

**HINDUSTAN PHOTO FILMS** is a Public Sector Enterprise under the Ministry of Heavy Industries, Government of India located at Udthagamandalam in the District of Nilgiris in Tamilnadu. The COMPANY Manufactures Photographic products used in the fields of Public Health, Entertainment, Defence etc.

Quotations are invited from Registered Professional CONTRACTORS with a minimum of two years of Experience in HOUSE KEEPING AND HORTICULTURAL WORKS which includes collection and disposal of waste in an efficient manner by the CONTRACTORS themselves with their own Transport arrangements, Equipments and Tools apart from their own manpower.

The quotations called for are separate for the following areas and the approximate manpower required are as follows :

1. Main Plant - Not less than 14 persons (50% should be Male)
2. Polyester X-Ray Plant - Not less than 8 persons (50% should be Male)
3. Township area - Not less than 18 persons (50% should be Male)

We have been maintaining the House Keeping and Horticultural works including collection and disposal of wastes in the past and the current strength of Employees/Dependants /Occupants are as follows :

1. Main Plant - 250 approximately
2. Polyester X-Ray Plant - 350 approximately
3. Township – comprises of 74 Blocks or approximately - 500 quarters used by the Employees and their Families, Marketing Complex, Community Hall, Ezhilagam Complex, TNEB, Post Office, etc.,

- 1 The contract would be awarded separately for the above three areas as per tender procedures.
- 2 The specification / job description in brief are given below and the Terms and Conditions in general would be as follows:
- 3 The CONTRACTOR / AGENCY would be fully responsible for controlling/ executing the House Keeping and Horticultural works as per the direction of the Management.
- 4 The CONTRACTOR / AGENCY have to deposit in total an amount not more than 5 % of the total value of the contract as EMD / SD [details as per the Terms and Conditions]. The amount deposited will not carry any interest until it is refunded as per the Terms / Conditions of the contract.
- 5 The CONTRACTOR / AGENCY in his quotation should also include all the Taxes and Duties payable by the Contract AGENCY. Claim for enhancement of rates after acceptance of the Tender on any pleas would not be entertained.
- 6 The CONTRACTOR / AGENCY is fully responsible for meeting all the Statutory obligations such as PF, ESI., etc.,

- 7 The CONTRACTOR / AGENCY shall not assign / sublet in whole or part of the contract to anybody without the consent of the Management.
- 8 The CONTRACTOR / AGENCY should provide uniforms as directed by the Management.
- 9 The CONTRACTOR/AGENCY should not interchange manpower from one area to another in the instance of a single contractor becoming the lowest bidder for more than one area.
- 10 The contractor has to arrange for the materials required (approved quality) for cleaning like Soap oil, Phenol, Bleaching Powder other Pesticides and Disinfectants and necessary tools and tackles.
- 11 The Management reserves the right to terminate the Contract at any time during the period of the contract without assigning any reasons thereof.

### **Declaration by the CONTRACTOR / AGENCY**

I have read the Terms and Conditions of the contract and have quoted after understanding the nature/other terms of the work.

I have of experience in House Keeping and Horticultural works  
(Certificates/proof of documents should be enclosed)

I am paying Income Tax for the past years. (PANCARD to be enclosed)

I am enclosing Income Tax Returns for the past 3 years (returns for the last three years to be enclosed)

Name of the CONTRACTOR / AGENCY

Regd. No.

Address with Telephone No./ Mobile No.

The above information is true to the best of my knowledge. If my / our tender is accepted, I agree to abide by all the conditions which may be laid down from time to time.

Signature of the CONTRACTOR / AGENCY

**SCHEDULE 'C' SCHEDULE OF COMPLETION TIME**  
(clause 3 of General Conditions of Contract)

---

Name of Work - House Keeping and Horticultural Works including collection and disposal of wastes, Bush Cutting works in the following areas

1. **Main Plant** : The entire work shall be completed within twelve months from the date of order to commence the work i.e.. .....

Senior Manager  
Human Resources Development Division

CONTRACTOR

**SCHEDULE 'C' SCHEDULE OF COMPLETION TIME**  
(clause 3 of General Conditions of Contract)

---

Name of Work - House Keeping and Horticultural Works including collection and disposal of wastes, Bush Cutting works in the following areas

2. **Polyester X-Ray Plant** : The entire work shall be completed within twelve months from the date of order to commence the work i.e.. .....

Senior Manager  
Human Resources Development Division

CONTRACTOR

**SCHEDULE 'C'**  
**SCHEDULE OF COMPLETION TIME**  
(clause 3 of General Conditions of Contract)

---

Name of Work - House Keeping and Horticultural Works including collection and disposal of wastes, Bush Cutting works in the following areas

3. **Township area** : The entire work shall be completed within twelve months from the date of order to commence the work i.e.. .....

Senior Manager  
Human Resources Development Division

CONTRACTOR

**STANDARD FORM - SCHEDULE 'A' CONDITIONS OF CONTRACT**  
**MEANING OF TERMS**

**WORK** : By 'the work' the parties to the contract are deemed to have understood the entire work as described in the schedule of approximate quantities in accordance with all the conditions of contract.

**DATE OF COMMENCEMENT** : By the date of written order to commence work, the parties to this contract are deemed to have understood the date specified in the letter of acceptance of contract addressed to the CONTRACTOR by the company as the date of commencement of work.

**DATE OF COMPLETION** : By 'the date of completion' both parties to the contract are deemed to have understood as the date of certification mentioned in the clause 7 of the General Conditions of Contract.

**SENIOR MANAGER HRD** : BY 'The Senior Manager HRD', the parties to this contract are deemed to have understood that the Senior Manager HRD for the time being heading the Department in which work is carried out or such other Departmental Officers or Subordinates to whom such Senior Manager HRD may delegate certain duties acting severally within the scope of the particular duty entrusted to them.

**GENERAL CONDITIONS**

**NATURE OF CONTRACT :**

1 This contract is neither a fixed lump sum contract nor a piecework contract, but is a contract to carry out the work in respect of HOUSE KEEPING MAINTENANCE AND HORTICULTURAL WORKS IN HPF FACTORY 1. MAIN PLANT 2. POLYESTER X-RAY PLANT & 3. TOWNSHIP AREAS INCLUDING COLLECTION AND DISPOSAL OF WASTES FOR TWELVE MONTHS generally in accordance with the specification in SCHEDULE 'B' the Schedule of rates and within the time schedule, subject to variations and modifications provided for hereinafter at rates contained in the Schedule of rates and quantities or as provided for in the said conditions of contract, all as aforesaid.

a.Any reference in the articles of the agreement or the conditions or contract and the said schedules shall not have the effect of constituting them part of the contract.

2 (a) The CONTRACTOR has furnished part of the Security in the form of Cash for a lump sum of Rs equivalent to 2.5% of the estimated value of the contract as part of the Security for the due fulfillment of contract.

b.In addition to the part Security Deposit of Rs referred to above, 10 value of the work done (hereafter referred to as 'retention amount 'will be deducted from payments made to the CONTRACTOR from time to time until the amount thus retained or withheld together with the sum of Rs..... referred to in para 2(a) above aggregate to 5% of the total estimated value of the contract.

**3 SECURITY DEPOSIT :**

( c) The Security Deposit comprising cash of Rs..... Referred to in Para 2(a) above and the retention amount as referred to in para 2(b) above shall be near-by the COMPANY without interest as Security for the due fulfillment of the contract by the Contractor.

b.it has been agreed that the said Security Deposit shall be forfeited to the COMPANY if any of the conditions of contract are not fulfilled by the CONTRACTOR provided that the Senior Manager HRD of the COMPANY shall give a Show Cause Notice in writing for default to the CONTRACTOR of 14 days specifying the reason for taking such a step. In the event of the explanation not being to the satisfaction of the Senior Manager HRD, his decision for forfeiture of Security Deposit shall be final and binding on the Contractor.

4 The CONTRACTOR has agreed to carryout the specific work during the Contract period of 12 months commencing from.....prescribed in the letter of acceptance of tender vide SCHEDULE 'C'.

if the Company has to incur any expenditure due to the non performance under the contract, the expenditure shall be deducted from the Security Deposit and if the expenditure is more than the amount of Security Deposit, the COMPANY reserves its right to recover the same from the Contractor.

i.The COMPANY shall have the right to rescind the contract when the Security Deposit shall stand forfeited to the COMPANY.

(ii) a. The COMPANY shall have the right to complete the work by engaging Labour and after completion of the work in this manner, the wages of the skilled and un-skilled Labour so employed for the execution of the work plus 100 % of such wages to cover COMPANY's overheads and other expenses shall be recovered from the CONTRACTOR from any payment or moneys due to him.

OR

(ii) b. The COMPANY shall have the right to employ any other AGENCY for completing the uncompleted work satisfactorily and after completion of the work in this manner to recover from the CONTRACTOR the additional cost to the COMPANY.

5 If in the exigency one of the methods (ii) (a), (ii) (b) above is adopted, CONTRACTOR's account shall be debited with the actual expenditure incurred by the COMPANY while the cost of work so executed calculated in terms of the provisions in SCHEDULE 'B' shall be credited to the said

CONTRACTOR's account. The certificate from the office of the COMPANY so authorised in regard to the actual expenditure referred to above shall be final and binding on the CONTRACTOR.

- 6 The work shall be carried out in accordance with the specifications set out in SCHEDULE 'B' based on the accepted tender amplified and/or modified by the letter of acceptance of tender. Such specification shall form part of this agreement

**7 FINAL CERTIFICATE :**

On completion of the work the CONTRACTOR shall be furnished with a Certificate of such completion by the SENIOR MANAGER CIVIL ENGINEERING of the work and no such Certificate shall be given before completion of the work

**8 INSURANCE :**

The CONTRACTOR shall engage Labourers restricted to The maximum number as directed by the Company. Further before engaging Such Contract Labourers, they shall necessarily be enrolled under ESI SCHEME.

a. The CONTRACTOR shall maintain the records like Attendance Register, Wage Register etc., as per current Labour Rules.

b. The CONTRACTOR shall provide the uniform to the Contract Labourers engaged by him as directed by the COMPANY.

(c) The CONTRACTOR shall arrange for the Medical Inspection of the Contract Labourers engaged by him as per the current Labour rules.

**9 FACILITIES TO THE LABOUR ENGAGED BY THE CONTRACTOR :**

The CONTRACTOR should arrange for proper facilities to the Labourers working under him as per current Labour Rules. He should also settle the claims that may arise consequent to injuries, accidents etc., to these Contract Labourers as per WORKMEN COMPENSATION ACT and if he fails to pay compensation the COMPANY shall have the right to recover the same from the bills or any money due to the CONTRACTOR and credit the recovered amounts to the Labour Commissioner. He should also arrange for regular payments to their Contract Labourers as per the provisions in the MINIMUM WAGES ACT and RETIREMENT COMPENSATION RULES.

**10 ARBITRATION :**

Except where otherwise provided in the contract all

questions and disputes to the terms of the contract , whether the same is arising during the progress of the work or after the completion or abandonment of work, will be left to the decision of two arbitrators, one to be appointed by each party (and in the event of a difference of opinion between the two arbitrators on any matter or matters to the arbitration of an umpire to be nominated by the said two arbitrators before they enter on the reference) or sole arbitration by arbitrator/umpire/Sole arbitrator which shall be final and binding on both parties.

- 11 The CONTRACTOR / AGENCY should adhere to Security Department Rules and Regulations of the Company
- 12 The COMPANY shall have the right to terminate the contract at any time during the period of contract.
- 13 The Contractor is required to provide two superiors for carryout the works at Factory and Township premises.

Senior Manager  
Human Resources Development Division

CONTRACTOR



**TENDER FORM FOR HOUSE KEEPING MAINTENANCE AND HORTICULTURAL,  
BUSH CUTTING WORKS INCLUDING COLLECTION  
AND DISPOSAL OF WASTES**

---

N O T E - This form must be signed and submitted by tenderer along with the full set of tender papers

**ITEM RATE – TENDER FOR WORKS**

I/We hereby tender for execution for the Hindustan Photo Films Manufacturing COMPANY Limited, Indunagar, Ootacamund, of the work specified in the underwritten Memorandum within the time and the rates specified therein and in accordance in all respects with the various clauses of the general and special conditions of contract, and the various schedules forming part of the contract and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as applicable.

I/we do understand that the work is to be carried out in accordance with the Madras Detailed Standard Specifications / National Building Code-1970 and relevant Latest Indian Standards as Scheduled in it, subject to modifications or variations as may be implied or expressly stated in the conditions, clauses and specifications of contract.

I/We agree to employ a qualified Engineer / Supervisor and a Competent English speaking Foreman approved by the Senior Manager, Human Resources Development Division of the COMPANY to be kept in constant attendance on the work in progress in order to complete the work satisfactorily in accordance with the Terms of Contract.

**MEMORANDUM**

A	General Description	HOUSE KEEPING MAINTENANCE BUSHCUTTING AND HORTICULTURAL WORKS INCLUDING COLLECTION AND DISPOSAL OF WASTES Main Plant, for TWELVE MONTHS [tick the relevant area chosen]
B	Estimated cost	Rs.
C	Tendered Amount	
D	Earnest Money	2.5 % of the quoted value
E	Security Deposit	5% of the accepted Tender Value
F	Percentage to be deducted from bills	10%
G	Period of contract from the date of written order to commence	Twelve months.

**MEMORANDUM**

A	General Description	HOUSE KEEPING MAINTENANCE AND HORTICULTURAL, BUSH CUTTING WORKS INCLUDING COLLECTION AND DISPOSAL OF WASTES Polyester X Ray Plant, for TWELVE MONTHS [tick the relevant area chosen]
B	Estimated cost	Rs.
C	Tendered Amount	
D	Earnest Money	2.5 % of the quoted value
E	Security Deposit	5% of the accepted Tender Value
F	Percentage to be deducted from bills	10%
G	Period of contract from the date of written order to commence	Twelve months.

**MEMORANDUM**

A	General Description	HOUSE KEEPING MAINTENANCE AND HORTICULTURAL, BUSH CUTTING WORKS INCLUDING COLLECTION AND DISPOSAL OF WASTES Township Areas, for TWELVE MONTHS [ tick the relevant area chosen]
B	Estimated cost	Rs.
C	Tendered Amount	
D	Earnest Money	2.5 % of the quoted value
E	Security Deposit	5% of the accepted Tender Value
F	Percentage to be deducted from bills	10%
G	Period of contract from the date of written order to commence	Twelve months.

**MEMORANDUM**

Item	Item	Unit	Per	Rates tendered	
				Rs.	In words
As per Schedule "B"					

Senior Manager  
Human Resources Development Division

CONTRACTOR

Should this tender be accepted I/We hereby agree to abide by and fulfill the terms and provisions of the said conditions annexed hereto so far as applicable and/or in default thereof to forfeit and pay to the Hindustan Photo Films Manufacturing Company Limited or its successors the sums of money in the said conditions. A sum of Rs..... is herewith forwarded in Cash/Crossed Demand Draft payable to the Hindustan Photo Films Manufacturing COMPANY Limited, Ootacamund as Earnest Money . If I/we failed to commence the work specified in the Memorandum, I/We agree that the said Hindustan Photo Films Manufacturing Company Limited, or its successors shall without prejudice to any other right or remedy be at liberty to forfeit the said Earnest Money absolutely or otherwise the said Earnest Money shall be retained by it or its successors towards the Security Deposit mentioned against Clause (i.e) of the above mentioned Memorandum.

Signature of the CONTRACTOR / AGENCY before Submission of tender.

WITNESS

ADDRESS

Dated the

day of .....20

---

TENDER FORM

---

I hereby accept the above tender on behalf of Hindustan Photo Films Manufacturing Company Limited

Signature of the Officer by whom accepted.

Dated.....day of .....20

Senior Manager  
Human Resources Development Division

CONTRACTOR

**HINDUSTAN PHOTO FILMS MANUFACTURING COMPANY LIMITED**  
**INDUNAGAR, OOTACMUND – 643 005**  
**( A Government of India Enterprise)**

Telegram : 'PHOTO FILM'  
 Telephone : 0423-2444020–2444027

Registered Office  
 'Indunagar'  
 Ootacamund – 643 005.

Tender Notice No: HPF / HK/

Dt.22.01.2013

S N	Name of work	Approx value of contract Rs.	Earnest Money Deposit	Duration of work
1	HOUSEKEEPING MAINTENANCE, BUSH CUTTING WORKS INCLUDING COLLECTION AND DISPOSAL OF WASTES by engaging and providing Labourers with proper tools and cleaning agents for MAIN PLANT, twelve months [tick the relevant area chosen]		2.5% of the estimate i.e. Rounded off to Rs.	12 months
2	HOUSEKEEPING MAINTENANCE, BUSH CUTTING WORKS INCLUDING COLLECTION AND DISPOSAL OF WASTES by engaging and providing Labourers with proper tools and cleaning agents for POLYESTER X-RAY PLANT, twelve months [ tick the relevant area chosen]		2.5% of the estimate i.e. Rounded off to Rs.	12 months
3	HOUSE KEEPING MAINTENANCE, BUSH CUTTING AND HORTICULTURAL WORKS INCLUDING COLLECTION AND DISPOSAL OF WASTES by engaging and providing Labourers with proper tools and cleaning agents for TOWNSHIP AREAS, twelve months [tick the relevant area chosen]		2.5% of the estimate i.e. Rounded off to Rs.	12 months

- 1 Separate sealed Tender form is to be submitted for each of the job specification as shown under Serial Nos. 1 to 3, If the tenderer wishes to apply against more than one job area. The same will be received by the Senior Manager HR, Hindustan Photo Films Mfg.Co.Ltd., Ootacamund at his Office on or before 20.02.2013 up to 2.30 P.M. The Tenders will be opened by the Senior Manager HRD or any other Officer authorized by him, at 3.00 PM on the date and place aforementioned in the presence of those tenderers or the CONTRACTORS or their authorized agents who choose to be present. Only those CONTRACTORS who have registered with the Inspectorate of Factories are eligible to apply.

- 2 Each tender documents / schedule / conditions will be issued on payment of Rs.1000/- paid by Cash at our Head Office to the Cashier or the amount can also be sent thro' Bank DD's for Rs.1000/- drawn in favour of Hindustan Photo Films Mfg. Co. Ltd., payable at SBI, Indunagar, Ooty.
- 3 The tender documents will be available for supply at this office on any working day from 9.00 A.M. till 2.30 P.M. and will not be sold after 2.30 P.M. on 31.01.2013.
- 4 Tenders must be submitted in sealed cover and should be addressed to the Senior Manager HRD, Hindustan Photo Films Mfg. Co. Ltd., Indunagar, Ootacamund – 643 005. The name of the tender OF HOUSE KEEPING MAINTENANCE, BUSH CUTTING AND HORTICULTURAL WORKS INCLUDING COLLECTION AND DISPOSAL OF WASTES IN 1. MAIN PLANT 2.POLYESTER X-RAY PLANT and 3. TOWNSHIP AREAS for TWELVE MONTHS [tick the relevant area chosen] should be clearly noted on the cover.
- 5 If the tender is made by an Individual, it should be signed with full name and his address shall also be given, if it is made by a member of the firm, who shall also sign his own name and shall give the name and address of each member of the firm. If the tender is made by a corporation, it shall be signed by its duly authorized officer before the agreement is executed. The corporation may be required to furnish evidence of its corporate existence.
- 6 Each tender must pay as an Earnest Money Deposit a sum not less than Rs...../- (2.5% of the estimate) as mentioned above to the Cashier of the COMPANY or in the form of a Bank Demand Draft payable to the Hindustan Photo films Mfg.Co.Ltd., at Ootacamund. Tenders sent without enclosing the cash receipts issued by the COMPANY or the Bank Demand Draft are liable to be rejected. This Earnest Money Deposit will be retained as part of the Security Deposit with respect to the successful tenders and it will not carry any interest till it is finally refunded in terms of conditions of the contract. The Earnest Money Deposit will be duly returned to the unsuccessful tenderers.
- 7 Each tenderer must also send a latest certificate of Income Tax verification from the Income-Tax authority concerned. If this certificate has already been produced particulars regarding the previous occasion on which the said certificate was given should be furnished.
- 8 The Senior Manager HRD, Hindustan Photo Films Mfg.Co.Ltd., reserves the right to reject any or all tenders without assigning any reasons whatsoever. He also reserves the right to offer the work to different CONTRACTORS in parts as he may think fit.
- 9 The rates quoted should also include all taxes and duties payable by the

CONTRACTOR. Claim for enhancement of rates after acceptance of tender on any plea will not be accepted.

- 10 No alteration made by the tenderer in the description of items of work or other schedules and conditions will be recognized.
- 11 When the tender is accepted, the tenderer whose tender is under consideration, shall attend the Office of the Senior Manager HRD before the end of the period specified by the written intimation to him and complete the execution of agreement by signing all documents connected therewith. Failure to do so shall entail forfeiture of the earnest money deposit as in PARA SIX above.
- 12 Tenderers must peruse carefully the instructions given in the “Conditions of Agreement” before tendering their rates for this work. The nature of work to be executed is shown in SCHEDULE B .
- 13 If at any time, after the award of the contract, the Senior Manager HRD is of the opinion that the CONTRACTOR is delaying in entering into the agreement, the Senior Manager HRD will issue a Notice to him in writing demanding, compliance. If the CONTRACTOR neglects to comply with such demand within seven days after receipt of such notice, it shall be lawful on the Senior Manager HRD of the COMPANY to determine the contract, which determination shall carry with it the forfeitures of the Earnest Money Deposit / money remitted along with the tender, all as said in the conditions of contract.
- 14 This tender notice and other enclosures should be carefully read by the tenderers and resubmitted in complete shape duly signed at the end of each page of the schedule in token of acceptance of the conditions specified therein.
- 15 The CONTRACTOR and Labourers employed by the CONTRACTOR should comply with the Security Regulations of the COMPANY. All the Contract Labourers are necessarily to be enrolled under the ESI SCHEME and abide by all the Labour Rules and Regulations as amended from time to time.
- 16 The bid should be kept open for a minimum period of 12 months from the date of opening the bid.
- 17 After award of contract, the tenderer must not assign the contract and must not sublet any portion of the contract to anybody without the consent of the Senior Manager Civil Engineering.
- 18 Should any tenderer withdraw his tender after the submission of his tender, he shall forfeit the Earnest Money Deposit paid by him to the Hindustan Photo Films Mfg. Co. Ltd., and the tender will in such case be considered as having been rejected.

Senior Manager  
Human Resources Development Division

SCHEDULE 'B' Details of work & Specification

SN	Activity	Area	Periodicity
1	Dry mopping / cleaning of all office /officers rooms. Cleaning of all corridors and gangways	Main plant & PXP Main plant & PXP	Daily As directed
2	Wet mopping of all office rooms/ working areas.	All the departments in Main plant & PXP	As directed
3	Collection of debris and wastes. Segregation of degradable and non degradable and disposal.	All areas in Main plant, PXP. & Township Areas	Daily
4	Cleaning of toilets / bathrooms.	Inside the factory	Daily
5	Removal of chockage in the sewerage system, cleaning of cobwebs and disposal of dead animals.	Main plant , PXP and Township areas	As directed
6	Special cleaning for VIP visits, Government and other functions.	Main Plant & PXP	As directed
7	Cleaning of roof, rainwater downfall pipes gully trap and other cleaning works connected to maintenance activity.	Main Plant ,PXP and Town Ship areas	As directed
8	Roadside drain cutting and prevention of water stagnation on roadsides.	Main Plant & PXP	As directed
9	Earthwork, pot hole filling.	Main Plant, PXP & Township Area	As directed
10	Bush cutting and trimming of tree branches as directed.	Main Plant, PXP & Township Area	As directed
11	Supply and application of pesticide, insecticides, rodent control and spraying of disinfectants.	Main Plant & PXP	As directed
12	To assist in Horticultural related works	Main Plant, PXP, Township Areas & CMD Bungalow	As directed

**The contractor has to arrange for the materials required (approved quality) for cleaning like Soap oil, Phenol, Bleaching Powder other Pesticides and Disinfectants and necessary tools and tackles.**

The contractor is required to provide two Supervisors for carrying out the works at Factory and Township premises.

Details of Area to be executed:-

**FACTORY BUILDINGS – MAIN PLANT :**

- Gate House
- Administrative building
- Laboratory Block
- Social Centre Block
- Production area (Film Base, Emulsion, Coating, Conversion and Finished Product Stores
- Boiler House, Sub Station, Work Shop, Civil, Electrical, Mechanical Maintenance and Instrumentation Work shops and Offices
- Stores – Engineering, Production, Lab and Stationery Stores
- Identity Card Unit, Magnetic Tape Plant
- Organic Lab, Silver Nitrate Plant
- Research & Development , Effluent Treatment Plant and Silver Sludge Recovery Plant
- Public Relation Office, Welfare, Canteen
- To assist in Horticultural related works



## **FACTORY BUILDINGS – POLYESTER X-RAY PLANT :**

- Manufacturing Block consisting of basement, Ground Floor, I, II, III and IV floor
- Administration Block, Gate House, Reception & Factory Canteen
- Water Treatment Plant and Effluent Pump House
- Diesel Generator and Refrigeration Plant
- To assist in Horticultural related works

## **TOWNSHIP BUILDINGS :**

- All the Residential Blocks comprising of LC Quarters, Temporary Quarters, Type I, II, II special, III, IV, IV A, Dupont Quarters, Type V, VI and CMD's Bungalow ( 74 Blocks)
- Health Centre
- Guest House and Cottages
- Club House and Nursery School area
- Convention Hall
- Ezhilagam
- Shopping Complex
- To assist in Horticultural related works

Senior Manager  
Human Resources Development Division

CONTRACTOR

## **SCHEDULE 'C'**

Name of Work - House Keeping maintenance and Horticultural Works in all areas including collection and disposal of wastes, Bush Cutting works in the following areas:-

### **1 MAIN PLANT, POLYESTER X-RAY PLANT & TOWNSHIP AREAS**

Manpower quoted are not interchangeable from one area to another in the instance of a single contractor becoming the lowest bidder for more than one area.

The entire work shall be completed as per Schedule B within twelve months from the date of order to commence the work i.e.. .....

Senior Manager  
Human Resources Development Division

CONTRACTOR

**SCHEDULE 'B'**

---

**Name and Description of work :-** House Keeping and Horticulture Works including collection and disposal of wastes, Bush Cutting works by engaging and providing tools and cleaning agents for the following areas for TWELVE MONTHS [tick the relevant area chosen]

S N	Areas	Quantity	Rate		Unit	Amount	remarks
			In Figures	In words	Man-days		
1	Polyester X-Ray Plant						
2	Township Area						
3	Main Plant						

The entire work shall be completed within twelve months from the date of order to commence the work i.e.. .....

I declare that I have understood all the terms and conditions and agree to abide by the same.

Signature of the Contractor