

23(831)/2017-GA

CSIR-CENTRAL INSTITUTE OF MINING &amp; FUEL RESEARCH

HQ. BARWA ROAD, DHANBAD 826015, JHARKHAND

# **TENDER DOCUMENT**

**Job contract to carry out wooden work of Engg. Workshop**

TOTAL NO. OF PAGES: 26



SIGNATURE OF THE DESIGNATED OFFICER

S E A L

23(831)/2017-GA

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

Date:-\_\_/\_\_/2019

Ref: Notice Inviting Tender No. 23(831)/2017- GA dated 14/02/19

Sir,

I/We hereby submit my/our Tender for executing job \_\_\_\_\_ 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/Bankers Cheque No..... dated..... drawn on State Bank of India, only for Rs.....(Rupees)..... only in favour of 'Director, CIMFR' payable at State Bank of India, Hiraapur branch (Code no. 1670) , Dhanbad towards earnest money deposit.

Yours faithfully,

Dated:

Seal :

Signature of the Tenderer

Name :

Position:

Address:

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

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**सीएसआईआर-केन्द्रीय खनन एवं ईंधन अनुसंधान संस्थान**  
**CSIR-CENTRAL INSTITUTE OF MINING & FUEL RESEARCH, DHANBAD**

**निविदा आमंत्रण सूचना (ई-निविदा) / NOTICE INVITING TENDER (e-tendering)**

सं./No. 23(831)/2017-GA/

दिनांकित/ Dated: 14/02/19

एतद् द्वारा केंद्रीय लोक निर्माण विभाग, राज्य लोक निर्माण विभाग, एमईएस, रेलवे, रक्षा और अन्य सरकारी विभाग, सीएसआईआर या इसकी किसी भी प्रयोगशाला एवं प्रतिष्ठित संगठनों के वास्तविक सरकारी संविदाकारों, जिन्होंने पिछले (7) सात वर्षों में कम से कम 3 (तीन) समान प्रकृति के कार्य (अनुमानित मूल्य के 40% के बराबर), या 2 (दो) समान प्रकृति के कार्य (अनुमानित मूल्य के 60% के बराबर), अथवा 1 (एक) समान प्रकृति का कार्य (अनुमानित मूल्य के 80% के बराबर) सफलतापूर्वक संपन्न किया है, से <https://etenders.gov.in/eprocure/app> के माध्यम से ऑनलाइन ई-निविदाएँ आमंत्रित की जाती हैं।

Online e-tenders through <https://etenders.gov.in/eprocure/app> are hereby invited from bonafide govt. contractors of CPWD, State, PWD, MES, Railway, Defence and other Govt. Department, CSIR or any of its laboratories and reputed organisations who have successfully completed at least 3 (three) similar type (equal to 40% of the estimated value) or 2 (two) similar type (equal to 60% of the estimated value) or 1 (one) similar type (equal to 80% of the estimated value) in last (7) seven years.

क्र. सं. Sl. No.	कार्य का विवरण Description of work	अनुमानित मूल्य Estimated Value (₹)	बयाना राशि Earnest Money (₹)	कार्य पूर्ण करने का समय Time of completion	निविदा दस्तावेज की लागत Cost of Tender Documents	जमा करने की अंतिम तिथि एवं समय Last Date & Time of submission	निविदा खुलने की तिथि एवं समय Date & Time of opening
					(अप्रतिदेय) (Non-refundable)	3.00 अपराह्न P.M.	3.30 अपराह्न P.M.
1.	सीएसआईआर-सिम्फर, मुख्यालय, धनबाद के अन्तर्गत अभियांत्रिक कार्यशाला का लकड़ी संबन्धित कार्य पूरा करने के लिए कार्य अनुबंध /Job contract to carry out wooden work of Engg. Workshop of CSIR- CIMFR, H.Q, Barwa Road, Dhanbad	Rs 2019780=00	Rs 40500=00	१ साल / 01 year	Rs 1000=00	11/03/19	12/03/19

निविदा जमा करने के साथ निम्नलिखित दस्तावेजों (विधिवत रूप में अनुप्रमाणित) को प्रमाण हेतु प्रस्तुत किया जाना है।

The following proof of documents (duly attested) are to be submitted along with submission of tender.

फर्मों/ संविदाकारों/ निविदाकारों को निविदा के परवर्ती काल में अधिप्रमाणन, सत्यापन एवं मूल्यांकन हेतु संबंधित नवीनतम आवश्यक दस्तावेजों (केवल पीडीएफ फॉरमैट में) की स्व-अभिप्रमाणित स्कैन की गई प्रतियाँ भी अपलोड करनी होगी, जो निम्न प्रकार हैं –

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(क)	पैन कार्ड
(ख)	अनुबंध श्रम (आर एवं ए), 1970 अधिनियम के तहत केंद्रीय श्रम विभाग द्वारा निर्गत किया गया श्रमिक लाइसेंस
(ग)	कंपनी अधिनियम/संबंध स्थानीय निकाय के तहत कंपनी की पंजीकरण संख्या
(घ)	आबंटित ईपीएफ संख्या
(ङ)	आबंटित ईएसआई संख्या
(च)	जीएसटी पंजीकरण संख्या
(छ)	पिछले तीन वित्तीय वर्षों में फाईल किए गए आयकर रिटर्न
(ज)	पिछले पांच वर्षों के दौरान सीएसआईआर और इसकी प्रयोगशालाएँ या संस्थान जैसे किसी भी सार्वजनिक क्षेत्र के उपक्रमों/सरकारी/अर्धसरकारी/स्वायत्त संस्था के कार्यादेश की छायाप्रति के साथ किए गए कार्य की समाप्ति प्रमाण-पत्र ( <b>कुशल और कुशल मानवदिवसों की आपूर्ति से संबंधित</b> ) अथवा तीन समान प्रकृति के कार्यों (अनुमानित मूल्य के 40% के समान) अथवा दो समान प्रकृति के कार्यों (अनुमानित मूल्य के 60% के समान) अथवा एक समान प्रकृति के कार्यों (अनुमानित मूल्य के 80% के बराबर) सफलतापूर्वक संपन्न किए गए कार्य की समाप्ति प्रमाण-पत्र।
(झ)	अनुलग्नक -II के अनुसार शपथ पत्र
(ञ)	अनुलग्नक -III के अनुसार घोषणा-पत्र
(ट)	आवश्यकतानुसार, फर्म/कंपनी की ओर से बातचीत करने तथा निविदा दस्तावेजों को हस्ताक्षरित करने के लिए मुख्तारनामा अथवा फर्म के मालिक/साझेदार की पहचान संख्या
(ठ)	अनुलग्नक -V में दी गई जांच सूची

The firms/ contractors/ tenderers are also required to upload self attested scanned copies of their respective latest essential documents (in pdf format only) for validation, post-verification & evaluation of tender which are as follows:

i)	PAN Card,
ii)	Labour license issued by the Central Labour department under Contract Labour (R & A), 1970 Act
iii)	Registration Number of firm under Company Act/relevant Local Body
iv)	Allotment of EPF number
v)	Allotment of ESI number
vi)	GST Registration number,
vii)	Form 26AS for last three financial years.
viii)	Income Tax Return for the last three financial year
ix)	Work completion certificate ( <b>related to supplying of skilled and unskilled manpower</b> ) along with copy of work order OR three similar work for the value of 40% or Two similar work OR the value of 60% for one similar work for the value of 80% 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)	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 if required or ID proof of owner/partner of the firm.
xiii)	Check List in Annexure V.

**भाग - I:**

- क. उपर्युक्त दस्तावेजों का प्रमाण (क-च)  
ख. बयाना राशि  
ग. निविदा लागत

**भाग - II :**

कार्य में शामिल की जाने वाली वस्तुओं के पूर्ण विनिर्देशन सहित लागत।

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**Part-I:**

- Proof of documents as mentioned above(i-v)
- Earnest money
- Tender Cost.

**Part- II:**

Costing along with full specification of items involved in the work.

निविदा प्रपत्र दिनांक **28/02/19** से **11/03/2019** तक वेबसाइट <https://etenders.gov.in/e procure/app> में डाउनलोड किया जा सकता है। ऑफलाइन निविदा शुल्क एवं बोली प्रतिभूति/ बयाना राशि किसी भी राष्ट्रीयकृत अनुसूचित बैंक द्वारा जारी आदाता खाता डिमांड ड्राफ्ट के माध्यम से निदेशक, सीआईएमएफआर, धनबाद के पक्ष में बोली जमा करने की अंतिम तिथि व समय या उससे पहले सिविल अनुभाग में अलग से जमा की जाएगी, ऐसा न होने की स्थिति में उनकी वित्तीय बोली खोली नहीं जाएगी।

Tender paper will be downloaded from **28/02/2019** to **11/03/2019** on <https://etenders.gov.in/e procure/app> . Offline Tender Fee and bid security /earnest money will be deposited separately in the form of Account Payee D.D. from any nationalized scheduled bank drawn in favour of Director, CIMFR, Dhanbad in Civil Section on or before last date & time of Bid submission, failing which financial bid of same will not be opened.

तकनीकी बोली भाग-I एवं वित्तीय बोली भाग-II को दिनांक **11.03.2019** , अपराह्न 3:00 बजे या उससे पहले अलग-अलग अपलोड किया जाना है। भाग-I (तकनीकी बोली) दिनांक **12.03.2019** को अपराह्न 3:30 बजे खोली जाएगी। वित्तीय बोली भाग II (वाणिज्यिक बोली) ईएमडी के तकनीकी मूल्यांकन एवं सत्यापन के पश्चात खोली जाएगी। निविदाकार उपयुक्त कर, यदि कोई भुगतान करना हो, तो उसे उल्लिखित मूल्य के समक्ष उल्लेख करेंगे।

The Technical Bid Part-I & Financial Bid Part-II are to be uploaded separately on or before **11.03.2019** at 3:00 P.M. Part – I (Technical bid) will be opened on **12.03.2019** at 3.30 P.M. The financial bid Part – II (Commercial bid) will be opened after technical evaluation and verification of EMD. The bidder should separately quote applicable taxes, if any to be paid against the quoted value.

- बयाना राशि को किसी भी राष्ट्रीयकृत अनुसूचित बैंक द्वारा जारी आदाता खाता डिमांड ड्राफ्ट के माध्यम से, जो निदेशक, सीएसआईआर- केंद्रीय खनन एवं ईंधन अनुसंधान संस्थान, धनबाद के पक्ष में भारतीय स्टेट बैंक खाते, हीरापुर ( कोड-1670) में जमा करना होगा।

**EARNEST MONEY SHOULD BE DEPOSITED IN THE FORM OF ACCOUNT PAYEE DEMAND DRAFT FROM ANY NATIONALIZED SCHEDULE BANK PAYABLE AT SBI, HIRAPUR (CODE- 1670) DHANBAD IN FAVOUR OF DIRECTOR, CSIR- CENTRAL INSTITUTE OF MINING & FUEL RESEARCH, DHANBAD.**

- अपूर्ण निविदा, देर/ विलंब से प्राप्त निविदाएँ, साथ ही बिना बयाना राशि की निविदाएँ भी सरसरी तौर पर अस्वीकृत कर दी जाएगी। **INCOMPLETE TENDERS, LATE/ DELAYED TENDERS AS WELL AS TENDERS WITHOUT EARNEST MONEY SHALL BE SUMMARILY REJECTED.**
- निदेशक, सीएसआईआर-सीआईएमएफआर किसी भी निविदा को अंशतः या पूर्णतः स्वीकार करने अथवा सभी को बिना कोई कारण बताए निरस्त करने का अधिकार रखते हैं। **DIRECTOR, CSIR-CIMFR, RESERVES THE RIGHT OF ACCEPTING ANY TENDER IN PART OR IN FULL OR REJECTING ALL WITHOUT ASSIGNING ANY REASON.**
- न्यूनतम बोली लगाने वाले फर्म को कार्यादेश जारी करने से पूर्व नियमानुसार निष्पादन गारंटी राशि जमा करना होगा। **LOWEST QUOTING FIRM HAS TO SUBMIT PERFORMANCE GUARANTEE AS PER RULE BEFORE AWARDING THE JOB.**
- बोलीदाताओं से हस्तलिखित निविदाएँ स्वीकृत नहीं की जाएँगी। **HAND WRITTEN TENDER WILL NOT BE ACCEPTED FROM BIDDERS.**

**ऑनलाइन बोली जमा करने के संबंध में बोलीदाताओं के लिए अनुदेश**  
**INSTRUCTIONS TO BIDDER FOR ONLINE BID SUBMISSION**

1. एतद्वारा सीएसआईआर-सिम्फर, मुख्यालय, धनबाद के अन्तर्गत अभियांत्रिक कार्यशाला का लकड़ी संबन्धित कार्य पूरा करने के लिए कार्य अनुबंध कार्य के लिए लोक निर्माण विभाग, राज्य लोक निर्माण विभाग, एमईएस, रेलवे, रक्षा और अन्य सरकारी विभाग, सीएसआईआर या इसकी किसी भी प्रयोगशाला एवं प्रतिष्ठित संगठनों के वास्तविक सरकारी संविदाकारों, जिन्होंने पिछले (7) सात वर्षों में कम से कम 3 (तीन) समान प्रकृति के कार्य (अनुमानित मूल्य के 40% के बराबर), या 2 (दो) समान प्रकृति के कार्य (अनुमानित मूल्य के 60% के बराबर), अथवा 1 (एक) समान प्रकृति का कार्य (अनुमानित मूल्य के 80% के बराबर) सफलतापूर्वक संपन्न किया है, से <https://etenders.gov.in/eprocure/app> के माध्यम से ऑनलाइन ई-निविदाएँ आमंत्रित की जाती हैं  
Tenders are hereby invited for the work of **Job contract to carry out wooden work of Engg. Workshop of CSIR-CIMFR, H.Q, Barwa Road, Dhanbad.** from bonafide govt. contractors of CPWD, State, PWD, MES, Railway, Defence and other Govt. Department, CSIR or any of its laboratories and reputed organisations who have successfully completed at least 3 (three) similar type (equal to 40% of the estimated value) or 2 (two) similar type (equal to 60% of the estimated value) or 1 (one) similar type (equal to 80% of the estimated value) in last (7) seven years.
2. अनुमानित लागत Rs 2019780=00 **(बोस लाख उन्नीस हजार सात सो अस्सी रुपए) मात्र है।**  
Estimated cost is Rs 2019780=00 **(Rupees twenty lakh nineteen thousand seven hundred eighty only).**
3. उपर्युक्त कार्य को संपन्न करने का समय **01 (एक) साल** होगा तथा उक्त कार्य के आबंटन से संबंधित पत्र के जारी होने के दसवें दिन से कार्यारंभ होने की तिथि मानी जाएगी।  
Time for carrying out the work will be **01 (one) year** and the date of commencement shall be reckoned from the tenth day of issue of award letter.
4. जिस निविदाकार की निविदा को स्वीकृत किया जाएगा, उनके द्वारा संपूर्ण संविदा दस्तावेज को सिविल अभियांत्रिकी अनुभाग, सीआईएमएफआर, धनबाद के कार्यालय में देखा जा सकता है।  
Complete Contract documents can be seen by the tenderer whose tender may be accepted at the office of MTL & W Section, CIMFR, Dhanbad.
5. निविदा प्रपत्र के वेबसाइट <https://etenders.gov.in/eprocure/app> पर दिनांक **28.02.2019** से **11.03.2019** तक उपलब्ध रहेगा। ऑफलाइन निविदा शुल्क एवं बोली प्रतिभूति/ बयाना राशि किसी भी राष्ट्रीयकृत अनुसूचित बैंक द्वारा जारी आदाता खाता डिमाण्ड ड्राफ्ट के माध्यम से निदेशक, सीआईएमएफआर, धनबाद के पक्ष में बोली जमा करने की अंतिम तिथि व समय या उससे पहले सिविल अनुभाग में अलग से जमा की जाएगी, ऐसा न होने की स्थिति में उनकी वित्तीय बोली खोली नहीं जाएगी। तकनीकी बोली भाग-I एवं वित्तीय बोली भाग-II को दिनांक **11.03.2019**, अपराह्न 3:00 बजे या उससे पहले अलग-अलग अपलोड किया जाना है, भाग-I (तकनीकी बोली) दिनांक **12.03.2019** को अपराह्न 3:30 बजे खोली जाएगी। वित्तीय बोली भाग II (वाणिज्यिक बोली) ईएमडी के तकनीकी मूल्यांकन एवं सत्यापन के पश्चात खोली जाएगी।  
Tender paper will be downloaded from **28.03.2019 to 11.03.2019** on <https://etenders.gov.in/eprocure/app>. Offline Tender Fee and bid security /earnest money will be deposited separately in the form of Account Payee D.D. from any nationalized scheduled bank drawn in favour of Director, CIMFR, Dhanbad in Civil Section on or before last date & time of Bid submission, failing which financial bid of same will not be opened. The Technical Bid Part-I & Financial Bid Part-II are to be uploaded separately on or before **11.03.2019** at 3:00 P.M, Part – I (Technical bid) will be opened on **12.03.2019** at 3.30 P.M. The financial bid Part – II (Commercial bid) will be opened after technical evaluation and verification of EMD.
6. निदेशक, सीआईएमएफआर, धनबाद के पक्ष में आहरित किसी भी अनुसूचित बैंक के डिमाण्ड ड्राफ्ट या अदायगी आदेश के रूप में **₹ 40500/-** (चालीस हजार पाँच सो रुपए मात्र) की बयाना राशि एवं निविदा प्रपत्र की लागत **₹. 1000/-** (एक हजार रुपए मात्र) निविदा के साथ भेजी जानी होगी। बयाना राशि के बिना प्राप्त निविदाएँ अमान्य होंगी।  
The Earnest Money amounting to **Rs 40500/-** (Rupees forty thousand five hundred only) & cost of tender document **Rs 1000/-** (Rupees one thousand only) as demand draft or pay order of a schedule bank and drawn in favour of Director CIMFR, Dhanbad should accompany the tender. Tenders received without earnest money will be invalid.

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7. नियोक्ता न्यूनतम अथवा किसी भी निविदा को स्वीकार करने के लिए बाध्य नहीं है एवं उन्हें निविदा को पूर्णतः अथवा आंशिक रूप से स्वीकृत करने का अधिकार है तथा निविदाकार उल्लिखित दरों पर उस कार्य को करने के लिए बाध्य होगा।  
The employer does not bind himself to accept the lowest or any tender and reserves to himself the right of accepting the whole or any part of the tender and tenderer shall be bound to perform the same at the rates quoted.
8. निविदाओं के संबंध में सिफारिशें प्रतिबंधित हैं और सिफारिश करने वाले संविदाकारों द्वारा प्रस्तुत की गई निविदाओं को अस्वीकार कर दिया जाएगा।  
Canvassing in connection with the tenders is prohibited and the tenders submitted by the contractor who resort to canvassing are liable for rejection.
9. निविदाकार को सीएसआईआर की संबंधित इकाई, जहाँ उनके कोई रिश्तेदार प्रशासन नियंत्रक से लेकर कनिष्ठ अभियंता तक के बीच किसी भी श्रेणी में कार्यरत हैं, में कार्य करने हेतु निविदा जमा करने की अनुमति नहीं दी जाएगी। वह उन व्यक्तियों के नामों का भी उल्लेख करेंगे, जो उनके साथ किसी भी पद पर कार्य कर रहे हैं अथवा तत्पश्चात उनके द्वारा नियुक्त किए गए हो एवं उपर्युक्त के अनुसार उनके संबंधी हैं।

नोट: कंपनी अधिनियम 2013 की धारा 2 की उपधारा (77) के अनुसार, एक व्यक्ति को दूसरे व्यक्ति का रिश्तेदार केवल तभी माना जाएगा जब (क) वे एक हिंदू अविभाज्य परिवार के सदस्य हैं या (ख) वे पति और पत्नी हैं या (ग) वे एक-दूसरे से निम्न प्रकार से संबंधित हैं: पिता (सौतेले पिता सहित), माता (सौतेली माता सहित), पुत्र (सौतेला पुत्र सहित), पुत्रवधू, पुत्री (सौतेली पुत्री सहित), दामाद, भाई (सौतेला भाई सहित), बहन (सौतेली बहन सहित)।

The tenderer shall not be permitted to tender for works in the concerned unit of CSIR in which a relative is posted in grade between Controller of Administration and Junior Engineer, (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or subsequently employed by him and who his relatives are as mentioned above.

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 or (b) they are husband and wife or (c) the one is related to the other in the following manner: father (including step mother), mother (including step mother), son (including step son), son's wife, daughter (including step daughter), daughter's husband, brother (including step brother), sister (including step sister), as per Sub- Section (77) of Section 2 of the Companies Act 2013.

10. प्रस्तुत की गई निविदा स्वीकृत किए जाने और कार्य सौंपने हेतु निविदा खुलने की तिथि से 90 दिनों तक मान्य रहेगी। निविदा खुलने की तिथि से 90 दिनों के बाद इसकी मान्यता आपसी सहमति के आधार पर होगी।  
Tender submitted shall remain valid for 90 days from the date of opening for the purpose of acceptance and award of work, validity beyond 90 days from the date of opening shall be by mutual consent.
11. निविदाकार दरों का उल्लेख अंकों एवं शब्दों- दोनों में करेगा। वह प्रत्येक कार्य के लिए भी पृथक-पृथक रूप से राशि का विवरण तैयार करेगा एवं उसका उल्लेख अंको और शब्दों दोनों में करेगा। जांच करने पर यदि निविदाकार द्वारा उल्लेख किए गए दरों के शब्दों और अंकों में अंतर पाया जाता है या उसके द्वारा तैयार किए गए ब्यौरे की राशि में अंतर होता है, तो निम्नलिखित प्रक्रियाएँ अपनाई जाएँगी:
- क. दरों के अंकों और शब्दों में अन्तर होने पर वह दर सही मानी जाएगी जो निविदाकार द्वारा तैयार किए गए ब्यौरे की राशि के अनुरूप होगी।
- ख. जब निविदाकार द्वारा किसी कार्य की ब्यौरे की राशि तैयार न किया गया हो अथवा अंकों और शब्दों में लिखी गई दरें उनसे भिन्न हों तो निविदाकार द्वारा शब्दों में लिखी गई दरें सही मानी जाएगी।
- ग. जब निविदाकार द्वारा उल्लेखित दरें शब्दों और अंकों में एक समान हों लेकिन ब्यौरे की राशि सही न हो तो निविदाकार द्वारा उल्लेखित दरों को सही माना जाएगा न कि राशि को।

The tenderer shall quote rates both in figures and words. He shall also work-out the amount for each item or work and write in both figures and words. On check if there are differences between the rates quoted by the tenderer in words and in figures or in the amount worked out by him the following procedures shall be followed:



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- i. When there is a difference between the rates in figures and in words, the rates which correspond to the amounts worked out by the tenderer shall be taken as correct.
  - ii. When the amount of an item is not worked out by the tenderer or it does not correspond with the rate written either in figures or in words, the rate quoted by the tenderer in words shall be taken as correct.
  - iii. When the rate quoted by tenderer in figures and in words tallies but the amount is not worked out correctly the rate quoted by the tenderer shall be taken as correct and not the amount.
12. यदि संविदाकार कार्य सौंपने से संबंधित पत्र के अनुसार कार्य आरंभ नहीं कर पाता है, तो उसकी ब्याना राशि जब्त कर ली जाएगी।  
Earnest money will be forfeited if the contractor fails to commence the work as per letter of award.
13. निविदाकार मुद्रित निविदा प्रपत्रों में दर और राशि लिखने के अलावा, किसी प्रकार की अन्य शर्त का उल्लेख एवं कोई भी बदलाव, परिवर्धन - परिवर्तन और संशोधन नहीं करेगा। जो निविदाकार छूट प्रदान करना चाहते हो, वे अलग से सह-पत्र में इसका उल्लेख करते हुए निविदा के साथ प्रस्तुत करेंगे।  
Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the printed form of tenders. Tenderers who desire to offer rebate, the same should be brought out separately in the covering letter and submitted along with the tender.
14. बोलीदाताओं को वैध डिजिटल हस्ताक्षर प्रमाण पत्र का उपयोग करते हुए सीपीपी पोर्टल पर इलेक्ट्रॉनिक रूप से अपनी बोलियों की साफ्ट प्रतियां जमा करनी है। निम्नलिखित अनुदेशों का उद्देश्य बोलीदाताओं को सीपीपी पोर्टल पर पंजीकरण करने, आवश्यकतानुसार अपनी बोलियां तैयार करने एवं सीपीपी पोर्टल पर ऑनलाइन जमा करने में सहायता प्रदान करना है। सीपीपी पोर्टल पर ऑनलाइन बोलियां जमा करने के लिए अधिक उपयोगी जानकारी <http://etenders.gov.in> पर प्राप्त की जा सकती है। बोलीदाताओं के लिए सूचना और अनुदेश बोली दस्तावेज का ही हिस्सा होंगे।  
The bidders are required to submit soft copies of their bids electronically on the CPP portal using valid Digital Signature Certificates, The instructions given below are meant to assist the bidders in registering on the CPP portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at <http://etenders.gov.in>. Information and instruction for bidders shall form part of the bid document.
15. इच्छुक बोलीदाता को एनआईटी के निबंधन और शर्तों को ध्यान से पढ़ना होगा। बोलीदाता को अपनी बोली केवल तभी जमा करनी चाहिए जब वह स्वयं को इसके योग्य समझता हो और उन्हें सभी आवश्यक दस्तावेजों को जमा करना होगा। बोलीदाता को ई-निविदा पोर्टल <http://etenders.gov.in> पर पंजीकरण करना होगा। बोलीदाता को बोलियां जमा करने के लिए प्राधिकृत प्रमाणन प्राधिकरणों में से किसी एक से डिजिटल हस्ताक्षर प्रमाणपत्र (डीएससी) लेना आवश्यक है। जिन ठेकेदारों ने उपर्युक्त वेबसाइट पर अपना पंजीकरण नहीं कराया है, उन्हें निविदा जमा करने से पहले पंजीकरण करना आवश्यक होगा।  
The intending bidder must read the terms and condition of NIT carefully. Bidder should submit his bid only if he considers himself eligible and is in possession of all the required documents. The bidder would be required to register at e-tender portal <http://etenders.gov.in>. For submission of the bids, the bidder is required to have Digital Signature Certificate (DSC) from one of the authorized Certifying Authorities. Those contractors not registered on the website mentioned above, are required to get registered before hand.
16. निविदा फॉर्म/बोली दस्तावेज <https://etenders.gov.in> वेबसाइट से प्राप्त किए जा सकते हैं।  
The tender form/ bid documents may be obtained from the websites: <https://etenders.gov.in>.
17. बोलियां अनिवार्य रूप से सीपीपी <https://etenders.gov.in> के माध्यम से ऑनलाइन जमा की जानी चाहिए।  
Bids must be mandatorily submitted online through CPP <https://etenders.gov.in>.
18. बोलियां किसी भी परिस्थिति में हस्तलिखित/ऑफलाइन स्वीकार नहीं की जाएंगी।  
Manual/Offline bids shall not be accepted under any circumstances.
19. निविदाकार/ बोलीदाताओं से अनुरोध किया जाता है कि वे नियमित रूप से <https://etenders.gov.in> वेबसाइट देखें। निविदा में होने वाले किसी भी बदलाव / संशोधन के बारे में केवल इस वेबसाइट के माध्यम से शुद्धिपत्र द्वारा सूचित किया जाएगा।



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Tenders/bidders are requested to regularly visit the website : <https://etenders.gov.in>. Any changes / modifications in tender enquiry will be intimated by corrigendum through this website only.

20. चूंकि, यह ऑनलाइन आवेदन/प्रक्रिया है, किसी भी तकनीकी त्रुटि/सर्वर समस्या के कारण निविदा खोलने या किसी भी अन्य प्रक्रिया में विलंब हो सकता है। और यदि ऐसा कोई समस्या होती है, तो इसे प्रक्रिया विलंब के समान समझा नहीं जाएगा और इसके लिए सीएसआईआर-सीआईएमएफआर, धनबाद जिम्मेदार नहीं होगा।  
Since, it is online application/process, the tender opening or any other process may be delayed due to any technical fault/server issue. And if any such issue arises, this will not be tantamount to process delay and CSIR-CIMFR, Dhanbad will not be responsible for the same.
21. यदि बोली खुलने के दिन सरकार द्वारा छुट्टी की घोषणा की जाती है, तो निविदाएं अगले कार्य दिवस पर उसी समय में खोली जाएंगी। इस संबंध में बोलीदाता को अलग से कोई जानकारी प्रसारित नहीं की जाएगी और न ही अलग से कोई सूचना भेजी जाएगी।  
In case, the day of bid opening is declared a holiday by the Government, the tenders will be opened on the next working day at the same time. No separate information will be broadcasted and no separate intimation shall be sent to the bidder in this regard.
22. दर को ऑनलाइन खोलने पर, बोली स्वीकार करने का मतलब यह नहीं होगा कि फर्म तकनीकी रूप से या वित्तीय रूप से योग्य है। इससे संबंधित मूल्यांकन प्रक्रिया सीएसआईआर-सीआईएमएफआर में की जाएगी और तदनुसार अपलोड किया जाएगा।  
On opening of quotation online, accepting the bid will not mean that the firm is technically or financially qualified, the related evaluation procedure will be done at CSIR-CIMFR and be uploaded accordingly.
23. निदेशक, सीएसआईआर-सीआईएमएफआर धनबाद के पास किसी भी या सभी निविदाओं को स्वीकार या अस्वीकार करने का अधिकार सुरक्षित है।  
The Director, CSIR-CIMFR Dhanbad reserves the right to accept or reject any or all the tenders.
24. अनावश्यक या अप्रासंगिक कागजात/दस्तावेज/फोटो/प्रमाणपत्र आदि अपलोड करने से बचा जाए।  
Uploading of unnecessary or irrelevant papers/ documents/photographs/ certificates etc must be avoided.
25. बोली प्रतिभूति /बयाना राशि (ईएमडी) और निविदा लागत को मूल रूप में भेजा/जमा किया जाना है। यद्यपि बोली ऑनलाइन जमा की जानी है, बोली प्रतिभूति और निविदा लागत की मूल प्रति भी डाक द्वारा भेजी अथवा सीधे जमा की जाएगी, ताकि ये बोली जमा करने के निर्धारित समय-सीमा समाप्त होने से पहले इस कार्यालय के संबंधित विभाग को प्राप्त हो जाएँ। इसके अलावा, तकनीकी बोली के साथ इनकी स्कैन की गई प्रतियां भी जमा की जानी हैं। यदि निविदा लागत और ईएमडी मूल रूप में एवं समय पर प्राप्त नहीं होती हैं, तो वह निविदा अमान्य होगी और मूल्यांकन के लिए स्वीकार नहीं की जाएगी। सीएसआईआर-सीआईएमएफआर किसी भी तरह के डाक विलंब के लिए जिम्मेदार नहीं होगा।  
The bid security/ Earnest money Deposit (EMD) & Tender Cost should be sent/ submitted in its original form. Though the bid is to be submitted online, but the original bid security & Tender Cost should be sent by post or submitted by hand to the concerned department of this office before the end of bid submission time. Besides, the scanned copies of the same may also be submitted along with the technical bid. If the tender Cost & EMD are not received in original and within time, the tender will be considered invalid and will not be accepted for evaluation. CSIR-CIMFR will not be responsible for any postal delay.
26. असफल बोलीदाताओं का ईएमडी निविदा खुलने की तारीख से एक सप्ताह के अन्दर वापस कर दिया जाएगा।  
The EMD of the unsuccessful bidder will be discharged/ returned within a week from the date of opening of tenders.
27. सफल बोलीदाता के ईएमडी को प्रतिभूति के हिस्से के रूप में माना जाएगा और दोषपूर्ण दायित्व अवधि के सफलतापूर्वक समापन के बाद इसकी वापसी की जाएगी।  
The successful bidder's EMD shall be treated as a part of security & shall be refunded after successful completion of defect liability period.
28. अपलोड किए गए निविदा दस्तावेज बोली खोलने वाले प्राधिकृत अधिकारियों द्वारा निविदा खोलने के बाद ही पढ़े जा सकते हैं।  
The uploaded tender documents shall become readable only after the tender opening by the authorized bid openers.

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29. दरों का केवल भारतीय रूप में ही उल्लेख किया जाएगा। उल्लिखित दरों में जीएसटी एवं अन्य उपयुक्त सरकारी कर, शुल्क, लेवी आदि अलग-अलग रूप में शामिल होने चाहिए। उपयुक्त सरकारी करों की कटौती करने के बाद, ठेकेदार को भारत के किसी भी बैंक खाते में ईसीएस/आरटीजीएस के माध्यम से भुगतान किया जाएगा। उल्लिखित दर अनुबंध के संपूर्ण कार्यकाल के दौरान स्थिर रहेगा और किसी भी कारण से कोई भी संशोधन की अनुमति नहीं दी जाएगी।  
The rates shall be quoted in Indian Rupee only. **The quoted rates should separately include GST and other applicable govt. taxes, fees, levies etc.** The payment will be made to the Contractor at any Bank Account maintained in India by way of ECS/RTGS after deducting the govt. applicable taxes. The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason.
30. ठेकेदार को उनके संबद्ध पिछले कार्य अनुभवों के समापन प्रमाण पत्र जारी करने वाले एजेंसी का नाम और टेलीफोन नंबर का उल्लेख करना होगा, ताकि आवश्यकता पड़ने पर दस्तावेजों को सत्यापित किया जा सके। अपूर्ण और संदिग्ध साखनामा के मामले में, प्रस्ताव को सरसरी तौर पर ही अस्वीकृत कर दिया जाएगा। यह ध्यान दिया जाए कि मूल्य बोली खोलने के बाद भी, जमा की गई साखनामा झूठी/जाली पाई जाने पर प्रस्ताव को सीधे तौर पर खारिज कर दिया जाएगा। इस मामले में आगे कोई विचार नहीं किया जाएगा।  
The contractor is to indicate the name & telephone nos. of the issuing agency of the Completion Certificates of his relevant past work experiences to enable to verify the documents if necessary. In case of incomplete and doubtful credentials, the offer shall be straightway rejected. It may be noted that even after opening of price bid, if the credential submitted is found to be false/ forged, the offer submitted shall be rejected out rightly. No further clarification will be entertained.
31. निविदाकार, जिन्होंने सीएसआईआर-सीआईएमएफआर के <https://etender.gov.in> वेबसाइट से निविदा डाउनलोड की है, वे किसी भी तरीके से डाउनलोड किए गए मूल्य बोली टेम्पलेट सहित निविदा फॉर्म में फेर-बदल/ परिवर्तन नहीं करेंगे। यदि उसमें किसी भी तरह का फेर-बदल/परिवर्तन पाया जाता है, तो निविदा पूरी तरह से अस्वीकृत कर दी जाएगी और ईएमडी जब्त कर ली जाएगी और साथ ही उस निविदाकार पर सीएसआईआर-सीआईएमएफआर, धनबाद के साथ व्यवसाय करने पर प्रतिबंध लगा दिया जाएगा।  
Tenderers who have downloaded the tender from the website <https://etender.gov.in> shall not tamper / modify the tender form including downloaded price bid template in any manner. In case the same is found to be tampered/ modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer will liable to be banned from doing business with CSIR-CIMFR, Dhanbad.
32. संविदाकार द्वारा एक जिम्मेदार शिक्षित व्यक्ति को कार्य के उचित पर्यवेक्षण और निष्पादन के लिए नियुक्त किया जाएगा।  
The contractor shall depute a responsible qualified person for proper supervision and execution of the job.

हस्ताक्षरित/- Sd/-  
अनुभाग प्रमुख, एम टी एल डौब्लू  
HOS, MTLW

हस्ताक्षरित /- Sd/-  
अनुसंधान समूह प्रमुख, एम टी एल डौब्लू  
HORG, MTLW

हस्ताक्षरित/- Sd/-  
प्रशासनिक अधिकारी  
Administrative Officer.

75 Years of  
CSIR Touching Lives

हस्ताक्षरित /- Sd/-  
वित्त एवं लेखा अधिकारी  
Finance & Accounts Officer

हस्ताक्षरित/- Sd/-  
निदेशक  
Director, CIMFR

**CSIR-CENTRAL INSTITUTE OF MINING AND FUEL RESEARCH**

Barwa Road Campus

**P.O-CMRI (Jharkhand) Pin - 826015**

**TERMS AND CONDITIONS OF TENDER FOR SELECTION OF AN AGENCY FOR Job contract to carry out wooden work of Engg. Workshop of CSIR-CIMFR, HQ, Barwa Road, 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. EXECUTION OF CONTRACT:**

2.1 The Contractor shall commence the execution of job Contract. Work Order within the period named in the Contract and shall proceed with expedition and 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 contract 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. 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.

## **4. SCOPE OF WORK:**

4.1 Manpower needed for making of wooden door frame. window frame, door shutter, window shutter, wooden furniture for office, repairing of door, window of colony, fixing of door and window shutter with accessories like hinge, handle, tower bolt etc, fixing door closure, door stopper as mentioned in Annexure– I.

## **5. PROVISIONS OF LABOUR LAW:**

5.1 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.

5.2 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

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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.

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

5.4 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.

5.5 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), EPF & ESI details of labours, who are engaged, along with the copy of remitted amount to concerned authority at the time of submission of his monthly bill for reimbursement. Contractor shall submit the details of bonus paid to the labours at the time of of submission of bill for reimbursement of bonus payment.

5.6 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.

## **6 INDEMNITY**

6.1 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).

## **7. DECISIONS/AWARDS:**

7.1 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.

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#### **8. WAGES:**

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

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

8.3 GST, as applicable, will be reimbursed subject to production challan as well as proper bill mentioning CSIR –CIMFR GST number thereof.

#### **9. TOOLS, TACKES AND EQUIPMENT:**

9.1 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. This office will provide woods, ply boards and other consumable materials for wooden work, in case non availability of consumable materials the contractor shall manage the same and claim this amount as per actual in the monthly bill.

#### **10.SUPERVISION:**

10.1 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.

#### **11. SAFETY:**

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

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

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

11.4 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 shallmaintain First Aid Box for emergency situation at working site

11.5 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.

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11.6 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.

11.7 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.

11.8 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 showcause 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.

## **12. TERMINATION:**

12.1 Any unauthorized removal or possessing of any of the Company's 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.

12.2 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 company to the contractor prior to such termination will be refunded by the contractor on termination or else will be adjusted against the Security deposit.

12.3 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.



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**13. FORCE MAJEURE:**

13.1 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.



**General Terms & Conditions for Job contract to carry out wooden work of Engg. Workshop of CSIR-CIMFR, HQ, 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. The detailed scope of the work as required by CIMFR Barwa Road Campus is detailed in the ANNEXURE-I of the Tender Documents.
4. Tender submitted shall remain valid till 90 days from the date of opening. The validity of beyond 90 days may extend from the date of opening on mutual understanding.
5. After analysis of commercial bid, if it is found that the total amount to be paid to the contractor by office after deduction of income tax is less than the total amount to be paid to the labour / worker by the contractor, then the bid will be summarily rejected.
6. No child labour practice is allowed. Labours aged between 18 (eighteen) to 50 (fifty) years only should be deployed on job.
7. The job has to be supervised with semi-skilled persons.
8. The personnel's deployed by the contractor for the said job shall be duty bound and they have to 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.
9. 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.
10. 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
11. 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.

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12. 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.
13. The character and antecedents of each and every personnel deployed in CSIR-CIMFRHQ, 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.
14. The successful Tenderer will have to submit valid license regarding engagement of labourers for supplying of manpower for wooden work 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.
15. 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.
16. Income Tax will be deducted from the Contractor's Bill (at Source) as per modification in Income Tax Rule time to time.
17. 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.
18. 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.
19. 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.
20. Tenders along with the enclosures as mentioned in the Tender Paper, in a sealed cover and super scribed "TENDER FOR Job contract to carry out wooden work of Engg. Workshop of CIMFR Barwa Road" with NIT No. and should be dropped in the TENDER BOX kept in the room no. 3 of Administration, at Administrative Block, CIMFR, Barwa Road, Dhanbad, Jharkhand, pin- 826 015 after obtaining signature from the Officer authorized for the purpose on or before **3.00 p.m. of 11/03/2019**. No late tenders will be accepted on any reason whatsoever.
21. 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.
22. 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 like Employees Provident Fund & Miscellaneous Provisions Act, 1952 & Employee State Insurance Act, 1948, without fail.

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23. The contractor shall be required to deposit an equal amount of 5% of the annual award value of the contract as performance security in the form of Bank Guarantee from Nationalized Bank within 30 days of the commence of contract.
24. 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).
25. 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.
26. 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.
27. 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.
28. 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.
29. 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.

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:

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**ANNEXURE-I****CSIR-CENTRAL INSTITUTE OF MINING & FUEL RESEARCH, HQ, DHANBAD.**

Name of Work: “**Job contract to carry out wooden work of Engg. Workshop of CIMFR, Barwa Road Campus**”

**PARTICULARS OF JOB REQUIREMENT AT CIMFR HQ DHANBAD**

Work :	<b>Job contract to carry out wooden work of Engg. Workshop of CIMFR, Barwa Road Campus</b>
Sl. No	Description of Jobs
1	Making wood frames of doors, windows, ventilators and other frames having area 0.50 Sqm to 3 Sqm or as per size etc all complete (Wood will be supplied by department free of cost).
2	Making fully panelled or glazed shutters for doors, windows (Wood will be supplied by department free of cost).
3	Fixing of glass for steel and wooden windows etc complete including putty, beat and nail etc complete. (Materials will be supplied by department free of cost).
4	Dismantling of doors and windows including repairing and maintenance of wooden shutters as per requirement and refitting the same with necessary fittings like screws, hinges, tower bolt, handle, glass etc complete (Materials will be supplied by department free of cost).
5	Preparation of chair, tables and cup boards of different size or as per requirement with 19/12/6 mm water proof ply board and finishing the same with sum mica, teak wood beating magnetic, lock, latch and handle (S.S) etc. (Materials will be supplied by department free of cost).
6	Making and fixing of glazed shutters for doors, windows using 4 mm thick float glass panes including ISI marked M.S. pressed butt hinges bright finished of required size with necessary screws.
7	Renoving and refixing of new butt hinges of required size with necessary screws etc complete.
8	Carrying and fixing ISI marked flush door shutters conforming decorative type, core of block board construction with frame of 1 st class hard wood and well matched teak 3 ply veneering with vertical grains or cross bands and face veneers on both faces of shutters 35 mm thick including ISI marked Stainless Steel butt hinges with necessary screws etc complete .(Materials will be supplied by department free of cost).
9	Carrying and fixing ISI marked flush door shutters conforming non-decorative type, core of block board construction with frame of 1 st class hard wood and well matched teak 3 ply veneering with vertical grains or cross bands and face veneers on both faces of shutters 35 mm thick including ISI marked Stainless Steel butt hinges with necessary screws etc complete (Materials will be supplied by department free of cost).
10	Carrying and fixing wire gauge shutters using stainless steel grade wire gauge with wire as per available in both directions for doors and windows with necessary screws etc complete.
11	Carrying and fixing wooden moulded beading to door and window frames with iron screws, plugs and priming coat on unexposed surface etc. complete:
12	Carrying and fixing 18 mm thick, 150 mm wide pelmet of flat pressed 3 layer or graded

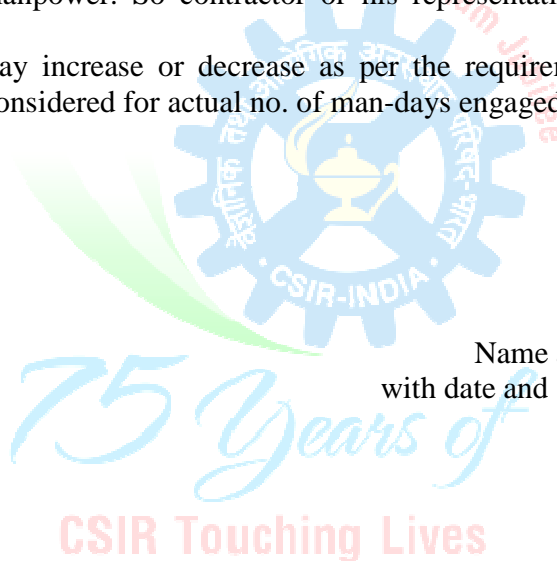
	wood particle board, including top cover of 6 mm commercial ply wood conforming to IS: 303 BWR grade, nickel plated M.S. pipe 20 mm dia ( heavy type ) curtain rod with nickel plated brackets, including fixing with 25x3 mm M.S. flat 10 cm long fixed to pelmet with hollock wood cleats of size 100 mm x 40 mm x 40 mm on both inner side of pelmet and rawl plugs 75 mm long etc. all complete.
13	Carrying and fixing curtain rods of 1.25 mm thick chromium plated brass plate, with two chromium plated brass brackets fixed with C.P. brass screws and wooden plugs, etc., wherever necessary complete.
14	Carrying and fixing M.S. grills of required pattern in frames of windows etc. with M.S. flats, square or round bars etc. including priming coat with approved steel primer all complete
16	Carrying and fixing ISI marked oxidised M.S. sliding door bolts with nuts and screws etc. complete
17	Carrying and fixing ISI marked oxidised M.S. tower bolt of any size with necessary screws etc. complete:
18	Carrying and fixing MS door latches with screws etc. complete.
19	Carrying and fixing oxidised M.S. hasp and staple (safety type of any size )with necessary screws etc. complete
20	Carrying and fixing bright finished brass door latch with necessary screws etc. complete
21	Carrying and fixing bright finished brass 100 mm mortice latch and lock with 6 levers and a pair of lever handles of approved quality with necessary screws etc. complete.
22	Carrying and fixing 50 mm or any size bright finished brass knob for cup board or wardrobe with necessary screws. Complete.
23	Carrying and fixing bright finished brass hanging type floor door stopper with necessary screws, etc. complete.
24	Carrying and fixing aluminium extruded section body tubular type universal hydraulic door closer (having brand logo with ISI, IS : 3564, embossed on the body, door weight upto 36 kg to 80 kg and door width from 701 mm to 1000 mm), with double speed adjustment with necessary accessories and screws etc. complete.
25	Carrying and fixing chromium plated brass 100 mm mortice latch and lock with 6 levers and a pair of lever handles of approved quality with necessary screws etc. complete
26	Carrying and fixing aluminium hanging floor door stopper, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour and shade, with necessary screws etc. complete.
27	Carrying and fixing 2nd class teak wood lipping / moulded beading or taj beading of size 18X5 mm fixed with wooden adhesive of approved quality and screws / nails on the edges of the Pre-laminated particle board as per direction of Engineer-in-Charge.
28	Carrying and fixing magnetic catcher of approved quality in cupboard / ward robe shutters, including fixing with necessary screws etc. complete .
29	Making of different types ,size and requirement of wooden mould for scientific works etc complete.
30	Making, carrying and fixing sliding arrangement in racks/ cupboards/cabinets shutter by with stainless steel rollers to run .
31	Opening and making in good shape of wooden door shutter with or without fixing of aluminium sheet at the bottom portion of the shutter on both side or as per requirement.
32	Making , carrying and fixing cup board shutters with 25 mm thick veneered particle board IS

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	: 3097 marked, exterior grade (Grade I), of approved make including IInd class teak wood lipping of 25 mm wide x 12 mm thick with necessary screws and bright finished stainless steel piano hinges, complete as per direction of Engineer-in-Charge.
33	Renewing glass panes, with putty and nails etc complete.
34	Renewing glass panes, with wooden fillets etc complete.
35	Renewal of old putty of glass panes (length)
36	Renewing wrought iron or M.S. Wheel or roller of steel door or gate and fitting and fixing the same with necessary clamps, nuts and bolts/welding and erection etc. complete.
37	Polishing work in any type of wooden work like table , chair and door etc with ready made wax polish or touch wood polish etc.

**Note:**

1. Before submitting the tender papers, the tenderers should inspect the site/location, Nature of work, working condition and movement of labourers etc. No claim **what so ever will be entertained for any alleged ignorance or otherwise under any** circumstances after the award of the contract.
2. Contractor is required to supply man-days, tools, tackles & equipment etc. for specific work as above and will be responsible for any loss due to negligence after engaging manpower or non-availability of manpower. So contractor or his representative should be available for prompt action.
3. Quantum of work may increase or decrease as per the requirements of the Institute. The monthly bill will be considered for actual no. of man-days engaged daily for a month.



Name and signature  
with date and seal of the tenderers



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**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: \_\_\_\_/\_\_\_\_/2018

(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-IV****Price-Bid PART -B****( To be kept in Separate Envelope)**

Name of the Job- Job contract to carry out wooden work of Engg. Workshop of CIMFR, Barwa Road Campus (as per Annexure-I),

I/We the Tenderer hereby quote our monthly and yearly rate on the basis of minimum wage for wooden work notified by Ministry of Labour & Employment, Govt. of India in the month March & April, 2017. The rate quoted below is for 4 (four) skilled and 4 (four ) un-skilled man-days per day for 26 working days in a month consisting of Basic + VDA, EPF, ESI etc.as applicable as on date (The number mandays per month can vary): -

The amount quoted needs to be in detail as follows:

Sl No	Details of wages	Rate per man-days/day	
		Skilled	Un-Skilled
1	Basic wages + VDA		
2	EPF 13.15%		
3	ESI 4.75%		
4	Bonus 8.33% (Maximum Rs 7000=00 per year)		
5	Service Charges of Contractor on Sl. No. 1 in (.....% )		
6	<b>Total in Rs ( Sl. No.1+2+3+5)</b>		

**GST (mention separately):-**

**RATE PER MONTH :-**

**Total Rs \_\_\_\_\_ (Rupees \_\_\_\_\_).**

**Service Charge per month Rs \_\_\_\_\_ (Rupees \_\_\_\_\_).**

**Total wage plus(+) service charge Rs \_\_\_\_\_ (Rupees \_\_\_\_\_).**

**RATE PER YEAR INCLUDING SERVICE CHARGE-**

**Rs \_\_\_\_\_ (Rupees \_\_\_\_\_).**

**Signature with date and seal of the tendered**

**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 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,
- xiv) Self-attested copy of Form 26AS for last three financial years.
- xv) Self-attested Copy of Income Tax Return for last three financial years.
- vii) Self-attested Copy of Relevant Work completion certificate along with copy of work order for three similar work for the value of 40% or Two similar work for the value of 50% for One similar work for the value of 80% 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.
- viii) Original EMD amounting Rs 40500/- is to be submitted separately
- ix) Affidavit as in Annexure-II
- x) Declaration as in Annexure- III
- xi) 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.
- xii) 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.**

**Signature with date and seal of the tendered**