

**Part II**

**Price Bid**

**NABARD, KARNATAKA REGIONAL OFFICE, BENGALURU**

**ANNUAL COMPREHENSIVE MAINTENANCE OF FOLLOWING MAINTENANCE WORKS AT BANK'S QUARTERS AT BTM LAYOUT, NANDINI LAYOUT, RAHEJA PARK AND SKYLINE APPARMENTS**

**BILL OF QUANTITY**

Sr.	Item of work	Approx. volume of work	Periodicity	Rate quoted Per unit	Rate for estimate volume
<b>1</b>	<b>Nandini Layout</b>				
i	Cleaning of compound, staircases, rooftop and collection of garbage from flats and disposal of garbage	Approximate area of 2000 Sq ft) 25 kg of garbage	Daily	(Full work)	
ii	Cleaning of entire flat and toilets – With dry broom followed by wet mop using good quality phenyl and toilet seat/tile cleaning with good quality cleaning material.	2 flats – 2 BHK ( 750 to 800 sq ft) ( Gym & Community Hall)	Daily	(Rate per flat)	
iii	Cleaning of toilets/ bathrooms including toilet seats/ commodes, floor tiles, wall tiles and wash basins, flush tanks using good quality materials.(Preferably on Saturdays/ Sundays/ Holidays.)	19 flats having 2 toilets each	Once a week.	( Rate per flat)	
iv	Removing of cobwebs, cleaning of fans and electric light fittings with wet cloth, electric switch boards, cleaning of inaccessible spots like top surface of pelmets, window grills, removing/ washing/ refaxing of window mesh etc.	19 flats - 2 BHK ( 750 to 800 sq ft)	Once in three months	( Rate per flat)	
v	Cleaning of whole flat including the toilets – Scrubbing of entire floor with appropriate scrubbers and cleaning material to make surface clean.	19 flats - 2 BHK ( 750 to 800 sq ft)	Once in a year	( Rate per flat)	
vi	Electrical works – minor repairs relating to proper supply of electricity to the compound and the houses, malfunction in electrical fixtures like fan, geysers etc.	8 calls per month	On call basis	( rate per call)	
vii	Plumbing works – Minor repairs relating to proper supply of water and disposal of drain/ sewer affluent.	8 calls per month	On call basis	( rate per call)	

Sr.	Item of work	Approx. volume of work	Periodicity	Rate quoted Per unit	Rate for estimate volume
viii	Carpentry works – Minor repairs relating to fixing of doors, windows, cupboards drawers, name plates etc.	8 calls per month	On call basis	( rate per call)	
ix	Overhead Tank cleaning and rooftop cleaning	4 tanks and roof area of approx. 5000 sq ft	Monthly		
	<b>Total for Nandini Layout</b>				
	<b>Raheja Park</b>				
i	Cleaning of entire flat and toilets – With dry broom followed by wet mop using good quality phenyl and toilet seat/tile cleaning with good quality cleaning material.	26 flats – 2 BHK (800 to 1040 sq ft) ( Gym & Community Hall)	Daily	( Rate per flat)	
ii	Cleaning of toilets/ bathrooms including toilet seats/commodes, floor tiles, wall tiles and wash basins, flush tanks using good quality materials.(Preferably on Saturdays/ Sundays/ Holidays.)	26 flats having 2 toilets each	Once a week.	( Rate per flat)	
iii	Removing of cobwebs, cleaning of fans and electric light fittings with wet cloth, electric switch boards, cleaning of inaccessible spots like top surface of pelmets, window grills, removing/ washing/ refaxing of window mesh etc.	26 flats - 2 BHK (800 to 1040 sq ft)	Once in three months	( Rate per flat)	
iv	Cleaning of whole flat including the toilets – Scrubbing of entire floor with appropriate scrubbers and cleaning material to make surface clean.	26 flats - 2 BHK (800 to 1040 sq ft)	Once in a year	( Rate per flat)	
v	Electrical works – minor repairs relating to proper supply of electricity to the compound and the houses, malfunction in electrical fixtures like fan, geysers etc.	5 calls per month	On call basis	( Rate per call)	
vi	Plumbing works – minor repairs relating to proper supply of water and disposal of drain/ sewer affluent.	5 calls per month	On call basis	( Rate per call)	
vi	Carpentry works – minor repairs relating to fixing of doors, windows, cupboards drawers, name plates etc.	5 calls per month	On call basis	( Rate per call)	
	<b>Total for Raheja Park</b>				
	<b>Skyline Apartments</b>			(Rs.)	(Rs.)

Sr.	Item of work	Approx. volume of work	Periodicity	Rate quoted Per unit	Rate for estimate volume
i	Cleaning of entire flat and toilets – With dry broom followed by wet mop using good quality phenyl and toilet seat/tile cleaning with good quality cleaning material.	2 flats – 2 BHK ( 796 to 864 sq ft) (Community Hall 7 BMO room)	Daily	( Rate per flat)	
ii	Removing of cobwebs, cleaning of fans and electric light fittings with wet cloth, electric switch boards, cleaning of inaccessible spots like top surface of pelmets, window grills, removing/ washing/ refaxing of window mesh etc.	12 flats - 2 BHK ( 796 to 864 sq ft)	Once in six months	( Rate per flat)	
iii	Electrical works – minor repairs relating to proper supply of electricity to the compound and the houses, malfunction in electrical fixtures like fan, geysers etc.	3 calls per month	On call basis	( Rate per call)	
iv	Plumbing works – minor repairs relating to proper supply of water and disposal of drain/ sewer affluent.	2 calls per month	On call basis	( Rate per call)	
v	Carpentry works – minor repairs relating to fixing of doors, windows, cupboards drawers, name plates etc.	2 calls per month	On call basis	( Rate per call)	
<b>Total for Skyline Apartments</b>					
<b>BTM Layout</b>					
i	Cleaning of compound, staircases, rooftop and collection of garbage from flats and disposal of garbage	Approximate area of 1000 Sq ft) 1 kg of garbage	Daily	(Full work)	
ii	Removing of cobwebs, cleaning of fans and electric light fittings with wet cloth, electric switch boards, cleaning of inaccessible spots like top surface of pelmets, window grills, removing/ washing/ refaxing of window mesh etc.	1 flats - 1 BHK 400 sq ft	Once in six months	( Rate per flat)	
iii	Electrical works – minor repairs relating to proper supply of electricity to the compound and the houses, malfunction in electrical fixtures like fan, geysers etc.	2 calls per month	On call basis	( Rate per call)	
iv	Plumbing works – minor repairs relating to proper supply of water	2 calls per month	On call basis	( Rate per	

Sr.	Item of work	Approx. volume of work	Periodicity	Rate quoted Per unit	Rate for estimate volume
	and disposal of drain/ sewer affluent.			call)	
v	Carpentry works – minor repairs relating to fixing of doors, windows, cupboards drawers, name plates etc.	2 calls per month	On call basis	( Rate per call)	
vi	Overhead Tank cleaning and rooftop cleaning	1 tank and roof area of approx. 1800 sq ft	Monthly		
	<b>Total for BTM Layout</b>				
	<b>Grand Total</b>				

**Note:** The annual maintenance contracts for quarters at each location can be awarded independently if required, at the rates quoted for quarters at each location. So the contractor may quote rates independently for each quarters.

I / We hereby declare that I / We have read and understood the above instructions for the guidance to tenderers.

Date:

Signature of Tenderer:

Name of the contractor

Place:

Address with Seal: \_\_\_\_\_

**The thumb rule for this AMC shall be that man-power, labour services cost shall be inclusive in the AMC charges and material cost shall be paid seperately on market rates or production of the original bills for the material plus transportation cost, and on merit of each case. Cost of all the tools, uniforms, logbooks, maintenance registers etc shall be borne by the contractor.**



## **Payment and other terms**

1. No advance payment shall be made to the contractor / Agency. As per rules TDS shall be applicable.
2. The contractor must pay to his workers the wages which are equal to or more than the minimum wages prescribed by the state government authorities.
3. The workers should also be provided benefits like ESI and PF by the AMC contractors.
4. Alongwith every monthly bill a certificate from the contractor must be attached that he is complying with Minimum wages act.
5. The bill shall be paid monthly after delivery of successful services during the month.
7. For absence of every worker / shifts an amount proportional to Total AMC charges divided by Total no. of workers prescribed above which is 18 nos. Shall be deducted from the bill. To avoid deduction the contractor must ensure deployment of replacement worker in place of worker on leave.
8. Every employee engaged by the agency shall wear uniform. The agency will provide proper uniform to the Housekeeping staff at his own cost. The uniforms should display their work / trade such as "Electricain", "Fire", "Cleaning" etc. in the form of badges . Shoes also need to be provided. They should also have I-cards on them.
9. All necessary tools to workers like Electrical tools to Electricians, Cleaning tools to Cleaning workers etc. should be provided by the contractor. Tools like broom-sticks, floor wipers, blowers, vaccum cleaners, temperature measuring device, pliers, spanner sets, screw- drivers, etc should be provided by the AMC contractor to their workers.
10. No worker who is prohibited by Law should be deployed. The antecedents of staff deployed shall be got verified by the contractor from local police authority and an undertaking in this regard to be submitted to NABARD.
11. The Contractor will maintain a register on which day to day deployment of personnel will be entered. This will be countersigned by the authorized official of NABARD. While raising the bill, the deployment particulars of the personnel engaged during each month, shift-wise, if any should be shown.
12. Any case of theft / pilferage by the AMC workers shall be viewed seriously and may result into termination of the AMC if thought necessary by NABARD. The damages due to suchact of the AMC workers shall be recoverable from the charges payable to the contractor.



13. The persone supplied have to be extremely courteous with very pleasant mannerism in dealing with the staff/visitors, especially with female staff/ visitors and should project an image of utmost discipline. No AMC worker should misbehave with the NABARD staff.

14. Workers must also not indulge in consumption of Alcohol or any other toxic substance while on duty.

15. The Contractor will maintain a register on which day to day deployment of personnel will be entered. While raising the bill, the deployment particulars of the personnel engaged during each month, shift-wise, if any should be shown.

16. All liabilities arising out of accident or death while on duty shall be borne by the contractor.

17. The Contractor and its staff shall take proper and reasonable precautions to preserve from loss, destruction, waste or misuse the areas of responsibility given to them by NABARD.

18. Any damage or loss caused by contractor's person to NABARD in whatever form, shall be recovered from the contractor. However, the contractor will not be held responsible for the damages/ sabotage caused to the property of NABARD due to the riots/ mob attack/ armed dacoity or any other event of force majeure.

19. The payment would be made at the end of every month based as per the amount approved by NABARD . No other claim on whatever account shall be entertained.

20. Any liability arising out of any litigation (including those in consumer courts) due to any act of contractors personnel shall be directly borne by the contractor including all expenses/ fines. The concerned contactors personnel shall attend the court as and when required .



