



## Circular

Ref No : Cont./Thermal / BMC estimate /2018

Date: 23.11.2018

This guideline circular is issued for the preparation of BMC / AMC estimates during the year 2019-2021. The proposals are to be reviewed by the BMC /AMC committee and the proposals are to be submitted for approval of the competent authority along with the recommendations of the committee.

The BMC proposals shall be submitted to BMC committee with the following details:

1	Name of the work: (same as that of the previous BMC 2017-19)	
2	Name of the running contractor	
3	Awarded value with % of award	Schedule-I : Value: % Schedule-II: Value: % TOTAL : Value: %
4	Date of commencement and scheduled completion of contract period,	
5	Enhancement in the Agreement, If any, Revised Agreement value.	Schedule-I: Value: % Schedule-II : Value: % TOTAL : Value: %
6	Present Estimate (2019-21 ) Value of works (Schedule I) and value of Provisions (Schedule II)	Schedule-I : Schedule-II: TOTAL :
7	Tentative GST liability @ 18% of the total value.	
8	Date of commencement of proposed BMC. (2019-21)	

1. Correction factor adopted in the proposed BMC (Category wise). The more accurate and representative correction factor may be arrived on compiling the estimated man shifts and actual man shifts deployed category-wise for the works carried out in the two earlier BMCs / three earlier AMCs including the running contract up to the completed period in both BMC/AMC for processing BMC 2019-21. On applying this correction factor on the existing norms (two earlier BMCs / three earlier AMCs including running BMC 2017-19) the revised representative norms for the work may be arrived. If the overall correction factor arrived for all the categories put together is more than 1.0, it shall be restricted to 1.0 by proportionately reducing the category wise correction factor. If the overall correction factor is less than 1.0, then the calculated correction factor for each category shall be retained as such.(Illustrations attached)

**In fine, the Total Estimated man shift shall be LESS than or EQUAL to (two earlier BMCs / three earlier AMCs including running BMC 2017-19) Total Man shifts.**

2. Quantity proposed: The Estimate shall be arrived at based on the Average actual manpower deployed category-wise and average actual quantities executed for the two earlier BMCs / three earlier AMCs including the running contract up to the completed period in both BMC/AMC.
3. For divisions entering BMC afresh / where sufficient data are not available, available data may be projected for 24 months.
4. Month wise actual manpower deployed in the two earlier BMCs / three earlier AMCs including running BMC 2017-19 shall be as per Form XVI (Form D), and XVII (Form B). Details of workings should be enclosed with the proposal. The correction factor (rounded of two decimals) adopted in 2019-21 BMC shall be mentioned.
5. The contract should specifically mention the maximum number of contract workmen (total) to be deployed at any point of time and the same shall be indicated in the special conditions.
6. "The contract workmen engaged (by the contractor) for a period of 240 days or more during a calendar year shall be allowed Annual Leave with wages during the subsequent calendar year, for the number of days calculated at the rate of one day for every twenty days of work performed by them during the previous calendar year subject to a maximum of 15 days per annum. In case a contract worker whose service commences otherwise than on the first day of January shall be entitled annual leave with wages at the rate of one day for every twenty days of work performed by him, if he has worked for two-thirds of the total number of days in the remainder of the calendar year". Provision may be given for the same as the total amount paid by the contractor as Leave with Wages to the contract workmen will be reimbursed to the contractor similar to Paid Holiday wages through Schedule-II.
7. Additionally, DA component is to be provisioned in Schedule-II for contract workmen engaged in BMC/AMC as per corporate circular dt.13.11.2018 (USK-Rs.23/- SSK-Rs.27/-, SK-Rs.33/-, HSK-Rs.38) in Schedule-II as a new item. This is to be considered for EPF & ESI calculation.
8. No of persons considered for PH (Same as that of the earlier BMC).
9. No of supervisors and supervisory charges and penalty clause shall be as per earlier guide lines/Latest circulars.
10. Introduction of any new job codes in the proposal with necessary justification and clearance from IE Wing. Additional scope of work, having a cost component of more than 20% of the total estimated value of original BMC / AMC is to be referred for IE study as per IE circular.
11. BMC Mandatory Special conditions (25 Nos) specified in the annexure to be enclosed with the proposal. Any other Special conditions related to the work may be given separately.
12. Prequalification requirements for the proposed BMC, should be approved PQR (by Draft PQR committee / specific approval through Note) in comparison with the earlier BMC.
13. The following PQR norms are to be adopted:
  - 30% of tender value (Schedule I + II ) in a single agreement ; 40% in case of AMC.
  - The period work shall be within seven years from the scheduled date of original tender opening within India.
14. Also, the following conditions stipulated in **HR / CORP** circulars may be included in PQ conditions.

The following conditions are to be included in PQR

- a) The bidder should have independent Provident fund code number allotted in favor of his establishment under EPF & Misc Provision Act 1952. The PF code Number so allotted shall be furnished with documentary proof along with tender document.
  - b) The bidder should have registered (its establishment) under ESI Act 1948 and have the Employer's code allotted in favor of his establishment. The ESI code number so allotted shall be furnished along with the tender documents.
  - c) The personnel/ workmen engaged by the bidder for execution of works in NLCIL shall be in the rolls of the bidder agency and shall have to be given appointment letter/Employment card under CL (R&A) Act 1970 issued by the bidder to that effect, The bidder has to furnish a certificate of undertaking to that effect, along with the tender document.
  - d) The bidder shall also possess a valid certificate of registration under GST Act/Rules and furnish a copy of the same in the bid if the aggregate value of the turnover (supply of goods or services or both) Rs. 20 Lakhs / Rs. 10 Lakhs ( in the specified category of states) in any financial year (the present threshold limit for levy of GST). He should have discharged his liability, under the GST Act/Rules to the effect of which a certificate of undertaking is to be furnished along with the Bid. In case the above value does not exceed Rs. 20 lakhs / Rs. 10 Lakhs, as the case may be, a self declaration to this effect shall be furnished.
  - e) The bidder should have obtained Permanent Account Number (PAN) under Income Tax Act and it is mandatory for the contractor to provide a copy of PAN and the self attested printout of the on line IT statement indicating Zero tax liabilities for four consecutive years prior to bidding. NLCIL reserves the right to send the same to the Income tax department for verification.
15. OCMS print out of Check list, Estimate, Scope of work, PQR, Tender schedule, Justification, Special conditions, Annexure (Correction Factor Details & estimate qty calculations).
16. The tender estimate constitutes sum of Schedule I and Schedule II and it is the basis for PQR value. However, schedule I value alone is considered for EMD and Security deposit. The bidder has to quote for the Schedule-I value only.
17. In addition to the above, following are to be CERTIFIED by the proposer division while preparing **SCHEDULE-I Estimate in CERTIFICATE Form** as per specimen:
- a) Accurate and representative correction factor(s) are arrived by compiling the estimated man shifts and actual man shifts based on Form XVI (Form D) and XVII(Form B) for the works carried out in the two earlier BMCs / three earlier AMCs including the running contract up to the completed period in both BMC/AMC for processing BMC 2019-21.
  - b) The category wise correction Factor thus arrived is      HSK:      SK:      SSK:  
USK:
  - c) The over all correction factor is ----- .

Note :

**1) If the overall correction factor is less than 1.0, to Certify as:**

"Hence the category-wise correction factor arrived above were applied in the existing skill matrix of two earlier BMCs / three earlier AMCs including the running contract up to the completed period in both BMC/AMC to estimate the man shift for BMC 2019-21 for the work of " as per existing guide lines".

**2) If the overall correction factor is more than 1.0, to Certify as:**


"As the Overall correction factor correction factor is more than 1.0, the individual category wise calculated correction factor is reduced proportionately to restrict the overall correction factor to 1 and applied accordingly, to estimate the man shift for BMC 2019-21 for the work of "....." as per existing guide lines".



- d) The estimation for the work is based on the existing skill matrix of two earlier BMCs / three earlier AMC's including the running contract up to the completed period in both BMC/AMC Man Shifts after applying the correction factor for Man Shifts.
  - e) Based on these revised representative norms (correction factor) and the computed quantity for 24 months (based on operated quantity of two earlier BMCs / three earlier AMC's including the running contract up to the completed period in both BMC/AMC), man shifts for 2019-21 has been prepared.
  - f) The tender estimate for the work of "-----" 2019-21 for 24 months is Rs.- ----- /- has been prepared based on the above guide lines with adoptable rate of wages w.e.f 01.10.2018 with applicable DA component.
18. The following are to be CERTIFIED by the proposer division while preparing **SCHEDULE-II Estimate in CERTIFICATE Form** as per specimen:
- a) PF, and Safety provisions are made for the estimated Man shifts.
  - b) PH and Bonus are provided for the sanctioned strength as done in the earlier BMC. (2017-19)
  - c) Washing Allowance, Housing assistance are provided for the maximum no of persons deployed at any time during the month in the running BMC.
  - d) No provisions have been made for tools and tackles and consumables. The same is included in the scope of the Bidder.
  - e) The Annual Leave with Wages (ALW) is calculated as per clause (6) of above.
  - f) ----- No of supervisors and supervisory charges considered for this BMC as per previous BMC (2017-19) and Supervisory penalty clause shall be as per earlier guide lines and circulars.
  - g) IE wing clearance has been obtained for all the NEW job codes and additional scope of work more than 20%.
  - h) Provision towards PF (@13.00% of the adoptable BMC/AMC rate of wages and applicable DA), safety (@1.5% of the adoptable BMC/AMC rate of wages), applicable DA (w.e.f 01.10.2018 USK-Rs.23/-, SSK-Rs.27/-, SK-Rs.33/-, HSK- Rs.38/-), ESI (@ 4.75% of adoptable BMC/AMC rate of wages , applicable DA ,PH wages,HRA etc), PH wages, Supervisory charges, Bonus, Washing allowance (@Rs.50/- per workman per month), housing assistance (@ Rs.100/-per workman per month) is given in Schedule II.
  - i) The Schedule – II thus arrived is the ceiling limit for reimbursement.
16. The proposal note shall be processed by the Field Executives and the approval is to be obtained from the Competent Authority (Unit Head DOP and beyond Unit Head DOP) as per ED / Thermal circular.
17. The approved proposal note shall be sent to Contract Department /Thermal, at least **Four months IN ADVANCE**, before the completion of the existing contract(s) for further processing at thermal contract division.

Enclosures:1. Mandatory BMC Special conditions.

2. Illustrations for man power correction factor

  
23/11/18  
Head of Contracts / Thermal  
TPSII Expn. Campus

To

All DGMs and Accounts Centre of TPSI , TPSII , TPSI Expn. & TPSII Expn. through their respective Intranet File share

Copy submitted to

CGM/ TPS-I, TPS-II Expn. /HR

GM/ TPS-I Expn/ TPS-II

Copy submitted to CGM/Thermal for kind information

Case -I					
Category	HSK	SK	SSK	USK	total
estimate	50	60	80	200	390
actual	35	45	55	180	315
correction factor actual divided by estimate	0.7	0.75	0.69	0.9	0.81
Corrected manshifts	$0.7 \times 50 = 35$	$0.75 \times 60 = 45$	$0.69 \times 80 = 55$	$0.9 \times 200 = 180$	$0.81 \times 390 = 315$
The each category correction factors and total correction factor are less than 1.0. Hence, calculated correction factor of each category can be applied.					

Case II					
estimate	50	60	80	200	390
actual	35	55	90	250	430
correction factor actual divided by estimate	0.7	0.92	1.13	1.25	1.1
Revised correction factor= calculated correction factor divided by total correction factor	$0.7/1.1=0.63$	$0.92/1.1=0.83$	$1.13/1.1=1.02$	$1.25/1.1=1.13$	1
Corrected manshifts	$0.63 \times 50 = 31.5$	$0.83 \times 60 = 49.8$	$1.02 \times 80 = 81.6$	$1.13 \times 200 = 226$	388.9
Correction factor to be applied	0.63	0.83	1.02	1.13	1

Case - III					
estimate	50	60	80	200	390
actual	40	50	70	220	380
correction factor actual divided by estimate	0.8	0.83	0.88	1.1	0.97
Corrected manshifts	$0.8 \times 50 = 40$	$0.83 \times 60 = 49.8$	$0.88 \times 80 = 70$	$1.1 \times 200 = 220$	379.8
For one category correction factor is more than one and total correction factor are less than 1.0. Hence, calculated correction factor of each category can be applied.					