

**BANK OF BARODA
ZONAL OFFICE,
LUCKNOW**



PRICE BID (PART II)

**Tender Part-II
(To be submitted in sealed envelope-2, mandatorily along with Annexure
I/Excel Sheet as price bid breakups)**

Note: This Price bid should must be submitted along with Annexure-I (i.e. breakups of Price Bid in prescribed excel sheet) in sealed envelope of Financial Bid.

Manpower Requirement and Costing

Manpower requirement given below is worked out based on the assessment made at our end and is purely indicative. Any additional requirement as envisaged by the agency for satisfactory completion of jobs have to be engaged at site. No extra claim towards additional man power engaged shall not be considered.

Supervisor

One per shift will co-ordinate the daily, Weekly, & Monthly cleaning activities for the entire building.

1. House men

- (a) House men between 7A.M. to 8 P.M., 6 days a week (shift timing will be 7.00 to 15.00 and 13.00 to 20.00)
- (b) Distribution of housemen will be decided by the bank.
- (c) P&FMC has to engage required manpower on weekdays / holidays for attending specialised cleaning like carpet / chair spotting, shampooing, brushing, scrubbing etc. No compensatory off/ extra payment claims will be entertained.

2. Toilet attendants

Lady toilet attendants in two shifts as decided by the bank have to be engaged from 7.00 am to 7.00 pm on all working days.

The contractor must cover all employees under his charge for all statutory compliances like ESIC PF, minimum wages (as per minimum central wage act), accidental insurance / death etc. all complete as per minimum central wage act. All housekeeping staff must be trained with required experience in a similar building to perform duties entrusted to them , and must be in proper uniform at all times.

Above mentioned manpower distribution can be remodelled from time to time in consultation with bank without compromising on quality of service and zero interruption to the occupant.

Internal and external glass/ACP cleaning will be a part of housekeeping services.

Price Bid Part (II)

Manpower Requirement and costing

Housekeeping

Sl no.	Manpower requirement	Total	Amount of First year A	Amount of second year B	Amount of Third year C
1	Manager	1			
2	Supervisor	2			
3	Housemen	12			
4	Ladies toilet attendant	2			
	TOTAL				

Amount for three year i.e. A+B+C= _____

Price Bid (Part II)

B. Schedule of House Keeping Equipments I Consumables & Costing

Machine(y & Equipment.

- Wet & Dry Vacuum Cleaner heavy-duty industrial type (2. Nos.)
- Multipurpose floor maintainer with accessories with double disc (for Shampooing, Burnishing buffing, etc.) -1 no.
- Unger Window cleaning Kit (with safety belts etc.) - 1no.
- High-pressure jet with accessory (1. Nos)
- Multipurpose housekeeping trolley (1. Nos)
- Mopping bucket with squeezer (3. Nos)
- Ladder 30'ft, 8'ft, & 4'ft (2.nos.)

(A) Amt. **per month** in words and figures : Rs

(B) Housekeeping Consumables:

Soft & Hard Broom

Cob - Web Duster

Floor & Glass Duster

Table & Computer Duster

Odonil Sticks / Naphthalene Balls

WC - Brush, Silvo /Brasso

Deodorized - detergent for mopping

R-1 to R-7 (Hindustan lever Brand)

Murphy Oil / Min Cream, Spray bottles, Buckets, Caddies, Garbage Bogs, Mugs, Dust Collectors, Odopic / Vim Powder, Harpic. Round Mops, Kentucky Mops, Room Freshener, Mosquito repellent, papers napkins, liquid soap (Brand-Fem,Taski, Dettol, Lifebuoy) , P&FMS will ensure that one small odonil stick & two naphthalene balls in all urinals and odonil fresheners in toilets / wash area are available at any point of time. Special Attention is requested to note that in case of any deficiency in quantity or quality if observed in consumable items bank will have the right to deduct even full amount of monthly payable / payment against said head.

Rubber Cushion, Glass Wiper, Hand Brush, oversized sweeping Brush for external areas, Buffing & Scrubbing Pads & Carpet & Upholstery Shampoo liquids HLL Soap for the dispensers in all toilets, also to be provided by the service provider. Items provided by the FMS will be verified by the concerned officer of Bank. **Rate includes cost of cleaning and consumable items etc. regarding cleaning and maintain at Bank's Guest House at Mahanagar, Lucknow.**

(B) Amt. **per month** in words and figures: Rs

Total of A+ B per month- : Rs.

For 12 months : Rs.

For 36 months : Rs.

Lift Attendant

- Attendant service elevator 6 am to 10 pm. 2 Attendant/technician per shift for VIP elevator and one for other elevator from 4.30 pm to 12.30 am.
- Lift technician during office hours or as decided by the bank
- The contractor must cover all employees under his charge for all statutory compliance like ESIC, PF, and Accidental, insurance /death. Security staff must be trained with at least 2 years experience in a similar building to perform duties entrusted to them, and must be in proper uniform.
- The above-mentioned manpower is based on the fact that the building management system is not activated.

Price Bid Part (II)

Car Parking/Lift Attendant

SI no.	Manpower requirement Per day	Total	Amount of First year A	Amount of second year B	Amount of Third year C
1	Lift men/attendant	4			
2	Lift Technician	1			
	TOTAL				

Amount for three year i.e. A+B+C=

Rs _____

D. External Surface Cleaning

The above-mentioned cost towards Man / Machine & Material etc, is based on the surrounding of the building and nature of work which is a high-risk activity, where safety & precautions to be adopted while cleaning is in progress. However international standards are to be maintained at all time & if required contractors may remodel the same without out compromise on quality. Facade cleaning shall be done by either by spider man or gondola system. However, cradle type façade cleaning system is installed at one portion of the building façade.

The contractor must cover all employees working under him for all statutory compliance like ESIC, PF, Accidental, Insurance /death. The team must be trained with at least 2 experienced persons who had carried out similar job in past, and must be in proper uniform at all times.

The external façade cleaning will be considered as a single item. The frequency of cleaning is proposed to be quarterly. The P&FMSC should quote accordingly. Frequency of cleaning will be changed if situation demands. One cycle of cleaning work should be completed within 20 days.

Price Bid Part (II)

External Surface Cleaning

SI No.	Area	Amount of First year (4 cycle in a year) A	Amount of second year (4 cycle in a year) B	Amount of Third year (4 cycle in a year) C
1	Facade cleaning including Cladding (glass and ACP etc. all), Stainless Steel, Glazed windows, curtain walls, Aluminium louvers etc. all Alucobond etc. complete. Note: Kindly visit the site before submission of quote			
	TOTAL			

Amount for three year i.e. A+B+C=

Rs _____

E. Electrical / Plumbing/ Carpentry

1. P&FMS Contractor will coordinate & oversee the daily, Weekly, & Monthly M&E operations In the building. Also will operate all common equipment Installed In the building like, DG Set, Access control & CCTV, AC, Electrical panels , Programmable Logic Controller FAS etc & will also comply with all ISO, norms & documentation.
2. Provision to be made for break down & preventive maintenance like shutdown etc on weekends & holidays only.
3. All tools and equipment to be provided by the contractor for all mechanical & electrical works to be carried out in the building, which should also include safety equipment etc.
4. All spares and consumables like plumbing materials, tubes, chokes, coils ELCB etc. Will be procured from the market after obtaining 3 quotes and will be reimbursed by Bank of Baroda.
5. The contractor must cover all employees under his charge for all statutory compliances like ESIC, PF, accidental insurance's/death. All staff working in the building must be professionally trained to perform duties entrusted to them and must be in proper uniform at all times.
6. The above-mentioned-manpower is based on the fact that the building systems are not automated also the daily proactive & preventive maintenance program will have to comply to international standards. If required contractors may remodel the some without compromising on quality.
7. The Electrical Engineer will be Degree/ Diploma holder in Electrical Engineering and having experience not less than 3/5 years. He shall take care of all electrical, electromechanical equipments, HVAC, lifts, panels etc. Electricians and Plumbers should be license holders.
8. Carpenter engaged has to maintain all doors/ door closures/ floor springs and attend minor repairs of furniture (steel/ wooden) provided in the building . The price quoted shall include cost of all tools and tackles required for attending above job. Housekeepers/ Electricians/ Plumber will be assisting the carpenter if required.

9.

Price Bid Part (II)

Electrical/ Plumbing/ Carpenter

Sr No.	Manpower Requirement	No	Amount of First year A	Amount of second year B	Amount of Third year C
1	Electrical Engineer	1			
2	Sub Station & DG operator	1			
3	Electrician	2			
4	Plumber/ Pump operator	1			
5	Carpenter	1			
	TOTAL				

Amount for three year i.e. A+B+C=

Rs _____

F. Horticulture & Pest Control

1. Assistant Gardener: One assistant Gardner will oversee all horticulture activities in the building on a day to day basis-Cost of consumables & machines must include the cost of a lawnmower, scissors, spades etc. Also the cost of mud & manure to be filled in as Para 5 & cost of chemical & pesticide (continuous) required.
2. Will Attend to all common areas on a monthly basis or as & where required to keep the building both externally & internally pest free. Also this cost must include the cost of Rodent control.
Periodicity
 - 1) Pest control once in two weeks (Gel treatment in office, toilet, canteen area) and chemicals treatment in passage, godown etc.
 - 2) Rodent control- Once in a month
3. The contractor must cover all employees under his charge for all statutory compliances like ESIC, PF, accidental insurance's/death. All staff working in the building must be professionally trained to perform duties entrusted to them and must be in proper uniform at all times.
4. The above-mentioned manpower/cost is based on the fact that the building fabric and the nature of the surrounding area, which is rodent prone hence the proactive & preventive measures & program such as supply of Rat pads (Minimum 15 – big size per month) and Rat cages and will be based on international standards. However contractors may remodel the same without compromising on quality.
 1. Soil, manure (2:1), pesticides to be arranged by the P&FMS contractor. 10 cft soil to be supplied once in 4 months.
 2. Maintaining plants including watering, pruning, arranging necessary equipments / pipe all complete.
 3. Once the job is awarded, the contractor shall submit detailed schedule of work to be done on daily basis. The scope of work includes
 - a. Watering of plants – indoor / out door
 - b. Trimming and maintenance of lawn
 - c. Re shuffling of plants to give them sunlight once/ twice a week as required
 - d. Placing of pots as instructed by the department.
 - e. Spraying of insecticides
 - f. Filling / refilling the soil manure in the pots, indoor / out door plants, lawn, road divider etc and all the relevant horticulture articles.

Price Bid Part (II)

Horticulture and Pest control

Sl No ₂	Manpower Requirement	Total	Amount of First year A	Amount of second year B	Amount of Third year C	Remarks
1	Garden Supervisor	1				8 hours a day * 6 days
2	Assistant Gardner	2				8 hours a day * 6 days
3	Pest Control					Fortnightly services including all internal and external
	TOTAL					

- ***Flower arrangement quantity may vary as per requirement. Payment will be made as per actual supply .**

Amount for three year i.e. A+B+C= Rs _____

G. Fire Fighting Installations

1. The contractor must cover all employees under his charge for all statutory complaints like ESIC, PF, Accidental, Life Third party and property damage insurance up a min of Rs. 5 lakhs.
2. The fireman and control operator must be based with at least 2 years, experience in the similar building and having minimum educational qualification “ Diploma in Fire and Safety or its equivalent” to Perform duties enlisted to them and must be in proper uniform at all the times.
3. The fireman's and control operator shall be perfectly conversant with Local fire brigade rules and regulations.
4. 2 firemen should be engaged per shift

Price Bid Part (II)

Fire Fighting / Control room/BMS Operator

SI No.	Manpower Requirement	Total	Amount of First year A	Amount of second year B	Amount of Third year C
1	Fire Supervisor	1			
2	Firemen including reliever	8			
	TOTAL				

Amount for three year i.e. A+B+C= Rs _____

H. AC Operator

- 1 The contractor must cover all employees under his charge for all statutory complaints like ESIC, PF, Accidental, Life Third party and property damage insurance up a min of Rs. 5 lakhs.
- 2 The operator and assistant must have at least 2 years experience in the field to perform duties enlisted to them and must be in proper uniform at all the times.

Price Bid Part (II)

AC operator

Sl no.	Manpower requirement Per day	Total	Amount of First year A	Amount of second year B	Amount of Third year C
1	AC Operator	2			
	TOTAL				

Amount for three year i.e. $A+B+C=$ Rs _____

CARETAKER (Guest House):

Services

- Receive guests, enter details in the register and allot rooms as directed by the Bank
- Change bed sheets, pillow covers , bathroom consumables etc in regular intervals, get it cleaned and store the same in safe custody
- Prepare Tea/ coffee/ Breakfast/Meal and serve as per the request of guests.
- Maintain records pertaining to occupants /time in and time out etc.
- Maintain cleanliness of Guest House and allied area etc.

Manpower

- As per quantity indicated in BOQ/Price bid
- Workers should be provided with uniform
- Care taker of the guest house should be engaged in shifts, round the clock.
- Bank reserve right to take services of manpower at other locations and for other suitable jobs.

Price Bid Part (II)

Care taker (at Guest House):

SI no.	Manpower requirement Per day	Total	Amount of First year A	Amount of second year B	Amount of Third year C
1	Care taker	3			
	TOTAL				

Note: Rate includes daily cleaning, maintaining, cleaning materials and consumable etc. all complete.

Amount for three year i.e. A+B+C= **Rs** _____

Price Bid Part (II)

ABSTRACT

SI No.	Description Of Work	Brought Forward Page no.	* Contract Amount In Rs. for Three Years i.e. A+B+C =
1	House keeping		
2	Consumables		
3	Lift Management		
4	External Surface cleaning		
5	Electrical/ Plumbing / Carpentry Services		
6	Horticulture & Pest control		
7	Firemen/Control/BMS operators		
8	AC operator		
9	Care Taker		
	TOTAL		

Amount for three year i.e. A+B+C= **Rs** _____

(Signature)
Name of Authorised signatory
Designation
Name of company

*** Kindly ensure that all the entries be filled and matches with the entry in relevant pages and respective fields of Annexure –I/Excel Sheet.**