

सीएसआईआर – केन्द्रीय खनन एवं ईंधन अनुसंधान संस्थान
बरवा रोड धनबाद, झारखण्ड – 826 015

संक्षिप्त निविदा सूचना

सं : CIMFR/W&S/Sanitation/DC/18/

दिनांक : 19-12-2018

कार्य का नाम : “ Upkeeping (Sanitation) and allied work in Institute premises and Colony premises at CSIR-CIMFR , Digwadih Campus, Dhanbad”

कार्य का स्थान : सीएसआईआर सिम्फर डिगवाडीह परिसर, धनबाद

निविदा प्रपत्र का मूल्य : रुपये 1000/-

अग्र धन राशि : रुपये 1,10,000/-

कार्य की प्राकल्पित राशि : रुपये 52,87,480 /- (वार्षिक)

कार्य की अवधि : एक वर्ष

निविदा डाउनलोड करने की तिथि : 20-12- 2018 to 08-01-2019 (कार्यदिवस में)

निविदा जमा करने की अंतिम तिथि व समय : 08-01-2019 दोपहर 3.00 बजे तक

निविदा खुलने की तिथि व समय : 09-01-2019 दोपहर 3.00 बजे

निविदा का विस्तृत विवरण, नियम व शर्तें संस्थान के वेबसाइट www.cimfr.nic.in एवं <https://etenders.gov.in/eprocure/app> पर उपलब्ध है जिसे डाउन लोड कर भरा जा सकता है.

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प्रशासनिक अधिकारी

सीएसआईआर-सिम्फर, धनबाद

75 Years of
CSIR Touching Lives

To,
The Director
Central Institute of Mining and Fuel Research
Barwa Road Campus
P.o.-826015, Dhanbad (Jharkhand)

Date:- 19/12/2018

Ref: Notice Inviting Tender No. CIMFR/W&S/Sanitation/DC/18/ Dated: 19/12/2018

Sir,

I/We hereby submit my/our Tender for executing job : “ Upkeeping (Sanitation) and allied work in Institute premises and Colony premises at CSIR-CIMFR , Digwadih Campus, Dhanbad” against the above NIT in prescribed Performa marked ANNEXURES.

I/we certify that the quoted rates will remain valid for a period of one year initially, which may be extended further for a period of one year or curtailed at the discretion of Competent Authority depending upon the performance of the Contractor. The contract will start from the date of commencement of the Contract/Agreement and in no case I/We demand any increase of rate of Service Charge, on any ground except enhancement of minimum wages of Labourers as per order by GOI. The terms and conditions as detailed in the ‘Instructions to Tenderers’ are unconditionally acceptable to me/us. Demand Draft No..... dated..... drawn on State Bank of India, only for Rs 1,10,000/-(Rupees one lakh ten thousand only) in favour of ‘Director, CIMFR’ payable at State Bank of India, Hrapur branch (Code no. 1670) , Dhanbad towards earnest money deposit should be put in a separate sealed envelope **Superscripted with the name of the work and EMD for the same and address of firm should be submitted to A.O./S.O (W&S) before the time of submission of tender.** No Cheque will be accepted.

Yours faithfully,

Dated:
Seal :

Signature of the Tenderer

Name :
Position:
Address:

Enclosure: AS PER TECHNO-COMMERCIAL BID PART A & PART B OF NIT.

CSIR-CENTRAL INSTITUTE OF MINING AND FUEL RESEARCH

Hq. Barwa Road

P.O-CMRI, Jharkhand, Pin-826015



NOTICE INVITING TENDER

No. CIMFR/W&S/Sanitation/DC/18

Dated:19/12/2018

E- tenders in two bid system (part-A Technical Bid & EMD and Part –B Price Bid) are invited for the job “ Upkeeping (Sanitation) and allied work in Institute premises and Colony premises at CSIR-CIMFR , Digwadih Campus, Dhanbad” mentioned in the table from the contractors having valid labour license under Contract Labour (R &A) Act,1970 and knowledge of satisfactorily completed three similar works for the value of 40% (Rs. 21,14,992/-) or two similar work for the value of 60% (Rs. 31,72,488/-) or one work of value of 80% (Rs.42,29,984/-) of the estimated cost during the last five years in any of the Public Sector/Govt./Semi Govt. Organizations/Autonomous Body like CSIR and its Laboratories or Institutes. The Contract will be valid for a period of one year initially, which may be extended further for a period of one year or curtailed at the discretion of Competent Authority depending upon the performance of the Contractor.

| Sl No | Nature of job | Estimated value of the work Annum(in INR) | Cost of Tender Document (₹) | Earnest Money Deposit (₹) |
|-------|---|--|-----------------------------|---------------------------|
| 1. | “Upkeeping (Sanitation) and allied work in Institute premises and Colony premises at CSIR-CIMFR , Digwadih Campus, Dhanbad” | ₹. 52,87,480.00 | ₹. 1,000.00 | ₹.1,10,000.00 |

Tender documents may be downloaded from website of the Institute www.cimfr.nic.in. and <https://etenders.gov.in/e procure/app>

Last date of Submission of E- Tender Documents : 08-01-2019 upto 3.00 pm.

Date of opening of Techno-Commercial Bid : 09-01-2019 at 3.00 pm

The following conditions will also be applicable:

1. Any contractor(s) blacklisted by erstwhile CMRI/CFRI or any CSIR laboratories or any PSU/Govt. organization / Semi-Govt. organization shall not be eligible to participate in the bid. **An Affidavit in this regard may pl. be submitted with technical bid as per Annexure-II.** Further a declaration as per Annexure- III may be furnished and submitted alongwith technical bid regarding non relation/relation with CSIR employee
2. The Tenders should be submitted in two parts Techno-commercial bid along with **Tender Cost through SBI collect having link available on website of Institute www.cimfr.nic.in** and EMD (Part-A) and Price Bid (Part-B)
3. The contractor should clearly mention all the statutory provisions and payments like minimum wages, EPF, ESI, GST etc. as per Govt. of India notification, while quoting the rates. Without keeping the statutory provisions in quoting the rates and not mentioning in their filled Tender Documents will lead to cancellation of quotation.
4. Tender submitted shall remain valid for 90 days from the date of opening. The validity beyond 90 days may extend from the date of opening on mutual consent.
5. Overwriting/white fluid in any part of the Tender Document is prohibited and the same will be rejected.
6. Late/delayed Tenders shall be rejected out-rightly.
7. The Conditional tenders and/or tenders without Earnest Money Deposit will be rejected outright. EMD should be deposited physically to A.O./S.O.(W&S) before the time of submission of quotation. The Director, CIMFR reserves the right to reject any or all the tenders without assigning any reason or whatsoever.

Note : The intending bidders are advised to contact HOS, Sanitation/Civil Section for the locations and other details of work before applying for/submitted their quotations.

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CSIR Touching Lives

Administrative Officer
CSIR-CIMFR,Dhanbad

CSIR-CENTRAL INSTITUTE OF MINING AND FUEL RESEARCH

Barwa Road Campus

P.O-Dhanbad (Jharkhand) Pin-826015

TERMS AND CONDITIONS OF TENDER FOR SELECTION OF AN AGENCY FOR **Job contract for** “Upkeeping (Sanitation) and allied work in Institute premises and Colony premises at CSIR-CIMFR , Digwadih Campus, Dhanbad”

1.0 **DEFINITIONS: In this Contract:-**

- (a) “CSIR-CIMFR” means CENTRAL INSTITUTE OF MINING AND FUEL RESEARCH, DHANBAD.
- (b) “TENDER” means and includes those persons or firm or company, who have submitted valid tender and includes their authorized representative and person, who can lawfully represent the tenderer.
- (c) “Competent Authority” means Director, CSIR-CIMFR or a committee of CSIR-CIMFR empowered under delegation of power and includes a nominee.
- (d) “Contractor” means the “Successful Tenderer” whose tender has been accepted and or on whom work – order has been placed.
- (e) “Contract” means the invitation to tender, instruction to Tenderer, general terms & conditions, special terms and conditions, acceptance of tender. Tenders, work order. Contract Agreement together with amendments, modifications, additions, substitutions, if any,
- (f) “Contract Price” means the sum named in the work order, subject to such additions, there to or deduction there from as may be made under the provisions of contract.
- (g) “Approved” means approved in writing including subsequent written confirmation of previous verbal approval and approval means approval in writing.
- (h) “Employer” means the Contractor.
- (i) “Employee” means a workman/labour employed by a Contractor.
- (j) “Duration of Contract” means the period stipulated in the Contract or work order or such extended period if any by written communication after which the contract shall come to an end.

2.0 **EXECUTION OF CONTRACT:**

2.1 The Contractor shall commence the execution of job Contract within the period mentioned in the work order without delay , except as may be expressly sanctioned or ordered by department.

2.2 Subject to any extension or requirement in the contract as to completion of work, the whole of the job shall be completed within the time stated in the contract.

2.3 From commencement to the completion of the contract and so long the work order is in force, the contractor shall take responsibility in case any damage, loss or injury is caused to any person or property of CSIR-CIMFR, the Contractor shall be liable for damage by his activity in course of any operation carried out by him/her for the purpose of complying with his/her obligation under the Contract.

3.0 **OBJECTIVE:**

3.1 CSIR-CIMFR would like to engage a contractor of repute to execute the job contract. Details of work is mentioned in Annexure– I and Annexure-IA

4.0 **SCOPE OF WORK:**

4.1 Manpower needed for sweeping of roads, open spaces, incl. disposal of rubbish, removal of garbage from dustbins, cleaning of drains, rain water pipes, removal of weeds from roof surfaces including minor repairing, cleaning of outlet pipes, up- rooting of unwanted bushes and trimming of tree branches as and when required, surface dressing, removal of rubbish and shifting outside the periphery of campus, cleaning of play grounds, Children Parks, cleaning of overhead tank on roof as mentioned in Annexure– I and Annexure-IA

5.0 **INSTRUCTION TO THE TENDERERS:**

5.1 **Techno-Commercial Bid (Part-A)** Comprises the Self-attested copies of the following documents along with the signed tender bid :

- i) Self-attested Copy of PAN Card,
- ii) Self-attested Copy of valid labour license issued by the Central Labour department under Contract Labour (R &A),1970 Act
- iii) Self-attested Copy of Registration Number of firm under Company Act/relevant Local Body
- iv) Self-attested Copy of registration for Allotment of EPF number
- v) Self-attested Copy of registration for Allotment of ESI number
- vi) Self-attested Copy of GST Registration number,
- vii) Self-attested copy of form 26AS for financial years, 2014-15, 2015-16, 2016-17.

- viii) Self-attested Copy of Income Tax Return for the financial year 2014-15, 2015-16, 2016-17.
- ix) Self-attested Copy of Relevant Work completion certificate along with copy of work order for three similar work for the value of 40% (Rs.2114992/-) or Two similar work for the value of 60% (Rs. 3172488/-) or for One similar work for the value of 80% (Rs.4229984/-) of the work value estimated cost of this job contract respectively during the last five years in any Public Sector/Govt./Semi govt. organizations/Autonomous Body like CSIR and its Laboratories or Institute.
- x) Original EMD amounting Rs 1,10,000/-
- xi) Affidavit as in Annexure-II
- xii) Declaration as in Annexure- III
- xiii) Power of attorney to sign the tender documents and to conduct negotiation on behalf of the firm/company if required or ID proof of owner/partner of the firm.
- xiv) A letter indicating the minimum time required for commencement of work.
- xv) Check List in Annexure V.

N.B: The cost of tender paper (non-refundable) which is ₹1000/- (Rupees one thousand only) in favour of Director, CIMFR payable through SBI collect and Earnest Money Deposit amounting of ₹ 1,10,000/= (Rupees one lakh ten thousand four hundred only) in the form of DD may be drawn in favour of Director, CIMFR payable at SBI, Hirapur, Dhanbad (Branch code 01670) and should be kept in separate envelope and submitted to this office before date and time of submission of bid.

5.2. Price Bid (Financial Bid) (as Part-B) comprises the following:

N.B: Signed financial bid in Annexure- IVA, Annexure- IVB , Annexure- IVC , Annexure-IVD and Annexure IVE (Part-B).

5.3 The agency should quote rates as indicated in Annexure- IVA, Annexure- IVB , Annexure- IVC, Annexure-IVD and Annexure-IV E both in figures and words. **Uploaded hand written quotation will be rejected . Only duly typed quotations both in figure and word will be accepted.**

5.4 Financial bid will be opened only if the committee is satisfied on opening of Techno-commercial bid Part A that the required documents have been submitted and the tenderer (s) is/are fulfilling all the terms and conditions.

5.5 Management of CSIR-CIMFR reserves the right to add or delete any source as per requirement at any time.

5.6 INTENDING TENDRERS MAY OBTAIN ANY CLARIFICATION IN WRITING BEFORE TENDERING. SUBMISSION OF TENDER IMPLIES THAT THE TENDERER HAS UNDERSTOOD ALL THE CLAUSES AND OBTAINED ALL THE REQUIRED CLARIFICATIONS.

5.7 The tenderer is required to sign on all the pages of the tender document. **Over writing/Cutting in quotations and hand written monthly bills will not be accepted at any stage.**

6.0 **PROVISIONS OF LABOUR LAW:**

6.1 In respect of all labour directly or indirectly employed for the contract, by the contract, the Contractor shall comply with all rules framed from time to time by the Government (Central or state) or other Local authority and registration governing labour for inter-alia the protection of health, sanitary arrangements, wages, welfare and safety of workers. The rules and other statutory obligation in regard to their wages, the welfare measures and safety of labour etc. will also be deemed on the part of the contractor. Besides the contractor shall take responsibility for obtaining necessary labour license from Central/ State/ Local Authorities as the case may be. The contractor shall also ensure payment of statutory contributions as per GOI rule.

6.2 The contractor shall confirm in all respects with the provision of any such statute, ordinance of law as aforesaid and the Rules, Regulations and Bye-laws of any local or other duly constituted authority, which may be applicable to the contracts and with such rules and regulations of Public Bodies as aforesaid and shall keep the Company/firm indemnified against all penalties and liability of every kind for breach of any such statute, Ordinance, Law, Rules, Regulations or Bye-laws.

6.3 The contractor shall abide by the instructions issued by the Principal Employer from time to time in this connection.

6.4 In the event of failing to discharge obligations required to be complied by the Contractor by or under any statute, the Principal Employer or the Employer will be entitled to rescind the contract at the sole risk and cost of the Contractor and /or recover from him/her, the amount of loss sustained by the Principal Employer on this account.

6.5 The Contractor shall be responsible for the good conduct of his/her employees. All payments to his/her employees/workers are required to be made by the Contractor in the first week of the following month completed through the Bank Account of every individual in Nationalize bank. The Contractor shall submit the bank statement/ UTR No. after making the payment of wage through e-payment mode (NEFT/RTGS/ IMPS) along with his monthly bill for reimbursement.

6.6 The contractor shall maintain the records and registers in respect of workers employed by him/her as required under various Statutes and/or is instructed by the Principal Employer from time to time and shall produce the same for verification on demand from the any Authorities concerned or his/her authorized representative.

7.0 **INDEMNITY**

7.1 The contractor shall assume the liabilities for the Principal Employer or Employer and wholly indemnify against all cases of suits, claims, costs, damages, charges and expenses arising out of or in connection with carrying out of the work to which this contract relates whether such cases/suits or claims are brought by the members of public, neighboring owners of any premises or by any other

affected party or workmen employed by the contractor on the work by the workmen(s) representative(s).

8.0 **DECISIONS/AWARDS:**

8.1 The Contractor shall abide by the decisions/recommendations/awards by the Courts/awards by the Courts/Labour courts/Industrial Tribunal/Wage Board/Commission appointed by the appropriate Government and shall secure implementation from time to time and maintain such relevant records and registers as are to be maintained under these legislation/awards/decisions and produce the same before the authorized agency or representative of the Principal Employer or the Employer as and when required.

9.0 **WAGES:**

9.1 The Contractor shall make only those deductions from the Wages of the workers which are applicable as per applicable GOI notification time to time.

9.2 The Contractor shall ensure that all payment of minimum wages including V.D.A, EPF, ESI, Bonus, etc. to the workers, absolving the Principal Employer in all respect.

9.3 GST, as applicable, will be reimbursed subject to production challan thereof.

10.0 **TOOLS, TACKES AND EQUIPMENT:**

10.1 The contractor is required to provide, tools, tackles, equipment required in this connection with the execution of his contract during the operation of the contract. The contractor will provide required consumable materials for Cleaning and claim this amount as per actual in the monthly bill. List of consumables materials for which rate per month should be quoted by the contractor in price bid. List of consumables materials is mentioned in Annexure -VI

11.0 **SUPERVISION :**

11.1 The Contractor has to engage his own Supervisors for proper supervision of the job and to execute job as per the instructions of the concerned department from time to time.

12.0 **SAFETY:**

12.1 The Contractor shall take all safety precautions and provide adequate supervision in order to do the job safely and without any damage.

12.2 The Contractor will start the work after Agreement for contract and job instructions from the competent authority of the Institute.

12.3 Where there are hazards, the contractor shall ensure that clearance has been taken before sending workers in such locations.

12.4 In case of injury to persons, the contractor shall first take the injured person to the nearest health center or Registered Medical Practitioner and arrange substitute for the same. He shall maintain First Aid Box for emergency situation at working site

12.5 In no case, the contractors or injured person are allowed to make any claim on the Principal Employer or Employer towards the expenditure incurred on this account and on account of provisions made in the preceding clause.

12.6 The contractor shall abide by the provisions of Labour related Act, as applicable to respect states, workmen's compensation Act. Payment of wages Act. Inter-State migrant workmen (RECS) Act, Contract Labour (Regulation and Abolition) Act, Minimum Wages Act, Equal Remuneration Act, Child Labour Act, Maternity Benefit Act, EPF Act, etc. as may be applicable and the rules framed there under and keep the Company indemnified from any liability under the provisions of the above acts and rules therein.

12.7 The Contractor shall be fully, responsible for accident caused due to his Agent's or workmen's negligence or carelessness in regard to the observance of the Safety requirement in any manner and shall be liable to pay compensation for injuries or deaths with absolutely no liability on the Principal Employer or Employer under workmen compensation act or any other act enacted by Central or State Government.

12.8 The Principal Employer or his/her representative will assess the penalty amount for forced stoppage of work as stated in para 12.8 having regard to all the circumstances, in particular, the nature are gravity of the violation. After issuing a notice to the Contractor to show cause why the amount specified therein should not be imposed as penalty and after considering the written cause shown by the Contractor, if any, the Principal Employer shall pass final order which shall then be final and binding on the Contractor. The penalty amount shall be recovered from any bill and /or EMD/SD of the Contractor without any further reference to him/her.

13.0 **TERMINATION :**

13.1 Any unauthorized removal or possessing of any of the Institute properties by the Contractor, its Agent, servants and or employees shall be deemed to be a malpractice. Further, if the contractor or his employee or Agent / representative is found guilty of theft during the course of carrying out of the Contract resulting from the acceptance of his tender, the contract will be terminated without any notice and the Security Deposit will be forfeited without prejudice to any other action which the Company may take under law. Such Contractors are liable to be blacklisted from allotment of work in any other unit of CSIR-CIMFR.

13.2 In case, it is found that the Contractor is not discharging the duties to the satisfaction of the Principal Employer/Employer and there is a breach of terms and conditions on part of the contractor, the Employer shall be at liberty to terminate the contract by giving the contractor one month's notice in writing. All expenses incurred by the management in finding out alternative arrangement for execution of the job and execution thereof by new contractor shall be deducted from any amount payable to the contractor or can be recovered from the contractor by any other form. Any advance payment made by the Institute to the contractor prior to such termination will be refunded by the contractor on termination or else will be adjusted against the Security deposit.

13.3 The Employer reserves the right to terminate the contract in full or part and also to withdraw one or more sources from one party and assign the same to other party at the same rate.

14.0 **FORCE MAJEURE:**

14.1 If at any time during the continuance of the contract the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reasons of any war/ Civil commotion/sabotage/floods/explosion or act of God, provided notice of happening of any such event with documentary evidence is given by either party to the other within fifteen days from the date of occurrence thereof, neither party shall be by reason of such events, entitled to terminate the contract nor shall either party have any claims for damages against the other in respect of non performance or delay in performance and the work/ job under contract shall resumed after such events has ceased to exist.

If the contract is suspended by the occurrence of the event of force majeure for the period of more than 45 days the subject matter shall be mutually discussed by the Principal Employer and contractor. The decision of the Employer in this regards shall be final and binding on the contractor.

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General Terms & Conditions for : “ Upkeeping (Sanitation) and allied work in Institute premises and Colony premises at CSIR-CIMFR , Digwadih Campus, Dhanbad”

(To be signed by the contractor or his/her authorized representative in all the pages as a token of acceptance of the terms and conditions and submitted along with the Tender form):

1. The Tenderer should enter the amount quoted by him/her in figure and words in respective columns of the Tender Paper and should sign at the bottom of all the pages of the Tender Paper. The Tender(s) should write required information on appropriate space of Tender Documents. The tender is liable to be rejected, in case of any wrong entry or overwriting.
2. The amount quoted by the bidder should meet the requirement of Minimum Wages Act, 1948 and other applicable Labour Laws and Acts. The wages should not be less than the wages fixed by GOI during the time of work.
3. At the time of submission of Tender, the Earnest money is the part of technical bid and should be submitted to this office in sealed envelop before the time of submission of the e tender bid, Price Bid should also be uploaded through e-tender. The Tender opening committee will open the Earnest money envelop first and in case this is in order, only then the Price bid of the tender shall be opened.
4. The detailed scope of the work as required by CIMFR Digwadih Campus is detailed in the ANNEXURE-I and Annexure-1A of the Tender Documents.
5. No child labour practice is allowed. Labours aged between 18 (eighteen) to 50 (fifty) years only should be deployed on job.
6. The job has to be supervised with semi-skilled persons.
7. The personnel's deployed by the contractor for the said job shall be duty bound and they have to wear the proper dress, as specified by CIMFR , Digwadih sanitation section, shoes, caps and hand gloves during the duty hour and there will be supplied to the concern by the contractor at their own cost. They will also wear Identity Cards, issued by the Contractor all the time. Failure to wear mentioned items in any reason, whatsoever, will be treated as breach of contract terms and action will be taken as per contract agreement.
8. The contractor should submit Monthly bill along with the details of wage payment (by RTGS/NEFT mode), copy of Electronic Challan cum Receipt, copy of submission challan of EPF, ESI, GST (as applicable) in triplicate, duly certified by the concerned Officers, for payment.
9. That the Contractor shall on demand furnish copies of wages register/muster roll, etc. to the Institute for having paid all the dues to the persons deployed by him for the work under the Agreement
10. The contractor shall have to pay wages to the personnel deployed by him/her in accordance with instructions issued under Minimum Wages Act and other Labour Acts and all other dues under various rules and regulations and other statutory provisions, issued by the concerned Authorities from time to time. The payment enhancement/escalation charges on account of

revision in wages by Govt. of India from time to time shall be payable by the CSIR-CIMFR to the Contractor.

11. Contractor may facilitate govt. launched pension scheme, insurance scheme for their worker as per GOI notification time to time, cost of which will be borne by the workers of contractor after their consent.
12. The character and antecedents of each and every personnel deployed in CIMFR , Digwadih campus, Dhanbad. should be certified by the firm in writing. The list of all the personnel along with their permanent address, recent photographs with signature and UAN must be submitted within 15 (fifteen) days from the commencement of the contract in duplicate.
13. The successful Tenderer will have to submit valid license regarding engagement of labourers for Cleaning and Sweeping from the Dy. Regional Labour Commissioner, Ministry of Labour, Govt.of India, Dhanbad after award of Work under the contract within 30 (thirty) days if applicable.
14. He/she will also have to satisfy and comply with any statutory requirements such as insurance, Income Tax deduction etc. and provide documentary evidence to CIMFR Authorities, when asked for.
15. Income Tax will be deducted from the Contractor's Bill (at Source) as per modification in Income Tax Rule time to time.
16. No accommodation will be provided to the Contractor/persons deployed by the contractor in any reason whatsoever. However, a space for keeping their tools and tackles may be provided if requested on rent basis but cannot be guaranteed.
17. The contractor shall have to enter into a Formal Agreement and the same shall be initially valid for a period of one year which is extendable or curtailed at the discretion of the Competent Authority depending upon need and performance basis. The contractor shall have to abide by the terms and conditions, apart from those given above, which the Competent Authorities decides to enter in the Formal Agreement.
18. The contract agreement can be terminated by giving three months notice from the contractor's side and one month's notice from the CIMFR side.
19. Tenders along with the enclosures as mentioned in the Tender Paper should be uploaded on or before **3.00 p.m. of 08-01-2019**. Late or delayed tender(s) will not be accepted on any reason whatsoever.
20. The Management of CIMFR is not bound to accept the lowest or any tender and reserves to the right of accepting or rejecting, the whole or any part, of the tender without assigning any reason thereof and his decision on the Tender, will be final.
21. Since, the job identified as regular in nature for the said period, the successful contractor is expected to comply the applicable provisions of the Rule likes Employees Provident Fund & Miscellaneous Provisions Act, 1952 & Employee State Insurance Act, 1948, without fail.

22. The contractor shall be required to deposit an **equal amount of 10% of** the annual award value of the contract as performance security in the form of Bank Guarantee from Nationalized Bank within 21 days of the commencement of contract.
23. No one will be permitted to tender for the work in the concerned unit of CSIR (CIMFR) whose relative is posted in the grade between Administrative Officer or equivalent or above and Junior Engineer or equivalent, (both inclusive).
24. The Tenderer will submit Monthly Bills along with consumption certificate of raw materials, duly signed by concerned official(s) of the department in Triplicate, for payment.
25. All disputes arising out of this contract in respect of the personnel deployed by the contractor with regard to their salaries/wages or any other matter connected with their service conditions is solely and wholly the responsibility of the contractor. The CSIR-CIMFR will be free from all encumbrances either from the Govt. or from any other sources.
26. The personnel engaged by the contractor are sole employees of the contractor in all circumstances and they have no right to claim for any compensation or regular appointment in CSIR-CIMFR and CSIR-CIMFR doesn't own any responsibility, what so ever either for their absorption/regularization/continuation of engagement explicitly/implicitly.
27. In the event of any dispute/differences arising out of this contract shall be referred to the sole arbitrator to be appointed by the DG, CSIR, New Delhi. The decision of the arbitrator shall be final and binding on the parties. The venue of the arbitration shall be decided by the arbitrator.
28. The number of persons deployed by the contractor on any day shall not be less than that of mentioned in the NIT and may be checked by any concerned official(s) on the working site randomly on any day.
29. The personnel engaged by the contractor are sole employees of the contractor and they have no right to claim any compensation or regular appointment in CSIR-CSIR And CSIR-CIMFR does not own any responsibility what so ever either for their absorption/regularization/continuation of engagement explicitly/implicitly. CSIR-CIMFR will not provide Medical, council accommodation and any other such type of facilities and these facilities for the personnel engaged are the sole responsibility of the contractor.

The above terms and conditions are acceptable to me/us and I/we shall abide by the decision taken by the Director, CIMFR on this tender.

Signature of the Tenderer

Dated:
SEAL:

Name:

Position:
Address:

ANNEXURE-I

Work Name: “ Upkeeping (Sanitation) and allied work in Institute premises at CSIR-CIMFR , Digwadih Campus, Dhanbad”

| Sl. No. | Description of work | Approx. area of work to be covered |
|---------|---|---|
| 1. | Cleaning and sweeping of floors daily and swabbing with wet cloth with proper application of phenyl, deodorants etc in Guest House on Holiday also, Jhool/ Cobwebs cleaning and vim/detergent washing twice in a month in places included Institute premises, Guest Houses (old and new trainee Hostel ,Ciborium) and other similar jobs. | 16,000 Sqm |
| 2. | Cleaning and sweeping of drains, once in a week by removing jungles, grasses with roots, mud land their disposal to dumping place, as per instruction (places as mentioned in serial No. 01). | 2500 Sqm |
| 3. | Cleaning and sweeping of roads and removal their garbage on alternative days (places include inside of institute campus, Sindri Gate to Gate No.6). | 6000 Sqm |
| 4. | Cleaning and sweeping of toilet blocks by detergent, deodorants, phenyl, chemicals, etc required for upkeep of toilet block twice in a day (places as mentioned in SI.No.1). | 80 (Eighty) Blocks |
| 5. | Cleaning of Rain water pipes and roof of institute Building four times in a year. | Total area of the Institute |
| 6. | Uprooting of unwanted plants (from the roots) from the roof walls of Institute building including Guest House and repairing of the damaged portions with cement and cleaning the area also as and when required. | Total area of the Institute |
| 7. | Cleaning of jungles, grass etc and removals of the rubbish and shift to a distance of 50mts. Outside the periphery of the area cleaned. | 30,000 Sqm. In a year. |
| 8. | Spraying of mosquito oil inside the office premises (Mosquito oil will be supplied by Dept Free of Cost). | Once in a week or as per instruction of HOS |
| 9. | Library building: Cleaning of floor, racks, shelves, windows, dusting of books and journals etc. (Total first and second floors). | Once in all working days |
| 10. | Up keeping and sweeping of canteen | In working days |

Name and signature
with date and seal of the tenderers

ANNEXURE-IA

Work Name: “ Upkeeping (Sanitation) and allied work in Colony premises at CSIR-CIMFR , Digwadih Campus, Dhanbad”

| SI. No. | Description of work | Approx. area of work to be covered |
|---------|---|---|
| 1. | Cleaning and sweeping of drains, thrice a week by removing jungles, grasses with roots, mud and their disposal to a duping place as per instruction. | 14,500 Sqm |
| 2. | Cleaning of big size drain covered with heavy slabs and removal of its garbage twice in a year. | 300 Sqm |
| 3. | Removal of wastes /garbage from the dustbins of staff quarters, departmental canteen, path-way road side etc. Found line and remove them to a dumping place once in fortnight. | Total area of colony campus. |
| 4. | Cleaning of rain water pipes of staff quarters, guest house, trainee hostel and other places twice a year. | Total area of colony campus. |
| 5. | Cleaning of out-let pipes of kitchen, bathroom and latrines as and when required. | Total area of colony campus |
| 6. | Cleaning of sewerage line, underground by cleaning main hole and removal of wastes. | Total area of colony campus & Institute premises. |
| 7. | Cleaning of septic tanks of various sizes including guest house, trainee hostel, and other places as per requirement. | Total area of colony campus & Institute premises. |
| 8. | Uprooting of unwanted plants from walls and roofs of staff quarters and trainees hostels dispensary, GH and repairing of the damaged portion with cement as and when required. | Total area of colony campus. |
| 9. | Removal of dead dogs /animals etc. | As and when required. |
| 10. | Cleaning and sweeping of guest house including periodic cleaning of doors/ windows etc. and other fitting & fixtures | In all working days |
| 11. | Cleaning and sweeping of dispensary premises | In all working days |
| 12. | Cleaning of jungles, grass etc. and removal of the rubbish and shift to a 50 mts. out-side the periphery of the area | 40,000 Sqm in a year. |
| 13. | Spraying of mosquito oil inside and out-side the staff quarters, in drain, ditches, septic tanks and places of breeding of mosquito in the office and colony campus as per the instruction of HOS (Sanitation) (Mosquito oil will be supplied by Dept Free of Cost). | Once or twice in a week or as per requirements. |

Name _____ and _____ signature
with date and seal of the tenderers

ANNEXURE-II

AFFIDAVIT

I/We (Name)

Contractor/Partner/Sole Proprietor (strike out word which is not applicable) of the (name of Firm)

Address

do hereby solemnly affirm and declare that the individual/partnership firm or company is **never blacklisted** by the office of Union or State Government/Semi-Govt/PSU/Autonomous Organization.

DEPONENT

Address:

Verification:

Verified that the contents of above affidavit are true and correct to the best of my knowledge and belief. No part of it is false and nothing has been kept concealed therein.

DEPONENT

Place: _____

Dated: ____/____/2017

(Note: To be furnished on non-judicial stamp paper duly attested by the Oath Commissioner)

ANNEXURE-III

DECLARATION OF RELATIONSHIP

I/We (Name) _____ who
is working as Contractor/ Partner/ Sole Proprietor (**strike out word which is not applicable**) of the
(Firm) name _____ Address
..... do hereby solemnly affirm and declare that **NO RELATIVE(S)**
is/are working in any CSIR Laboratories/Institute or CIMFR, Dhanbad.

Signature with date and seal of the tendered

[OR]

I/We (Name) _____ who
is working as Contractor/ Partner/ Sole Proprietor (**strike out word which is not applicable**) of the
(Firm) do hereby solemnly affirm and declare that
Sri/Smt/Dr.....,
Designation..... at CIMFR, Dhanbad or CSIR employee at
Laboratories/Institute located at

Signature with date and seal of the tendered

Relative(s) may be the following list person :

[NOTE : A person shall be deemed to be a relative of another if, and only if,(a) they are members of a Hindu Undivided Family (HUF), or (b) they are husband and wife, or(c) the one is related to the other in the following manner : Father, Mother (including step mother),son (including step son), Son's wife, Daughter(including step daughter), Father's Father, Son's son(s), Grandson's wife, Son's daughter, Son's daughter's husband, Daughter's husband, Daughter's son, Daughter's son's wife, Daughter's daughter, Daughter's daughter's husband, Brother (including step brother), Brother's wife , Sister (including step sister), Sister's husband.]

ANNEXURE-IVA

PRICE BID-I

I/We the Tenderer hereby quote our monthly and yearly rate on the basis of minimum wage for unskilled worker in connection with sanitation and up keeping work as notified by Ministry of Labour & Employment, Govt. of India in the month September, 2018 f. The rate quoted below is for 26 Unskilled man-days per day for 26 working days in a month consisting of Basic + VDA, EPF, ESI etc.as applicable as on date: -

The amount quoted needs to be in detail as follows:

| Sl. No. | Description | Rate (Unskilled Worker) |
|---------|---|--|
| 1` | Basic + VDA | 466 |
| 2 | EPF @ 13.15% on 1 | 61.28 |
| 3 | ESIC @ 4.75% on 1 | 22.13 |
| 4 | Bonus @ 8.33% on 1 | 38.82 |
| 5 | Service charge in per cent on Sl. No. 1 In number-----% In word----- Per cent | Value In number- Rs.----- /- Value In word- (Rupees ----- -----) |

- A) One USW per day (1+2+3+4+5)- In Number -----
In word -----
- B) 26 USW Per day(26xA) In Number -----
In word -----
- C) 26 USW Per month(26xB) In Number -----
In word -----
- D) 26 USW Per Year(12xC) In Number -----
In word -----

(GST extra as per notified rate will be reimbursed after submission of Receipt).

Name and signature
with date and seal of the tenderers

ANNEXURE-IVB

PRICE BID-2

I/We the Tenderer hereby quote our monthly and yearly rate on the basis of minimum wage for semi skilled worker in connection with sanitation and up keeping work as notified by Ministry of Labour & Employment, Govt. of India in the month September, 2018 f. The rate quoted below is for 1 semi skilled man-day per day for 23 working days in a month consisting of Basic + VDA, EPF, ESI etc.as applicable as on date: -

The amount quoted needs to be in detail as follows:

| Sl. No. | Description | Rate (Unskilled Worker) |
|---------|---|---|
| 1` | Basic + VDA | 527 |
| 2 | EPF @ 13.15% on 1 | 69.30 |
| 3 | ESIC @ 4.75% on 1 | 25.03 |
| 4 | Bonus @ 8.33% on 1 | 43.90 |
| 5 | Service charge in per cent on Sl. No. 1 In number-----% In word----- Per cent | Value In number- Rs.----- /- Value In word- (Rupees ----- ----- only) |

- A) One Semi skilled Worker per day (1+2+3+4+5)- In Number -----
In word -----
- B) One Semi skilled Worker per month (23xA)- In Number -----
In word -----
- C) One Semi skilled Worker per year(12xB)- In Number -----
In word -----

(GST extra as per notified rate will be reimbursed after submission of Receipt).

Name and signature
with date and seal of the tenderers

ANNEXURE-IVC

PRICE BID-3

I/We the Tenderer hereby quote our monthly and yearly rate on the basis of minimum wage for skilled worker in connection with sanitation and up keeping work as notified by Ministry of Labour & Employment, Govt. of India in the month September, 2018 f. The rate quoted below is for 1 skilled man-day per day for 23 working days in a month consisting of Basic + VDA, EPF, ESI etc.as applicable as on date: -

The amount quoted needs to be in detail as follows:

| Sl. No. | Description | Rate (Unskilled Worker) |
|---------|---|---|
| 1` | Basic + VDA | 617 |
| 2 | EPF @ 13.15% on 1 | 81.13 |
| 3 | ESIC @ 4.75% on 1 | 29.30 |
| 4 | Bonus @ 8.33% on 1 | 51.39 |
| 5 | Service charge in per cent on Sl. No. 1 In number-----% In word----- Per cent | Value In number- Rs.----- /- Value In word- (Rupees ----- ----- only) |

- A) One skilled Worker per day (1+2+3+4+5)- In Number -----
In word -----
- B) One skilled Worker per month (23xA)- In Number -----
In word -----
- C) One skilled Worker per year(12xB)- In Number -----
In word -----

(GST extra as per notified rate will be reimbursed after submission of Receipt).

Name and signature
with date and seal of the tenderers

PRICE BID-4

Annexure-IVD

Sanitation materials for cleaning to be provided by the contractor in his own cost on monthly consumption basis:

| Sl No. | Name of Items | Estimated Amount | Rate Rs. | Amount in Rs. |
|--------|------------------------------------|------------------|----------|---------------|
| 1 | Phenyl | 25 Liters | | |
| 2 | Naphthalene ball | 1kg | | |
| 3 | Duster (2'X2') | 60 Pcs | | |
| 4 | Phool Jharu (555/good quality) | 10 no. | | |
| 5 | Coconut broom sticks | 20kg | | |
| 6 | Wheel Power | 10 Kg | | |
| 7 | Vim Bar | 5 pcs | | |
| 8 | Room Freshener | 02 nos. | | |
| 9 | Coconut Rope, G.I. Wire and Bamboo | LS | | |
| 10 | Bleaching Powder (Kanoria Make) | 20 Kg | | |
| 11 | Harpic | 04 lt | | |
| 12 | Soft duster | 10 Nos | | |
| 13 | Odonil | 10 Nos | | |
| 14 | Life Boy Liquid (215 ml) | 03 pcs | | |
| 15 | Colin 500ml | 04 pcs | | |
| | Total amount (in INR) | | | |

Total per month in word: Rupees -----Only

75 Years of

Name and signature
with date and seal of the tenderers

PRICE BID-5

Annexure-IVE

Rate for one year in respect of 26 nos. unskilled worker (26 days in a month), 1 no Semiskilled worker (23 days in a month) and 1 no. Skilled worker (23 days in a month) as per Price Bid-1, 2 & 3.

A) 26 Unskilled worker for one month (26x26= 676 mandays)

Total monthly cost - In figure Rs.-----/-

In word – (Rupees -----only)

B) 1 Semi skilled worker for one month (23 mandays)

Total monthly cost - In figure Rs.-----/-

In word – (Rupees -----only)

C) 1 skilled worker for one month (23 mandays)

Total monthly cost - In figure Rs.-----/-

In word – (Rupees -----only)

D) Total expenditure of consumable per month : Rs. -----/-

(Rupees -----Only)

E) Total Monthly Cost (A+B+C+D)

In figure Rs.-----/-

In word – (Rupees -----only)

F) Total Yearly Cost (12xE)

In figure Rs.-----/-

In word – (Rupees -----Only)

(GST extra as per notified rate will be reimbursed after submission of Receipt).

Name and signature

with date and seal of the tenderers

ANNEXURE V

Check List for the Tender Document to be submitted with the Tender document

(Please tick the list of document as submitted with tender Documents)

- i) Self-attested Copy of PAN Card,
- ii) Self-attested Copy of valid labour license issued by the Central Labour department under Contract Labour (R &A) Act,1970
- iii) Self-attested Copy of Registration Number of firm under Company Act/relevant Local Body
- iv) Self-attested Copy of Allotment of EPF number
- v) Self-attested Copy of Allotment of ESI number
- vi) Self-attested Copy of GST Registration number,
- vii) Self-attested copy of Service Tax Return for financial years, 2014-15, 2015-16,2016-17 in Form 26AS.
- viii) Self-attested Copy of Income Tax Return for the financial year 2014-15, 2015-16,2016-17.
- xvi) Self-attested Copy of Relevant Work completion certificate along with copy of work order for three similar work for the value of 40% (Rs.2114992/-) or Two similar work for the value of 60% (Rs. 3172488/-) or for One similar work for the value of 80% (Rs.4229984/-) of the work value estimated cost of this job contract respectively during the last five years in any Public Sector/Govt./Semi govt. organizations/Autonomous Body like CSIR and its Laboratories or Institute.
- ix) Original EMD amounting ` Rs 1,10,000/- to be deposited to this office in sealed envelop before the date and time of submission of bids
- x) Affidavit as in Annexure-II
- xi) Declaration as in Annexure- III
- xii) Power of attorney to sign the tender documents and to conduct negotiation on behalf of the firm/company or ID proof of owner/partner of the firm.
- xiii) A letter indicating the minimum time required for commencement of work.

Note: Non submission of the any of above document will lead to rejection of the bid without any further communication.

ANNEXURE-VI

Sanitation materials for cleaning to be provided by the contractor in his own cost on monthly consumption basis:

| Sl No. | Name of Items | Estimated Amount |
|---------------|------------------------------------|-------------------------|
| 1 | Phenyl | 25 Liters |
| 2 | Naphthalene ball | 1kg |
| 3 | Duster (2'X2') | 60 Pcs |
| 4 | Phool Jharu (555/good quality) | 10 no. |
| 5 | Coconut broom sticks | 20kg |
| 6 | Wheel Power | 10 Kg |
| 7 | Vim Bar | 5 pcs |
| 8 | Room Freshener | 02 nos. |
| 9 | Coconut Rope, G.I. Wire and Bamboo | LS |
| 10 | Bleaching Powder (Kanoria Make) | 20 Kg |
| 11 | Harpic | 04 lt |
| 12 | Soft duster | 10 Nos |
| 13 | Odonil | 10 Nos |
| 14 | Life Boy Liquid (215 ml) | 03 pcs |
| 15 | Colin 500ml | 04 pcs |
| | | |

Signature with date and seal of the tendered

75 Years of
CSIR Touching Lives