAFETY & FIRE FIGHTING SERVICES AT BTPS**

<b>Last Date/Time for Sale of Tender papers</b>	:	Upto 24.02.2014 except Saturday, Sunday & Holidays between 10.30 A.M. to 01.30 P.M.
<b>Date &amp; Time for pre-bid discussion</b>	:	14.30 P.M. on 26.02.2014
<b>Last Date&amp;Time for Submission of Tenders upto</b>	:	1.30 P.M. on 04 .03.2014
<b>Opening of Earnest Money(part-I) and Qualifying requirement &amp; Techno-Commercial bid (Part-II)</b>	:	2.30 P.M. on 04 .03.2014.If the date of tender opening becomes holiday, tender will be opened on next working day.
<b>Opening date &amp; time of Price bid(Part-III)</b>	:	To be intimated in due course
<b>Cost of Tender Document (non refundable)</b>	:	Rs. 2,000/- (to be deposited in cash)

Issued to:

M/s.....  
.....  
.....  
.....

- Encl: a) Instruction to Tenders  
b) General Terms & Conditions (Annexure-I,A,B)  
c) Scope of work(Annexure-II)  
d) Qualifying requirement(Annexure-III)  
e) Price break up(Annexure-IV)

**PRASANTA SINHA**  
**Sr. Manager(Store & Purchase)**  
(Signature of the Issuing Authority)

**Corporate Office: Fax No. 2339-3186/2339-2339-3286. Phone No.2339-3186/2339-3286**  
**BTPS: Fax No.( 91-033) 2684 6151. Phone No. (91-033) 26846369 (General Manager)**  
**(91-033) 2681-2223(Dy. General Manager)**  
**(91-033) 2681-2243(Store & Purchase)**  
**(91-033) 2681-2230(Accounts)**

**THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED**  
(A Govt. of West Bengal Enterprise)  
Corporate Office: Vidyut Unnayan Bhawan, Plot No. 3/C, LA Block, Sect.-3  
Bidhan nagar, Kolkata-700098

**NIT No.:WBPDC/Adv/CC/13-14/213/BTPS Date:15.02.2014**

Ref. No.BTPS/P-32/Fire & Safety /2013-14/145

Dated: 12.02.2014

**DESCRIPTION OF WORK: FOR PROVIDING ROUND THE CLOCK FIRE SAFETY & FIRE FIGHTING SERVICES AT BTPS**

**Information to Bidders:**

This is three part bid system containing Earnest Money(Part-I), Qualifying requirement & Techno-Commercial bid (Part-II)& Price Bid(Part-III). The same will be received and evaluated by WBPDC, BTPS from technical and financial point of view to make a selection in the best interest of WBPDC, BTPS for the complete job under the tender document.

**Tender documents consist of the following:**

**1.0 PART-1: Earnest Money**

**1.1** The tender must be accompanied by Earnest Money deposit of Rs. 40,000.00 (Rupees forty thousand only) in the form of Demand Draft/Banker Cheque (on any Bank approved by the RBI). The D/D or Banker cheque shall be drawn in favour of "The West Bengal Power Development Corporation limited, BTPS" on State Bank of India, Tribeni branch(00225). The Earnest money must be sent along with the tender in a separate sealed cover superscribed clearly as 'Earnest Money'. Tender submitted without Earnest money of requisite amount, shall be deemed to be incomplete and will be cancelled and no exemption in payment of Earnest Money will be allowed.

The Earnest money of the successful Tenderer/Tenderers will be converted into initial Security Deposit & will be adjusted with total security deposit as will be applicable. The Earnest Money is liable to be forfeited if the successful tenderer fails to execute the contract.

**1.2** No interest will be payable by WBPDC on the above Earnest Money Deposit. Earnest Money of the unsuccessful tenderers will be refunded to them in due course after finalization of the order.

**1.3** The WBPDC reserves the right of forfeiture of Earnest Money deposit in case the tenderer after opening of tender withdrawn, amends, impairs, derogates or revokes his tender within the validity period or extension thereof.

**1.4** Earnest Money submitted against any other tender at BTPS or WBPDC cannot be transferred as Earnest Money (partly or fully) for the instant tender.

**2. PART- II :Qualifying requirement & Techno-Commercial bid**

**(A) Qualifying Requirement:**

**All the documents as stated under are to be submitted in a sealed cover envelope. Please make sure that all the points have been covered as stipulated in the tender documents, otherwise tender will be treated as rejected.**

**2.1 i.** Documents in support of qualifying requirement of tenders as stipulated in the notice inviting tender are further clarified as below:

**Eligibility Criteria of Agency (Bidder):**

i) The Agency/Company must have experience in providing such services with deployment of Fire personnel & maintenance of Fire tender/ equipment at least for the last 5(five) years under Govt. Organisation/Undertakings/Autonomous Body/Power Utilities or Industry, to be supported by the performance certificate of end User.He has to submit the credential details in his support.

ii) The agency/Company must have valid ESI & P.F. Code and possess valid Trade license, Certificate of incorporation, VAT , Service tax registration No., PAN No., Income tax clearance certificate, P. tax clearance certificate and other necessary certificate as per Govt. Rules and Regulations for execution of this type of job.

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- iii) In case of non possession of E.S.I code tender will be issued and processed subject to the condition that the successful bidder will have to submit the same after placement of the order but positively before commencement of the work.
- iv) The Agency/Company must have valid I.T. registration, P.T. registration and service Tax Registration certificate.
- v) Sound Financial condition supported by Audited Balance sheet for the last 3(three) years showing profit& loss to be produced with the Tender Documents.
- vi) The Agency/Company must have average annual turnover of the last 3(three) years Rs.60,00,000/- (Rupees sixty lac only) per annum.
- vii) Status of the organization with documentary evidence is to be furnished.
- viii) Legible photocopies of all documents duly attested are to be submitted along with the tender. Original copies of documents are to be produced on demand.

**(B) Techno-Commercial:**

2.2 All conditions of job as per this tender document should be abided by.

2.3 Scope of work which has been indicated to be strictly maintained as per tender.

2.4 Payment terms shall specifically be mentioned in the tender, deviation of payment terms may not be accepted.

**N.B.:** Bidders must have to be submit all relevant original documents at any time with 7(seven) days notice after opening of tender, failing of which it may be treated that they are not interested for the tender.

3.0 **PART-III: Price bid:** Price schedule (as per Annexure- IV) shall be submitted in a separate sealed envelope.

**4. Prebid discussion:**

It is intended to have a prebid discussion at this office on 26.02.2014 at 2.30P.M. to provide any additional information and to furnish clarification if any, needed on the scope of Work and tender documents. **In this respect, it is preferable that tenderer should send us all queries, at least (2) two days before the date of prebid discussion.** Any modification or addenda of tender documents issued shall also be part of this tender document. Party/parties not attending the discussion shall also be under purview of the modification/addendum if any and it would be the responsibility of the party/parties to collect the papers containing the modification/addendum and submit tender accordingly.

**5.0 Mode of submission of tender:**

5.1 All separately sealed envelope covers containing necessary documents shall have to be suitable superscribed as EMD/ Qualifying Requirement & Techno-Commercial Bid/Price bid as the case may be and shall bear reference to the name of the work and notice inviting tender(NIT).

5.2 The tender containing three separately sealed envelopes i.e. EMD (Part-I), Qualifying Requirement & Techno- Commercial bid (Part-II) and Price bid (Part-III) shall be sealed in one envelope marked Tender Documents (three parts) and shall bear reference to the name of work and NIT. This sealed envelope shall be submitted at the above office within 13.30 Hrs. on 04.03.2014.

5.3 The tender may be submitted by post/in person/ through courier service at the above office. Tender submitted by Fax/E mail will not be accepted. Tenders received after the due date and time will not be considered.

5.4 All the costs and expenses incidental to the submission of the tender, discussions, conferences, if any, shall be to the account of the tenderer irrespective of whether the tender is accepted or not and WBPDCCL will not bear any liability whatsoever on such costs & expenses.

5.5 The tender once submitted by a tenderer shall become the property of WBPDCCL and WBPDCCL will have no obligation to return the same to the tenderer.

**6.0 Opening of Tender:**

6.1 The tenders will be opened in presence of the attending tenderers or their representative at the time & date set for opening of tender as specified hereunder or on the extended tender opening of date and time of tender in case any extension is made thereafter to be notified to the tenderers. Tenderer's authorized representatives( up to two persons) may attend the opening.

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6.2 The due date and time of opening of EMD (Part-I) & Qualifying Requirement & Techno-Commercial bid of bidder (Part-II) is 14.30 Hrs. on 04.03. 2014. After opening of the main cover, the envelope containing the EMD will be opened first and if EMD of requisite amount in proper mode is found only then envelope containing Qualifying Requirement & Techno- Commercial bid will be opened.

6.3 Price Bid (Part-III) of tender of those tenderers who will be considered qualified in Part-I & II by WBPDCCL will be opened subsequently at a later date. The due date & time of opening of price bid will be duly intimated.

**7.0 Evaluation of Tender:**

7.1 Issuance of tender document will not be construed to mean that such tenders are automatically considered qualified for the entire tender process.

7.2 The WBPDCCL reserves the right to accept any tender or reject any or all tenders or cancel/withdraw the invitation of tenders without assigning any reason for such decision. Such decision by WBPDCCL shall not be subject to question by any tenderer and WBPDCCL shall bear no liability consequent upon such decision and the tenderers shall have no claim in this regard against WBPDCCL.

7.3 Evaluation of tender by WBPDCCL will be based on the information and documentary evidence submitted by the tenderers in response to the tender documents. The requirements as stipulated in the tender notice and documents are the minimum and WBPDCCL has the right to request for additional information.

WBPDCCL reserves its right to reject any tender, if in the opinion of WBPDCCL the qualification data/documentary evidence submitted by the tenderer is incomplete/inadequate or tenderer is found not qualified to perform the work satisfactorily. The WBPDCCL reserves the right to reject any tender if the tenderer is found to be disqualified for providing incorrect and/ or false information.

7.4 The WBPDCCL does not bind itself to accept the lowest tender and also reserves the right to split the work amongst more than one tenderer and also reserves the right to reject any or all tenders without assigning any reason whatsoever.

7.5 Notwithstanding, anything stated above or elsewhere, the WBPDCCL reserves the right to assess the capability and capacity of the tenderer, should the circumstances warrant such assessment in the overall interest of the WBPDCCL.

Yours faithfully,

**(PRASANTA SINHA)**  
**Sr. Manager(S&P), BTPS**

## GENERAL TERMS & CONDITIONS

(Annexure-I)

### 1. Contract period:

The period of contract will be 1(one) years with the provision of further six months extension at same rates ,terms and conditions but the contractual period may be reduced/increased, as per discretion of the management of the plant, at same order terms & conditions.

### 2. Validity of Tender:

The validity of tender will remain effective for 6(six) months from the date of opening of price bid. The corporation reserves the right to accept/cancel any or all tenders without assigning any reason whatsoever. The corporation does not bind itself to accept the rate quoted by the lowest bidder and reserves the right to accept or to reject any or all the tenders or to split the whole work for entrusting the same to more than one agency/Company.

### 3. Manning Pattern:

To deploy following manning in three shift, throughout the year having requisite qualification & experiences including operation of one fire tender at a time:

Sl. No.	Category of Fire personnel	No. of head (to be deployed)
01.	Assistant Fire officer	01 No.
02.	Shift supervisor	03 Nos.
03.	Fire man	15 nos.
04.	Driver	03 Nos.
05	Electrician	02 Nos.
	Total	24 Nos.

### 4. Eligibility Criteria of Fire personnel i.e. qualification& experiences:

#### i) Assistant Fire officer:

Person should have passed station officer or sub officer examination from NFSE, Nagpur or Graduation examination from IFE, Delhi with minimum three to five years' experience in large Fertilizer/Refinery/Power plant/ Petrochemical plant. Persons having HMV license will be preferred, age limit 45 years.

#### ii) Shift Fire Supervisor:

Person should have passed sub officer Examination from NFSE, Nagpur or NFA, Baroda with Graduation (preferably science) and having minimum 2-3 years' experience of fire fighting in large Fertilizer/Refinery/Power plant/Petrochemical plant. Person must have HMV/LMV driving license and working knowledge of computer for record keeping as per standard procedure, operation of computer aided fire detection system etc.He should be physically fit to carry out all kind of rescue & emergency operation.Age limit 35 years with knowledge of swimming.

#### iii) Fireman:

Person should have passed High school & have passed/attended short terms course in firefighting from DIFR or passed Fireman course from reputed institute/Govt. recognized Institute. Person should posses HMV/LMV driving license&he should have minimum one to two years firefighting experience in a large Fertilizer/ Petrochemical / Refinery/ Power plant. Age limit 35 years with knowledge of swimming.

#### iv) Driver

Person should have passed High school& posses valid HMV license. He must have knowledge of maintaining Heavy fire Tender/Vehicle. Person must have experience of driving & fire fighting for a minimum of twoto three years' experience. Age limit 35 to 40 years.

### Duties & Responsibilities of Fire personnel/Staff:

- Attending all fire/emergency calls.
- Driving fire vehicles and its pump operation efficiently as per requirement.
- Operation and maintemance of fire extinguishers, hydrants lines, monitor, BA set, life Oxy pac, if required.
- Maintaining the fire service stores and inventories & record keeping.
- Plant stand by duties during start up, shut down, plant emergency.
- Inspection & maintenance of fire extinguishers & record keeping.
- Stand by duty on hot work at turbine house.
- Imparting firefighting and rescue operation training to plant personnel & contractor workers.
- Helping to the nearby industries & communities in firefighting and rescue, if required.

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**Deployment:**

- i) The personnel for one fire Tender to be deployed in three shifts on regular duty. In each shift the personnel has to perform 8 hrs duties in a day. But in case of emergency, the personnel from stand by duty to be manned for additional Fire Tender.
- ii) The unskilled workers for office duty & other unskilled job, if required to be engaged in consultation with concerned Personnel Dept. of the concerned project.
- iii) The Authority reserves the right to increase or decrease the number of Fire personnel as per requirement. The party is to submit the rate for deployment of additional manpower on individual basis for different categories.
- iv) The wages payable to the contractual workers must not be below minimum wages as per notification of Govt. of West Bengal.

**Obligation of the corporation:**

- i) **Payment:** The Agency shall submit monthly bill in triplicate duly signed and certified by the power station authority for each month to the paying authority as early as possible for necessary payment of respective month. Before release of payment you are to submit the wage sheet signed by your employees, submission of documents of Provident Fund to the statutory body, Insurance premium, etc. as per statutory norms to the site HR&A Dept, for their clearance for final release of payment.
- ii) The duty hours of the Fire personnel will be 8 hrs. in a shift.
- iii) The monthly payment on lump sum basis as per the agreement of the contract will be released from the office of the General Manager of the power station against certified bill (to be certified by In-charge of Fire& safety Department) through account payee cheque.
- iv) Income tax or any other statutory recoveries, as applicable will be deducted from the monthly bill of the Agency.
- v). The payment of Insurance premium for W.C. policy under the W.C. Act 1923 will be reimbursed by WBPDCCL against submission of original receipt.
- vi). Service tax will be reimbursed by WBPDCCL against submission of deposit challan.
- vii) **Revision of rates:** The rate shall remain firm during the entire contract period.
- viii) **Accommodation:** The corporation shall provide unfurnished quarters accommodation with drinking water supply free of cost as available at the project. However, electricity will be provided on chargeable basis at the prevailing tariff, to be borne by the Agency/Company.
- ix) **Gate pass:** Before execution of job you are to take Gate pass of your employees from personnel Dept.

**Obligation of the agency:**

- i) The fire personnel/other unskilled workers, if any, to be deployed by the Agency shall not have any right to claim any employment at any time for any reason whatsoever and the corporation shall have no responsibility or liability, in this regard. The deployed personnel shall always be on the rolls of the Agency concerned.
- ii) The compliance of all Acts & Government rules and regulations regarding employment and working condition including various statutory facilities shall be responsibility of the agency. The agency will also be responsible for any fines for non-compliance of any such Acts & rules and Regulations.
- iii) The Personnel/unskilled workers deployed by the Agency found associating himself with any activities against the interest of the Corporation and/or not complying full with the standing orders/Rules & regulations of the Corporation may be liable to be removed either on the order of the office In-Charge of the Agency or on such directive made by the Power station authority upon notice of such violations.
- iv) The Agency is required to obtain a Labour License for deployment of personnel from the competent authority of the Labour Department, Govt. of West Bengal.
- v) Agency shall be liable for all payments to their employees for performance of duty and the company, in no events will be liable or responsible for any payment other than the payment stipulated in the contract.
- vi) The Agency shall undertake to disburse the monthly wages to their personnel so deployed in presence of the authorized representative of the Power station by 10<sup>th</sup> of every month, positively, irrespective of settlement of monthly bills by the Corporation. The Agency shall not pay less than the minimum wages as notified by the Labour Department, Govt. of West Bengal.
- vii) In case of any disputes regarding payment of wages and its rate etc. raised by any of the personnel, so deployed by the Agency under this contract, the sole liability to settle the dispute shall vest with the Agency and if for any reason any extra payment of difference of wages, etc. becomes payable to any individual the same will be borne by the Agency.

- viii) Proper Identity card and Identical uniform should be provided to Fire personnel on duty by the Agency at no extra cost to the corporation. The Fire personnel on duty to be provided with Gum Boot, Rain coat at the cost of the Agency. On duty Fire personnel to be provided with high beam search torch with rechargeable battery by the Agency and only the cell to be provided by the Corporation as per rules of the Corporation in exchange of used cells after initial issue.
- ix) The Agency shall have to cover all the Fire personnel/other workers to be deployed to "Accident Insurance Scheme/workmen Compensation Policy" under the workmen Compensation Act, 1923, at its own cost to cover compensation on account of accident and ensure compliance within one month of the execution of the contract.
- x) The Agency shall not engage any personnel having bad/ criminal record. During discharge of duty/ leisure time the behavior with the Corporation employees should be polite & good and Fire personnel shall not indulge any unwanted dispute to disturb I.R. situation of the Power station.
- xi) The Agency shall submit to the Power station authority a list of fire personnel/ other personnel, engaged by them along with their details (Name, Designation, Permanent address, Qualification and Date of birth) at the beginning of the contract. The Agency shall not change any Fire personnel /other personnel without prior permission of the concerned authority of the Power station.
- xii) The Agency shall maintain regular Attendance Registered of the Fire personnel deployed, which is to be provided to the power station authority as and when required.
- xiii) The Agency shall at his own cost, observe, perform and comply with the provisions of the following Acts as and when applicable, during the execution of the contract period and rules/ by laws framed there under including but not limiting to the following and shall maintain such registers and documents as required under the various statutes for production of the same before the corporation and / or other statutory authorities prescribed on behalf as and when required. Non-compliance of the provisions/stipulations of this Acts will render the Agency liable to payment of necessary compensation/ penalty as deemed fit by the Power station.
- a) The Contract Labour (Regulations and Abolitions) Act 1970.
- b) The payment of wages Act 1936.
- c) The Employees provident fund & Miscellaneous provisions Act, 1952.
- d) The payment of Bonus Act 1965.
- e) The workmen's compensation Act 1923.
- f) The Factories Act 1948
- g) The payment of Gratuity Act 1971

It will be the sole responsibility of the Agency to ensure all sorts of payment to the personnel and submissions of returns in time as required by various statutory Authorities concerned.

xiv) Communication: For communication with the officials mobile phone to be provided to the duty in charge by the Agency at its cost.

N.B.:i) The Agency shall ensure that its personnel do not indulge in smoking or carry match boxes, lighter, etc. in no smoking zone, if any of the station.

ii) The replacement of Fire personnel in case of sickness /leave/strike or otherwise shall be the responsibility of the Agency and for this no extra cost shall be paid by the corporation.

iii) The Agency shall indemnify the corporation in respect of liability under the workmen compensation Act 1923 and to implement thereto for the cost to the workmen.

iv) The Assistant Fire officer shall have full command over the entire contingent with responsibility to discipline and turn out.

**Statutory Bonus:** The Agency has to ensure payment of bonus minimum @ Rs. 8.33% to its eligible employees as per provision of the payment of Bonus Act, 1965.

**Evaluation of tender:**

i) The WBPDCCL reserve the right to accept any tender or reject any or all tenders or cancel /withdraw the invitation of tender, without assigning any reason for such decision. Such decision by the WBPDCCL shall not be subject to question by any tenders and the WBPDCCL shall bear no liability consequent upon such decision.

ii) The WBPDCCL does not bind itself to accept the lowest tender.

**Security Deposit:**

You will have to submit an irrevocable Bank Guarantee from any Nationalized Bank covering 10% of the total work order value valid for one year failing which 10% of monthly allocation (12 equally divided total LS contract value) will be deducted from your monthly bill as security deposit and will be released after one month of successful completion of the contract against certified bill in triplicate submitted to the Controlling Officer.

**2. Agreement Bond:**

The Agency shall execute the agreement on Non-Judicial stamp paper of value Rs.100/- as per Proforma enclosed herewith within 30(thirty) days from the date of issuance of work order.



**Termination:**

- i) In the event of breach of any of the covenants and stipulations contained in the agreement/terms and conditions of the tender documents as well as work order and failure of the Agency to remedy such breach within the stipulated time as will be directed by the corporations, the contract will be terminated by giving one month notice.
- ii) Any goods of the corporation in custody or Power of the Agency at the time of termination of contract or expiry of the contract by efflux of time or by notice or otherwise shall be restored/return by the Agency to the corporation.
- iii) The WBPDCCL at its discretion may terminate the order with one month notice without assigning any reason whatsoever.

**Penalty:**

If the agency fails to execute the work upto the total scheduled period of execution then a penalty @ 10% of the order value of the balance work upto a maximum limit of Rs. One lac shall be levied on the Agency concerned and the same has to be paid by the agency on demand by the WBPDCCL and in that event of failure the entire amount of EMD/Security Deposit as admissible from unclear running bills of the Agency, if any, shall be adjusted against security deposit.

**Legal Jurisdiction:**

Any legal dispute would be dealt under the Jurisdiction of Calcutta High Court only.

**ANNEXURE-II**

**SCOPE OF WORK FOR PROVIDING FIRE FIGHTING & SAFETY SYSTEM ON ROUND THE CLOCK  
FIRE FIGHTING PERSONNEL AT BTPS:**

**Fire & Safety Cell**

1. Attending all fire/ Emergency call.
2. Driving fire vehicle and its pump operation efficiently as per requirement.
3. Operation and maintenance of fire extinguishers, hydrant lines, monitor, BA set, life Oxy pac & Ambulance if required.
4. Maintaining the fire service stores, inventories and record keeping .
5. Plant stand by duties during start up , shut down, plant emergency.
6. Inspection & maintenance of fire extinguishers and record keeping.
7. Stand by duty on hot work at turbine house.
8. Imparting fire fighting and rescue operation training to plant personnel and contractor workers.
9. Helping to the nearby industries and communities in fire fighting and rescue, if required.
10. Operation & running maintenance of all fire fighting systems.

**Manpower deployment of fire personnel different areas (shift wise):**

Name of installations (Zone wise)	Manned installation
a. Boiler fonts, coal mills, Turbines, hydrogen feeding area, Cable gallery at mill & boiler, Main oil tank area, Cable vaults & spreader room	01
b. Coal bunker	01
c. Coal yard, Fuel oil storage tanks, wagon tripler, Crusher house & coal conveyor area	01
d. Hydrogen storage & godown area, Diesel fuel pump area, 132kv/220kv switch yard area.	unmanned
e. LPG gas storage area, Ammonia storage & feeding area	unmanned
f. DM plant & aside storage area, Chemical feeding & mezzanine floor area	unmanned
g. All Generator transformer area, switch gear rooms	01
h. Intake pump house area	01
i. Fire safety control room (for emergency call), Shift fire supervisor per shift	01

Total manpower involved per shift=06 persons.

Fire fighting is a team work thus it cannot be tackled by a single person.

**ANNEXURE- III**

**Qualifying requirements :**

**I.** The tenderers must have

i. The agency / company must have experience in providing fire safety and fire fighting personnel on round the clock basis services with deployment of fire personnel and maintenance of fire tender/equipment at least for the last 3 (three) years under Govt. organization/Undertaking/ Autonomous body/Power utilities or industry to be supported by the performance certificate. Agency has to submit the credentials in this support.

ii. The agency/company must have a qualified and experienced B.E.(fire) from National Fire Service Collage, Nagpur in their management. Documentary evidence must be supplied along with the tender.

iii. The agency/company must hav average annual turnover of the last 3 years Rs. 60(sixty) lac per annum exclusively in supply of trained fire fighting manpower.

**: OR FORMAT :**

(The Bidders have to fill up the format and documents to be enclosed mentioning in the format below)

SL. No.	Order No and Date	Name of the job and duration	Name of the Plant	Ordering Authority		Single Order Value in a year with respective validity period 80% of estimated cost	Two similar Order Value in a year with respective validity period 50% of estimated cost	Three similar Order Value in a year with respective validity period 40% of estimated cost	Copy of audited balance sheet/ certificate from chartered accountant submitted (yes/no)
				Direct	Indirect				

The bidder should have average turnover of Rs. 60 lac during last three financial years, bidder has to supply copy of audited balance sheet showing the turnover or certificate from chartered accountant in this regard.

The Bidder should have own permanent EPF Account No. & Service Tax Regn. No.

The Bidder should also have ESI Registration.