



भाकृअनुष-राष्ट्रीय पशुरोग जानपदिक एवंसचना ववज्ञान संस्थान
ICAR-National Institute of Veterinary Epidemiology and Disease Informatics

रामगोंडनहल्ली, येलाहंका, बेंगलूरु - 560064

Ramagondanahalli, Post Box No: 6450, Yelahanka, Bengaluru - 560064

Ph: +91 80 23093102, Fax: + 91 80 23093222



File No. 5-479/P&S/NIVEDI/2018-19

Dated: 24-9-2018

NOTICE INVITING TENDER THROUGH E-PROCUREMENT

National Institute of Veterinary Epidemiology and Disease Informatics

(NIVEDI) is a public funded Research Organization under Indian Council of Agricultural Research, Department of Agricultural Research and Education, Ministry of Agriculture and Farmers Welfare, Government of India.

The Director, ICAR-NIVEDI, Bengaluru, India, invites online bids for **providing Manpower Services for various types of Works at ICAR-NIVEDI, Ramagondanahalli, Yelahanka, Bengaluru-560 064, Karnataka under two bid system (Technical bid and Financial bid). The technical bid must contain the scan copy of EMD and all other requisite documents called for the tender. Both bids (technical and financial bid (BOQ) are to be uploaded on cpp portal. Manual bids shall not be entertained.**

The terms and conditions of the contract which will govern the contract made are those contained in the general conditions of contract placed by the ICAR and the special terms and conditions detailed in the tender form and its schedules. Eligible bidders may submit the tender to provide the requisite services in accordance with the requirements stated in the attached schedules.

Tender documents may be downloaded from e-procurement website of CPP URL:<http://eprocure.gov.in/eprocure/app> as per the following schedule:

| | |
|-----------------------------------|--|
| Tender Reference no. | No.F.5-479/P&S/NIVEDI/2018-19 |
| Tender Publishing date | 24-09-2018 |
| Document download starting date | 24-09-2018 |
| Seek clarification start date | 24-09-2018 |
| Seek clarification end date | 15-10-2018 |
| Bid submission start date | 24-09-2018 |
| Bid submission closing date | 15-10-2018 |
| Technical bid opening date & time | 17-10-2018 11.00 hrs. |
| Financial bid opening date & time | TO BE NOTIFIED LATER |
| Address for communication | Director, ICAR-NIVEDI, Post Box No. 6450, Ramagondanahalli, Yelahanka, Bengaluru-560 064 |

**ICAR–National Institute of Veterinary Epidemiology and Disease Informatics
Ramagondanahalli, Post Box No: 6450, Yelahanka, Bengaluru - 560064**

PART-A: INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. The tender form/bidder documents may be downloaded from the website: <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory. Manual/offline bids shall not be accepted under any circumstances.
2. **Tenders/bidders are requested to visit website <https://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.**
3. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Institute reserves the right to accept or reject any or all the tenders.
4. An earnest money deposit (also known as bid security) of **Rs.1, 80,000/-** must be deposited in the form of Demand draft/Pay order (not cheque) payable to “ICAR Unit, NIVEDI” Payable at Bengaluru on or before the last date/time of filing/submission of the online bids on the portal. The tenders will not be considered if the earnest money deposit is not enclosed with the tender. The original demand draft should be submitted to the Administrative Officer on or before the due date. However, the bidder has to upload scan copies of Pay orders/Demand draft of Earnest money deposit with online e-tender. The online tenders received without scan copies of prescribed EMD will not be considered. The bidder has to submit earnest money deposit (also known as bid security) except those who are registered with the National Small Industries Corporation (NSIC). The EMD of all the unsuccessful bidders will be refunded after the contract has been awarded to the successful bidder without any interest thereon. The earnest money will be liable to be forfeited in case the successful bidder refuses to accept the contract immediately.
5. The bidders may note that ONLINE bids will only be accepted. All the requisite supporting documents as mentioned in the bid document should and must be uploaded Online <http://eprocure.gov.in/eprocure/app>. The bids sent through E-mail, FAX, by hand and/or by post shall not be accepted/processed, in any case.
6. Bidder need not to come at the time of bid opening at ICAR- NIVEDI. They can view live bid opening after login on CPP e-Procurement Portal at their remote end. If bidder wants to join bid opening event at ICAR-NIVEDI then they have to come with bid acknowledge slip that generates after successful submission of online bid.

TECHNICAL BID

The Firms are also required to upload copies of the following documents:

- i) Signed and scanned copy of registration certificate of the firm obtained specifically for providing Manpower services from the Department of Labour of the Govt.
- ii) Signed and scanned copy of proof of minimum turnover of the firm not less than 75 lakhs (Rupees Seventy five lakhs) during the last three financial years. The agency should attach financial documents to corroborate their claim of turnover.
- iii) Signed and Scanned copy of experience certificate for the last three years continuous experience of the firm in the field of providing Manpower services in Central Govt. establishments/State Govt./Corporations of Govt. of India/Reputed Public or Private organizations.
- iv) Signed and Scanned copy of GST/PAN registration
- v) Signed and scanned copy of Tender Acceptance Letter (Annexure-I).
- vi) Signed and scanned copy of previous three years Income-tax / Service tax/GST return.
- vii) Signed and scanned copy of audited Balance sheet of last three years.
- viii) Signed and Scanned copy of EMD
- ix) Signed and Scanned Copy of details of present contracts, clientele list with performance certificate for past 3 years.
- x) Signed and scanned copy of EPF registration certificate
- xi) Signed and scanned copy of ESI registration certificate
- xii) Scan copy of documentary proof Nos. of staff/supervisor registered under ESI & EPF separately. Minimum 50 Nos. (staff/supervisors) required with their ESI & EPF contributions. Documentary proof of vouchers to be required and may be attached.
- xiii) Signed and Scanned Copy of any other information.
- xiv) Details of firm as per Annexure – II.
- xv) Pre-receipt as per Annexure-III
- xvi) Police verification Certificate

PRICE BID

Schedule of price bid in the form of BOQ_XXXX .xls

PART-B: INSTRUCTION FOR ONLINE BID SUBMISSION

The bidders are requested 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 <https://eprocure.gov.in/eprocure/app>.

REGISTRATION:

- a. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online Bidder Enrollment” on the CPP Portal which is free of charge.
- b. As part of the enrollment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal
- d. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority Recognized by CCA India with their profile.
- e. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's .to others which may lead to misuse.
- f. Bidder then logs in to the site through the secured log-in by entering their user ID/ password and the password of the DSC/ e-token.

SEARCHING FOR TENDER DOCUMENTS:

There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, other keywords etc. to search for a tender published on the CPP Portal.

Once the bidders have selected the tenders they are interested in, they may download the required documents/ tender schedules. These tenders can be moved to the respective “My Tenders” folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

The bidder should make a Note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS:

Bidder should take into account any corrigendum published on the tender document before submitting their bids.

Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents — including the names and content of each of the document that need to be submitted. Any deviation from these may lead to rejection of the bid.

Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF / JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN Card Copy, Annual Reports, Auditor Certificates, etc.) has been provided to the bidders. Bidders can use “My Space” or Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again

and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS:

Bidder should log into *the* site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission date and time. Bidder will be responsible for any delay due to other issues. The bidder has to digitally sign and upload the required bid documents one by one as indicated in *the* tender document.

Bidder has to select the payment option as "Offline" to pay the EMD as applicable and enter details of the instrument.

Bidder should prepare the EMD as per the instructions specified in the tender document (**Page No.02, Part A, Clause No. 04**). The original should be posted/ couriered/ given in person to the concerned officials, latest by the date of bid submission or as specified in the tender documents. The details of the DD/ any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

Bidders are requested to note that they should necessarily submit their financial bids in the format provided (BoQ) and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the unprotected (editable) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the file name. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

The server time (which is displayed on the bidder's dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. And bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers / bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS:

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the Tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

Sd/-
Administrative Officer

TERMS AND CONDITIONS

The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are detailed in the tender forms and its schedules. Please quote your rates (**Service charges only**) if you are in a position to provide the required services in accordance with the requirements stated in the attached schedules.

1. An earnest money deposit (also known as bid security) of **Rs.1, 80,000/-** must be deposited in the form of Demand draft/Pay order (not cheque) payable to “ICAR Unit, NIVEDI” Payable at Bengaluru on or before the last date/time of filing/submission of the online bids on the portal. The tenders will not be considered if the earnest money deposit is not enclosed with the tender. The original demand draft should be submitted to the Administrative Officer on or before the due date. However, the bidder has to upload scan copies of Pay orders/Demand draft of Earnest money deposit with online tender. The online tenders received without scan copies of prescribed EMD will not be considered. The bidder has to submit earnest money deposit (also known as bid security) except those who are registered with the National Small Industries Corporation (NSIC).
2. The tenderer is being permitted to give tenders in consideration of the stipulations on their part that after submitting their tenders, they will not resile from their offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the Institute. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the Institute.
3. The tenders are liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules to the tenders is not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, of (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
4. If tenderer does not accept the offer, after issue of letter of award by Institute within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money will be forfeited.
5. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related documents must be signed by every partner of the firm. A person signing the tender form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the Council/Institute shall

without prejudice to another civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. Each page of the tenders and the schedules to the tenders and annexure, if any, should be signed by the tenderer.

The tenderers are required to enclose pre-receipted Invoice/challan to enable this Institute to refund EMD of unsuccessful bidders.

6. **An amount equivalent to 10% of the annual contract value** as a Performance security deposit for the contract is to be deposited by the selected agency/successful tenderer only after receiving a communication from the Institute in any of the following forms within 21 days from the date of issue of work order.
 - (a) Demand draft/Fixed deposit receipt on any scheduled commercial bank in India, to be drawn in favour of ICAR Unit: NIVEDI A/C payable at Bengaluru.
 - (b) Bank guarantee issued by any scheduled Commercial Bank in India which shall be valid upto 60 (sixty) days after the date of completion of all contractual obligations (total 14 months).
The original bank guarantee should be sent directly to the purchaser by registered post (A.D) by the issuing bank.
7. In the event of non-deposition of the same, the earnest money will be forfeited.
8. No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.
9. The Director, ICAR-NIVEDI reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.
10. Decision of the Director, shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, ICAR-NIVEDI. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.
11. Acceptance by the Institute will be communicated by FAX/Email, Express letter or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/Express letter etc. should be acted upon immediately.
11. **Only those firms will be considered for financial bid who will qualify in the technical bid.**
12. **In the event of lowest service charge quoted by more than one firm are equal/ similar, it will be decided by drawing Lottery system.**
13. The ICAR-NIVEDI, in its capacity as Principal Employer reserves the right to modify any of the Terms & Conditions of the contract as mentioned in further Annexures of this document, at its discretion, in the Interest of the Job/Work.
14. Successful Tender will have to enter into a detailed contract agreement with ICAR-NIVEDI on Non-Judicial stamp paper of Rs: 100/- for work.

Yours faithfully,

For and on behalf of the Director
ICAR-NIVEDI, Ramagondanahalli, Bengaluru

SCHEDULE -1

SCOPE OF WORK

**TO PROVIDE MANPOWER SERVICES FOR VARIOUS TYPES OF WORKS
AT ICAR-NIVEDI YELAHANKA CAMPUS
AS DETAILED IN THE SCHEDULE-II.**

SCHEDULE – II

GENERAL INFORMATION & OTHER TERMS & CONDITIONS OF THE JOB/ WORK CONTRACT FOR PROVIDING MANPOWER SERVICES FOR VARIOUS TYPES OF WORKS PER MONTH AT ICAR-NIVEDI, RAMAGONDANAHALLI, YELAHANKA, BENGALURU-560 064.

| Sl. No. | Particulars of work & No. of persons required (Approx.) | Area of work | Scope of work |
|------------------------------|---|---|---|
| I. UNSKILLED CATEGORY | | | |
| 1. | Cleaning and Sanitation work – 20 Nos | Main Building consisting of Ground, First floor Biosafety Lab, BMS, Utility Building ETP, Training Cum Farmers hostel | <p>Sweeping & moping of corridor, office, wash basin, tables and laboratory tables</p> <p>Sweeping & moping of corridor, Biosafety laboratories, CIF, wash basins, tables and laboratory tables</p> <p>Sweeping & cleaning of road, Car parking and surrounding area of office/Biosafety Lab building</p> <p>Sweeping & cleaning of ETP building</p> <p>Sweeping & cleaning of Utility building</p> <p>Sweeping & cleaning of Training cum Farmers hostel</p> <p>of toilets in such a way that no stain/mark is left in toilets/sanitary wares/ closets.</p> <p>Cleaning of waste paper baskets and its disposal at specified place</p> <p>Cleaning of glass panels of office with soap/cleaning liquids.</p> <p>Cleaning of glass panels of Biosafety lab as per standard procedure.</p> <p>Dusting & cleaning of windows, doors, ceiling fans and ceiling of each room, corridor and laboratory</p> <p>Collection of Laboratory garments for cleaning and laundering for reuse.</p> |

II. SEMI-SKILLED CATEGORY

| | | | |
|----|--|-------------------------------------|--|
| 1. | Laboratory/Office/Other support service Attendants – 10 Nos. | Biosafety lab, Office Utility block | Washing, cleaning & sterilization of glass wares/plastic wares with proper care in handling Cleaning & maintenance of laboratory equipments Cleaning of contaminated glass wares with detergents & packing Autoclaving, Media preparation, Vialing of serum samples, storage of cultures Carrying files & records from place to place. Cleaning of Tables and chairs, Proper maintenance of rooms, Photocopying, filing of papers, indexing And other office related jobs |
| 2. | Gardner/Mali – 2 No. | Campus of NIVEDI | Maintenance of Garden beautifully with plants, lawn Planting of seedlings and seeds in the garden Watering to the plants |

III- SKILLED CATEGORY

| | | | |
|----|--|---|---|
| 1. | Electrical/Plumbing Assistance -03 No. | Whole Building including Biosafety lab, Admn building, Utility block, ETP | To fix tube lights and other electrical fittings, repairs, attend electrical complaints, to repair water taps/plumbing etc. as and when Needed. |
| 2. | Office Assistance – 07 Nos | Training cum Farmers hostel Clerical & Office related works | Data entries in Computer Typing of letters/scientific papers Filing, docketing of papers Photocopying work Other related work in office |

| IV-HIGHLY SKILLED CATEGORY | | | |
|-----------------------------------|---|--|--|
| 1 | Driving of Office Vehicles – 03 Nos. (Maruthi SX4, Tavera & SML Mini Bus) | Driving of vehicle as & when required with a valid driving license | Driving vehicles on all working and other days as per the schedule of duty Vehicles should be kept neat and clean Dusting & washing of vehicles Maintenance & minor repairing work as and when needed |
| 2. | Computer Maintenance & Data Entry - 1 No. | All Computers & accessories installed in Office | Maintenance & minor repairs of Computers (Desktop & laptop), Printers & accessories. Attending day to day complaints in respect of Computer & Accessories Operation of LCD projector as and when required Date entry in computer |
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❖ **No. of persons may increase or decrease as per the need.**

NOTE:

1. The workers should be essentially required to be present on all working days including second Saturdays during duty time i.e. 9.00 am to 5.00 pm.
2. Sometimes, in emergency of work, services are to be rendered on Saturday and Sunday and beyond office hours also including holidays etc. and no extra payment will be made on this account.
3. Interested firms may visit the office and verify the quantity of work during working hours with prior permission, before quoting the rates.

II. TERMS & CONDITIONS

1. The Manpower staff should follow strict attendance and alternative arrangements are to be made by the agency whenever any of Staff is to go on leave under intimation to this office.
2. Changing of Staff should be intimated to the Administrative Officer, ICAR-NIVEDI, Bengaluru.
3. The Director, ICAR-NIVEDI reserves the right to reject any or all quotation in whole or in part without assigning any reason therefore. The decision of Director, ICAR-NIVEDI shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.
4. The staff provided should maintain secrecy and discipline in the premises NIVEDI, Bengaluru.

5. The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of ICAR-NIVEDI for the purpose. All complaints shall be immediately attended to by the Agency.
6. The agreement is terminable with one month notice on either side.
7. The contractor shall not sublet the work without prior written permission of the ICAR-NIVEDI.
8. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
9. The selected agency shall provide the necessary personnel for Director, ICAR-NIVEDI as per Labour acts prevalent in Karnataka. The agency shall employ good and reliable persons with robust health of age group of 21 to 45 years. In case any of the personnel so provided is not found suitable by the ICAR-NIVEDI, the Council shall have the right to ask for his replacement without giving any reason thereof and the agency shall on receipt of a written communication will have to replace such persons immediately.
10. The persons so provided by the agency under this contract will not be the employee of the Institute and there will be no employer-employee relationship between the NIVEDI and the person so engaged by the contractor in the aforesaid services.
11. Payment for service contract will be made monthly upon submission of pre-receipted bill along with the proof of all statutory payment to the concerned authorities from the previous months payment to the personnel employed by the agency along with acquaintance of payment to the worker.
12. Payment to the employees deployed by the contractor shall be made by 7th of every month through cheque/electronic transfer to their bank account only in the presence of Nodal officer nominated by this Institute. No cash payment under any circumstances will be allowed.
13. The rates (**service charges only**) to be quoted should include cost of two sets of uniform to Drivers and Housekeeping, ID card, administrative expenses etc. The ICAR-NIVEDI SHALL NOT BEAR ANY EXTRA CHARGE ON ANY ACCOUNT WHATSOEVER. **The bids will be rejected if the service charges quoted is nil or less than the Income tax liability.**
14. This Institute shall fix **basic wage + VDA for the days worked** per various categories of work as per the latest minimum wages approved by the Ministry of Labour and Employment, Govt. of India with a provision to modify the minimum wages as and when revised by the Ministry of Labour and Employment, Govt. of India. This Institute will also pay Employer contribution of EPF & ESI at the applicable rates and any other applicable Government levies/taxes.

15. The contractor shall discharge all his legal obligations in respect of the workers/supervisors to be employed /deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the Council from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of Director, ICAR-NIVEDI shall be final and binding on the contractor.
16. Income tax will be deducted from the payments due for the work done as per rule.
17. The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the contract with immediate effect.
18. The contract is subject to the conditions that the tenderer will comply with all the laws and acts of Central Govt./State Govt. relating to this contract made applicable from time to time.
19. The contractor shall have sole discretion to decide on employing, rewarding or terminating the services etc., of his employees. However, his employees must possess such qualifications, experience, age requirement and medical and physical standards as required for the work awarded to the contractor.
20. The contractor shall provide to each of his employee an identification card which shall have his photograph verified by the contractor, his name, place of work and name of the contractor.
21. The contractor shall provide full particulars of each employee including their antecedents verification etc. employed by him along with photograph duly attested before start of the work and from time to time. He will also endorse a copy of returns furnished by him to the labour department under the contract labour (Regulation and Abolition) Act 1970.
22. Theft cases during the period of the contract in the premises due to the negligence of any or staff deployed by the agency, the recovery of such loss(s) will be recovered from the agency.
23. Risk clause: Director, ICAR-NIVEDI reserves the right to discontinue the service at any time, for the services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this can be recovered from Security Deposit or pending bills or by rising a separate claim.
24. Contract period: The contract will be initially valid for one year from the date of agreement. The contract may be further extended on the same Terms & Conditions for the period as decided by ICAR-NIVEDI based on mutual consent and satisfactory performance of the contract.

LIQUIDATED DAMAGES CLAUSE:

1. An amount equivalent to two days of contract amount, subject to a minimum of Rs.500/- will be levied as liquidated damages per day. Whenever and wherever it is found that the work is not up to the mark. it will be brought to the notice of the supervisory staff of the firm by NIVEDI and if no action is taken within one hour liquidated damages clause will be invoked.
2. Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be tolerated and such person(s) will have to be replaced immediately.

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal

ANNEXURE-II

DETAILS OF FIRM

| | | |
|----|--------------------------------------|--|
| 1. | Name of the firm | |
| 2. | Registered/Postal address | |
| 3, | Email-ID | |
| 4. | Permanent account No. (PAN) | |
| 5. | GST Registration No. | |
| 6. | Bank details | |
| a) | Name of Bank | |
| b) | Address of bank | |
| c) | IFSC code | |
| d) | Account No. | |
| e) | Type of Account (Current/Savings) | |
| f) | MICR No. | |
| g) | RTGS/NEFT Code | |
| 7. | Mobile No. | |

Name of the Authorized

Signatory Stamp & Signature

Date:

Place:

ANNEXURE-III

(TO BE SUBMITTED ON THE LETTER HEAD OF THE FIRM)

PRE-RECEIPT

Received with thanks a sum of _____
(Rupees _____) from the Director, ICAR-NIVEDI,
Ramagondanahalli, Yelahanka, Bangalore-560 064 paid by us vide Demand Draft
No. _____ dated _____ submitted as EMD against your e-
tender for providing manpower services Ref. No. _____
dated _____

For _____

Authorised signatory

Place:

Date:

Advance tender search in Central Public Procurement Portal Website

[URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)

The screenshot shows the home page of the Central Public Procurement Portal. The header includes the Government of India logo and the portal name. A navigation bar contains links for Search, Latest Active Tenders, Tenders by Closing Date, Corrigendum, Bid Awards, and CPPP. A sidebar on the left lists various menu items like MIS Reports, Tenders by Location, and Tenders in Archive. The main content area features a 'Welcome to eProcurement System' message and two tables: 'Latest Tenders' and 'Latest Corrigendums'. The 'Latest Corrigendums' table has a blue arrow pointing to the 'Bid Opening Date' column. A 'User Login' section is on the right, and a 'Tender Search' box is at the bottom right.

| Tender Title | Reference No | Closing Date | Bid Opening Date |
|--|--------------------------|----------------------|----------------------|
| 4. C/O 02 NOS SENTRY POST AND 03 NOS TOILET/BATHROOM AT SANCHUTALA FORWARD POST OF ITBP (SUPPLY OF ITEMS FOR SANCHUTALA) | NO/ITBP/8TH BN /2016/ST5 | 03-Jan-2017 03:30 PM | 04-Jan-2017 03:30 PM |

| Corrigendum Title | Reference No | Closing Date | Bid Opening Date |
|---|--|----------------------|----------------------|
| 4. Corrigendum | AK-529 IS SUPPLY OF SURGE SUITS FOR FIRE AND SAFETY. | 27-Dec-2016 10:30 AM | 27-Dec-2016 11:30 AM |
| 5. CORRIGENDUM-1 Extend the Due Date of AK-52919. | AK-52919 | 27-Dec-2016 10:30 AM | 27-Dec-2016 11:30 AM |
| 6. EXTENSION OF DUE DATE | AQ-52795_FOR_PORTABLE SPAM SYSTEM | 27-Dec-2016 10:30 AM | 27-Dec-2016 11:30 AM |

The screenshot shows the 'Advanced Tender Search' page. The left sidebar is the same as in the previous image. The main content area is a search form with various filters. A blue arrow points to the 'Search' button at the bottom right of the form.

Advanced Tender Search

Tender Type: Open Tender
Organisation: Department of Agricultural Res...
Department: Indian Council of Agricultural R...
Division: NIVEDI-Bengaluru - DoARE
Sub Division: -Select-
Form of Contract: -Select-
Pincode: 560064
Value Criteria: -Select-
Date Criteria: -Select-
Tender ID:
Tender Reference Number:
Work/Item Title:
Tender Category: -Select-
Product Category: -Select-
From: To:
Clear Search

Advanced Tender Search

Tender Type   **Open Tender/Single/Limited/etc.**

Organization   **Department of Agricultural Research and Education**

Department   **Indian Council of Agricultural Research, DoARE, MoA**

Division   **NIVEDI-Bengaluru – DoARE**